



2024 2025

Lorinda Chancellor
Superintendent

Mill Creek School Student Handbook

BOARD OF EDUCATION

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STUDENT HANDBOOK – The student handbook is placed in the hand of the student to serve as a guide for him or her through his or her school days and to lessen his or her problems and difficulties. You will know what rules and regulations govern your school life and what the school expects of you. It is hoped that parents will study the handbook carefully so they may have a better understanding of the school policies and school problems. Many of the policies set down here are governed by state law or directives of the State Board of Education, but many are local policy, custom or tradition and may be amended as need arises.

MILL CREEK PUBLIC SCHOOLS NON-DISCRIMINATION POLICY – Mill Creek Public Schools does not discriminate on the basis of race, religion, color, national origin, sex, or disability in providing educational services, activities, and programs including vocational programs and career technology in accordance with Title VI of the Civil Rights Act of 1964 as amended; Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973, as amended.

ABSENCES & TARDIES – On the day following an absence, the student must report to the office for an admit slip signed by administration or designee. The office must receive a note or phone call from the parent stating the cause and date of the absence. Notes or calls do NOT automatically make an absence excused. If documentation for excusing absences is not presented to the principal prior to or on the day the student returns, the absence(s) will not be excused. All assignments missed during an **excused** absence may be made up. For each day absent, the student will be allowed one day to make up the work missed, plus one day. For example – student misses on Monday, all work will be due on Wednesday, student misses Monday and Tuesday, all work is due on Friday. It is the student's responsibility to get all missing assignments from each teacher and turn those assignments in by the due date.

Students are allowed a total of nine absences, **excused or unexcused**, per semester. Parents will be notified when a student has missed 4, 8 and 9 days. When the student exceeds nine absences in any class or all classes during the semester the student will receive "no credit" in the classes affected and parents or guardians will be notified. Parents may ask for reconsideration of excessive absences by requesting a review by the Attendance Review Committee.

When a student is late to class the teacher will record this as a tardy and keep track of all tardies. Three tardies will equal one unexcused absence, which will count as one of the nine days. The principal will be notified so the three tardies will be recorded as an ab-

sence. A student who misses more than 10 minutes of class time, no matter if it is the beginning or end of class, is counted as absent for the class.

Absences may be exempted at the discretion of the principal for medical, court or emergency reasons. A student who is absent without valid excuse four (4) or more days or parts of days within a four-week period or is absent without valid excuse for ten (10) or more days or parts of days within a semester will be reported to the student's parents/guardians and the Johnston County District Attorney. Mill Creek School Administration will notify in writing the Department of Human Services the name of any student who is absent over twenty percent (20%) of the semester without valid excuse. **(70 O.S. 24-120)** The parents/legal guardians of the student may also incur legal liability regarding their failure to compel the student to attend school. **(70 O.S. 10-106)** Any parent or guardian who neglects or refuses to compel their child to attend school will be referred to the Johnston County District Attorney. **(70 O.S. 10-1-5)**

EXTRA CURRICULAR PARTICIPATION – Students serve as role models in the community and represent Mill Creek Schools at extra-curricular activities. Participation is a privilege. Students are expected to abide by all policies as set forth in this handbook. No student shall be eligible to represent Mill Creek Schools in any activity or athletic event if he/she is too ill or unable to attend school the day of the activity or event. Students must attend all seven (7) periods on the day of the activity, field trip or event, subject to the principal's discretion.

CLUBS AND ORGANIZATIONS – Clubs and organizations within the Mill Creek School District are listed on our school website. **(70 O.S. s 4-105)**

ACTIVITY ABSENCES (10 Day) – A student shall not be absent for activities from any class period more than 10 days in one school year. The following activities are exempt: State & National levels of school-sponsored competitions which have the approval of the Board, field trips, interscholastic meets, serving as a page in the State Legislature, and school assemblies. No student may take an activity absence beyond 10 days unless the absence has been pre-approved by the Board. Absences taken beyond the 10 days without Board approval will be unexcused absences.

ANNOUNCEMENTS – The principal or designee must approve all materials for distribution or display on Mill Creek Public School property. Petitions may not be circulated without the approval of the superintendent. All messages to students must be delivered to the office. The student will be given the message at the earliest opportunity that is least disruptive to the educational setting. Student and personnel publications, including the school newspaper and other school-sponsored materials that represent the district, are to be submitted to the principal for review for accuracy and compliance with district policies before publication.

CAFETERIA RULES – Eating areas are to be left clean and all litter placed in the trash. Students may not cut in line or allow other students to cut in line. Students may be required to sit within designated areas of the cafeteria.

CHECKING OUT OF SCHOOL – Students must check out of school through the office. (Failure to do so will result in lunch detention or ISD.) Students may only check out of school with the personal permission of their parent or guardian, **regardless of age**. Permission must be given in person or on the phone before the student may be approved to leave school.

CLOSED CAMPUS – Mill Creek Public School is a closed campus. Students are prohibited from leaving the campus during the school day. Once a student has arrived at school, they are not permitted to leave unless checked out through the office. Checking out to eat lunch, run errands or other similar reasons is not permitted. All students are expected to eat food provided by the school or to bring their lunch from home. If students need to be checked out during lunchtime, a parent must come and check the student out. No notes or phone calls will be accepted. (SEE CLOSED CAMPUS POLICY PAGE)

CLOSING SCHOOL (BAD WEATHER) – Announcements regarding school closings & delayed opening times due to bad weather will be made on local TV stations KXII and KTEN, and on our school FaceBook and Band pages.

COLLEGE DAYS – Applies to seniors during the school year in which the senior will graduate. A senior student will be allowed three days to visit post-high school institutions in which the student is interested in attending after graduation. A student may visit more than one institution a day. The college day visitation must be pre-approved by the principal to be exempt. A student who visits a post-high school institution without receiving prior permission from the principal will receive an unexcused absence. A student must demonstrate a bona fide interest in the institution to visit the institution and **must bring back verification of visiting the institution on the day absent**.

CONDUCT OFF SCHOOL PREMISES – An attack on the person, family, animals or property of school officials has a substantial direct and immediate negative effect on the discipline and effectiveness of a school. Students should be aware that they could be disciplined for disruptive or violent acts committed on campus or at school-sponsored activities. School authorities may discipline pupils for out-of-school conduct having a direct and immediate effect on the discipline or welfare of the school.

