

Comanche High School



Student Handbook

2025-2026

Introduction

This handbook has been prepared for the purpose of acquainting you with the rules and regulations of our school and co-curricular activities which furnish such an important part of your education. It is important that you read all the material in this handbook very carefully for here you will find the answers to most of the questions about our school. If you have a question that the handbook does not address, please contact us at 580-439-2933.

Interpretation of this Handbook

The administration has the authority in all decisions regarding the interpretation of this handbook and to make necessary adjustments for the betterment of the students, faculty, and school.

Principal Message

It is my privilege to welcome you to Comanche High School! I look forward to the amazing journey in front of you and welcome you to the Indian family. It is my belief that every individual can be successful if they put in the time and effort needed. Everyone has a specific talent or ability academically, athletically, or artistically in which they excel. It is my hope that during your time here, you will be provided every opportunity to showcase your skill and thus take pride in being a Comanche High School student. My door is always open if you are looking for advice, need someone to talk to, or just want to check in. I am honored to serve you as the principal of Comanche High School and look forward to the year ahead of us.

Everyday is a great day to be an Indian!

Jason Schreiner
Principal Comanche High School

Mission Statement

At Comanche Schools, we accept the challenge to provide a safe, supportive, and encouraging environment where the students of today develop the skills and knowledge to make a positive difference in their community and world.

Comanche High School Fight Song

Here's to ole Comanche High
We've got the spirit to do or die.
Send the banner up on high, and
Shake down the thunder from the sky.
Although the odds be great or be small,
Comanche High will win over all.
As our loyal saints go marching
Onward to Victory!
FIGHT!! FIGHT!! FIGHT!!

Board of Education

Charlie Gay-----President
Thomas Winton-----Vice President
Amy Shelby-----Clerk
Marty Clark-----Member
Cody Gerard-----Member
Julie Bills-----Superintendent

Important Phone Numbers

Superintendent's Office-----580-439-2900
High School Office-----580-439-2933
Middle School Office-----580-439-2922
Elementary School Office-----580-439-2911
Fame Academy-----580-439-2955
Transportation Director-----580-439-2977

Admission to Comanche High School

To be admitted to attend Comanche High School, a student must be a legal resident of the Comanche High School District, or have obtained a legal transfer. Students must be living with their parents or legal guardians to be considered a district resident and be willing to follow school policies within this handbook and set forth by the Comanche Public Schools Board of Education.

All enrolling students may attend Comanche Public Schools without payment of tuition. Proof of residency (utility bill) or proof of legal custodianship will be required before any student enrolls.

The following items must be on file before any student will be allowed to enroll.

1. **Immunization Records** - Students entering Comanche High School must show proof of completing the prescribed immunizations as outlined by the Oklahoma State Department of Health, or meet the requirements for obtaining exemption for the required immunizations.

2. **Transfers** - If the parent or legal guardian of the student does not reside in the Comanche School district, an approved transfer must be obtained before the student can attend classes.

3. **Admissions from non-accredited schools** - Those students attempting to enroll from a non-accredited school will be evaluated on a case-by-case basis as to the credits that may be accepted.

4. **Entering Comanche High School for the First Time** - Students entering Comanche High School for the first time after being enrolled in another school must.

a. Legally withdrawn for the previous school and completed all obligations and requirements for withdrawal from that school.

b. Present a transcript of work from the previous school.

If there are questions regarding any of the aforementioned items please contact the Comanche High School office.

Academic Eligibility

Only those students who are fully eligible scholastically and meet all the requirements of the Oklahoma Secondary School Activities Association (O.S.S.A.A.) will be permitted to represent the school in any capacity. Students who are under probation with legal authorities are not eligible until their term of probation is completed. Weekly checklists of eligibility are made for students participating in athletics and other activities. It is the responsibility of the organizational sponsor/coach to check eligibility status of each participant and to enforce the eligibility rule.

With the passing of the O.S.S.A.A.'s rule of No Pass – No Play, students will be ineligible to participate in any extracurricular activity if they are failing any class they are enrolled in. If they are turned in as failing in any class, they will be put on probation for one week during which time they are still eligible to compete. If at the end of the next week they are failing any one class, they will be ineligible until such time that they are passing all classes. Students who are ineligible under O.S.S.A.A. guidelines will be considered ineligible to participate in or attend any school sponsored activities, which take that student out of the classroom.

Exceptions to this rule are activities that involve the entire student body such as school-wide assemblies.

Six-week ineligibility

In order for a student to be eligible under OSSAA policy, they must pass all subjects in which they are enrolled in and have passed any five subjects to be counted for graduation the preceding semester. The grade that a student receives and maintains during this six-week period will **NOT** erase this ineligibility period. At the end of the six-week period, a student's eligibility will be reinstated provided the student is passing all of their classes at that time.

Advanced Placement/RRTC Approved Courses

Comanche High School has implemented an Advanced Placement Program that allows qualified students to receive dual credit for a specific class. These classes are designed to have the academic rigors of a college course, and the instructors have received specialized training in the areas that they are teaching.

The grading scale for these courses will be as follows:

A= 5 points

B= 4 points

C= 3 points

Students in danger of receiving a grade lower than a "C" will be removed from the class and will not receive college credit. Students that wish to receive college credit may take the end-of-year exam for the class. If students wish to take the exam, they will be responsible for paying the testing fee before the exam will be administered. If a student scores an A, B, or C in the course, college credit will be awarded to the student.

In the event that an AP class is not offered, an Honors class may be added at the same grading scale, but there will be no college credit awarded.

Programs listed below offered by Red River Votech also qualify for consideration as approved areas of study that present rigorous instruction equivalent to that of an AP course:

Pre-Engineering Academy Courses
Biomedical Science Academy Courses
Anatomy and Physiology Courses

RRTC courses that are being considered for dual credit courses must have a course syllabus on file in the office, have approval from the district, and align to the identified graduation pathway.

Alternative School

Comanche Public Schools offers Fame Academy as an alternative school for those students that are “at risk” of dropping out of school for whatever reason. Fame offers a way for students to remediate coursework that they may have fallen behind in and give them an “alternative” path to obtaining a high school diploma. “At risk” students will be evaluated on a case-by-case basis as to whether or not Fame Academy is the correct path for them.

Assemblies and Programs

Assemblies are a regular part of the school climate and serve many purposes. Assemblies may be held to broaden the experience and interest of the students, boost school spirit, or present important material to the students. All students are required to attend assemblies unless they are excused by the principal. Students attending assemblies are expected to participate in any activities and behave in a manner that is fitting of a Comanche Indian. Students will be courteous and respectful at all times during assemblies. The culture of our school is measured by that of the student body and students will conduct themselves in a way that is honorable to Comanche High School.

Attendance Policy

Regular student attendance is required at Comanche High School. The school seeks the cooperation of parents in helping develop good attendance habits of our students. Parents and students are responsible for the following:

1. Parents have the responsibility of seeing that students attend school.
2. Parents can be fined by the Stephens County District Court if students do not attend school.

3. Parents MUST contact the school on the day of their child's absence.

Contact must be made by 2:00 p.m. that day for an absence to be considered as excused

Attendance Regulations

A student must be in attendance at least 90% of the time during a semester in order to receive credit in a course at Comanche High School. As a student accumulates absences, the following procedure will be implemented:

<u>Number of absences</u>	<u>Status</u>	<u>School Actions</u>
5	Attendance Alert	Contact Parent/ Guardian
6	Attendance Alert	Contact Parent/ Guardian
7	Attendance Alert	Contact Parent/ Guardian
8	Attendance Alert	Contact Parent/ Guardian
9	NO CREDIT	Contact Parent/ Guardian

Absences - Whenever a student is absent from school, the parent or guardian must contact the school by 2:00 p.m. that day to report the absence and the reason, in order to excuse the student's absence. When contact is not made with the office by parents concerning absences, students may be considered truant. Students may not be allowed to make up work from hours that they are deemed truant.

Leaving School

Should any student need to leave school for any reason during the school day, the student must have permission from a parent/guardian by phone call, or by the parent/guardian submitting the request in person. Before a student is allowed to leave the school property, they **MUST** sign out in the high school office. Should a student leave the school without the permission of the parent, guardian, or administration, the student's absence will be unexcused and he/she will receive 1 day of In School Suspension. Any further offenses will result in further disciplinary measures.

Leaving Class

Teachers may allow students to leave class only under extreme circumstances, or

necessity. Students will not be allowed to leave a classroom to another teacher's classroom without a note, phone call or email from said teacher. Students need to be engaged in learning throughout the class period. If students have "free time" in a teacher's classroom the student needs to remain non-disruptive to others by working on homework from another class or reading quietly. Students need to utilize the 5 minute passing period between classes for restroom breaks.

Tardiness

Students, who are not in class when the tardy bell begins to ring or fails to bring a chromebook, book, paper, and pencil, will be counted tardy by their Classroom Teacher. The Office and teacher will maintain a record of each student's tardiness. A tardy is given within the first 15 minutes of class after the tardy bell. If a student arrives at class more than 15 minutes after the tardy bell, he/she will be counted absent.

Truancy

Truancy- As defined by The State of Oklahoma, is defined as any absence from school or school activities lasting more than one or more days or part of any school day without a valid excuse and without the permission of a parent, guardian, or school official. Any student who stays out of, or leaves school, or any school activity without a valid excuse and permission shall be deemed truant. H.B. 1975, effective July 1, 1995, provides that if a child is absent from school without a valid excuse for four (4) consecutive days, or parts of days within a four (4) week period, the parent will be notified, or if a student is absent without excuse for ten (10) days or parts of days within a semester, the building principal must notify the parent and immediately report such absences to the District Attorney's Office.

