

Parent / Student Handbook

2025-2026

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Belief Statement for Sharon-Mutual Schools

Sharon-Mutual Public Schools believe all Sharon-Mutual students should be life-long learners who will be hard-working, responsible, productive members, possessing skills to be successful in whatever they pursue.

Philosophy of Sharon-Mutual Public Schools

Our democratic form of government and our way of life depend upon how well the public schools educate our students and train them for responsible citizenship. This is the purpose for which the system of free public schools exists.

Inherent in our philosophy of life in the United States is the belief that all members of society shall lead productive lives. As such, education, either directly or indirectly, is geared to this goal. Because our heritage has developed the idea that work is an integral part of our lives, education strives to implement this idea so that our way of life will be perpetuated through individual access.

The basic foundation of our educational system rests in the principles set forth in our country's and our state's constitutions; therefore, our function in the Sharon-Mutual Public Schools is to provide the opportunity for each student to develop the skills and attitudes which will promote these ideals. To achieve this end, the school will attempt to foster adequate emotional stability, intellectual understanding, physical development, and social competence.

The school will take its place beside the home and the church in helping each child establish standards by which he or she may live and develop those qualities and attitudes that will enrich and strengthen his or her life.

Education Goals

The Sharon-Mutual Board of Education establishes the following education goals for the public schools in this district:

1. The goals and objectives of education are to assist all students to develop a way of life that will

provide personal satisfaction and allow them to be productive citizens. 2. The board believes that the individual student should be the focal point of education. 3. The board believes that the positive interaction between teacher and students is a significant

factor in the daily educational progress. 4. The board believes parents and other caregivers are an essential part of the learning

environment. 5. The board believes that the function of the school is to provide an environment in which the student is exposed to learning experiences that contribute to proper development of the student as an individual and as a member of society.

Sharon-Mutual Public Schools

Mascot: Trojans

Colors: Red, White, & Blue

School Song

Cheers, cheers for SMHS
We are the school we know is the best
To our colors red, white, and blue
We pledge that we will always be true
Trojans marching heads all held high
Onward and upward head for the sky
Our school spirit to do or die
Onward to victory
Rah, Rah, Rah



Acquired Immune Deficiency Syndrome

PURPOSE: The Board of Education believes that its primary responsibility is to provide the opportunity for an education to each school-age child who resides within the district and who is qualified under Oklahoma law to attend school.

It is the policy of this Board of Education that students who have contracted A.I.D.S. will not be denied educational opportunities. The placement of students with A.I.D.S. within the school system will depend upon the student's needs and the school's capabilities. Students who have been verified by the Oklahoma Department of Public Health, the school physician, or a private physician as having contracted A.I.D.S. will be placed in the school's handicapped program provided that the student meets additional requirements under Public Law 94-142, or will be enrolled according to procedures established by the Superintendent. The Superintendent is directed to prepare regulations and/or procedures which support this policy.

REGULATION: In accordance with the policy of the Board of Education, this regulation shall govern the placement of students infected with the Human Immune deficiency Virus (HIV) which can result in Acquired Immune Deficiency Syndrome (A.I.D.S.), and its related illnesses.

The knowledge that a student of this school district is afflicted with A.I.D.S. may arise from different sources. If a student or the student's parents or guardian advises a member of the staff that the student has A.I.D.S. or is suspected of having A.I.D.S., the staff member will report that information immediately to the Superintendent.

If the student or any person other than a student's parents or guardian reports that a student has or is suspected of having A.I.D.S., the Superintendent will meet with the student's parents or guardian as soon as possible. The Superintendent will determine if the parents/guardian have knowledge of the student's infection and, if not, whether further medical examination is desired. If the Superintendent confirms that the student is infected with A.I.D.S., the Superintendent will report the student's illness to the Oklahoma Department of Public Health.

When a student is confirmed as being infected with A.I.D.S., the Superintendent will discuss the educational options of the student with a Health Review Committee composed of the parents, the student's physician, public health personnel, and school personnel. School personnel may include the Superintendent or the Superintendent's designee, and, for elementary students, the home room or grade teacher. The Health Review Committee shall make recommendations for educational placement after weighing the risks and benefits to both the infected child and to others in the educational setting. If the Health Review Committee determines that the condition of the student warrants the child being classified as a "Handicapped Child" in need of Special Education and related services under Public Law 94-142, then the district shall convene a Special Education Placement team to devise an Individual Educational Placement for the child.

The Health Review Committee will determine if the student's health poses an immediate and present danger to the student, the school staff, or other students if the infected student is placed in a regular classroom environment. If the Health Review Committee determines that such a danger is present, the Superintendent will offer homebound instruction to the student under the school's homebound instruction program. A student with A.I.D.S. may be temporarily removed from the classroom by the school

Superintendent if and when communicable diseases are occurring in the school population in order to protect the infected student from extraordinary risk.

If the Health Review Committee determines that the student's health does not pose an immediate danger to the student, school staff, or other students, the Health Review Committee will be requested to conduct a monthly evaluation of the infected student's progress or a more frequent evaluation as circumstances warrant.

Areas of Prohibited Student Conduct

Any conduct which causes or which creates a reasonable likelihood that it will cause a disruption in or interferes with any school function, activity, or purpose or that interferes or creates a reasonable likelihood that it will interfere with the health, safety or well-being, or the rights of other students or school personnel is prohibited. The preceding statement is a general standard that should be used as a guide by all students. Not all acts of misconduct can be itemized in this list, but the following is an enumeration of some of the main areas of conduct which may lead to disciplinary action, including possible expulsion from the school:

1. Stealing, causing damage to, or destroying school property or private property if done on school grounds or during a school function or event.
2. Causing or attempting to cause physical injury or harm to any student, teacher, school employee, or visitor on school grounds or during a school function or event.
3. Threatening or intimidating any student, teacher, school employee, or visitor.
4. Interfering with school purposes or with the orderly operation of the school by using, threatening to use, or counseling other persons to use violence, force, coercion, threats, intimidation, fear, or disruptive means including engaging in any obscene or immoral acts of behavior or using obscene or abusive language.
5. Possessing, using, or transmitting any object that in fact, or under the circumstances, can reasonably be considered to constitute a dangerous weapon (knives, guns, etc.)
6. ALCOHOL/DRUGS--The use or possession of alcohol or drugs in any form, unless it is dispensed by a doctor's prescription, on school grounds or school sponsored activities at any time is prohibited.
7. TOBACCO/VAPING--The use or possession of tobacco/vape by students at school, on school buses or any school sponsored activity is strictly prohibited. Upon the second infraction of this policy the student may be suspended by the principal.
8. All displays of affection are prohibited on the school grounds, school buses, or school sponsored activities.
9. Gambling on school premises or at school events is prohibited.
10. Involvement in any conduct on school premises or during a school function or event which violates local, state, or federal law, where such conduct or the likelihood of engaging in such conduct poses a clear and present danger to the health, welfare, or safety of other students, teachers, school employees, or visitors.
11. Refusal or failure to comply with state and local attendance laws, including, but not limited to, truancy from specific classes and tardiness to school in general or to specific classes.
12. Willful failure to comply with directions of teachers, student teachers, school aides, bus drivers, principals, or other authorized school personnel.

13. Repeated violation of any rules or regulations governing student conduct.
14. Participating in any activity which disrupts or interferes with, or is likely to disrupt or interfere with, any school function, activity, or purpose, to include radios, cell phones, compact disc players, electronic games and other similar paraphernalia.
15. Dressing or grooming in a manner which presents a clear and present danger to a student's health and safety, or in a manner which causes an interference with school work or which creates a classroom or school disruption.
16. Repeated failure to make satisfactory advancement toward accomplishing the prescribed goals and objectives for the course and/or school in which the student is enrolled.
17. The principal shall have the authority to detain and authorize the search for dangerous weapons, controlled dangerous substances, non-intoxicating beverages or alcoholic beverages when reasonable cause exists to warrant such detention or search of any student or students on any school premises or while in transit under the authority of the school, or at any function sponsored or authorized by the school. The search shall be conducted by a person of the same sex as the person being searched.
18. Firearms of any caliber or type will not be permitted on school grounds or in vehicles.
19. Interfering with school purposes or with the orderly operation of the educational process including inhibiting a student's ability to verbally communicate.
20. Willfully giving misinformation by commission (lying) or omission (misinforming by remaining silent.)

Assemblies

At assemblies, mature, responsible students will show their consideration for the speaker or performer by giving their undivided attention, thus showing their pride in Sharon-Mutual Schools. By demonstrating their maturity, responsibility, and consideration in these and other ways, the students of SMHS show both self-respect and school pride.

Attendance and Tardiness Policy

The Sharon-Mutual Board of Education believes that in order to realize their fullest potential and be prepared for the workforce, students must be in school as often as possible. We also understand that there are times when students must miss school just as any person in the workforce will have unavoidable circumstances. In order to ensure that our students will be Citizen, Workforce, College or Career ready, the following procedures will be maintained by the school district. Attendance is broken down into three categories:

Excused absences : An absence is excused when the school has been contacted by the parent or guardian concerning any amount of school missed on a given day.

Unexcused absences : An absence is **un**excused when the school has **not** been notified by the parent or guardian of any amount of school missed on a given day.

Activity Absences : An activity absence is one in which a student is absent because they are with a school organization or group. The student will be allowed to be absent from the classroom for a maximum of ten days per semester to participate in activities sponsored by the school.

Junior High (7-8) Attendance:

Junior High attendance will be calculated by class periods missed. Students may not have missed more than 10 absences for any given class period.

Elementary Attendance:

Elementary attendance will be calculated by half days. Students may not have more than 10 absences per semester.

Junior High Tardies:

1. Sometimes there are excused tardies that require no action. Ex. speaking with a teacher after class. This will be determined by the classroom teacher.
2. 3 unexcused tardies will equal 1 unexcused absence. A student who accumulates additional tardies in any given hour may be subject to further disciplinary action.
3. A student entering class 10 minutes or less after the bell has sounded is tardy. Anything after 10 minutes will be considered an absence.

High School Tardies:

Once a student reaches 3 tardies for a given class meeting, 1 hour will be taken off of their overall attendance for the semester and will count as an absence. Additional tardies may be subject to further disciplinary action.

High School Semester Attendance:

Activity absences will not factor into total hours.

High School attendance will be calculated by class periods missed. Students may not have more than 10 absences for any given class period.

Anyone who violates the semester attendance policy of over 10 absences will receive "did not meet the minimum attendance standard" placed on their transcript for the semester unless they appeal to the committee and their appeal is granted. (see below)

Any student who exceeds the 10 day limit per class may appeal to the school board on a case by case basis for reinstatement of credit. Consideration will be given as to the reason for the absences, as well as to the attempts by parents to minimize the absenteeism.

VIRTUAL ATTENDANCE:

:

Students may attend their classes virtually through an online meeting service set up by their teacher(s) when warranted. Students attending virtually will be held to the same standards as a student attending physically. Student handbook and classroom rules, policies, and procedures extend to the virtual environment. All assignments are due on time. No extra time will be allotted, with exception by administration and teacher. The virtual learning environment is intended to be an extension of the physical classroom and treated similarly.

ALLOWED ATTENDANCE:

1. Sick - Covid-related absence, contagious illness, fever, etc.

2. Mentally incapable of attending a physical classroom
3. Other attendance approved by administration

TEACHER RESPONSIBILITIES:

1. Open the virtual classroom on time following the bell schedule
2. Keep the virtual classroom open for at least ten minutes to allow students to gain access
3. Ensure students have all digital materials necessary
4. Notify students/guardians if unable to attend a virtual classroom or of an alternative option
5. Change attendance if student does not attend the virtual classroom

GUARDIAN RESPONSIBILITIES:

1. Contact appropriate school office prior to the first bell to notify of virtual attendance
2. Ensure students have an effective learning environment, including supplies
3. Ensure nothing inappropriate will appear in the student's video
4. If student will not be virtual all day, let staff know when the student will be virtual
5. If student does not have access to internet or reliable internet, contact the school office for assistance

STUDENT RESPONSIBILITIES:

1. On time to class based on the bell schedule
2. Have video on with face showing throughout the duration of the class period
3. Be attentive, participate and work
4. Be in a location feasible for learning (not in bed, in a car, etc.)
5. Stay in the virtual environment until released by the teacher
6. Be dressed appropriately, according to the school's dress code
7. Contact staff, teachers, or administrators as soon as possible if unable to attend

ABSENCES:

1. If staff is not contacted prior to the first bell, it is the discretion of administrators to determine if the student will be allowed to attend virtually or be counted absent
2. If a student does not attend the virtual class, he/she will be counted absent for whichever classes not attended
3. If a student does not attend fifty (50) percent or more of his/her virtual classes, it is the discretion of administrators to determine if the student will be counted absent for the entire day.
4. If a student is ten minutes late to class, the teacher will discontinue the virtual class and the student will be counted absent
5. If the student is not following school policy, not adhering to the virtual environment policy, being disruptive, etc. the student will be counted absent and could possibly face disciplinary action
6. If the teacher does not turn on the virtual classroom or is not available for virtual attendance, the student will not be counted absent

CONSEQUENCES:

1. Misbehavior in the virtual environment will be handled the same as in the physical classroom based on teacher class rules and student handbook policies
2. Continued misuse of virtual attendance will result in the student not being allowed virtual attendance in the future

Attendance/Activities Policy

Extracurricular activities are those activities that do not relate directly to the academic curriculum. Activities related to instruction will not be considered extracurricular if held during the scheduled class periods, but may be considered as extracurricular if it takes the student from other scheduled classes.

