

CUTTER MORNING STAR ELEMENTARY



STUDENT AND PARENT HANDBOOK 2026-2027

2801 SPRING STREET
HOT SPRINGS, AR 71901

DR. LANCE CAMPBELL, SUPERINTENDENT
LAURA BABER, PRINCIPAL

BELL SCHEDULE

7:20 DOORS OPEN/BREAKFAST IN CLASSROOMS

7:35 TARDY BELL

2:50 DISMISSAL

DISTRICT WEB PAGE

<https://www.eaglesnest.dsc.k12.ar.us/>

CUTTER MORNING STAR APP

Apple:

<https://apps.apple.com/us/app/cutter-morning-star-ar/id1067331676?ls=1>

Google play store:

<https://play.google.com/store/apps/details?id=com.apptegy.cms>

The links to the apps can also be found on the bottom of all the web pages.

ARKANSAS DEPARTMENT OF EDUCATION

<https://dese.ade.arkansas.gov/>

FORWARD

Welcome to the 2026-2027 school year at Cutter Morning Star Elementary! We look forward to serving our students and working together with our families and community! Safety of our students and staff is our number one priority followed by relationships and academic excellence. Our Mission at CMSE is to:

Empower, Acept, Guide, Love, Educate ALL Students

We envision a school where:

- students and staff feel safe and supported.
- students are motivated to be the best version of themselves.
- staff, students and families work together to overcome challenges.

My commitment to you is to provide a safe, orderly, and positive learning environment for ALL students and staff. To help reach that goal, our handbook committee has worked to develop the policies and procedures found in this Student and Parent Handbook. Our Handbook's policies and procedures are all based on Arkansas Law and/or Cutter School Board Policies. Our Cutter Morning Star School Board approved our handbook at their J board meeting.

Please review the policies and procedures included in our handbook. A digital copy of this handbook can be found on our [website](#). If you would like a printed copy, please request one from the school office. We need everyone to know and understand our expectations in order for ALL students and staff to have a successful year in a protected instructional environment.

If I can be of assistance at any time throughout the year, please do not hesitate to contact me. Thank you for your support and I look forward to a GREAT School year. It's an honor to be an Eagle!

Laura Baber

Principal

Cutter Morning Star Elementary School

Cutter Morning Star Schools | 2026-2027 CALENDAR .

JULY '26						
S	M	T	W	Th	F	S
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AUGUST '26						
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SEPTEMBER '26						
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OCTOBER '26						
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NOVEMBER '26						
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DECEMBER '26						
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CALENDAR KEY						
Teacher PD Days						
First/Last Day of School						
No School						
Parent-Teacher Conferences						
Make Up Days/No School Days						
End of the Quarters						

IMPORTANT DATES						
<u>August</u>						
Aug. 3-6, and 10 - Teacher PD Days						
Aug. 10 - Open House						
Aug. 12 - First Day of School						
<u>September</u>						
Sept 7 - Labor Day - No School						
Sept 17 - Full instructional day; PT Conf 3:30-6:30						
Sept 18 - PT Conf 9:00-12:00 - No School						
<u>October</u>						
Oct. 5 - 9 - Fall Break						
Oct. 16 - End of 1 st Quarter						
Oct. 19 -Teacher PD Day/ No School						
<u>November</u>						
Nov. 23-27 - Thanksgiving Break						
<u>December</u>						
Dec. 18 - End of 2 nd Quarter						
Dec. 21- Jan. 1- Christmas Break						
<u>January</u>						
Jan. 4 - Teacher PD Day/No School						
Jan. 18 - MLK Day/ No School						
<u>February</u>						
Feb. 4 - Full instructional day; PT Conf 3:30-6:30						
Feb. 5 - PT Conf 9:00-12:00 - No School						
Feb. 15 - 17 - Winter Break						
Feb. 18 - 19 - Make-Up Day/No School						
<u>March</u>						
Mar. 16 - End of 3 rd Quarter						
Mar. 22 - 26- Spring Break						
Mar. 29 - Make-Up Day/No School						
<u>May</u>						
May 25 - End of 4 th Quarter/Last Day of School						
October 16: End of 1 st Quarter 264 Hours/44.08 Days						
December 18: End of 2 nd Qtr. 251.55 Hours/41.93 Days						
March 16: End of 3 rd Quarter 283.8 Hours/47.3 Days						
May 25: End of 4 th Quarter 283.8 Hours/47.3 Days						
Total: 1,083.6 Hours/180.6 Days						
Inclement weather days will be made up in this order: (February 18, 19, March 29, May 26-27)						
The Superintendent and School Board shall have the authority to amend the calendar in the event of excessive days missed.						

Alternate Calendar 1068 Hours Required

Elementary: 7:35-2:50
High School: 7:30-2:55

Approved December 17, 2025
Revised April 30, 2026

JANUARY '27						
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FEBRUARY '27						
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MARCH '27						
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APRIL '27						
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MAY '27						
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JUNE '27						
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27	28	29	30			

Cutter Morning Star School District Alma Mater

Give a song. Give a yell. Give a cheer.

We will stand up for Eagles forever.

Loyal and true to our school

whether we are far or near.

Our team and our school we hold dear,
may our faith and our courage never weaken.

Our colors we hold red and black,

it's not by luck, it's just by *pluck,

we win a victory, Hey!

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DISTRICT CORE BELIEFS, VISION and MISSION STATEMENTS

DISTRICT CORE BELIEFS

We believe in educating each child with compassion, rigor and innovation in a safe and connected community.

We are a team of dedicated learners, sharing in and contributing to the learning process.

DISTRICT MISSION STATEMENT

The mission of Cutter Morning Star School District is:

Eagles Encourage, Educate, Empower Every day.

DISTRICT VISION STATEMENT

We envision a District where staff and students:

- receive unconditional support.
- are continuously learning and achieving.
- develop and practice resilience to overcome ANYTHING!

ELEMENTARY CORE BELIEFS, VISION and MISSION STATEMENTS

ELEMENTARY MISSION STATEMENT

Our mission at Cutter Morning Star Elementary is to:

Empower, Accept, Guide, Love, Educate **ALL Students**

ELEMENTARY VISION STATEMENT

We envision a school where:

- students and staff feel safe and supported.
- students are motivated to be the best version of themselves.
- staff, students and families work together to overcome challenges..

It shall be the policy of the Cutter Morning Star School District that the most recently adopted version of the Student Handbook be incorporated by reference into the policies of this district. In the event that there is a conflict between the student handbook and a general board policy or policies, the more recently adopted language will be considered binding and controlling on the matter provided the parent(s) of the student, or the student if 18 years of age or older have acknowledged receipt of the controlling language.

Principals shall review all changes to student policies and ensure that such changes are provided to students and parents, either in the Handbook or, if changes are made after the handbook is printed, as an addendum to the handbook.

SCHOOL ADMISSION ENTRANCE REQUIREMENTS

To enroll in a school in the District, the child must be a resident of the District as defined in District Policy (4.1—RESIDENCE REQUIREMENTS), meet the criteria outlined in policy 4.40—HOMELESS STUDENTS, or in policy 4.52—STUDENTS WHO ARE FOSTER CHILDREN be accepted as a transfer student under provisions of policy 4.4, or participate under a school choice option and submit the required paperwork as required by the choice option under Policy 4.5.

Students may enter kindergarten if they attain the age of five (5) on or before August 1 of the year in which they are seeking initial enrollment. Any student who has been enrolled in a state-accredited or state-approved kindergarten program in another state for at least sixty (60) days, will become five (5) years old during the year in which he/she is enrolled in kindergarten, and meets the basic residency requirement for school attendance may be enrolled in kindergarten upon written request to the District. Any student who was enrolled in a state-accredited or state-approved kindergarten program in another state or in a kindergarten program equivalent in another country, becomes a resident of this state as a direct result of active military orders or a court-ordered change of custody, will become five (5) years of age during the year in which he or she is enrolled in kindergarten, and meets the basic residency requirement for school attendance may be enrolled in kindergarten upon a written request to the District.

Any child who will be six (6) years of age on or before October 1 of the school year of enrollment and who has not completed a state-accredited kindergarten program shall be evaluated by the district and may be placed in the first grade if the results of the evaluation justify placement in the first grade and the child's parent or legal guardian agrees with the placement in the first grade, otherwise the child shall be placed in kindergarten.

Any child may enter first grade in a District school if the child will attain six (6) years of age during the school year in which the child is seeking enrollment and the child has successfully completed a kindergarten program in a public school in Arkansas.

Any child who has been enrolled in the first grade in a state-accredited or state-approved elementary school in another state for a period of at least sixty (60) days, who will become-six (6) years of age during the school year in which the student is enrolled in grade one (1), and who meets the basic residency requirements for school attendance may be enrolled in the first grade.

Students who move into the District from an accredited school shall be assigned to the same grade as they were attending in their previous school (mid-year transfers) or as they would have been assigned in their previous school. Private school students shall be evaluated by the District to determine their appropriate grade placement. Home school students enrolling or re-enrolling as a public school student shall be placed in accordance with policy 4.6—HOME SCHOOLING.

The district shall make no attempt to ascertain the immigration status, legal or illegal, of any student or the student's parent or legal guardian presenting for enrollment.

Prior to the child's admission to a District school:

1. The parent, legal guardian, or person having lawful control of the student, or person standing in loco parentis shall furnish the child's social security number, or if they request, the district will assign the child a nine (9) digit number designated by the Division of Elementary and Secondary Education.
2. The parent, legal guardian, or person having lawful control of the student, or person standing in loco parentis shall provide the district with one (1) of the following documents indicating the child's age:
 - a. A birth certificate;
 - b. A statement by the local registrar or a county recorder certifying the child's date of birth;
 - c. An attested baptismal certificate;
 - d. A passport;
 - e. An affidavit of the date and place of birth by the child's parent, legal guardian, or person having lawful control of the student, or person standing in loco parentis;
 - f. United States military identification; or
 - g. Previous school records.
3. The parent, legal guardian, or person having lawful control of the student, or person standing in loco parentis shall indicate on school registration forms whether the child has been expelled from school in any other school district or is a party to an expulsion proceeding. Any person who has been expelled from any other school district shall receive a hearing before the Board at the time the student is seeking enrollment in the District. The Board reserves the right to not allow the enrollment of such student until the time of the person's expulsion has expired following the hearing before the Board.
4. In accordance with Policy 4.57—IMMUNIZATIONS, the child shall be age appropriately immunized or have an exemption issued by the Arkansas Department of Health.

Uniformed Services Member's Children

The superintendent shall designate an individual as the District's military education coordinator, who shall serve as the primary point of contact for an eligible child and for the eligible child's parent, legal guardian, person having lawful control of the eligible child, or person standing in loco parentis. The individual the superintendent designates as the District's military education coordinator shall possess specialized knowledge regarding the educational needs and unique challenges faced by children of uniformed services families.

An eligible child as defined in this policy shall:

1. Be allowed to continue the student's enrollment at the grade level commensurate with the student's grade level he/she was in at the time of transition from the student's previous school, regardless of age;
2. Be eligible for enrollment in the next highest grade level, regardless of age if the student has satisfactorily completed the prerequisite grade level in the student's previous school;
3. Enter the District's school on the validated level from the student's previous accredited school when transferring into the District after the start of the school year;
4. Be enrolled in courses and programs the same as or similar to the ones the student was enrolled in the student's previous school to the extent that space is available. This does not prohibit the District from performing subsequent evaluations to ensure appropriate placement and continued enrollment of the student in the courses/and/or programs;

5. Be provided services comparable to those the student with disabilities received in his/her previous school based on the student's previous Individualized Education Program (IEP). This does not preclude the District school from performing subsequent evaluations to ensure appropriate placement of the student;
6. Make reasonable accommodations and modifications to address the needs of an incoming student with disabilities, subject to an existing 504 or Title II Plan, necessary to provide the student with equal access to education. This does not preclude the District school from performing subsequent evaluations to ensure appropriate placement of the student;
7. Be enrolled by an individual who has been given the special power of attorney for the student's guardianship. The individual shall have the power to take all other actions requiring parental participation and/or consent;
8. Be eligible to continue attending District schools if the student has been placed under the legal guardianship of a noncustodial parent living outside the district by a custodial parent on active military duty.

Following the receipt of advanced notice and an enrollment application:

1. Provisionally enroll, provide placement for, and enter academic course requests on behalf of the incoming student based on the student's education record provided by the student's family or the sending district;
2. Provide the uniformed services family with information regarding
 - a. Career-ready pathways and other academic or education programs offered;
 - b. Required academic courses for each curriculum and elective course options;
 - c. School and community-sponsored extracurricular activities, including without limitation individual and team sports, clubs, junior reserve officer training corps opportunities, and Purple Star School program ambassadors; and
 - d. Contact information for the designated military family education coordinator and the Purple Star School program military family education facilitator, if applicable; and
 - e. Other relevant information regarding the District.

In the event that official copies of an eligible child's education records are not available at the time the eligible child is transferring, then the District shall:

- Pre-register and place an eligible child based on the eligible child's unofficial education records pending receipt of the eligible child's official records; and
- Request the eligible child's official education records from the sending district.

The District shall not deny the enrollment of a Uniformed Service Member dependent unless the District has reached the maximum student-to-teacher ratio allowed under federal law; state law; the Standards for Accreditation for Public Schools and School Districts; state rules; or other applicable federal regulations, and the District timely notifies the parent, legal guardian, person having lawful control of the student, or the person standing in loco parentis of the the lack of capacity.

The District shall notify a prospective student's family in writing regarding whether the student's enrollment has been accepted or rejected within fifteen (15) calendar days of receiving the student's enrollment application and supporting documentation.

To facilitate a smooth transition between the student's previous coursework and the curriculum best suited to ensure educational success in the student's new school, the District may enroll an inbound transitioning eligible student in digital coursework, if available, at the request of the military family.

The District may request a waiver from the State Board as necessary to accommodate an eligible student.

INTERNATIONAL EXCHANGE STUDENTS

The District shall admit for enrollment and attendance an international exchange student who has been placed with a host family who resides within the District boundaries. The international exchange student shall attend the school in the District based on the attendance zone where the host family resides.

Upon an international exchange student's arrival, the international exchange student may be required to submit to quarantine to prevent the spread of infectious diseases as may be necessary, which shall not exceed seven (7) days unless otherwise recommended by the Arkansas Department of Health or the Centers for Disease Control and Prevention.

International exchange students are expected to follow the District handbook and student code of conduct as the District has the authority to expel a student for violations of the school district's written student discipline policies or if the international exchange student presents a danger to the District's students or employees.

Statewide assessment results achieved by an international exchange student enrolled in the District shall be included in the District's results on the statewide assessments.

The District shall provide English-language services to international exchange students as necessary.

ATTENDANCE REQUIREMENTS

Every parent, guardian, or person having lawful control of the child or person standing in loco parentis of any child age five (5) through seventeen (17) years on or before August 1 of that year who resides, as defined by policy (4.1 -- RESIDENCE REQUIREMENTS), within the District shall enroll and send the child to a District school with the following exceptions.

1. The child is enrolled in a private or parochial school.
2. The child is being home-schooled and the conditions of policy (HOME SCHOOLING) have been met.
3. The child will not be age six (6) on or before August 1 of that particular school year and the parent, legal guardian, or person having lawful control of the child, or person standing in loco parentis of the child elects not to have him/her attend kindergarten. A kindergarten waiver form prescribed by regulation of the Division of Elementary and Secondary Education must be signed and on file with the District administrative office.
4. The child has received a high school diploma or its equivalent as determined by the State Board of Education.

5. The child is age sixteen (16) or above and is enrolled in a post-secondary vocational-technical institution, a community college, or a two-year or four-year institution of higher education.
6. The child is age sixteen (16) or seventeen (17) and has met the requirements to enroll in an adult education program as defined by A.C.A. 6-18-201 (b).

The public schools of any school district in this state shall be open and free through completion of the secondary program to all persons in this state between the ages of five (5) and twenty-one (21) years whose parents, legal guardians, or other persons having lawful control of the person under an order of a court reside within the school district and to all persons between those ages who have been legally transferred to the district for education purposes. 6-18-202(b) (1).

RESIDENCE REQUIREMENTS

“In loco parentis” means relating to the responsibility to undertake the care and control of another person in the absence of: 1. Supervision by the person's parent or legal guardian; and 2. Formal legal approval.

The schools of the District shall be open and free through the completion of the secondary program to all persons between the ages of five (5) and twenty-one (21) years whose parents, legal guardians, persons having lawful control of the student, or person standing in loco parentis reside within the District and to all persons between those ages who have been legally transferred to the District for educational purposes.

Any person eighteen (18) years of age or older may establish a residence separate and apart from his or her parent, legal guardian, person having lawful control of the student, or a person standing in loco parentis for school attendance purposes.

In order for a person under the age of eighteen (18) years to establish a residence for the purpose of attending the District's schools separate and apart from his or her parents, legal guardian, person having lawful control of the student, or a person standing in loco parentis the student is required to reside in the District for a primary purpose other than that of school attendance; however, a student previously enrolled in the district whose parents move the student into another district or who is placed under the legal guardianship of a noncustodial parent living outside the district by a custodial parent on active military duty may continue to attend district schools. A foster child who was previously enrolled in a District school and who has had a change in placement to a residence outside the District, may continue to remain enrolled in his/her current school unless the presiding court rules otherwise.

Under Instances prescribed in A.C.A. 6-18-203, a child or ward of an employee of the district or of the education coop to which the district belongs may enroll in the district even though the employee and the employee's child or ward reside outside the district.

ACT 633

A student may use the residential address of a legal guardian, person having legal lawful control of the student under order of a court, or person standing in loco parentis only if the student resides at the same residential address and the guardianship or other legal authority is not granted solely for educational needs or school attendance purposes.

Any person who knowingly gives a false residential address for purposes of public school enrollment is guilty of a misdemeanor and subject to a fine not to exceed five hundred dollars.

Any violations of this ACT 633 will be turned over to the prosecuting authority.

DISPLACED AND/OR HOMELESS STUDENTS

The Cutter Morning Star School District will afford the same services and educational opportunities to students who qualify under the provisions of the McKinney-Vento law as are afforded to non-displaced and/or homeless students. Displaced and homeless students will be immediately enrolled, regardless of whether application or enrollment requirements can be met.

A homeless student shall be immediately eligible to participate in interscholastic activities at the school in which the student is enrolled.

For the purposes of this policy, students shall be considered homeless if they lack a fixed, regular and adequate nighttime residence and:

1. Are:
 - a. Sharing the housing of other persons due to loss of housing, economic hardship or a similar reason
 - b. Living in motels, hotels, trailer parks or camping ground due to lack of alternative adequate accommodations
 - c. Living in emergency or transitional shelters
 - d. Abandoned in hospitals
2. Have a primary nighttime residence that is a public or private place not designed or ordinarily used as a regular sleeping accommodation for human beings.
3. Are living in cars, parks, public space, abandoned buildings, substandard housing, bus or train stations.
4. Are migratory children who are living in circumstances described in clauses (a) through (c).

SCHOOL CHOICE

Standard School Choice

Capacity Determination and Public Pronouncement

The Board of Directors will annually adopt a resolution containing the capacity standards for the District. The resolution will contain the acceptance determination criteria identified by academic program, class, grade level, and individual school. The school is not obligated to add any teachers, other staff, or classrooms to accommodate choice applications. The District may only deny a Standard School Choice application if the District, or school, has a lack of capacity.

The district shall advertise in appropriate broadcast media and either print media or on the Internet to inform students and parents in the District and adjoining districts of the range of possible openings available under the School Choice program. The public announcements shall state the application deadline, the requirements and procedures for participation in the program; and include contact information for the primary point of contact at the District for school choice questions. Such announcements shall be made prior to January 1.

The student's parent shall submit a school choice application on a form approved by DESE to:

- The District and the student's resident district for students transferring into the District: or
- Only this District for students transferring to another school within the District.

Except for students who are transferring under Uniformed Service Member Dependent School Choice, the transfer application must be postmarked, emailed, or hand delivered between January 1 and June 1. The District shall date and time stamp all applications the District receives as both the resident and nonresident district as they are received in the District's central office. Except for applications from students who are transferring under Uniformed Service Member Dependent School Choice, applications postmarked, emailed, or hand delivered on or after June 2 will not be accepted. Statutorily, preference is required to be given to siblings of students who are already enrolled in the District. Therefore, siblings whose applications fit the capacity standards approved by the Board of Directors may be approved ahead of an otherwise qualified non-sibling applicant who submitted an earlier application as identified by the application's date and time stamp.

Except for students who are transferring under Uniformed Service Member Dependent School Choice, no earlier than January 1 of each year, the Superintendent will consider all properly submitted applications for School Choice. By no later than the fifteenth (15th) calendar day following the receipt of an application, the Superintendent shall notify the following, in writing, of the decision to accept or reject the application:

- For transfers within the District, the student's parent: or
- For transfers into the District, the student's parent and the student's resident district.

Accepted Applications

Applications which fit within the District's stated capacity standards shall be provisionally accepted in writing. A student's acceptance shall be effective on the earlier of:

1. The day the District provides notification to the student of the student's acceptance; or
2. The day the State Board grants an appeal of the student's application.

The written notice of acceptance shall inform the student that the student has ten (10) school days from when the notice is received to either:

- A. Enroll in the district or in the other District school; or
- B. Inform the district that the student intends to enroll in the district or the other District school at the start of the next school year.

The acceptance shall be null and void if the student fails to enroll within the ten (10) school days period or fails to inform the district within the ten (10) school day period of the student's intent to transfer at the start of the next school year.

A student whose application has been accepted and who has enrolled in the District or in another District school, is eligible to continue enrollment until completing the student's secondary education. Continued enrollment is conditioned upon the student meeting applicable statutory and District policy requirements. Any student who has been accepted under choice and who fails to initially enroll under the timelines and provisions provided in this policy; chooses to return to the student's resident district or assigned school; or enrolls in a home school or private school voids the transfer and must reapply if, in the future, the student seeks another school choice transfer. A subsequent transfer application will be subject to the capacity standards applicable to the year in which the application is considered by the District.