CONTAGIOUS DISEASES – If a teacher or an administrator becomes aware of a health problem involving a student, the parents or legal guardian of the student shall be notified and a conference with the parents will be scheduled. If efforts to resolve the problem through consultation with parents are not successful, the administrator shall consider referring the matter to the Department of Human Services, or other agencies if necessary. Any child who is determined to be afflicted with head lice, bed bugs or ring worms shall be prohibited from attending school. If the student is sent to the office with lice, the student will be removed from the classroom and parent will be called to pick the student up. After the student has been effectively treated the parent must bring the student to the office. The student will not be allowed to ride the bus to school or be readmitted to school until the office checks the student. The parent will have to wait for the head check to occur and then stay for training on treating for head lice. If the student is free and clear of lice and nits, he or she may return to class. All nits must be removed before student can return to school.

ELIGIBILITY – A student must maintain academic eligibility to participate in any authorized school activity. For academic eligibility purposes authorized school activities include, **but are not limited to**: competitive events against other schools, field trips, student activities outside the normal school day and non-classroom activities. A student who is ineligible will not suit up, travel with the team, group or organization, nor sit on the bench or stand on the sidelines of the event.

ACADEMIC ELIGIBILITY – The student must be passing **all** courses in which the student is enrolled following the week of academic probation or the student will be academically ineligible to participate in any authorized school activity. The student remains ineligible until the student receives a passing grade (60 or above) in all courses. A student regains academic eligibility on the **Monday** following the week in which the student receives a passing grade in all courses.

Any work to be included in the computation of a student's grade must be turned in to the teacher no later than 3:00 p.m. on the next to the last day of the school week in which students are scheduled to attend class. Any work turned in after that time will not be counted for eligibility for the following week. No exceptions will be allowed regarding this policy.

PROBATION – A student must receive a cumulative passing semester grade in all courses at the end of the fourth week of each semester, and each week thereafter, or the student will be placed on Academic Probation for the following week, Monday 12 a.m. through Sunday 11:59 p.m. A student may participate in authorized school activities during the week the student is on academic probation.

ACADEMIC PROBATION & INELIGIBILITY

1. Failing any course(s) after 4th week of semester = Probation.
2. Failing any course(s) 2 consecutive weeks = Ineligible.
3. Student remains ineligible until the student is passing all subjects for 1 week.

(When the student is again eligible, steps 1 and 2 are repeated, if necessary.)

EMERGENCY DRILLS – Students and staff will practice the recommended fire, storm, active shooter and intruder drills.

ENROLLMENT REQUIREMENT – To gain admission to Mill Creek Public Schools, a student must be a legal resident of this district or a legal transfer. The student must be residing with the student's parent(s) or legal guardian and be willing to abide by the rules and guidelines of the school as maintained by the Mill Creek Board of Education.

ADMISSION OF UNDERAGE CHILDREN – It is the policy of Mill Creek School Board, in compliance with state law, that the district shall not allow underage children to enroll in either kindergarten or early childhood programs. Therefore, to enroll in an early childhood program, when offered, a child must be four years old on or before September 1 of the school year. In order to enroll in kindergarten, a child must be five years old on or before September 1 of the school year.

FEES – No fees are charged to students for school facility use. Fees will be charged for lost or damaged library books, classroom materials, textbooks, etc.

FLU POLICY – Mill Creek Public Schools has a Flu Plan approved. Please see the policy for details.

GRADUATION PROCEDURES – A student may participate in graduation exercises if the student is no more than one credit away from the required credits for graduation at the time of graduation and the student is otherwise on track with their normal graduating class. Students must purchase their own graduation announcements, caps and gowns. The senior class must provide graduation stage decorations. Graduation ceremonies are under the direction of the senior class sponsor subject to administrative and Board approval. Dress attire is required.

GRIEVANCE PROCEDURE for STUDENTS and PARENTS – (1) If the issue involves a teacher, the student or parent will address the issue with the teacher by making an appointment through the office. If the issue is not resolved, the issue will be brought before the principal. (2) If the issue involves another student or other school personnel, the parties will address the issue with the principal. (3) If the issue is not resolved, the parties will bring the issue before the superintendent. (4) If the issue is not resolved the parties may file for a hearing with the Board of Education through the office of the superintendent at least seven days prior to the next scheduled board meeting. The decision of the Board is final.

HOMEWORK – Mill Creek Board of Education defines homework as a responsibility that the student undertakes independently, whether at home or outside of class periods in the school. The Board further believes that any homework given should be to supplement, complement and reinforce classroom teaching and learning. Students are expected to complete homework assignments and turn in on the day designated by the teacher. Students absent without approved documentation will receive a grade of zero (0) for missed class assignments including homework.

MAKE-UP WORK – Make-up work must be completed by the end of the next grading period or as agreed upon by the student, the teacher and the principal. All term papers, book reports, class assignments and other graded items must be turned in before credit can be allowed, regardless of the grade. The grade issued at the end of each semester reflects the student's work for the entire semester. Credit will be awarded to a student who has been in attendance the required days and completed the required work successfully.

TEST EXEMPTIONS – Students with perfect or exemplary attendance for a semester are eligible for semester test exemptions. Absences for school-sponsored activities, including college days, will not be counted in the number of absences. However, all other absences, including suspension days, will count against test exemptions. Students are exempt from semester exams if they have an average grade of:

"A" and three (3) or less excused absences per semester
"B" and two (2) or less excused absences per semester
"C" and one (1) or less excused absence per semester

Students must be enrolled in Mill Creek Public Schools for the entire semester to be eligible for test exemption. If a student receives any unexcused absences, he/she will not be exempt. Students must attend school on test days even though they are exempt from taking semester exams. Exempt students may take their test with no penalty.

IMMUNIZATION – No student shall be allowed to enter Mill Creek Public Schools until certification is presented to the principal or designee that the student has received or is in the process of receiving immunizations against diphtheria, pertussis, tetanus, haemophilus influenzae type B (HIB), measles (rubeola), rubella, poliomyelitis, varicella, and hepatitis A or is likely to be immune as a result of the disease.

If a student cannot be immunized for medical reasons, the student or parent must present a certificate signed by a U.S. licensed physician that states that, in the doctor's opinion, the immunization required would be harmful to the health and well-being of the student or any member of the student's family or household. This certificate must be renewed yearly unless the physician specifies a lifelong contraindication.

If the student's religious beliefs conflict with the requirement that the student be immunized, the student must present a statement signed by the student (or by the parent if the student is a minor) that states that immunization conflicts with the beliefs and practices of a recognized church or religious denomination of which the student is an adherent or member.

