



Mustang Public Schools

Empowering Today to Achieve a Better Tomorrow

Student Handbook

2026-2027





Mustang Public Schools

Physical Address

909 S Mustang Rd.
Mustang, Oklahoma
73064

Mailing Address

12400 SW 15th Street
Yukon, Oklahoma
73099

Telephone Number (405) 376-2461
Oklahoma School Security Institute Tipline 405-425-4296 *monitored 24/7*
District Website www.mustangps.org
District Social Media Facebook - @MustangSchools
X (formerly Twitter) - @MustangSchools
Instagram/Threads - @MustangPS

ADMINISTRATION

Charles Bradley	Superintendent
Stacy Edwards	Assistant Superintendent of Elementary Education
Ryan McKinney	Assistant Superintendent of Secondary Education
Mark Lebsack	Assistant Superintendent of Operations
Dr. Jason Pittenger	Chief Financial Officer
Chris Tobler	Executive Director of Human Resources
Geromy Schrick	Executive Director of Technology
Stephanie Matthews	Executive Director of Special Education
Dr. Karen Wilson	Executive Director of Student Services
Michael Barrick	Executive Director of Student Support
Kirk Wilson	Executive Director of Communications
Alan Green	Chief Operations Officer
Robert Foreman	Director of Athletics
Jennifer Newell	Director of School Safety and Security

BOARD OF EDUCATION

Toby Thompson	President
Travis Helling	Vice President
Dr. Robert Rader	Member
Todd Lovelace	Board Clerk
Sarah Lippencott	Deputy Board Clerk

This handbook has been prepared to help you and your parents become better acquainted with your school. It is our desire that you use this handbook to live up to the high ideals and standards of MPS.

This handbook will be used as a guideline for students and staff. It is the responsibility of the student and guardians to read carefully all information and policies included in this handbook.

The MPS Board of Education recognizes that parts of this policy are taken directly from the Oklahoma State

Board of Education Regulations (OSBER). The Board further recognizes that OSBER is subject to change. Therefore, this Board directs the MPS System annually to review this policy and make changes as necessitated by OSBER. These changes will not require Board approval. The Mustang Board of Education must approve all other changes.

Mustang Public Schools is committed to equal opportunities for all. Mustang Public Schools does not discriminate on the basis of race, ethnicity, national origin, sex, gender identity, sexual orientation, disability, religion (including antisemitism), or marital status against a student or an employee. No person in Mustang Public Schools shall, on the basis of race, ethnicity, national origin, sex, gender identity, sexual orientation, disability, religion (including antisemitism), or marital status, be excluded from participating in, be denied the benefits of, or be subjected to discrimination by any Mustang Public Schools program or activity or in any employment conditions or practices conducted by Mustang Public Schools.

DISTRICT CONTACT INFORMATION

Mailing address for all departments is 12400 SW 15th Street, Yukon OK, 73099

Departments

Elementary Curriculum	Director of Elementary Curriculum and Instruction	Misty Eidson	eidsonm@mustangps.org
Intermediate and Middle School Curriculum	Director of Intermediate and Middle School Curriculum	Dr. Robbyn Glinsmann	glinsmannr@mustangps.org
High School ELA & Social Studies and Education Technology and Virtual Instruction grades PreK-12	Director of Secondary Curriculum and Instruction (history and ELA) and Technology and Virtual Instruction	Shanda Cummings	cummings@mustangps.org
High School Math & Science and Assessments grades PreK-12	Director of Secondary Curriculum and Instruction (math and science) and Assessments	Dr. Lesa Rohrer	rohrerl@mustangps.org
Federal Programs-Title Services, GATE, EL and CTE	Director of Federal Programs	Amy Hill	hilla@mustangps.org
Indian Education	Native American Education Advisor	Katy Patterson	pattersonk@mustangps.org
Fine Arts	Director of Fine Arts	Dr. Mike Raiber	raiberm@mustangps.org
Child Nutrition	Director of Child Nutrition	Carole Peters	petersc@mustangps.org
Transportation	Director of Transportation	Donnie Ryan	ryand@mustangps.org

SITE CONTACT INFORMATION

Mailing address for all sites is 12400 SW 15th Street, Yukon OK, 73099

Elementary Schools (PreK - 4th grade)

Centennial Elementary School

Jennifer Hodde, Principal
Erika Reddick, Assistant Principal
405.256.6466
700 South Czech Hall Road
Mustang, OK 73064

Mustang Valley Elementary School

Jennifer Young, Principal
Taylor Harding, Assistant Principal
405.324.2541
3001 S Morgan Road
Oklahoma City, OK 73179

Lakehoma Elementary School

Shawna Carter, Principal
Karen Bush, Assistant Principal
405.376.2409
224 South Clear Springs Road
Mustang, OK 73064

Prairie View Elementary School

Amanda Boucher, Principal
Amy Wilson, Assistant Principal
405.256.6989
9201 SW 59th Street
Oklahoma City, OK 73179

Mustang Creek Elementary School

Leah Anderson, Principal
Kayleen Browning, Assistant Principal
405.324.4567
10821 Southwest 15th Street
Yukon, OK 73099

Riverwood Elementary school

Jessika Hill, Principal
Amy Armstrong, Assistant Principal
405.256.5200
11800 SW 44th Street
Mustang, OK 73064

Mustang Elementary School

Andrea Peterson, Principal
Kaylee Kuykendall, Assistant Principal
405.376.2491
400 South Mustang Road
Mustang, OK 73064

Sunset Hill Elementary School

Jandra Honeman, Principal
Lauren Sanders, Assistant Principal
405.806.5600
4800 S. Sara Road
Oklahoma City, OK 73179

Mustang Trails Elementary School

Jami Hasty, Principal
Lindsey Coffey, Assistant Principal
405.324.0016
12025 Southwest 15th Street
Yukon, OK 73099

Intermediate Schools (5th - 6th grade)

Canyon Ridge Intermediate Center

Christy Woodson, Principal
Dolly Thomas, Assistant Principal
405.256.6955
3600 S. Sara Road
Mustang, OK 73064

Meadow Brook Intermediate Center

Jessica Gibley, Principal
Taylir Thompson, Assistant Principal
405.256.5250
12500 SW 15th Street
Yukon, OK 73099

Mustang Horizon Intermediate Center

Kameron Hill, Principal
Jennifer Meacham, Assistant Principal
405.256.6282
430 W Forster Drive
Mustang, OK 73064

Middle Schools (7th - 8th grade)

Mustang Central Middle School

Lisa Stacey, Principal
Matt Mitchell, Assistant Principal
Elizabeth Brown, Assistant Principal
405.256.5275
11820 SW 44th Street
Mustang, OK 73064

Mustang Middle School

Ramae Collins, Principal
Ryen Muralt, Assistant Principal
JC Wagnon, Assistant Principal
405.376.2448
1145 S. Heights Drive
Mustang, OK 73064

Mustang North Middle School

Christy Bradley, Principal
Steve Garcia, Assistant Principal
Brandi Owen, Assistant Principal
405.324.2236
10901 SW 15th Street
Yukon, OK 73099

High School (9th - 12th grade)