The maximum number of absences for activities, whether sponsored by the school or outside agency/organization, which removes a student from the classroom shall be ten (10) for any one class period of each school year. Any exceptions to this number, not covered by this policy, must be submitted, in writing, to the Internal Activities Review Committee. This committee shall make their recommendations to the Board of Education and they or their designated representative will make the decision to permit or refuse the request. The sponsors of each extracurricular activity should make every effort to schedule the event outside the regular framework of the school day. Sponsors or organizations conducting regularly scheduled meetings of students should schedule after school or on alternating periods.

Students must be aware of and schedule their yearly activities in clubs and organizations in such a way as to limit their absences to no more than ten (10) days or ten (10) class periods of any one class. The school administration may deny an excused absence to students after they have reached a ten (10) period limit, and may refuse the student further participation in the organization that requires absence from class.

Student shall be required to attend at least three hours of the school day in order to be eligible to participate in any extra-curricular activity on that day. Exceptions shall include:

1. Documented medical appointments
2. Funerals with obituary for documentation
3. Court-related issues with documentation
4. Prior arrangements may be made by the parent which may include extenuating circumstances at the discretion of administration.

All school activities not concerned under exemption:

1. Assemblies
2. Counseling Activities - in school or away
3. State and National levels of school sponsored contests (Sponsors of these contests must submit, in writing, the criteria for earning the right to represent the school at these activities or contests. These criteria should be presented at the beginning of the school year and give the approximate dates of the event. These activities or contests must be approved by the Board of Education for them to be considered an exception.)
4. Class Business - School Business
5. Testing
6. Field Trips
7. The school district shall excuse a student from attending school for the purpose of observing religious holy days by contacting the Principal one week in advance. A reasonable travel time will be allowed.

Bullying / Harassment

Threatening behavior is defined as an activity which portrays that another person, persons, or property may or will be harmed or killed. As used in the School Bullying Prevention Act, “harassment, intimidation, and bullying” means any gesture, written or verbal expression, or physical act that a reasonable person should know will harm another student, damage another student’s property, place another student in reasonable fear of harm to the student’s person or damage to the student’s property, or insult or demean any student or group of students in such a way as to disrupt or interfere with the school’s educational mission or the education of any student. Harassment, intimidation, and bullying include, but are not limited to, a gesture or written, verbal or physical act. Such behavior is specifically prohibited by board policy. Any student exhibiting threatening behavior either verbally, in written form, or by gesture toward another student or school personnel or others while under school supervision shall be subject to the following:

1. The student will be referred immediately to a site administrator or his/her designee for intervention.

2. The administrator will gather and evaluate incident information and either (a) document the incident and place the student on a five-day probationary period, or (b) implement the following intervention procedure:

a. The student may be subject to an immediate suspension from school.

b. The student’s parent(s)/guardian will be notified

c. A conference may be held with the parent(s)/guardian, student, school officials, and others as deemed necessary. (“Others” may include, but not be limited to, the following: Office of Juvenile Affairs, Department of Human Services, and Child Welfare.)

d. The student may be required to attend counseling with an appropriate counseling agency as determined by the school. The counseling agency would then make recommendations to the school concerning the student’s re-entry to school.

e. If suspended, a conference shall be held with the site school counselor, an administrator, and the student prior to the student’s re-entry to school. If it is determined that the student may not return to school, counseling or further counseling and or alternative placement may be implemented. The student will be re-evaluated at a later date as determined by the school.

Any student who has been previously disciplined for threatening behavior is subject to alternative placement or suspension of the offense is repeated. The alternative placement or suspension shall not exceed the remainder of the current semester and the succeeding semester. The administration will determine the discipline by evaluation each incident on a case-by-case basis. A site administrator shall file a report on any student disciplined under this policy and send the report to the Superintendent.

Bus Regulations

The safety of the passengers is our primary concern and riding the school bus is a student's privilege NOT a right; therefore any student who abuses this privilege will be subject to disciplinary action or expulsion from the bus route or expulsion from school. The bus driver is in charge and his instructions are to be followed by the students riding the bus. Bus conduct includes those areas addressed in Section V and the following:

BUS RIDER RULES:
PREVIOUS TO LOADING STUDENTS SHOULD:

1. Be on time at the designated school bus stops; keep the bus on schedule.
2. Stay off the road at all times while waiting for the bus.
3. Wait until the bus comes to a complete stop before attempting to enter.
4. Be careful in approaching bus stops.
5. DO NOT move toward the bus at the school loading zone until the bus has been brought to a complete stop.
6. Respect people and their property while waiting on the bus.
7. Receive proper school official authorization to be discharged at places other than your regular bus stop. WHILE ON THE BUS STUDENTS SHOULD:
8. Keep all parts of the body inside the bus.
9. Refrain from eating and drinking on the bus.
10. Refrain from the use of any form of tobacco, alcohol, or drugs.
11. Assist in keeping the bus safe and clean at all times.
12. Remember that loud talking and laughing or unnecessary confusion diverts the driver's attention and may result in a serious accident. (THE LIFE YOU SAVE MAY BE YOUR OWN.)
13. Treat bus equipment as you would valuable furniture in your home. Damage to seats, etc, must be paid for by the offender.
14. Never tamper with the bus or any of its equipment.
15. Maintain possession of books, lunches, or other articles and keep the aisle clear.
16. Help look after the safety and comfort of small children
17. DO NOT throw objects in or out of the bus.
18. Remain in your seats while the bus is in motion.
19. Refrain from horseplay and fighting on the school bus.
20. Be courteous to fellow pupils and the bus driver.
21. Remain quiet when approaching a railroad crossing stop.
22. Remain in the bus during road emergencies except when it may be hazardous to your safety.

AFTER LEAVING THE BUS STUDENTS SHOULD:

1. Go at least ten (10) feet in front of the bus, stop, check traffic, wait for bus driver's signal, then cross the road.
2. Go home immediately staying clear of traffic.
3. Help look after the safety and comfort of small children.

EXTRA CURRICULAR TRIPS:

1. These rules and regulations shall apply to all trips under school sponsorship.
2. Sponsors should be appointed by the school officials.
3. Student/Parent release form must be completed if student is not returning with group after extracurricular activity.

Cafeteria and Noontime

1. For sanitary reasons all eating by students will be done in the cafeteria (breakfast and noon meal).

2. Students will enter the cafeteria through the proper door. Students will line up properly along the south and west wall and file orderly by the people in charge of taking lunch money. "Cutting" in line or saving a space in the line is prohibited.

3. During the lunch period students will have two designated areas in which they must be:

I. Students will remain in the cafeteria until outside supervision is available at which time they may go to the designated area, but must remain in that area until classes resume. High School: Students are not to be around the main school building during lunch period because other classes will be in session nor are the students to be in the area between the school building and the front of the gym for the same reason.

II. Special arrangements can be made with the school Principal on special occasions for those students who have a health problem and require a special diet.

Closed Campus Policy and Other General Rules

For the safety and security of all Sharon-Mutual students, the elementary and high school campuses of Sharon-Mutual Schools shall be closed.

1. Upon arriving on school grounds or property, no student shall leave campus without direct permission from the Principal's Office, until school has been dismissed at the end of the day.
2. Parents/Guardians wishing to excuse their child from class must contact the principal's office via telephone, by written correspondence or in person. No student will be checked out of school without permission from the parent and the principal.
3. Any visitor to either of our schools must check in at the principal's office upon arrival at the campus.
4. Students will not be allowed to sit in their cars after arriving on the school grounds. No vehicle will be moved without the permission of the Principal or his designated representative.
5. Students will not be permitted to leave the school grounds prior to the end of their school day without the approval of the Principal or his designated representative.
6. Students attending Career-Tech may provide their own transportation upon completion of the required Career-Tech driving permit. Students may also ride the bus provided for transportation by the district.
7. Jr. High and Senior High students waiting to board the shuttle buses will assemble on the north side of the Elementary School. Once a student enters the school grounds, he or she will be required to ride the shuttle buses to the High School and may not leave the school grounds by any other means of transportation.
8. After school Junior High and Senior High students will not be allowed to drive their vehicles on the street west or north of the Elementary School until after all buses have left the elementary building.

'Wireless Telecommunications Policy for Sharon-Mutual

Pre-K thru 12th Grades

Students will not be allowed to possess cell phones, smart watches, or other digital communication devices during school hours. This will include but is not limited to bus transportation, school day hours, extracurricular activities, and dressing rooms.

School Day Procedures:

1. Students who ride the bus will turn the device into the bus driver when boarding the bus.
2. When arriving at school, the student will turn the device into the office and place their device in a numbered storage container. The device will remain in the container until leaving for athletics or leaving campus for the day.
3. When the student gets to athletics the student will turn the device into the coach and place it in a storage container to remain there until the student leaves campus.
4. Wireless communication devices will not be allowed in dressing rooms or restrooms at any time.

Extracurricular Procedures:

Students' possession of wireless devices will be left up to the sponsor depending on the various situations that the students are in throughout their time at the event.

Exceptions for situations involving a bona fide health or safety emergency will require permission from the building principal. This would require a written request from the student's parent or guardian and be determined on an individual basis.

Penalty for violation offenses:

1st offense: confiscate device till end school day, one-day of in school detention

2nd offense: confiscate device till the end of the day and two-days in school detention

3rd offense: confiscate device and five-days in school detention

4th offense: punishment will be determined by administration

Parents will be able to call the school and leave messages for their students and the messages will be given to students between classes.

The school is not responsible for lost, damaged, or stolen wireless telecommunication devices.

Parent Signature

Date

9. Once students arrive at their designated pickup point in the morning, they will ride the bus to their designated school in the morning and back to their designated drop-off point in the evening.
10. Students will be assigned lockers and all of the students' books, papers, etc. are to be stored there when not in use. Lockers are the property of the school district. Locker inspections will be made from time to time to ascertain that proper housekeeping procedures are being maintained.
11. Students are responsible for bringing all the necessary equipment and supplies to class.
12. Home baseball games during school hours: Students will either attend the game or go to designated study halls. Students who go to the game will remain there until the game is completed or until sent back by the Principal. The Principal will determine when and for which games students will be dismissed.
13. Home basketball games: Students who enter the gym and then leave will have to pay to re-enter. The main entrance of the gym is the only exit to be used unless otherwise indicated. Students who are not participating are prohibited from being in the locker rooms or the immediate locker area.
14. All pupils entering pre-kindergarten, kindergarten, first grade, or entering Sharon-Mutual School for the first time, must furnish birth certificate and Social Security number when they enroll. They are required to show that they have had inoculations for 5 DPT or DT, 2 MMR, 4 oral polio, 2 HepA, 3 HepB, 1 Varicella or parent's statement indicating the student has had the disease. If a student does not take inoculations the parents must have on file an exemption form. Pupils must be five years old by September 1 of the current year to enter kindergarten.
15. SENIOR TRIP POLICY:
    THE SENIOR TRIP IS NOT A FUNCTION OF SHARON-MUTUAL PUBLIC SCHOOLS
16. Junior/Senior class parents:
    a. The Junior and Senior classes may elect class parents.
    b. If class parents are elected, they will be invited to attend class meetings. These meetings will normally be conducted in the evening after school hours.
17. PROM - BANQUET - DANCES. The junior class is responsible for the banquet and prom honoring the graduating seniors. The banquet will be for members of the junior and senior classes, and their sponsors. The banquet may include faculty and school board members. All other persons must leave the premises following the promenade and pictures. The prom will include Sharon-Mutual juniors and seniors and their dates, plus Sharon-Mutual sophomores if they are a server, or a date of one of the juniors or seniors. The following rules and regulations have been approved by the School Board:
    a. The prom will be well chaperoned by the High School Principal and the class sponsors.
    b. Sponsors have the right to refuse entry to anyone.
    c. School dress code will be applied.
    d. All prom activities will cease by 12:00 midnight unless otherwise requested and cleared through the administration.
    e. Nonalcoholic beverages will be allowed.
    f. No smoking/vaping will be allowed in the buildings, including dates at the prom.
    g. All dances other than Prom will be considered for approval by the school board.
    h. Admission may be charged at all dances except the prom. The money will go to the activity sponsoring the dance.
    i. Dances will last no longer than 3 hours, nor past midnight. Persons should dress

according to the occasion. The prom will be formal. The other dances will be casual.

j. Students must remain at the dances. Once students leave the dance, they will not be allowed to re-enter under any circumstances.

k. There will be no alcoholic beverages or tobacco/vaping allowed.

l. There will be at least 4 adult sponsors. At least 2 will be school personnel, if the dance is school sponsored.

m. All dates must be of the opposite sex.

n. Misconduct will not be tolerated.

o. Everyone who enters the dances will have complete understanding of these rules.