INTERNET USAGE – The use of the internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. Each student who receives access will participate in a discussion with a Mill Creek School District faculty member pertaining to proper use of the network. The system administrators and teachers will deem what is appropriate use and their decision is final. The district may deny, revoke or suspend specific user access. Posting to social networks on school property is prohibited and may lead to suspension. There is no legitimate expectation of privacy in the use of the school district's technology.

LIBRARY – Library procedures and policy are under the direction of the librarian. Fees will be assessed for damaged, destroyed or lost books and/or materials. **(21 O.S. 1739).**

LOCKERS & SCHOOL PROPERTY – Lockers are the property of the school and are assigned to the students for use. Students hold neither expectation of privacy in their lockers nor any other school property. Students are to use their assigned locker only. Students leave articles of value in lockers at their own risk. School officials have the authority to search all school property (including lockers) at any time without notice, and to seize any property prohibited by law or school policy. **Locks should be placed on lockers, and combinations or extra key turned into the office**.

MANDATORY REPORTING of CHILD ABUSE or NEGLECT – In compliance with state law, Mill Creek Board of Education requires every teacher or other employee of the school district to report promptly any suspected abuse or neglect of any student to the Department of Human Services. In accordance with state law, the report may be made by telephone, in writing, personally or any other means prescribed by the department. The employee will also inform the principal or superintendent that the report is to be made or was made. State law provides that persons exercising good faith in the making of a report or allowing access to a child by persons authorized to investigate a report shall have immunity from liability. The Board of Education will grant its support to any employee making such good faith reports according to the requirements of the law. **(25 O.S. 846 A(1)(c))**.

MEDICATION – The school does not provide medication, prescription or nonprescription, of any type. If medication is necessary and provided by the parents, it will be dispensed to a student with written Parental/Guardian permission and written dispensing instructions. Medications will be kept in the office.

PROMOTION and RETENTION of ELEMENTARY STUDENTS – It is the intention of this policy that students will be placed at the most appropriate grade level. This determination is to be based upon documental evidence as to the student's ability, level of academic achievement, social and emotional characteristics. Students will normally spend one year in each grade. It is believed that the utilization of immediate and thoughtful corrective actions will benefit and remediate most deficiencies in achievement. However, there may be students, who for reasons consistent with their ability or due to excessive absences, would benefit by repeating a grade. Factors to be considered for repeating an elementary grade are: (1) academic achievement; (2) chronological age; (3) social maturity; (4) physical development; (5) work & study habits; (6) attendance record.

When retention is considered for any third-grade student due to a reading deficiency

pursuant to the Reading Sufficiency Act (as referenced in HB 2878 of the 1998 Legislative Session), the parent or guardian of the student shall be included in the retention consideration. Teachers and administrators are expected to adhere to the district's retention procedural guidelines when considering retention as an educational recommendation. Procedural guidelines will be reviewed annually to ascertain efficiency and applicability.

SCHEDULE CHANGES – (High School) No schedule changes are permitted after the first week of each semester.

STUDENT CLASSIFICATION –

Freshman	0 - 6 credits
Sophomore	6 ½ - 12 credits
Junior	12 ½ - 18 credits
Senior	18 ½ + credits

STUDENT RECORDS – Family Education Rights & Privacy Act (FERPA) Parents and students over 18, have the following rights under FERPA: (1) The right to inspect and review the student's educational record. (2) The right to exercise limited control over other people's access to the student's educational record. (3) The right to seek to correct the student's record, in a hearing, if necessary. (4) The right to report violations of the FERPA to the U.S. Dept. of Education. (5) The right to consent in writing to the disclosure of personally identifiable information from the student's education record, except under certain permitted situations. (6) The right to be informed about FERPA rights and procedures. The district will arrange to provide translations of this notice to non-English speaking parents/legal guardians in their native language. Copies of student records are available to the parents/legal guardians or students over 18 at a cost of 10 cents per page.

Parents may be denied copies of a student's records:

- After the student reaches 18 years of age.
- When the student is attending an institution of post-secondary education.
- If the parent fails to follow proper procedures and pay copying charges.

NON-DIRECTORY EDUCATIONAL RECORDS are private or confidential records maintained by the school regarding a current or former student.

PARENTS' BILL OF RIGHTS – Mill Creek Public School is in compliance with the Parents' Bill of Rights. Additional information is available for parents in the school policy manual on this subject. Parents may submit written requests to obtain the specific information listed in the Parents' Bill of Rights law during regular school business hours by contacting the building principal or the superintendent.

STUDENT DIRECTORY INFORMATION – The following student directory information may be released by any school official without violating the FERPA or the Oklahoma Open Records Act (51 O.S. 24A.16):

- Student name and address
- Telephone number
- Date and place of birth
- Major field of study
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Dates of attendance
- Degrees and awards received

- The public or private school most recently attended by the student

Parents or students who do not want this information released must submit a request in writing to the principal within 10 days of the time the handbook is issued to the student.

TELEPHONE USE AT SCHOOL – Students will not be released from any class to receive or or place telephone calls except for administratively confirmed emergencies. Incoming telephone calls for students will be taken in the office and messages delivered between classes. No student will be called from class for telephone calls except in an emergency. Students may not make or receive calls or text messages on cell phones during class time.

TESTING – Teachers will administer tests to students at their discretion as appropriate for the course of study. A student must take a pre-announced test on the first day the student returns to the class. Otherwise, the student will receive a grade of zero (0) on the pre-announced test. Meningococcal

RESIDENCY - Oklahoma law provides a definition of "residence" for children attending school at **70 O.S. Section 1-113**. TRANSFER **STUDENTS –** A student whose parents are not legal residents of the Mill Creek School District must obtain a legal transfer to attend Mill Creek Public Schools. If a child is between the ages of five and 21, they are entitled to attend school free-of-charge in the district of residence. Mill Creek School will determine proof of residency by deed to home/lease or utility bills in parent/legal guardian's name (typically water or electric bill).

TRANSFER APPLICATION PROCEDURE – (1) Applications can be made beginning June 1st. You must apply online at Oklahoma State Department of Education – you will see the student transfer box on the right-hand side of the home page. You can also locate it under the A-Z menu under Student Transfer. (2) Applications will be reviewed in the order they are received. The school district will approve or deny applications based on the capacity availability of each grade. If the grade has the space for your child, the previous school district will be contacted to discuss behavior and attendance patterns before a decision is made. (3) The school will reach out to you once a decision has been made. If your child is accepted, you will be given directions on how to complete their online enrollment application. You do not need to contact the school if you have not completed the application online. This process has to be completed before a transfer will be discussed with you.