Mustang High School

Dr. Kathy Knowles, Principal

Cody Little, Associate Principal (Operations & Communication)

Keli Wilkie, Assistant Principal (Curriculum & Instruction)

Kaitlin Hensley, Assistant Principal (College & Career)

Renee Boatman, Assistant Principal for Red Pod (Last Name A-G)

Chad Harper, Assistant Principal for Red Pod (Last Name A-G)

Craig Chestnut, Assistant Principal for White Pod (Last Name H-O)

Jared Homer, Assistant Principal for White Pod (Last Name H-O)

Danny Brown, Assistant Principal for Gray Pod (Last Name P-Z)

Katy Korstjens, Assistant Principal for Gray Pod (Last Name P-Z)

405.376.2404

801 South Snyder Drive

Mustang, OK 73064

Mustang Education Center (Bronco Academy & 9-12 Alt Ed)

Greg Frederick, MEC Principal & Full time Virtual Principal

405.376.7322

400 North Clear Springs Road

Mustang, OK 73064

VISION / MISSION STATEMENT



Mustang Public Schools

Direction for Excellence

Vision

We Aspire to Have:

Highly effective, compassionate teachers in every classroom delivering a world-class education to every student in a safe and mutually respectful environment to the extent that Mustang students achieve at their highest level and contribute to their world in a meaningful way, both now and in the future.

Mission

As We Pursue Our Vision, We Will:

Develop Mustang's community of collaborative learners as self-confident, creative problem solvers and skillful communicators, who are capable of accessing and processing information in a lifelong pursuit of excellence.

Core Values

1. Attend to relationships
2. Laser focus on student success
3. Clear and timely communication
4. Collaborative culture

District Goals

1. Focus on student success
 - a. All student attending Mustang Public Schools will reach high standards by attaining proficiency or better in all core academic areas as measured by district provided or state assessments
 - b. Students will have meaningful opportunities to explore interests and develop talents
 - c. Mustang Public Schools will attain a 100% graduation rate
2. Maintain standards of fiscal stability
 - a. Balance the operating budget, annually
 - b. Adhere to all audit recommendations
3. Provide a culture that values employees as professionals
 - a. Recruit and retain highly effective employees
 - b. Provide opportunities for growth, professional development, and advancement
 - c. Deliver timely and meaningful feedback

Empowering today to achieve a better tomorrow



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***The online version of the Student Handbook will reflect the latest policy revisions.**

GENERAL INFORMATION

CLASSROOM ASSIGNMENT OF STUDENTS (PreKindergarten-6th Grade)

Principals and teachers, with the aid of evaluative criteria, will group students in the classes that will provide the best possible learning situation. It is recommended that once a student is assigned to a group that he/she continues with that group for the school year.

CLOSING OF SCHOOL

In the event school must be canceled for any reason, the announcement will be made on local news stations prior to 6:00 a.m. when possible. MPS will also post the information on the district web site at www.mustangps.org and social media.

DOCTOR NOTE REQUIREMENTS

All Doctor notes must:

- Clearly state the student's name as the patient.
- Be written on official provider letterhead.
- Include the specific date(s) of the illness for which the student was absent.
- Provide verifiable contact information for the medical provider.

"Falsification, and/or turning in falsified doctor notes, for the purpose of deviation of the attendance records is against school rules. Falsified doctor notes will not be recorded as valid. Falsification of doctor notes could be turned into law enforcement."

This can be in direct violation of OK State Statute 70-10-105, "It shall be unlawful for a parent, guardian, or other person having custody of a child who is over the age of (5) years, and under the age of eighteen (18) years, to neglect or refuse to cause or compel the child to attend and comply with the rules of some public, private, or other school unless other means of education are provided for the full term the schools of the district are in session or the child is excused as provided in this section."

EMERGENCY SIGNALS

Due to the differences in intercom systems throughout the district, each site administrator will be responsible for educating students, parents and staff of emergency signals for the school. Students should remember to conduct themselves in a safe and orderly manner when a drill is being conducted.

FFA SCHOOL FARM/ BARN GENERAL RULES AND POLICIES - [Policy #5152 can be found here.](#)

FIELD TRIPS

Field trips will be made only with the prior approval of the building principal, administrative designee and transportation director. Advance written consent of the student's parent or legal guardian is required for any off-campus field trip. Field Trips do not include interscholastic contests or extracurricular activities where students perform or compete.

The Mustang Board of Education recognizes educational field trips as part of the curriculum. The following criteria should be considered in deciding whether or not a field trip would be a beneficial experience for students:

- Would this field trip be a better experience for students than other activities which might be conducted within the school building?
- Would the students benefit more from the field trip than they would from a virtual learning experience,

a guest speaker, experiment, project, etc?

There will be two (2) class parties per year which will be determined by each elementary site. Teachers will notify all parents of food allergies in their child's classroom. Teachers will encourage parents to limit sugary items, and provide a variety of foods for students to choose from. Store-bought foods with nutritional information is encouraged.

Parents are requested to refrain from bringing preschool children, younger children or siblings to class parties, as their attention needs to be directed to assisting with the party's events for the students and assisting the teacher during this time. No audio, photographs, or video recordings are allowed during the parties.

Birthday party invitations are never to be distributed at school and birthday parties are not hosted in classrooms. Birthday snacks may be provided by parents, but should be limited to no more than one day per month, as determined by the teacher, to protect instructional time.

Parents of students with allergies will be notified when treats will be provided so they will have the opportunity to provide alternate treats for their child if necessary.

All celebrations must be arranged through the classroom teacher.

FOOD DELIVERY

Food deliveries to students from restaurants, food establishments, delivery services, or other commercial vendors are prohibited during the school day. This prohibition includes, but is not limited to, deliveries made directly by a restaurant or food vendor and deliveries facilitated through third-party services.

PERSONAL ITEMS

Students are not to bring any toys, including toys that look like "fake" weapons, electronic games, cameras, etc. to school without permission from the teacher or an administrator.

THE SCHOOL IS NOT RESPONSIBLE FOR DAMAGED, LOST OR STOLEN PERSONAL ITEMS.

PETITIONS AND SURVEYS

Neither petitions nor surveys for any cause may be circulated in the school without the permission of the principal.

PLAYGROUND EXPECTATIONS

Students will follow all playground rules and procedures established by the individual teacher(s) and/or principal at each school site. Children should be dressed appropriately for outdoor activities. Outdoor activities such as recess will take place unless there is inclement weather; wind chill of thirty-two (32) degrees or less, or heat index of 100 degrees or more. **In order to ensure the safety of all students, visitors will not be allowed on the playground during scheduled recess times or during Bronco Club hours.**

STAFF VISITING WITH STUDENTS

School administrators, counselors, teachers, and authorized staff have the legal authority to meet with and speak to students regarding academic, behavioral, safety, and well-being matters. While students are at school or participating in school activities, school personnel act *in loco parentis* (in place of the parent). Therefore, prior parent or guardian permission is not required for school staff to interact with students as part of their professional responsibilities.

STUDENT IDENTIFICATION (Grades 9–12)

All students in grades 9–12 are required to have a school-issued student ID (physical or digital) on their person at all times while on campus. While it is preferred that IDs remain visible, and be readily available upon request.

