

**VOLUNTARY PRIVATE PRAYER AND MOMENT OF SILENCE**

It shall be the policy of the Choctaw-Nicoma Park Public Schools Board of Education that no sectarian or religious doctrine shall be taught or inculcated into the curriculum or activities of the school. However, those students who wish to do so may participate in voluntary prayer so long as it is during non-instructional time and does not interfere with the rights of other students.

School employees are free to engage in private religious prayer during school events, including sporting events and graduation ceremonies when employees are free to attend briefly to personal matters and students are engaged in other activities in accordance with the holding in *Kennedy v. Bremerton School District*.

Each school site within the district shall observe one minute of silence each day for the purpose of allowing each student to meditate, pray, or engage in any other silent activity that does not interfere with, distract, or impede other students in the exercise of their choice. All school personnel are to afford these options to all students, who will individually make the selection as to which of these behaviors they will engage in during the moment of silence. These options will also be included in the student handbooks.

The minute of silence will be held daily. The minutes of silence shall be announced over the public address system as follows: "We now pause for a minute of silence in which students may reflect, meditate, pray, or engage in any other silent activity that does not interfere with, distract, or impede other students in the exercise of their individual choices".

If the district or a school employee is sued for providing a moment of silence to students, the district must notify the Attorney General within five (5) days. The Attorney General will provide legal representation to the district or employee named as a defendant in an action related to this statutory requirement.

Individuals who wish to file a complaint regarding a violation of 70 O.S. §11-101.1 or §11-101.2 shall notify the building principal in writing of the specific issue that has occurred. The building principal will notify the superintendent that a complaint has been received. The building principal shall investigate and determine whether a violation of the law has occurred. If the law has been violated, a plan of corrective action should be taken to address the issue.

**REFERENCE: 70 O.S. §11-101.1**  
**70 O.S. §11-101.2**  
**Accreditation Standard 210:25-3-251**  
**Accreditation Standard 210:35-3-252**  
**Kennedy v. Bremerton School Dist., 142 S. Ct. 2407 (2002)**

**FLAGS**

It is the policy of the Choctaw-Nicoma Park Board of Education that the American flag and the Oklahoma flag will be flown at the school during school hours except in bad weather. An assigned custodian will be responsible for raising and lowering the flag.

The school day will begin with a flag salute. However, students not wishing to participate in the pledge shall not be required to do so.

Flags representing United States Military branches, Choctaw-Nicoma Park Mason and Great Expectations may also be flown on school premises with the approval of the administration. No other flags shall be flown on school property at any time. In the event other flags are flown on school premises, individuals involved will be directed to remove them from the premises.

**REFERENCE: 25 O.S. §91.2**  
**25 O.S. §153**  
**70 O.S. §24-106**

**USE OF SCHOOL DISTRICT FACILITIES**

The Board of Education believes that the first priority in the use of its school district facilities is the education of children in the district. However, community groups may request permission to use school facilities for worthwhile purposes when such use will not interfere with the school program or operation of school district business. All arrangements shall be subject to the provisions of state law.

The school district will not provide emergency shelter for patrons during weather emergencies. Animals will not be permitted in the school district's tornado shelter.

If the school renders emergency care, aid, shelter, or other assistance during a natural disaster or catastrophic event, the school district shall not be liable for damages resulting from the rendering of the emergency care, aid, shelter or other assistance unless the damage was caused by gross negligence or willful or wanton misconduct of the individual or entity rendering the emergency care, aid, shelter or assistance.

The Board of Education shall exercise its authority to fix and collect rentals, rates, and charges for the occupancy or use of school district facilities in such amounts and in such a manner as may be determined reasonable. The Board grants the Superintendent or his/her designee the authority to approve and schedule the use of school district facilities. The Board also grants the Superintendent or designee the authority to determine the appropriate use of each facility, to approve or deny requests based on the best interest of the school district, and to determine the appropriate fee to be charged to the user. A fee will be charged for use of school district facilities by any person, group or organization other than those considered to be school-related. A breakdown of all persons, groups, organizations and associations along with fees assessed to each is available on the district's website, at the school sites, and at the district's administration building. The facility use fee schedules will be reviewed at least annually and any changes to the fee scheduled will be approved by the board in a regularly scheduled board meeting.