Students whose applications have been accepted and who have enrolled in the district or another District school shall not be discriminated against on the basis of gender, national origin, race, ethnicity, religion, disability, or residential address.

Rejected Applications

The District may reject an application for a transfer into or within the District under Standard School Choice due to a lack of capacity. The District shall use the date and time stamp the District placed on a student's application to determine when the District has reached capacity. A student's application shall be used to determine capacity regardless of whether the student intends to transfer immediately or at the start of the next school year.

The decision to accept or reject an application shall not be based on the student's previous academic achievement; athletic or extracurricular ability; English proficiency level; or previous disciplinary proceeding other than a current expulsion.

An application may be provisionally rejected if it is for an opening that was included in the District's capacity resolution, but was provisionally filled by an earlier applicant. A provisionally rejected applicant could be provisionally approved and would have to meet the acceptance requirements to be eligible to enroll in the District or another district school if:

- A provisionally approved applicant subsequently does not enroll in the District;
- A provisionally approved applicant subsequently does not enroll in the District school the District student was seeking to transfer to; or
- A District student submits a school choice application to transfer to another district or another school within the district.

The Superintendent shall notify the previously provisionally rejected student within fifteen (15) days of the change in status and shall provide notice of all final rejections by July .

Rejection of applications shall be in writing and shall state the reason(s) for the rejection. Unless the student's application was rejected due to the application not being timely received by the student's resident district only for transfers within the District or both the resident and nonresident districts for transfers into the District or another district, a student whose application was rejected may request a hearing before the State Board of Education to reconsider the application. The request for a hearing must be submitted in writing to the State Board within ten (10) days of receiving the rejection letter from the District.

The Board of Directors reserves the right, after a hearing before the board, not to allow any person who is currently under expulsion from another district to enroll in a District school.

Students admitted under this policy shall be entitled to continued enrollment until they graduate or are no longer eligible for enrollment in the District's schools.

UNIFORMED SERVICE MEMBER DEPENDENT SCHOOL CHOICE

A student shall be eligible for school choice under Uniformed Service Member Dependent School Choice if the student is a dependent of a:

- Uniformed service member in full-time active-duty status;
- Surviving spouse of a uniformed service member;

- Reserve component uniformed service member during the period six (6) months before until six (6) months after a Title 10, Title 32, or state active duty mobilization and service; or
- Uniformed service veteran who is returning to civilian status at the conclusion of the uniformed service veteran's active duty status.

A student's parent, legal guardian, person having lawful control of a student, or person standing in loco parentis to the student shall submit a school choice application by mail, e-mail, or in person to the student's resident district only for transfers within the District or to both the students nonresident district and resident district. The application shall be accompanied by:

- a. A copy of the identification card of the student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis that qualifies the student under this section; and
- b. A copy of the official orders, assignment notification, or notice of mobilization of the student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis.

The application deadline required under Standard School Choice and Opportunity School Choice shall not apply to uniformed service member dependents.

The parent, legal guardian, person having lawful control of the student, or person standing in loco parentis of the student shall be notified in writing whether the student's application has been accepted or rejected within fifteen (15) days of the receipt of the application by:

- The District superintendent for students transferring within the District; or
- The superintendent of the nonresident district for students transferring to a nonresident district.

A student's transfer under the Uniformed Services Member Dependent School Choice is effective immediately upon the written notification of an acceptance.

A student shall be permitted only one (1) school transfer per academic year.

The parent, legal guardian, person having lawful control of a student, or person standing in loco parentis to a student shall be responsible for transportation of the student.

Student Transfers

Transfer applications received by the District shall be placed on the Board's next meeting agenda. At least five (5) days before the meeting where the transfer application appears on the agenda, the superintendent shall notify the Board regarding:

- All transfer applications received since the last meeting; and
- The superintendent's recommendation concerning each transfer application.

Each transfer application shall be considered individually and receive a separate vote by the Board. The parent, legal guardian, person having lawful control of the student, or person standing

in loco parentis to a student who submits a transfer application shall be given at least five (5) minutes to present the student's case for a transfer to the Board.

The District may reject a non-resident application for admission if its acceptance would necessitate the addition of staff or classrooms, exceed the capacity of a program, class, grade level, or school building, or cause the District to provide educational services not currently provided in the affected school. The District shall reject applications that would cause it to be out of compliance with applicable laws and regulations regarding desegregation.

Prior to a child's admission to Cutter Morning Star School District, the parent, guardian or other persons who have the legal right to enroll the child, shall indicate any type of discipline action and/or if the child is the subject of a FINS petition or any other court orders. Any person who has been expelled from any other school district shall receive a hearing before the Board at the time the student is seeking enrollment in the District. The CMS Board of Education reserves the right not to allow any student who has been expelled from another district to enroll as a student until the time of expulsion has expired.

Any student transferring from a school accredited by the Division of Elementary and Secondary Education (DESE) to a school in this district shall be placed into the same grade the student would have been in had the student remained at the former school. Any grades, course credits, and/or promotions received by a student while enrolled in the Division of Youth Services system of education shall be considered transferable in the same manner as those grades, course credits, and promotions from other accredited Arkansas public educational entities.

Any student transferring from a school that is not accredited by the DESE to a district school shall be evaluated by district staff to determine the student's appropriate grade placement. A student transferring from homeschool will be placed in accordance with Policy 4.6—HOME SCHOOLING.

The responsibility for transportation of any nonresident student admitted to a school in this District shall be borne by the student or the student's parents.

HOME SCHOOLING

Parents or legal guardians desiring to provide a home school for their children must give written notice to the Superintendent of their intent to do so and sign a waiver acknowledging that the State of Arkansas is not liable for the education of their children during the time the parents choose to home school. Notice shall be given as follows:

- At the beginning of each school year, but no later than August 15
- By December 15 for parents who decide to start homeschooling at the beginning of the spring semester- not in the board policy
- Five (5) school days prior to withdrawing the child (provided the student is not currently under disciplinary action for violation of any written school policy, including, but not limited to, excessive unexcused absences) and at the beginning of each school year thereafter.
- Within 30 days of the parent or legal guardian establishing residency within the district during the school year

Written notice of the parent or legal guardian's intent to homeschool shall be delivered to the Superintendent through any of the following methods:

- Electronically, including without limitation by:

- Use of the Division of Elementary and Secondary Education's (DESE) online system;
- Email; or
- Facsimile
- By mail; or
- In person.

The notice shall include:

- A. The name, sex, date of birth, grade level, and the name and address of the school last attended, if any;
- B. The mailing address and telephone number of the home school;
- C. The name of the parent or legal guardian providing the home school;
- D. Indicate if the home-schooled student intends to participate in extracurricular activities during the school year;
- E. A statement of whether the home-schooled student plans to seek a high school equivalency diploma during the current school year;
- F. A statement that the parent or legal guardian agrees that the parent or legal guardian is responsible for the education of their children during the time the parents or legal guardians choose to homeschool; and
- G. A signature of the parent or legal guardian

To aid the District in providing a free and appropriate public education to students in need of special education services, the parents or legal guardians home-schooling their children shall provide information which might indicate the need for special education services.

A student who has been temporarily issued items, resources, supplies, materials, or other property belonging to the District is eligible for enrollment in a home school during the school year after:

- The items, resources, supplies, materials, or other property belonging to the District have been returned to the District:
- The items, resources, supplies, materials, or other property belonging to the District have been paid for: or
- The semester has ended.

The superintendent or the board of directors may waive the required five (5) school day waiting period for a student's enrollment in home school during a semester if the superintendent or the board of directors is satisfied with the return of temporarily issued items, resources, supplies, materials, or other District property.

ENROLLMENT IN ACADEMIC COURSES FOR HOMESCHOOLED STUDENTS

A student(s) who attends a private school or a homeschool may enroll in an academic course(s) if the student(s) resides in the Cutter Morning Star school district.

EXTRACURRICULAR ACTIVITY ELIGIBILITY FOR HOME SCHOOLED STUDENTS

Homeschooled student means a student legally enrolled in an Arkansas home school and who meets or has met the criteria for being a home-schooled student, as established by A.C.A. 6-15-503.

Interscholastic activity means an activity between schools subject to regulations of the Arkansas Activities Association that is outside the regular curriculum of the school district, such as an athletic activity, fine arts program, or a special interest group or club.

Each school in the District shall post on its website its schedule of interscholastic activities, including sign-up, tryout, and participation deadlines, at least one semester in advance of those activities. A hard copy of the schedule shall be available upon request.

Home-schooled students whose parents or guardians are legal residents of the school district will be permitted to pursue participation in an interscholastic activity in the student's resident school zone as permitted by this policy. Although not guaranteed participation in an interscholastic activity, a home-school student who meets the provisions of this policy, AAA Rules, and applicable Arkansas statutes shall have an equal opportunity to try out and participate in interscholastic activities without discrimination.

Home-schooled students whose parent or legal guardian are not residents of the school district will be permitted to pursue participation in an interscholastic activity in the District if:

- The superintendent of the student's resident district and the superintendent of the District both agree in writing to allow the student to participate in interscholastic activities at the District; or
- The student's resident school does not offer the interscholastic activity and the superintendent of the non-resident district agrees to allow the student to enroll in the interscholastic activity.

Although not guaranteed participation in an interscholastic activity, home schooled students who meet the provisions of this policy, AAA Rules, and applicable Arkansas statutes shall have an opportunity to try out and participate in interscholastic activities without discrimination. The District shall provide a reasonable alternative to any prerequisite for eligibility to participate in an interscholastic activity that the home-schooled student is unable to meet because of the student's enrollment in a home school.

No student shall be required to pay for individual or group instruction in order to participate in an interscholastic activity.

To be eligible to try out and participate in interscholastic activities, the student or the parent of a student shall mail or hand deliver the student's request to participate to the student's school's principal before the signup, tryout or participation deadline established for traditional students. Additionally, the student shall demonstrate academic eligibility by obtaining a minimum test score of the 30th percentile or better in the previous 12 months on the Stanford Achievement Test Series, Tenth Edition; another nationally recognized norm-referenced test; or a minimum score on a test approved by the State Board of Education. The Superintendent shall approve those applications which meet the enrollment application requirements identified in this policy and AAA Rules and shall deny those that don't meet the requirements.

A student who meets the requirements for eligibility to participate in an interscholastic activity is required to register in no more than one non-academic course in the District's school where the student is intending to participate in an interscholastic activity that coincides with the

interscholastic activity in which the homeschooled student participates and shall be required to be at school only when participation in the interscholastic activity requires other students who participate in the interscholastic activity to be at school. The parent or guardian shall sign a form acknowledging receipt and understanding of the school's student handbook and to be bound by the applicable portions thereof.

Approved applications shall apply only for the semester in which the student enrolls in the student's resident school zone. The student shall regularly attend the class in which the student is registered beginning no later than the eleventh (11) day of the semester in which the student's interscholastic activity participation is desired. If the student's desired interscholastic activity begins prior to the first day of the semester in which the student is enrolled, to maintain eligibility, the student must attend the practices for the interscholastic activity to the same extent as is required of traditional students.

A student and the parent or legal guardian of the student shall sign and return an acknowledgement of receipt and review of an information sheet regarding signs and symptoms of sudden cardiac arrest before the student may participate in an athletic activity and before each school year the student participates in an athletic activity.

A home-schooled student who has met the try out criteria; and who has been selected to participate in the interscholastic activity shall meet the following criteria that also apply to traditional students enrolled in the school:

- standards of behavior and codes of conduct;
- attend the practices for the interscholastic activity to the same extent as is required of traditional students;
- required drug testing;
- permission slips, waivers, physical exams; and
- participation or activity fees.

A home schooled student may begin participating in an interscholastic activity immediately upon being approved to participate by the District if

- The home schooled student has not withdrawn from an Arkansas Activities Association member school; or
- The student has withdrawn from an AAA member school and enrolled in a home school but did not participate in an interscholastic activity that is a varsity sport at the student's resident district prior to the students withdrawal from the AAA member school.

A home schooled student shall not be eligible to participate for up to three hundred sixty-five (365) days if:

1. The District is the home schooled student's resident district and the home schooled student is not approved to participate in an interscholastic activity at the District by June 1 of the school year the student will be enrolled in grade seven (7), eight (8), nine (9), or ten (10).
2. The District is not the home schooled student's resident district and the home schooled student is not approved to participate in an interscholastic activity that is a varsity athletic activity at the District by June 1 of the school year the student will be enrolled in grade seven (7), eight (8), nine (9), or ten (10); or
3. The home schooled student withdrew from an AAA member school and participated in an interscholastic activity that is a varsity athletic activity at the student's resident district during

the previous three hundred sixty-five (365) days and is seeking to participate in an interscholastic activity that is a varsity athletic activity in the District.

A student who is prohibited from participation in an interscholastic activity due to number 1 shall not become eligible to participate in any interscholastic activity until the completion of the three hundred sixty-five (365) day period. A student who is prohibited from participation in an interscholastic activity that is a varsity athletic activity due to numbers 2 or 3 shall not be eligible for full participation in an interscholastic activity that is a varsity athletic activity until the completion of the three hundred sixty-five (365) day period. A student who is not eligible for full participation may participate in tryouts, practices, classes, or other endeavors associated with the interscholastic activity until the completion of the three hundred sixty-five (365) day period.

EXTRACURRICULAR ACTIVITY ELIGIBILITY FOR PRIVATE SCHOOL STUDENTS

Interscholastic activity means an activity between schools subject to rules of the Arkansas Activities Association that is outside the regular curriculum of the school district, such as an athletic activity, fine arts program, or a special interest group or club.

"Private school" means a nonpublic elementary or secondary school that is a registered nonprofit and accredited or licensed by an accrediting association recognized by the State Board of Education.

"Private school student" means a student attending a private school.

Each school in the District shall post on its website its schedule of interscholastic activities, including signup, tryout, and participation deadlines, at least one semester in advance of those activities. A hard copy of the schedule shall be available upon request.¹

Private school students whose parents, legal guardians, persons having lawful control of the student, or persons standing in loco parentis are legal residents of the school district will be permitted to pursue participation in an interscholastic activity in the student's resident school if the private school the student attends does not offer the interscholastic activity.

Although not guaranteed participation in an interscholastic activity, private students who meet the provisions of this policy, AAA Rules, and applicable Arkansas statutes shall have an equal opportunity to try out and participate in interscholastic activities without discrimination. The District shall provide a reasonable alternative to any prerequisite for eligibility to participate in an interscholastic activity that the private school student is unable to meet because of his or her enrollment in a private school.

No student shall be required to pay for individual or group instruction in order to participate in an interscholastic activity.

To be eligible to try out and participate in interscholastic activities, the student or the parent of a student shall mail or hand deliver the student's request to participate to the student's school's principal before the signup, tryout or participation deadline established for traditional students.

A student who meets the requirements for eligibility to participate in an interscholastic activity is required to register for no more than one non-academic course in the District's school where the student is intending to participate in an interscholastic activity that coincides with the interscholastic activity in which the private school student participates and shall be required to be at school only when participation in the interscholastic activity requires other students who participate in the interscholastic activity to be at school.

The student shall regularly attend the class in which the student is registered beginning no later than the eleventh (11th) day of the semester in which the student's interscholastic activity participation is desired. The student must attend the practices for the interscholastic activity to the same extent as is required of traditional students.

A student and the parent or legal guardian of the student shall sign and return an acknowledgement of receipt and review of an information sheet regarding signs and symptoms of sudden cardiac arrest before the student may participate in an athletic activity and before each school year the student participates in an athletic activity.

A private school student who has met the tryout criteria and who has been selected to participate in the interscholastic activity shall meet the following criteria that also apply to traditional students enrolled in the school:

- Standards of behavior and codes of conduct;
- Attend the practices for the interscholastic activity to the same extent as is required of traditional students;
- Required drug testing;
- Permission slips, waivers, physical exams; and
- Participation or activity fees.

Students who participate in extracurricular or athletic activities under this policy will be transported to and from the interscholastic activities on the same basis as other students are transported.

ARKANSAS ACTIVITIES ASSOCIATION

In addition to the foregoing rules, the district shall abide by the rules and regulations of the Arkansas Activities Association (AAA) governing interscholastic activities. AAA provides catastrophic insurance coverage for students participating in AAA extracurricular activities who are enrolled in school. As a matter of District policy, no student may participate in a AAA governed extracurricular activity unless he or she is enrolled in a district school and enrolled in a district school, to ensure all students are eligible for AAA catastrophic insurance.

STUDENT USE OF MULTIPLE OCCUPANCY ROOM

Definitions

"Multiple occupancy room" means an area in a District building that is designed or designated to be used by one (1) or more individuals at the same time and in which one (1) or more individuals may be in various stages of undress in the presence of other individuals, which includes, without limitation, a restroom, locker room, changing room, or shower room.

“Sex” means the physical condition of being male or female based on genetics and physiology, which may be demonstrated by the sex identified on a student’s original birth certificate.

Each multiple occupancy room in a District building shall be designated as either male or female. Except as permitted by this policy, a student shall not enter a multiple occupancy room that does not correspond to the student’s sex.

An individual who is unwilling or unable to use a multiple occupancy room designated for the individual's sex shall be granted a reasonable accommodation, which may include, without limitation, access to a single-occupancy restroom or changing area. A reasonable accommodation shall not include access to a restroom or changing area that is designated for use by members of the opposite sex to an individual while members of the opposite sex of the individual are present or may be present in the restroom or changing area.

The prohibitions in this policy do not apply to an individual who enters a multiple occupancy room designated for use by the opposite sex when the individual enters for any of the following reasons:

- custodial, maintenance, or inspection purposes;
- To render emergency medical assistance;
- To address an ongoing emergency, including without limitation a physical altercation;
- To accommodate individuals protected under the Americans with Disabilities Act; or
- To assist young children who are in need of physical assistance when using a restroom or changing facility that is located in the District.

STUDENT NAME, TITLE, OR PRONOUN

Unless a District employee has the written permission of the parent, legal guardian, person having lawful control of the student, or person standing in loco parentis to the student or the student if the student is an emancipated minor or over eighteen (18) years of age, a District employee shall not address a student with a:

1. Name other than that listed on the student's birth certificate, except for a derivative of the name; or
2. Pronoun or title that is inconsistent with the student's biological sex.

A student shall not be subject to discipline for declining to address a person using a:

- a. Name other than that listed on the student's birth certificate, except for a derivative of the name; or
- b. Pronoun or title that is inconsistent with the person's biological sex.

STUDENT RELIGIOUS EXPRESSION

The Cutter Morning Star School District Board of Directors does not allow the discrimination against a student based on a student’s voluntary religious expression, if any. At the same time, the District shall provide a process to eliminate any actual or perceived sponsorship or attribution to the District of a student's public voluntary expression of a religious viewpoint, if any.

Student Assignments

Student assignments include, but are not limited to:

- Homework;
- Classwork;
- Artwork; and

- Other written or oral assignments.

A student may express the student's religious viewpoint, if any, in the student's assignments without discrimination based on the religious content, if any. A student's assignments shall:

1. Be graded and judged:
 - By ordinary academic standards of substance and relevance; and
 - Against other conventional, pedagogical topics as identified by the District curriculum; and
2. Not be penalized or rewarded based on the religious content, if any, of the student's assignments.

Accommodation will be considered for those portions of instructional activities in the schools that unduly burden a student's sincere religious belief provided such accommodation doesn't amount to a significant change in curriculum, program, or course of instruction and when it is possible that a substitution of equally rigorous material that advances the same instructional goals can be arranged. Parents and students are advised that such accommodations are easier to grant when the objection is to non-state mandated Standards material than if the material is required by the Standards.¹

A student or the student's parent can request the student's teacher to accommodate the student's objection based on a religious belief to an instructional activity. Any such request must be made at least 25 school days prior to the assignment's due date. Any objection must be raised in accordance with this policy's requirements or it will not be considered.

Upon receiving such a request, the student's teacher shall determine within five (5) work days if an accommodation is possible under the provisions of this policy. If the teacher decides an accommodation cannot be made or if the student or the student's parent believes the accommodation to be unreasonable, the student or the student's parent may request a conference with the teacher and the teacher's principal. A requested conference will occur at a time of mutual convenience, but no later than five (5) working days following the request. The principal shall have five (5) working days in which to make a decision on the appeal. If the student, the student's parent, or the teacher is unsatisfied with the principal's decision, it may be appealed to the District Superintendent who shall convene a conference between the student, the parent and the teacher. The requested conference will occur at a time of mutual convenience, but no later than five (5) working days following the request. The Superintendent shall have five (5) working days in which to make a decision on the appeal which shall be final with no further right of appeal.

Student Presenters

A student's expression of a religious viewpoint, if any, on an otherwise permissible subject shall not be excluded from a forum, whether oral or in writing, where students are allowed to speak.

The District has the right to restrict student speech that is inappropriate in the school setting by being obscene, vulgar, offensively lewd, or indecent.

Review of written student forums shall be handled in accordance with Policy 4.14—STUDENT MEDIA AND THE DISTRIBUTION OF LITERATURE.

If the forum is a scheduled event with designated student speakers, the building principal shall have an opportunity to review pre-written remarks prior to the student's presentation at the scheduled forum. The principal may require the student to amend the student's remarks to the extent necessary to address any portions that are determined to be inappropriate. A student's refusal to amend the remarks that were determined to be inappropriate may be prohibited from participation in the forum. A student who diverts from the approved pre-written remarks during a speech in such a manner that is determined to be inappropriate by the building principal or another present District staff member may be asked to return to the approved remarks. If a student refuses to return to the approved remarks or continues to divert from the approved remarks in a manner that is determined to be inappropriate may be escorted from the forum and disciplined in accordance with the District's Student Code of Conduct.

If the timing or format of the forum does not provide for pre-written remarks to be reviewed, then the building principal or other District staff shall have the authority to address a student whose remarks are determined to be inappropriate. The building principal or District staff member shall initially ask the student to cease the inappropriate remarks. If the student refuses or makes additional inappropriate remarks after being directed to cease such remarks, Then the building principal or District staff member may escort the student from the forum and the student may be disciplined in accordance with the District's Student Code of Conduct

There shall be a disclaimer that a student speaker's speech does not reflect the endorsement, sponsorship, position, or expression of the District. The disclaimer shall be provided at all forums where students speak and at all graduation ceremonies. The disclaimer shall be provided orally or in writing as most appropriately fits the format of the forum.