If a student arrives at school without their student ID, they must report to the Media Center between 8:00 a.m. and 8:40 a.m. to purchase a replacement ID. The cost to replace a lost, damaged, or stolen ID is **\$10.00**.

Students must present their student ID to any school staff member upon request to verify current enrollment at Mustang High School. Failure to produce a student ID when requested will result in disciplinary action.

Consequences for Failure to Produce a Student ID

First Offense:

- In-School Intervention (ISI) for three (3) school days.

Second Offense:

- One (1) day suspension. If the violation occurs before 1:00 p.m., the suspension will be for the remainder of that school day. Violations occurring after 1:00 p.m. will result in suspension for the remainder of that day and the following school day.

STUDENT INSURANCE

The only students who are insured are those students whose parents have obtained a Student Accident Insurance Policy made available at the beginning of each school term. This is only a limited accident policy; it does not cover illness. If additional insurance coverage is desired, parents should purchase trip insurance from a private carrier.

USE OF THE MEDIA CENTER

Our goal is to provide a welcoming atmosphere for student research, facilitate learning and personal growth and promote a love for reading.

The media center provides a wide selection of materials and equipment for student use – books, magazines, newspapers, and computers.

The following rules shall be observed when visiting the media center:

Elementary

- No more than two (2) books may be checked out at one time.
- Regular library materials may be checked out for two (2) weeks. After the two (2) week period, the materials are allowed to be re-checked out by the same person.
- The loss of any material will be paid for by the person having checked it out.
- Every student will get the opportunity to visit the library on a regular basis.
- No food, gum chewing or drink is allowed in the Media Center.

Intermediate & Middle School

- No more than two (2) books may be checked out at one time.

- Regular library materials may be checked out for two (2) weeks. After the two (2) week period, the materials are allowed to be re-checked out by the same person.
- Reference material may be checked out only overnight.
- The loss of any material will be paid for by the person having checked it out (fines will be assessed for overdue materials).
- Every student will get the opportunity to visit the library on a regular basis.
- No food, gum chewing or drink is allowed in the Media Center.

Many activities are scheduled in the Media Center such as book reviews, book fairs, guest speakers, contests and virtual learning experiences.

High School

The following rules shall be observed when visiting the media center:

- No student has the right to interfere with the learning of another student or the purpose of an activity.
- A student may have up to two (2) items checked out under his/her name at one time.
- Students will check out books and other items at the circulation desk; regular books check out for a period of two (2) weeks and can be renewed for an additional two (2) weeks if necessary. Magazines can be checked out during the school day and are due at the end of 6th period. Reference items can be checked out overnight and can be renewed one (1) time.
- The loss of any material will be paid for by the person having checked it out (fines will be assessed for overdue materials).
- Students entering the media center must have a pass designating his/her purpose, signed and dated by his/her teacher. No passes are required for the lunch hour.
- Any student possessing media center materials without having checked them out will be denied the privilege of using the media center for the remainder of the semester.
- Items can be returned in a book drop or taken to the circulation desk for check in.
- Any fine(s) or overdue book(s) must be remedied before a student can check out anything else in his/her name.
- Students must place unwanted items in their proper place on the shelf or bring them to the circulation desk for re-shelving.
- Books must be returned and fines paid before a student leaves the school either by withdrawing or graduating.
- No food or drinks are permitted in the media center.
- All media center records are final.

TRESPASSING

The campuses are private property owned by Mustang Public Schools. School administration has the legal authority when warranted to request for an individual to exit the property. The request could apply to any adult, visitor, or student. In the event an individual does not comply with the request the Director of School Safety and Security and local law enforcement will be contacted. At that point law enforcement and MPS have legal authority to implement consequences if needed.

USE OF TELEPHONES

Students should use the telephone in the school office. Neither teachers nor students will be called to the telephone during a class period unless it is an emergency.

VISITORS

Parents are encouraged to visit the school. **All guests are required to check in at the school office first and receive a visitor’s pass. Check in will require a valid photo ID.** If a parent/guardian wishes to visit a classroom, the following guidelines must be followed.

Classroom Visitor Guidelines

- Parent(s)/guardian(s) will need to submit a request to a building administrator with a 24 hour notice to request to observe a classroom. Upon approval of request, a building administrator or designated appointee will schedule the visitation. Classroom visits may not exceed one hour. ISI classrooms are not available for classroom visits due to student confidentiality.
- Parent(s)/guardian(s) should not disrupt the learning environment in any way. If the visitor has concerns or questions regarding the curriculum, classroom, or teacher, a meeting can be arranged at a future date and time. Disrupting the classroom is not an option, the parent or guardian will be asked to leave the room immediately if disruption occurs.
- Parent(s)/guardian(s) are not allowed to record any part of the school or classroom; including video, photo, or audio due to the privacy of other students.
- Parent(s)/guardian(s) can take notes while observing.
- Parent(s)/guardian(s) should not engage in conversation with the teacher or any students, including their personal child while observing the classroom.
- Convicted sex offenders will not be permitted.
- Administration may determine at any time that classroom observations will not be allowed. His or her decision is not subject to review.

VOTING INFORMATION

All registered voters who live within the MPS attendance area are allowed to vote in bond elections and other school related issues. The privilege of voting is not dependent on residing within the twelve (12) square miles of the Mustang City limits, but on residing within the seventy (70) square miles comprising the Mustang School District.

ATTENDANCE

STUDENT ATTENDANCE POLICY [Policy # 5020 can be found here.](#)

ARRIVAL TIMES

All classes will begin promptly at the times listed below. **TO ENSURE SUPERVISION AND THE SAFETY OF YOUR CHILD, STUDENTS MAY NOT BE DROPPED OFF EARLIER THAN THE DESIGNATED TIMES.**

K-12th Hours	Hours	Students May Arrive
Elementary Schools (K-4th only)	7:40-2:35	no earlier than 7:15
Intermediate Schools	8:10-3:05	no earlier than 7:35
Middle Schools	8:40-3:35	no earlier than 8:10
High School	8:40-3:35	no earlier than 8:00
MEC PASS	8:00-2:00	no earlier than 7:15
PRE-K Hours		
Full Day Pre-K Classes	7:55-2:50	unloading begins at 7:40
Half Day Pre-K (am classes)	8:10-10:45	unloading begins at 8:05
Half Day Pre-K (pm classes)	12:30-3:05	unloading begins at 12:15

LEAVING SCHOOL GROUNDS

Grades PreK-8 have a closed campus. Students may only leave campus once a parent or emergency contact, in person, with proper identification, has checked the student out through the mail office.

School Levels

Elementary students
Intermediate students
Middle School

Students May Not Be Checked Out After

No later than 2:05
No later than 2:35
No later than 3:05

Grades 9-12 students who become ill or are injured during the school day will be allowed to leave only after their parents have been notified and permission has been granted by the attendance office personnel. Students will not be allowed to be checked out within the last 30 minutes of school ending.

