

**Izard Center for Learning
Student Policy Handbook
2017-2018**

Notice of Non-Discrimination

Van Buren Schools shall establish and maintain an atmosphere in which all persons can develop attitudes and skills for effective, cooperative living including respect for the individual regardless of economic status, intellectual ability, race, creed, color, religion, gender, or age.

Mission Statement

The Izard Center for Learning is committed to reconnecting young people to education by providing an ALE that values and respects the unique strengths and backgrounds of our students. Our Highly Qualified Teachers deliver a rigorous and relevant curriculum with innovative strategies, providing extensive interventions in a non-traditional setting.

Welcome

To: Parents and Students:

Welcome to the 2017-2018 school year. The entire staff at Izard Center for Learning has the same common goal. That goal is that every student at Izard Center for Learning be successful in both Learning and Life. This will take all involved parties working together. Parents, Students, and Staff must combine all efforts to make this goal a reality. One of the key components is to maintain an open dialogue and good communication. We are looking forward to a great year.

Steve Davis
District ALE Director
9-12 Principal

Kriss Marshall
K-8 Principal

Procedures

The Procedural Guide that follows will help students understand the expectations at Izard Center for Learning.

Section 1: Student Procedures

***Attendance**

Regular school attendance is vital to the overall academic success of every student. Izard Center for Learning will follow the VBSD Board Policy 4.2 - Student Attendance.

Attendance Procedures for Izard Center for Learning students:

A written note or an email must be given to secretary(s) in the office within 5 school days for an absence to be excused by just parent permission with no doctor's note.

Any student who misses over 10 minutes of any class will be counted absent for that class.

Students who accumulate more than (10) unexcused absences in an individual class during the semester may be denied course credit. Students will be allowed (6) excused absences (without Doctor's note)-any absences after the 6 excused absence days will be counted as unexcused.

Students may be assigned Saturday School to reduce the number of absences to help them retain or regain credit in a class.

***Conduct Behavior Code**

Students will follow all procedures according to VBSD Board Policy-Student Conduct Behavior Code 4.3 and following:

E-Cigarettes are prohibited and will be treated as tobacco- (Confiscated items will be destroyed.) Policy 4.9

Fighting or violent behavior will not be tolerated under any circumstances. Students who fight will be suspended a minimum of 3 days for the 1st offense and will have assigned seating at breakfast and lunch when they return. A second offense will result in a minimum suspension of 5 days. Students can be arrested and charged for violent offenses, and/or recommendation be made for expulsion.

Weapons of any kind are prohibited on campus, in vehicles, or at school events.

Facsimiles of firearms are also prohibited. Students found in possession of weapons other than firearms will face a minimum of 10-day suspension and possible expulsion. Students in possession of firearms on campus, en-route to and from school, or at school sponsored activities will be recommended for expulsion for a period of one calendar year (365 days).

Search and Seizure

ISFL will follow VBSD Board Policy-4.4 Personal and Property Searches

Bullying

Students will follow VBSD Board Policy-Student Conduct Bullying 4.3.6

To ensure a safe environment at IZARD Center for Learning we ask that everyone report bullying to the counselors and/or an administrator.

Dress Code Students

Will follow Board Policy 4.3.4 - Appearance Code

Examples of dress which would be considered disruptive to the learning environment are (but not limited to):

Straps and tank top straps not meeting required width of dollar bill

Shorts not meeting length of mid-thigh

Holes in jeans being higher than mid-thigh

Any hat or cap

Backpacks or other large bags are not permitted if they are brought to school they must be put on the cart in the cafeteria upon arrival.

Cell Phones and Electronic Devices

Students will follow VBSD Board Policy - 4.11.1 - Use of Electronic Devices

Students are allowed to use cell phones for class work during class time with teacher approval.

Students may also use cell phones for music purposes during lunch time, provided earbuds are used. If a cell phone is taken from the student for misuse it will be turned into the classroom teacher or office. It will be given back to the student at the end of the class period or at the end of the school day as deemed appropriate by an administrator for the 1st offense. Refusal to turn phone over to a teacher will result in a minimum of 1 day of ISS. No student(s) are allowed to have phones during ISS. Repeated offenses are dealt with by administrators.

Hall Passes

Students will only be allowed in the halls during class with the principal approved hall pass in their possession signed by the teacher.

Off Limits Areas

Students may not congregate in parking lots (including arriving to school in the mornings,) in unsupervised areas north, south, east, or west of the building, or in unsupervised classrooms.

Being in these areas without permission or teacher supervision may result in truancy.

Bus riders must wait in the designated area as directed by staff on duty. Students may not leave campus and then come back to ride a bus.

Truancy

A student who is absent without parent/guardian consent is considered truant. A student is also truant if he/she leaves school without permission; he/she obtains a pass and does not report to the place for which the pass was obtained; or he/she does not report to his/her assigned class.

Truancies are cumulative and the consequences are:

1st offense within a semester results in one(1) day in ISS and a parent notification.

2nd offense within a semester results in three(3) days in ISS and parent notification.