Enforcement- It is the responsibility of the building principal to determine whether an absence constitutes truancy. The building principal can and should take all appropriate disciplinary action to enforce attendance. In the event of truancy, the parent or guardian of the truant student should be notified by telephone or otherwise. In addition, each truant student may receive a "zeros" (0) on daily assignments classes missed.

Removal from Attendance Roll

In compliance with Oklahoma School Law (Section 387/Part 2), a student who has been absent without a valid excuse for ten (10) consecutive days shall be

removed from the district's attendance roll beginning with the eleventh day. Senate Bill 1715 effective July 1, 2010, designates the school principal as the approving authority and clarifies the responsibility for an absence.

Bell Schedule

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

Book Bags and Purses

Students will only be allowed to transport bookbags to and from school, not between classes. Part of being a high school student is learning to plan ahead. Students need to utilize the lockers that are furnished to them and carry the books and/or supplies needed to each class period. Book bags shall not remain in the hallways, classrooms, or at the entrance of the building. Bookbags include satchels, briefcases, large bags, backpacks, purses, and tote bags, etc. All purses should remain in lockers during the school day.

Bullying/Intimidation/Harassment

It is the policy of the Comanche Public School District that harassment, intimidation, and bullying (including cyber bullying) of students by other students, personnel, or the public will not be tolerated. This policy is in effect while the students are on school grounds, in school transportation, or when the misconduct directly affects the good order, efficient management, and welfare of the school district.

Harassment is intimidation by threats of or actual physical violence; the creation by whatever means of a climate of hostility or intimidation; or the use of language, conduct, or symbols in such manner as to be commonly understood to convey hatred, contempt, or prejudice or to have the effect of insulting or stigmatizing an individual. Harassment includes but is not limited to harassment on the basis of race, sex, creed, color, national origin, religion, marital status, or disability.

Bullying is the exploitation of a person by taking unfair advantage, repeated over time, and having a negative effect on the victim. The power may be physical strength, verbal ability, social skills, or other resources. It is a form of aggression in which one or more students physically, psychologically, or sexually harass other students. Typically, the action is unprovoked, and the bully is perceived as stronger.

Any student who feels he/she has been harassed, intimidated, or bullied should report that incident to the counselor, principal, and/or other administration.

Comanche Public School

Harassment/Bullying Incident Report Form

Date: _____ Time: _____ Room/Location: _____

Student(s) Initiating Bullying/Harassment: _____

Staff/Student(s) Affected: _____

Type of Harassment alleged:

☐ Racial ☐ Sexual ☐ Religious ☐ Other: _____

Check all boxes that apply.

☐ Name Calling ☐ Stalking ☐ Inappropriate Gesturing ☐ Staring/Leering ☐

Writing/Graffiti ☐ Threatening ☐ Taunting/Ridiculing ☐ Inappropriate Touching ☐ Spitting

☐ Demeaning Comments ☐ Stealing ☐ Damaging Property ☐ Shoving/Pushing ☐

Hitting/Kicking ☐ Flashing a Weapon ☐ Intimidation/Extortion ☐ Cell Phones/Smart Watch ☐

Text Messaging ☐ Other: _____

Describe the incident:

Witness Present:

Physical Evidence:

☐ Graffiti ☐ Notes ☐ Email ☐ Web Sites ☐ Video/Audio ☐ Other: _____

Staff Signature _____ Date/Time _____ Parent/Guardian

Contacted - Date/Time _____ Administrative

action taken:

Bus Passenger Regulations/Information

Comanche Public Schools provides transportation to and from school at designated bus stops for students living within the district. If a student is a transfer the parent(s) or guardian will be responsible for transportation to and from school, or students may be brought to a designated bus stop within the school district for bus transportation.

Students will be required to follow all rules and regulations set forth by the transportation department and posted at the front of each bus. The school bus driver has the authority to assign seats on the bus as a disciplinary action to unruly students, and they may also have rules for their bus beyond the spectrum of what is posted. Bus stops are also considered part of the riding process and students shall be disciplined for inappropriate behavior at the bus stops. Students are to follow the bus regulations and treat the school bus driver with respect.

Bus transportation to and from school is a privilege granted to students, the building principal may suspend that privilege as a discipline for inappropriate behavior of the student while riding the bus. The bus driver may fill out a disciplinary form detailing the student's inappropriate behavior and deliver it to the building principal and the transportation director. At which time the video recording from the bus shall be reviewed and the proper disciplinary action taken against the student at the discretion of the building principal/transportation director. The length of time for suspension of bus riding privileges will be based on the severity of the offense and number of offenses the student has committed during the school year.

Any student that is not a regular bus rider on a particular bus must have a bus pass/note from the student's building principal to be eligible to ride any bus, or get off at a stop other than the stop designated to them.

For student safety please abide by the following:

- Be on time at the designated school bus stop ensuring that the bus stays on schedule.
- While waiting for the bus, a student must stay off of the road at all times. Bus

riders should be aware of the need to observe safety practices while waiting for the bus.

- Wait until the bus comes to a complete stop before attempting to enter.
- Be careful in approaching the bus stops.
- Bus riders are not permitted to move toward the bus at the school loading zone until the bus has come to a complete stop.
- Students that must cross the road to enter the bus shall not cross until the bus has come to a complete stop, with lights flashing and the stop sign is out. At this time they should wait for the bus driver to signal for them to cross.

Bus Guidelines and Violations

- Riders are to obey and treat with respect the bus driver at all times.
- Bus drivers have the right to assign seats)
- No eating or drinking on the bus.
- Throw all trash in the trash cans.
- No loud talking or yelling in the bus.
- No profanity or vulgar language.
- Riders are to sit with their feet on the ground and keep the walkway clear at all times.
- While the bus is moving the rider is to stay seated in their seat.
- No smoking or vaping on the bus.
- No writing on or putting holes in the seats or walls of the bus.
- No fighting or horse play.
- No taking pictures or videos of others on the bus.
- No Electronic devices allowed while school is in session as communicated later.

Tier 1 Violations (Includes but is not limited to:)

- Yelling
- Eating or drinking
- Littering
- Cursing or vulgar speech
- Moving around the bus while the bus is moving
- Horseplay
- Mild disrespect for the driver or others
- Agitating other passengers

High School Students

- 1st Offense - The principal will meet with the student and inform the parent. If the offense is eating, drinking, or littering the student will be required to clean up the bus during their off time.
- 2nd Offense - The principal will notify the student and the parent that the student has been suspended from riding the bus for 5 days.
- 3rd Offense - The principal will notify the student and the parent that the student has been suspended from riding the bus for 20 days.
- 4th Offense - The principal will notify the student and the parent that the student has been suspended from riding the bus for 45 days.
- 5th Offense - The student will lose their bus riding privileges.

The same rules of conduct expected at school and in the classroom shall apply for the student on the school bus.

Bus conduct procedures involving identified special needs students are determined individually on a case by case basis.

Tier 2 Violations (Includes but is not limited to:)

- Vaping and Smoking
- Fighting and Excessive Horse Play
- Defacing Equipment
- Disregard for the Safety of the other Riders and Bus Driver

High School Students

- 1st Offense - The principal will notify the student and the parent that the student has been suspended from riding the bus for 7 days.
- 2nd Offense - The principal will notify the student and the parent that the student has been suspended from riding the bus for 21 days.
- 3rd Offense - The principal will notify the student and the parent that the student has been suspended from riding the bus for 45 days.
- Remaining Offenses - The student will lose their bus riding privileges for the calendar year.

Commons and Lunch Break

The commons area is provided for students as an opportunity for an alternative setting to the classroom with teacher approval as well as being utilized as a cafeteria to receive a well rounded, healthy meal at affordable prices. Parents are responsible for the paying of student lunch bills. Students will not be denied a meal, but the bill will be accumulated and must be paid.

Student behavior in the cafeteria should be based on courtesy and cleanliness. This includes eating and visiting quietly, along with leaving the tables and surrounding area clean and in the condition that will allow another student to use the same place, if necessary. Students may also bring a sack lunch from home and eat in the cafeteria if they choose.

The cafeteria offers an order ahead option that offers options so students have a choice in deciding what they would like to order. To order ahead, students can go to **their google classroom**, then follow the prompts to complete their order.

Students that get their food in the commons, or through the order ahead option are not required to stay in the cafeteria to eat. If students take their meal from the cafeteria they are responsible for keeping the campus clean by depositing trash in the proper containers located around the campus. If trash on the campus becomes a problem, students may be required to remain in the cafeteria to finish their meal. Students should take pride in their campus and help keep it clean.

Change of Address and/or Phone Number

It is important that records are kept current in the office. In the event that parents need to be contacted it is imperative that address and phone numbers be kept current. If at any time during the school year, students move to a different address within the school district, or parents change jobs, **PLEASE KEEP THE OFFICE INFORMED** as to these changes of address and phone numbers, so that parents can be contacted in case of sickness and emergencies.

Chromebooks, Computers, Internet, and 1:1

Technology Use Policy

All Comanche High School students will be required to read and sign an Acceptable Use Policy (AUP) agreement policy form before they are issued a Chromebook, or allowed to use the campus computers or 1:1 network. English teachers will go over the AUP with students in class and quiz them on the contents to ensure their understanding of the policy. Failure to follow the policy in any way may result in the student's technology privileges being removed.

Chromebooks

In order for students to be issued a Chromebook all students must pay a device usage fee of \$35.00/year. Students are responsible for the proper care of the device as stated in the AUP Handbook and it should be returned at the end of the school year in the same condition as it was issued. Students are not to write on, add stickers, or alter the Chromebooks or cases in any way. Doing so may result in fees for the cleanup, and/or replacement of the Chromebook or case.