Discipline: Listing of Offenses by Three Levels

Discipline regulations at the Sharon-Mutual Public Schools are based upon 0.S. 70-06-114 which reads: "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 or from the school or any other school function authorized by the school district or classroom presided over by the teacher." In summary, this code of conduct will be expected of the students at all activities, whether participating or observing, as well as in all classroom situations.

1. Offenses which will be handled by the classroom teacher or principal by either verbal reprimand or by detention on the premises for additional time:
    a. Violation of the dress code (Section VIII).
    b. Tardiness.
    c. Excessive talking or making loud or unusual noises in classroom or hallway.
    d. Inattention in class or diverting another student's attention in any manner.
    e. Running or scuffling in classrooms or hallway.
    f. Failure to hand in assigned work.
    g. Loitering.
    h. Eating candy or food or consuming soft drinks in any non-designated area.
    i. Leaning back in chair, scooting chair, chair against wall.
    j. Littering anywhere on school property.
    k. Failure to bring necessary supplies to class.
    l. Rudeness, impoliteness, or disrespect to another student.
    m. Any other comparable behavior not listed in Section VI-1.

2. Offenses for which the maximum penalty will be corporal punishment by the teacher or principal:
   Corporal punishment regulations at the Sharon-Mutual Public Schools are based upon O.S. 21-844 which reads: "Parents, teachers, and other persons are permitted to use ordinary force as a means of discipline, including but not limited to spanking, switching or paddling."
    a. Repeated violations of offenses listed in Section VI-1. These offenses must be documented .
    b. Talking back or showing disrespect in any manner to any staff member.
    c. Throwing any object, in any manner, on school property.
    d. Abusing or aggravating another person.
    e. Fighting.
    f. Use of profanity or other obscenities either verbally or graphically.
    g. Failure to meet demands of a staff member.
    h. Use or possession of tobacco/vape or vaping materials in any form.
    i. Truancy.
    j. Leaving school grounds or classroom without permission.
    k. Loitering in restroom and failure to use equipment properly.
    l. Public display of affection.
    m. Any other comparable behavior not mentioned in Section VI-2.

The following procedure will be used to administer corporal punishment:

a. Take the student(s) to the office at the next convenient time, so as not to leave other students unsupervised, or send for the principal.

b. Check the student file. Determine if there is any medical reason prohibiting corporal punishment.

c. Allow the student(s) to call home if he/she so desires, or if he/she refuses to take the corporal punishment.

- If the parents are reached, the principal will either discipline the student or begin due process procedures for suspension.
- If the parents are not reached, the student will remain in the principal's office. The principal will determine if the student will be sent back to class.

d. Corporal punishment - An administrator must always be present.

3. Offenses for which the maximum penalty will be suspension from either a class or from school entirely: The length of the suspension will be determined by the principal and only after due process has been complied with. Suspension regulations at Sharon-Mutual Public Schools are based upon O.S. 70-24-101 which reads, "Any pupil who is guilty of immorality or violation of the regulations of a public school may be suspended by the principal teacher of such school, which suspension shall not extend beyond the current school semester and the succeeding semester: provided, the pupil suspended shall have the right to appeal from the decision of such principal teacher to the board of education of the district, which shall, upon a full investigation of the matter, determine the guilt or innocence of the pupil and its decision shall be final.

a. Refusal to accept discipline on a lower trial. (Section VI-1,2)
b. Repeated violations that require discipline on a lower level.
c. Theft on the school grounds or on an activity.
d. Larceny or vandalism.
e. Refusing to obey or ignoring direct orders by any staff member.
f. Verbal assault.
g. Assault and battery.
h. Possession of a dangerous weapon.
i. The sale, use or possession of alcoholic beverages or illegal drugs or marijuana.
j. Extortion or blackmail.
k. Coercion of fellow students.
l. Reckless or careless operation of a vehicle anywhere on or adjacent to school property.
m. Abuse, malicious misuse, or ostensible destruction of school property.
n. Talking back or showing disrespect in any manner to an official of an athletic contest.
o. Any other comparable behavior not mentioned in Section VI-3.

Other Courses of Action

Any student who is guilty of immorality or violation of the regulations of the school may be disciplined in a manner consistent with the seriousness of the offense. The Superintendent, Principal, administrative personnel, any teacher, or any other person authorized to be in charge of a school function or event, including, but not limited to, bus drivers in the course of conveying students to and from school functions, are authorized to take such action in connection with student behavior as is reasonably desirable or necessary to promote the safe and efficient operation of the school system. Such action shall be taken to help any student, to further school purposes, or to prevent interference therewith, including, but not limited to, counseling, parent conferences, assignments of additional work, rearrangement of class schedules, requiring the student to remain in school after regular school hours, attend Saturday school and/or restriction of extra-curricular activities. In the event the student is required to remain in school after regular school hours, or attend Saturday school, it is the parent's responsibility to provide transportation for the student.

The Superintendent, Principals, administrative assistants, or teachers in the Sharon-Mutual School System shall have the right to exercise the same authority as to conduct and behavior over the students attending this school system, as the parents or guardians may exercise over them at home and as/or provided for by state law. Corporal punishment or suspension is not prohibited but should be used only when there is reason to believe it will be helpful in maintaining discipline or in the development of the student's character and power of self-control. A witness shall be present when corporal punishment is administered.

In the event of disciplinary action involving suspension of the student from school, the following procedure will be followed:

PROCEDURE OF SUSPENSION:

The Principal of the school shall suspend the student in the following manner:

1. Attempt to orally notify the student and his parents or guardian, stating the reason for his suspension, the term of his suspension and his right of hearing before the Principal.
2. In writing, notify the student, and his parents or guardian, if he is a minor, stating the reason for his suspension, the term of suspension and his right of hearing before the Principal.
3. In the event the student and/or his parents or guardians are dissatisfied with the outcome of the hearing before the Principal, the Principal shall notify the student and his parents or guardian, in writing, of his decision and the student's right of appeal to the Superintendent.

PROCEDURE OF APPEAL

1. Any student who has been suspended for ten (10) days or less under the steps listed above, or the student’s parent(s), may appeal the suspension to the suspension appeals committee. The following procedures shall govern the appellate process:

    A. The student, or the student’s parent(s), shall notify the superintendent within ten (10) days following the suspension or the notice of the intent to suspend of their intent to appeal the suspension.

    B. Upon receiving notice of a student’s intent to appeal, the superintendent shall advise the suspension appeals committee. The suspension appeals committee shall hear the appeal within ten (10) days from the date the notice of intent is filed with the

superintendent. The superintendent, at his/her discretion, may permit the suspended student to attend classes pending the outcome of the appeal.

C. During the hearing of the appeal before the suspension appeals committee, the student or the student's parent(s) shall have the right to provide evidence as to why the suspension, or the duration thereof, is inappropriate. The student shall not have the right to be represented by legal counsel, unless the school district is represented by legal counsel.

D. The suspension appeals committee shall determine the guilt or innocence of the student, and the reasonableness of the term of the suspension. The suspension appeals committee may uphold, overrule, or modify the suspension. The student and the student's parent(s) shall be notified within five (5) days of the decision.

E. Decisions of the suspension appeals committee may not be appealed to the board of education. The decision of the suspension appeals committee shall be final.

2. Any student who has been suspended for greater than ten (10) days under the steps listed above, or the student's parent(s), may request a review of the suspension with the administration. If the administration does not withdraw the suspension, the student shall have the right to appeal the decision to the board of education. The following procedures shall govern the appellate process:

A. The student, or the student's parent(s), shall notify the superintendent within ten (10) days following the suspension or the notice of the intent to suspend of their intent to appeal the suspension.

B. Upon receiving notice of a student's intent to appeal, the superintendent shall advise the board of education. The board of education may conduct the hearing or may appoint a hearing officer to conduct the hearing. The board of education or hearing officer shall hear the appeal within ten (10) days from the date the notice of intent is filed with the superintendent. The superintendent, at his/her discretion, may permit the suspended student to attend classes pending the outcome of the appeal.

C. During the hearing of the appeal before the board of education or hearing officer, the student or the student's parent(s) shall have the right to provide evidence as to why the suspension, or the duration thereof, is inappropriate. The student shall not have the right to be represented by legal counsel, unless the school district is represented by legal counsel.

D. The board of education or hearing officer shall determine the guilt or innocence of the student, and the reasonableness of the term of the suspension. The board of education or hearing officer may uphold, overrule, or modify the suspension. The student and the student's parent(s) shall be notified within five (5) days of the decision. The decision of the board of education or hearing officer shall be final.

Medical Marijuana

The district will not regulate or take any adverse action against an employee for holding a medical marijuana license. The school district may take action against an employee who possesses a medical marijuana license if the employee uses or possesses marijuana while at school or during the hours of employment.

Students whose medical condition requires the use of medical marijuana are allowed to access and utilize marijuana in accordance with state law. School personnel are not legally permitted to administer medical marijuana to students. The district will provide a private location for a caregiver to administer medical marijuana to students at school. Oklahoma law limits who may act as a caregiver and any caregiver will have a medical marijuana license designating them to act on behalf of a student. The caregiver is responsible for bringing the medical marijuana to the qualifying student and promptly removing the medical marijuana from the premises after consumption or use.

Upon arriving at school, the caregiver will follow district protocol with regard to check in and departure.

There will be no smoking/vaping on school premises of any substance 24/7 in accordance with the state's no smoking act. At no time will marijuana be grown or stored on school premises.

School employees will not under any circumstances:

A. Assist students in obtaining or using medical marijuana;

B. Store medical marijuana for students;

C. Take and/or use a student's medical marijuana.

D. Serve as a student's designated caregiver, unless the student is the child or in the legal custody of the employee.

The district reserves the right to discipline employees or students who fail to adhere to Oklahoma law and/or the requirements of this policy. Such disciplinary action will be addressed in accordance with the student discipline code and/or the standards of conduct for employees. Employees may be subject to termination or nonremployment.

If a student has specific procedures regarding medical marijuana that are written into the student's Individualized Education Program (IEP) and such procedures are consistent with state and federal law, those provisions will take precedence over this policy.

Dress Code

Realizing that it is preferable to set dress guidelines of a very general nature, we base our code on considerations of student health or safety of the orderly conduct of school business. Since it is felt that there is a correlation between extreme manner of dress and behavior problems in the school, we therefore desire the elimination of the extreme in dress habits. We wish to recognize fashion without sacrificing decency, safety, and general good taste. We hope to help the student maintain respect for self and school that is fostered in the home, and to prepare the student for living in an adult society that is bound by guidelines and rules.

The following guidelines are only guidelines, and any restrictions in addition to those mentioned that are necessary for the preservation of the health, safety, and moral standards of the student body will be

enforced.

GUIDELINES FOR STUDENTS:

1. Hair must be clean, neat, well-groomed, and of a natural color.
2. All students must wear shoes.
3. Students shall not wear any clothing or dress in any manner that is too revealing or not in conformance with community standards of decency or inappropriate for school. This includes but is not limited to:
    a. See-through clothing
    b. Bare midriffs
    c. Extremely short or tight fitting skirts or other clothing
    d. Unbuttoned shirts or blouses
    e. Wearing shorts is seasonal, and time will be announced by the Principal. Shorts must be walking shorts with hemmed legs and no part shorter than 5" inseam. Spandex outer wear is not permitted.
    f. Caps and hats in buildings (caps must remain in lockers or in vehicles upon arrival at school)
    g. Tank top-style t-shirts (shirts must have sleeves and they must be hemmed)
    h. Inappropriate logos display (including but not limited to alcohol, tobacco, or other offensive logos)
    i. Pajamas
    j. House shoes
    k. Body piercing limited to ears. Any other piercings are not allowed. Ear piercings that are deemed unsuitable or a distraction will not be allowed.
4. Dress Code for School Activities-Dress for any school activities should be appropriate for the occasion. The administration and/or sponsors will determine appropriateness.