The enrollment and attendance of the transfer student at the Mill Creek Public Schools is conditional upon the academic performance, regular attendance, and behavior according to the student handbook and Mill Creek School Board Policy. A student on a transfer will be suspended without further notice given for any violation of Mill Creek School's code of student conduct. The determination of a violation and the length of suspension, up to the current semester and the following semester, will be determined by the principal. Any appeals will be made to the administration.

TRUANCY – A student is considered truant when he/she leaves school without permission from the office or if he/she remains away from school without knowledge and consent of his/her parents or guardian. This is considered an unexcused absence. The law enforcement agency may be called for support.

VEHICLES – Students who drive cars to school will park them in the parking lot north of the building when they arrive at school and will leave them parked until all buses have left in the afternoon. After parking their car, students must get out of the vehicle and leave the parking lot. No loitering in vehicles or the parking lot is permitted. Students may not

return to any vehicle during the day without permission from administration. Elementary students may not drive vehicles to school. A student driver must show proof of a valid Oklahoma driver's license and insurance verification for the vehicle the student is driving to school. Riders must be inside the cab of the vehicle while on school property, i.e. no riders in the back of pickups, on flatbeds, etc. Students found to be driving in a reckless manner or violating other provisions of this policy will have their driving privileges restricted or suspended for a period of time commensurate with the offense. Reckless driving will be reported to the proper authorities.

VISITORS – All visitors (including parents/legal guardians) must check in at the principal's office immediately upon entering the building and sign the visitor's log. **No student visitors**.

ACADEMICS

ACADEMIC BOWL TEAM – Membership is by teacher referral, academic record, and student interest.

ATHLETICS – Students at Mill Creek School can participate in competitive baseball, basketball, and softball. Students may Letter in each sport or cheerleading in the 10th, 11th, or 12th grades upon completion of criteria established by the coach for participation the previous year.

CHEERLEADING – Cheerleading squads are selected each year at open tryouts. Participation is subject to academic and attendance eligibility. Members must comply with squad rules listed by the coach as approved by the Mill Creek Board of Education. The school does not provide uniforms.

CLASS ACTIVITIES – Class Officers: President, Vice-President, Secretary
Eligibility – 2.00 min. GPA (on a 4.00 pt. scale) with no grade below a "C" for the previous school year.

CLASS SPONSORS – Class Sponsors will be selected in descending class order beginning with the 12th Grade. The 12th and 11th Grade will have two sponsors; all other grades will have one sponsor each.

JUNIOR-SENIOR BANQUET/PROM – The Board of Education of Mill Creek Schools believes that the Junior–Senior Prom is an important, optional part of a student's educational process. The prom provides students with an opportunity to experience a formal event with their peers. Because the prom is such an important event the following guidelines and regulations have been established:

The Junior-Senior Banquet/Prom will be held near the end of the school year. Attendance at the prom is limited to junior and senior class members and their pre-approved dates. Dates who are not members of the junior or senior classes must have the prior approval of the principal. It is the responsibility of the junior or senior class member to request the approval. No students below the ninth (9th) grade or individual 21 or older may attend the Mill Creek school prom (an exception will be made for the spouse of a student.) Abide by the rules and regulations of the Mill Creek Public Schools Student Handbook. Upon entering the prom site students and/or their dates may not leave. If they do leave, they will sign out and will not be permitted to re-enter.

Any student who is suspended from school when the prom is held will not be eligible to attend the prom. Any student who has been suspended three or more times during the

school year will not be eligible to attend the prom. Any student who has been expelled from school during the school year will not be eligible to attend the prom.

ROYALTY: BASKETBALL HOMECOMING QUEEN and KING – The class members of the cheerleaders and girls' basketball team will select their nominee for the Homecoming King. The class members of the varsity boys' basketball team will select their nominee for Homecoming Queen. (Cheerleaders and girl basketball players are eligible for selection as Homecoming Queen.)

The cheerleading squad and girls' basketball team will vote on their selection for Homecoming King from the class candidates. The varsity boys' basketball team will vote on their selection for Homecoming Queen from the candidates. Voting will be by secret ballot under the direction of the administration.

CURRICULUM

CONCURRENT ENROLLMENT – Mill Creek High School students in the 11th or 12th grades may concurrently enroll at Mill Creek high school and a college or university in the Oklahoma State System of Higher Education as a special student if the student meets the required criteria. Information about concurrent enrollment may be received from the counselor or principal. Concurrent enrollment information is given to each student of Mill Creek High School each school year. These courses will receive weighted grade points: A – 5.0, B – 4.0, C – 3.0, D – 2.0, F – 0.

COURSE OFFERINGS – All students must enroll in a full school day schedule unless they enroll in: Concurrent Enrollment or Correspondence Courses.

9th Grade required courses: English I, Oklahoma History, science, math
10th Grade required courses: English II, science, math, history
11th Grade required course: English III, math, science, American History
12th Grade required course: English IV

GRADUATION REQUIRMENTS FOR THE CLASS OF 2010 AND BEYOND
College Preparatory/Work Ready Curriculum
Language Arts – 4 Units
Mathematics – 3 units (one unit must be Algebra I; other units must be above Algebra I)
Science – 3 units (one unit must be Biology I)
Social Studies – 3 units (must include 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)
Foreign or non-English language or Computer Technology – 2 units of the same
The Arts – 1 unit
One additional unit
Electives – 8 units
(*College or University admission also depends on GPA, ACT score, and other factors)

Core Curriculum
Language Arts – 4 units
Mathematics – 3 units (one unit must be Algebra I; other units must be above Algebra I)
Science – 3 units (one unit must be Biology I)
Social Studies – 3 units (must include one unit of American History, one-half unit of Oklahoma History, one-half unit of United States Government and one unit from the sub-

jects of History, Government, Geography, Economics, Civics or Non-Western Culture and approved for college admission requirements
The Arts – 2 units
Electives – 9 units
Beginning with students entering the ninth grade in 2008–2009, every student shall demonstrate mastery of the state academic content standards in the following subject areas in order to graduate from a public high school with a standard diploma. (70 O.S. 1210.523)

a. Algebra I;
b. English II; and
c. Two of the following five:
    1. Algebra II,
    2. Biology I,
    3. English III,
    4. Geometry, and
    5. United States History

CORRESPONDENCE COURSE CREDIT – Mill Creek High School students may pursue, with prior administrative approval, a maximum of one credit by correspondence course each year. (Maximum of two credits in two years.)

HOUSE BILL 1775 – The Mill Creek School policy on Curriculum Prohibitions, House Bill 1775, regarding the process of complaints about curriculum/teaching, may be found on the school website.