If damage to the Chromebook does occur students will need to take their device to the library as soon as possible. The first repair to the Chromebook will cost nothing. Any subsequent damage may require the student to pay the appropriate fee/fees before the replacement or repairs are made. Students may still receive a loaner device, but it will be required to be turned in at the end of each school day until fees are paid.

Further detailed information will be provided to the students regarding Chromebooks and 1:1 network usage in the AUP Handbook and Agreement that will be provided to them. If there are further questions, please contact the high school office.

Students that are issued Chromebooks will have access to the Network anywhere on the Campus of Comanche Public Schools. It is the responsibility of the student to ensure that they are using the network for the intended educational purposes set forth by the AUP handbook. Any students caught misusing, or accessing inappropriate material with the Comanche Public School network shall be subject to disciplinary action.

Civil Rights

Comanche Public Schools, in compliance with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, among other federal laws and regulations does not discriminate on the basis of race, color, national origin, sex, age, religion, handicap, or status as a veteran in any of its policies, practices, or procedures. This includes, but is not limited to admission, employment, financial aid, and educational services. If anyone has a question about a possible civil rights violation or grievance they should contact the principal's office at 439-2933.

Class Schedule Changes

Counselors are responsible for making schedule changes. Students pre-enroll during the spring semester and the master schedule is based on that information. During the school year, the general guidelines for changing student schedules are as follows:

- Dropping a course is acceptable during the first three school days of the semester with agreement of parents, student, teacher, and counselor or administrator.
- A Drop/Add form must be completed and signed by both teachers and the HS principal before changing classes.
- Dropping of a course must not drop the student below the state mandated seven (six for seniors) credit requirement.

Class Sponsors

Each class will be assigned teacher sponsors that will aid the students in the business that each class needs to handle throughout their time at Comanche High School. The sponsors will help the students elect class officers, keep track of class dues, help organize fundraising events, aid in organizing prom, and prepare the students for the graduation ceremony when the time comes. The funds that are raised as a class at school go into their account for the class expenses for graduation, senior class trips, and prom expenses. These funds are in no way the same, or allowed to be used for project graduation that is put on by the class

parents and their own organization.

Current Class Sponsors

Freshman (class of 2029)

McCauley
Lee
Bassett
Kimbrow

Sophomore (class of 2028)

Foster
Grice
Miller J.
Francis

Junior (class of 2027)

Alvarado
McMains
Lijewski
Robinson G.

Senior (class of 2026)

Miller A.
Bowie
Hamel
Robinson B.

Rotation: Morgan S., Morgan J, Richards, Brown

Clubs and Organizations

Art Club	-----Elizabeth McMains
ASL Club	-----Sonya Kimbro
Band	-----Dalaan Bassett
BPA	-----Jeri Donn McCauley
Cheer	-----Kristy Houston
Choir	-----Dalaan Bassett
FCA	-----Jonathan (Jack) Francis
FCCLA	-----Todd Richards
FFA	-----James & Shelbi Morgan
NHS	-----Anthony Alvarado
Spanish Club	-----Anthony Alvarado
Speech/Debate	-----Chuck Brown
Student Council	-----Jonathan (Jack) Francis

Code of Student Conduct

Comanche Public Schools has a commitment to provide a quality education program for each student and a school environment which must be free of disruptions that interfere with the educational process.

The purpose of this Code of Student Conduct is to inform all students of Comanche Public Schools' expectations regarding behavior and conduct.

The Code of Student Conduct is based on the policies and administrative procedures of the Comanche Board of Education. This Code has been reviewed and approved by the Board of Education.

This Code makes every effort to protect the rights of all students. We encourage students to become familiar with the provisions of the Code of Student Conduct. We also encourage students to abide by the policies set forth in the Code in order to get the most out of their years in school.

Responses include, but are not limited to:

1. Written and/or verbal warning
2. Parental disclosure, i.e. phone and/or written notice, or conference
3. Temporary or permanent removal from class or group
4. Alternative school assignment
5. Work details at noon and after school
6. Corporal punishment with parental consent
7. Short term suspension with community service
8. Review committees with written recommendations
9. Financial restitution
10. Involvement of law enforcement agencies
11. Referral to social agencies for counseling and resolutions
12. Long term suspension
13. Expulsion
14. Any disciplinary actions deemed appropriate by the administration within the policies set forth in the policy handbook of the Board of Education of Comanche Public School.

1st Referral Step : Mandatory After School Detention or Saturday School

2nd Referral Step: One Day In-School Suspension

3rd Referral Step: Two Days In-School Suspension

4th Referral Step: Three Days In-School Suspension

5th Referral Step: One Day Out-of-School Suspension

6th Referral Step: Three Days Out-of-School Suspension

7th Referral Step: Five Days Out-of-School Suspension

Alternative School Placement

Home Based Suspension (1-10 days)

Home Based Suspension (over 10 days)

Referral Step 1

- Refusing to follow classroom rules
- Copying the work of another student
- Dress code violations
- Littering
- Excessive or loud talking in class
- Failure to bring necessary materials to class
- Failure to do assigned class work
- Writing or passing notes in class
- Throwing objects
- Parking illegally or improperly
- Inappropriate display of affection
- Refusing to participate in classroom activities or fulfill assignments.
- Eating or drinking in class without permission.
- Minor disruption of the orderly classroom process
- Inappropriate address of faculty or staff (Address by last name)
- Running, making excessive noise, or other disruption in halls, buildings, classrooms, or other supervised settings.
- Failure to comply with a reasonable request from administrator, teaching staff, and other school employees.
- Conduct that disrupts the school's activities and educational mission.

Referral Step 2

- Intimidation of another student, threatening by word or deed.
- The use of profanity/racial slurs and/or vulgarities with students.
- Possession or use of artificial noisemakers in the building.
- Improper use of computer
- Unauthorized use of electronic device
- Public Display of Affection

- Throwing snowballs
- Unexcused absences or excessive tardies
- Skipping detentions

Referral Step 3:

- Boycotts, walkouts, protests
- Skipping one or more classes
- Mischievous theft or vandalism.
- Truancy
- Possession of vape or use of tobacco at school or at a school activity.
- Bullying and /or harassment
- Stealing
- Disrespectful or discourteous to staff.
- Leaving school without permission
- Forgery

Referral Step 4:

- Direct use of inappropriate language to teachers or staff.
- Open defiance of authority.
- Immoral conduct
- Possession of obscene material

Referral Step 5:

- Hazing
- Insubordination
- Refusal to accept discipline
- Reckless Conduct
- Unauthorized/illegal use of the internet

Referral Step 6:

- Threatening a teacher or staff member.
- Possession of and/or drinking of and/or under the influence of an alcoholic beverage at school or at a school activity.
- Discharging pepper spray, mace, or any caustic or illegal substance.
- Possession and/or discharge of fireworks, lighter, or incendiary device.
- Students fighting.
- Altering or destroying school records
- Willful destruction or defacing of student, staff or school property.
- Bullying
- Harassment

Referral Step 7:

- Physical attack of a staff member.
- Physical attack of a student or staff member with a harmful weapon.
- Felony theft of student, staff or school property.
- Possession, use, or under the influence of illegal drugs, or possession of drug paraphernalia while at school or school activities.
- Sale of or possession with intent to sell illegal drugs.
- Willful destruction or defacing of student, staff or school property that would amount to felony damages.
- Possession of a compressed air device that discharges a projectile.
- Blackmail
- Extortion, coercion
- False fire alarms or bomb threats
- Possession of weapons
- Sexual Violations
- Tampering with fire alarms or equipment

Communicable Disease Policy

The Comanche Public School board of education has concern for the health of students and staff in the district. Any person with knowledge of suspected or confirmed cases of communicable disease is responsible for reporting this information to the appropriate person. Exclusions from school may be required when it is deemed necessary to promote the safety and well being of all students and staff. Decisions about how best to provide educational services to those students will be made by the administration of the district with the advice available from district/county health officials.

Communicable diseases will be evaluated on an individual basis considering three prime factors.

1. Degree of life threatening condition.
2. Degree of communicability.
3. Whether or not the disease has been or should be confirmed with laboratory documentation.

Students who are excluded from school will be placed on the home based program until they are able to return to school. School personnel who are required to be absent from their work site will be subject to the sick leave policy of the school. Re-admittance to school and/or work sites may require a statement by a physician

or other health professional stating that the individual is no longer infected or able to transmit the disease.

Concurrent Enrollment

Students of Comanche High School may attend an accredited University and receive dual credit for their coursework. Students will receive college credits toward their future degree, and they will also receive a high school credit toward their high school graduation requirements. Concurrent enrollment is a great way for highly motivated students to get a head start on their college coursework and keep them challenged academically. The requirements for students that plan to take concurrent courses will be as follows:

- The student must meet the published criteria (other than high school graduation and curricular requirements) for admission to the university to which the application is being made.
- The student must be enrolled in less than full-time load (fewer than six credit courses per semester) at the high school which they are attending. This must be attested by the high school principal and/or counselor.
- The student must be eligible to complete requirements for high school graduation no later than the Spring of their senior year. This must be attested by the high school principal and/or counselor.
- A concurrent high school senior must earn an ACT composite score of 19 or higher - or - have a GPA of 3.0 or higher and rank in the top 50% of their graduating class.
- Students taking a College Algebra course must score a minimum of 19 in ACT Math or have a cumulative grade point average of 3.25.
- A concurrent high school junior must earn an ACT of 23 or higher - or - have a GPA of 3.5 or higher.
- Concurrent students will be allowed to enroll in a combined number of high school and college courses not to exceed 19 semester credit hours. (One high school course shall be equal to 3 semester hours of college work.)
- Concurrent students must maintain a college GPA of not less than a 2.0.
- Students that have an ACT composite score of 26 or higher **AND** a 3.0 GPA or higher will be eligible for a full tuition waiver, while maintaining a 3.0 college GPA in 6 semester hours.