Effective starting the 2025-2026 school year:

- HS Lunch
 - Grades 9-10 – Students are not allowed to leave campus for lunch. Telephone checkouts for lunch are not permitted for students in grades 9 and 10. In order for a student grade 9 or 10 to be checked out during lunch they must be checked out by a parent, guardian or emergency contact, in person, only after showing proper identification. Leaving campus without following these procedures may be considered truancy and will be handled accordingly.
 - Grades 11-12 – Students have an open campus and may leave campus for lunch. However, this privilege can be revoked if students engage in inappropriate behavior, such as unsafe driving on school grounds, repeated tardiness after lunch, or disruptive or inappropriate conduct in the community during lunch hours.

CURRICULUM / ACADEMIC ACHIEVEMENT

GRADING POLICY [Policy # 5071 can be found here.](#)

Graduation information is posted in the Graduation section.

PARENT PORTAL

Parent Portal is a web-based home-to-school program that links parents and schools via the Internet. Data is transferred from the student information system and the teacher's electronic grade book to a read-only web interface.

The following information may be displayed in Parent Portal:

- Attendance
- Assignments and Current Grades
- Report Cards/Grade HistoryParent/guardian
- Course History –High School only
- Transcripts –High School only
- Student Personal Information – address, phone number, etc.
- Student Photo – if available
- School Address
- School Phone Number

- Staff Contact Information

Parents can also complete a screen to receive an email notification when there is a change in grades, attendance, etc. The information displayed is in “real time.”

Parent Portal **does not** provide information on lunch accounts or transportation information.

Parent Portal accounts are created for parents during the new student enrollment process. Legal custodial guardians of existing students may request a Parent Portal account by emailing psppsupport@mustangps.org. Guardians should be prepared to show picture identification and legal custody documents if applicable.

All records and grades are accessed online for grades 5 - 12 through the Parent Portal. Progress reports will not be printed and distributed unless parent/guardian/student requests one from the front office.

INCOMPLETES (Grades 5-12)

A student will receive an incomplete grade for any progress report if that student has been on homebound education or excessively absent due to illness. The appropriate grade will be given for completed work at the time of the semester grades and no assignments will be accepted after the semester without administrative approval.

INTERNET BASED INSTRUCTION Policy # 5056 [Policy # 5056 can be found here](#) DISTRICT HONOR ROLLS

Grades 5-8

Students will be recognized at the Academic Awards Assembly at the end of the school year when named to the Superintendent's or Principal's Honor Roll. The Superintendent's Honor Roll shall consist of those students who have no grade less than an “A” in every subject for each quarter of the current school year. The Principal's Honor Roll shall consist of those students who have no grade below “B” for each quarter of the current school year. For the purpose of computing the Honor Roll during the second semester students' third nine-week grade and the six-week grade of the fourth nine-week period will be averaged. The State Honor Society is a statewide organization recognizing those students who have made “A's” each nine-weeks of the second semester of the previous school year and each nine-weeks of the first semester of the current school year.

Transfer students are eligible for the State Honor Society and for the Principal's and Superintendent's Honor Roll.

Several additional honors such as academic, citizenship, outstanding boy/girl and 8th grade prestige awards are presented at the annual academic awards assembly. Student disciplinary records will be reviewed when students are considered for awards and honors. Frequent or serious referral for behavior will reflect negatively upon honors selections.

Grades 9-12

The Superintendent's Semester Honor Roll shall consist of those students who have no grade less than “A” for the indicated period. The Principal's Honor Roll shall consist of those students who have a grade average of “B” or 3.0 on a four point system who have no grade less than a “B.”

RENAISSANCE - (Secondary level only)

The purpose of the Renaissance program is to recognize students who are achieving academic excellence with incentives, rewards and recognition.

Seniors that have received all A's and B's throughout their four (4) years of high school shall be eligible for Renaissance graduation cords.

STATE HONOR SOCIETY MEMBERSHIP

The member of the State Honor Society shall be designated as the top 10% of each class based on the cumulative grade point average at the end of the first semester. These students will be notified in late spring.

NATIONAL HONOR SOCIETY

Students in the sophomore, junior and senior classes who have attained a cumulative grade point average of 3.8 or higher on a 4.0 scale are academically eligible to apply for membership in the Mustang High School Chapter of the National Honor Society. (Freshmen are not eligible.)

Students who are accepted for membership by the Faculty Advisory Committee must comply with the guidelines set forth in the National Honor Society Constitution and High School Chapter By-laws.

A National Honor Society member who transfers to another school and brings a letter from the former principal or chapter adviser to the new school adviser shall be accepted automatically as a member in the new school's chapter. Transfer members must meet the new chapter's standards within one (1) semester in order to retain membership.

OKLAHOMA ACADEMIC SCHOLAR

Graduating seniors who meet all of the requirements listed below shall be recognized by the local school district and the State Board of Education as an Oklahoma Academic Scholar in compliance with State law, which became effective in 1986:

- Accumulate a minimum grade point average of a 3.7 on a 4.0 scale, in grades 9, 10, 11 and the first semester of grade 12, or be in the unweighted top ten (10) percent of their graduating class.
- Complete (or will complete) the curricular requirements for a standard diploma.
- Achieve a composite score of 27 on the ACT or 1,220 combined score on the SAT I. The ACT or SAT I must have been taken on a national test date before the date of graduation.

ACADEMIC ACHIEVEMENT AWARD

Mustang High School will issue an Academic Achievement Diploma to all graduating seniors who have fulfilled the following scholastic requirements:

- Minimum of 3.60 cumulative grade point average on a 4.0 scale
- Minimum score of 25 on the ACT Test or a minimum score of 1050 on the SAT
- Minimum of 26 credits earned in the following courses:
 - English 4 credits
 - Science 3 credits – starting with Physical Science
 - Math 3 credits – starting with Algebra I
 - Social Studies 3 credits
 - Foreign Languages or Approved Computer Technology 2 credits – 1st and 2nd year courses
 - Electives 11 credits

CERTIFICATE OF DISTINCTION

A Certificate of Distinction will be awarded to students who have met or exceeded the following criteria by the end of their senior year in high school with at least a 3.25 grade point average on a 4.00 scale:

- Earned four (4) units each in English, mathematics (excluding Math of Finance), social studies and science
- Earned two (2) additional units in the area of technology, the humanities or the arts (Art I, II, III, IV; Instrumental Music I, II, III, IV; Drama I, II, III, IV; Debate I, II, III, IV; Crafts I, II; Digital Art Media, All vocal music choirs)
- Earned two (2) units in the same foreign language and

ACTIVITY ELIGIBILITY AND REGULATIONS

A student must be maintaining a “passing grade” in all classes in order to participate in an activity. Effective January 1, 1989 scholastic eligibility will be determined by the regulations listed at the end of this section. These regulations conform to Rules of the Oklahoma Secondary School Activities Association (OSSAA). A student must be present in all classes the day an activity is scheduled; or if the activity is scheduled on a weekend or holiday, or is an all-day activity, a student must have been present the preceding school day. Any exception to this policy must be approved by the administration.