Any organization, group, association or person(s) renting a school district facility will be required to provide a liability insurance policy (or certificates of insurance) to the administrator in charge at least five (5) working days prior to the scheduled meeting or event covering the exposure created by individuals coming to use the facilities. Limits of liability shall not be less than: \$50,000 to claimant for any number of claims for damage to or destruction of property arising out of a single accident or occurrence; \$200,000 to claimant for all other claims arising out of a single accident or occurrence; \$1,000,000 for any number of claims, arising out of a single accident or occurrence. The policy shall reflect as additional named insured: Board of Education, Independent School District No. 4, Oklahoma County, Oklahoma. This insurance provision may be waived by the Superintendent or his/her designee.

Responsibility for buildings and facilities rests with the administrator assigned to the site. The Superintendent or designee is charged with the responsibility of considering and approving all requests for use of facilities. The site administrator, or designee, is responsible for assigning an on-site employee to open, close, clean, secure the facility, and assist with facility operation as necessary. Assisting with facility operation means to change light bulbs, open additional doors, provide trash containers, set up required tables, chairs, etc.

It is also the site administrator's or designee's responsibility to explain to approved groups the responsibility they have in the care of the facility being used. Any instance of abuse or disregard of stated use of policies or regulations may result in the immediate cancellation of the permit and denial of future use by the group. The person or group receiving the permit shall be responsible for any loss of or damage to school district property.

**USE OF SCHOOL DISTRICT FACILITIES  
(REGULATION) (Cont'd)**

Security and custodial services shall be arranged under the direction of the administrator of the school site, district facility or the Superintendent's designee. Payment for such services (custodial, caretaker or security) shall be made directly to the person(s) involved in such services from the facility user. If kitchen facilities are used, a Child Nutrition employee must be present and be employed during the event. These employees must be reimbursed for their services at the listed on the current facility use fee schedule. The rate of pay may be negotiated between the facility user and the employee. Payment for such services will be made directly to the person(s).

Due to the complexity of the sound/lighting systems in the Choctaw High School Performing Arts Center, groups receiving authorization to use the facilities must employ a district site employee to operate the equipment at a charge negotiated between the employee and the group. Payment for such service(s) shall be made directly to the site employee.

Permission for temporary use by churches will be on a case-by case basis. Applications for facility use by churches must be accompanied by a presentation of a projected program or schedule outlining the purpose of use of the district facility. Approval of district facility use by a church or religious organization will initially be on a temporary basis only and must be approved by the Board. Temporary will mean a period of less than three (3) months. The Board may extend the usage agreement at its option after the three-month period. The Board, at its option, may request additional information from the religious organization on the use of the facility at any time.

Any request to use a school facility on any Sunday by an outside group must have Board approval. The use of school facilities on Sunday must end no later than 9:00 p.m.

Because of copyright laws, no recording equipment will be allowed in the auditoriums unless approved by the site administrator and/or Superintendent or designee.

All fees derived from the renting of District facilities will be collected by the site administrator and immediately sent to the District Finance Office for deposit into the General Fund. Facility use fees may also be paid directly to the District Finance Office.

Unless specific approval is granted by the Superintendent or designee, any school facility may not be used the two weeks prior to the beginning of school each year in order to allow cleaning, repair and preventive maintenance to be performed. Additionally, many facilities may not be available during the periods in which school is not in session in order for district personnel to perform cleaning, maintenance or renovation of these sites.

The Board may authorize the Superintendent to employee a non-school entity to manage and schedule activities at district sites outside the school day.

**FACILITY USERS**

There will be no charges for use of any school district facility by any faculty supervised group when the activity is considered part of the overall school program. Examples of this would be the Drama Club, ROTC, FFA, etc.

**USE OF SCHOOL DISTRICT FACILITIES  
(REGULATION) (Cont'd)**

There will be no facility use charges for Category 1 groups such as school-sponsored groups and non-fundraising use by organizations such as Brownies, Scouts, PTO or Choctaw-Nicoma Park School Booster Clubs. Fundraising activities of the above groups in which funds are not deposited directly into school district activity funds may be charged fees for facility use.