Conferences with Teachers

Each teacher is provided with a conference period each day. Parents who desire a conference with a teacher must contact the front office to arrange a conference time or contact the teacher by email. All email addresses are attached to the school website and can be found at cpsok.org.

Control and Discipline

Oklahoma Statute § 70-24-100.4: the teacher of a child attending a public school shall have the same right as a parent or guardian to control and discipline such child during the time the child is in attendance or in transit to or from the school or any other school function authorized by the district or classroom presided over by the teacher.

Dental and Medical Appointments

Medical and dental appointments should be made for non-school hours if possible. If unavoidable, guardians should call the office to make arrangements for the absence. Students must check out through the office when they leave and check back in upon their return.

Discipline Policy

The school's primary goal is to educate, not discipline. However, when the behavior of an individual student comes in conflict with the rights of others, or the School's discipline policy, corrective actions are necessary for the benefit of the individual and of the school. (O.S. 6-114)

The goal of any disciplinary policy should be to correct the misconduct of the individual and to promote adherence by that student and by other students to the policies and regulations of the district. Discipline action is at the discretion of the administration and will be determined on a case by case basis.

Deficiency Reports

Student academic progress is noted in the powerschool gradebook. Parents are encouraged to monitor their child's progress and reach out to CHS when a problem arises that cannot be resolved. Any student who is failing a class will be issued a deficiency report and mailed to the guardian in an attempt to make contact and establish a plan of success for the student. Guardian portals are available to parents/guardians to monitor their child progress and attendance throughout the year.

Deliveries for Students

Students at Comanche High School are allowed to receive deliveries at the school. All deliveries will be delivered to the high school office and the student will be notified to come to the office and pick up their items after school, or during lunch break. After receiving a notification of their delivery, it will be the responsibility of the student to come to the high school office to pick up their items. If deliveries become a nuisance, or students are not picking up their items then the principal may stop allowing deliveries.

Detention

Detention is assigned as a disciplinary action and is held after school in the room of the assigning teacher. If students fail to show up for assigned detention, further steps will be taken for not showing up for detention. At the discretion of the principal any of these steps may be skipped at any time. Further disciplinary action may also be taken if the student is disruptive or does not follow the rules of the teacher in the detention room. Further disciplinary actions are as follows:

First No Show = Additional Detention Added

Second No Show = Additional Detention Added

Third No Show = 1 Day In School Suspension

Each Additional Day No Show = 1 Day Out of School Suspension (Short-term)

Distribution of Printed Materials

All printed materials that anyone wishes to distribute or display in the high school buildings for the attention of the student body must be approved by the principal. Inappropriate material will not be tolerated and a violation of this policy may result in suspension.

Dress Code

The Comanche School District expects all students to be neatly groomed while in attendance at school, at school-sponsored or authorized functions, and on school vehicles. Although it is impossible to identify and label every variation in student attire as acceptable or unacceptable, the District provides the following guidelines:

- Students will not wear clothing, accessories, piercings, make-up, hair styles or arrangements or use decorations worn or displayed on the body that are likely to cause a **SUBSTANTIAL AND MATERIAL DISRUPTION OF SCHOOL OPERATIONS.**
- Students will not wear clothing or accessories that display pictures, lettering or numbering that is, or is suggestive of being profane, vulgar, repulsive, or obscene, or that advertises or promotes dangerous weapons, tobacco, alcoholic beverages, low-point beer, drugs, drug-related items or drug paraphernalia.
- Students will not wear clothing that unduly exposes the body and/or skin such as tops that do not adequately cover the student's front or back or see through clothing. **Shorts and skirts must be no shorter than the longest fingertip length when standing upright with arms straight against his/her body.** This prohibition includes wearing otherwise acceptable clothing or athletic uniforms in a revealing or inappropriate manner. Shoulder straps must be at least 2 inches wide.
- Students will not wear underwear as outerwear, including but not limited to: bras, boxer shorts, spandex, biker shorts, tights, leggings, yoga pants, and/or clothes with holes that expose the body or underwear. Pants that are worn in this fashion (skin tight, form fitting, or with holes) must be covered by a top that is of the same length as legal shorts/skirts (longest fingertip length while standing straight).
- Students will wear shoes at all times.
- Students will not wear hats, caps, or other head coverings such as bandanas, sunglasses, etc., in school buildings. Exceptions to the requirements concerning shoes and hats/caps will be made on a case by case basis for medical reasons or for approved spirit days.

- Students will not wear bike or animal chains/ collars/ or spikes.
- Students will not wear any loose clothing or accessories that are “gang related” or deemed to be so.

The responsibility of upholding and enforcing this dress code rests with students, parents, teachers, and administrators. If a student’s appearance is considered by a teacher or administrator to be indecent or causing a distraction, the teacher will send the student to the office with a referral for disciplinary action. If the referrals for dress become habitual, further disciplinary actions may be taken, including out-of-school suspension if deemed necessary.

Driving to School

A valid Oklahoma drivers license is required for all students driving a vehicle to school.

Early Graduation

Generally it is of the benefit of the student to stay at Comanche High School and traditionally graduate in the allotted 4-year term. Therefore, we generally discourage students from early graduation. However, some students are an exception to this rule and early graduation may be beneficial or acceptable. The following guidelines must be met before a student may be considered for early graduation:

1. Students must notify the high school principal in writing of their intentions and the reason that they wish to graduate early.
2. The student and the parents must meet for a conference with the high school principal and counselor.
3. The final say will fall on the approval of the Superintendent.

Students seeking early graduation may earn credits through accredited Summer school and other approved correspondence courses. The student can only earn 2 credits through approved correspondence courses and 2 credits through approved Summer school. Students planning to graduate early will not be considered for Valedictorian or Salutatorian. The student will be allowed to participate in the graduation ceremony, but will not be eligible to receive any honors that a 4-year member of the senior class would be eligible for.

Electronic Devices

Students are **prohibited** from using personal electronic devices capable of connecting to a smartphone, the internet, or a cellular wifi network, or directly connecting to another similar device on campus from the first bell ringing at the “start of the school day”, until the dismissal bell at the end of the school day. The term campus pertains to all buildings, hallways, courtyards, gymnasiums, parking lots, locker rooms, weight rooms, fields, playgrounds, Personal electronic devices include, but are not limited to, cell phones, smart watches, smart headphones, laptops, tablets, and smart glasses. (SB139) Students found to be using any personal electronic device for any illegal purpose, violation of privacy, or to in any way send or receive personal messages, data, or information that would contribute to or constitute cheating on tests or examinations shall be subject to discipline and the device may be confiscated by the administration of the school district.

- Students must pick up electronic devices at the end of the school day, and parents are notified.
- Further disciplinary actions may be taken if the problem persists, which could lead up to and possibly included suspension.

Emergency Drills/Procedures

Fire Drills/Emergency

During the first three weeks of each semester of the school year, the staff and students of Comanche High School will participate in a fire drill. The following procedures will be used during a fire drill, or in the event of an actual fire.

- An alert will be sounded with the raptor message on all TV screens. Be calm and follow the instructions given by your teacher to clear the building quickly and safely.
- Each room will have a posted chart mapping the route that will be taken in the event of a fire or fire drill. Follow the directions from the map and your teacher when exiting the building.
- Classes need to stay together and teachers need to double check that all

students from their class have safely exited the building.

Tornado Drills/Emergency

Early in the first and second semesters, (usually September and March) the staff and students of Comanche High School will participate in a tornado drill. During a tornado drill, or actual tornado emergency, an alert will be delivered via raptor to all TV screens. All staff and students in the high school buildings will make their way to the door band safe room.

Staff and students that are coming from the Annex, Vocational building, greenhouse, Gym, or Fitness center should proceed to the band safe room as quickly as possible.

In the event that a tornado hits without warning, all persons are to move to the main hallway of the high school building. Those in the Annex should move to the middle of the hallway, and students in the gymnasium or Vocational (Ag./Technology) should lie on the floor in the Southwest corner of the respective buildings. Students in the greenhouse should move to the main high school hallway if at all possible. Always refrain from seeking shelter near windows.

Lockdown/Intruder Drill/Emergency

Early in the first and second semesters, the staff and students of Comanche High School will participate in a Lockdown/Intruder drill. During a lockdown drill, or actual emergency, an alert will be broadcast by raptor on all TV screens. A raptor message will be broadcast to all TV's to signal all clear. All teachers will lock classroom doors and move students to the opposite side of the classroom from the door and keep students away from windows. Classroom doors are to remain closed and locked until the all clear is given by the principal.

Enrolling from Home Schooling

Unless homeschooling has been done from an accredited school accredited by

the Oklahoma State Board of Education, a student will be required to take a placement test if he/she re-enters the public school system. Results of the test may be used to determine grade placement and/or credit for the student. All examinations will be administered by the receiving school and results will be kept on file for one year.

Excused Absences

Reasons for an excused absence include:

- Personal or family Illness
- Medical Appointments
- Death in the immediate family;
- Doctor or Dentist Appt.
- Religious Holidays
- Legal Matters
- Cancellation of Bus Routes (Inclement Weather)
- Special cases which must be excused through the administration before the absence.

Parents MUST contact the school on the day of their child's absence. Contact must be made by 2:00 p.m. that day for an absence to be considered as excused

Excused Tardies

The principal may excuse a student's tardiness if notified prior to the tardiness by phone, note or personal contact.

Note: Students will not be excused for oversleeping.

