GENERAL STUDENT POLICIES

I. School Calendar: The Superintendent or the Superintendent's designee shall prepare and present for Board approval a school calendar which indicates the dates of the opening and closing of school and any applicable holidays or breaks. In addition, the superintendent shall have the authority to make short-term adjustments to the calendar as necessary, including but not limited to distance learning schedules and related planning and redefining attendance and absence requirements for students and staff.

For secondary students, the District's school calendar may differ somewhat from the student's home school calendar. Students are expected to be in attendance at SouthernTech every day that any class in which the student is enrolled is in session. Students are also expected to comply with the attendance policies of their home schools. In the event that a student's home school is closed, but the District is not, a student will be expected to be in attendance at SouthernTech. SouthernTech's buses will always drive their routes whenever SouthernTech has classes.

II. Visitors: Visitors to the District must sign in at the administrative office before visiting students or programs.

III. Textbooks and Equipment: All textbooks required for a course must be purchased by post-secondary students, and no school-owned books may be taken from the department by post-secondary students. Textbooks, which are required by the program in which a secondary student is enrolled, shall be made available for secondary students. District-owned equipment may not be taken from SouthernTech. Any exceptions to the above policies must be made in writing by the appropriate administrator official.

IV. Student Use of District Property: Students shall properly use and care for all District-owned property at their disposal and shall return all District-owned tools and books promptly after use. Students shall be responsible for any loss or damage beyond normal wear and shall be required to pay a total or pro-rata portion of the amount necessary to replace or restore any District property, which is lost or damaged beyond normal wear. If a student has not fully reimbursed the District for the amount due within two (2) weeks after notification by the student's teacher, the teacher may prohibit the student from using any or all other District-owned equipment until such reimbursement is made. Additionally, if total reimbursement has not been made by the next semester, a grade of "I" shall be recorded until reimbursement is made. Returning students' enrollment will be placed on hold until all records from the previous year are cleared.

Policy

V. Student Vehicles: Students are granted the privilege of driving their vehicles on to the District's campus. In order to exercise this privilege, students shall comply with the regulations and guidelines set forth in the Student Regulations.

VI. Permission to Leave Campus: Students may be granted permission to leave campus during the school day as set forth in the Student Regulations.

VII. Student Dress Code: Students are expected to be neat and well groomed at all times and to dress appropriately for the occupation for which they are preparing, as defined by the instructor and approved by the Administration. Students shall comply with the Student Dress Code set forth in the Student Regulations.

VIII. Minute of Silence: At the beginning of each school day in which students are present at school, the District shall observe one minute of silence for the purpose of allowing each student, in the exercise of his or her choice, to 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. Students or staff shall not coerce or attempt to coerce any person to engage in any particular activity during the minute of silence. The administrative staff shall indicate over the intercom by voice or by pre-instructed bell or tone signal, of the beginning and ending of the 'minute of silence'. Teachers shall limit their comments to the general facilitation of the 'minute of silence' or face possible disciplinary action.

IX. Immunizations: The Oklahoma Immunization Act requires all students to meet immunization requirements before they enter or attend any public or private school in the state. It allows exemptions for medical, personal, or religious reasons. If a student is exempt from immunizations, an Immunization Exemption Form will need to be filled out.

Policy

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