Category 2 groups such as camps, clinics and events conducted by employees of the school district and fundraising activities of Board-sanctioned booster clubs will be charged Category 2 rates.

Category 3 groups or organizations such as local community service organizations and non-profit service groups, Kiwanis, local Chambers, Rotary, alumni, etc. Fundraising activities of non-school related Category 1 groups in which funds are not deposited into school activity funds are in this category.

Category 4 groups such as parochial schools, churches, nonprofit groups that are not school related, business college graduations, little leagues and community-oriented nonprofit groups located outside the Choctaw-Nicoma Park School District will pay according to this facility use category.

Commercial and for-profit groups such as political fundraising, style shows, dance revues or recitals, beauty pageants, talent contests, etc., will pay according to the Category 5 facility use schedule. Any other group not falling under categories 1,2,3 or 4 will be categorized as category 5.

A deposit equal to one hour of rental fee for the facility being used may be required and must be paid at least ten working days prior to the date/s the facility will be used. The deposit should be made to the administrator in charge or the Superintendent's designee. There will be no refund of the deposit if a cancellation is made less than three working days before the scheduled usage date(s). The deposit will be credited to the final payment for the renting group. The Superintendent or designee may waive the deposit requirement.

Users of Choctaw-Nicoma Park School facilities agree to abide by Board policies. The Board, Superintendent or designee and/or site administrator has the right to refuse the use of the school facility and/or to terminate the facility use agreement for any reason. If this occurs, any unused facility use fees will be refunded to the user within 45 days.

Use of special facilities, such as the McCharen Center, the Choctaw High School Performing Arts Center and Bill Jensen Field, is very limited. However, the Board of Education may allow the special facility to be used for a special or community event on an individual basis. Use of these facilities for commercial purposes would be prohibited unless approved by the Board of Education.

The Superintendent or designee may negotiate facility use charges, on an individual basis, for those entities who provide a direct benefit or meet specific programming needs to Choctaw-Nicoma Park students or employees. In-kind goods and/or services of equal or greater value may also be considered in lieu of facility use payment upon approval of the Superintendent or designee. Any in-kind services must be specified, in writing, prior to any use of district facilities.

**USE OF SCHOOL DISTRICT FACILITIES  
(REGULATION) (Cont'd)****PROCESS**

A formal process is required to use school district facilities. Below is the application process.

1. A facility use application must be completed fully and returned to the site administrator or designee. Facility use applications are available at each school site, the district administrative office or on the district's website.
2. The site administrator will review the application and either approve or deny the request. If the application is approved by the site administrator, the application, along with any deposit, insurance certificate or any other supporting document, is forwarded to the superintendent or designee for final approval.
3. A copy of the facility use agreement, whether approved or denied, will be sent back to the site administrator or designee. The site administrator or designee will then notify the user of the status of the application.
4. The facility will then be made available to the user at the time and date listed on the application by the site administrator or designee.
5. Full payment for facility use must be received by the site administrator or the District Finance Office no more than five (5) working days after the user's ending date listed on the application.

**SCHEDULING**

1. School groups/organizations should make plans and schedule dates for facilities early in the school year to guarantee availability. Major productions at the high schools and junior high schools receive priority in scheduling the auditoriums so arrangements must be made early.
2. The site principal or designee will schedule all events/programs, rehearsals, etc. in the auditoriums.  
  
The Superintendent's designee will schedule all events, programs, etc. in the gyms, sports complex or other athletic facilities.
3. All requests for an auditorium must be made in writing. A phone call will not hold a request date. Until written approval is received from the school by the requesting party, a requested date is not confirmed. Those requesting an auditorium should include a first and second choice of dates.
4. Changing a date after confirmation is strongly discouraged. A change may mean cancellation if other factors including, but not limited to, alternative dates are not favorable.

**USE OF SCHOOL DISTRICT FACILITIES  
(REGULATION) (Cont'd)**

**SUPERVISION**

1. A school employee must be present any time a group or organization is using a school district facility unless approved by the Superintendent or designee.
2. In case of an emergency, the site administrator or Superintendent's designee is to be notified immediately.
3. Students are not allowed to be in facilities without authorized adult supervision. A teacher, sponsor or school employee must be present whenever students are in a facility.
4. Students will not be allowed to roam through the buildings. Only the auditorium/gym or specific facility being used will be accessible to the group having permission to use it.