Information on how to participate in a student forum shall be provided to all students.

In addition to the salutatorian and valedictorian selection process in Policy 5.17—HONOR ROLL AND HONOR GRADUATES, other students may speak during the District's graduation ceremony.

CONTACT WITH STUDENTS WHILE AT SCHOOL

CONTACT BY PARENTS

Parents wishing to speak to their children during the school day shall register first with the office.

CONTACT BY NON-CUSTODIAL PARENTS

If there is any question concerning the legal custody of the student, the custodial parent shall present documentation to the principal or the principal's designee establishing the parent's custody of the student. It shall be the responsibility of the custodial parent to make any court ordered "no contact" or other restrictions regarding the non-custodial parent known to the principal by presenting a copy of a file-marked court order. Without such a court order on file, the school will release the child to either of his/her parents. Non-custodial parents who file with the principal a date-stamped copy of current court orders granting unsupervised visitation may, to extend

authorized by the court order, eat lunch, volunteer in their child's classroom, or otherwise have contact with their child during school hours and the prior approval of the school's principal. Such contact is subject to the limitations outlined in Policy 4.16, Policy 6.5, and any other policies that may apply. The District shall not act as a supervisor for non-custodial parent visitation purposes under any circumstance.

Arkansas law provides that, in order to avoid continuing child custody controversies from involving school personnel and to avoid disruptions to the educational atmosphere in the District's schools, the transfer of a child between his/her custodial parent and non-custodial parent, when both parents are present, shall not take place on the school's property on normal school days during normal hours of school operation. The custodial or non-custodial parent may send to/drop off the student at school to be sent to/picked up by the other parent on predetermined days in accordance with any court order provided by the custodial parent or by a signed agreement between both the custodial and non-custodial parents that was witnessed by the student's building principal.¹ Unless a valid no-contact order has been filed with the student's principal or the principal's designee, district employees shall not become involved in disputes concerning whether or not that parent was supposed to pick up the student on any given day.

CONTACT BY LAW ENFORCEMENT, SOCIAL SERVICES, OR BY COURT ORDER

State Law requires that Department of Human Services employees, local law enforcement, or agents of the Crimes Against Children Division of the Division of Arkansas State Police may interview students without a court order for the purpose of investigating suspected child abuse. In instances where the interviewers deem it necessary, they may exercise a "72-hour hold" without first obtaining a court order. Except as provided below, other questioning of students by non-school personnel shall be granted only with a court order directing such questioning, with permission of the parents of a student (or the student if above eighteen (18) years of age), or in response to a subpoena or arrest warrant.

If the District makes a report to any law enforcement agency concerning student misconduct or if access to a student is granted to a law enforcement agency due to a court order, the principal or the principal's designee shall make a good faith effort to contact the student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis. The principal or the principal's designee shall not attempt to make such contact if presented documentation by the investigator that notification is prohibited because a parent, legal guardian, person having lawful control of the student, or person standing in loco parentis is named as an alleged offender of the suspected child maltreatment. This exception applies only to interview requests made by a law enforcement officer, an investigator of the Crimes Against Children Division of the Division of Arkansas State Police, or an investigator or employee of the Department of Human Services.

In instances other than those related to cases of suspected child abuse, principals must release a student to either a police officer who presents a subpoena for the student, or a warrant for arrest, or to an agent of state social services or an agent of a court with jurisdiction over a child with a court order signed by a judge. Upon release of the student, the principal or designee shall give the student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis notice that the student has been taken into custody by law enforcement personnel or a state's social services agency. If the principal or designee is unable to reach the parent, he or she shall make a reasonable, good faith effort to get a message to the parent to call the principal or designee and leave both a day and an after-hours telephone number.

CONTACT BY PROFESSIONAL LICENSURE STANDARDS BOARD INVESTIGATORS

Investigators for the Professional Licensure Standards Board may meet with students during the school day to carry out the investigation of an ethics complaint.

ATTENDANCE AND ABSENTEE PROCEDURES

ATTENDANCE

If any student's Individual Education Program (IEP) or 504 Plan conflicts with this policy, the requirements of the student's IEP or 504 Plan take precedence.

Education is more than the grades students receive in their courses. Important as that is, students' regular attendance at school is essential to their social and cultural development and helps prepare them to accept responsibilities they will face as an adult. Interactions with other students and participation in the instruction within the classroom enrich the learning environment and promote a continuity of instruction which results in higher student achievement.

PARENT FOR COMPULSORY ATTENDANCE

Arkansas code concerning attendance requirements for children between the ages of five (5) and seventeen (17) is amended to add to those under which there is a penalty for noncompliance regarding school attendance requirements:

- Every parent
- Legal Guardian
- Person having lawful control of the child, or
- Person standing in loco parentis

EDUCATIONAL NEGLECT TO INCLUDE CUSTODIANS

Custodians of a child are now included with Parents and Guardians concerning educational neglect and reports of educational neglect made to the Child Abuse Hotline.

EXCUSED ABSENCES

Excused absences are those where a student was on official school business or when the absence was due to one of the following reasons:

1. The student's illness or when attendance could jeopardize the health of other students. A maximum of six (6) such days are allowed per semester unless the condition(s) causing

such absences is of a chronic or recurring nature, is medically documented, and approved by the principal.

2. Death or serious illness in their immediate family;
3. Observance of recognized holidays observed by the student's faith;
4. Attendance at an appointment with a government agency;
5. Attendance at a medical appointment;
6. Exceptional circumstances with prior approval of the principal;
7. Participation in an FFA, FHA, 4-H, Quiz Bowl, Chess, or school academic/athletic sanctioned activity;
8. Participation in the election poll workers program for high school students;
9. Absences granted to allow a student to visit his/her parent or legal guardian who is a member of the military and has been called to active duty, is on leave from active duty, or has returned from deployment to a combat zone or combat support posting. The number of additional excused absences shall be at the discretion of the superintendent or design.
10. Absences granted at the Superintendent's discretion, to seventeen (17) year-old students who join the Arkansas National Guard while in eleventh grade to complete basic combat training between grades eleven (11) and (12).
11. Absences for students excluded from school by the Arkansas Department of Health during a disease outbreak because the student has an immunization waiver or whose immunizations are not up to date.
12. Absences due to conditions related to pregnancy or parenting, including without limitation:
 - Labor, delivery, and recovery
 - Prenatal and postnatal medical appointments and other medically necessary, pregnancy-related absences;
 - the illness or medical appointment of a child belonging to a parent who is enrolled at a District school;
 - A legal appointment related to pregnancy or parenting, including without limitation:
 - Adoption;
 - Custody; and
 - Visitation;
 - A reasonable amount of time to accommodate a lactating student's need to express breast milk or to breastfeed the student's child on the District's campus; and
 - At least ten (10) school days of absences for both a parenting mother and a parenting father after the birth of a child.
13. Absences for a student who is the child of a fallen service member or fallen first responder;
 - Due to a mental health concern; or
 - To attend an event from a sponsoring organization that provides support to families of fallen service members or first responders or provides support for traumatic loss, grief, or resiliency.
14. Upon the written consent of a student's parent, legal guardian, person having lawful control of the student, or the person standing in loco parentis to the student, the District shall grant an excused absence for the following purposes:
 - Social or public policy advocacy; or
 - Attempts to influence legislation or other governmental policy-making at the local, state, or federal level.

Students who serve as pages for a member of the General Assembly shall be considered on instructional assignment and shall not be considered absent from school for the day the student is serving as a page.

Up to one (1) time during each scheduled election, a student shall not be considered absent from school for the time the student accompanies the student's parent when the parent is exercising the parent's right to vote in a scheduled election.

In order for the absence to be considered excused, the student must:

- Bring a written statement to the principal or designee upon the student's return to school from the student's parent, legal guardian, or treating physician stating the reason for the student's absence;
- If the student is attending the District's courses digitally, upload a written statement from the student's parent, legal guardian, or treating physician stating the reason for the student's absence through the District's digital course management platform for review by the principal or designee; or
- Provide documentation as proof of a student's participation in an activity or program scheduled and approved by the 4-H program that is provided by a 4-H county extension agent, 4-H educator, or other appropriate entity associated with the 4-H activity or program; or
- The student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis to the student provides written documentation that the student's absence is to attend an event from a sponsoring organization that:
 - Provides support to families of fallen service members or first responders or provides support for traumatic loss, grief, or resiliency; and
 - May be verified as an organization that provides support to the military and first responder community by reviewing the Resources Page for Military Family Engagement on the Department of Education website.

A written statement presented or uploaded for an absence having occurred more than five (5) school days prior to its presentation or upload will not be accepted.

A student shall not be eligible to receive an excused absence for #13 above if:

- The student is not in good academic standing;
- The student does not have a prior record of good attendance; or
- The absence occurs during a date on which standardized testing is administered.

The District shall annually provide a report by June 30 to the Division of Elementary and Secondary Education that contains the following:

- The number of absences requested under number 14;
- The number of absences granted under number 14; and
- The stated purposes of the absence.

Maximum of 5 days will be allowed, per semester, with a written statement. Consecutive days absent for the same illness will be counted as 1 of the Maximum 5 days.

UNEXCUSED ABSENCES

Absences that are not defined above; do not have an accompanying note from the parent, legal guardian, person having lawful control of the students; person standing in loco parentis, the student's treating physician, or a 4-H county extension agent, 4-H educator, or other appropriate entity associated with the 4-H activity or program; or have an accompanying note that is not presented or uploaded within the timeline required by this policy, shall be considered as unexcused absences. Students with five (5) unexcused absences in a course in a semester may not receive credit for that course. At the discretion of the principal after consultation with persons having knowledge of the circumstances of the absences, the student may be denied promotion. Excessive absences shall not be a reason for expulsion or dismissal of a student.

When a student has two (2) unexcused absences, his/her parents, legal guardians, persons with lawful control of the student, or persons in loco parentis shall be notified. Notification shall be sent home with students, by telephone or regular mail. The following steps will be taken as absences are accumulated each semester:

- | | |
|----------------------------------|---|
| (a) 2nd unexcused absence | Parent Letter |
| (b) 4th unexcused absence | Parent Letter |
| (c) 6th-unexcused absence | Parent Letter and Juvenile Authorities will be contacted |

Whenever a student exceeds five (6) unexcused absences in a semester, the District shall notify the prosecuting authority and the parent, legal guardian, person having lawful control of the student, or persons standing in loco parentis shall be subject to a civil penalty as prescribed by law.

Students who attend In School Suspension (ISS) will not be counted absent for those days.

Days missed due to out-of-school suspension or expulsion shall be unexcused absences.

TARDY POLICY

The intent of the tardy policy is to ensure that students are in the classroom, so the teacher can begin instruction without undue delay or interruption.

A student is tardy if they check in between 7:35 AM and 8:45 AM or check out after 2:00 PM. If a student signs-in after 9:30, they are considered absent for half a day. If they check out prior to 2:00, they are considered absent for the afternoon.

Excessive tardies or absences can be detrimental to your child's education. Children are expected to be at school on time. If tardies or absences become excessive, parents will be referred to a counselor and/or juvenile court.

The following steps will be taken as tardies are accumulated each semester:

- | | |
|--|----------------------|
| (a) 6th unexcused tardy | Parent letter |
| (b) 10th unexcused tardy | Parent letter |
| (c) 12th unexcused tardy | Parent Letter |

To have a tardy excused, the student must present a notice from the doctor or dentist to the office upon arrival at school. To be eligible for perfect attendance a student must be present every minute of every school day.

VIRTUAL STUDENT ATTENDANCE

Students who have been expelled shall be offered digital learning courses, or other alternative educational services, so that they can receive academic credits that are at least equal to credit that the expelled student may have received if still enrolled. (Act 709)

In order for STUDENTS to be counted Present for any and all virtual Classes:

General Guidelines and Expectations:

1. All Virtual Students must log into their Virtual Classes each day.
2. All Virtual Students must communicate in some way with their teacher (teachers) each day. This could be an e-mail, post, virtual meet, etc.
3. All Virtual Students must attempt to do their assignments as directed by their teacher (teacher) each day.

*(The Building Principal has the discretion to determine if a student should be counted absent based on the above criteria).

Failure to comply with the guidelines of the virtual attendance policy in combination with failing 2 or more courses (grades 3-12 or performing below grade level standards for K-2) will result in a FINS petition being filed with the juvenile court.

MAKE-UP WORK

If your child needs to do make-up work or work missed because of absences, please contact the school before 9:00 AM. This will allow the teacher time during the day to gather all work. The assignments will be in the office by 4:00 PM. If contacted after 9:00 AM, the assignments will not be ready until the following day by 4:00 PM.

Work for students serving an out-of-school suspension or expulsion shall be in accordance with the District's programs, measures, or alternative means and methods to continue student engagement and access to education during the student's period of suspension or expulsion,

PRIVACY OF STUDENTS' RECORDS/ DIRECTORY INFORMATION

Except when a court order regarding a student has been presented to the district to the contrary, all students' education records are available for inspection and copying by the parent of his/her student who is under the age of eighteen (18). At the age of eighteen (18), the right to inspect and copy a student's records transfers to the student. A student's parent or the student, if over the age of 18, requesting to review the student's education records will be allowed to do so within no more than forty five (45) days of the request. The district forwards education records, including disciplinary records, to schools that have requested them and in which the student seeks or intends to enroll, or is already enrolled so long as the disclosure is for purposes related to the student's enrollment or transfer.

The district shall receive written permission before releasing education records to any agency or individual not authorized by law to receive and/or view the education records without prior parental permission. The District shall maintain a record of requests by such agencies or individuals for access to, and each disclosure of, personally identifiable information (PII) from the education records of each student. Disclosure of education records is authorized by law to school officials with legitimate educational interests. A personal record kept by a school staff member is **not** considered an education record if it meets the following tests:

- it is in the sole possession of the individual who made it;
- it is used only as a personal memory aid; and
- information contained in it has never been revealed or made available to any other person, except the maker's temporary substitute.

In addition to releasing PII to school officials without permission, the District may disclose PII from the education records of students in foster care placement to the student's caseworker or to the caseworker's representative without getting prior consent of the parent (or the student if the student is over eighteen (18)). For the District to release the student's PII without getting permission:

- The student must be in foster care;
- The individual to whom the PII will be released must have legal access to the student's case plan; and
- The Arkansas Department of Human Services, or a sub-agency of the Department, must be legally responsible for the care and protection of the student.

The District discloses PII from an education record to appropriate parties, including parents, in connection with an emergency if knowledge of the information is necessary to protect the health or safety of the student or other individuals. The superintendent or designee shall determine who will have access to and the responsibility for disclosing information in emergency situations.

When deciding whether to release PII in a health or safety emergency, the District may take into account the totality of the circumstances pertaining to a threat to the health or safety of a student or other individuals. If the District determines that there is an articulable and significant threat to the health or safety of a student or other individuals, it may disclose information from education records to any person whose knowledge of the information is necessary to protect the health or safety of the student or other individual.

For purposes of this policy, the Cutter Morning Star School District does not distinguish between a custodial and noncustodial parent, or a non-parent such as a person acting in loco parentis or a foster parent with respect to gaining access to a student's records. Unless a court order restricting such access has been presented to the district to the contrary, the fact of a person's status as parent or guardian, alone, enables that parent or guardian to review and copy his child's records.

If there exists a court order which directs that a parent not have access to a student or his/her records, the parent, guardian, person acting in loco parentis, or an agent of the Department of Human Services must present a file-marked copy of such order to the building principal. The school will make good-faith efforts to act in accordance with such court order, but the failure to do so does not impose legal liability upon the school. The actual responsibility for enforcement of such court orders rests with the parents or guardians, their attorneys and the court which issued the order.

A parent or guardian does not have the right to remove any material from a student's records, but such parent or guardian may challenge the accuracy of a record. The right to challenge the accuracy of a record does not include the right to dispute a grade, disciplinary rulings, disability placements, or other such determinations, which must be done only through the appropriate teacher and/or administrator, the decision of whom is final. A challenge to the accuracy of material contained in a student's file must be initiated with the building principal, with an appeal available to the Superintendent or his/her designee. The challenge shall clearly identify the part of the student's record the parent wants changed and specify why he/she believes it is inaccurate or misleading. If the school determines not to amend the record as requested, the school will notify the requesting parent or student of the decision and inform them of their right to a hearing regarding the request for amending the record. The parent or eligible student will be provided information regarding the hearing procedure when notified of the right to a hearing.

Unless the parent or guardian of a student (or student, if above the age of eighteen (18)) objects, "directory information" about a student may be made available to the public, military recruiters, post-secondary educational institutions, prospective employers of those students, as well as school publications such as annual yearbooks and graduation announcements. "Directory information" includes, but is not limited to, a student's name, address, telephone number, electronic mail address, photograph, date and place of birth, dates of attendance, his/her placement on the honor roll (or the receipt of other types of honors), as well as his/her participation in school clubs and extracurricular activities, among others. If the student participates in inherently public activities (for example, basketball, football, or other interscholastic activities), the publication of such information will be beyond the control of the District. "Directory information" also includes a student identification (ID) number, user ID, or other unique personal identifier used by a student for purposes of accessing or communicating in electronic systems and a student ID number or other unique personal identifier that is displayed on a student's ID badge, provided the ID cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a personal identification number (PIN), password or other factor known or possessed only by the authorized user.

A student's name and photograph will only be displayed on the district or school's web page(s) after receiving the written permission from the student's parent or student if over the age of 18.

The form for objecting to making directory information available is located in the back of the student handbook and must be completed and signed by the parent or age-eligible student and filed with the building principal's office no later than ten (10) school days after the beginning of each school year or the date the student is enrolled for school. Failure to file an objection by that time is considered a specific grant of permission. The district is required to continue to honor any signed-opt out form for any student no longer in attendance at the district.

The right to opt out of the disclosure of directory information under Family Educational Rights and Privacy Act (FERPA) does not prevent the District from disclosing or requiring a student to disclose the student's name, identifier, or institutional email address in a class in which the student is enrolled.

Parents and students over the age of 18 who believe the district has failed to comply with the requirements for the lawful release of student records may file a complaint with the U.S. Department of Education (DOE) at

Student Privacy Policy Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

GRADUATION REQUIREMENTS

Graduation requirements will be sent home with students prior to their enrolling in seventh (7th) grade, or when a seventh (7th) through twelfth (12th) grade student enrolls in the district for the first time. This policy is to be included in student handbooks for grades six (6) through twelve (12) and both students and parents must sign an acknowledgement they have received the policy. All students are required to fulfill the Core curriculum or the Alternate Pathway to Graduation when required by their IEP to be eligible for graduation. Counseling by trained personnel shall be available to students and their parents or legal guardians as part of the creation of the student's Student Success Plan

This policy and the courses necessary for graduation shall be reviewed by staff, students, and parents as part of the annual school district's strategic plan development process to determine if changes need to be made to better serve the needs of the district's students. The superintendent, or the superintendent's designee, shall select the composition of the review panel.

Sufficient information relating to Smart Core and the district's graduation requirements shall be communicated to parents and students to ensure their informed understanding of each; this shall be accomplished through holding an informational meeting for parents, legal guardians, or persons standing in loco parentis to students enrolled in grades six through twelve (6-12) with the school counselor and may be accomplished through any or all of the additional following means:

- Inclusion in the student handbook of the graduation requirements;
- Discussion of the graduation requirements at the school's annual public meeting, PTA meetings, or a meeting held specifically for the purpose of informing the public on this matter; and/or
- Distribution of a newsletter(s) to parents or guardians of the district's students.

Administrators, or their designees, shall train newly hired employees, required to be licensed as a condition of their employment, regarding this policy. The district's annual professional development shall include the training required by this paragraph.

To the best of its ability, the District shall follow the requirements covering the transfer of course credit and graduation set forth in the Interstate Compact on Educational Opportunity for Military Children and the Arkansas Military Child School Transitions Act of 2021 for all students who meet the definition of "eligible child" in Policy 4.2—ENTRANCE REQUIREMENTS including the waiving of specific courses that are required for graduation if similar coursework has been satisfactorily completed.

GRADUATION REQUIREMENTS

The number of units students must earn to be eligible for high school graduation is to be earned from the categories listed below. A minimum of twenty-two (22) units is required for graduation. In addition to the twenty-two (22) units required for graduation by the Division of Elementary and Secondary Education (DESE), the district requires an additional 2 units to graduate for a total of 24 units. The additional required units may be taken from any electives offered by the district. Accelerated learning courses or career education courses that are determined by DESE to be eligible for use in the place of a listed course may be substituted for the course as designated by DESE.

All students must receive a passing score on the Arkansas Civics Exam in order to graduate.

Students shall be trained in quality psychomotor skill bases in cardiopulmonary resuscitation and the use of automated external defibrillators in order to graduate.

Personal and Family Finance

All students shall receive credit in a course covering the Personal and Family Finance Standards in order to graduate.

Computer Science

All students shall earn one (1) unit of credit in a computer science or computer science related career and technical education course in order to graduate.

Community Service

Except as otherwise provided by this policy or the student's IEP, each student must receive seventy-five (75) clock hours of community service that is certified by the service agency or organization where the student volunteers or the student's parent.

The community service must be in programs or activities, either in Arkansas or outside of Arkansas, that meet the requirements established by the State Board and the District Board of Directors and include preparation, action, and reflection components. A student who transfers into the District after ninth (9th) grade must receive at least the following documented clock hours of community service each year:

- Fifteen (15) hours for students in grade nine (9);
- Twenty (20) hours for students in grade ten (10);
- Twenty (20) hours for students in grade eleven (11); and
- Twenty (20) hours for students in grade twelve (12).

Students transferring into the District after grade nine (9) or students who are graduating early may receive a diploma provided that the minimum requirement for each year the student attends the District is met. The District Board of Directors may grant a waiver of the community service requirement for extenuating circumstances on a case-by-case basis, which may include without limitation:

- A major illness associated with a student or a family member of a student;
- Student homelessness or housing insecurity; and
- Notice to the public school district board of directors if the student is a major contributor to family income.