Driving to School / Parking at School

Driving to school is considered a privilege and not a right. Students that drive recklessly in and around the school grounds will result in loss of driving privileges for a given length of time (to be determined by the principal at the time of the offense). Current insurance verification and license must be on file in the office before students may bring vehicles to the school. The student parking lot is located on south side of the High School. All student vehicles must be parked upon arriving at school, and if departing at the end of the school day shall depart prior to buses leaving. Students are not to remain in their vehicles nor loiter in the parking lot area.

Drug Use and Possession Policy

It is the policy of the Sharon-Mutual Board of Education that all students and employees of this school

district be made aware of the Board's intention to maintain a drug free environment.

Students and employees who possess, use, or distribute illicit drugs-including anabolic steroids-or alcohol shall be subject to disciplinary action. Such disciplinary action may include long-term suspension for students and employment termination for employees. In addition to suspension and/or termination, students and employees are subject to referral for prosecution under applicable laws.

Any student or employee of this school district who believes that he or she may have a problem with drug abuse may be referred to appropriate local agencies for counseling, treatment, or rehabilitation.

The Sharon-Mutual Schools view chemical dependency and experimentation very seriously. A student or employee shall not possess, sell, use, transmit or be under the influence of any narcotic drug, hallucinogen drug, amphetamine, barbiturate, marijuana, alcoholic beverage, non-intoxicating beverage or intoxicant of any kind: at school, on school property, at any school sponsored activity, or while being transported in a district owned vehicle.

It is unlawful for any student or employee to knowingly or intentionally possess a controlled substance, depressant, stimulant, counterfeit or illegal drug unless obtained from or pursuant to a valid prescription ordered by a registered physician.

It is the responsibility of the student or employee to know the law and policies on alcohol and drug usage and abuse.

It is the responsibility of all school personnel to be alert for behavior, mind, or mood altering chemicals used by students or employees.

STUDENTS:

If the behavior of a particular student indicates such abuse, the employee observing should report the suspicion immediately to the building Principal and/or the Superintendent.

If the student's behavior merits immediate action, the student should be escorted to the Superintendent's office by the Principal or his designee. The first concern should be the safety of the student in case of an overdose. Parents will be called to the school to take charge of the student. A call to the legal authorities may be made.

An evidentiary hearing with the parents to determine the facts will be set up within twenty-four (24) hours of the problem being brought to the Principal or Superintendent.

If the hearing and evidence indicates that illegal chemicals were involved, the following steps will be taken:

1. For the first offense the student will be immediately suspended for a period of not less than three (3) days.
2. Upon re-admittance the student and parents will complete a contract to correct the apparent chemical problem and show evidence that they have visited an agency whose purpose is to help solve alcohol/chemical dependency problems. Attached to the contract will be a current listing

of sources where a parent may seek help in addressing their child's problem.

3. For the second offense the student will be suspended immediately for a longer period of time.
4. Upon re-admittance following the second violation of this policy, the student and parents will complete the contract to correct the apparent chemical problem and show evidence that they have made at least two (2) visits to an agency whose purpose is to help correct alcohol/chemical dependency problems.
5. Any subsequent violations of this policy by a student will result in suspension for the current semester and/or the succeeding semester.
6. To be readmitted following number 5 (above), the student and parent must show evidence that they have undergone appropriate assistance counseling to correct the alcohol/chemical dependency problem.

Electronic Devices

The school recognizes trends in technology as an important aspect of students' lives. However school is not always the appropriate place for those devices and equipment. Any device or piece of equipment that is deemed a distraction or safety hazard will not be allowed. This may include (but is not limited to) the following:

- Headphones / music devices in the classroom
- Unapproved laptops or other computer equipment (due to the potential for viruses)

Emergency Procedures

Procedures to be followed for fire, tornado, lockdown or other emergency are posted throughout the school. These procedures are explained to the students at the beginning of the year.

- Fire– high-pitch alarm coming from the fire system – continuous ring
- Tornado– short rings
- Lockdown – announcement will be made over intercom with stating instructions to follow In the case of actual emergencies several agencies will be contacted to serve as a notification service. These agencies will include all Woodward radio stations, Channels 4, 5, &9, Facebook, and the School Reach phone notification system.

Establishment of Policies, Rules & Regulations

The Sharon-Mutual Board of Education and the Superintendent of Schools may establish written policies, rules and regulations of general application governing student conduct in all schools. In addition, each principal, within their school, may establish certain written rules and regulations consistent with those established by the Board and the Superintendent.

Family Educational Right to Privacy Act (FERPA)

Within the first three weeks of each school year, the Sharon-Mutual School District will publish in the Woodward News a notice to parents and eligible students of their rights under the FERPA and this policy. The district will also send home with each student a bulletin listing these rights and the bulletin will be included with a packet of material provided to parents or an eligible student when the student enrolls during the school year. The notice will include the following:

1. The right of a student's parents and eligible students to inspect and review the student's educational records.

2. The intent of the Sharon-Mutual School District to limit the disclosure of information contained in a student's education records except: (1) by the prior written consent of the student's parents or the eligible student, (2) as directory information, or, (3) under certain limited circumstances, as permitted by the FERPA.

3. The rights of a student's parent or an eligible student to seek to correct parts of the student's education record which he or she believes to be inaccurate, misleading, or in violation of the student's rights. This includes the right to a hearing to present evidence that the record should be changed if the district decides not to alter it according to the parent or eligible student's request. 4. The right of any person to file a complaint with the U.S. Department of Education, if the Sharon-Mutual School District violates the FERPA.

5. The procedure that a student's parent or an eligible student should follow to obtain copies of this policy and the locations where copies may be obtained.

The district will arrange to provide translation of this notice to non-English speaking parents in their native language.

STATEMENT OF RIGHTS

Parents and eligible students have the following rights under the Family Educational Rights and Privacy Act and this policy.

1. The rights to inspect and review the student's educational record.
2. The right to exercise a limited control over other people's access to the student's education record.
3. The right to seek to correct the student's education record: in a hearing if necessary.
4. The right to report violations of the FERPA to the Department of Health, Education and Welfare.
5. The right to be informed about FERPA rights.

All rights and protections given parents under the FERPA and this policy transfer to the student when he or she reaches age 18 or enrolls in a postsecondary school. The student then becomes an "eligible student."

LOCATION OF EDUCATION RECORDS

The following types of records will be available in the School Principal's Office, located at Mutual, Ok., or Sharon, Ok., depending on the grade level of the student. The School Principal will be the Custodian of such records as:

- Cumulative School Records
- Cumulative School Records of Former Students
- Health Records
- Speech Therapy Records
- Psychological Records
- School Transportation Records
- Special Test Records

The school Principal will collect and make available at the school occasional records not identified above, such as those in his office, those in the school attorney's office, or in the personal possession of teachers.

PROCEDURE TO INSPECT EDUCATION RECORDS

Parents of students and eligible students may inspect and review the student's education records upon request. In some circumstances, it may be mutually more convenient for the record custodian to provide copies of records. See the schedule of fees for copies below. The following fees shall be charged for records reproduction and research:

- Research .....$20.00 per hour
- Copies.....$.25 per copy
- Ledger size.....$.50 per copy

All confidential student records as defined by the state and federal law shall remain confidential and accessible only to authorized personnel. In accordance with the policy of the Board of Education the following regulations shall govern public access to school records:

The appropriate building Principal is designated as the individual who, under the Oklahoma Open Records Act, is responsible for releasing, copying, or reproducing records for the public or for providing for their inspection. In determining whether documents are open to public inspection, the Principal shall refer to the Oklahoma Open Records Act, and, when there is doubt as to whether a document is open, shall refer the matter to the Superintendent. The district retains the right to not release records, when there is a question as to whether the document should not be released, until the matter has been considered by the Superintendent and/or the school attorney. A complete copy of the Family Education Right to Privacy Act (FEPRA) is available from the office of the Superintendent, located in Mutual, OK., upon the request of a parent, guardian, or eligible student.

Gifted and Talented

Definition: The terminology "gifted" is used to designate students or identify students in grades 1 through 12 as having demonstrated potentially high intellectual abilities and needing educational activities and services beyond those provided by the regular school program.

Identification

A. One or more of the following procedures and requirements will be utilized by the local school for identifying its gifted students:

B. Students identified shall be nominated for participation by a review committee consisting of the program director, instructors, and parents.

C. All tests used shall be nationally standardized tests administered per specific instructions.

D. Criteria for Placement in Program: Placement will be made after a student in grades 1 through 12 has been identified and nominated by the above procedure and it has been determined by testing that the student qualifies for the local gifted program. If a student is identified on the basis of a nationally standardized test of intellectual ability, the test shall be considered valid for three years.1. Scored in the top three percent (3%) on a nationally standardized intelligence test.

2. Teacher referral.
3. Parent referral.
4. Student referral.
5. Autobiographies, work samples.
6. To allow for the unbiased assessment of all cultural and economic backgrounds, a committee
decision for placement may be made based on referral, student product or performance, appropriate checklists, and other relevant information.

Procedural Safeguards

A. All students shall be provided due process rights.
B. Written parental consent for individual evaluation after the student has been referred for the gifted program is required. Parents have the right to request further testing.
C. All relevant records will be subject to the state and national confidentiality requirements.
D. Students shall be granted one additional evaluation by the school and other additional evaluations will be at the parents' expense.
E. Students coming from another school district who have been in a gifted program must meet the criteria for placement in this district. Test scores from other schools must be from the list of appropriate tests to be acceptable.
F. Students in the gifted program will have a yearly review of their placement and educational program. A review can occur anytime the gifted/talented director deems it appropriate for the best interest of the student.
G. Sharon-Mutual Schools reserves the right to remove students from the gifted/talented program when they consider it in the best interests of the student and the school. A conference with the parents is required before a student can be removed from the gifted/talented program.

Program Description

Differentiated or Accelerated Education of Gifted Students:

The local school will provide differentiated or accelerated education for the selected and placed students. The school reserves the right to provide the education program by one or more of the following options at the selection of the school administration:

1. Enrichment of content.
2. Individualization of instruction.
3. Specific goal - directed program.
4. A modified, open-ended curriculum.
5. Guided research.
6. Mentorship and/or Guidance.
7. Credit by examination.
8. Acceleration.
9. Flexible pacing.
10. Correspondence courses.
11. Independent study.

12. Concurrent enrollment.
13. Pull-out enrichment classes.
14. Academic competitions.
15. Grade skipping.
16. Individualized education program.
17. Other.

Every effort to serve the student in the gifted program will be made by:

1. The local district directly providing gifted student education program, or

2. The district joining in a cooperative effort with another district or districts to provide such programs. The local district shall have the authority to contribute district funds, whether directly or by reimbursement, to the other participating cooperative districts participating in the program.

Parental notification and involvement:

Once the student has qualified for placement, the parent shall sign a Permission to Commence Services form which is placed in the student's confidential file. A child will not be placed in the program without the signed parental form. Each parent will be provided with a summary of the program to be offered the child.

If the parent does not wish for the student to be placed in the gifted program, a signed letter or Waiver of Service form must be submitted to the proper school official within five (5) school days after notification of the student's selection to the gifted program by the committee. This letter or form shall be placed in the student's confidential file.

Graduation Requirements

2018: Seniors must earn a rank of "silver on the WorkKeys Assessment or have a cumulative score of 19 on the ACT. If they don't earn a "silver", students will be required to complete the workforce portfolio.

2019: Seniors must score proficient on all EOI exams. If a student does not pass an exam, they will be required to complete a remediation course in that subject area.
Courses will be approved by the Principal or Counselor.

See also Appendix A

Graduation Participation Policy

All students will be required to pay in full all outstanding balances owed to Sharon-Mutual Public Schools and return all property of Sharon-Mutual Public Schools prior to being allowed to participate in graduation ceremonies.

Homecoming Court

The following describes how the homecoming court will be selected for football and basketball.

The football team will vote and select 4 senior girls as football queen candidates. Any senior girl working as a water girl will take precedence over the rest of the senior girls for this honor.

The football team will vote and select 4 senior boys as football king candidates. If there are not enough senior girls or senior boys to fill the 4 candidate spots, the team will then nominate junior girls or boys. Precedence will be given to boys who have a history of longevity of playing football. If there are more than 4 football seniors on the team, those young men will be able to escort the senior girls as well. In this case, each senior girl may have more than one escort.