**FOOD, TOBACCO, ALCOHOL, OTHER BEVERAGES AND NARCOTICS**

1. No intoxicants or narcotics shall be used in or about school buildings and premises, including playing fields; nor shall profane language, quarreling, fighting, or gambling be permitted.
2. The use of tobacco in any form in any school district building or on school grounds is prohibited.
3. No food or drink will be allowed in any part of the auditoriums including the dressing rooms, beam area backstage or on stage at any time during rehearsal or performance. This rule includes not only the audience but also cast, crew, and sponsors. This rule applies to any other rooms being used in conjunction with the auditorium, including the band room, choir room, drama and dressing rooms. If non-alcoholic beverages are part of the properties for the performance, they are allowed only when used as such in rehearsals. They may not be used in any other area.

**MAINTENANCE/CUSTODIAL**

1. Only school custodians or school personnel assigned by the site building administrator or Superintendent's designee will be allowed to unlock, lock and clean facilities.
2. School groups or organizations using a facility are responsible for keeping it clean during use. Clean means free of litter and clutter of any kind. The facility must be vacated and cleaned after the last performance, meeting or event. Nothing is to be left for pick up at a later date. School custodians will be responsible for heavy cleaning and vacuuming.
3. Outside groups or organizations are responsible for paying school custodian(s) to clean the facility at a rate listed on the facility use schedule. This fee will be paid directly to the employee unless otherwise specified. Arrangements must be made prior to the facility being used.

**USE OF SCHOOL DISTRICT FACILITIES  
(REGULATION) (Cont'd)**

4. Any group or organization using a facility after school hours or on weekends is responsible for paying school employee(s) to clean the facility for the fee, which is included in Board policy.
5. Extra custodial charges may be assessed when concessions are sold.

**SECURITY/PARKING**

All vehicles are to be parked in the school parking lot rather than in the areas close to the building. The administrator or Superintendent's designee may deem it necessary to have a police officer on duty if the crowd is to be especially large. When this happens, policemen are to arrive 30 minutes prior to the program and remain until the area is cleared. Police officers are to be paid by the organization sponsoring the event or activity at a rate negotiated between the organization and the police officer.

**SPECIAL PROVISIONS FOR THE USE OF THE PERFORMING ARTS CENTER**

There will be a 3 hour minimum charge per use of the Choctaw High School Performing Arts Center. In addition, outside groups receiving authorization to use the Choctaw High School Performing Arts Center must employ a Choctaw-Nicoma Park School District auditorium employee, who is skilled at using the auditorium's lights and sound, at pay rate not to exceed the employee's regular rate of pay. The rate of pay may be negotiated between the facility user and the employee. Payment for such services shall be made directly to the person(s). The employee will be on duty at all performances and rehearsals. It is the duty of the auditorium employee to see that the building and equipment are properly used.

A lighting/sound technician may need to be employed if there is reason to use special lighting other than house lights or sound other than the public address system. The site administrator will make this decision. The cost for the lighting/sound technician will be paid by the group/organization using the facility. The group/organization using the facility will be responsible for any damages to the facility and/or equipment. Charges necessary to repair or replace damaged equipment or any part of the facility will be assessed to the group using the facility. This applies to school groups and organizations as well as to outside groups.

**PRE-PRODUCTION PLANNING:**

1. Groups or organizations using the auditorium must furnish the color gels needed for the production. If a specific color light pattern is desired, a detailed color specifications list must be sent to the auditorium manager at least a week prior to the scheduled performance date.
2. A script or order of program with light and sound requirements and cues must be furnished to the auditorium manager at least one week prior to the performance. Changes must be kept to a minimum once cues or requirements are submitted.
3. If school equipment available for use in the auditorium is needed for production, the auditorium manager must be notified one week in advance. This includes all equipment.
4. The layout scheme for the stage must be submitted at least one week prior to the performance. This scheme must reflect where the requested equipment is to be placed on the stage.