DRIVER'S EDUCATION – Students who enroll in and attend Mill Creek Schools are eligible to take Driver's Ed without paying tuition. Students must be at least 15 years at the time of enrollment or prior to the first day of class. Students not enrolled in Mill Creek Schools must pay a tuition fee prior to enrolling in Driver's Ed.

GRADES – No grade above 100 points shall be given for a Midterm or Semester grade. Each grade is final. All grades shall be calculated to the nearest one-hundredth place. (Ex: 3.99) GPA's will be calculated using the 4-point letter grade scale below for honors (honor rolls, honor societies, and valedictorian/salutatorian.) Numerical grades will be used for class rankings and graduation purposes. Concurrent classes will be weighted as a 5.0 class.

GRADING SCALE – K-12

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

PROFICIENCY BASED PROMOTION (PBP) – The state has mandated that students have the opportunity to be promoted or receive credit for classes through taking proficiency tests. A student who passes a proficiency tests with 90% can be promoted or receive credit. Individual tests will be given upon request of a student or parent; however, the tests may only be taken once per semester. The first test will be during the first week of school. The second will begin in the second week in April. At least two weeks before the testing period, school officials must be notified in writing which test or tests a student intends to take. If you have any questions regarding proficiency testing for your child, please contact the school.

RETAKING A COURSE – A student may not retake a class or course for credit, or to receive a higher grade for the course if the student has previously taken the course and received a passing grade for the course. If a student retakes a course the student has previously failed, the student will receive the grade the student makes upon retaking the course. The previous grade, however, will not be removed from the student's transcript.

SPECIAL EDUCATION – Students with disabilities who are residents of Oklahoma have available to them a free appropriate public education as mandated by the Individuals with Disabilities Education Act (IDEA), P.L. 101-476. Mill Creek Schools has a comprehensive child identification district plan to identify, locate and evaluate those children with disabilities, birth through 21 years of age, who need special education and related services.

HONORS – Students found to have violated the cheating/plagiarism policy will not be eligible for academic honors recognition. However, class ranking will not change.

OKLAHOMA HONOR SOCIETY – Students in the top 10% GPA of Mill Creek High School (9 – 12) are eligible for membership in the Oklahoma Honor Society. The GPA is determined for the second semester of the preceding school year and the first semester of the current school year.

PRINCIPAL'S HONOR ROLL – A student must receive no grade lower than a "B" in all courses for the 9-week grading period. (If the course offers Pass/Fail or Satisfactory/Unsatisfactory, the student must receive a grade of Pass or Satisfactory.)

NATIONAL HONOR SOCIETY – The National Honor Society is a nationwide organization that honors students with high scholastic achievement and outstanding character, leadership, and service. Membership is limited to sophomores, juniors and seniors who satisfy the National Honor Society criteria for notable Scholarship, Leadership, Service, and Character. Students must apply for membership.

SALUTATORIAN/VALEDICTORIAN – The salutatorian and valedictorian must fulfill the requirements for the College Preparatory Diploma, complete the 11th and 12th grades at Mill Creek High School, and be members of the graduating class. Valedictorian will have the highest grade-point average and salutatorian will be the second highest grade-point average, based on a weighted 4.0 scale. Both will wear honor cords.

DISCIPLINE OPTIONS AND ACTIONS – Depending on the seriousness of the wrong-doing committed by the student, discipline may consist of, but is not limited to, a verbal warning, after school detention, in-school suspension, suspension (if in compliance with state law), removal of privileges, parental contact, apologies or personal restitution for items or equipment stolen or destroyed. The teacher or the administrator in charge, in compliance with this and other board policies, will determine disciplinary action.

Any student involved in a severe disruption will be sent to the office immediately. Severe disruptions include, but are not limited to, smoking; chewing or dipping tobacco; drinking alcoholic beverages; possession of alcohol, drugs, tobacco, lighters or matches; fighting; blatant disrespect; assault; gang-related activities; refusal to obey a reasonable request; and sexual harassment.

ALTERNATIVE PUNISHMENT – All students will be treated in a fair and equitable manner. Disciplinary action will be based on a careful assessment of the circumstances surrounding each infraction. The following are examples of these circumstances: the seriousness of the offense on other students, the student's attitude, whether the offense is

physically or mentally damaging to other people, and whether the incident is isolated or habitual behavior. Students are responsible for their behavior.

In administering discipline, consideration should be given to alternative methods of punishment to ensure that the most effective discipline is administered in each case. In all disciplinary action, the administration should be mindful of the fact that they are dealing with individual personalities. The administration should consider consultation with parents on disciplinary measures that might prove most effective. Some possible alternative punishments are:

1. conference with student
2. advise parent
3. remove from class or group (temporary or permanent)
4. parental conference
5. detention before or after school or at noon
6. in-school suspension
7. financial restitution
8. law enforcement
9. referral to other school agencies
10. suspension for 10 days or less
11. long-term suspension of more than 10 days
12. restriction of privileges
13. clean or straighten items or facilities damaged
14. change seating arrangement
15. behavioral contract written
16. refer to counselor
17. corporal punishment
18. any other action deemed appropriate

The student should realize that a steady progression of misconduct without remediation could well lead to removal from the system by suspension--short or long term.

OTHER METHODS OF CONTROL AND DISCIPLINE

CLASSROOM – Teachers may use various methods to control the activities in their classrooms in order to provide the best possible learning atmosphere for their students. Classroom rules should be discussed and posted by each individual teacher. Undesirable behavior of a serious nature or continuation of undesirable behavior will be referred to the principal's office.

DETENTION – Detention may be assigned by teachers in order to correct undesirable behavioral patterns or when a student fails to complete assigned work. Detention will consist of time spent with certified personnel during lunch or after school hours.

CORPORAL PUNISHMENT – Administrators reserve the right to invoke corporal punishment upon a student when it is deemed necessary in order to correct undesirable behavioral patterns. Paddling may be used for serious offenses or for repetitious offenses when other methods of control have failed. Parents will be notified before corporal punishment is administered.

LONG-TERM SUSPENSION – Students who have experience a short-term suspension of ten (10) days or less face the possibility of long-term suspension. Should behavioral difficulties continue to be a detriment to the school climate, the student may be suspended for the remainder of the current school semester and/or the following semester.

RIGHT TO APPEAL – Nothing in this discipline schedule shall be construed to deny the student's right to a fair and orderly hearing, appeal, counsel, and due process in cases that may end in suspension. If the evidence is inconclusive, the student may request a hearing before the board of education in order to determine guilt or innocence. The board of education may appoint a hearing officer to conduct the hearing and render the final decision. The decision of the board or board-appointed hearing officer shall be final.