Boys and girls walking together will be determined by their height i.e. tallest boy and tallest girl will walk together.

In order to honor all classes, the football boys will vote and select a junior girl and a junior boy to be a homecoming princess and escort. The same will be done for the sophomore class. A freshman princess will not be selected.

After the candidates have been selected, the football boys will then vote again to select the homecoming king and queen from each of the 4 candidates.

When possible, the candidate selection will be done approximately 3 weeks prior to homecoming in order to give queen candidates ample time to shop for dresses.

The first grade teacher(s) (with input) will select a first grade boy and girl to serve as crown bearer and flower girl for both football and basketball homecoming. Precedence will be given to first grade students who are actively involved in supporting the team's events and school activities. The girls' basketball team will select all senior basketball girls to be candidates for homecoming queen. The boys' basketball team will select all senior basketball boys. Basketball managers may participate in the coronation but will not be included in the candidate selection. Only basketball players can be selected for this honor.

If there are more senior girls than there are boys, junior boys will be nominated to match the number of senior girls and vice versa. Precedence will be given to boys and girls who have a history of longevity in playing basketball.

In the case that there are no senior girls but there are (as an example) 6 senior boys, junior girls will be selected and if need be, sophomore girls may be selected if there aren't enough junior girls and vice versa.

However, only a senior can be selected as queen or king unless there are no seniors who have not previously been selected as a king or queen.. If there is only one senior queen candidate and the rest are juniors, the senior girl wins. The same shall be done for the boys.

Only students who are academically eligible may participate.

Internet / Computer Use Policy

See Appendix B

Internet and Other Resources

School Website: www.smps.k12.ok.us

State Department of Education: www.ok.gov/sde

Wengage Gradebook Sharon-Mutual schools utilize an online student information system that gives parents and students access to a wealth of information. Student attendance, assignments, grades, and other information can be accessed via the "Gradebook" link on the school's home page.

E-mail All students have access to a school e-mail address. This resource is used to contact teachers, collaborate on assignments, and any other school business that the teachers and students find necessary.

SchoolReach Any mass notifications that need to be sent out will usually be sent through the SchoolReach phone notification system. School closing, event changes, etc. can all be sent out using SchoolReach. Your caller ID will show a school phone number then you will hear a recorded message giving the details of the reason for the call.

Facebook Sharon Mutual Schools is the official page of the school. Any information put out on the school Facebook page comes directly from a teacher or administrator. Facebook will be used for a variety of notifications. Some teachers also have class Facebook pages linked to the school's main Facebook page.

Proficiency Based Promotion

A. Upon the request of a student, parent, guardian, or educator, a student will be given the opportunity to demonstrate proficiency in one or more areas of the core curriculum.
    1. Proficiency will be demonstrated by assessment or evaluation appropriate to the curriculum area, for example: portfolio, criterion-referenced test, thesis, project, product or performance. Proficiency in all laboratory sciences will require that students are able to perform relevant laboratory techniques.
    2. Students shall have the opportunity to demonstrate proficiency in the core areas as identified in 70 O.S. paragraph 11-103:6:
        a. Social Studies
        b. Language Arts
        c. The Arts
        d. Languages
        e. Mathematics
        f. Science
    3. Proficiency for advancing to the next level of study will be demonstrated by a score of 90% or comparable performance on an assessment or demonstration.
    4. The opportunity for proficiency assessment will be provided at least once each school year for the 1993-1994 and 1994-1995 school years. Beginning with the 1995-1996 years, this opportunity will be provided at least twice each school year.
    5. Qualifying students are those who are legally enrolled in the local school district.
    6. The district may not require registration for the proficiency assessment more than one month in

advance of the assessment date.

7. Students will be allowed to take proficiency assessments in multiple subject areas.
8. Students not demonstrating proficiency will be allowed to try again during the next assessment period.
9. Exceptions to standard assessment may be approved by a local district for those students with disabling conditions.

B. Students demonstrating proficiency in a core curriculum area will be given credit for their learning and will be given the opportunity to advance to the next level of study in the appropriate curriculum area.

1. The school will confer with parents in making such promotion/acceleration decisions. Such factors as social and mental growth should be considered.
2. If the parent or guardian requests promotion/acceleration contrary to the recommendation of school personnel, the parent or guardian shall sign a written statement to that effect. This statement shall be included in the permanent record of the student.
3. Failure to demonstrate proficiency will not be noted on the transcript.
4. Students must progress through a curriculum area in a sequential manner. Elementary, middle level or high school students may demonstrate proficiency and advance to the next level in a curriculum area.
5. If proficiency is demonstrated in a 9-12 curriculum area, appropriate notation will be placed on the high school transcript. The unit shall count toward meeting the requirements for the high school diploma.
6. Units earned through proficiency assessment will be transferable with students among school districts within the state of Oklahoma.

C. Proficiency assessment will measure mastery of the Oklahoma Academic Standards in the same way that curriculum and instruction are focused on the OAS. In other words, assessment will be aligned with curriculum and instruction.

D. Options for accommodating student needs for advancement after they have demonstrated proficiency may include, but are not limited to, the following:

1. Individualized instruction
2. Correspondence courses
3. Independent study
4. Concurrent enrollment
5. Cross-grade grouping
6. Cluster grouping
7. Grade/course advancement
8. Individualized education programs

E. Each school district will disseminate materials explaining the opportunities of Proficiency Based Promotion to students and parents in the district each year. OAS and type of assessment or evaluation for each core curriculum area will be made available upon request

F. Appropriate notation will be made for elementary, middle level or high school level students satisfactorily completing a 9-12 high school curriculum area. Completion will be recorded with a grade. This unit will count toward meeting the requirements for the high school diploma.

Promotion/Retention Policy

Sharon-Mutual Schools strive to have all students function at the grade level to which they are assigned and which is appropriate for them on an individual basis. Students will be expected to meet or exceed the requirements of the curriculum for the grade or class in which they are enrolled. The teacher of that class uniformly sets these requirements. The grading scale is 90-100 for grade of A, 80-89 for grade of B, 70-79 for grade of C, 60-69 for grade of D, and any scores below 60 are considered failing.

Notice of failing grades will be sent to parents or legal guardians at the end of the third week of the first semester and at the end of the third week of the second semester for new classes only. All grades will be checked weekly thereafter. A student must be earning grades falling in the A-D range according to the above scale to receive credit toward graduation for any class. For a student that o be classified as a sophomore, that student must have achieved passing grades in enough classes to accrue six credits. To be classified as a junior, a student must have accrued 12 credits. To be classified as a senior, a student must have accrued 18 credits.

A student must have earned passing grades in the A-D range according to the above scale in no less than four core subject areas in kindergarten through eighth grades to be considered for promotion.

In accordance with the Reading Sufficiency Act, a student must be reading on third grade level by the third grade, or that child may not be eligible for promotion.

If parents, teachers, and administrator reach a consensus that a social promotion is in order for a specific student, an exception is made to the above provisions.

Efforts will be made by teachers to keep parents informed as to the progress of students at all times. If a student in grades 7 or 8 is being considered for retention, the parent will be notified no later than spring parent/teacher conference and/or by mail. If a student in grades kindergarten through 6th grade is being considered for retention, the parent will be notified no later than the end of the first month of the second semester by conference and/or mail. The parent will be given a form to sign at the end of the school year indicating the intention of the school to have the student repeat the preceding school year.

An appeal process is available to parents and students through the Office of the Superintendent and the Board of Education

Residency

A. The residence of a student for school purposes is defined by 70 O.S. Supp. 1992, Sections 1-113.

B. The school district in which a student is presented for enrollment shall verify that the student is either a resident of the school district or is otherwise entitled to attend school in that school district for any other reason authorized by law.

C. Sharon-Mutual School district's policy, which provides for the procedures and criteria to determine if a student is a resident of the school district or is otherwise entitled to attend school in that school district is as follows: Sharon-Mutual Board of Education Policy shall include, but not be limited to, documented evidence provided by the parent, guardian or person having care and custody of the student. Such documentation may include proof of provisions of utilities, payment of ad valorem taxes, local agreements or contract for purchasing/leasing housing. The criteria for residency adopted in this policy shall not be in conflict with statutory provisions relating to the residence of students. This policy shall provide for educational services for homeless children to the extent required by P.L. 100-77. Title VII, Subsection B.

D. Pursuant to 70 O.S. 18-111, a pupil moving from a school district during a school term shall be entitled to attend such school for the remainder of that school term.

E. Sharon-Mutual School District may, as a part of its procedures, determine student residency at the beginning of each school term.

F. Procedures for resolving residency disputes are specified in this subsection. Sharon-Mutual School District designates the Superintendent of Sharon-Mutual School as its residency officer. Any question or dispute as to the residence of a student shall be determined by the residency officer pursuant to the following procedures.

1. If Sharon-Mutual School District initially denies admittance of a student who claims to be a resident of the school district, the parent, guardian or person having care and custody (hereafter parent) of the student shall be informed that they may request a review of the decision of the local residency officer. A review of the decision will be made by writing the residency officer asking for a review of the initial decision.
2. If, during the course of the school year a dispute arises as to the residence of a student who is enrolled and attending school, the student shall be allowed to continue in that school until these dispute procedures have been exhausted.
3. The parent of the student may notify the residency officer in writing of the review request within three school days from denial of admittance. Upon receipt of a request for review, the residency officer shall allow the parent, guardian, or person having care and custody to provide additional pertinent information in accordance with the district's criteria and the statutory provisions regarding residency. Said information must be submitted with the request for a review.
4. The residency officer must render a decision and notify the parent of the decision and reasoning thereof in writing within three school days of the receipt of the request for review.
5. In the event the parent disagrees with the decision, the parent shall notify the residency office,

within three school days of the receipt of the residency officer's decision, who will submit his/her findings and all documents reviewed to the Board of Education. The Board of Education will review the decision and the documents submitted on behalf of the district and the student and render a decision at the next regularly scheduled board meeting. The Board of Education's decision shall be the final administrative decision.

6. In an effort to place students in school as quickly as possible, timelines shall be followed, unless, due to emergency circumstances both parties agree to an extension of timelines.

Rights and Responsibilities

This information is intended, in general terms, to describe some of the rights and responsibilities of students of Sharon-Mutual Schools and to set forth appropriate regulations governing school behavior. In order to function properly, public school education must provide an equal learning opportunity for all students. In addition to the regular curriculum, citizenship must be taught and demonstrated. Good citizenship is best taught by example. The behavior of teachers, principals, administrative staff and members of the Board of Education is one of the most important forces in the teaching of citizenship. However, no school or school system can discharge these responsibilities if it permits students to act in an objectionable manner or allows students to disregard rules and regulations adopted for the benefit of all persons. Students live and function, as adults, in the general community. As citizens, students are entitled to our society's benefits; but as citizens they are also subject to its national, state, and local laws and rules governing various aspects of their conduct. In much the same manner, students live and function in a second community as well – the school community. Public education confers its own benefits, but it, too, requires acceptance of individual responsibilities, while at the same time having an orderly and manageable framework within which to operate. The rules and standards set forth here apply to conduct on school premises or on school buses or involving school property, to conduct off school premises at any school activity which directly affects other students or the school and to conduct at school functions of any kind. These rules and standards do not define all types and aspects of student behavior; however, the Sharon-Mutual Board of Education has the responsibility to set forth policies, rules and regulations to help each student conduct himself in a proper manner as a good citizen of the school community. The student does not divest himself of his constitutional rights on entering public school. So long as he does not disrupt the educational process, impose upon, endanger or deprive others of their rights; he will enjoy his freedoms of expression, orderly assembly, privacy of person and freedom from discrimination.

Fair and reasonable procedure will be followed to assure him of his rights. The student, in turn, needs to recognize that to maintain an atmosphere conducive to learning, the reasonable exercise of authority by school officials is necessary. All persons connected with our school must demonstrate respect for the rights of the students, and students must accept their responsibilities toward others and toward the school system.

Scholastic Eligibility

1. Semester Grades

A. A student must have received a passing grade in any six subjects counted for graduation that he/she was enrolled in during the last semester he/she attended fifteen or more days. (This requirement would be five school credits for the 7th & 8th grade students.)

B. If a student does not meet the minimum scholastic standard he/she will not be eligible to participate during the first six weeks of the next semester he/she attends.

C. A student who does not meet the above minimum scholastic standard may regain his/her eligibility by achieving passing grades in all subjects he/she is enrolled in at the end of the next semester he/she attends.