**USE OF SCHOOL DISTRICT FACILITIES  
(REGULATION) (Cont'd)****LIGHTING:**

1. The lights in the auditorium have already been set and focused in a general pattern that affords over-all lighting of the stage. Only the auditorium manager or a member of the student light/sound crew may move a light from its pre-set position. After the performance, all lighting must be reset and refocused according to the general setting pattern. Failure to do so will result in a \$50 charge to pay for labor in resetting.
2. Only specified personnel, including the auditorium manager and members of student light/sound crews, are allowed in the beam/catwalk area. No photographers or news media personnel should be in this area. For personal safety, only those school personnel familiar with the area and its walkways should ever go onto the beam.
3. Full stage lighting may only be used in final dress rehearsals and performances. Only stage work light may be used for all other rehearsals. Only three (3) full-stage lighting rehearsals will be allowed for any one production.
4. Any equipment needs beyond that which is available in auditorium supplies must be furnished by the group or organization using the auditorium.

**SOUND:**

1. If auditorium sound equipment is required, the auditorium manager or designee must be notified one week in advance of the scheduled performance.
2. Only sound equipment specifically purchased for use in the auditorium may be used through the existing system.
3. Only equipment designated for use in the auditorium may be borrowed from the auditorium. School audio-visual equipment is not available. Request to borrow any auditorium equipment must go through the auditorium manager or designee.
4. Any equipment needs beyond that which is available in auditorium supplies must be furnished by the group or organization using the auditorium.

**SET CONSTRUCTION/STAGE PROPERTIES:**

1. There is to be no nailing, stapling, pinning, taping, painting or hanging anything on the stage curtains, walls, floors or ceilings in either of the auditoriums. Stage battens are the only devices from which objects can be suspended.
2. Any construction to be done on the stage must be approved by the auditorium manager or designee.

**USE OF SCHOOL DISTRICT FACILITIES****(REGULATION) (Cont'd)**

3. Any item which stain or permanently ruin the stage curtains are prohibited from use on the stage. Examples include, but are not limited to, shaving cream, pies and whipped cream. The throwing of such items, including food, as a part of the stage business is prohibited.
4. It is against city fire codes to use hay, straw or any quantity of combustible material on stage as part of set or set properties. This will not be allowed.
5. The auditorium manager or designee must approve any heavy equipment or machinery used as part of a set to be placed on the stage. This includes, but is not limited to, wagons, tables, cabinets, etc.
6. Moving and adjusting scenery, securing lighting effects, operating the public address system and all other manipulations of equipment must be approved by the auditorium manager or designee. Decisions of the auditorium manager or designee shall be final.

**ITEMS PROHIBITED FROM CHOCTAW-NICOMA PARK PUBLIC SCHOOLS' STADIUM FIELDS AND TRACKS**

The following items are prohibited on the field and track surfaces of Choctaw-Nicoma Park Public Schools' stadiums:

1. Tobacco products of any kind;
2. Food or Drinks (Including gum and sunflower seeds);
3. Motorized vehicles with the exception of those purchased specifically for the track and field by Choctaw-Nicoma Park Public Schools;
4. Pets;
5. Paint products;
6. Open Flames;
7. Fireworks;
8. Vehicles without pneumatic tires (this includes wagons, carts, props, equipment carriers, etc.);
9. Tables, chairs or other furniture unless approved by District Maintenance Department;
10. Golfing, Shot Putting, Javelin or discus throwing on the field surface;
11. Roller Blades, Roller Skates, skateboards, bicycles, tricycles or similar type items;
12. Shoes with spiked heels or with soles that could damage the track or field surface (approved track shoes may be worn).

**USE OF SCHOOL DISTRICT FACILITIES  
(REGULATION) (Cont'd)  
CHOCTAW-NICOMA PARK SCHOOLS' FACILITY USE CHARGES**

In addition to the above prohibitions, event equipment must be removed from the track/field area immediately after use. Questions relating to any of the above should be directed to the Director of Operations for Choctaw-Nicoma Park Public Schools.

The most current facility use charge amounts may be found on the district's website, at the school sites, and/or at the District Finance Office. They are also listed on the facility use forms.