English: four (4) units

- English 1
- English 2
- English 3
- English 4

Oral Communications: one-half ($\frac{1}{2}$) unit

Mathematics: four (4) units

- Algebra or its equivalent* - 1 unit
- Geometry or its equivalent* - 1 unit
- All math units must build on the base of algebra and geometry knowledge and skills.
- (Comparable accelerated learning courses may be substituted where applicable)
- An applicable computer science flex credit may be taken in the place of a math credit beyond Algebra I and Geometry

* A two-year algebra equivalent or a two-year geometry equivalent may each be counted as two units of the four (4) unit requirement.

Science: three (3) units

- a. DESE approved biology – 1 credit;
- b. DESE approved physical science – 1 credit; and
- c. A third unit that is either:
 - An additional science credit approved by DESE; or
 - A computer science flex credit may be taken in the place of a third science credit.

Social Studies: three (3) units

- Civics one-half ($\frac{1}{2}$) unit
- World history, one (1) unit
- American History, one (1) unit
- Other social studies – one-half ($\frac{1}{2}$) unit

Physical Education: one-half ($\frac{1}{2}$) unit

Note: While one-half ($\frac{1}{2}$) unit is required for graduation, no more than one (1) unit may be applied toward fulfilling the necessary units to graduate.

Health and Safety: one-half ($\frac{1}{2}$) unit

Economics – one half ($\frac{1}{2}$) unit – dependent upon the licensure of the teacher teaching the course, this can count toward the required three (3) social studies credits or the six (6) required Career Focus elective credits.

Fine Arts: one-half ($\frac{1}{2}$) unit

CAREER FOCUS: - Six (6) units

All career focus unit requirements shall be established through guidance and counseling based on the student's contemplated work aspirations. Career focus courses shall conform to the curriculum policy of the district and reflect state curriculum frameworks through course sequencing and career course concentrations where appropriate.

A student who enlists in a branch of the United States Armed Forces or the National Guard through the military delayed entry program, the National Guard Split Training Option, or other similar early entry program and completes basic training before graduating from high school shall receive two (2) units of the Career Focus graduation requirements.

SPECIAL EDUCATION

The district shall provide a free appropriate public education and necessary related services to all children with disabilities residing within the district, as required under the Individuals With Disabilities Education Act ("IDEA"), Section 504 of the Rehabilitation Act of 1973, the Americans With Disabilities Act, and Arkansas Statutes.

It is the intent of the district to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 are identified, evaluated and provided with appropriate educational services. Students may be disabled within the meaning of Section 504 of the Rehabilitation Act even though they do not require services pursuant to the IDEA.

For students eligible for services under IDEA, the District shall follow procedures for identification, evaluation, placement, and delivery of services to children with disabilities provided in the state and federal statutes special education. Implementation of an Individualized Education Program (IEP) in accordance with the IDEA satisfies the district's obligation to provide a free and appropriate education under Section 504.

The Board directs the superintendent to ensure procedures are in place for the implementation of special education services and that programs are developed to conform to the requirements of state and federal legislation. The superintendent is responsible for appointing a district coordinator for overseeing district fulfillment of its responsibilities regarding students with disabilities. Among the coordinator's responsibilities shall be ensuring district enforcement of the due process rights of students with disabilities and their parents.

PARENT/ STUDENT TUTORING COMPACT

Cutter Morning Star School District provides academic assistance to our students who need supplemental instruction. Under the Federal Requirements of the Elementary and Secondary Education Act, Section 1116 as Amended by Every Student Succeeds Act (ESSA) a Parent Compact is jointly developed with parents for all children receiving Title 1 services.

PARENT INVOLVEMENT PLAN SUMMARY

In accordance with the Federal Requirements of the Elementary and Secondary Education Act, Section 1116, the Cutter Morning Star School District has put into place a Family and Community Engagement Plan that complies with the Arkansas' Family and Community Engagement Framework.

Cutter Morning Star Elementary School, in collaboration with parents, has established a parent involvement plan, including programs and practices that enhance parental involvement and reflect the specific needs of students and their families.

- Collaboration with parents may be accomplished through the coalition of parents and representatives of agencies, institutions, businesses and industries.
- Annually by August 1, our school's parent involvement plan shall be:
 - Developed, or reviewed and updated by the public school district;
 - Posted to the website of the public school district; and
 - Filed with the Department's electronic filing process (Indistar).
 - Provided in a parent-friendly summary/explanation as a supplement to the student handbook.

- The parent shall sign a form acknowledging receipt of the summary and return the signed form to the school where the student is enrolled.

Parents and family members of children receiving services shall be involved in the decisions regarding how funds reserved are allotted for parental involvement activities.

Our plan involves parents in the activities of our school including establishing a parent advisory board comprised of a sufficient number and representative group of parents or family members to adequately represent the needs of the population served by such an agency for the purposes of developing, revising, and reviewing the parent and family engagement policy.

If the plan is not satisfactory to the parents of participating children, Cutter Morning Star School District shall submit any parent comments to the ADE.

Cutter Morning Star Elementary School's Parent Facilitator Contact Information
Dawn Coffman
dawn.coffman@cmseagles.net

CAFETERIA

The National Lunch Program and its vision to *improve the health and education of children through better nutrition* began in 1946. The National School Lunch and Breakfast Program can help improve a student's nutritional status and readiness to learn. Students who participate in the school breakfast program perform better in school and have fewer absences than non-participants. Under-nutrition increases the risk and severity of illness and iron deficiency anemia results in shortened attention span, fatigue, and decreased ability to concentrate. *School meals at CMS meet the regulatory requirements of the Child Nutritional Program administered by the USDA.* Nutritional meals are provided for students at a nominal cost.

School Meal Modifications

Except for requests to receive "lactose free" milk, the district only provides modified meal components on menus to accommodate students. A parent/guardian wishing to request dietary accommodations for their student with a disability must submit to the district's Director of Child Nutrition a Certification of Disability for Special Dietary Needs Form completed by a Physician including those licensed by:

- The Arkansas State Medical Board;
- The Arkansas State Board of Chiropractic Examiners (Chiropractors)
- The Arkansas Board of Podiatric Medicine (Podiatrists);
- Nurse Practitioners (APRNs in family or pediatric practice with prescriptive authority);
- Physician Assistants (PAs who work in collaborative practice with a physician);
- Dentists.

The medical statement should include:

1. A description of the student's disability that is sufficient to understand how the disability restricts the student's diet;

2. An explanation of what must be done to accommodate the disability, which may include: a. Food(s) to avoid or restrict; b. Food(s) to substitute; c. Caloric modifications; or d. The substitution of a liquid nutritive formula.

If the information provided in the medical statement is unclear, or lacks sufficient detail, the district's Director of Child Nutrition shall request additional information so that a proper and safe meal can be provided.

When choosing an appropriate approach to accommodate a student's disability, the District will consider the expense and efficiency of the requested accommodations. The District will offer a reasonable modification that effectively accommodates the child's disability and provides equal opportunity to participate in or benefit from the program, which may include a generic version of a product.

Parents may submit a written request for their student to be provided "lactose free" milk. The parent's request is not required to be accompanied by a medical statement in order for it to be granted.

Parents may file a grievance regarding the request for modifications with the District's 504 Coordinator, who will schedule a hearing on the grievance to be held as soon as possible. The 504 coordinator shall provide a copy of the procedures governing the hearing, including that the parent has the right to be accompanied by counsel, and the appeal process upon request.

Except for requests to receive "lactose free milk", the district will not prepare meals outside the normal menu to accommodate a family's religious or personal health beliefs.

Notes: A Registered Dietitian Nutritionist may make recommendations for alternate foods for children whose disability restricts their diet, but the medical statement must be signed by one of the professionals listed in this policy.

Food Service Prepayment

The District participates in USDA's CEP and provides meals to all students at no charge. The District does **NOT** provide credit for students to charge for a la carte or other food and beverage items available for purchase in the school food service areas. A la carte or other food and beverage items may be purchased by either providing payment for the items at the time of receipt or by having a prepaid account with the District that may be charged for the items. Parents, or students choosing to do so, may pay in advance for a la carte or other food and beverage items through any of the following methods.

- Submitting cash or check payment to Cutter Morning Star School District,
- Depositing funds through the District's online service, My School Bucks.

In accordance with A.C.A § 6-18-722, a student shall be provided one (1) breakfast at no cost during each school day upon the student's request regardless of whether the student qualifies for a federally funded free or reduced-price meal.

Hunger Free Students Bill of Rights Act

The Hunger-Free Student's Bill of Rights Act 428 of 2019 requires schools to provide a student requesting a meal or snack one that is no different from those served to their peers. All students will have access to the school's meal or snack services regardless of the debt owed. If a student is unable to pay for a meal or snack, or owes money for a meal or snack, a school shall not stigmatize the student in any way.

Parents or guardians are responsible for ensuring there are sufficient funds in a student's meal account. Students will be provided a meal in accordance with the Hunger Free Bill of Rights Act, however, if a student owes money for a meal or snack that is in excess of the amount charged a student for five (5) lunches the District will attempt to contact a parent or guardian to collect the money or request that the parent or guardian apply for a federal or state child nutrition program.

Money left in a meal account will be carried over to the following year as credit for the student's meal account.

If a student owes money for a meal or snack that is in excess of the amount charged a student for five (5) lunches, or another amount as determined by the student's school district, a school may contact the parent or guardian of the student to: (1) Attempt collection of the owed money; and (2) Request that the parent or guardian apply for meal benefits in a federal or state child nutrition program.

Meal Plan Payments

All meal plans are to be paid ***"in advance"*** with qualifying paper work and/or money in a deposit envelope. Deposits can be done daily, weekly, biweekly, monthly, or yearly (~~144 meal days~~). *Money left in an account at the end of the school year will be carried over to the following school year as a credit for the student to start with.*

- No money will be collected in the serving line from students or staff, only deposit envelopes.
- Money in meal deposit envelopes are for meal accounts and will be deposited as so. Parents/guardians please keep money separate from school activity payments.
- For parents/guardians who fail to send lunch money the cashier will document a warning to the student that they need to bring lunch money.

Cafeteria Expectations

- Food, milk or juices served to students are not to be taken out of the cafeteria.
- No gum.
- While in the cafeteria, students are to use quiet voices, remain seated and follow the cafeteria supervisor's instructions.
- Students are NOT allowed to share food.
- Only a student's parent or legal guardian may provide food for that student during the school day. Deliveries or food items from restaurants, food delivery services, or other commercial businesses are not permitted on campus for students.
- Energy drinks such as Monster, Prime, RockStar, and RedBull, etc are prohibited at school. Gatorade and Powerade are still permitted.

STUDENT HEALTH NURSE'S OFFICE

For the safety and well being of our students, Cutter Morning Star School District employs a nurse and maintains a nurses' station at our Elementary School. Our school nurse provides basic health care for our students, oversees the administration of medications, conducts required health screenings and manages our students health records.

Parents will be contacted to check out students that are running fever, have intestinal/stomach problems, or are considered ill by the nurse. If the nurse feels that there is no need to be sent home, the student will be sent back to class. Any student who is sent home sick or absent due to illness may not participate in any school event on that day or night unless permission is granted in advance by the principal.

Please do not send students to school if they have had fever, vomiting, or diarrhea within the last 24 hours. Students can return to school when they are fever, vomit and/or diarrhea free for 24 hours **without the use of medication.**

STUDENT ILLNESS/ACCIDENT

If a student becomes too ill to remain in class and/or could be contagious to other students, the principal or designee will attempt to notify the student's parent or legal guardian. The student will remain in the school's health room or a place where he/she can be supervised until the end of the school day or until the parent/legal guardian can check the student out of school.

If a student becomes seriously ill or is injured while at school and the parent/legal guardian cannot be contacted, the failure to make such contact shall not unreasonably delay the school's expeditious transport of the student to an appropriate medical care facility. The school assumes no responsibility for treatment of the student. When available, current, and applicable, the student's emergency contact numbers and medical information will be utilized. Parents are strongly encouraged to keep this information up to date.

HEALTH AND NUTRITION

Parents may provide food items of their choice for their OWN child's consumption, but they may NOT provide items to other children at school.

Act 1220 of 2003 prohibits classroom use of foods of minimal nutritional value (FMNV) (ex. homemade treats, pre-packaged treats, candy, etc.)

Exceptions: Designated school wide celebrations (Christmas, Valentines Day)

Homemade foods are not allowed due to food safety concerns.

MEDICATION POLICY

Prior to the administration of any medication, including any dietary supplement or other perceived health remedy not regulated by the US Food and Drug Administration, to any student under the age of eighteen (18), written parental consent is required. The consent form shall include authorization to administer the medication and relieve the Board and its employees of civil liability for damages or injuries resulting from the administration of medication to students. All signed medication consent forms are to be maintained by the school nurse.

Unless authorized to self-administer or otherwise authorized by this policy, students are not allowed to carry any medications, including over-the-counter (OTC) medications or any dietary supplement or other perceived health remedy not regulated by the US Food and Drug Administration, while at school. The parent or legal guardian shall bring the student's medication to the school nurse. This protects you as well as the students from legal liability should the medication get into the hands of someone for whom it was not prescribed. Not following these procedures could result in the contact of Law Enforcement. When medications are brought to the school nurse, the nurse shall document, in the presence of the parent, the quantity of the medication(s). Each person present shall sign a form verifying the quantity of the medication(s).

Medications must be in the original container and be properly labeled with the student's name, the ordering provider's name, the name of the medication, the dosage, frequency, and instructions for the administration of the medication (including times). Additional information accompanying the medication shall state the purpose for the medication, its possible side effects, and any other pertinent instructions (such as special storage requirements) or warnings. Schedule II medications that are permitted by this policy to be brought to school shall be stored in a double locked cabinet.

*Parents/guardians need to bring a 30 day supply of medication.

All medication must be in the original labeled container with the child's name on it. Do not mix drugs in containers. Do not send tablets in envelopes or unlabeled containers. **DO NOT SEND MEDICATIONS WITH STUDENTS.** Parents **MUST** drop off and sign off on medications with the school nurse. The school nurse will notify parents when regularly administered medications are low.

NO medication is to be administered by any staff member other than those designated by the school nurse for specific situations, such as field trips.

The school shall not keep outdated medications or any medications past the end of the school year. Parents shall be notified ten (10) days in advance of the school's intention to dispose of any medication. Medications not picked up by the parents or legal guardians within the ten (10) day period shall be disposed of by the school nurse in accordance with current laws and rules.

NON-PRESCRIBED MEDICATIONS

"Over the counter medications" such as Aspirin, Tylenol, balms, ointments, creams, etc. can be given with verbal/signed consent by parents, guardians, or persons acting in loco parentis.

SELF-ADMINISTRATION OF MEDICATION

Students who have written permission from their parent or guardian **and** a licensed health care practitioner on file with the District may:

- Self-administer either a:
 - Rescue inhaler; or
 - Auto-injectable or nasal spray epinephrine
- Perform the student's own blood glucose checks;
- Administer insulin through the insulin delivery system the student uses;
- Treat the student's own hypoglycemia and hyperglycemia; or

- Possess on the student's person:
 - A rescue inhaler: or Auto-injectable or nasal spray epinephrine: or
 - the necessary supplies and equipment to perform the student's own diabetes monitoring and treatment functions.

A student may be authorized to self-administer a stress dose medication to treat the student's adrenal insufficiency with:

1. The written authorization of the student's parent, legal guardian, or person standing in loco parentis; and
2. A written order from the student's physician stating that the student:
 - a. Is capable of completing the proper method of self-administration of the stress dose medication: and
 - b. Has been instructed on the details of the student's medical condition and the events that may lead to an adrenal crisis.

The parent- legal guardian, or person standing in loco parentis of a student who is authorized to self-administer a stress dose medication shall sign an IHP developed by the school nurse for the school where the student is enrolled. The IHP shall include a requirement for the notification of appropriate staff following the self-administration of a stress dose medication, which shall include the school nurse, teacher of the classroom where the stress dose medication was administered, and a school administrator.

Students who have a current consent form on file shall be allowed to carry and self-administer such medication while:

- In school;
- At an on-site school sponsored activity;
- While traveling to or from school; or
- At an off-site school sponsored activity.

A student is prohibited from sharing, transferring, or in any way diverting the student's medications to any other person. The fact that a student with a completed consent form on file is allowed to carry a rescue inhaler, auto injectable or nasal spray epinephrine, diabetes medication, stress dose medication, or combination does not require the student to have such on the student's person. The parent or guardian of a student who qualifies under this policy to self-carry a rescue inhaler, auto-injectable or nasal spray epinephrine, diabetes medication, stress dose medication, or any combination on the student's person shall provide the school with the appropriate medication, which shall be immediately available to the student in an emergency.

IMMUNIZATIONS

Unless otherwise provided by law or this policy, no student shall be admitted to attend classes in the District who has not been age appropriately immunized against: • Poliomyelitis; • Diphtheria; • Tetanus; • Pertussis; • Red (rubeola) measles; • Rubella; • Mumps; • Hepatitis A; • Hepatitis B; • Meningococcal disease; • Varicella (chickenpox); and • Any other immunization required by the Arkansas Department of Health (ADH).

The District administration has the responsibility to evaluate the immunization status of District students. The District shall maintain a list of all students who are not fully age appropriately immunized or who have an exemption provided by ADH to the immunization requirements based

on medical, religious, or philosophical grounds. Students who are not fully age appropriately immunized when seeking admittance shall be referred to a medical authority for consultation.

The only types of proof of immunization the District will accept are immunization records provided by a:

- A. Licensed physician;
- B. Health department;
- C. Military service; or
- D. Official record from another educational institution in Arkansas.
- E. An immunization record printed off of the statewide immunization registry with the Official Seal of the State of Arkansas

The proof of immunization must include the vaccine type and dates of vaccine administration. Documents stating “up-to-date”, “complete”, “adequate”, and the like will not be accepted as proof of immunization. No self or parental history of varicella disease will be accepted as a history of varicella disease must be documented by a licensed physician, advanced practice nurse, doctor of osteopathy, or physician assistant. Valid proof of immunization and of immunity based on serological testing shall be entered into the student’s record.

In order to continue attending classes in the District, the student must have submitted:

- 1. Proof of immunization showing the student to be fully age appropriately vaccinated;
- 2. Written documentation by a public health nurse or private physician of proof the student is in process of being age appropriately immunized, which includes a schedule of the student’s next immunization;
- 3. A copy of a letter from ADH indicating immunity based on serologic testing; and/or
- 4. A copy of the letter from ADH exempting the student from the immunization requirements for the current school year, or a copy of the application for an exemption for the current school year if the exemption letter has not yet arrived.

Students whose immunization records or serology results are lost or unavailable are required to receive all age appropriate vaccinations or submit number 4 above.

Temporary Admittance

While students who are not fully age appropriately immunized or have not yet submitted an immunization waiver may be enrolled to attend school, such students shall be allowed to attend school on a temporary basis only. Students admitted on a temporary basis may be admitted for a maximum of thirty (30) days (or until October 1st of the current school year for the tetanus, diphtheria, pertussis, and meningococcal vaccinations required at ages eleven (11) and sixteen (16) respectively if October 1st is later in the current school year than the thirty (30) days following the student’s admittance). No student shall be withdrawn and readmitted in order to extend the thirty (30) day period. Students may be allowed to continue attending beyond the thirty (30) day period if the student submits a copy of either number 2 or number 4 above.

Students who are in process shall be required to adhere to the submitted schedule. Failure of the student to submit written documentation from a public health nurse or private physician demonstrating the student received the vaccinations set forth in the schedule may lead to the revocation of the student’s temporary admittance; such students shall be excluded from school until the documentation is provided.

The District will not accept copies of applications requesting an exemption for the current school year that are older than two (2) weeks based on the date on the application. Students who submit a copy of an application to receive an exemption from the immunization requirements for the current year to gain temporary admittance have thirty (30) days from the admission date to submit either a letter from ADH granting the exemption or documentation demonstrating the student is in process and a copy of the immunization schedule. Failure to submit the necessary documentation by the close of the thirty (30) days will result in the student being excluded until the documentation is submitted.

Exclusion From School

In the event of an outbreak, students who are not fully age appropriately immunized, are in process, or are exempt from the immunization requirements may be required to be excluded from school in order to protect the student. ADH shall determine if it is necessary for students to be excluded in the event of an outbreak. Students may be excluded for no fewer than twenty-one (21) days or even longer depending on the outbreak. No student excluded due to an outbreak shall be allowed to return to school until the District receives approval from ADH.

Students who are excluded from school are not eligible to receive homebound instruction unless the excluded student had a pre-existing IEP or 504 Plan and the IEP/504 team determines homebound instruction to be in the best interest of the student. To the extent possible, the student's teacher(s) shall place in the principal's office a copy of the student's assignments:

- for the remainder of the week by the end of the initial school day of the student's exclusion; and
- by the end of each school's calendar week for the upcoming week until the student returns to school.

It is the responsibility of the student or the student's parent/legal guardian to make sure that the student's assignments are collected.

Students excluded from school shall have five (5) school days from the day the student returns to school to submit any homework and to make up any examinations. State mandated assessments are not included in "examinations" and the District has no control over administering state mandated make-up assessments outside of the state's schedule. Students shall receive a grade of zero for any assignment or examination not completed or submitted on time

Annually by December 1, the District shall create, maintain, and post to the District's website a report that includes the following for each disease requiring an immunization under this policy:

- The number of students in the District that were granted an exemption by the Department of Health from an immunization;
- The percentage of students in the District that were granted an exemption by the Department of Health from an immunization; and
- The number of students within the District who have failed to provide to the public school proof of the vaccinations required and have not obtained an exemption from ADH
- The percentage of students within the District who have failed to provide the public school proof of the vaccinations required and have not obtained an exemption from ADH; and
- The percentage of a population that must receive an immunization for herd immunity to exist.