INTERPRETATION – The principal and his designees in a manner that they deem just given the circumstances of the individual case shall interpret this schedule. Additionally, administrators shall have the authority to enforce other reasonable disciplinary action that they find warranted by situations not covered by the disciplinary action schedule of discipline.

NOTIFICATION – Parents and guardians of every child residing in the school district shall be notified at the beginning of each school year that this policy and regulations are in effect. A copy of this information will be made available to parents or guardians upon request at any time during the school year.

SUSPENSION ACTIONS AND PROCEDURES – The principal shall have the authority to suspend any pupil who is guilty of any of the following acts while in attendance at such school or in transit (by school transportation or under school supervision) to or from school, at any school function authorized by the school district, or when present on any facility under the control of the school district.

The district may also discipline a student for behavior that occurs in other places if a relationship exists between the behavior and the school, especially if the behavior may indicate a possible impact on the safety of the school district and its students. This listing is examples of some of the infractions that a student might encounter prior to receiving suspension. It is not all-inclusive and does not limit either offenses or possible disciplinary actions a student might encounter.

1. Immorality or profanity
2. Truancy
3. Violation of written school rules, regulations or policies
4. Assault upon another student or person
5. Possession or being under the influence of any narcotic drug, stimulant, barbiturate or alcohol
6. Possession, threat, or use of a dangerous weapon as defined by State Statue
7. Use and/or possession of any tobacco product
8. Conduct that disrupts the operation of the school
9. Conduct that jeopardizes the safety of others
10. The willful disobedience of the request of any school official in the performance of such school official’s duties
11. Failure to attend an assigned detention class without prior approval
12. Failure to comply with State immunization law
13. Vandalism or theft
14. Excessive tardies
15. Fighting on school premises
16. Verbal or physical abuse
17. Illegal use of parking permits
18. Unauthorized entry to buildings and/or campus

19. Unauthorized departure from campus and/or class
20. Failure to attend assigned class while on campus without prior office approval
21. Gambling

The Constitutional rights of individuals assure them the protection of due process of law; therefore, the administration of discipline in this school district shall be guided by legally sound procedures. **Reference: 70 O.S. 24-101-3** (Section 488.2, School Laws of Oklahoma)

EXCEPTIONS TO NONVIOLENT OFFENSES – "Nonviolent offense" means any felony offense **EXCEPT** the following, or any attempts to commit or conspiracy or solicitation to commit the following crimes:

1. Assault, battery, or assault and battery with a dangerous weapon
2. Aggravated assault and battery on a police officer, sheriff, highway patrolman or any other officer of the law
3. Poisoning with intent to kill
4. Assault with intent to commit a felony
5. Assault while masked or disguised
6. Murder in the first degree
7. Murder in the second degree
8. Manslaughter in the first degree
9. Manslaughter in the second degree
10. Kidnapping
11. Burglary in the first degree
12. Burglary with explosives
13. Kidnapping for extortion
14. Maiming
15. Robbery
16. Robbery in the first degree
17. Robbery in the second degree
18. Armed robbery
19. Robbery by two (2) or more persons
20. Robbery with dangerous weapon or imitation firearm
21. Child beating
22. Wiring any equipment, vehicle or structure with explosives
23. Forcible sodomy
24. Rape in the first degree
25. Rape in the second degree
26. Rape by instrumentation
27. Lewd or indecent proposition or lewd or indecent act with a child
28. Use of a firearm or offensive weapon to commit or attempt to commit a felony
29. Pointing firearms
30. Rioting
31. Inciting to riot
32. Arson in the first degree
33. Injuring or burning public buildings
34. Sabotage
35. Criminal syndicalism
36. Extortion
37. Obtaining a signature by extortion
38. Seizure of a bus, discharging a firearm or hurling missile at bus
39. Mistreatment of a mental patient
40. Any other offense specified in Section 995.1, Title 22, Oklahoma Statutes References: 57 O.S. 571.

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

ALCOHOL/CHEMICAL ABUSE – Attending classes alert and ready to learn is a prime responsibility of students at Mill Creek public schools. The inability to function in class may occur because of illness, injury, or drug use, prescribed or illegal. A student may be referred to the principal's office after demonstrating one or more of the following behaviors: sleeping in class, drowsy or listless, slurred speech, poor general health (red eyes, flushed skin, etc.), odor of smoke, abnormal or erratic behavior, inability to concentrate, wearing jewelry or clothing which promotes drugs, alcohol or tobacco use, fighting, possession of an illegal drug, alcohol or tobacco. A trained employee of Mill Creek Schools may check the neurological function of the student by means of a simple examination of the papillary reflexes and muscle functions of the eye. This procedure is frequently used in Mill Creek School's athletic programs to determine if the brain functions have been impaired by injury, illness, or disease. If neurological dysfunction is suspected, regardless of the cause, the parent/guardian will be contacted immediately. The above behaviors as well as the neurological examination may be sufficient probable cause to search the student (clothes, locker, vehicle, book bag, etc.) for illegal drugs, drug paraphernalia, weapons or other contraband.

ARSON – Out-of-school suspension for the remainder of the current semester and the succeeding semester, may include legal action.

ASSAULT – Intentional creation of a reasonable apprehension in the mind of the victim of imminent bodily harm and verbal threats.

BATTERY – Offensive, unconsented touching of another's person; includes fighting and throwing objects.

ASSAULT ON A SCHOOL EMPLOYEE – A school employee shall mean any duly-appointed person, employed by or employees of a firm contracting with the Mill Creek School System for any purpose, including such personnel not directly related to the teaching process and board members during board meetings. Every person who, without justifiable or excusable cause, knowingly commits any assault, aggravated assault, battery or aggravated battery upon the person of a school employee is punishable by imprisonment and/or fine pursuant to 70 O.S. Sections 9 -113.