2. Student Eligibility During a Semester

A. Scholastic eligibility for students will be checked at the end of the third week of the first semester and at the end of the third week of the second semester for new classes only. All grades will be checked weekly thereafter. Students must have at least a 60% in all subjects at the end of the weekly grade check or be placed on probation for the following week. If a student is still below 60% grade in one or more classes at the end of their probationary one week period, they will be ineligible to participate during the next one week period. The ineligibility periods will begin on Monday and end on Sunday.

B. A student who has lost eligibility under this provision must regain at least a 60% grade in all of his/her classes in order to regain eligibility. A student regains eligibility with the first class of the new one week period (Monday through Sunday).

C. High School eligibility will be based on grades and minimum progress. Each week will have a percentage of minimum progress for every class. This is based on number of days in the school year. The percentage can be based on the semester or the entire year dependent on whether it is a semester long class or a year long class.

3. Special Provision

a. Incomplete grades will be considered to be the same as failing grades in determining scholastic eligibility. School administrators are authorized to make an exception to this provision if the incomplete grade was caused by an unavoidable hardship. (Examples of such hardships would be illness, injury, death in the family and natural disaster. Board policy allows a maximum of two weeks to apply to this exception.)

b. The school may choose to run eligibility checks on any day of the week. The period of ineligibility will always begin the Monday following the day eligibility is checked.

4. Any student participating in extra-curricular activities must maintain a 2.0 overall GPA.

5. All athletes will also be expected to meet all other requirements as set down by the Oklahoma Secondary School Activities Association (includes residence requirements, physicals, etc.)

School/Community Relationship

The school shall involve parents in school activities, and utilize parental and community resources in the instructional/learning programs of the school. The school promotes the use of its buildings both before and after regular school hours for the purpose of parent/community involvement. The local district trains all teachers in parental outreach and encourages teachers to facilitate all opportunities with respect to involvement of parents and community.

Parent/teacher conferences will be held during the day and evening hours so that all parents will have the opportunity to attend.

School Closings

In the case of any school closing several agencies will be contacted to serve as a notification service. These agencies will include all Woodward radio stations, Channels 4, 5, &9, Facebook, and the SMPS app.

Semester Exemption Policy

Junior High Exemption:

Junior High students will be required to take a comprehensive semester test for each class period except those who have met the following criteria for exemption.

1. Students with 3 absences may be exempted with an A average.
2. Students with 2 absences may be exempted with a B average.
3. Students with 0 absences may be exempted with a C average.
4. 3 tardies per semester will constitute one absence for semester test purposes.
5. Any student assigned ISD or OSS will not be exempt for the semester.
6. Any student entering after the initial day of school will not be exempt for the semester.

High School Exemption:

A student can be exempt from coming to school on the last 3 days of the semester if they meet the following criteria:

1. Students with 3 absences may be exempted with an A average.
2. Students with 2 absences may be exempted with a B average.
3. Students with 0 absences may be exempted with a C average.
4. 3 tardies per semester will constitute one absence for semester test purposes.
5. Any student assigned ISD or OSS will not be exempt for the semester.
6. Any student entering after the initial day of school will not be exempt for the semester.
7. Any student with a D or an F can not be exempt.

Textbooks

Each student is responsible for textbooks assigned to him/her until they are checked back in to the teacher. Normal wear and tear is expected, but students must return books with all pages intact, covers intact, and no writing on or damages to the books. Damaged or lost textbooks must be paid for by the student at replacement cost.

Transfer Policy

It is the policy of the Sharon-Mutual Board of Education that any application for open transfer will be reviewed by the board of education and considered on a first-come, first-served basis. Applications may be obtained from the superintendent and shall be filed with the office of the superintendent during regular business hours of the school district beginning January 1 and ending May 31 in the school year preceding the school year for which the transfer is desired. Written application for any transfer shall be made by the parent(s) of the student and filed with the superintendent of the district. For purposes of the Education Open Transfer Act, the term "parent" means the parent of the student or person having custody of the student or a competent student having reached the age of majority.

The board of education shall vote to approve or deny the application for transfer and notify the parent or guardian no later than July 15th. Transfer applications shall be reviewed by the board of education in executive session in order to protect the confidentiality of student records. However, the vote to approve or to deny the application for transfer shall take place in open session. The district shall not accept or deny a transfer based on ethnicity, national origin, gender, income level, disabling condition, proficiency in the English language, measure of achievement, aptitude, or athletic ability. Notwithstanding the provisions of the Education Open Transfer Act, transfers of children with disabilities shall be granted as authorized in Section 13-103 of Title 70 of the Oklahoma Statutes. All transfer applications will be approved or denied subject to the following criteria:

1. Availability of Programs.
2. Staffing Availability.

If accepting the transfer will require the addition of personnel, the transfer application will be denied.

3. Space Limitations.

Transfer requests may be rejected by the school district if classes are overcrowded.

4. Disciplinary Record.

Discipline records of students transferring to this school will be requested as part of the student's records. It shall be within the discretion of the board of education, based upon the student's records, as to whether a transfer will be approved or denied. As a general rule, students with poor discipline or attendance records or those deemed "not in good standing" at their former school will not be approved for transfer to this district.

5. Adjudication as a Juvenile Sex Offender.

On or before September 1, the superintendent shall file a copy of a list of students granted transfer

showing the resident school district and grade level of all students granted transfer with the State Board of Education and each resident school district.

On an adequate showing of emergency, the superintendent may make and order a transfer, subject to approval by the State Board of Education. An emergency shall include only:

1. The destruction or partial destruction of a school building;
2. The inability to offer the subject a student desires to pursue, if the student becomes a legal resident of a school district after February 1 of the school year immediately prior to the school year for which the student is seeking the transfer;
3. A catastrophic medical problem of a student, which for purposes of this section shall mean an acute or chronic serious illness, disease, disorder, or injury which has a permanently detrimental effect on the body's system or renders the risk unusually hazardous;
4. The total failure of transportation facilities;
5. The concurrence of both the sending and receiving school districts;
6. The unavailability of remote or on-site Internet-based instruction by course title in the district of residence for a student identified as in need of drop-out recovery or alternative education services, provided such student was enrolled at any time in a public school in Oklahoma during the previous three school years; or
7. The unavailability of a specialized deaf education program for a student who is deaf or hearing impaired.

A child who has reached the age of four (4) on or before September 1 of the school year, and resides in a district that does not offer an early childhood program may be granted a transfer into the district provided the physical facilities and teaching personnel can accommodate the child. The district may also refuse to accept the nonresident child if the district determines the child is not ready for the district's early childhood education program.

A child whose family relocates from the school district may continue attendance to the end of the current school year provided the student began the school year in the school district.

Students transferring to the district between school years shall be admitted to the next higher grade upon meeting entrance requirements and showing evidence of having completed the preceding grade. Students transferring from private, non-accredited schools shall be tested and placed accordingly.

Any student residing in a school district that does not offer the grade that such child is entitled to pursue shall be entitled to be transferred to any school district inside or outside of the transportation area in which such student resides which offers the grade which he is entitled to pursue. Such transfer shall be automatically approved.

No student shall be permitted an open transfer more than once in any school year.

Any brother or sister of such transferred student may apply to attend the same said school system.

Any parent, guardian, person, or institution having care and custody of a child who pays ad valorem tax on real property in this district, but does not reside in this district; may, with approval of the board of education, enroll the child in this district and receive a credit on the nonresident tuition fee equal to the amount of the ad valorem tax paid for school district purposes provided the credit shall not exceed the total amount required for the tuition payment.

Any student transfer approved for any reason prior to January 1, 2000, shall continue to be valid and shall not be subject to the Education Open Transfer Act unless the parent having custody chooses otherwise.

Should the board of education determine that cancellation of a previously approved transfer is in the best interest of the district, the resident district and the parents/guardian of the student shall be notified of the cancellation. Such notice shall be made by June 1 prior to the school year for which the cancellation is applicable.

Beginning July 1, 2008, the transfer of a child with disabilities for three consecutive years creates an automatic and permanent transfer to this school district.

Valedictorian and Salutatorian Honors (Senior High)

Starting with the graduating class of 2005-2006, only students eligible for a Diploma of Honor will be eligible for salutatorian and valedictorian.

A grade point average will be figured for two Freshman semesters, two Sophomore semesters, two Junior semesters and the first semester of the Senior year. The grade point average is figured using a four point system. All grades of A are given the value of 4; all grades of B are given a value 3; all grades of C are given a value of 2; etc. The student with the highest grade point average will be valedictorian. If two or more students have equal grade point averages, they will be co-valedictorians. The student with the second highest grade point average will be salutatorian. If two or more students have equal second highest grade point averages, they will be co-salutatorians.

Valedictorian and Salutatorian Honors (Sixth Grade)

A grade point average will be figured for two fourth grade semesters, two fifth grade semesters, and the first sixth grade semester. The grade point average is figured using a four point system. All grades of A are given the value of 4; all grades of B are given a value 3; all grades of C are given a value of 2; etc. The student with the highest grade point average will be valedictorian. If two or more students have equal grade point averages, they will be co-valedictorians. The student with the second highest grade point average will be salutatorian. If two or more students have equal second highest grade point averages, they will be co-salutatorians.

Visitors to the school / classroom

Visitors are to check in at the office prior to going anywhere else in the school buildings. If any visitors would like to sit in on a class, arrangements need to be made at least one day in advance. If no arrangements are made then visitors will not be allowed to sit in on classes without consent from the teacher and principal.

Appendix A

GRADUATION REQUIREMENTS

The Sharon-Mutual 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 23 units of credit be earned in the subject areas listed below to be eligible for graduation. Beginning with the 2002-2003 school year, in order to graduate from the district, students shall complete the following core curriculum units at the secondary level:

Core Curriculum for High School Graduation (Title 70 O.S. § 11-103.6 and State Board of Education Regulations)

Students who entered the ninth grade prior to the 2006-07 school year shall enroll in the core curriculum for high school graduation.

4 Units or Sets of Competencies Language Arts 1 Grammar and Composition, and 3 which may include, but are not limited to the following courses: American Literature, English Literature, World Literature, Advanced English courses, or other English courses with content and/or rigor equal to or above grammar and composition.

3 Units or Sets of Competencies Mathematics 1 Algebra I or Algebra I taught in a contextual methodology, and 2 which may include, but are not limited to the following courses: Algebra II, Geometry or Geometry taught in a contextual methodology, Trigonometry, Math Analysis or Precalculus, Calculus, Statistics and/or Probability, Computer Science I, Computer Science II, Mathematics of Finance*, Intermediate Algebra*; contextual mathematics courses which enhance technology preparation whether taught at a (1) comprehensive high school, or (2) technology center school when taken in the eleventh or twelfth grade, taught by a certified teacher, and approved by the State Board of Education and the independent district board of education; mathematics courses taught at a technology center school by a teacher certified in the secondary subject area when taken in the eleventh or twelfth grade upon approval of the State Board of Education and the independent district board of education; or other mathematics courses with content and/or rigor equal to or above Algebra I.

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

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

Students may substitute concurrent college classes within the appropriate subject area as approved by the counselor or principal.

2 Units or Sets of Competencies The Arts which may include, but are not limited to courses in Visual Arts and General Music.

8 Electives

23 Total Credits (Units or Sets of Competencies)

College Preparatory/Work Ready Curriculum for High School Graduation (Title 70 O.S. § 11-103.6)

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

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

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

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

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

2 Units of the same Foreign or non-English language, or 2 Units Computer Technology approved for college admission requirements, whether taught at a high school or a technology center school, including computer programming, hardware, and business computer applications, such as word processing, databases, spreadsheets, and graphics, excluding keyboarding or typing courses;

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

Students may substitute concurrent college classes within the appropriate subject area as approved by the counselor or principal. 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

Diploma of Honor

The board of education shall issue a Diploma of Honor to students, beginning in the 2002-2003 high school graduating class who have met or exceeded the following criteria by the end of their senior year in high school with at least a 3.0 on a 4.0 scale:

- Must take 3 of the following classes
    1. Algebra 2
    2. Algebra 3 or Pre Calculus
    3. Chemistry
    4. Physics (Biology 2 if not available)
    5. Physiology
    6. Any concurrent college course

- 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.

• Starting with the graduating class of 2005-2006, only students eligible for a Diploma of Honor will be eligible for salutatorian and valedictorian.

Students graduating with a diploma of honor will receive a medal, to be worn at graduation, signifying their achievement.

Honor Graduates

Honor Graduates for high school graduation will be determined by averaging all academic grades for the first seven semesters of high school. To be eligible for honors, a student must maintain a 3.5 grade point average or above and must be a full time student.