COMMUNICABLE DISEASES AND PARASITES

Students with communicable diseases or with human host parasites that are transmittable in a school environment shall demonstrate respect for other students by not attending school while they are capable of transmitting their condition to others. Students whom the school nurse determines are unwell or unfit for school attendance or who are believed to have a communicable disease or condition will be required to be picked up by their parent or guardian. Specific examples include, but are not limited to: Varicella (chicken pox), measles, scabies, conjunctivitis (Pink Eye), impetigo/MRSA (Methicillin-resistant *Staphylococcus aureus*), streptococcal and staphylococcal infections, ringworm, mononucleosis, Hepatitis A, B, or C, mumps, vomiting, diarrhea, and fever (100.4 F when taken orally). A student who has been sent home by the school nurse will be subsequently readmitted, at the discretion of the school nurse, when the student is no longer a transmission risk. In some instances, a letter from a health care provider may be required prior to the student being readmitted to the school.

To help control the possible spread of communicable diseases, school personnel shall follow the District's exposure control plan when dealing with any blood-borne, foodborne, and airborne pathogens exposures. Standard precautions shall be followed relating to the handling, disposal, and cleanup of blood and other potentially infectious materials such as all body fluids, secretions and excretions (except sweat).

In accordance with 4.57—IMMUNIZATIONS, the District shall maintain a copy of each student's immunization record and a list of individuals with exemptions from immunization which shall be education records as defined in policy 4.13. That policy provides that an education record may be disclosed to appropriate parties in connection with an emergency if knowledge of the information is necessary to protect the health or safety of the student or other individuals.

A student enrolled in the District who has an immunization exemption may be removed from school at the discretion of the Arkansas Department of Health during an outbreak of the disease for which the student is not vaccinated. The student may not return to the school until the outbreak has been resolved and the student's return to school is approved by the Arkansas Department of Health.

PARASITES

The parents or legal guardians of students found to have live human host parasites that are transmittable in a school environment will be asked to pick their child up at the end of the school day. The parents or legal guardians will be given information concerning the eradication and control of human host parasites. A student may be readmitted after the school nurse or designee has determined the student no longer has live human host parasites that are transmittable in a school environment.

Each school may conduct screenings of students for human host parasites that are transmittable in a school environment as needed. The screenings shall be conducted in a manner that respects the privacy and confidentiality of each student.

RETURN TO SCHOOL: Parent/guardian **must accompany** the student to be checked by the school's nurse **before** re-entering class. Only one day's absence during each infestation will be excused for the treatment of head lice.

The Arkansas Department of Child Welfare and/or other agencies may also be contacted by school officials when there is reasonable suspicion that the parents aren't taking adequate precautions in the home environment.

NOTIFICATION OF YEARLY HEALTH SCREENINGS

Cutter Morning Star School is required by law to perform yearly health screenings in the following areas:

- Vision & Hearing Grades: Preschool, K, 1, 2, 4, 6 & 8
- Scoliosis Grades: 6 Girls, 8 Girls & Boys
- Body Mass Index Grades: K, 2, 4, 6, 8 & 10
(Height & Weight)

You must submit a letter in writing stating refusal of BMI/Scoliosis Screening.

WATER BOTTLE USE POLICY

Water bottles will be allowed with the following considerations:

- The water bottle must be **clear**.
- The bottle must only contain WATER. (**No juice, soda, etc.**)
- Must have a closable lid; screw on lids are preferred to help with spills.
- The student will be responsible to fill the bottle before class starts or during lunch or recess.
- Bottles are not to be in close proximity to any technology (computers, overheads, document cameras, projectors, etc.). Water will not be allowed in any computer labs, as well as the library.
- Classroom rules regarding the use of the restroom will be in effect. Students are responsible to take care of restroom needs before/between classes.

SUNSCREEN AT SCHOOL

Students may possess and use an over-the-counter topical sunscreen while on school property or at a school-related event or activity.

ELEMENTARY SCHOOL COUNSELING PROGRAM

The counselor's office is open to all students in grades Kindergarten through sixth. It is a place where students may express themselves freely, knowing that all information will be regarded as confidential. The counselor is licensed to help students with academic, career, and personal/social adjustments. Community resource information is available to both parents and students from the counselor. The counselor's office will be open from 7:45 a.m. until 2:45 p.m. on regular school days. The office can be kept open for a longer period of time with prior notice.

Counselors are mandated reporters by state and federal guidelines. Confidential information shared by a student will remain private between the student and counselor unless the student is in danger physically or mentally.

The major goal of elementary counseling is preventative in nature, even though developmental guidance is provided. Students are taught basic coping skills, interpersonal relations, communication skills, decision making, and problem solving techniques.

Counseling services include individual sessions, small groups, and classroom lessons. Guidance classes meet on a regular basis for at least 30 minutes. Topics of discussion include academics, careers, and preventative/social behaviors.

The duty of the school counselor is to collaborate with parents, students, teachers, staff, specialists, administrators, and the community to provide services that assist students in the most effective way possible.

PROMOTION AND RETENTION

A disservice is done to students through social promotion and is prohibited by state law. The district shall, at a minimum, evaluate each student annually in an effort to help each student who is not performing at grade level. Parents, legal guardians, persons having lawful control of the student, or persons acting in loco parentis shall be kept informed concerning the progress of their student(s). Notice of a student's possible retention or required retaking of a course shall be included with the student's grades sent home to each parent/guardian or the student if 18 or older. Parent-teacher conferences are encouraged and may be held as necessary in an effort to improve a student's academic success.

Each time a student is assessed by use of a high-quality literacy screener, with results at least once each semester, the parents, legal guardians, persons having lawful control of the student, or person acting in loco parentis, and teacher(s) of a student in kindergarten through eighth (8th) grade shall be notified in writing of the student's independent grade-level equivalency in reading and, in a parent friendly manner, the student's reading progress.

Any grades, course credits, and/or promotions received by a student while enrolled in the Division of Youth Services system of education shall be considered transferable in the same manner as those grades, course credits, and promotions from other accredited Arkansas public educational entities.

Promotion or retention of students, or their required retaking of a course shall be primarily based on the following criteria:

For students in kindergarten through grade four (K-4):

- A student who has not met the third-grade reading standard as defined by the state board shall not be promoted to fourth (4th) grade unless the student has a good cause waiver. The following students may receive a good cause waiver:
 - Limited English Proficiency students who have had less than three (3) years of instruction in an English language learner program;
 - Students with a disability who are not eligible for the alternate assessment and who have an individualized education program or a 504 plan that reflects that the individual student:
 - Has received an intensive, evidence-based literacy intervention program aligned to the science of reading for more than two (2) years; and
 - Still demonstrates a need in reading proficiency or previously was retained in kindergarten, grade one (1), grade two (2), or grade three (3);

- Students who:
 - Have received an intensive, evidence-based literacy intervention program aligned to the science of reading for two (2) or more years;
 - Still demonstrate a need in reading proficiency and who previously were retained in kindergarten, grade one (1), grade two (2), or grade three (3);
 - Have received a special education referral and a full comprehensive evaluation; and
 - Have not met exceptional education criteria;
- Students who have already been retained in kindergarten, grade one (1), grade two (2), or grade three (3) for one (1) year;
- Students who can demonstrate that they are successful and independent readers and can perform at or above grade level by use of subsequent student assessments or alternative assessments; or
- Other students with necessary, justifiable good-cause exemptions identified as appropriate by the state board, in consultation with reading experts.

If there is doubt concerning the promotion or retention of a student or his/her required retaking of a course, a conference shall be held before a final decision is made that includes the following individuals:

- a. the building principal or designee;
- b. the student's teacher(s);
- c. school counselor;
- d. a 504/special education representative (if applicable); and
- e. the student's parents, legal guardians, persons having lawful control of the student, or persons standing in loco parentis.

The conference shall be held at a time and place that best accommodates those participating in the conference. The school shall document participation or non-participation in required conferences. If the conference attendees fail to agree concerning the student's placement or receipt of course credit, the final decision shall rest with the principal or the principal's designee.

Each student shall have a student success plan (SSP) developed by school personnel in collaboration with the student's parents and the student that is reviewed and updated annually. A student's SSP shall use multiple academic measures to personalize learning in order for students to achieve their grade-level expectations and individual growth. The SSP will identify if the student is in need of additional support or acceleration. Academic measures to be used in creating and updating a student's SSP shall include, but are not limited to:

- statewide student assessment results;
- subject grades;
- student work samples; and
- local assessment scores.

The SSP for a student in kindergarten through grade three (K-3) who does not meet the reading standard as set by the state board and determined by a high-quality literacy screener or the statewide assessment shall include an individual reading plan for each student. An individual reading plan shall include:

1. The student's specific, diagnosed reading skill needs, including without limitation:
 - Phonemic awareness;

- Phonics decoding;
 - Text reading fluency;
 - Vocabulary-building strategies; and
 - Self-regulated use of reading comprehension strategies, as identified by high-quality literacy screener data;
2. The goals and benchmarks for the student's growth;
 3. How the student's progress will be monitored and evaluated;
 4. The type of additional instructional services and interventions the student may receive;
 5. The intensive, evidence-based literacy intervention program aligned to the science of reading the student's teacher will use to address the areas of phonemic awareness, phonics, fluency, vocabulary, and comprehension;
 6. The strategies the student's parents, legal guardians, or persons standing in loco parentis to the student are encouraged to use in assisting the student to achieve the student's reading goal; and
 7. Any additional services the student's teacher determines are available and appropriate to accelerate the student's reading skill development.

All parents, legal guardians, or persons standing in loco parentis shall be notified in writing:

- a. Of the content of their child's independent reading plan and progress on the independent reading plan throughout the year; and
- b. By no later than October 1 of each year, or as soon as practicable if a student's reading need is identified after October 1:
 - Of their student's eligibility to participate in the literacy tutoring grant program;
 - The process for applying for the literacy tutoring grant program; and
 - Other information provided by DESE.

For each student who does not meet the reading standard established by the state board by the end of third (3rd) grade, including students who are promoted to the fourth (4th) grade under a good cause waiver, the District, during the subsequent summer and school year, shall :

- a. Provide at least ninety (90) minutes of evidence-based literacy instruction aligned to the science of reading during each school day;
- b. Assign the student to:
 - If the District has a teacher with a value-added model score in the top quartile statewide in English language arts for the past three (3) years, a teacher with a value-added model score in the top quartile statewide in English language arts for the past three (3) years; or
 - If the District is unable to identify a teacher with a value-added model score in the top quartile statewide in English language arts for the past three (3) years, a teacher:
 - With a highly-effective rating according to the Teacher Excellence and Support System, when possible; or
 - Deemed to be a high-performing teacher as defined by a Master Professional Educator designation.
- c. Provide parents, legal guardians, or persons standing in loco parentis to students with a "read-at-home" plan to support student early literacy growth, which shall include evidence-based science of reading strategies and tools that are aligned to a student's individual reading plan for parents, legal guardians, or persons standing in loco parentis to use with their student;
- d. Notify parents, legal guardians, or persons standing in loco parentis to a student regarding their student's eligibility for a literacy tutoring grant;

- e. Be given priority to receive a literacy tutoring grant; and
- f. Be given the option to participate in additional intensive, evidence-based literacy intervention programs aligned to the science of reading.

The SSP of a student in kindergarten through grade eight (K-8) who is not performing at or above grade level on the state assessment, as defined by the State Board of Education shall include a math intervention plan. The math intervention plan may include the:

1. Provision of each student with access to high-dosage, targeted math tutoring in the subsequent school year, which shall include three (3) or more tutoring sessions a week in a one-on-one or small-group setting;
2. Assignment to:
 - if the District has a teacher with a value-added model score in the top quartile statewide in math for the previous three (3) years, a teacher, with a value-added model score in the top quartile statewide in math for the previous three (3) years; or
 - if the District is unable to find a teacher with a value-added model score in the top quartile statewide in math for the previous three (3) years, a teacher:
 - With a highly-effective rating in the Teacher Excellence and Support System, when possible; or
 - Deemed to be a high-performing teacher as defined by a Master Professional Educator designation; and
3. Provision of each student with extended time on math instruction during or after school.

All parents, legal guardians, or persons standing in loco parentis shall receive written notification of their student's math intervention plan and progress on the student's math intervention plan throughout the school year.

By the end of grade eight (8), the student's SSP shall:

- guide the student along pathways to graduation;
- address accelerated learning opportunities;
- address academic deficits and interventions; and
- include college and career planning components.

Based on a student's score on the college and career assessment:

- the student's SSP will be updated in order to assist the student with college and career readiness skills, course selection in high school, and improved academic achievement; and
- provide a basis for counseling concerning postsecondary preparatory programs.

A student's SSP shall include the recommended sequence of courses for successful completion of the diploma pathway selected by the student but be sufficiently flexible to allow the student to change the student's selected diploma pathway. The school counselor shall meet with the student's parent, legal guardian, or persons standing in loco parentis and the student to review the student's SSP annually and to revise the student's SSP as necessary to identify the courses to be taken each year until all required core courses are completed. Part of the review shall include an explanation of the possible impacts the revisions to the plan might have on the student's graduation requirements and postsecondary education goals. Any change made to a student's SSP as part of the review that amends the student's diploma pathway shall be structured to ensure that the student will meet the high school graduation requirements for the student's chosen diploma pathway and be qualified for admission to a postsecondary educational institution or to enter the workforce. After each review, the student's SSP shall be signed by the student; student's

parent, legal guardian, or person standing in loco parentis to the student; and the school counselor.

An SSP shall be created:

- by no later than the end of the school year for a student in grade eight (8) or below who enrolls in the District during the school year; or
- as soon as reasonably possible for a student in grade nine (9) or above who enrolls in the District at the beginning or during the school year.

A student's individualized education program (IEP) may act in the place of the student's SSP if the IEP addresses academic deficits and interventions for the student's failure to meet standards-based academic goals at an expected rate or level and includes a transition plan that addresses college and career planning components. Promotion or retention of students with an IEP shall be based on their successful attainment of the goals set forth in their IEP.

REPORT CARDS

KINDERGARTEN- 6th GRADE REPORT CARDS

Student's academic assessments will be based on their level of achievement of the Division of Elementary and Secondary Education's curriculum standards. Progress Reports and Report Cards for students in Grades K-2 **6** will inform parents of the level of mastery of each of these specific standards.

- 4 Exceeds Standards
- 3 Meets Standards
- 2 Approaching Standards
- 1 Below Standards

HONOR ROLL

Students in grades K-6 who maintain a Level 3 or Level 4 for the grading period will be recognized as honor roll students for that grading period.

STUDENT ACCELERATION

The process of determining the appropriateness of a request for an elementary school student to receive acceleration shall be under the direction of the district Gifted and Talented Program Coordinator. The district Gifted and Talented Program Coordinator shall convene the Acceleration Placement Committee and communicate with the individuals necessary for the Acceleration Placement Committee to make an informed decision, which shall include the student's parents or guardians.

While the needs of the student should dictate when acceleration decisions are considered, the Board believes the optimal time for referrals is in the spring which gives adequate time for working through the determination process and for preparing those concerned for a smooth transition to the acceleration beginning in the following school-year.

The District's Gifted and Talented (GT) Program Coordinator will create a written format to govern the referral and determination process for elementary school students, which shall be made available to any parent or staff member upon request.

The parents/guardians of any elementary school student whose request for acceleration has been denied may appeal the decision, in writing to the District's GT Coordinator. The District's GT Coordinator and the Acceleration Placement Committee will again thoroughly review the case study that was completed on the student. Upon completion of the review, the Committee will either request additional new testing be conducted to help the Committee make its determination or it will uphold the initial decision. The Committee's decision may not be further appealed.

REQUIRED STATE ASSESSMENTS

Every student attending an Arkansas public school shall participate in the statewide program of educational assessments required by Arkansas laws and established by the State Board of Education. These required assessments ~~ad~~ administered to all Arkansas students include:

- K-3 ATLAS Literacy Screener- First 30 days of School
- K-2 ATLAS Assessment for Literacy and Math, BOY, Interim 1, Interim 2, Summative
- 3-6 ATLAS Interim 1, Interim 2, and Summative
- K-6th Grade: ELPA 21 Summative Assessment (English Language Proficiency Assessment For English Language Learners)

Cutter Morning Star School District: Systematic Approach for Reviewing Flagged Student Alerts

Overview

The Cutter Morning Star School District has established a structured protocol for addressing student alerts flagged during classroom assignments and the ATLAS Writing Summative responses that indicate potential self-harm, violence, or other concerning issues. This process involves multiple levels of review and collaboration to ensure the safety and well-being of students.

Notification and Initial Review

1. **Notification Receipt:** The district testing coordinator (DTC) and the superintendent receive notifications from the DESE about flagged student writing essays that may pose behavioral threats.
2. **Collaboration with Building Principal:** Upon receiving the notification, the DTC and superintendent collaborate with the principal of the student's school to assess the concern.

Escalation and Assessment

3. **Referral to Building Counselor:** If the principal determines that the flagged issue warrants further attention, the matter is referred to the building counselor.
4. **Behavioral Threat Assessment Team:** The counselor assesses the situation and decides if it should be escalated to the behavioral threat assessment team for a thorough investigation.

Immediate Action for Serious Issues

5. **Serious Threat Response:** For serious issues, the superintendent and principal act immediately by:

- Calling a mobile assessor
- Notifying the student's parents
- Following all established safety protocols

Continuous Communication and Safety Measures

6. **Behavioral Threat Assessment Team Evaluation:** Any immediate threat is reviewed by the behavioral threat assessment team, which includes the DTC, superintendent, principal, and counselor.
7. **Implementation of Safety Procedures:** The team evaluates the threat and determines the necessary safety procedures. Throughout the process, they ensure that both the student and their parents are informed of the actions being taken.

Summary

The Cutter Morning Star School District's systematic approach ensures a comprehensive response to potential behavioral threats identified through student writings. The protocol emphasizes timely communication, collaboration among school officials, and the involvement of parents to maintain a safe educational environment.

HOMEWORK

Cutter Morning Star Elementary School believes that homework is an integral part of each student's educational program. We recognize the importance of developing good study habits, responsibility for assignments, and independent learning experiences.

Homework should be used for specific educational purposes and assigned with individual differences among students in mind. Homework should be well defined in advance by the teacher, the aims clearly understood by the student and evaluated by the teacher. Ample notice should be given for long term projects or assignments. Work that is not completed in class or missed because of absenteeism needs to be completed in a reasonable amount of time. **Example: One day absent; one day to make up work.**

RECESS

Act 641 of the Arkansas General Assembly mandates at least (40) minutes of instructional time per school day be used for recess in all Arkansas elementary schools. The recess shall consist of supervised, unstructured social time including free play and vigorous physical activity.

GENERAL STUDENT INFORMATION CHANGING TRANSPORTATION PLANS

Students should know how to get home from school **before** they arrive in the mornings. If there is an emergency and planned transportation must change, please contact us no later than 2:00 during the day. We cannot guarantee your child will get the message if you call later than 2:00.

CHECK OUT PROCEDURES

Parents needing to check out students between 7:35 A.M. and 2:50 P.M. will need to report to the office. The office will contact the teacher upon parent arrival to send your child to the office. Teachers **will not** release students without being contacted by the office.

STUDENT GOING HOME WITH ANYONE OTHER THAN A LEGAL GUARDIAN

A student will not be allowed to go home either by school bus or any other means with another student or person other than the child's parent or guardian unless we receive permission in writing from the child's guardian or parent, or we are able to receive parent permission over the telephone. This rule will be strictly enforced for the protection of the student.

DROP OFF AND PICK UP PROCEDURES

Bus riders: Students will follow all bus rules and enter and exit at the designated locations.

Automobiles: Parents dropping off students should do so by entering the north entrance of the Historic High school parking lot and turning right onto the drive that exits on Spring Street. Students should be dropped off at the end of the building. Because of the dangerous traffic pattern directly in front of the elementary school, students are not allowed to enter the building at the front entrance prior to the bell to start school at 7:35.

Parents picking up students in the afternoons should do so by entering the north entrance of the Historic High School Parking lot. Families that have multiple students to pick up will get in the inside lane and pick up students at the Multipurpose Building then proceed around by the Historic High School and exit onto Persimmon Street. Families that are picking up one student will get in the right hand lane and turn right onto the drive that exits on Spring Street.

Students will always be picked up at their normal spot even if their siblings are absent.

Reminder: Teachers are not on duty until 7:20 A.M.

DISTRACTED DRIVING/WIRELESS TELEPHONE

Act 288 of the Arkansas General Assembly makes the use of a handheld wireless telephone in a school zone a primary offense (an offense for which you can be pulled over).

Does not apply to law enforcement officers engaged in the performance of his or her official duties.

A law enforcement officer may stop or detain a driver of a motor vehicle solely to determine compliance.

PARENT/TEACHER CONFERENCES

All elementary teachers are required to communicate with the parents or guardians of each student at least once a semester through parent-teacher conference, telephone conference, or a

home visit. Teachers shall communicate more often with parents/guardians of students performing below grade level.

Parent-teacher conferences are encouraged and may be requested by parents or guardians when they feel they need to discuss their child's progress with his/her teacher. Conferences shall be scheduled at a time and place to best accommodate those participating in the conference.

PHONE CALLS

Students may use the phone only in emergency circumstances, or when directed by a teacher or staff member. Personal phone call(s) will only be allowed during recess or lunch.

SCHOOL HOURS

School begins at 7:35 A.M. and ends at 2:50 PM. Please do not bring your children to school before **7:20 AM** as there is no one on duty prior to that time. Students need to be in class all day unless there is an emergency.

For student safety, parents need to remain outside the building for pickup before the 2:50 dismissal bell, unless they are checking out their student. Parents please come by the office first to receive a visitor's pass when visiting our campus. In order to ensure that classroom interruptions are kept to a minimum, no visitors will be allowed in the classrooms during instructional time unless prior approval has been granted by the principal.

Students that are not picked up by 3:00 may be sent to After School Care and charges will apply.

WEATHER ANNOUNCEMENTS

The CMS App will be the means of communication in the event there are weather conditions that may cancel school. The CMS App will also send the information out to the school's website and social media sites. The announcements will be made as early as possible.