STUDENT BEHAVIOR ON SCHOOL BUSES/VEHICLES – The school bus driver has a

great responsibility. Each day he carries "precious cargo" and his only concern should be to see that all of his passengers are transported to and from school safely. Unfortunately, there are times when children (young and old) do things that cause the driver to be distracted from his job. This is dangerous and cannot be allowed. It is necessary, therefore, that rules and regulations be enforced and that they be followed without question. Each parent must see that his or her child understands the importance of good behavior while riding a school bus. Mill Creek Board of Education realizes that a hardship may result in the parent's having to take a child to and from school, but it is sometimes necessary. A student may not be allowed to ride a school bus when he/she continues to jeopardize the safety of others. The first time child is sent to the office for misconduct on a bus, the building principal will discuss the bus riders' rules with the child and correct the problem. The second time a child in sent to the office for misconduct on a bus, the building principal will go over the bus riders' rules again, contact the parents and, if necessary, discipline the child. The third time a child is sent to the office for misconduct on a bus, the building principal will contact the parents, go over the bus riders' rules again, and the child may be expelled from riding the bus for three days. The building principal will contact the parents in writing, that another occurrence of misconduct may constitute removal of the student from riding the bus for the remainder of the school year. Riding a school bus is a privilege and the privilege may be removed for not abiding by the bus rider rules.

PREVIOUS TO LOADING, STUDENTS SHOULD:

1. Be on time at the designated bus stop. Keep the bus on schedule.
2. Stay off the road at all times while waiting for the bus.
3. Be careful in approaching bus stops. Respect people and their property while waiting for the bus.
4. Wait until the bus comes to a complete stop at the loading zone before moving toward the bus and attempting to enter.
5. Receive proper school official authorization to be discharged at places other than the regular bus stop.

WHILE ON THE BUS, STUDENTS SHOULD:

1. Keep all parts of the body inside the bus.
2. Refrain from eating and drinking on the bus.
3. Refrain from the use of any form of tobacco, alcohol or drugs.
4. Assist in always keeping the bus safe and clean.
5. Maintain possession of books, lunches or other articles and keep the aisle clear.
6. 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.
7. Never tamper with the bus or any of its equipment. Damage to seats or other parts of the bus shall be paid for by the offender.
8. Help look after the safety and comfort of small children.
9. Not throw objects in or out of the bus.
10. Remain in their seats while the bus is in motion.
11. Refrain from horseplay and fighting on the school bus.
12. Be courteous to fellow pupils, the bus driver and driver's assistants.
13. Remain quiet when approaching a railroad crossing.
14. Remain in the bus during road emergencies except when it may be hazardous to their safety.

AFTER LEAVING THE BUS, STUDENTS SHOULD:

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

EXTRACURRICULAR TRIPS:

1. The above rules and regulations apply to all trips under school sponsorship.
2. The superintendent or a person designated by the superintendent shall assign sponsors for extracurricular trips.

CHEATING/PLAGIARISM – Cheating and plagiarism will not be tolerated. Plagiarism will be defined as using another person's work as your own. This will include but not be limited to downloading material from the Internet, computer hard drive, using another person's previously completed work to be turned in for a grade, etc. Cheating is defined as using unacceptable means to attain academic success. Cheating may include, but is not limited to, the following: copying tests; obtaining verbal assistance or looking on another's work during a test; or using unauthorized test material. A grade of Zero (0) will be given for all work resulting from the cheating/plagiarism for the student and any student who assisted the student to cheat.

DISRUPTIVE BEHAVIOR – Failing to follow classroom rules and/or disrupting the educational environment.

DRESS CODE – Students at Mill Creek schools are expected to dress appropriately for the school setting. Clothing, accessories or hairstyles that in the judgment of the principal create a foreseeable disruption to the educational environment or create a risk of health or safety to any person are prohibited at school or any school-related activity.

Disallowed clothing includes, but is not limited to: clothing that reveals the midriff or inappropriately exposes other areas of the body (including legs) or undergarments; caps/hats (indoors); clothing, accessories, or hair styles that promotes (directly or indirectly) alcohol, chemical abuse, criminal behavior, gang colors or symbols (including "sagging" or "baggy" pants); inappropriate moral conduct; nudity (partial or whole); obscenity; profanity; any form of violence; cut-out t-shirt sleeves; tank tops (width of shoulder strap is irrelevant – applies to 4^{th} – 12^{th} graders only); blouses that are low-cut or revealing; weapons, inappropriate or suggestive messages or wording. Shorts must be reasonable and proper. Elementary girls must wear shorts underneath dresses or skirts. Pants may not have tears or holes that are not reasonable or proper. Position of tears will be at the administrator's discretion. Blankets are not allowed at school.

<u>WIRELESS TELECOMMUNICATION DEVICES AND NUISANCE ITEMS</u>

WIRELESS TELECOMMUNICATION DEVICES – Cellular phones will be powered off and kept out of sight, i.e., in locker or purse, backpack, etc. The principal or superintendent, upon request, may make exceptions by the parent or guardian for medical necessities or other appropriate circumstances. The rules shall provide that a student my possess a wireless telecommunication device upon the prior consent of both a parent or guardian and school principal or superintendent. (70 O.S. s 24-101.1**) Any unauthorized device found will be taken from the student's possession and disciplinary action taken.** 1st Offense: Principal will keep until last bell. 2^{nd} Offense: Principal will keep until parent picks up phone. 3^{rd} Offense: Principal will keep until parent picks up and student will have two days of ISS. Refusal of student to give phone will result in parent picking up student and phone. Posting to social networks during school hours is prohibited and may lead to suspension.

NUISANCE ITEMS – Radios, video games, tablets, water guns, hacky sacks, laser pointers, cards and other similar items are considered "nuisance items" and should **NOT** be brought to school. Any such items will be confiscated and returned to the student or, in some cases, the parent, at the end of the school day or at another time designated by the administrator dealing with the situation.

PROJECTION OF INJURIOUS OBJECTS – The board may take legal action against any person in attendance at any athletic or other public entertainment event to project in any manner an object that could cause bodily harm to another person. In addition, that person is subject to ejection from the event by the officials supervising the event.

EXTORTION – The taking of money/property by anyone who uses threats, or other illegal use of fear or coercion in order to obtain the money/property, and whose conduct falls short of the threat to personal safety required for robbery.

FAILURE or REFUSAL TO SERVE ASSIGNED DISCIPLINE – If the student fails to serve the discipline assigned due to circumstances genuinely beyond the student's control, the student must make up the discipline. If the student "forgets" to serve the discipline, the discipline is doubled. If the student refuses to serve the discipline the student will receive out-of-school suspension. Upon returning from the suspension, the student must serve the original discipline.