Extra Curricular Activity And Event Requirements

The maximum number of absences for School Sponsored Activities which removes the student from the classroom shall be ten (10) for any one class period of each school year. Excluded from this number are state and national levels of school sponsored contests. State and national contests are those for which a student must

earn the right to compete. Any additional days must be approved through the office.

Family Educational Rights and Privacy Act (FERPA)

Comanche High School staff is trained yearly, highly supports, and complies with the Family Educational Rights and Privacy Act, (FERPA).

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

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he/she reaches the age of 18 or attends a school beyond the high school level (U.S. Department of Education (2021, August 25). Family Educational Rights and Privacy Act (FERPA). U.S. Department of Education.

www2.ed.gov/print/plic/gen/guid/fpco/ferpa/index.html

Field Trips

Field trips that are designed to stimulate student interest and provide opportunities for social growth and development are considered appropriate extensions of the classroom. Field trips must be authorized by the building principal before the event is scheduled. To be educationally beneficial, a field trip requires thoughtful selection, careful advance preparation of the class, and opportunities for students to assimilate the experience during and at the conclusion of the trip. Teachers and principals will be expected to consider the following factors in the selection of field trips:

- Value of the activity to the particular class or group
- Relationship of the field trip activity to a particular aspect of classroom

instruction.

- Suitability of the activity and distance to be traveled in terms of the age level.
 - Mode and availability of transportation.
 - The cost of the field trip
- Each regular classroom group is limited to two (2) field trips per school year.

Educational field trips shall be planned and conducted in accordance with the following guidelines:

- The teacher shall review the educational value of the field trip with the principal and receive the principal's approval prior to making arrangements for the field trip.
- A signed parental permission slip is required for each student participating in the trip.
- The teacher will provide the parents with information concerning the purpose and destination of the trip, transportation information, eating arrangements, date and time of departure, itinerary, and estimated time of return.
- In addition to the teacher, one or more adults will accompany each class on a field trip unless otherwise approved by the principal. Teachers are responsible for informing adult chaperons of their responsibilities.
- The teacher should review acceptable standards of conduct with the students in advance of the trip. The teacher has the primary responsibility for the conduct of the students. Students who cannot be self-controlled or teacher-controlled may be excluded from future trips.
- The teacher planning the trip will be responsible for arranging an appropriate educational experience and supervision of the students that do not attend the field trip.
- Student safety will be a primary consideration.
- The buddy system, or partners, is recommended to assure constant awareness of each student's whereabouts, needs, and participation.
- Should an emergency situation occur, the teacher is responsible for notifying the principal by telephone as soon as possible.
- Use of private vehicles should be discouraged in favor of district

transportation.

- Arrangements for buses are to be made through the transportation director. Teachers should reserve buses at least 3 days in advance of the trip.
- Students will not be permitted to leave the field trip grounds during the trip unless prior arrangements are made by parents and administration has given permission.
- If students return to the school from a field trip after school hours, the teacher and the principal should make provisions for their safe departure home, taking into consideration the age of the student.
- Before a student may go on a field trip, they must have an emergency medical treatment form completed and signed by their parents prior to the date of departure for the trip. The emergency medical treatment form must be in the possession of the field trip sponsor during the field trip.

Fighting

Students of Comanche High School are expected to treat each other with dignity and respect. Fighting of any kind is unacceptable. Fighting is defined, but is not limited to, a student striking another student with hands, arms, legs, feet, or other objects; attempting to strike another student with hands, arms, legs feet, or other objects regardless if there is contact with another student; biting; or instigating a fight by committing an act that causes a student to retaliate by fighting. A student who retaliates by fighting is in violation of the fighting rule. Consideration of mitigating factors involved in fighting incidents will be at the discretion of the building administrator.

Flag Salute

The school board recognizes the need to provide instruction in the proper etiquette, display, and respect of the United States flag. The purpose of this policy is to provide for recitation of the Pledge of Allegiance and instruction in school to help further that end.

Food and Drink

Food and drink are not allowed in the classroom, lockers, or halls with the exception of water stored in a clear plastic container. No outside drinks are allowed.

Gang Activity

It is the policy of the board of education that membership in secret fraternities or sororities, or in other clubs or gangs not sponsored by established agencies or organizations is prohibited. Gangs which initiate, advocate, or promote activities which threaten the safety or well being of persons or property on school grounds or which disrupt the school environment are harmful to the educational process. The use of hand signals, graffiti, or the presence of any apparel, jewelry, accessory, or manner of grooming which, by virtue of its color arrangement, trademark, symbol, or any other attribute which indicates or implies membership or affiliation with such a group, presents a clear and present danger to the school environment and educational objectives of the community and are forbidden. Incidents involving initiations, hazing, intimidation, and/or related activities of such group affiliations which are likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to students are prohibited. Any student wearing, carrying, or displaying gang paraphernalia, or exhibiting behavior or gestures which symbolize gang membership, or causing and/or participating in activities which intimidate or affect the attendance of another student will be subject to disciplinary action including suspension or expulsion.

Grade Placement

Freshman	(9)	Satisfactory completion of 1-6 credits
Sophomore	(10)	Satisfactory completion of 6-12 credits
Junior	(11)	Satisfactory completion of 12-18 credits
Senior	(12)	Satisfactory completion of 18-23 credits

Grades

Teachers will record a minimum of two grades per week and a minimum of one

major assessment every three weeks for a nine week minimum total of eighteen daily grades and three major assessments.

Grading Scale

The following grading scale will be used at Comanche High School:

100-90% A: Superior quality of work 4.0
80-89% B: Good or above average work 3.0
70-79% C: Average work quality 2.0
60-69% D: Below average/need improvement 1.0
Below 60% F: Failing/unsatisfactory work 0.0
Incomplete I: Incomplete

All incomplete grades (“I”) must be completed by the end of the next grading period, or as agreed upon by the student, teacher, and principal. Each teacher may have their own policy regarding late work and whether they accept late work, and/or how they will grade it. It is ultimately the responsibility of the student to turn assignments in on time.

Graduation Ceremonies

Graduation is the culmination of years of hard work by not only the students, but also by the parents, teachers, administration, and board of Comanche Public Schools. We take great pride in this ceremony and its public perception! Administration will establish and convey the standards for student behavior and attire at the graduation ceremonies. The emphasis of the Comanche High School Graduation Ceremony will remain upon the graduating class as a whole and their accomplishments and achievements at Comanche High School.

Graduation Requirements

The Comanche Board of Education recognizes that a 12-year course of study in certain specific subject areas has proven to be beneficial in assisting students to become productive citizens and to prepare for advanced study. Therefore, it is the

policy of the board of education that a minimum of 25 units of credit be earned in the subject areas listed below to be eligible for graduation.

Students entering the eighth grade in the 2025- 2026 school year, in order to graduate from a public high school accredited by the State Board of Education with a standard diploma, shall complete a minimum of the following 25 curriculum units or sets of competencies at the secondary level:

4 units of English to include Grammar, Composition, Literature, or any English course;

4 units of mathematics, two of which shall be Algebra I and either Algebra II or Geometry. The other two units may include Algebra II, Geometry, Trigonometry, Math Analysis, Calculus, Statistics, Math of Finance, Computer Science, college courses approved for dual credit, an approved full-time postsecondary career and technology program, or locally approved math-based application course, or any mathematics course with content and/or rigor above Algebra I;

3 units of laboratory science approved for college admission requirements including one unit of life science meeting the standards for Biology I, one unit of physical science meeting the standards for Physical Science, Chemistry or Physics; and one unit from the domains of physical science, life science, or earth and space science, or approved full-time postsecondary career and technology program or locally approved science-based application course, or any course with content and/or rigor above Biology I or Physical Science;

3 units of history and citizenship skills including one unit of American History, ½ unit of Oklahoma History, ½ unit of United States Government, and one unit from the subjects of History, Government, Geography, Economics, Civics or non-Western culture;

6 pathway units which align with the student's Individual Career and Academic Plan (ICAP) which may include, but are not limited to, any additional math, science, English, history, world or non-English language, computer technology, Junior Reserve Officers' Training Corp, internship or apprenticeship programs, career and technology education courses, concurrently enrolled courses, advanced placement courses, International Baccalaureate courses approved for college admission requirements,

music, art, drama, speech, dance, media arts, or other approved courses;
and

5 units of elective courses.

As of the start of the 2024-2025 school year, a student whose parent or legal guardian approves modification of the student's existing graduation track, subject to school approval, may complete a **minimum of 23 curriculum units or sets of competencies** at the secondary level as listed above. All other students graduating prior to 2030, in order to graduate from an Oklahoma public school, will be required to complete the "college preparatory/work ready curriculum units or sets of competencies" at the secondary level. A student will be allowed to enroll in the core curriculum in lieu of the requirements of the college preparatory/work ready curriculum upon the written approval of the parent or legal guardian of the student. Current state graduation requirements will be deemed to be the "core curriculum" option. The "college preparatory/work ready curriculum" will include the following:

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

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

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

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

2 units of the same world or non-English language or two units of computer technology approved for college admission requirements, whether taught at a high school or technology center school, including computer programming, hardware, and business computer

applications, such as word processing, databases, spreadsheets, and graphics, excluding keyboarding or typing courses;

1 additional unit selected from the above categories or career and technology education courses, concurrently enrolled course, Advanced Placement courses or International Baccalaureate courses approved for college admission requirements; and

1 unit or set of competencies of fine arts, such as music, art, or drama, or 1 unit or set of competencies of speech.

In addition to the curriculum requirements, students shall complete the requirements for a personal financial literacy passport as set forth in the Passport to Financial Literacy Act.

All students are strongly encouraged to complete two units or sets of competencies of foreign world language classes and two units or sets of competencies of physical and health education as part of the core curriculum.