**TESTING PROGRAM  
STUDENT SURVEYS  
(REMEDATION REGULATION)**

In accordance with the policy of the board of education, the following regulation shall govern the skill reinforcement and remediation of students who do not obtain a satisfactory grade under the Oklahoma School Testing Program Act as implemented by this school district in policy EK and subsequent regulations.

Students who do not perform satisfactorily on the tests implemented by this school district under the above referenced policy shall be provided opportunities for remediation.

The regular classroom teacher will be notified of all students making an unsatisfactory score in a specific curriculum area. The teacher will refer to the Oklahoma State Testing Report (OSTR) report regarding specific objectives for which the student scored unsatisfactorily. The teacher will correlate activities within the classroom in relation to the Oklahoma Academic Standards objectives to assist the student in preparing for future testing.

Students who fail to obtain a satisfactory score will be offered assistance from certified personnel during Expanded Learning Opportunity (ELO) or advisory periods. Students will also be offered the opportunity to work on the computer network integrated learning system (ILS) in basic skill usage on an individual basis at their level of proficiency. Finally, student will be offered assistance through individual subject area review session if requested.

A student who is subject to an individualized education plan (IEP) shall be tested only to the extent specified by the student's IEP.

**REFERENCE: 70 O.S. §1210.508**

**PROFICIENCY BASED PROMOTION  
TESTING PROCEDURES**

All new or currently enrolled students have an opportunity to request a proficiency assessment for the purpose of evaluating appropriate grade or course placement. New students will have thirty (30) days from the enrollment date to request a proficiency assessment. Returning students may request a proficiency assessment to be given between the last day of school in May and July 31. A request may be initiated by a new student or the student's teacher, parent, or legal guardian.

All students shall be provided with at least two (2) opportunities per school year to obtain course credit through examination in each required curriculum area. A request may be initiated by a student or the student's teacher, parent, or legal guardian.

The following are the steps to be taken when a proficiency assessment is requested:

1. Within five days of receipt of a request to demonstrate proficiency, the principal will coordinate a meeting with all parties concerned: the principal, parents, counselor, teacher(s), and possibly the student. The meeting will be to determine the best possible means of assessing the student's proficiency in the selected area(s), when the assessment will start, where the assessment will take place, and to obtain the parent's or guardian's consent to give the proficiency assessment. During this meeting, the committee will review the promotion qualification worksheet and place in the student's cumulative folder.
2. The principal will request a proficiency assessment from the office of Academic Affairs giving them the date and areas that are to be tested. The office will advise the principal when the assessment may be obtained.
3. The principal will pick up the assessment the date before the testing. The person actually giving the assessment will receive the test and make all necessary preparations for the assessment. No person other than the principal, the test administrator, and the student may see the assessment either before or after the assessment is given.
4. The assessment will be given following the directions of the publisher.
5. Failure to demonstrate proficiency in an assessment shall not be noted on a student's transcript. Decisions regarding promotion of students who demonstrate proficiency in a required curriculum area shall be determined as follows:
  - a. The school will confer with the parent or legal guardian in making decisions regarding student placement or promotion. Such factors as social, emotional, and intellectual needs of the student will be considered.
  - b. If a student is being assessed in a set of competencies that is part of a curriculum sequence, the student may demonstrate proficiency in any sequence recommended by the school district.
6. Middle school students shall not be placed in an out-of-grade-level subject area in person. If a student is promoted in a single subject area, they will receive online instruction through our district's EDGE program for the subject area in which they qualify. All core subject areas must be tested to promote one grade level and receive in-person instruction.

**PROFICIENCY BASED PROMOTION  
TESTING PROCEDURES (Cont.)**

- c. Options for accommodating a student's needs for advancement after a student has demonstrated proficiency may include, but are not limited to the following:
  - a. Individualized instruction
  - b. Correspondence courses
  - c. Independent studies
  - d. Concurrent enrollment
  - e. Cross-grade grouping
  - f. Grade/course skipping
  - g. Individualized education programs
  - h. Supplemental online courses