The maximum number of absences for activities, whether sponsored by the school or outside agency/organization, which removes any student from the classroom shall be ten (10) for any one (1) class period of each school year. Excluded from this number are state and national levels of school-sponsored contests. State and national contests are those for which a student must earn the right to compete. The criteria for earning the right to represent the school in any activity or contest must be submitted in writing by local school sponsors and approved by the local board of education.

Each local board of education shall appoint, at the beginning of the school year, an Internal Activities Review Committee. This committee shall be responsible for reviewing and recommending any deviation of the activities policy to the local board of education. Any deviation from the ten (10) days absence rule shall not exceed five (5) days.

A student must be maintaining a “passing grade” in classes to be missed while participating in an activity during the school day. A weekly eligibility list of students will be made available at the end of each week through the activities director’s office.

RULES FOR STUDENTS TO BE ABLE TO PARTICIPATE IN SCHOOL ACTIVITIES Grades 7-12

These rules are based upon the OSSAA (Oklahoma Secondary Schools Activities Association) and apply to any student or group that will miss school for an activity.

Passing Grades are Key: To participate in an activity that requires the student to miss school during the regular school day; such as, performance during the school day, contest, competition, etc. or to compete in any OSSAA sanctioned event, ex. game, tournament, contest, etc. students will need to meet the following:

Beginning of the School year or the beginning of the Spring semester:

- a student must pass five subjects from the semester before (A “NC” or No Credit would be treated as a F). If they don't pass five subjects, they can't participate/compete for the first six weeks of the next school grading period.
 - When can the student become eligible to participate?

- A student who wasn't eligible can become eligible again by passing all their classes at the end of a six-week period.
- What if a new student to Mustang enrolls?
 - New students need to meet the same passing grade rules from their last school.

Weekly Student Eligibility Procedures:

- Each school will generate an eligibility report every Friday, beginning the fourth week of each semester.
- If a student is failing any class, they will be placed on probation for one week. During this probationary period, they remain eligible to miss instructional time for school activities and to participate in all events.
- For students taking concurrent courses, these classes are included when determining activity eligibility.
- If a student continues to fail a class the following week, their status will change from probationary to ineligible. This means they will no longer be permitted to miss instructional time for any school activity or event.
 - For OSSAA-sanctioned events, the student will also be ineligible for any after-school activities.
 - For non-OSSAA-sanctioned events, students may participate after school hours but remain ineligible during school hours.
- To regain eligibility, a student must be passing all classes when the eligibility report is processed on Friday.

Additional information:

- School administration may grant exceptions for activities in special circumstances.
- A full list of the detailed OSSAA guidelines can be found at bit.ly/3Hb5mqW

Prohibition of Race And Sex Discrimination In Curriculum [Policy # 1114 can be found here](#)

DISCIPLINE

GENERAL STATEMENT ON STUDENT BEHAVIOR AND RESPONSIBILITIES [Policy # 5080 can be found here](#)

SEARCH OF STUDENTS, PERSONAL PROPERTY, AND SCHOOL PROPERTY - [Policy #5125 can be found here](#)

PREVENTION OF BULLYING - REPEATED ACTS OR PATTERNS OF HARASSMENT, INTIMIDATION, THREATENING BEHAVIOR OR HAZING [Policy # 5110 can be found here](#)

PROHIBITING BULLYING (INVESTIGATION PROCEDURES) [Policy # 5110R can be found here](#)

ENROLLMENT

RESIDENCY POLICY [Policy # 5015 can be found here](#)

MCKINNEY-VENTO HOMELESS EDUCATION COMPLAINT GUIDELINES [Policy # 5015.3 can be found here](#)

Home Language Survey

The parent/guardian(s) of any student enrolling must complete the Home Language Survey for K-12 School Districts.

The Home Language Survey will apply to all years the student is enrolled with MPS. A new Home Language Survey must be completed in the event that a student withdraws from the district and returns at a later date.

In compliance with state and federal laws, if your child meets the state of Oklahoma's definition for "bilingual", your child will be given a language assessment placement test within 30 calendar days at the start of the school year within the first 10 (ten) days of enrollment. If your child qualifies for *ELL (English Language Learners) services, he/she will also participate in the post-testing procedures in the spring. Results of these tests will be provided for the parent's review and will be maintained in the student's cumulative folder and in other district files.

LEP (Limited English Proficient) and EL (English Learners) are interchangeable terms.

ACCEPTANCE OF ELECTRONIC SIGNATURES AND RECORDS [Policy # 2222 can be found here](#)

ENROLLMENT OF STUDENTS [Policy # 5035 can be found here](#)

ENROLLMENT OF STUDENTS FROM A SCHOOL NOT ACCREDITED BY A STATE BOARD OF EDUCATION [Policy # 5016 can be found here](#)

TRANSFER POLICY [Policy # 5005 can be found here](#)

FOREIGN EXCHANGE STUDENTS [Policy # 5025 can be found here](#)

SCHEDULE CHANGES (Grades 9-12)

Course schedules should be created with the goal of providing optimal academic growth for a student. Therefore, requests for schedule changes which result in a student being moved to a course which is, in general, below the demonstrated academic capabilities of the student will not typically be approved. In addition, requests for schedule changes due to a student's desire to "be with a friend" or to have or not have a specific teacher will also be denied.

Schedule changes are permitted through the first eight (8) days of the semester. Schedule changes will only be considered for legitimate reasons such as a schedule conflict, meeting graduation requirements or an inappropriate placement as determined by a teacher, counselor, or administrator. **Any schedule change after the eight (8) days of the semester will require administrative approval. See procedures for the appeal process for a change of schedule after the 8 day deadline.**

Schedules may be adjusted if any of the following criteria exist and space is available:

- Incomplete schedules or computer errors
- Duplication of courses
- Student who does not meet prerequisites or does not have teacher approval
- Student accepted to a special program (e.g., Career Tech)
- Student placed with a teacher under whom the student previously received a failing grade

- A student's desire to take a more challenging course (no reversal at a later date)

Appeal Process for a Schedule or Teacher Change Following the 8-Day Deadline

- A conference with parent(s), student, teacher, and an administrator is required. During this conference, the problem/concern will be discussed, and a plan will be formulated to assist the student and teacher in addressing the concern through mutual effort. This plan must remain in effect for a minimum of six (6) weeks before re-evaluating the situation.
- If the parent feels the above plan has not been successful, he or she may contact the administrator in writing to communicate his or her continued concerns. The principal will determine, based on communication with the parent, student and teacher, whether a schedule change is in the best interest of the student.

PROFICIENCY-BASED PROMOTION/CREDIT BY EXAMINATION [Policy # 5065 can be found here](#)

STUDENT PROMOTION/RETENTION [Policy #5075 can be found here](#)

APPEAL OF ATTENDANCE RECORD

Appeal of Attendance Record: A written appeal concerning attendance must be made to the Appeal Committee within 10 days from the last day of the semester. The appeal form is located on the High School website. Instructions for the process of submitting the form to the Appeal Committee is located on the form. Doctors' notes should be submitted to building secretaries throughout the semester. Original doctor's notes or other documentation should be kept for your own records. An appeal committee consisting of an administrator, teacher and counselor will review the merits of the appeal and submit a final decision to the site administrator. The decision of the committee is final.