Credit may be given for the above-referenced classes for the college preparatory/work-ready and core curriculum diploma pathways when the courses are taken in the seventh or eighth grades if the teachers are certified or authorized by law to teach the subjects for high school credit and the required course rigor is maintained.

Courses offered by a supplemental education organization that is accredited by a national accrediting body and that are taught by a certified teacher, and which provide for the teaching and learning of the appropriate skills and

knowledge in the OAS may, upon approval of the State Board of Education and the school district board of education, be counted for academic credit and toward meeting state graduation requirements.

No student will be allowed to receive credit more than once for completion of the same unit or sets of competencies. All of the above-referenced classes may not be offered by the district. However, sufficient courses shall be offered to allow students to meet the graduation requirements during the secondary grade years of the student.

The remaining units need to consist of coursework designed to meet the individual needs and interests of the student. However, all students in grades nine

through twelve are required to enroll in a minimum of six periods, or the equivalent in block scheduling, of rigorous academic and/or rigorous vocational courses each day, which may include arts, vocal and instrumental music, speech classes, and physical education classes.

Students who transfer into this school district from out of state after their junior year of high school shall not be denied, because of differing graduation requirements, the opportunity to be awarded a standard diploma. This applies to students who would be unable to meet the specific graduation requirements listed above without extending the date of graduation. Exception from the graduation requirements will be based on rules established by the State Department of Education. All exceptions and the reasons therefore shall be reported to the State Department of Education on or before July 1 of each year.

All course credit earned through examination by students in required curriculum areas shall be appropriately noted on the student's transcript and/or student record. Completion may be recorded with a letter grade or pass notation, credits earned by a student through examination in accordance with the provisions of 210:35-27-2 shall be transferable to or from any other school district within the State of Oklahoma in which the student was enrolled, is currently enrolled, or may be enrolled. Credit for units of secondary coursework in curriculum areas required for graduation count toward meeting the requirements for the high school diploma.

Beginning with the 2015-2016 school year, all students shall be required to receive instruction in cardiopulmonary resuscitation (CPR) and the awareness of the purpose of an automated external defibrillator at least once between ninth grade and high school graduation. A school administrator may waive this requirement for an eligible student who has a disability. A student may also be excused from this requirement if a parent or guardian of the student objects in writing.

Students are required to complete an assessment in order to graduate with a standard diploma. The assessment required will be one that is required or has been required by the Oklahoma School Testing Program or an alternate assessment as approved by the superintendent. The highest-achieved score on the assessment and any business and industry-recognized endorsements attained will be reflected on the student's transcript.

Beginning with ninth graders in the 2021-2022 school year, in order to graduate from a public high school accredited by the State Board of Education, students

shall pass the United States naturalization test. The United States naturalization test shall be provided at least once per school year, beginning as early as eighth grade. Students may retake the exam upon request and as often as desired until earning a passing score. A passing score shall be 60 out of 100 questions. The district shall exempt students with disabilities whose individualized education program (IEP), consistent with state law, indicates that the student is to be assessed with alternative achievement standards through the Oklahoma Alternative Assessment Program (OAAP).

Students shall be allowed to earn released time elective credit in accordance with state law and the Oklahoma Accreditation Standards.

Guidance and Counseling

The counselor at Comanche High School helps direct students on their path to success academically, emotionally, and socially. The counselor is also available for personal counseling sessions as well, if a student has the need. Many times this can help a new student settle into the new environment, or help a student decide which course is best for them to take for their college prep. The counselor is always available to guide students and help them through academic, emotional, or social difficulties.

Hall and Classroom Expectations

Students are expected to be prompt to class and in their seats when the tardy bell rings. The teacher determines when class has concluded, not the dismissal notification. All non essential items should be left in your locker, Students are not allowed to leave the classroom without a written pass from the teacher which states the destination of the student, the time excused, and the teachers initials. Running and shouting are not allowed in the hallways.

Health and Wellness

The health and wellness policies can be found on the school website under the district tab, under the nutrition link at cpsok.org. Questions pertaining to athletics

can be found in the Indian Parent-Student Athletic Handbook.

Honor Roll

In order to qualify for the superintendent's honor roll, a student must make straight A's, 90 percent or above in each class. For the principal's honor roll, a student will earn all A's and or B's, 80 percent and above in each class.

Immunizations

Oklahoma State Law requires the immunization against certain diseases of all students attending public schools. The law requires that parents/guardians of all minor children in grades kindergarten through twelve present a certificate of required immunizations upon school entry.

Inclement Weather

In the event that inclement weather necessitates a closing, Comanche Public Schools will utilize the school app to notify students, parents, and staff. Local television and radio stations will be notified to report on any closings as well when applicable. Facebook and X will also be used as a platform for notifications.

In the event that an inclement weather closing needs to occur after the start of a school day, parents will be notified by our school app, the Comanche High School Facebook page, and X. Busses will run early for those students that need it and all others will be picked up, or allowed to leave.

In-School Suspension

In-School Suspension (ISS) is a form of social discipline that allows the student to remain at school and better maintain their academic standing. Students may be assigned ISS for a number of reasons including, but not limited to the following: discipline issues, mischievous behavior, not completing classwork, etc. The principal will have the final say as to whether students will be assigned ISS. Students will be required to follow all rules set forth by the ISS teacher. If the student fails to follow the rules, they may be assigned another day, or if the behavior is habitual the student may receive out-of-school suspension.

Leaving School/ Open Campus

When a student arrives at school, they are not allowed to leave until their academic day is complete or by permission of the school and parent. Such permission during school hours shall be given only in cases of VoTech, Concurrent Enrollment, High School Open Lunch, Senior Internship, illness, or upon personal request of the guardian if within the discretion of the principal or designee.

Parents or guardians must sign a student out through the office if they make a request. The student must sign out and into school through the main office. Students leaving school without permission of school authorities will be considered truant.

Comanche high school students may participate in open campus for lunch and are expected to follow all traffic rules and abide by all local and state traffic laws. Failure to do so may result in revocation of open campus privileges for the remaining semester.

Lockers

Each student in the high school will be assigned a locker at the beginning of the year. The assigned locker number will be printed on the student's class schedule. The locker is a place for students to store their school and personal belongings during the school day. Lockers may be subject to a random check or search at any time if teachers and/or administrators deem it necessary. Students can provide their own lock for their locker if they choose. An extra key or lock combination must be on file with the office before a lock can be placed on a locker. **Never** store anything of value in a locker without a padlock. Comanche Public Schools will not be held accountable for student property that is lost or stolen.

Lost and Found

Students should make every effort to mark all personal belongings like coats, books, calculators, athletic equipment, and other school supplies that they bring to school. If a student loses an item they should notify the office of the lost item. If the item has been turned in to the office it will be returned to the student upon the item being identified.

Meningitis

Meningitis is a potentially severe or fatal disease caused by a bacteria, virus, or fungi causing inflammation of the tissues that cover the brain and spinal cord. Symptoms of meningitis may include fever, rash, headache, stiff neck, nausea, vomiting, and fatigue. Symptoms in infants may include irritability, lethargy, extreme fussiness, or refusal to eat. It is important to determine the cause of the meningitis for purposes of treatment and whether preventive treatment of persons who have had contact with respiratory fluids is needed. Since viral and bacterial meningitis often have similar symptoms, it is important to seek medical care immediately if you or your child has those symptoms.

Viral meningitis is the most common form of meningitis and can be caused by several different viruses. Approximately 90% of meningitis cases are viral meningitis. These viruses are typically spread from person-to-person through direct or indirect contact with fecal material, usually on unclean hands or contaminated environmental items. There is no specific treatment for viral meningitis, most patients will completely recover on their own with bed rest and plenty of fluids, however health care providers often will recommend medicine to relieve symptoms such as fever and headache.

National Honor Society

Students that maintain a 3.5 or above grade point average are eligible for membership in the NHS. **Students in NHS must be continuous, active members of at least 2 organizations or activities.** The following will count as 1 activity: band, choir, 2 sports (including cheer and pom), yearbook, academic team, FCCLA, Foreign Language Clubs, FFA, student council, or any other **approved** out of school service organization. For more detailed information about the NHS, students need to see the NHS sponsor, Mr. Anthony Alvarado.

Nine Weeks Exams

All students are required to demonstrate their proficiency in each subject by taking a nine weeks assessment in each subject area during the first and third nine weeks. Nine weeks exams differ from semester exams in that there are no exemptions for nine weeks exams. Nine Weeks exams count for one tenth of the semester average.

Oklahoma Honor Society

Membership in Oklahoma Honor Society is limited to the top 10% of the high school student body. Students who have grade averages for the current semester and previous semester of the preceding year in the top 10% will be awarded membership certificates.

Parent/Student/Teacher Compact

It is important that families and schools work together to help students achieve high academic standards. Through a process that included teachers, families, students, and community representatives, the following are agreed upon roles and responsibilities that we as partners will carry out and to support student success in school and in life.

As a **STUDENT**, I will keep my focus on what is important in meeting my goal of learning by: Assuming responsibility for their own actions.

- Respecting the authority of the teachers and school administrators.
- Cooperating in the development of good habits of behavior.
- Attending school daily and arriving on time.
- Coming to school well-groomed and dressed appropriately.
- Helping to keep all school property clean and free from unnecessary destruction.
- Respecting the rights of others.
- Keeping parents informed regarding school assemblies, supplies needed, academic status, and written information sent from the school to the home.
- Completing all in-class and homework assignments and meeting deadlines
- Volunteering information and cooperating with school staff in disciplinary cases.
- Be identified by his/her legal surname.