**GRADUATION REQUIREMENTS**

The Choctaw-Nicoma Park 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 29 Carnegie units of credit be earned in the subject areas listed below to be eligible for graduation. Beginning with the 2029-30 school year, a student whose parent or legal guardian approves modification of the student's existing graduation track, subject to school approval, may complete a minimum of 29 curriculum units or sets of competencies at the secondary level as listed below. All other students graduating prior to 2030, in order to graduate from an Oklahoma public school will be required to complete the "college preparatory/work ready curriculum units or sets of competencies" at the secondary level. A student will be allowed to enroll in the core curriculum in lieu of the requirements of the college preparatory/work ready curriculum upon the written approval of the parent or legal guardian of the student. Current state graduation requirements will be deemed to be the "core curriculum" option. The "college preparatory/work ready curriculum will include the following:

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

4 units of mathematics, after enrolling in 9<sup>th</sup> grade, Algebra I, Algebra II, Algebra III, Geometry, Precalculus, Calculus, Advanced Placement Statistics or any mathematics course with content and/or rigor above Algebra I and approved for college admission requirements;

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

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

6 pathway units which align with the student's Individual Career and Academic Plan (ICAP) which may include, but are not limited to, any additional math, science, English, history, world or non-English language, computer technology, courses, concurrently enrolled courses, advanced placement courses, International Baccalaureate courses approved for college admission requirements, music, art, drama, speech, dance, media arts, or other approved courses; and

3 units of elective courses.

**GRADUATION REQUIREMENTS (Cont.)**

In order to graduate from the district with a standard diploma, students shall complete the following core curriculum units at the secondary level:

**Language Arts**

4 units or sets of competencies

1 unit of Grammar and Composition  
and

3 units which may include

American Literature

English Literature

World Literature

Advanced English Courses

Other English courses with content and/or rigor equal to or above grammar and composition

**Social Studies**

3 units or sets of competencies

1 unit of United States History

½ to 1 unit of United States Government

½ unit of Oklahoma History

½ unit to 1 unit which may include:

World History

Geography

Economics

Anthropology

Other social studies courses with content and/or rigor equal to or above United States History, United States Government, and Oklahoma history

**Mathematics**

3 units or sets of competencies after enrolling in ninth grade

1 unit of Algebra I 1

and

2 units which may include:

Algebra II

Algebra III

Geometry 1

Precalculus

Statistics and/or Probability

Calculus

Computer Science I and II

Intermediate Algebra

**GRADUATION REQUIREMENTS (Cont.)****Mathematics of Finance**

Contextual mathematics courses that enhance technology preparation whether taught at a (1) comprehensive high school, or (2) technology center school when taken in the tenth, eleventh, or twelfth grade, taught by a certified teacher, and approved by the State Board of Education and the 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 tenth, eleventh, or twelfth grade upon approval of the State Board of Education and the district board of education

Other mathematics courses with content and/or rigor equal to or above Algebra I  
A science, technology, engineering and math (STEM) block course.

**The Arts and Computer Education**

1 unit or set of competencies which may include, but is not limited to, courses in Visual Arts and General Music and 1 unit or set of competencies of computer technology, 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 classes

**Science**

3 units or sets of competencies of laboratory science approved for college admission requirements:

1 unit or set of competencies of life science, meeting the standards for Biology I:

1 unit or set of competencies of physical science, meeting the standards for Physical Science, Chemistry or Physics; and

1 unit or set of competencies from the domains of physical science, life science or earth and space science such that content and rigor is above Biology I or Physical Science.

**Electives**

8 units or sets of competencies

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

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

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

**GRADUATION REQUIREMENTS (Cont.)**

Courses offered by a supplemental education organization that is accredited by a national accrediting body and that are taught by a certified teacher and which provide for the teaching and learning of the appropriate skills and knowledge in the OAS may, upon approve of the State Board of Education and the school district board of education, be counted for academic credit and toward meeting the state graduation requirements.

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

The remaining units need to consist of coursework designed to meet the individual needs and interests of the student. However, all students in grades nine through twelve are required to enroll in a minimum of six periods, or the equivalent in block scheduling, of rigorous academic and/or rigorous vocational courses each day, which may include arts, vocal and instrumental music, speech classes, and physical education classes.

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

Early graduation is available for students after the first semester of their senior year who qualify and complete all requirements. Protocols for early graduation are available through the high school counseling office.