OFFICIAL WITHDRAWAL FROM SCHOOL

If a student plans to request withdrawal from school, the parent/guardian of the student must notify the school. The student will then receive a withdrawal slip to present to each of his/her teachers and counselor. The teachers will record a withdrawal grade, which will be the grades earned during the current semester. If he/she has any state owned books, library or departmental books or supplies, he/she must return them to the counseling office. After he/she gets his/her teacher's and counselor's signatures on the slip, he/she must present it to the principal for approval.

GRADUATION

GRADUATION [Policy # 5075 can be found here](#)

HEALTH & SAFETY

HEALTHY and FIT POLICY [Policy # 5145 can be found here](#)

HEALTH SERVICES [Policy # 5045 can be found here](#)

NUTRITION

HOUSEHOLD APPLICATION FOR FREE/REDUCED MEALS

Participation in the school lunch program is very important and beneficial to our students. If you feel your family may qualify for free/reduced meals, beginning on August 1st and thereafter, you can apply for free and reduced meal benefits 24/7 by applying online at mustangps.schoollunchapp.com. This will be the quickest way to ensure your application is processed before school starts. However, if you prefer, you can still pick up and complete a hard copy of the application and send it to school with your child to give to the cafeteria staff, or mail it to Mustang Public Schools, 12400 S.W. 15th St., Yukon, OK 73099 Attention: Kay Rainwater, Child Nutrition Director. Additional applications are available at the school office-or the Mustang Educational Resource Center. Applications may be completed at any time throughout the year if you've had a change in income, household size, etc., that might qualify your family for free/reduced meals. **Requests for applications in different languages can be made by calling the Mustang Child Nutrition Office at (405) 376-7317 or by emailing your request to rainwatern@mustangps.org.

A new application on the correct year's form must be filled out every year in order to qualify for the program. One application is all that is necessary per household. Please do not complete more than one application when applying. If you were on the program last year, you will be carried over on the same status temporarily, but you must re-apply before October 1st of the current school year or you will be changed back to full-price status.

You will receive a letter of notification of the status of your application. Until you receive notification, money should be sent with student to cover the price of full-priced meals.

PAYING FOR LUNCHES

Mustang elementary schools and Intermediate schools allow 6 meal charges. After the sixth charge, an alternate meal* may be provided until charges are paid. All charges must be paid before ala carte items or second trays can be purchased.

Approximately three weeks before school is out, through the end of the school year, no charging is allowed. This helps MPS collect what is owed. Therefore, during this time, if your child still has lunch charges, money will need to be put in his/her account to completely cover the charge, plus the meal for the day or bring a lunch from home. During this time, robo calls will be made two times per week to households who have a child with a negative balance as a reminder to send money.

Middle schools allow 3 meal charges. After the third charge, an alternate meal* may be provided until the charges are paid. All charges must be paid before ala carte items or second trays can be purchased.

Approximately three weeks before school is out, through the end of the school year, no charging is allowed. This helps MPS collect what is owed. Therefore, during this time, if your child still has lunch charges, money will need to be put in his/her account to completely cover the charge, plus the meal for the day or bring a lunch from home. During this time, robo calls will be made two times per week to households who have a child with a negative balance as a reminder to send money.

Mustang High School has a no charging policy. In extenuating circumstances, the Child Nutrition Department will allow three (3) charges of reimbursable meals to make sure anyone who needs food receives it. After the third charge, an alternate meal* may be provided until the charges are paid. All charges must be paid before ala carte items or second trays can be purchased.

Approximately three weeks before school is out, through the end of the school year, no charging is allowed.

This helps MPS collect what is owed. Therefore, during this time, if your child still has lunch charges, money will need to be put in his/her account to completely cover the charge, plus the meal for the day or bring a lunch from home. During this time, robo calls will be made two times per week to households who have a child with a negative balance as a reminder to send money.

*Alternate meals may be made up of a PBJ sandwich, fruit & milk, an entrée, fruit & milk, or a cheese sandwich, fruit & milk.

**At all sites, the Principal may work with Child Nutrition on extenuating circumstances.

Student ID numbers are used the entire time the student attends Mustang Public Schools. The I.D. numbers are also the student's lunch account numbers. The student's account is like a bank account. If paying by cash or check, it is suggested that deposits be made in the mornings before school starts in sufficient amounts to pay for two (2) weeks of lunches. Students are not allowed to use other students' lunch accounts or make purchases for other students.

**Online payments can be made by going to MySchoolbucks.com. Create a user account (will need student I.D.#). Payment (and purchase history) will typically show up in the student account by the next school day, but occasionally external factors may affect the process and could delay when the funds are received by the school. (Electronic check payments can take up to one week to show up in student's account.) There is a 4.5% + .40 per transaction fee effective 1/19/2022 per each deposit transaction. You can set up a "low balance" alert to notify you when you need to make another payment. By signing up for MySchoolbucks you are able to view your child's purchase history at no charge, even if you decide not to use the online payment program.

Meal prices can be found on the district website.

A \$25.00 fee will be charged for insufficient checks – No Exceptions. Further checks will not be accepted at any school until the insufficient check is cleared up. In order to ensure that funds sent in cover any insufficient checks, please send cash or a money order rather than make an online payment.

REFUNDS

Students' lunch account balances will automatically move with them to the next grade/school as long as they remain in the district. If your student leaves the district, you can request a refund by calling the Child Nutrition Office at (405)376-7317. Graduating students' lunch accounts can be transferred to siblings in Mustang, refunded, or donated to pay off other children's lunch accounts at parents' request.

Refunds to lunch accounts can be made upon parental request. No cash refunds will be made at any school site. All refunds will be issued by check from the Child Nutrition Office following the monthly meeting of the Mustang Board of Education. Parents of students leaving the district must provide a forwarding address with the cafeteria cashier. If the refund check is returned to the district undeliverable, the money will be considered an outstanding warrant. After two years, the outstanding warrant is estopped (void) by law.

Note: Due to the cost of issuance, no refund will be issued if the total is less than \$5.00 unless at parent's request.

STUDENTS WITH FOOD ALLERGIES

Parents of students with food allergies should submit a current doctor's note to the cafeteria manager stating the food allergy and recommended substitute for that food item. This information will be put into our computer system and will alert our staff as to the allergy. It is recommended that parents of students with severe food

allergies contact the Child Nutrition Director at (405)376-7317 or the cafeteria manager of your child's school to discuss menus. In order to remove an allergy note from a child's account, the Child Nutrition Office must receive a note, dated and signed by a doctor (if the allergy was severe) or parent, stating the child no longer has that allergy.

Forms can be found on the district website under "Cafeterias" tab or upon request through the Child Nutrition Office at (405)376-7317.

PROCEDURES

COMPLAINT AGAINST AN EMPLOYEE OF THE DISTRICT POLICY [Policy # 1095 can be found here](#)

PROCEDURES FOR RESOLVING COMPLAINTS REGARDING DISTRICT PERSONNEL

[Policy # 1095.1 can be found here](#)

SCHOOL SAFETY

TRAFFIC SAFETY

The safety of our students on and around each school campus is top priority. Parents and students must obey all traffic and school zone laws as well as comply with school procedures for drop-off/pick-up lines, and parking areas. Please refrain from using cell phones while operating a vehicle on or near any school campus. Students who drive that are not obeying all traffic laws and/or established procedures may lose driving privileges on school grounds.