Appendix B

Sharon-Mutual Schools Internet/Computer Network Use Policy The use of computers and the Internet is available for students and teachers at Sharon-Mutual Public Schools. The Internet offers vast, diverse and unique resources to both students and teachers. Our goal in providing this service to teachers and students is to promote educational excellence by facilitating resource sharing, innovation, and communication.

Students using electronic media including computers, electronic devices, software, and the internet are responsible for appropriate and lawful use of these systems.

Use of computers and other electronic devices as well as internet access is provided upon successful completion of Internet Safety Instruction provided by the District and reviewing and signing The Internet/Computer Network Policy of the school district. This policy is detailed below. Students under the age of 18 must have parental or guardian review and signature to use these systems.

Students found to have violated The Internet/Computer Network Policy may forfeit the use of computer systems and internet access. Additional disciplinary action may be taken up to and including dismissal from school and notification of legal authorities.

By signing this policy, the student agrees to follow the rules in this policy and to report any misuse of the policy to a staff member. Misuse means any violations of this policy or any other use that is not included in this policy, but has the effect of harming another or his or her property.

Users will be expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to the following:

1. No student is allowed to access the Internet without first receiving permission from the teacher. Students will not be allowed to place disks from home or another source into the school's computers. Students are not to load, download, or remove any programs on any computer without consent of the teacher. Chat rooms are forbidden!
2. Students will not change any setting of a computer without the permission of the teacher. (i.e. screen saver, background color, etc.)
3. Use appropriate language. No swearing, vulgarities, or other inappropriate language.
4. Take pride in communications. Check spelling and grammar.
5. Do not reveal your personal address or phone number, nor that of other students or colleagues.
6. Illegal activities are strictly prohibited.
7. The district technology is not to be used for playing multi-user or other network intensive games, commercial ventures, Internet relay chat lines, or downloading excessively large files.
8. No charges for services, products, or information are to be incurred without appropriate permission.
9. Be aware that electronic mail is not guaranteed to be private and the district will not guarantee a student will be able to check mail on a daily basis.
10. Use the network in such a way as to not disrupt the use of the network by other users.
11. Respect the privacy of others. Do not read the mail or files of others without their permission.

All communications and information accessible via the network should be assumed to be private property.

12. Copyright and licensing laws will not be intentionally violated.
13. Do not view or search the net for materials that may be offensive to others.
14. Vandalism will result in cancellation of privileges. Vandalism is defined as any malicious attempt to harm or destroy hardware, data of another user, Internet, or any other agencies or other networks that may be accessed. This includes, but is not limited to the uploading or creation of computer viruses. Reimbursement for repairs of damaged equipment may be required.
15. All information put on any web site must have approval by administration.
16. Report security problems to the supervising teacher or system administrator.
17. An Internet/Computer Network use agreement will be signed by all persons wishing to use the services provided by the school district. All students must also have their parents sign the agreement before using the computer network/Internet. (Form handed out at time of enrollment)

Cyber Bullying and Social Networking

When using computer, the internet, cell phones or any other electronic device students are expected to conduct themselves safely and with respect for others. Failure to do so may impede a student's ability to learn and disrupt the teaching and learning environment for all students. Any such disruption is forbidden. Cyber Bullying is the act of intimidating, threatening, or harassing anyone using computers, internet, cell phones, or an electronic device. Cyber Bullying includes but is not limited to communications such as text, images, email or sounds intended to threaten, harass, intimidate damage or harm individual, group or entity or their property. This type of communication is prohibited regardless of medium or format including internet postings on websites, social networks, chat rooms or photo and video hosting sites.

Internet safety

1. **General Warning: Individual Responsibility of Parents and Users.** All users and their parents/guardians are advised that access to the electronic network may include the potential to access to materials inappropriate for school-aged students. Every user must take responsibility for his or her use of the computer network and Internet and avoid these sites. If a student has knowledge that other users are visiting offensive or harmful sties, he or she should report such use to the appropriate staff members at school.

2. **Social Networking and Personal Safety.** When using the computer network and Internet, do not reveal personal information such as home address, telephone number or last name. Do not use any other information which might allow a person to locate you without first obtaining the permission of a supervising teacher. Do not arrange a face-to-face meeting with someone you"meet" on the computer network or Internet without your parent's permission (if you are under 18). Regardless of your age, you should never agree to meet a person you have only communicated with on the Internet in a secluded place or in a private setting.

3. **"Hacking" and Other Illegal Activities.** It is a violation of this policy to use the school's computer network or the Internet to gain unauthorized access to other computers or computer systems, or to attempt

to gain such unauthorized access. Any use which violates state or federal law relating to copyright, trade secrets, privacy, the distribution of obscene or pornographic material, or which violates any other applicable law or municipal ordinance, is strictly prohibited.

4. **Confidentiality of Student Information.** Personally identifiable information concerning students may not be disclosed or used in any way on the Internet without the permission of a parent or guardian or, if the student is 18 or older, the permission of the student. Users should never give out private or confidential information about themselves or others on the Internet including but not limited to credit card numbers and Social Security numbers. A supervising teacher or administrator may authorize the release of directory information, as defined by law, for internal administrative purposes or approved educational projects and activities.

5. **Active Restriction Measures.** The school, either by itself or in combination with the Data Acquisition Site providing Internet access, will utilize filtering software or other technologies to prevent students from accessing visual depictions that are (1) obscene, (2) child pornography, or (3) harmful to minors. The school will also monitor the online activities of students, through direct observation and/or technological means, to ensure that students are not accessing such depictions or any other material which is inappropriate for minors.

Internet filtering software or other technology-based protection systems may be disabled by a district administrator, as necessary for purposes of bona fide research or other educational projects being conducted by students age 17 and older.

6. **Cyber Bullying and Social Networking**. When using computers, the Internet, cell phones or any other electronic device students are expected to conduct themselves safely and with respect for others. Failure to do so may impede a student's ability to learn and disrupt the teaching and learning environment for all students. Any such disruption is forbidden. Cyber Bullying is the act of intimidating, threatening or harassing anyone using computers, internet, cell phones or any electronic device. Cyber bullying includes but is not limited to communications such as text, images, email or sounds intended to threaten, harass, intimidate damage or harm individual, group or entity or their property. This type of communication is prohibited regardless of medium or format including internet postings on websites, social networks, chat rooms or photo and video hosting sites.

7. **Violation of Policy.** Any student found to have violated any provision on this policy may be subject to disciplinary action up to and including dismissal from school and notification of legal authorities.

Privacy

Network and Internet access is provided as a tool for your education. The school district reserves the right to monitor, inspect, copy, review and store at any time and without prior notice any and all usage of the computer network and Internet access and any and all information transmitted or received in connection with such usage. All such information files shall be and remain the property of the school district and no user shall have any expectation of privacy regarding such material.

Failure to Follow Policy

The user's use of the computer network and Internet is a privilege, not a right. A user who violates this policy may have his or her access to the computer network and internet terminated, which the school district may refuse to reinstate for the remainder of the student's enrollment. A user violates this policy by

his or her own action or by failing to report any violations by other users that come to the attention of the user. Further, a user violates this policy if he or she permits another to use his or her account or password to access the computer network and Internet, including any user whose access has been denied or terminated. The school district may also take another disciplinary action on such circumstances.

Updates

Users, and if appropriate, the user's parents/guardians, may be asked from time to time to provide new or additional registration and account information or to sign a new policy, for example, to reflect developments in the law or technology. Such information must be provided by the user (or his/her parents or guardians) or such new policy must be signed if the user wishes to continue to receive services.

Reference:

21 O.S. § 1040.75, § 1040.76

Children's Internet Protection Act of 2000 (HR 4577, P.L. 106-554)

Communications Act of 1934, as amended (47 U.S.C. 254[h], [1])

Elementary and Secondary Education Act of 1965, as amended (20 U.S.C. 6801 et seq., Part F)
Oklahoma School Security Act 2008

Cross Reference:

Policy DOBC, Disciplinary Procedures, Certified Employees

Policy EFBC, Computer Use Policy EFEA, Using Copyrighted Materials

APPENDIX C

Sharon-Mutual

Cheerleading

Handbook

Revised May 2019
Approved by Board of Education July 2019

DEMERITS POINT SYSTEM

A. A cheerleader may be removed from the squad with a total of seven (7) demerits. Demerits are assigned for the following reasons:

1. NOT ATTENDING & PARTICIPATING AT CAMP……..7

2. NOT PARTICIPATING IN SIGN MAKING & DECORATING….3

3. NOT ATTENDING & PARTICIPATING AT PRACTICES……3
   (this will also include 2-a-days for High School)

4. BEING LATE FOR PRACTICE (5 MINUTES OR MORE)……1

5. LEAVING PRACTICE EARLY……1

6. NOT ATTENDING A GAME……4

7. BEING LATE FOR GAMES……..2

8. BEING ON THE ACADEMIC INELIGIBLE LIST (one week)…...4

9. BEING ON THE ACADEMIC PROBATION LIST (one week)…...2

10. NOT PARTICIPATING EACH DAY OF SPIRIT WEEK……2

11. DISPLAY OF ANY BEHAVIOR UNBECOMING TO SHARON-MUTUAL PUBLIC SCHOOL (skipping school, excessive detention, fighting, etc.)……4

12. NOT WEARING PROPER ATTIRE TO GAMES & PRACTICES (all pieces of uniform, bow, shoes, bloomers, etc.)……...2

13. VIOLATING SMPS DRESS CODE……...2

DISMISSAL

A. Permanent dismissal for the rest of your high school career from the squad may result from the following offenses:

1. The use of drugs, alcohol, or tobacco
2. Conviction of a crime
3. Suspension from school
4. The accumulation of seven (7) demerits

*****All demerits will be assessed by the sponsor and principal before a member is dismissed from the cheerleading squad.**

Dismissal from the squad eliminates your eligibility to tryout the following year. Quitting the squad for any reason, other than a documented health reason, also eliminates your opportunity to try out for the next year.

ATTENDANCE:

Camp attendance is required to be a part of the cheerleading squad. If you do not attend camp, you are automatically given seven (7) demerits which will dismiss you from the squad. Camp is critical because all our new material is learned during that time. Attendance at practices is also required. Practices will always be on Wednesdays after school until about 4:30 p.m. Additional practices will be scheduled throughout the year, and each cheerleader will be required to attend. These practices could include during the summer, before or after school, and on weekends. **Practices can only be scheduled by your cheerleading coach**. **NO** practices can be held without the cheerleading sponsor being present! If you are to be gone for any reason, please let your sponsor know as soon as possible. If your reasoning for missing practice is unexcused, you will be assigned three (3) demerits. It is YOUR responsibility to be at practices AND be prepared. It is your responsibility to find transportation to and from practice as well. Game attendance is required also. It is YOUR responsibility to let the coach know when you will be absent. Being late to a game will result in two (2) demerits.

Missing practices or games for a medical reason, family emergency, death in the family, school conflict, or church functions will be excused. Please try to make your appointments around cheerleading practices and games. I understand that sometimes it is not possible, but please let me know ahead of time. Missing practices or games for work or to go to another school's function will be considered a missed game. Four (4) demerits will be assigned if it is unexcused. You need to arrive at the games 30 minutes prior to the game start time and be in the designated cheer area. For football, that would be 6:30 pm. For basketball, that would be 6:00 pm.

UNIFORMS & ATTIRE:

All cheerleaders need to have white athletic shoes and appropriate clothing for practices. Athletic shorts and t-shirts or tanks are good choices for practice. If you wear a brace or other medical device, please be sure you have it as well. If you are not prepared for practices, you will be assigned three (3) demerits. If you are late to practice by 5 minutes or more, you will be assigned one (1) demerit. You will also be assigned one (1) demerit if you leave practices early except for an excused reason. Again, please let us know if this is the case.

During practice, all hair needs to be pulled up in a ponytail. During games, the entire squad's hairstyles need to be uniform. The hairstyle needs to be decided beforehand. Your hair

ALWAYS needs to be out of your face, and your bow must be worn during all games. If stunting, your hair **MUST** be worn in a ponytail. Failure to wear proper attire to practices or games will result in two (2) demerits. **ALL** items – uniforms, crop tops, bloomers, shoes, bows, socks, warm-ups, and poms – need to be taken to every game and away from the field or court of play to prevent injuries to participating players.

Bloomers need to match the uniforms and be red, blue, or white, not bright colors. Socks need to be white! There will be no jewelry allowed at all during practices or games. This includes ear, lip, belly, nose, and toe rings, necklaces, bracelets, anklets, etc. It is a danger for you as well as your fellow cheerleaders. You may wear it during the school day but will need all jewelry removed by the start of that evening's practice or game. Everyone needs to look well put together and presentable. Make up and glitter are allowed as long as your parents approve first; it cannot be excessive.