As a **PARENT/GUARDIAN**, I will support Comanche Public School programs and activities that give my child the optimum opportunity for learning by:

- Calling the school each day a student is absent.
- Giving doctor notes to the office on the day a student returns to school from a doctor visit. Assuming major responsibility for helping their children develop good habits of behavior. Recognizing and helping their children understand that the teacher assumes the role of the parent while their children are at school.
- Teaching their children respect for property and the rights of others.
- Speaking positively about the school and education in front of their children.
- Assisting their children to come to school well-groomed and appropriately dressed.
- Sending their children to school regularly and on time.
- Informing the office at the earliest possible time in cases of extended illness. (A doctor's statement is required for such cases.)
- Providing necessary school supplies for their children to be able to perform classroom work. Discussing daily work assignments and report cards with their children in a constructive manner. Keeping in close contact with the school to ensure good communication.
- Attending requested parent conferences.

As a **PRINCIPAL** of Comanche High School I will:

- Establish a school climate for learning, which is conducive to good teacher performance and maximum student growth.
- Implement a positive discipline framework for all students using the Code of Student Conduct as a reference point.
- Strive to assist students to perform in a socially acceptable manner. Serve as the leader for the instructional program.
- Work to assure that physical surroundings are conducive to a learning environment. Manage human and physical resources in a manner that supports the overall goals of the educational program.
- Appear at school in a well-groomed and appropriately dressed manner.

As a **TEACHER**, I will provide your child with every opportunity to learn and grow by:

- Providing an effective program of instruction.
- Maintaining an atmosphere conducive to learning.
- Serving as a model for students by showing respect for themselves, their students, parents, and other school personnel.
- Being in regular attendance and on time.

- Maintaining close contact with parents regarding their child's progress.
- Maintaining a well-groomed appearance and dress appropriately to serve as a role model for students.
- Indicating a genuine interest and concern for the welfare of the students.
- Assisting students in every possible way to follow the rules of expected behavior.
- Teaching students responsibility for their actions by enforcing the rules of conduct, and discipline fairly and appropriately to those students who violate these rules.
- Recognizing the growth, success, and achievement of students.
- Recognizing that I am required by law to report any suspected cases of child abuse to the proper authorities.

Prohibition of Race and Sexual Discrimination

The following concepts may not be taught to students, included in curriculum or instructional materials, included in employee professional development, or included in diversity, equity or inclusion plans:

1. one race or sex is inherently superior to another race or sex,
2. an individual, by virtue of his or her race or sex, is inherently racist, sexist or oppressive, whether consciously or unconsciously,
3. an individual should be discriminated against or receive adverse treatment solely or partly because of his or her race or sex,
4. members of one race or sex cannot and should not attempt to treat others without respect to race or sex,
5. an individual's moral character is necessarily determined by his or her race or sex,
6. an individual, by virtue of his or her race or sex, bears responsibility for actions committed in the past by other members of the same race or sex,
7. any individual should feel discomfort, guilt, anguish or any other form of psychological distress on account of his or her race or sex, or
8. meritocracy or traits such as a hard work ethic are racist or sexist or were created by members of a particular race to oppress members of another race.

If a violation occurs, a person may file a complaint by completing, signing and turning in the district complaint form to Mr. Schreiner, High School Principal, at 580-439-2933 or jasonschreiner@cpsok.org.

Prom

The prom is an annual event in which the Junior class entertains and honors the Senior class each year. The Junior class, their sponsors, and parents are the hosts of the prom and banquet. The Junior class is responsible for selecting a theme and organizing the event.

Prom Attendance

Comanche Public School Juniors and Seniors may bring dates to the prom. If the date does not currently attend Comanche Public School, Out Of Town requests must be picked up from the front office, filled out in entirety, and submitted to the principal for approval. All Junior and Senior dates must be in at least 9th grade, but not over the age of 20. Guests that are 21 years of age are not allowed to attend.

Pupil-Dangerous/ Weapons-Dangerous/ Substance-Electronic Devices

The superintendent, principal, or teacher of any public school in the state of Oklahoma, upon reasonable suspicion, shall have the authority to detain and search or authorize the search, of any pupil or property in the possession of the pupil, when said pupil is on any school premises or while in transit under the authority of the school, or while attending any function sponsored or authorized by the school, for dangerous weapons or controlled dangerous substances, as identified in the Dangerous Substances Act of the Oklahoma Statutes, electronic paging devices or for missing or stolen property if said property be reasonably suspected to have been taken from a pupil, a school employee of the school during school activities. The search shall be conducted by a person of the same sex as the person being searched and shall be witnessed by at least one other authorized person, said person to be of the same sex if practicable. The extent of any search conducted pursuant to this section shall be reasonably related to the objective of the search and not excessively intrusive in light of the age and sex of the student and the nature of the infraction. In no event shall a strip search of a student be allowed. No student's clothing, except cold weather outerwear, shall be removed prior to or during the conduct of any warrantless search. The superintendent, principal, or teacher searching or authorizing the search shall have authority to detain the pupil to be

searched and to preserve any dangerous weapons or, controlled dangerous substances, intoxicating beverages, low-point beer, electronic paging device, cellular telephone, or missing or stolen property that might be in their possession including the authority to authorize any other persons they deem necessary to restrain such pupil or to preserve any dangerous weapons or, controlled dangerous substances, intoxicating beverages or missing or stolen property.

Any pupil found to be in possession of dangerous weapons or controlled dangerous substances, intoxicating beverages, low-point beer, electronic paging device, cellular telephone, or missing or stolen property may be suspended by the superintendent or principal for a period not to exceed the current school semester and the succeeding semester. Any such suspension may be appealed to the board of education of the school district.

Search and Seizures

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

Semester Exam Exemptions

Students with perfect or exemplary attendance for the entire year, calculated by semester, are eligible for exemptions on the semester exam. Exemptions are granted on a class by class basis and absences for funerals or school sponsored activities including college days are not calculated in the number of absences. All other absences including suspensions will count against the semester exam exemption.

Students are exempt if they fit into one of the following scenarios:

- Grade of C with 1 or fewer absences
- Grade of B with 2 or fewer absences
- Grade of A with 3 or fewer absences

Students must be enrolled in Comanche Public School for the entire year to be eligible for semester exemptions. Every three tardies equal an absence and will count against semester exam exemptions.

Semester Exams

Semester exams will be given at the end of each semester. These assessments shall reflect instruction that has been given throughout the semester. All students in grades 9-12 are required to take semester tests unless they qualify for an exemption. Each semester exam will count for one fifth of the semester grade.

Staff Members and Electronic or Digital Communications

The Superintendent and the School Principals will annually remind staff members and orient new staff members concerning the importance of maintaining proper decorum in the online, digital world as well as in person. Employees must conduct themselves in ways that do not distract from or disrupt the educational process. The orientation and reminders will give special emphasis to the following prohibited behaviors:

- Improper fraternization with students using electronic or digital communication.
- Teachers may not list current students as "friends" on networking sites.
- All contacts with students should be through the district's school-approved platform
- improper private contact via electronic or digital communication e-mail or phone is prohibited.
- Inappropriateness of posting items with sexual content.
- Inappropriateness of posting items exhibiting or advocating use of drugs and alcohol.
- Monitoring and penalties for improper use of district computers and technology.
- Inappropriate social media posts that do not reflect professionalism and reflect negatively upon the district.

As per state law, employees are discouraged from sharing content or comments containing the following when directed at a citizen of the State of Oklahoma:

Obscene sexual content or links to obscene sexual content;

- Abusive behavior and bullying language or tone;
- Conduct or encouragement of illegal activity; and
- Disclosure of any information required to be maintained as confidential by law, regulation, or internal policy.

"Social networking or "social media" means interaction with external websites or services based upon participant contributions to the content. Types of social media include social and professional networks, blogs, micro blogs, video or phone sharing and social bookmarking; and

"Comment" means a response to an article or social media content submitted by a commenter.

The Superintendent or designees will periodically conduct internet searches to see if teachers have posted inappropriate materials online. When inappropriate use of computers and websites is discovered, the School Principals and Superintendent will download the offensive material and promptly bring that misconduct to the attention of the school district's legal counsel for review.

The board of education shall designate school-approved platforms. The administration shall publish school-approved platforms on the district's website and in student or staff handbooks.

Comanche Designated School Communication Platforms

1. Google Classroom and school-associated email
2. Rooms Platform through Aptegy

Student Council

Student Council helps share students' ideas, interests, and concerns with teachers and school administrators. They often help to raise funds for school-wide activities, including social events, community projects, and school reform.

Student Health

Every student has the potential for having an illness, injury, or condition that may

require special attention. It is essential for parents and students to keep school staff informed of any condition that may manifest itself in the form of physical effects. Examples include, but are not limited to fainting, seizures, blackouts, or any other condition that would be important for the staff to be aware of. Such conditions may create some embarrassment for the student, but they can also be potentially life threatening if staff is not made aware.

If students become ill, or are injured while at school, they should be sent to the office, if they are physically able, or the teacher will notify the principal of the situation. Every effort will be made to contact a parent or guardian to come and get the child. All accidents involving students at school should be reported promptly. Accident reports will be filled out for all accidents that happen on school property that involve students. The teacher that was in charge when the injury occurred will complete the form on the same day as the incident. This form will be given to the building principal.

Student Parking

All students legal to operate a motor vehicle under Oklahoma law must park in the parking lot located South and West of the High School. Students are not allowed to park in front of the Ag building. All vehicles are to be parked forward and may not be backed into a parking spot. It is the responsibility of the student to ensure that these rules are being followed. All student vehicles are subject to search.

Students who are enrolled in VoTech or concurrently in on-campus classes may drive their own vehicles, if they provide copies of their valid driver's license, insurance verification and a signed parental permission form. Permission may be obtained from the office for the student to use such a vehicle.