VISITORS / CHECK OUT PROCEDURES DURING SCHOOL HOURS

All visitors will need to check in at the front office. In order to have access to the building, beyond the front office, parents must present an approved photo ID (state issued driver's license, or government issued ID Card). The ID will need to be scanned into the School Safe ID system. Only individuals listed in powerschool with a photo ID will be allowed to check out a student from the school.

SEX OFFENDERS ON DISTRICT PREMISES [Policy # 2080 can be found here](#)

SAFETY DRILLS

Mustang Public Schools practices, evaluates, and makes adjustments to safety drills throughout the school year. Each school site will practice a minimum of 10 safety drills per year in compliance with state requirements. These drills will include two tornado, two fire, four security drills and two additional (other) drills.

SECURITY PERSONNEL

Mustang Public Schools partner with local law enforcement agencies to provide security for students and staff. Mustang Public Schools has full-time School Resource Officers. Our SROs are employed through Canadian County Sheriff's Department and the Mustang Police Department. The role of the SRO is to provide law enforcement, mentor students, and to educate school staff, students, parents, and community on law, trends, security, etc.

SEVERE WEATHER

We wanted to remind parents that once school is in session, we will not release buses early in the event of severe weather or slick/icy road conditions. There is too much danger in having young children at home with no adult present. If we need to hold buses to ensure the safety of our students, we will. As always, if

you are uncomfortable with approaching weather, you can check out your child. Please be aware of the individual school's policy on pickup if you are arriving close to the actual dismissal time. Should the outdoor warning sirens sound, children will be sheltered in the building and the front doors to the schools will be locked so our staff can get to shelter as well.

Should impending weather mean a cancellation of evening activities, the district will contact channels 4, 5, 9 and 25. The information will also be posted to the district website www.mustangps.org and the district's social media accounts such as Facebook and Twitter. For small events, individual coaches or sponsors may also communicate with their parents directly through other mediums (please make sure to have your contact information updated as necessary).

Mustang Public Schools stays in touch with the National Weather Service in Norman and receives regular briefings. School officials also monitor weather reports on local news stations.

Signs posted on the front doors of the school will read as follows:

In the event of severe weather, which poses the threat of imminent danger to our students and staff, **these doors will be locked**. Students can be checked out when the weather improves and conditions are considered safe.

**THESE DOORS HAVE BEEN
LOCKED DUE TO SEVERE
WEATHER**

This decision was made by Mustang Public Schools and based on the advice of FEMA and the National Weather Service.

**STUDENTS CAN BE
RELEASED AS SOON AS
WEATHER CONDITIONS
IMPROVE AND ARE
CONSIDERED SAFE.**

If you feel that you need to pick your child up from school due to severe weather, please do so early rather than waiting until a storm is approaching. We appreciate your cooperation in this matter of safety for our students and staff.

**THANK YOU FOR YOUR
COOPERATION**

***THIS FACILITY IS NOT A PUBLIC
STORM SHELTER***

Mustang Public Schools

REUNIFICATION

Mustang Public Schools has a reunification plan in place for all sites in the event a school must evacuate a campus due to a crisis/emergency or must do a controlled release of students at their school. The details of the reunification location would be released to the parents and community as soon as possible through emergency communication avenues from the district and site. Upon arriving at the reunification site parent/guardian/emergency contact (must be listed in powerschool) will need to line up according to their child's last name, complete the reunification document and be prepared to present a photo ID.



MPS Reunification Information Form

First, we want to thank you for your patience during this reunification. We share the same goal during this process: Getting you and your student(s) back together. Staying calm and cooperating with school personnel will help expedite the process. We'll get through this as quickly as possible.

Instructions:

1. Please complete this form.
2. ***Please have photo identification out and ready to show MPS personnel.***
3. Select the check-in line based on either student last name or student grade.

****Please go directly to the "Exceptions" line if:***

- ***you do not have your ID***
- ***you are not an emergency contact in PowerSchool***
- ***you are picking up someone else's student(s)***

This process may take a little longer to verify your identity

School Name: _____

	Student Last Name	Student First Name	Birthday	Grade	If Elementary - Homeroom Teacher -----OR----- If Secondary - Student Cell #
1			/ /		
2			/ /		
3			/ /		
4			/ /		

Parent / Guardian Info:

Last Name	First Name	Relationship to student(s)	Signature	Parent Cell #

School personnel completes:

Info validated in PowerSchool: stamps _____

Student/Parent reunified: Time _____ Initials _____ Comment _____

STUDENT SERVICES

EXCEPTIONAL STUDENT CHILD FIND

The MPS District is conducting a search and find effort for students ages three (3) through twenty-one (21) who are suspected of having a disability and are not currently being served in a free and appropriate public school program or a private school program. Students who are highly mobile, homeless or are considered an unaccompanied youth are included in this effort.

Disabilities include autism, deaf-blindness, deafness/hearing impairment, developmental delays, intellectually disabled, multiple disabilities, orthopedic impairments, other health impairments, emotional disturbance, specific learning disability, speech/language impairment, traumatic brain injury and visual impairment.

If you are aware of any student who resides in the MPS District and is in need of specialized school services, please contact, Dr. Karen Wilson, Director of Student Services, at (405) 376-7335.

PARENTS RIGHT TO KNOW

Every Student Succeeds Act gives you the right as a parent to request information regarding the professional qualifications of your child's teacher(s) including, at a minimum, the following:

- Whether the teacher has met state qualification and licensing criteria for the grade level and subject areas in which the teacher provides instruction,
- Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria has been waived,
- The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree, and
- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

In addition, Every Student Succeeds Act requires the school to provide you information on the level of achievement of your child on the State academic assessments. This is something you have been given in previous years.

The law calls for you to be given timely notice that your child has been assigned or has been taught for four or more consecutive weeks by a teacher who is not state certified. This legislation recognizes the importance of the school and family working together.

EVERY STUDENT SUCCEEDS ACT OF 2015

Title III, Part A: Language Instruction for English Learners (EL) and Immigrant Students

The term "English Learners" means an individual

- Who is aged 3 through 21
- Who is enrolled or preparing to enroll in an elementary or secondary school
- Who is not born in the United States or whose native language is a language other than English
- Who is a Native American, Alaska Native or a native resident of the outlying areas; and
- Who comes from an environment where a language other than English has had a significant impact on the individual's level of English language proficiency; or

- Who is migratory, whose native language is a language other than English, and who comes from an environment where a language other than English is dominant; and
- Whose difficulties in speaking, reading, writing, or understanding English may be sufficient to deny the individual
 - The ability to meet the State's proficient level of achievement on State assessments
 - The ability to successfully achieve in classrooms where the language of instruction is English or
 - The opportunity to participate fully in society.

The term "immigrant" means individuals who—

- Are aged 3 through 21
- Were not born in any State; and
- Have not been attending one or more schools in any one or more States for more than three full academic years.