EMERGENCY DRILLS

The CMS Elementary School shall conduct fire drills at least monthly. Tornado drills shall also be conducted not fewer than three (3) times per year. Students shall also participate in emergency bus evacuation drills at least twice each school year. Other types of emergency drills may also be conducted. Parents and guardians will be notified in the event of an emergency involving the students while at the elementary/high school.

The District shall annually conduct lockdown drills at all schools in the District in collaboration with local law enforcement, medical professionals, fire department officials, and emergency management personnel. The lockdown drill training will include use of the District's emergency communication method with law enforcement. Students will be included in the drills to the extent that is developmentally appropriate to the age of both the students and grade configuration of the school.

Drills may be conducted during the instructional day or during non-instructional time periods.

Students, who ride school buses, shall also participate in emergency evacuation drills at least twice each school year.

Other types of emergency drills may also be conducted to test the implementation of the District's emergency plans in the event of violence, terrorist attack, natural disaster, other emergency, or the District's emergency communication method with law enforcement. Students shall be included in the drills to the extent practicable.

NATIONAL ANTHEM

Each school in the District shall broadcast The Star-Spangled Banner at:

- The commencement of each school-sanctioned sporting event; however, if two (2) or more school-sanctioned sporting events occur on the same date at the same school, then the broadcast of The Star Spangled Banner may be performed at only one(1) of the events:
and
- At least one (1) time each week during school hours.

Students shall not be compelled to participate in the performance of The Star-Spangled Banner, but students who choose not to participate in the performance of The Star Spangled Banner shall not disrupt those students choosing to participate in the performance of The Star Spangled Banner. Students choosing not to participate in the performance of The Star Spangled Banner who do not disrupt the participation of performance of The Star Spangled Banner shall not be subject to any comments, retaliation, or disciplinary action.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

The Pledge of Allegiance shall be recited:

1. During the first class period of each school day;
2. At the commencement of each school-sanctioned after-school assembly; and
3. At the commencement of each school-sanctioned sporting event; however, if two (2) or more school-sanctioned sporting events occur on the same day at the same school, then the Pledge may be recited at only one (1) of the school-sanctioned sporting events.

Students choosing to participate in the recitation of the Pledge shall do so by facing the flag with their right hands over their hearts, or in an appropriate salute if in uniform, while reciting the Pledge. Students choosing not to participate shall stand or sit quietly while the other students recite the Pledge.

Students shall not be compelled to recite the Pledge, but students who choose not to recite the Pledge shall not disrupt those students choosing to recite the Pledge. Students choosing not to recite the Pledge who do not disrupt those students who choose to recite the Pledge shall not be subject to any comments, retaliation, or disciplinary action.

Following the recitation of the Pledge, there shall be an observance of one (1) minute of silence. During the one (1) minute of silence, each student may reflect, pray, meditate, or engage in any other silent activity that is not likely to interfere with or distract another student. Students who do not disrupt the one (1) minute of silence shall not be subject to any comments, retaliation, or disciplinary action.

EXTRACURRICULAR ACTIVITIES - ELEMENTARY

"Extracurricular activities" are defined as: any school sponsored program where students from one or more schools meet, work, perform, practice under supervision outside of regular class time, or are competing for the purpose of receiving an award, rating, recognition, or criticism, or

qualification for additional competition. Examples include, but are not limited to, inter/intrascholastic athletics, cheerleading, band, choral, math, or science competitions, field trips, and club activities.

“Field Trips” are when individual students or groups of students are invited to programs or events when there is no competition and the students are not interacting with each other for the purpose of planning, qualifying, or arranging for future programs or for the purpose of receiving recognition.

“Interscholastic Activities” means athletic or non-athletic/academic activities where students compete on a school vs. school basis.

“Intrascholastic Activities” means athletic or non-athletic/academic activities where students compete with students from within the same school.

Extracurricular Eligibility

The Board believes in providing opportunities for students to participate in extracurricular activities that can help enrich the student’s educational experience. At the same time, the Board believes that a student’s participation in extracurricular activities cannot come at the expense of his/her classroom academic achievement. Interruptions of instructional time in the classroom are to be minimal and absences from class to participate in extracurricular activities shall not exceed one per week per extracurricular activity (tournaments or other similar events excepted with approval of the principal). All students are eligible for extracurricular activities unless specifically denied eligibility on the basis of criteria outlined in this policy.

A student may lose his/her eligibility to participate in extracurricular activities when, in the opinion of the school’s administration, the student’s participation in such an activity may adversely jeopardize his/her academic achievement. Students may also be denied permission to participate in extracurricular activities as a consequence of disciplinary action taken by the administration for inappropriate behavior.

Any student who refuses to sit for a Statewide assessment or attempts to boycott a Statewide assessment by failing to put forth a good faith effort on the assessment as determined by the assessment administrator/proctor, or whose parents do not send their student to school on the dates the assessments are administered or scheduled as make-up days shall not be permitted to participate in any non-curriculum related extracurricular activity. The student shall remain ineligible to participate until the student takes the same or a following statewide assessment, as applicable. The superintendent or designee may waive this paragraph’s provisions when the student’s failure was due to exceptional or extraordinary circumstances. Students falling under the provisions of this paragraph shall be permitted to attend curriculum related field trips occurring during the school day.

A student who enrolls in the district and meets the definition of “eligible child” in Policy 4.2—ENTRANCE REQUIREMENTS shall be eligible to tryout for an extracurricular activity regardless of the date the student enrolls in the District so long as the student meets all other eligibility requirements and the extracurricular activity is still ongoing. No student shall be required to pay for individual or group instruction in order to participate in an extracurricular activity.

A student and the parent or legal guardian of the student shall sign and return an acknowledgement of receipt and review of an information sheet regarding signs and symptoms of

sudden cardiac arrest before the student may participate in an athletic activity and before each school year the student participates in an athletic activity.

LIBRARY

Lost library books should be reported to the library media specialist as soon as possible. The student will be required to pay for any lost or damaged book. If the lost book is found after it has been paid for, the fine will be refunded to the student. Fines for lost or damaged books should be paid before report cards go out.

STUDENT CONDUCT IN ASSEMBLIES

Assemblies will be scheduled by the principal. Students will move into the designated area accompanied by their teacher. Conduct in assemblies will be the same as expected in the classroom.

DRESS CODE

In order to enhance high standards in the CMS School District, we must encourage neatness, cleanliness, and decency in the personal dress and appearance of all students. The CMS School Board recognizes that dress can be a matter of personal taste and preference. At the same time, the District has a responsibility to promote an environment conducive to student learning. ANY CLOTHING, JEWELRY, OR ACCESSORY THAT THE PRINCIPAL DEEMS AS INAPPROPRIATE IN AN ACADEMIC SETTING, PRESENTING A SAFETY CONCERN, OR THAT CAUSES A DISRUPTION IN THE EDUCATIONAL PROCESS WILL BE PROHIBITED. The specifics and appropriateness of different types of clothing shall be determined by the principal and/or the principal's designee. The following guidelines should be followed:

- No clothing will be permitted which is obscene, immodest, disruptive, unsanitary, unsafe, could cause property damage, arousing, are offensive to common standards of decency, tobacco, prejudicial or promotional for alcoholic beverages, tobacco or illegal drugs.
- Appropriate sleeveless tops may be worn.
- No clothing that exposes the breast, abdomen, buttock, and/or undergarments of any student or deemed inappropriate by the principal will be allowed.
- Shorts, skirts, and dresses must not be shorter than mid thigh above the knee in length. NO Athletic SHORTS ALLOWED, unless approved for PE or athletic events.
- Sagging (wearing pants below the waist line) will not be allowed.
- Shoes with wheels are not allowed.
- Piercings that are distracting or excessive are not allowed.
- Headgear is not to be worn in the building as defined but not limited to; caps/hats, winter hats, hoodies, beanies, bandanas, do-rags etc. unless approved by the principal.

A student shall not be disciplined or discriminated against based upon the student's natural, protective, or cultural hairstyle.

BACKPACKS

Only book bags and backpacks **without** wheels will be allowed in Kindergarten through Sixth grade.

FIELD TRIPS

Students **must** ride a school bus to destinations of field trips. They may return to school on the school bus or **must** be signed out by a parent. Parents will need to provide their own transportation when attending field trips with students. **Attendance on field trips is limited to those eligible CMS students enrolled in the grade(s) in which the field trip is scheduled.**

BIRTHDAYS

Parents having a party for a child to which the entire class is not invited should extend invitations by phone or mail. They should not be distributed at school. Birthday parties are not allowed at school. Students may receive flowers and balloons at school; however, balloons are not allowed on the school bus for safety reasons.

VIDEO SURVEILLANCE

The board has a responsibility to maintain discipline, protect the safety, security, and welfare of its students, staff, and visitors while at the same time safeguarding district facilities, vehicles, and equipment. As part of fulfilling this responsibility, the board authorizes the use of video/audio surveillance cameras in any district building, on district property, and in district buses and vehicles.

The placement of video/audio surveillance cameras shall be based on the presumption and belief that students, staff, and visitors have no reasonable expectation of privacy anywhere on or near school property, facilities, vehicles, or equipment, with the exception of places such as rest rooms or dressing areas where an expectation of bodily privacy is reasonable and customary

Students will be held responsible for any violations of school discipline rules caught by the cameras. Students who vandalize, damage, disable, or render inoperable surveillance cameras and equipment shall be subject to appropriate disciplinary action and referral to appropriate law enforcement authorities.

PHOTO/VIDEO/NAME/WEBSITE RELEASE POLICY

The Cutter Morning Star School District will occasionally showcase student work, projects or activities in which students are involved. Student photographs or video are often included and may be used for an undetermined period of time.

The following points will be addressed before any student photograph or video is used:

- Address, phone number or email of a student will NOT be provided.
- Photographs/Videos of groups of students may be used without parental permission (i.e. school assembly, sporting activity, class, or club).

BEHAVIOR EXPECTATIONS

Cutter Morning Star Elementary School has four behavioral expectations for all students in maintaining a safe and respectful environment:

Eagles SOAR

We show Safety, Ownership, Achievement and Respect

The behavior matrix below describes what the behavior expectation looks like in each setting or event.

	Hallway	Bathroom	Cafeteria	Bus	Car Riders	Playground	Classroom	Technology
 S Safety	★ Walking Feet ★ Eyes forward ★ Stay with your class	★ Always wash hands ★ Keep water in the sink ★ Report all problems to staff	★ Remain in your seat on your bottom ★ Talk with an inside voice ★ Walk and be aware of your surroundings	★ Stay seated facing forward ★ Hands and feet inside bus ★ Walk to/from bus	★ Wait inside double doors ★ Wait until name is called ★ Walk to/from car	★ Stay inside designated areas ★ Call duty teacher for help ★ Hands and feet to yourself ★ Use equipment appropriately ★ Only staff outside of fence ★ Rocks and sticks stay on the playground	★ Use all supplies appropriately ★ Chair legs on the floor ★ Walking feet	★ Only approved sites ★ Handle with care and respect
 O Ownership	★ Keep hands, feet, and belongings to yourself	★ Clean up your mess ★ Flush the toilet	★ Clean up after yourself: table and floor	★ Immediately and accurately report problems	★ Keep up with belongings	★ Listen for lineup signal ★ Line up quickly ★ Take your items inside as you go ★ Throw your trash away in the trash can	★ Clean up after yourself ★ Use and return materials properly	★ Follow Technology Agreement ★ Keep up with your device ★ Cell phones put away on campus
 A Achievement	★ Walk with a purpose ★ Be patient	★ Go quickly and quietly ★ Return to class promptly ★ Turn off the water	★ Raise your hand if you need help ★ Keep hands on your own food ★ Hold tray with both hands	★ Follow bus rules ★ Quiet voices ★ Sit with K-6 students	★ Listen for your name ★ Sit quietly	★ Take care of equipment	★ Follow classroom rules ★ Do your best work	★ Use time wisely/progress on assignments
 R Respect	★ Use kind words ★ Silent Voices ★ Say "excuse me" ★ Assist someone in need	★ Respect other people's privacy ★ Use Appropriate language ★ Respect school property	★ Eat your meal while using your manners ★ Respect others' space	★ Use polite language ★ Follow the bus driver's instruction	★ Respect others' personal space and things	★ Take turns ★ Share equipment ★ Include others ★ Keep hands, feet, and other objects to yourself	★ Use manners with everyone ★ Wait your turn to speak ★ Use kind words	★ Use device with care ★ Always on your own device/acct ★ Be Kind ★ Communicate with teachers only

Behavior Intervention Team

A behavior intervention team (BIT) shall be established for each student who exhibits social, emotional, or behavioral difficulty that may escalate, if not addressed, to potentially dangerous behavior. The BIT shall include members who are academic and behavioral assessment and intervention professionals.

A student's BIT shall:

- Work with the teachers of a student to complete an FBA (Functional Behavior Assessment) of the student or an assessment of any problematic situations involving the student;
- Consider the need for a BIP (Behavior Intervention Plan) with the goal of preventing or resolving the social, emotional, or behavioral difficulty of the student and developing a

response that will de-escalate and stabilize a potential emergency situation that approaches the danger level; and

- C. Regularly review the data on incidents involving the use of physical restraint on the student and adjust, as necessary, the procedures concerning the use of physical restraint on the student.

Special education procedures shall be followed if a student is suspected of having a disability that relates to behavioral concerns.

Physical Restraint

Except in the case of a clearly unavoidable emergency situation in which a trained member of school personnel is not immediately available due to the unforeseeable nature of the emergency situation, the physical restraint of a student shall only be used by a member of school personnel who is appropriately trained to administer physical restraint.

Even in an emergency, supine restraint shall not be used on a student except by a staff person who has been certified by a crisis intervention training program and the certified staff person determines that supine restraint is required to provide safety for the student and others.

At no time shall school personnel use the following on a student:

- Mechanical restraint:
- Chemical restraint:
- Aversive behavioral interventions that compromise health and safety:
- Physical restraint that is life-threatening or medically contraindicated: or
- Prone restraint or other restraint that restricts the breathing of a student.

Disruption of School- See Policy 4.20

Bus Transportation

The school district maintains bus transportation for all eligible students. Riding the bus is a privilege. Students are subject to the same rules of conduct while traveling to and from school as they are while on school grounds.

Consequences for bus infraction:

- 1st offense: Warning
2nd offense: 3 days of suspension from riding the bus
3rd offense: 5 days of suspension from riding the bus
4th offense: 10 days of suspension from riding on the bus.

The principal may adjust these consequences based on the severity of the offense. Major or continued offenses may result in permanent suspension from the bus.

CMS ELEMENTARY SCHOOL
DISCIPLINE POLICY
LEVEL 1 OFFENSES

Rule 1: Academic Dishonesty

Cheating on tests or copying work of another student. The student will receive a grade of zero on that particular assignment. This could also result in forfeiture of academic awards.

Rule 2: Bus Behavior

Not following rules of driver or guidelines and school bus regulations.

Rule 3: Disorderly Conduct

A student shall not engage in name calling of another student or in behavior which produces situations in which instruction or activities of other students are adversely affected.

Rule 4: Displays of Affection

Any type of behavior that is not appropriate in nature. (Kissing, hugging, touching, etc.)

Rule 5: Personal Electronic Devices

Possession of a personal electronic device including cellular telephone, paging device, beeper, mobile telephone that offers advanced computing and internet accessibility, digital media player, portable game console, tablet, notebook, or laptop computer, digital camera; digital video or audio recorder, smart watch, and device that can connect and transmit data through Bluetooth technology. Exceptions are electronic devices required by the students IEP, 504, or issued by the District for use during the school day.

Rule 6: Food and Drinks- Students will not be allowed to have food or drinks in class or on the school bus. (Excluding parties, rewards, EPIC snack sales, and water in clear water bottles)

Rule 7: Insubordination

Being disrespectful or failing to obey reasonable instructions or directives from teachers, administrators, instructional aides, bus drivers, or any other school district employees.

Rule 8: Leaving school grounds

Students are not to leave school grounds for any reason, unless they have been checked out through the office by a parent or previously appointed adult.

Rule 9: Possession of Inappropriate Materials

Students should not be in possession of any materials detrimental or disruptive to the educational climate including; pornographic materials, playing cards, trading cards, dice, games of chance, toys, etc.

Rule 10: Throwing Rocks or other Dangerous Objects

The prevention of student injury at school is of the utmost importance.

Rule 11: Forgery/False identity/Dishonesty

Signing someone's name other than your own or giving a school employee, teacher or substitute an incorrect name, identity or information.

Rule 12: Laser Pointers

It is unlawful for a person under age eighteen to possess a hand-held laser pointer on school property or at a school sponsored activity. The laser pointer will be confiscated and turned over to the proper authorities. Any student with a hand-held laser pointer in their possession will be guilty of the same infraction as the student who brought it to school.

Rule 13: Inappropriate Physical Contact

Inappropriate Physical Contact involves using physical actions toward another person in a manner that is unsafe, unwanted, or disruptive. Examples include pushing, shoving, poking, tripping, grabbing, horseplay, or other unwanted physical contact. This behavior does not include fighting but may result in disciplinary consequences due to its impact on student safety and the learning environment.

Possible consequences for Level 1 offenses:

Minimum	Warning Parent contact Student/parent/teacher and/or administrator conference Confiscation of object prohibited by rule School Counselor referral
Maximum	1-10 day suspension

Depending on the severity of offense the principal may impose the maximum consequence. Generally, consequences will become more severe as behaviors persist.

LEVEL 2 OFFENSES

Disciplinary actions for violations of Level 2 offenses will, generally, move through a defined pattern for most offenses, although, the administrator may move to the most severe consequence based on the severity of the offense.

Rule 13: Assault

A threat to harm another person physically or an unsuccessful attempt to do so. An attack with words, profanities, etc., in an attempt to promote or incite physical violence with students or school district employees.

Rule 14: Battery

Beating or striking of another person, student or school district employee, either directly or with an object in order to induce bodily harm.

Rule 15: Biting

The biting of one person by another.

Rule 16: Fighting

Mutual combat in which participants inflict intentional bodily harm to any person. Degree of involvement will be determined by the administration.

Rule 17: Profanity, abusive language, and obscene gestures

To direct profanity or any of the above to a school staff member or student.

Rule 18: Smoking, tobacco

Possession of, or use of tobacco products of any kind on campus is prohibited.

Products used in consumption of tobacco products are also prohibited. Specifically, the prohibition includes any product that is manufactured, distributed, marketed, or sold as e-cigarettes, e-cigars, e-pipes, vapes, or under any other name or descriptor.

Rule 19: Theft, Destruction of Property

Burglary and/or larceny to steal school property or property belonging to another person.

Destruction of property (vandalism) destruction of school property or property belonging to another person. Restitution will be required.

Possible consequences for Level 2 offenses:

Minimum	Referral to Office and Parent contact
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	Referral to Office with 1-10 day suspension
Maximum	Expulsion recommendation

LEVEL 3 OFFENSES

Serious offenses that have life threatening or illegal implications. Administrators may move to the most severe consequences depending on severity of offense. Contact of law enforcement on all rules required.

Rule 20: Controlled substances, paraphernalia

Illegal drugs, possession, distribution or appearance of drugs. Devices designed to be used for consumption of illegal drugs. Prescription drugs not checked in through the nurse's office.

Rule 21: Extortion

A student shall not obtain or attempt to obtain something of value from another person by either physical force or threat.

Rule 22: Threats

Verbal or written planning or threatening to harm other students, staff or school personnel by use of violence, explosives, and or weapons of any kind. All threats will be taken seriously.

Rule 23: Weapons

Possession or use of knives, firearms, or weapons of mass destruction. This rule includes any object used in a threatening manner.

Rule 24: Gangs

Gangs or gang-related activities, including belonging to secret societies of any kind, are forbidden on school property. Gang insignias, clothing, "throwing signs" or other gestures associated with gangs are prohibited.

Possible consequences for Level 3 offenses:

Minimum	5-10 day suspension
	Law enforcement contacted
Maximum	Expulsion recommendation

TECHNOLOGY USAGE OFFENSES

Technology Usage Agreement Policy on Page_____

Consequences for students' misuse of technology equipment and the network:

1st Offense: Warning and parent notification

2nd Offense: Three-week suspension from use of the system and parent notification

3rd Offense: Loss of use of equipment and/or the network for the remainder of the year and parent notification

CUTTER MORNING STAR SCHOOL DISTRICT-WIDE POLICIES

CUTTER MORNING STAR SCHOOL BOARD

PROHIBITED CONDUCT

Students and staff require a safe and orderly learning environment that is conducive to high student achievement. Certain student behaviors are unacceptable in such an environment and are hereby prohibited by the Board. Prohibited behaviors include, but shall not be limited to the following:

1. Disrespect for school employees and failing to comply with their reasonable directions
2. Disruptive behavior that interferes with orderly school operations
3. Willfully and intentionally assaulting or threatening to assault or physically abusing any student or school employee
4. Possession of any weapon that can be considered capable of causing bodily harm
5. Possession or use of tobacco in any form on any property owned or leased by any public school
6. Willfully or unintentionally damaging, destroying, or stealing school property
7. Possession of any cell phone, paging device, beeper, or similar electronic communication devices, MP 3 players, iPods, and other portable music devices on the school campus during normal school hours (unless stored in silent mode in the student's locker or vehicle) or specifically exempted by the administration for health or other compelling reasons
8. Possession, selling, distributing, or being under the influence of an alcoholic beverage, any illegal drug, unauthorized inhalants, or the inappropriate use or sharing of prescription or over the counter drugs, or other intoxicants, or anything represented to be a drug
9. Sharing, diverting, transferring, applying to others (such as needles or lancets), or in any way misusing medication or any medical supplies in their possession
10. Inappropriate public displays of affection
11. Cheating, copying, or claiming another person's work to be his/her own
12. Gambling
13. Inappropriate student dress
14. Use of vulgar, profane, or obscene language or gestures
15. Truancy
16. Excessive tardiness
17. Engaging in behavior designed to taunt, degrade, or ridicule another person on the basis of race, ethnicity, national origin, sex, sexual orientation, gender identity, or disability
18. Possess, view, distribute or electronically transmit sexually explicit or vulgar images or representations, whether electronically, on a data storage device, or in hard copy form;
19. Hazing, or aiding in the hazing of another student
20. Gangs or gang-related activities are forbidden on school property. Gang insignias, clothing, "throwing signs" or other gestures associated with gangs are prohibited
21. Sexual harassment;
22. Bullying
23. Operating a vehicle on school grounds while using a wireless communication device; and
24. Theft of another individual's personal property
25. Antisemitism

The CMS School Board directs each school in the District to develop and implement regulations for prohibited student conduct consistent with applicable Board policy, State and Federal laws, and judicial decisions.