All members of the squads will wear the appropriate attire on game days to school. It is your responsibility to know what is to be worn. If you are unsure, please do not hesitate to contact your coach. Everyone must be matching and look uniform on all game days.

BEHAVIOR:

You don't have to be friends with everyone on the squad. We don't expect you to, but you **WILL** be expected to treat everyone in a respectable manner. While representing Sharon-Mutual Public Schools and the teams, you **WILL** be respectful to your fellow cheerleaders, teachers, classmates, and the competing team and their supporters. This applies during practices, games, and any time you are representing our school.

DRAMA AND SQUAD CONFLICT WILL NOT BE TOLERATED!!!!! You will not always agree with the decisions made by the cheer coach, and you don't have to. However, the coach is in charge of the squad – **NOT** the cheerleader or parents. Decisions will be based on what best suits the squad. If there is conflict between cheerleaders, it needs to be handled somewhere else. It will not be tolerated!! If the arguing/drama (between cheerleaders and/or parents) is excessive and on-going, you will be given a warning. If it happens again, we will deem that as "fighting," and each cheerleader involved will be assigned four (4) demerits.

GAME EXPECTATION:

Cheerleaders will be standing to face the game when not performing cheers, chants, or jumps. **No cell phones or food will be allowed while on the field/court.** Cheerleaders need to know what is going on during the game played to call out the appropriate cheer and know where to be during performances. Having your phone out during the game will result in a warning the first time and sitting in the stands in a designated seat the second time. If caught with your phone any time after that, it will be a suspension from the next game which will be like a missed game. That means four (4) demerits will be assigned. You can check your phone and eat at halftime/after the game.

Your role at the games is to cheer for the teams, not be a spectator or socialize with your teammates. It is the job of cheerleaders to get the crowd pumped and show team spirit for all players on the field/court. Lots of cheering is expected! There should never be more than 2 minutes go by without cheering. If you are not cheering, there will be consequences such as jumping after the game or the next practice. The cheer coach will be keeping track of the dead

time on the field/court. Cheerleaders will be placed in front of the home side bleachers/at the north end of the home gym. You will be expected to spirit out/off onto the field/court to perform. Jumps and kicks are part of cheerleading; they are expected at games and pep assemblies. **Smiling is also required during performances**. If you do not do these things, it will be considered a warning the first time. If you don't start jumping, you will be required to do extra jumps in practice. Cheers and chants learned during practice will be YOUR responsibility to know before any game; it will only make YOU look bad if you don't know the cheer that is being performed. Our squad will have a captain or co-captains who will be chosen by a vote from each individual who makes up the squad. The captain/co-captains will call out cheers; all cheerleaders will be expected to perform the cheer/chant the captain calls out. The captain(s) **must** make sure the other girls heard her BEFORE walking out onto the field/court. **You work as a team just as in other sports -- what one does, reflects back to the whole squad!!!**
If you have a job, it is YOUR responsibility to let your employer know when you will not be able to work because of practices or games. If you miss practice or a game because of work, it will be considered unexcused; the appropriate amount of demerits will be assigned to you.
All cheerleaders will be required to follow the rules of Sharon-Mutual Public School during practices, games, and cheer trips. We will follow the procedures in the school handbook. If there is any behavior such as skipping school, excessive detention, fighting, etc., it will result in four (4) demerits.

OTHER SCHOOL SPORTS/ACTIVITIES:

Girls who are basketball players will be given a "pass" if they choose not to cheer during basketball season. The stipulations will be as the follows:
If you take the "pass" to not cheer during basketball season, but quit the basketball team/get kicked off, you are ineligible to try out for cheerleading the following year. If you choose to continue cheering during basketball season as a basketball player, you are expected to be on the court ready to cheer by the start of the 2nd quarter.

GRADES:

In order to maintain your position as cheerleader, you must remain eligible as stated in the schools handbook for eligibility. You will not be allowed to suit up on game day if you are not eligible by Sharon-Mutual Public School guidelines. Each week you are ineligible will result in four (4) demerits. Being on the probation list for one week will result in two (2) demerits.

ADDITIONAL CHEERLEADER RESPONSIBILITIES:

As cheerleaders, it is your responsibility to show school spirit. This often includes making posters, banners, decorating, etc. If you do not participate in these events, you will be given three (3) demerits. If you do not dress up and participate during spirit weeks, you will be given two (2) demerits. If you, as a cheerleader, don't show school spirit, who will?!?

Cheerleader Expectations, Rules, and Regulations

I. PURPOSE

a. Create school spirit, pride, and loyalty to SMPS.

b. Promote interest in school activities and perform at pep assemblies and games.

c. Teach teamwork and pride in a quality performance through maintaining high standards while representing Sharon-Mutual Public Schools.

d. Develop responsibility, teach self-respect, encourage honest effort, strive for perfection and develop character, exhibit respect for all cheer team members, all faculty and staff.

e. Cheerleaders in grades 7-9 will cheer at junior high games; cheerleaders in grades 10-12 will cheer at high school games. All cheerleaders may cheer at pep assemblies. All pep assemblies and agenda of activities must be approved by the cheer coach.

f. Cheerleaders will be responsible for preparing the agenda of activities at all pep assemblies with all necessary props and items to be gathered and made available by cheerleaders.

II. ELIGIBILITY

a. Each member must submit a parental consent form signed by the student and parent prior to tryouts or May 6th whichever comes first.

b. Cheerleaders must be eligible the six (6) weeks preceding tryouts or May 6 whichever comes first to be eligible to tryout for the squad.

c. Each member must have the medical release/sports physical completed and signed before participating in any squad performance. If your health condition changes at any time, you must have a doctor's release to continue. This can be requested by the coach or administration.

d. Each member must maintain no less than a "C" in each class to participate.

i. If at any time, the cheerleader becomes ineligible during the cheer season, she has **TWO WEEKS** from the **date of ineligibility** to raise her grade to passing. If she fails to do so, she will be dropped from the squad at the **end of the two weeks**. If a cheerleader becomes ineligible twice, she will be dropped from the squad immediately. In the event a cheerleader is dropped from the squad, that cheerleader is NOT allowed to wear the cheer uniform or warm-ups at any school event or during school. They shall also be prohibited from wearing the uniform in any public place representing themselves as an SMPS cheerleader.

ii. Cheerleaders who are ineligible are NOT allowed to wear the cheer uniform or warm-ups during the time of ineligibility.

III. ATTENDANCE

a. All members must attend ALL practices and activities set by the coach and squad.

b. The coach, PRIOR to the absence, MUST approve all absences from practices, activities, or games.

c. **Work is NOT considered an excuse** for missing any practice, activity, or game. If you are selected to be a member of the squad, you must schedule work around squad activities including practices and games.

d. All doctors appointments and illnesses must go through the office.

e. TARDINESS will not be tolerated. Cheerleaders are to arrive 30 minutes prior to game time in full attire and stretch to prepare staying in the cheer designated area.

IV. UNIFORM

a. Each member will be required to maintain good condition and cleanliness of her uniform on a weekly basis.

b. Each member must purchase her own uniforms, crop tops, bloomers, cheerleading shoes, bows, warm-ups, cheerleading camp, and anything else that may come up throughout the year (t-shirts, shorts, etc.).

i. ALL items must be PAID IN FULL by August 1. None of the order will be released to the cheerleader until order is PAID IN FULL and no balance remains.

ii. Payment plans are available prior to August 1.

c. While wearing the uniform, it is each member's obligation to represent Sharon-Mutual Public Schools in a prideful manner; however as a public representative of Sharon-Mutual Schools, proper behavior is expected at all times.

d. Game Day (both FOOTBALL and BASKETBALL) attire will consist of uniform, cheer shoes, bloomers, and regulation ponytail and bow. Additions to the standard dress (including but not limited to warm-ups, under armor, and cheer hoodie) can be determined by the coach on a game-to-game basis. ALL cheer materials should be taken to each and every game. NO EXCEPTIONS!!

e. Cheerleaders provide their own transportation to and from home games. Cheer will participate only at home games and playoff games as a cheer team. Cheerleaders **must ride to every playoff game attended with the squad**. Parents may transport their cheerleader to away games if they choose, however, all other rules must be followed and Sharon-Mutual Schools will assume no liability for said transportation by parents. Cheerleaders may choose to ride home with **parents only** AFTER games and **only if parents sign cheerleaders out with the cheer coach**.

V. CHARACTER

a. Squad members should be leaders within the school and set a good example at all times.

b. Squad members should maintain good personal appearance and habits. Each member must abide by the standards set by Sharon-Mutual Public Schools and listed in the Student Handbook. Any serious infractions may result in removal or suspension of the cheerleader from the squad.

c. All members must be courteous and friendly to all other team members. Respect should be given to each member and to the coach at all times. Drama within the squad will NOT be tolerated, nor will gossip or derogatory remarks.

d. There shall be NO negative posting on any social media sites or in/out of school about fellow cheerleaders, coaches, players, faculty, or administrators. If there is an issue with a fellow cheerleader or coach, that problem should be taken up with the cheer coach immediately. If the problem remains unresolved, the principal should be contacted. This is a TEAM and **all** issues should be handled internally.

VI. DISCIPLINE

a. With conference and approval of the principal, the cheer coach has the authority to administer punishment as seen fit to the wrongdoing of any cheerleader including detention, running laps, suspension, or dismissal from the squad. Any infraction for substance abuse of any type will result in immediate dismissal from the squad.

b. A detailed list of what is considered "wrong" and a list of disciplines in accordance to will be discussed with the cheerleaders.

OSSAA Guidelines for Cheerleading:

X. Sportsmanship

A. The ideals of good sportsmanship, ethical behavior, and integrity permeate our culture. The values of good citizenship and high behavioral standards apply equally to all activity disciplines. In perception and practice, good sportsmanship shall be defined as those qualities of behavior, which are characterized by generosity and genuine concern for others. Further, awareness is expected of the impact on an individual's influence of on the behavior of others.

XI. Cheerleading Coach

B. Instruct the cheerleaders to:

1. Have positive- not antagonistic- cheers at all times
2. Divert the crowd's attention from booing by starting a positive cheer immediately.
3. Lead the crowd in a round of applause when an injured player leaves the playing area.

C. During basketball games, instruct cheerleaders to:

1. Set up a scheduled rotation of floor cheers
2. remain silent when the opponent's squad is on the floor for a cheer…they may do a sideline cheer after the floor cheer is complete.
3. Remain silent when the opponent is shooting a free throw. Never stand behind the basket area.
4. Do dance routines prior to games where you will not interfere with athletes' pre-game warm-up.
5. Set a visible link with the other school.

Parental Permission Form/Cheerleading Contract

Student's Name: _____

Grade Next Year: _____

Address: _____

Phone Number: _____

Emergency Name & Phone Number: _____

Parents/Guardians: _____

*** This form plus $200 deposit must be returned to coach by Thursday, May 23rd! ***

I, _____, have read and understand the preceding expectations for the Sharon-Mutual Cheerleading squad. I promise to adhere to them and follow all school policies regarding cheerleading. I understand the consequences for not following the rules set for Sharon-Mutual Cheerleading. I understand there are responsibilities and privileges of being a Sharon-Mutual School Cheerleader. I understand that I must attend cheer camp and before/after school practices. I understand that being a cheerleader is a lot of hard work. I will cooperate fully with the coach, the other cheerleaders, and all persons and organizations concerned to promote spirit and good sportsman-like conduct. At all times, whether at school or away from school, I will conduct myself in a manner that best represents the students and faculty of Sharon-Mutual Public School.

Student Signature:

_____

Date: _____

I, _____, (parent/guardian of above named cheerleader) have read and understand the expectations and policies of Sharon-Mutual Cheerleading and agree to help my cheerleader follow those policies. I understand the consequences if my cheerleader does not follow the rules and policies set forth by Sharon-Mutual Cheerleading and Sharon-Mutual Public Schools. I am also aware of the inherent financial obligations involved. These include purchasing uniforms, crop tops, bloomers, cheerleading shoes, bows, warm-ups, and paying for cheerleading camp. I further agree to not hold Sharon-Mutual Public Schools or any of its representing agents responsible for any accident or injury occurring to my child while performing or practicing during cheerleading activities. I hereby give my child permission to participate in the Sharon-Mutual Public School cheerleading program. I will encourage my child to accept the responsibility and commitment required in this program.

Parent/Guardian Signature: _____

Date: _____