HARASSMENT (Bullying) and HAZING – For the purposes of this policy, hazing is defined as an activity which recklessly or intentionally endangers the mental health or physical health or safety of a student for the purposes of initiation or admission into or affiliation with any organization operating subject to the sanctions of the school district. Harassment is the deliberate taunting of a student by means of language or physical contact in an attempt to degrade or humiliate. Harassment exists when an individual student or an unorganized group of individuals who use(s) rough practical jokes or causes(s) a student to perform meaningless, difficult or humiliating tasks. There will be NO tolerance for this type of behavior. Bullying using electronic communication is prohibited by district policy, whether or not such communication originated at school or with school equipment, as long as the communication is specifically directed at students or school personnel and concerns bullying at school. Mill Creek School's full policy on bullying can be found on the school website. **(70 O.S. Section 24 – 100.4(A)(4)(d)**

INSUBORDINATION – A student found to be disobedient to the authority of school personnel, and/or failing to follow the directive of the personnel without just cause as determined by the principal.

MISINFORMATION – Willfully giving misinformation by commission (lying), or omission (misinforming by remaining silent).

SEARCH AND SEIZURE – The superintendent, principal, or teacher employed by Mill Creek School District upon reasonable suspicion, may detain and search, or authorize the search of, any pupil or property in the possession of the pupil if the pupil is on any school premises or in transit under the authority of the school, or attending any function sponsored or authorized by the school. The student may be searched for dangerous weapons, controlled dangerous substances, intoxicating beverages, and low-point beer. The student may also be searched for missing or stolen property if such property is reasonably suspected to have been taken from a pupil, school employee or the school during school activities. The search shall be conducted by a person of the same sex and witnessed by at

least one other authorized person, preferably by a person of the same sex. Only cold weather outerwear shall be removed. The official shall have authority to detain the pupil and to preserve any of the items mentioned above and found on the student. Any dangerous weapon, controlled dangerous substance and intoxicating beverages, including low-point beer, shall be given to the police department for appropriate destruction. Pupils shall have no expectation of privacy in lockers, desks or other school property from school personnel or law enforcement officers. No reasonable suspicion shall be required to conduct a locker, desk or other school property search. The pupil may be suspended in accordance with school law, and any such suspension may be appealed to the administrative committee or board of education, in accordance with school policy.

THEFT – Taking by force or secret any item belonging to another person or any property of the school.

TOBACCO & TOBACCO PRODUCTS – Possession of tobacco or tobacco-related products by students are prohibited at school or school-sponsored activities pursuant to Oklahoma Law (21 O.S. Section 21-1241, 1242.) Prohibited tobacco products and paraphernalia include, but are not limited to: cigarettes, e-cigarettes, vaporizers, JUULpods, cigarette lighters, cigarette paper, cigars, snuff, chewing tobacco, cigarette holders, tobacco, tobacco-related containers and packages, etc. Any minor in possession of the above materials being asked by a police officer or teacher where and from whom such materials were obtained, who shall refuse to furnish such information, shall be guilty of a misdemeanor.

VANDALISM/DESTRUCTION OF SCHOOL PROPERTY OR THE PROPERTY OF OTHERS ON SCHOOL GROUNDS – PENALTY: Restitution, ISD, or out-of-school suspension per the circumstances. Offense may also include legal action.

WEAPONS – The possession or use of any weapon during the time a student is in attendance in Mill Creek Public Schools, or is in transit to or from school or any school-sponsored activity by any form of transportation (including vehicle, walking, etc.), is strictly prohibited. A weapon includes, but is not limited to: guns, rifles, pistols, shotguns; daggers, knives, razors, clubs, slap jacks, night sticks; any device which throws, discharges or fires objects, bullets or shells; explosive and incendiary devices; hand chains; artificial knuckles; or any other object that can reasonably be considered a weapon or dangerous instrument. Also prohibited, are any facsimiles or counterfeit weapons resembling a weapon. Exempt from this policy are any instruments and devices that may be considered a weapon under this policy but are specifically authorized (prior to being brought to school) by school personnel for use in an approved curricular or extra-curricular activity and are used in the appropriate manner. Any student who knowingly aids, accompanies and/or assists in the violation of the policy, shall also be considered in violation of this policy and shall be subject to discipline in the same manner as any student who violates this policy. Violators of this weapon policy will be subject to out-of-school suspension for the remainder of the semester in which the violation occurred and succeeding semester & reported to law enforcement.

CLOSED CAMPUS POLICY – Mill Creek Public School District is committed to the philosophy that all children need to be safe to maintain a successful learning environment. All students are required to park in the high school parking lot upon arrival at school and vehicles are not to be moved until after the buses have departed for the day. Students are not allowed to drive to the cafeteria for breakfast. Softball and baseball players will be permitted to drive to the fields for their late or before-school practices, with permission from

the respective coaches and written parental consent.

MILL CREEK PUBLIC SCHOOLS STUDENT DRUG TESTING POLICY – The Mill Creek Board of Education, in an effort to protect the health and safety of its extra-curricular activities students from illegal and/or performance-enhancing drug use and abuse, thereby setting an example for all other students at the Mill Creek Public School District, proposes to adopt the following policy for drug testing of students participating in extra-curricular activities.

STATEMENT OF PURPOSE AND INTENT – Mill Creek students, grades 7 – 12, will be required to have on file the completed Drug Testing Policy before participating in any extra-curricular activities.

ASBESTOS AWARENESS PLAN

The Asbestos Hazard Emergency Response Act of 1986 (AHERA) provides guidelines for the identification monitoring and management of asbestos-containing materials (ACM) in all public and private schools from kindergarten through twelfth grade.

Mill Creek Public School has prepared an Asbestos Inspection and Management Plan. The plan is designed to identify any presence of ACM and to provide a program to control those materials and prevent any risk to building occupants. The inspection results and the plan are on file for public review and may be examined by contacting the Superintendent at 580-384-5514 or by visiting the office at the administration building during school hours.

HATCH AMENDMENT – The school district is committed to enforcing the Protection of Pupil Right Amendment (PPRA), 20 U.S.C. 1232h, included in the Goals 2000 Educate America Act of 1994. PPRA applies to all funding provided by the United States Department of Education and seeks to protect the rights of parents to inspect surveys or instructional materials if these materials or surveys are funded by the United States Department of Education.

With respect to survey activities, survey materials, evaluation materials and instructional materials used by students and funded by the United States Department of Education, the school district will:

1. Make such materials available for inspection by parents

⇨ Obtain written parental consent if students are required to participate in a survey, analysis or evaluation that reveals information such as:

⇨ Political affiliations

⇨ Mental and psychological problems potentially embarrassing to the student and his/her family

⇨ Sexual behavior or attitudes

⇨ Illegal or self-incriminating behavior (such as use or possession of tobacco, alcohol or other drugs)

⇨ Critical appraisals of other individuals with whom respondents have close family relationships

⇨ Legally recognized privileged or analogous relationships, such as those of lawyers, doctors and ministers

⇨ Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such programs)