NON-DISCRIMINATION POLICY

No student in the Cutter Morning Star School District shall be excluded from participation in, or denied the benefits of, or subjected to discrimination under any educational program or activity sponsored by the District on the basis of any protected classification under the law. The District has a limited open forum granting equal access to the Boy Scouts of America and other youth groups.

Inquiries on non-discrimination may be directed to the superintendent, who may be reached at 501-262-2414.

For further information on notice of non-discrimination or to file a complaint, visit <http://wdcrobcolp01.ed.gov/CFAPPS/OCR/contactus.cfm>;

Any person having inquiries concerning Cutter Morning Star School District's compliance with Title VI (Race), Title IX (Sex), or Section 504 (Handicap) is directed to contact the coordinator:

Dr.Lance Campbell, Superintendent
Cutter Morning Star Schools
2801 Spring Street
Hot Springs, AR 71901
(501) 262-2414

WEAPONS AND DANGEROUS INSTRUMENTS

No student shall possess a weapon, display what appears to be a weapon, or threaten to use a weapon while in school, on or about school property, before or after school, in attendance at school or any school sponsored activity, enroute to or from school or any school sponsored activity, off the school grounds at any school bus stop, or at any school sponsored activity or event.

A weapon is defined as any firearm; knife; razor; ice pick; dirk; box cutter; nunchucks; pepper spray, mace, or other noxious spray; explosive; Taser or other instrument that uses electrical current to cause neuromuscular incapacitation; or any other instrument or substance capable of causing bodily harm. For the purposes of this policy, "firearm" means any device designed, made, or adapted to expel a projectile by the action of an explosive or any device readily convertible to that use.

Possession means having a weapon, as defined in this policy, on the student's body or in an area under his/her control. If a student discovers prior to any questioning or search by any school personnel that he/she has accidentally brought a weapon, other than a firearm, to school on his/her person, in a book bag/purse, or in his/her vehicle on school grounds, and the student informs the principal or a staff person immediately, the student will not be considered to be in possession of a weapon unless it is a firearm. The weapon shall be confiscated and held in the office until such time as the student's parent/legal guardian shall pick up the weapon from the

school's office. Repeated offenses are unacceptable and shall be grounds for disciplinary action against the student as otherwise provided for in this policy.

Except as permitted in this policy, students found to be in possession on the school campus of a firearm shall be recommended for expulsion for a period of (1) year one year. The superintendent shall have the discretion to modify such expulsion recommendation for a student on a case-by-case basis. Parents or legal guardians of students expelled under this policy shall be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a firearm on school property. Parents or legal guardians shall sign a statement acknowledging that they have read and understand said laws prior to readmitting the student. Parents or legal guardians of a student enrolling from another school after the expiration of an expulsion period for a firearm policy violation shall also be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a firearm on school property. The parents or legal guardians shall sign a statement acknowledging that they have read and understand said laws prior to the student being enrolled in school.

The mandatory expulsion requirement for possession of a firearm does not apply to a firearm brought to school for the purpose of participating in activities approved and authorized by the district that include the use of firearms. Such activities may include ROTC programs, hunting safety or military education, or before or after-school hunting or rifle clubs. Firearms brought to school for such purposes shall be brought to the school employee designated to receive such firearms. The designated employee shall store the firearms in a secure location until they are removed for use in the approved activity.

The district shall report any student who brings a firearm to school to the criminal justice system or juvenile delinquency system by notifying local law enforcement

THREATS OF MASS VIOLENCE

"Mass violence" means physical injury that a reasonable person would conclude could lead to permanent injury, including without limitation permanent physical injury, permanent mental injury, permanent emotional injury, or death to two (2) or more people.

A person commits the offense of threatening to commit an act of mass violence on school property if:

- The person knowingly threatens to commit an act of mass violence on school property or at a curricular or extracurricular activity sponsored by a school; and
- Places a person or group of persons in a position to reasonably fear for their safety.

Threatening to commit an act of mass violence on school property is a Class C felony.

MANDATED REPORTERS

Mandated Reporters shall notify law enforcement if he or she has a good faith belief that there is a serious and imminent threat to the public based on a threat made by an individual regarding violence in or targeted at a school that has been communicated to the person in the course of his or her professional duties. Arkansas Law includes teachers, nurses and school administrators as mandated reporters.

Act 186 of the Arkansas General Assembly reassures mandated reporters are immune from criminal or civil penalties when performing their duties in good faith.

SEX OFFENDERS AT SCHOOL SPONSORED EVENTS

Level 3 sex offenders related at the third degree, except for great-grandparents, and beyond would be prohibited from attending ticketed school sponsored events – entirely.

INSULT OR ABUSE OF A TEACHER

Act 741 of 1987

It is unlawful for any person to abuse or insult a public school teacher while that teacher is performing school responsibilities. Engaging in such conduct constitutes a misdemeanor and is punishable by a fine of not less than one hundred dollars (\$100) and not more than fifteen hundred dollars (\$1500). School districts are required to report any prosecutions under this section to the Division of Elementary and Secondary Education.

USE OF PROFANE, VULGAR, OR ABUSIVE LANGUAGE TO PUBLIC SCHOOL EMPLOYEE

Act 1565 of 2001

During regular school hours and in a place where a public school employee is required to be in the course of his or her duties, it is unlawful for any person to address a public school employee using language which is calculated to cause a breach of peace, interfere with the operation of the school, or to arouse to anger the person to whom it is addressed causing imminent retaliation.

BEHAVIORS NOT COVERED

Cutter Morning Star School District reserves the right to pursue disciplinary or legal action for behavior which is subversive to good order and discipline in the schools even though such behavior is not specified in the preceding written rules. Punishment may range from parental contact for the minimum disciplinary action to the maximum of expulsion as deemed appropriate by the administrator.

POSSESSION AND USE OF PERSONAL ELECTRONIC DEVICES (4.47)

Definitions

“Emergency” means a serious, unexpected, and dangerous situation that requires immediate action, including without limitation:

- An active fire;
- An active tornado or earthquake;
- An active shooter;
- An evacuation of school grounds; or
- A medical emergency

“Personal electronic device” means without limitation a:

- a. Cellular telephone;
- b. Paging device;

- c. Beeper;
- d. Mobile telephone that offers advanced computing and internet accessibility;
- e. Digital media player;
- f. Portable game console;
- g. Tablet, notebook, or laptop computer;
- h. Digital camera;
- i. Digital video or audio recorder;
- j. Smart watch; and
- k. Device that can connect and transmit data through Bluetooth technology.

“School day” means from the time students are required to be at school until the time students are dismissed from school.

“Special school events” may include:

- Activities held during the school day that occur outside of the standard in-class curriculum, which may include any of the following activities:
 - Pep rallies;
 - Interscholastic activities;
 - Concerts and performances;
 - Art shows and science fairs;
 - School sponsored events held off campus; and
 - Graduation ceremonies; or
- Regular school activities where the public is invited to attend.

Possession of Personal Electronic Device

Except as permitted under this policy, a student shall not be in possession of a personal electronic device during the school day. A student may possess a personal electronic device during the school day if:

- The personal electronic device is required by the student’s individual education plan (IEP), 504 Plan, or Individual Health Plan for health reasons;¹
- The possession of the personal electronic device is during an emergency as defined by this policy;
- The personal electronic device is issued by the District for the student’s use during the school day; or
- The possession of the personal electronic device is by a student enrolled in an endorsed concurrent enrollment course at an institution of higher education in order to utilize two-factor authentication to access course work and resources for the endorsed concurrent enrollment course; or
- The possession of the personal electronic device is during a special event during the school day.

A student shall be deemed to not be in possession of a personal electronic device if:²

Use Of Personal Electronic Device

Except as permitted by this policy, a student shall not use a personal electronic device during the school day. A student may use a personal electronic device during the school day if:

- The personal electronic device is required by the student's individual education plan (IEP), 504 Plan, or Individual Health Plan for health reasons;¹
- The use of the personal electronic device is during an emergency as defined by this policy;
- The personal electronic device is issued by the District for the student's use during the school day; ~~or~~
- The use of the personal electronic device is by a student enrolled in an endorsed concurrent enrollment course at an institution of higher education in order to utilize two-factor authentication to access course work and resources for the endorsed concurrent enrollment course; or
- The use of the personal electronic device is during a special event during the school day.

A student may possess and use a personal electronic device at a special school event for the purpose of taking photographs. The District shall inform the students and students' parents, legal guardians, persons having lawful control of the student, and persons standing in loco parentis the following before a special school event takes place:

- When and where the special school event will take place;
- Whether or not personal electronic devices shall be allowed at the special school event; and
- Where personal electronic devices may be used at the special school event.

The use of personal electronic devices at school sponsored functions outside the regular school day is permitted to the extent and within the limitations allowed by the event or activity the student is attending.

Misuse of Personal Electronic Devices

Even if a student is allowed to possess or use a personal electronic device under this policy, the misuse of a personal electronic device is prohibited. Misuse of personal electronic devices includes, but is not limited to:

1. Using personal electronic devices issued by the District during class time in any manner other than specifically permitted by the classroom instructor;
2. Permitting any audible sound to come from the personal electronic device when not being used for reason #1 above;
3. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, or wrongfully obtaining test copies or scores;
4. Using the personal electronic device to record audio or video or to take photographs in areas where a general expectation of personal privacy exists, including but not limited to locker rooms and bathrooms;

5. Creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person regardless of whether the image is real or created through the use of artificial intelligence;
6. Using a personal electronic device issued by the District in a manner that violates the Electronic Device and Internet Use Agreement regardless of whether the violation occurred on or off campus;
7. Using a personal electronic device at an event during the school day that was not designated as a special school event or in a manner or location that was not authorized as part of the special school event;
8. Using personal electronic devices issued by the District while driving any vehicle at any time;³ or
9. Using a personal electronic device for the purposes of browsing the internet; composing or reading emails and text messages; or making or answering phone calls while driving a motor vehicle that is in motion and on school property.⁴

Discipline

A student may have a personal electronic device confiscated if:

- The student is found to possess or use a personal electronic device when the use or possession is not authorized by this policy and the personal electronic device was not issued by the District;
- The student misuses a personal electronic device as defined by this policy; or
- The student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis uses the remote recording or listening capabilities of a personal electronic device, either through an app installed on the personal electronic device or the built-in capacity of the personal electronic device, except when authorized by the District.^{1, 5}

Confiscated personal electronic devices may be picked up at the school's administration office by the student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis.² Students have no right of privacy as to the content contained on any personal electronic devices that have been confiscated.³ A search of a confiscated device shall meet the reasonable individualized suspicion requirements of Policy 4.32—SEARCH, SEIZURE, AND INTERROGATIONS.⁶

A student and the student's parents, legal guardians, persons having lawful control of the student, or persons standing in loco parentis expressly assume any risk associated with a student's possession or use of a student's personal electronic device that is not issued by the District. The District shall not be liable for a personal electronic device that is confiscated if the personal electronic device is lost, stolen, or damaged.

In addition to the confiscation of a personal electronic device for a violation of this policy, a student may be subject to the following discipline:⁷

To protect the integrity of the administration of the assessments under the Arkansas Educational Support and Accountability Act, a student who is found to be in possession of or to use a personal electronic device during the administration of a statewide assessment that is not required by the

student's IEP, 504 Plan, or issued by the District shall have the discipline the student is subject to increased by an additional level.

TECHNOLOGY USAGE

Acceptable Use Policy

ADMINISTRATIVE GUIDELINES DEFINING ACCEPTABLE USE FOR ELECTRONIC COMMUNICATIONS EQUIPMENT AND NETWORKS

Cutter Morning Star School District offers staff and students access to its electronic communication equipment and network system (hereafter referred to as "network"), including Internet access. The following administrative guidelines supplement and define the Acceptable Use Policy student use of the network.

A. Internet Access

1. Students have access to Internet World Wide Web information resources through their classroom, media center, and/or computer lab on any equipment connected to the network.
2. Students may use email only under special circumstances, at the request and under the direct supervision of their teacher and with the approval of their parents.
3. All users must sign an Acceptable Use Agreement to be eligible to work on any equipment connected to the network. This agreement must be renewed on an annual basis. Parents can withdraw approval at any time.
4. All material placed on a school sponsored Web page must be prepared in a manner specified by the school. Material placed on a Web page must relate to the school.

B. Unacceptable Uses

The following uses of the network are considered unacceptable:

1. Actions endangering personal safety
 - a. Users will not post personal contact information about themselves or other people. Personal contact information includes address, telephone, school address, work addresses, etc.
 - b. Students will not agree to meet with someone they have met on-line without their parents' approval. Parents should accompany students to any meeting.
 - c. Users will promptly disclose to their teacher, administrator, or other appropriate school employee any message they receive that is inappropriate or makes them feel uncomfortable.
2. Illegal activities
 - a. Users will not attempt to gain unauthorized access to the network or to any other computer system through the system or go beyond the authorized access. This includes attempting to log in through another person's account or access another person's files. These actions are illegal, even if only for the purposes of "browsing".
 - b. Users will not make deliberate attempts to disrupt the network or destroy data by spreading computer viruses or by any other means. These actions are illegal.
 - c. Users will not utilize the network to engage in any other illegal act, such as arranging for a drug sale or the purchase of alcohol, participating in gambling activity, engaging in criminal gang activity, threatening the safety of persons, etc.

- d. Users will not change, or in any way alter, the configuration of any computer on the network.

3. Violating system security

- a. If individual email accounts are accessed, users are responsible for their individual accounts and should take all reasonable precautions to prevent others from being able to use their account. Under no conditions should users provide their passwords to anyone else.
- b. Users will immediately notify a teacher, an administrator, or a computer technician if they have identified a possible security problem. Users are not to begin any kind of search for security problems; such an action may be construed as an illegal attempt to gain access.
- c. Users will avoid the inadvertent spread of computer viruses by following the district's virus protection procedures when downloading any software or e-mail messages.

4. Inappropriate language

- a. Restrictions against inappropriate language apply to public messages, private messages, and material posted on Web pages.
- b. Users will not communicate via obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language.
- c. Users will not post information that could cause damage or a danger of disruption to the network, technology equipment, or to the educational program of the school.
- d. Users will not engage in personal attacks, including prejudicial or discriminatory attacks.
- e. Users will not harass another person. Harassment is persistently acting in a manner that distresses or annoys another person. If told by a person to stop sending him/her messages, users must respect that request and stop sending messages.
- f. Users will not knowingly or recklessly post false or defamatory information about a person or organization.

5. Violations of respect for privacy

- a. Users will not post a message that was sent to them privately without permission of the person who authored the message.
- b. Users will not post private information about another person.

6. Demonstrating lack of respect for resource limits

- a. Users will access the network only for educational and career development activities and limited, high-quality, self-discovery activities. There is no limit on use of the Network for educational and career development activities.
- b. Users will not download files and/or programs unless absolutely necessary; they will not attempt to download large files or programs without specific permission from the building technology leader and/or the district Technology Department. If permission is granted, users will download the file at a time when the system is not being heavily used and immediately remove the downloaded file from the network server to the hard drive of a desktop/laptop computer. Users will respect any storage system quotas established by the Director of Technology Services and/or the district's Computer Systems Specialist.
- c. Users will not utilize "streaming media"--i.e., Internet radio stations, video presentations--on equipment connected to the network because of the negative effect these media have on bandwidth.
- d. Users will not use Napster or any similar application designed for data sharing across the Internet.

- e. Users will not post chain letters or engage in "spamming." "Spamming" is sending an annoying or unnecessary message to a large number of people.
- f. Users will check their email frequently, delete unwanted messages promptly, and stay within their storage system quotas.
- g. Users will subscribe only to high quality discussion groups and/or mail lists that are relevant to education or career development.

7. Plagiarism and copyright infringement

- a. Users will not plagiarize works that they find on the Internet or other electronic resources. Plagiarism is taking the ideas or writings of others and presenting them as if they were the student's original thoughts or words.
- b. All users will respect the rights of copyright owners. Copyright infringement occurs when a person inappropriately reproduces a work that is protected by a copyright. If a work contains language that specifies appropriate use of that work, users should follow the expressed requirements. If unsure whether or not a work can be used, users should request permission from the copyright owner. Copyright law can be confusing. If users have questions or are uncertain about a particular situation, they should ask a teacher, administrator, or media specialist.

8. Inappropriate access to material

- a. The Cutter Morning Star School District will participate in the Arkansas Department of Information Systems (DIS) topical filtering system. Periodic review by all stakeholders (i.e., staff, parents, patrons) will determine any deviations from the state default list of topics to be filtered. Any requests for an "authorized override" of the approved topical filters for a special assignment or topic search must be approved in writing by the Superintendent and/or the district Director of Technology.
- b. Users will not use the network to access material that is profane or obscene (pornography), that advocates illegal acts, or that advocates violence or discrimination towards other people (i.e., hate literature).
- c. Users who mistakenly access inappropriate information should immediately tell their teacher, technology leader, administrator, or other appropriate school employee. This will protect them against a claim that they intentionally violated this guideline and will help monitor the efficacy of the filtering system.
- d. Parents of students should instruct their children if there is additional material that they think would be inappropriate for them to access. The district fully expects that students follow their parents' instructions in this regard.

C. Your Rights

Search and seizure

- 1. Users should expect only limited privacy in the contents of their personal files on the district's or school's network; they must realize that any information stored electronically on school-owned equipment is subject to Arkansas' Freedom of Information Act. The situation is similar to the rights staff and students have in regard to their lockers, desks, or other storage systems.
- 2. Parents of students have the right at any time to request a review of the contents of their children's electronic files or a conference with the teacher regarding electronic projects and/or research.

D. Limitations of Liability

The Cutter Morning Star School District makes no guarantees that the functions of the services provided by or through the network will be error-free or without defect. The district will not be

responsible for any damage the user may suffer, including but not limited to, loss of data or interruptions of service. The district is not responsible for the accuracy or quality of the information obtained through or stored on the network. The district will not be responsible for financial obligations arising through the unauthorized use of the network. When using the network, one may sense they can more easily break a rule and not be caught. This perception is not accurate. Whenever users access the network or use technology equipment, they leave "electronic footprints." Thus, the odds of getting caught in violations are really about the same as in the real world or in any other actions or situations.

E. Consequences for students' misuse of technology equipment and the network:

1st Offense: Warning and parent notification

2nd Offense: Three-week suspension from use of the system and parent notification

3rd Offense: Loss of use of equipment and/or the network for the remainder of the year and parent notification

BULLYING - A NO TOLERANCE POLICY (4.43)

"Attribute" means an actual or perceived personal characteristic including without limitation race, color, religion, ancestry, national origin, socioeconomic status, academic status, disability, gender, gender identity, physical appearance, health condition, or sexual orientation;

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

1. May address an attribute of the other student, public school employee, or person with whom the other student or public school employee is associated;
2. Involves an actual or reasonably perceived power imbalance;
3. Is repeated or has a high likelihood of repetition; and
4. Causes or creates actual or reasonably foreseeable
 - Physical harm to a public school employee or student or damage to the public school employee's or student's property;
 - Substantial interference with a student's education or with a public school employee's role in education;
 - A hostile educational environment for one (1) or more students or public school employees due to the severity, persistence, or pervasiveness of the act; or
 - Substantial disruption of the orderly operation of the school or educational environment.

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

1. Cyberbullying;
2. Sarcastic comments "compliments" about another student's personal appearance or actual or perceived attributes,
3. Pointed questions intended to embarrass or humiliate,
4. Mocking, taunting or belittling,
5. Non-verbal threats and/or intimidation such as "fronting" or "chesting" a person,
6. Demeaning humor relating to a student's actual or perceived attributes,
7. Blackmail, extortion, demands for protection money or other involuntary donations or loans,

8. Blocking access to school property or facilities,
9. Deliberate physical contact or injury to person or property,
10. Stealing or hiding books or belongings,
11. Threats of harm to student(s), possessions, or others,
12. Sexual harassment, as governed by policy 4.27, is also a form of bullying, and/or
13. Teasing or name-calling related to sexual characteristics or the belief or perception that an individual is not conforming to expected gender roles or conduct or is homosexual, regardless of whether the student self-identifies as homosexual or transgender (Examples: "Slut", "You are so gay.", "Fag", "Queer").

"Cyberbullying" means any form of communication by electronic act that is sent with the purpose to:

- Harass, intimidate, humiliate, ridicule, defame, or threaten a student, school employee, or person with whom the other student or school employee is associated; or
- Incite violence towards a student, school employee, or person with whom the other student or school employee is associated.

Cyberbullying of School Employees includes, but is not limited to:

1. Building a fake profile or website of the employee;
2. Posting or encouraging others to post on the Internet private, personal, or sexual information pertaining to a school employee;
3. Posting an original or edited image of the school employee on the Internet;
4. Accessing, altering, or erasing any computer network, computer data program, or computer software, including breaking into a password-protected account or stealing or otherwise accessing passwords of a school employee;
5. Making repeated, continuing, or sustained electronic communications, including electronic mail or transmission, to a school employee;
6. Making, or causing to be made, and disseminating an unauthorized copy of data pertaining to a school employee in any form, including without limitation the printed or electronic form of computer data, computer programs, or computer software residing in, communicated by, or produced by a computer or computer network;
7. Signing up a school employee for a pornographic Internet site; or
8. Without authorization of the school employee, signing up a school employee for electronic mailing lists or to receive junk electronic messages and instant messages.