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

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

Students are required to complete an assessment in order to graduate with a standard diploma. The assessment required will be one that is required or has been required by the Oklahoma School Testing Program or an alternate assessment as approved by the superintendent. The

**GRADUATION REQUIREMENTS (Cont.)**

highest-achieved score on the assessment and any business and industry-recognized endorsements attained will be reflected on the student's transcript.

Beginning with ninth graders in the 2021-2022 school year, in order to graduate from a public high school accredited by the State Board of Education, students shall pass the United States naturalization test. The United States naturalization test shall be provided at least once per school year, beginning as early as eighth grade. Students may retake the exam upon request and as often as desired until earning a passing score. A passing score shall be 60 out of 100 questions. The district shall exempt students with disabilities whose individualized education program (IEP), consistent with state law, indicates that the student is to be assessed with alternative achievement standards through the Oklahoma Alternative Assessment Program (OAAP).

REFERENCE: 70 O.S. § 11-101.3  
70 O.S. § 11-103.2c  
70 O.S. § 11-103.6  
70 O.S. § 1210.199  
70 O.S. § 1210.508  
70 O.S. § 1210.508.6

**STRONG READERS ACT**

To identify students who have a reading deficiency including students with characteristics of dyslexia, every student enrolled in kindergarten, first, second, and third grades shall be assessed at the beginning, middle, and end of each school year using a screening instrument approved by the State Board of Education for reading skills including, but not limited to, phonological awareness, decoding, fluency, vocabulary, and comprehension. Any student who is assessed and found not to be meeting grade level targets shall be provided a program of reading instruction designed to enable the student to acquire the appropriate grade level reading skills. The program of reading instruction required shall be based on scientific reading and research and shall align with the subject matter standards adopted by the State Board of Education. A program of reading instruction shall also include, but not be limited to:

1. Sufficient additional in-school instructional time for the acquisition of phonological awareness, decoding, fluency, vocabulary, and comprehension;
2. If necessary, and if funding is available, tutorial instruction after regular school hours, on Saturdays, and during the summer; however, such instruction may not be counted toward the 180 day or 1080 hour school year required by law;
3. Assessments identified for diagnostic purposes and periodic monitoring to measure the acquisition of reading skills including, but not limited to, phonological awareness, decoding, fluency, vocabulary, and comprehension, as identified in the student's program of reading instruction.
4. High-quality instructional materials grounded in scientifically based reading research, and
5. A means of providing every family of a student in prekindergarten, kindergarten, first, second, and third grade access to free online evidence-based literacy instruction resources to support the student's literacy development at home.

A student enrolled in kindergarten, first, second, or third grade who exhibits a deficiency in reading at any time based upon the screening instrument shall receive an individual reading intervention plan no later than thirty (30) days after the identification of the deficiency in reading. The reading intervention plan shall be provided in addition to core reading instruction that is provided to all students. The reading intervention plan shall:

1. Describe the research-based reading intervention services the student will receive to remedy the deficiency in reading.
2. Provide explicit and systematic instruction in phonological awareness, decoding, fluency, vocabulary, and comprehension as applicable.
3. Monitor the reading progress of each student's reading skills throughout the school year and adjust instruction according to the student's needs; and
4. Continue until the student is determined to be meeting grade-level targets in reading based on screening instruments or assessments.

**STRONG READERS ACT (Cont.)**

The district strong readers plan shall be adopted and annually updated, with input from school administrators, teachers, and parents and legal guardians, and if possible a reading specialist, and which shall be submitted to and approved by the State Board of Education. This plan shall include a plan for each site that includes an analysis of the data provided by the Oklahoma School Testing Program and other reading assessments utilized which outlines how each school site shall comply with the provision of the Strong Readers Act.

Beginning with the 2022-2023 school year, any student enrolled in first, second, or third grade who is assessed through the Strong Readers Act and is not meeting grade level targets in reading after the beginning of the year assessment shall be screened for dyslexia. Screening may also be requested for a student by his or her parent or guardian, teacher, counselor, speech-language pathologist or school psychologist.

REFERENCE: 70 O.S. §1210.508A, et seq.

NOTE: Referenced statute requires each school district to adopt and annually update a district plan that includes a plan for each site, and which outlines how each school site will comply with the provisions of the Strong Readers Act.