MPS will provide the following assurances for language instruction of all English Learners (EL) and immigrant students enrolled in the district following the guidelines of the No Child Left Behind ESSA, Title III, Part A.

- Annual assessment of English proficiency of all EL students in listening, speaking, reading, writing and comprehension using the State and Federal mandated tests
- Use of scientifically based research for language instruction programs for EL students
- Evidence that EL programs will enable students to speak, read, write and comprehend the English language and meet challenging district and state academic achievement standards
- No violation of any state law, including state constitutional law, regarding the education of EL students
- Consultation with teachers, school administrators and parents in developing appropriate plans of study for the EL student
- Certification that all teachers in any language instruction educational program that is funded under Title III are fluent in English with written and oral communication skills.

EQUAL OPPORTUNITIES

It is the policy of MPS to provide equal opportunities without regard to race, color, national origin, sex, age, qualified handicap or veteran in its educational programs and activities. This includes, but is not limited to, admissions, educational services, financial aid and employment. Inquiries concerning application of this policy may be referred to the Compliance Coordinator for MPS.

NOTIFICATION OF RIGHTS UNDER FAMILY EDUCATION RIGHTS AND PRIVACY ACT (FERPA)

[Policy # 2045 can be found here](#)

NOTIFICATION OF RIGHTS UNDER THE PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

[Policy # 2047 can be found here](#)

GUIDANCE and TESTING SERVICES

Guidance is considered an essential part of any good school program. Guidance and counseling services are available to all students of the Mustang Schools. Your school has a testing program designed to provide information to help the student know himself/herself better, his/her interests and capabilities and to help in planning his/her schoolwork and his/her life work. A well-rounded testing program has been developed that can be very valuable to each student if the information is properly interpreted and used. General test results are made available and explained to each student taking them. Any student or parent having questions about the tests or testing program is encouraged to ask for help from the school counselor.

REPORTING SUSPECTED CHILD ABUSE AND/OR NEGLECT [Policy # 2050 can be found here](#)

TECHNOLOGY

INTERNET ACCEPTABLE USE AND SAFETY POLICY [Policy # 2130 can be found here](#)

PERSONAL TECHNOLOGY DEVICE (PTD) USE POLICY [Policy #2140 can be found here](#)

Loss of Chromebook - \$300

Water/Liquid Damage to Chromebook - \$200

Chromebook Screen Replacement - \$50

Chromebook Keyboard Replacement - \$35

Loss/Damage of Chromebook Charger - \$35

Loss of iPad - \$300

Water/Liquid Damage to iPad - \$300

iPad Screen Replacement - \$100

Loss/Damage of iPad Charger - \$35

TRANSPORTATION

TRANSPORTATION - USE OF BUSES [Policy # 5155 can be found here](#)

B.U.S.

Be Responsible - Use Safety - Show Respect

BUS	Responsible	Safe	Respectful
Waiting for the Bus 	Be on time Have belongings together and organized Know and understand expectations	Stay at least 20 feet back Line up single file in an orderly manner Wait for Driver directions	Respect each other Respect others' property Use proper language
Entering the Bus 	Move to assigned seat Dispose of trash in receptacle (uneaten foods included)	Proceed in a single file line Use handrail Walk on bus and walk to seats	Greet driver Be courteous Use proper language
Riding the Bus 	Keep school supplies and cell phones in backpack Keep food and drink in your bag Follow Driver directions	Keep school supplies and cell phones in backpack Keep food and drink in your bag Follow Driver directions	Keep hands, feet and objects to self Use appropriate language Use a quiet voice (level 2) Respect bus property
Exiting the Bus 	Follow Driver directions Take belongings with you	Stay seated until bus comes to a complete stop Take turns leaving; front to back Move safely away from the bus Use handrail	Appreciate and respect others Keep hands, feet and objects to self Be courteous
Evacuation	Stay quiet Leave belongings on bus	Listen for directions Exit quickly and safely	Follow Driver directions Help others when appropriate

			
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ACTIVITY TRIPS [Policy # 3115 can be found here](#)

FIELD TRIPS [Policy # 3130 can be found here](#)

WALKERS

If your child walks to and from school, discuss safe and appropriate routes and encourage him/her to respect other people's property.

STUDENT PARKING

All students who drive an automobile or other vehicle on the school grounds must purchase a parking permit and display a current registration sticker. Parking permits are available through the Central Office of the high school. The main lot is the designated student parking area (and any additional parking areas selected by district). Students who occasionally drive a vehicle other than the one normally driven to school are to notify the office, giving the description of the vehicle and tag number to receive a temporary parking pass. Vehicles parked in a staff parking spot, handicapped parking, no parking zones, or those which are illegally parked may receive a parking fine of \$10.00. Three parking infractions can result in the loss of parking privileges. Parking violations of any kind may result in the use of a wheel lock, which prevents the movement of the vehicle. Moving a vehicle with a wheel lock attached will cause damage to the vehicle. Mustang Public Schools, employees of Mustang Public Schools, Mustang Police Department, and employees of the Mustang Police Department are not liable for any damages sustained from a car being driven with the wheel lock still in place. Removal of the wheel lock by a site administrator or campus resource officer will cost a fee of \$25.00. Vehicles will be towed at the owner's expense if vehicles are parked in the staff parking lot, handicapped parking, no parking areas or illegally parked.

Students who drive a vehicle to school which does not have a parking permit and who do not notify the office, shall lose the privilege of bringing a vehicle on the school grounds.

Continued parking violations by a student shall cost him/her the privilege of bringing a vehicle on the school grounds for the remainder of the school year. All student vehicles must be parked in the student parking areas. Students with motorcycles must park them in the designated and assigned areas of the student parking areas.

Students are not to be in the parking lot at any time after arriving at school unless they have an authorized pass from an instructor or the office.

REGULATIONS

1. Students who drive an automobile or other vehicle on the school grounds must purchase a parking permit and display a current registration sticker.
2. Students may only park in areas designated for student parking.
3. Students who drive a vehicle to school that does not have a parking permit and do not notify the office will lose the privilege of bringing a vehicle on school grounds, receive detention or the vehicle will be towed at the owner's expense.
4. A parking fee of \$30.00 per year shall be charged to all students who desire to drive a motor vehicle to school and meet the requirements stated in this policy. Replacement stickers will cost \$5.00.

*No sticker will be replaced unless the old sticker (with the number) or proof of windshield replacement is

brought to the office.

5. Placement of sticker is the responsibility of the student/driver. All motor vehicles must have a parking sticker permanently affixed to the front lower left window. The sticker must be placed on the inside of the window! (No exceptions!)
6. Persons counterfeiting, altering, defacing or transferring a parking sticker to another vehicle or person, or providing false information will be subject to disciplinary action and will face loss of parking privileges.
7. Vehicles shall be parked only in areas designated by the building principal for student parking. Motor vehicles that do not have a parking sticker or are improperly parked can be fined, have a wheel lock placed on the vehicle, or be towed away by a bonded commercial wrecker. It shall be the responsibility of the student and/or the vehicle owner to pay for any towing and storage charges.

MPS is not responsible for any damage, vandalism or theft of a vehicle.