Cyberbullying is prohibited whether or not the cyberbullying originated on school property or with school equipment, if the cyberbullying results in the substantial disruption of the orderly operation of the school or educational environment or is directed specifically at students or school personnel and maliciously intended for the purpose of disrupting school and has a high likelihood of succeeding in that purpose.

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

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

- Necessary cessation of instruction or educational activities;

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

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

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

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

A building principal, or designee, who receives a credible report or complaint of bullying shall:

1. As soon as reasonably practicable, but by no later than the end of the school day following the receipt of the credible report of bullying:
 - a. Report to a parent, legal guardian, person having lawful control of a student, or person standing in loco parentis of a student that their student is the victim in a credible report of bullying; and
 - b. Prepare a written report of the alleged incident of bullying;
2. Promptly investigate the credible report or complaint of bullying, which shall be completed by no later than the fifth (5th) school day following the completion of the written report.
3. Notify within five (5) days following the completion of the investigation the parent, legal guardian, person having lawful control of a student, or person standing in loco parentis of a student who was the alleged victim in a credible report of bullying whether the investigation found the credible report or complaint of bullying to be true and the availability of counseling and other intervention services.
4. Notify within five (5) days following the completion of the investigation the parent, legal guardian, person having lawful control of the student, or person acting in loco parentis of the student who is alleged to have been the perpetrator of the incident of bullying:
 - a. That a credible report or complaint of bullying against their student exists

- b. Whether the investigation found the credible report or complaint of bullying to be true;
 - c. Whether action was taken against their student upon the conclusion of the investigation of the alleged incident of bullying; and
 - d. Information regarding the reporting of another alleged incident of bullying, including potential consequences of continued incidents of bullying;
5. Make a written record of the investigation, which shall include:
 - a. A detailed description of the alleged incident of bullying, including without limitation a detailed summary of the statements from all material witnesses to the alleged incident of bullying;
 - b. Any action taken as a result of the investigation; and
 6. Discuss, as appropriate, the availability of counseling and other intervention services with students involved in the incident of bullying.

Students found to be in violation of this policy shall be subject to disciplinary action up to and including expulsion. In determining the appropriate disciplinary action, consideration may be given to other violations of the student handbook which may have simultaneously occurred. In addition to any disciplinary actions, the district shall take appropriate steps to remedy the effects resulting from bullying.

Notice of what constitutes bullying, the district's prohibition against bullying, and the consequences for students who bully shall be conspicuously posted in every classroom, cafeteria, restroom, gymnasium, auditorium, and school bus. Parents, legal guardians, persons having lawful control of a student, persons standing in loco parentis, students, school volunteers, and employees shall be given copies of the notice annually.

The superintendent shall make a report annually to the CMS School Board on student discipline data, which shall include, without limitation, the number of incidents of bullying reported and the actions taken regarding the reported incidents of bullying.

Copies of this policy shall be available upon request.

Consequences may include:

- Principal/Student/Parent Conference
- In-school suspension
- Out of school suspension
- Referral to AE
- Contact Juvenile Authorities

ANTISEMITISM PROHIBITED (4.65)

"Antisemitism" means a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of antisemitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious

facilities. Antisemitism may be expressed in speech; writing; visual forms; and actions, and employs sinister stereotypes and negative character traits.

The following are examples of actions, when taken as a whole, that may constitute antisemitism:

- The targeting of the state of Israel, conceived as a Jewish collectivity;
- Charging Jews with conspiring to harm humanity;
- Calling for, aiding, or justifying the killing or harming of Jews in the name of a radical ideology or an extremist view of religion;
- Making mendacious, dehumanizing, demonizing, or stereotypical allegations about Jews as such or the power of Jews as collective — such as, especially but not exclusively, the myth about a world Jewish conspiracy or of Jews controlling the media, economy, government or other societal institutions;
- Accusing Jews as a people of being responsible for real or imagined wrongdoing committed by a single Jewish person or group, or even for acts committed by non-Jews;
- Denying the fact, scope, mechanisms (e.g. gas chambers) or intentionality of the genocide of the Jewish people at the hands of National Socialist Germany and its supporters and accomplices during World War II (the Holocaust);
- Accusing the Jews as a people, or Israel as a state, of inventing or exaggerating the Holocaust;
- Accusing Jewish citizens of being more loyal to Israel, or to the alleged priorities of Jews worldwide, than to the interests of their own nations;
- Denying the Jewish people their right to self-determination, e.g., by claiming that the existence of a State of Israel is a racist endeavor;
- Applying double standards by requiring of Israel a behavior not expected or demanded of any other democratic nation;
- Using the symbols and images associated with classic antisemitism (e.g., claims of Jews killing Jesus or blood libel) to characterize Israel or Israelis;
- Drawing comparisons of contemporary Israeli policy to that of the Nazis; or
- Holding Jews collectively responsible for actions of the state of Israel.

Antisemitism does not include criticism of Israel similar to the criticism leveled against any other country.

Discrimination and harassment based on antisemitism is expressly prohibited.

The District shall appoint an individual to act as the District's Title VI Coordinator, who shall be responsible for investigating any complaints of discrimination or harassment based on antisemitism. The District shall:

1. Include contact information for the Title VI Coordinator in information that is provided to staff, students, and parents; and
2. Provide the following on the District website that may be accessed through a link titled "Antisemitism/Title VI":
 - a. The District's definition of antisemitism;
 - b. A statement that antisemitism is prohibited in the District's educational programs and activities;

- c. A statement that complaints of discrimination or harassment based on antisemitism may be filed with the Title VI Coordinator;
- d. Contact information for the District's Title VI Coordinator; and
- e. Information on how to file a complaint of antisemitism with the Title VI Coordinator at the Arkansas Department of Education.

A student or a student's parent may contact the District Title VI Coordinator directly with any complaints of discrimination or harassment based on antisemitism. District employees are responsible for timely notifying the District Title VI Coordinator of any complaints they receive or incidents they witness of discrimination or harassment based on antisemitism.

Complaints of discrimination or harassment based on antisemitism shall be investigated and handled in accordance with Policy 6.7—COMPLAINTS.

A student who is found to have violated the provisions of this policy may be subject to discipline, up to and including expulsion.

The District Title VI Coordinator shall report an incident or complaint of discrimination or harassment under this policy to the Arkansas Department of Education Title VI Coordinator.

In addition to the filing of a complaint under this policy, complaints of discrimination or harassment based on antisemitism may be submitted directly to the Title VI Coordinator at the Arkansas Department of Education.

Nothing in this policy shall be construed to diminish or infringe upon any right protected under the First Amendment to the United States Constitution or Arkansas Constitution, Article 2, §§ 4, 6, and 24.

DISCIPLINE FOR STUDENTS WITH DISABILITIES

Students who engage in misbehavior are subject to normal disciplinary rules and procedures as long as such treatment does not abridge the right to free appropriate public education. Individual Education Planning Team for students with disabilities should consider whether particular discipline procedures should be adopted for that student and included in the IEP.

Students with disabilities may be excluded from school only in emergencies and only for the duration of the emergency. In no case should a student with disabilities be excluded for more than 10 days in a school year.

After the emergency suspension is imposed on a student with a disability, an immediate meeting of the student's IEP team should be held to determine the cause and effect of the suspension with a view toward assessing the effectiveness and appropriateness of the student's placement toward minimizing the harm resulting from the exclusion. An alternate educational program will be offered to the suspended student for the duration of the exclusion.

DUE PROCESS

Every student is entitled to due process in every instance of disciplinary action for which the student may be subjected to penalties of suspension or expulsion.

1. Prior to any suspension, the school principal, or his designee, shall advise the pupil in question of the particular misconduct for which he or she is accused, as well as the basis for such accusation.
2. Students shall be given an opportunity at that time to explain his/her version of the facts to the school principal or designee.
3. Written notice of suspension and the reason(s) for the suspension shall be given to the parents of the pupil.
4. Any parent or legal guardian of a pupil suspended shall have the right to appeal to the Superintendent of schools.

SUSPENSION

Students may be suspended for violations of the discipline policy. Suspensions may last up to ten days depending on the severity of the violation. Students can be suspended by the principal or his/her designee only. Students will be informed of the violation of which they are accused, and will have the opportunity to present their side. If the suspension is warranted, then the student's parents will be informed in writing or telephone.

In-school suspended students will not be allowed to attend any school function until the suspension is over. This includes extra-curricular activities such as music or athletic events, dances, etc.

Suspended students will not be allowed to attend any school function or be on campus until the suspension is over and they have been reinstated. This includes extra-curricular activities such as music or athletic events, dances, etc.

EXPULSION

The principal of a school may recommend that a student be expelled from school with loss of credit. A written recommendation to the superintendent shall include a statement of the charges against the student. If the superintendent concurs with the recommendation, he/she shall schedule a hearing before the school board. The school board may expel a student for the remainder of the semester, for the remainder of the year or permanently.

The superintendent shall give written notice as to the length of time and reason for the expulsion to the parents of the student in question. The hearing before the CMS Board will be conducted not later than ten (10) school days following the date of the notice except that the superintendent and the student's parents may agree in writing to a date not conforming to this limitation.

The President of the Board, Board attorney, or other designated Board member shall preside at the hearing. The student may choose to be represented by legal counsel. Both the district administration and School Board also may be represented by legal counsel. The hearing shall be conducted in open session of the Board unless the parent, or student if age 18 or older, requests that the hearing be conducted in executive session. Any action taken by the Board shall be in open session.

During the hearing, the Superintendent, or designee, or representative will present evidence, including the calling of witnesses that gave rise to the recommendation of expulsion. The student, or representative, may then present evidence including statements from persons with personal knowledge of the events or circumstances relevant to the charges against the student. Formal cross-examination will not be permitted. However, any member of the Board, the Superintendent,

or designee, the student, or his/her representative may question anyone making a statement and/or the student. The presiding officer shall decide questions concerning the appropriateness or relevance of any questions asked during the hearing.

Except as permitted by CMS district policy, the Superintendent shall recommend the expulsion of any student for a period of not less than one (1) year for possession of any firearm prohibited on school campus by law. The Superintendent shall, however, have the discretion to modify the expulsion recommendation for a student on a case-by-case basis. Parents or legal guardians of a student enrolling from another school after the expiration of an expulsion period for a weapons policy violation shall be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a weapon on school property. The parent shall sign a statement acknowledging that they have read and understand said laws prior to the student being enrolled in school. The Superintendent and the CMS Board shall complete the expulsion process of any student that was initiated because the student possessed a firearm or other prohibited weapon on school property regardless of the enrollment status of the student.

The Cutter Morning Star School District does not accept any student from other school districts that has been expelled from their previous school.

DIGITAL LEARNING COURSES OFFERED TO EXPELLED STUDENTS

Students who have been expelled shall be offered digital learning courses, or other alternative educational services, so that they can receive academic credits that are at least equal to credit that the expelled student may have received if still enrolled. (Act 709)

HANDBOOK COMMITTEE

Laura Baber, Principal

Jana Harrison, Assistant Principal

Dawn Coffman, School Counselor

Pam Jackson, Administrative Assistant

Courtney Post, Parent

Megan Burks, Parent

Norinda Harrison, Parent

Cutter Morning Star School District
**Annual Parent Notice
Right to Request Teacher Qualifications**

English
Annual Parent Notice, Right to Request Teacher Qualifications

School: Cutter Morning Star Elementary School Date: 8/01/2026
(mm/dd/yyyy)

Our school receives federal funds for programs that are part of the *Elementary and Secondary Education Act (ESEA)*, as amended (2015). Throughout the school year, we will continue to provide you with important information about this law and your child's education. Based on current education law, teachers must have earned State certification and licensure. State certification and licensure is the training required to be a teacher.

We are very proud of our teachers and feel they are ready for the coming school year. We are prepared to give your child a high- quality education. You have the right to request information about the professional qualifications of your child's teacher(s) or paraprofessional(s). A paraprofessional provides academic or other support for students under the direct supervision of a teacher. If you request this information, the district or school will provide you with the following as soon as possible:

- a. if the teacher has met State certification and licensing requirements for the grade levels and subjects for which the teacher provides instruction;
- b. if state certification and licensing requirements have been waived (is not being required at this time) for the teacher under emergency or other temporary status;
- c. if the teacher is teaching in the field of discipline for which they are certified or licensed;
- d. if the teacher has met State-approved or State-recognized certification, licensing, registration, or other comparable requirements. These requirements apply to the professional discipline in which the teacher is working and may include providing English language instruction to English learners, special education or related services to students with disabilities, or both; and
- e. if your child is receiving Title I or Special Education services from paraprofessionals, his or her qualifications.

Our staff are committed to helping your child develop the social, academic and critical thinking he or she needs to succeed in school and beyond. That commitment includes making sure that all of our teachers and paraprofessionals are highly skilled.

If you would like to request information about your child's teacher(s) or paraprofessional(s), or if you have any questions about your child's assignment to a teacher or paraprofessional, please contact the following person at your child's school:

Name: Laura Baber Title: Principal
Email: laura.baber@cmseagles.net Phone: 501-262-2414

Thank you for your interest and involvement in your child's education.

Sincerely,

Laura Baber

Principal

Name

Title

The school district does not discriminate on the basis of race, color, national origin, sex, age, or disability in matters affecting employment or in providing access to programs and services. It provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries and complaints regarding non-discrimination policies and to coordinate compliance efforts:

Name: Dr. Lance Campbell Title: Equity Coordinator
Address: 2801 Spring Street, Hot Springs, AR 71901
Telephone: 501-262-2414 Email: _____

Inquiries or complaints may also be directed to the Office for Civil Rights, U.S. Department of Education, 400 Maryland Avenue S.W., Washington D.C. 20202, or by calling (800) 421-3481 or (877) 521-2172 (TTY).

OFFICE USE ONLY			
Student ID #:	Date Distributed:		

Cutter Morning Star School District

Spanish
Annual Parent Notice, Right to Request Teacher Qualifications

Aviso anual a los padres Derecho a solicitar las acreditaciones de los maestros

Escuela: Cutter Morning Star Elementary School Fecha: 8/01/2026
(mm/dd/yyyy)

Nuestra escuela recibe fondos federales para programas que son parte de la *Ley de Educación Primaria y Secundaria* (Elementary and Secondary Education Act (ESEA)), en su versión vigente (2015). Durante el año escolar, continuaremos proporcionándole información importante sobre esta ley y la educación de su hijo(a). Según las leyes de educación actuales, los maestros deben contar con una certificación y licencia estatales. La certificación y la licencia estatales son el tipo de capacitación que se necesita para ser maestro.

Estamos muy orgullosos de nuestros maestros y consideramos que están listos para el próximo año escolar. Estamos preparados para brindarle a su hijo(a) una educación de gran calidad. Usted tiene derecho a solicitar información sobre la acreditación profesional de los maestros o paraprofesionales de su hijo(a). Un paraprofesional les proporciona apoyo académico o de otro tipo a los alumnos bajo la supervisión directa de un maestro. Si solicita esta información, el distrito o la escuela le proporcionará la siguiente información tan pronto como sea posible:

- si el maestro ha cumplido con los requisitos estatales de certificación y de licencia para los grados escolares y las asignaturas que instruye;
- si los requisitos estatales de certificación y de licencia del maestro se han eximido (no se solicitan en este momento) conforme a un estado de emergencia u otro estado temporal;
- si el maestro está enseñando en el campo de disciplina para el que tiene certificado o licencia;
- si el maestro ha obtenido un certificado, licencia, registro u otros requisitos comparables aprobados o reconocidos por el estado. Estos requisitos se aplican a la disciplina profesional en la que el maestro se desempeña y pueden incluir la formación en inglés de alumnos de inglés, educación especial o servicios relacionados a alumnos con discapacidades, o ambos, y
- si su hijo(a) recibe servicios del Artículo I o servicios de educación especial de paraprofesionales, sus acreditaciones.

Nuestro personal se dedica arduamente a ayudar a su hijo(a) a desarrollar el pensamiento social, académico y crítico que necesita para tener éxito en la escuela y en otros entornos. Este compromiso incluye asegurarse de que todos nuestros maestros y paraprofesionales estén altamente calificados.

Si desea solicitar información sobre los maestros o paraprofesionales de su hijo(a), o si tiene preguntas sobre la asignación de un maestro o paraprofesional de su hijo(a), comuníquese con la siguiente persona de su escuela:

Nombre: Laura Baber Título: Principal
Correo electrónico: laura.baber@cmseagles.net Teléfono: 501-262-2414

Gracias por su interés y participación en la educación de su hijo(a).

Atentamente,

Laura Baber

Principal

Nombre

Título

El distrito escolar no discrimina contra la raza, el color, el origen, el sexo, la edad o la discapacidad en asuntos que afectan al empleo o a la accesibilidad a programas y servicios. Brinda acceso equitativo a los Niños Exploradores (Boy Scouts) y otros grupos juveniles designados. Se ha asignado a la siguiente persona para manejar las preguntas y quejas referentes a las normas de no discriminación y para coordinar su cumplimiento:

Nombre: Dr. Lance Campbell Título: Equity Coordinator
Dirección: 2801 Spring Street, Hot Springs, AR 71901
Teléfono: 501-262-2414 Correo electrónico: _____

Las preguntas o quejas también se pueden dirigir a la Oficina de Derechos Civiles del Departamento de Educación de EE. UU.: Office for Civil Rights, U.S. Department of Education, 400 Maryland Avenue S.W., Washington D.C. 20202, o al teléfono (800) 421-3481 o (877) 521-2172 (TTY).

OFFICE USE ONLY			
Student ID #:	Date Distributed:		

Cutter Morning Star Electronic Device Agreement



At Cutter Morning Star, students are required to sign a contract agreeing to the appropriate use and care of district-owned electronic devices. Access to these devices and the internet is a privilege—not a right—and is governed by the district's Acceptable Use Policy (AUP).

Students are expected to use technology responsibly and in compliance with the AUP. The district reserves the right to monitor, inspect, copy, review, and store—at any time and without prior notice—all device usage, network activity, and internet communications, including any data sent or received.

The parents/guardians are asked to pay a \$25 Technology Fee each year for the use of the district's device(s). This fee helps in covering costs associated with wear and tear and any damage that devices may incur.

We understand that:

- The technology issued to me belongs to the Cutter Morning Star School District.
- The device will have limited tech support when not on campus.
- I am responsible for anything stored on my district account and understand that anything can be lost or erased at any time.
- The security and care of my device and accessories are my responsibility.
- If the device is lost, stolen, or damaged, I must report the incident to my teacher and campus administrators as soon as possible.
- My usage will be monitored and/or recorded by the District.
- The device comes with content filtering that is designed to keep me safe while on the internet, and some websites may not work because of this. However, no content filter is perfect - teachers will monitor student devices while in use and report any website usage that they feel is inappropriate for review to the district's technology department.
- I am responsible for any damage to my device and accessories. I am responsible if my device is lost or stolen.

I will:

- Never loan my device to anyone, including my family members;
- Never use my device near any liquids, or while eating or drinking;
- Never share my username/password with anyone, including members of my family (unless directed by my IEP/504 plan);
- Not disassemble any part of, or attempt to repair, my device. The Cutter Morning Star School District Technology Department is the only entity authorized to repair school-owned devices.
- Not add stickers or write on my device or any of its accessories;
- Only use my device in ways that are appropriate and necessary to my education.

Examples of Fines for Repairs or Replacement Devices:

iPad	\$350	Chromebook	\$250
Case for iPad	\$50	Chromebook Broken Screen	\$50
Damaged/Missing Charger	\$30	Keyboard	\$60
Keys	\$10 each	Hinge	\$15

Cutter Morning Star Electronic Device Agreement



Have you received a copy of the Cutter Morning Star Electronic Device Agreement? If you have not, please request one from a CMS staff member.

Yes, I have received a copy of the agreement _____ (Please initial.)

Technology Fee (\$25) Paid: Cash _____ Check # _____ Date: _____

By signing below, we acknowledge that we have read and agree to abide by all rules and guidelines outlined in the Cutter Morning Star Electronic Device Agreement. We understand that the student and parent/guardian are jointly responsible for the care and appropriate use of school-issued devices and accessories, including any associated fines for loss or damage.

Student Name _____ Student ID _____

Student Signature _____ Date _____

Parent Signature _____ Date _____

For Office Use Only

Date Damage Incurred _____

Description of Damages Incurred:

Additional Charges Owed _____ Paid: Cash _____ Check # _____ Date _____

School Official Signature _____ Date _____

Cutter Morning Star Elementary Student and Parent Handbook

_____ I am able to access an electronic copy of the CMS Elementary Parent and Student Handbook found on the District's website.

Cutter Morning Star Elementary School Family and Community Engagement Summary

_____ I have read a copy of the Cutter Morning Star Elementary School Family and Community Engagement Summary located in the district section of the handbook.

Name/Photo/Website/Video Release

_____ Yes, permission **IS** granted to use photographs of my child in various media given guidelines stated in the handbook for the current school year.

_____ No, permission **IS NOT** granted to use photographs of my child in various media given guidelines stated in the handbook for the current school year.

Right to Request Teacher Qualifications

_____ I have read a copy of the Cutter Morning Star Elementary School Right to Request Teacher Qualifications Annual Parent Notice located in the Parent and Student Handbook.

Student Computer Internet Use Agreement/iPad/Chromebook Agreement

_____ I have read and understand the Terms and Conditions for the CMS Public School Computer Network.

_____ I have read and understand the Terms and Conditions for the iPad/Chromebook Agreement and agree to pay associated fees.

Parent/Student Tutoring Compact

_____ Yes, my child may participate in the CMS tutoring program if needed.

_____ No, my child may not participate in the CMS tutoring program. I understand that by declining this service my child could be subject to retention.

Notification of Yearly Health Screenings – Permission to bill Medicaid (if applicable)

BMI: Grades- K, 2, 4, 6 SCOLIOSIS- 6th Grade Girls

Please submit a letter in writing if you do not want your child screened for BMI or Scoliosis

Student Name: _____ Grade: _____

Student Name: _____ Grade: _____

Student Name: _____ Grade: _____

Parent Name: _____ Parent Signature: _____

Date: _____