Students will **NOT** be permitted to sit in cars at any time during the school day.

Students are **NOT** permitted to get into any vehicle during the regular school day without permission except for open campus lunch periods.

Cars should be locked at all times.

While driving in the school parking lot students will obey the five-mile-per-hour speed limit and will give right-of-way to all pedestrians and school vehicles. This

includes the parking area at the sporting complexes when Comanche Public School is holding extracurricular activities.

Loud and inappropriate music is prohibited on and around the grounds of Comanche Public Schools. Abuse will result in loss of driving privileges.

Further violations will result in referral to the Police Department.

Student Transfers

Students who do not reside in the Comanche School district may apply for open transfer throughout the course of the school year on a first come first serve basis. Transfer applications can be found on the school website. Consistent with board policy FE some transfers may not be granted on the basis of availability, staffing, space, discipline, and adjudication.

Transfers can be denied for the following reasons:

Capacity:

Districts can deny transfers if accepting the student would exceed the district's established capacity for a particular grade level or school site.

Discipline:

A student's disciplinary record can be a reason for denial, especially if the record indicates a pattern of behavior that violates school policies.

Attendance:

A history of excessive absences (ten or more unexcused absences in a semester) can also lead to a denial of a transfer request.

Suspension Absences

Absences due to disciplinary suspension will count against the semester exam exemption.

Suspension for Possession of a Firearm

Firearm possession shall result in expulsion from school for a period of one calendar year. The term firearm means any weapon which will, or is designed to, or may readily be converted, to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, or any firearm muffler or silencer, or any destructive device. No distinction is allowed for loaded or unloaded firearms. For purposes of this section, the term "Firearm" shall mean and include all weapons defined by 18 U.S.S., Section 921. The superintendent may recommend this expulsion requirement be modified on a case-by-case basis under this policy.

Tardies

Students are expected to be in their seats when the bell rings to start the period.

Any student tardy to any class will be issued an unexcused tardy unless documentation is received by administration to note otherwise. This includes teacher documentation for times when students are detained and late to the following class. A student more than 30 minutes tardy to a class will be considered absent and the excused/unexcused absence policy will be in effect. Three tardies equal one absences and will be counted against the semester exam exemption.

3rd Tardy: Mandatory after school detention or Saturday School

Verbal documentation of unexcused absence

4th- 6th Tardy: One Saturday School Written documentation of unexcused absence
Lunch privileges revoked for the remaining nine weeks and
applied to each additional tardy.

7th- 9th Tardy: One day of ISS Charges will be filed in pursuant to title 10 O.S§ 10-105(D) upon receipt of ninth tardy.

10th- 12th Tardy: One Day Out-of-School Suspension Charges will be filed in pursuant to title 10 O.S§ 10-105 (D) upon receipt of twelfth tardy.

12th and 15th Tardy: Three Days Out-of-School Suspension Charges will be filed in pursuant to title 10 O.S§ 10-105 (D) upon receipt of the fifteenth tardy.

16th Tardy: Five Days Out-of-School Suspension Recommendation for long term suspension with a formal hearing to be held. Charges will be filed pursuant to title 10 O.S. § 10-105 (D).

Telephones

All classroom and office phones used in the district are for business use and should only be used as such unless there is an emergency. Students may be allowed to use classroom phones in the presence of that teacher with their permission. Students are not allowed to use phones.

Ten Day Activity Rule

Students involved in school sponsored activities must abide by the rules set by OSSAA and State Board Of Education. The total number of student activity absences allowed from any one class period shall be ten (10). Once a student has had ten activity absences from any one class period, the student must be reported to the principal's office for consideration for further absences.

Tobacco Use Prohibited

The Comanche Public School Board recognizes that the use of tobacco has been shown to be linked to illnesses and disabilities and that the federal and state law prohibits smoking in any indoor facility, or other grounds thereof, which is used to provide educational services to children.

Therefore, smoking, chewing or any other use of tobacco by staff, students, and members of the public is prohibited on, in or upon any school property at all times. This prohibition extends twenty-fours per day, seven days a week, three hundred sixty-five days a year.

1. "School property" is defined as all property owned, leased, rented, or otherwise used by any school in the district including but limited to the following:
 - a. All interior portions of any building or other structure used for instruction, administration, support services, maintenance, or storage. The term shall not apply to buildings used as residencies, i.e., teacher housing.
 - b. All school grounds over which the school exercises control including areas surrounding any building, playgrounds, athletic fields, recreational areas, and parking areas.
 - c. All vehicles used by the district for transporting students, staff,

visitors, or other persons.

2. “Tobacco” is defined as cigarettes, cigars, pipe tobacco, snuff, chewing tobacco, and all other kinds and forms of tobacco prepared in such a manner to be suitable for chewing, smoking or both, and includes cloves or any other product packaged for smoking.
3. “Use” is defined as lighting, chewing, inhaling, or smoking any tobacco as defined within this policy.
4. “Staff” includes, but is not limited to, full-time, part-time, and contract employees.

Signs will be used in prominent places on school property to notify the public that smoking or other use of tobacco products is prohibited. Employees and patrons shall refrain from the use of tobacco.

Students are also prohibited from possessing tobacco products on, in or upon any school property. If students are found to be carrying cigarettes or any other tobacco product, the tobacco product must be confiscated.

Employees are warned that violation of this policy may lead to dismissal action. Patrons who violate this policy will be asked to leave the school premises. Students violating this policy will be disciplined.

REFERENCE: 21 O.S.1247

63 O.S. 1-1522, et seq.

20 U.S.C. 6083

Unexcused Absences

Students and parents should realize and understand that unexcused absences will have a serious effect on the student’s grade. Unexcused absences are given when no note is brought by the student or there has been no contact with the parent on the day of the absence. **Assignments may be made up at the discretion of the teacher.** The teacher may require completion of all assigned work to insure the student understands the subject material with no credit given.

Comanche Public Schools maintains a truancy policy consistent with the requirements of Title 10 O.S§ 10-105 (D).

Once a student has accumulated three (3) unexcused absences during a school year, the parent must be warned orally or in writing in compliance with Oklahoma’s compulsory attendance law.

Thereafter, if the student continues to accrue unexcused absences charges

will then be filed pursuant to Title 10 O.S§ 10-105 (D).

Reasons for an unexcused absence include:

- Family Vacation
- Child Care Situations
- Non-School Related Activities
- Personal Transportation Situations
- Any absence in which the parent has not been made aware of has prior knowledge of.
- Other reasons unacceptable to the principal or his designee.

Note: Students attending Comanche Public Schools shall be in attendance a minimum of ninety percent (90%) of the instructional time scheduled for that grade and make satisfactory academic progress in order to be unconditionally recommended for promotion to the next grade. All absences (excused and unexcused) shall be included in the calculation of the 90% attendance minimum except those excused absences for religious holidays, participation in a military funeral honors ceremony, or extracurricular activities that do not exceed the maximum number allowed. These absences shall not be counted for the purpose of determining a student's eligibility for promotion or revocation of transfer. The maximum number of absences for activities, whether sponsored by the school or outside agency/organization, which removes any student from the classroom shall be ten for any one class period of each school year. Excluded from this number are state and national levels of school-sponsored contests.

All absences must have a written or verbal explanation provided by the parent/guardian within 48 hours of the student's return to school. An absence for which no acceptable explanation is received shall be deemed unexcused.

Administration shall review all students' attendance records reflecting absenteeism in excess of 10% of the scheduled instructional time and shall make a determination, after such review, regarding a recommendation for retention based thereon.

Parents/guardians shall be notified, in writing, of any recommendation for retention (non promotion) or revocation of transfer due to excessive absenteeism (absences exceeding 10% of the scheduled instructional time). Retention/revocation of transfer actions due to excessive absenteeism may be appealed by the parent/guardian.

Valedictorian and Salutatorian

Each year for the seniors, the valedictorian(s) and salutatorian(s) will be determined by grade point, including all four years of high school beginning with the freshman year and ending with their senior year. The criteria for Valedictorian(s) will be the senior having the highest grade point average. (AP courses and higher levels of math and science will earn a higher weight based on a 5.0 scale). All seniors with at least a 4.0 GPA or higher will be considered as Co-Valedictorians. The Salutatorian will be the student with the second highest grade point average. Honor students will be students that have earned a GPA above 3.5. All ties will be honored **A student must be a student of Comanche High School for the last three consecutive semesters to be Valedictorian or Salutatorian.

Weekly Eligibility

Students must be in attendance 90 percent of the time. Those who have failed one class during the week shall be placed on probation for the following week. If the student fails a class during the week of probation, that student shall not be allowed to participate in any extracurricular activities during the following week thereafter until the grades are satisfactory. Each Friday, teachers shall report to the principal a list of all students who are failing their classes.

Below are the activities that require eligibility to be met in order to compete:

Football Basketball
Track Cross Country
FFA Stock Shows Softball
Music/ Band Contests FFA Jackpot Shows
FFA Contests Basketball Clinics
Speech Contests Cheerleading
FFA State Convention Student Council
Baseball Wrestling

Withdrawal From School

When a student withdraws from Comanche Public School, they should follow the following procedure:

1. Notify instructors at least 24 hours in advance so grades may be compiled.
2. On the morning of the last day of attendance, get a withdrawal slip from the office.
3. Return all textbooks and library books, complete any other requirement set forth by the school and have the withdrawal slip signed by the instructor.
4. Return the withdrawal slip to the office for signature. A copy of this slip is kept by the office; the original is given to the student to present to the new school.

Workload

All students must be enrolled as a full time student. Those who are participating in concurrent enrollment or early college high school must not exceed 19 credit hours.