3rd offense within a semester results in two(2) days of Saturday School, parent notification, court notification

Closed Campus

Izard Center for Learning is a closed campus. A student is expected to arrive on campus before school begins in the morning and remain on campus until the close of the school day for that particular student. If it becomes necessary to leave campus during the day, the student must “check out” through the office. In order to check out, a parent/guardian must call the office, email, or send a note stating the time that the students needs to check out. Students leaving and returning to campus will be subject to disciplinary action. Parents may check students out for lunch if they come to the office in-person and sign their student out. Students may not leave campus for lunch based on a phone call or note from the parent.

Tardy Policy

Disciplinary actions for tardiness are:

1st offense and 2nd offense within a semester - Teacher warning.

3rd tardy within a semester - Teacher warning and parent notification via disciplinary slip.

Student will return slip to teacher/office with parent signature the following day to avoid disciplinary action.

4th tardy 1 day of ISS

Continued tardies may result in administrative action

Public Display of Affection

Public displays of affection will not be allowed on the Izard Center for Learning campus.

Students may not have body contact by hugging, kissing, holding hands, etc... Depending on the severity of the display any of these actions may result in verbal warning, ISS, or administrative action.

In School Suspension (ISS)

Student will be assigned by the Principal’s Office to ISS when events or disciplinary action necessitates removal of the student from the classroom. Student will serve ISS from 8 AM to 3 PM. Students will be supervised and all classroom assignments will be provided for each assigned student. A student is then expected to complete these assignments before returning to class. Students are considered present at school when attending ISS.

*A student who accumulates excessive days of ISS may be subject to other disciplinary action.s.

Safety Drills

Fire Drills, Tornado Drills, Evacuation Drills, and Lockdown Drills will be performed through-out the school year. Students will follow the procedures practiced by the staff.

Visitors

Visitors will follow Board Policy 4.19 Contact with student while at school; 6.11 visitors to the schools. All visitors must report to the office first.

Early Check Out Procedure

All Students are required to have their parent/guardian sign them out in the Principal's office. If for any reason a parent/guardian is unable to come to sign the student out, the procedure may be transacted by phone, except in the instance of lunch. In this case, parents or guardian of the student must sign out in person. In every instance of leaving early, the students are responsible for completing any missed assignments. Students who are on early release, must exit through the main entrance at the office and must remain off campus after they leave for the day. Any student who misses more than 10 minutes of a class will be counted absent for that period.

Student Parking

Driving to school is a privilege for IZARD Center for Learning students, not a right. Students will only park in an orderly fashion in designated student parking lots only. Students will register their vehicles through the front office and be given a parking tag. Students will be required to present a valid driver's license to obtain a parking permit tag. Students who do not register their vehicle may receive a fine, ISS or both. Students will observe a speed limit of 5 miles per hour while on campus. Students who violate parking rules will be subject to a fine or ISS or suspended driving privileges.

VBSD Board Policy-4.3.3-Chemical Screen Policy includes driving as an activity and drivers will be subject to screenings.

Student Participation at School Sponsored Activities

Students will follow all District, Conference, State and AAA Guidelines

Bell Schedules:

- 1) 8:00-8:48
- 2) 8:50-9:38
- 3) 9:40-10:28
- 4) 10:30-11:18
- 5) 11:18-11:48
- 6) 11:48-12:18
- 7) 12:20-1:08
- 8) 1:10-1:58
- 9) 2:00-2:48

The office will announce other special schedules as they become necessary.

*Lunches in accordance with a new board decision, students will no longer be able to charge lunches on their account.

Child Care

It is the responsibility of student parents who attend IZARD Center for Learning to arrange care for their infant and toddler children. Infants and young children will not be allowed to attend class with their parents.

Lost and Found

Students having lost items should check with the office. Clothing that has been in lost and found all week will be removed on Friday. Extracurricular Eligibility Students will follow Board Policy 5.6 Interscholastic Activities A 2.0 GPA for the previous semester is required by the Arkansas Activities Association for participation.

Foreign Exchange Students

Foreign exchange students must be 16 years of age or older. Foreign exchange students will be classified as seniors. They will not be included in class rank and will not earn a Van Buren High School diploma. However, they will be able to participate in all senior activities including graduation. Media Center Students at Izard Center for Learning have the privilege of using the Library for research and study skills a place to hang out, recreational reading, and exploring and retrieving information by way of an automated library program and the Internet. Overdue charges will be assessed at 10 cents per school day for library material. Admittance during class time is allowed with permission from the classroom teacher.

Medical Policies Students will follow Board Policy 5.11 Health Services and 4.14 Communicable Diseases

All medications must be brought to the school office by a parent in the original container A medication authorization form must be filled out by a parent before any medications will be administered. Any changes in a student's medication such as dosage or administration time must be accompanied by a physician note and a new form signed by a parent.

Academics, Grades

Students will follow the Board Policy-5.10.

Grading Policy

Students and Parents can access student grades through the Home Access Center (HAC) Students will follow Board Policy 5.21 GPA will be based on grades earned in academic courses in grades nine through twelve. Official GPA will be ranked on a 4.0 scale. For purposes of class rank only, the 4.5 scale will be used for Pre-AP classes and Concurrent Classes and 5.0 scale for AP classes. College Courses & Concurrent Enrollment Students will follow Board Policy 5.14.1 Concurrent Credit VBHS students are eligible to enroll in a public supported community college or four year college/university in accordance with the rules adopted by the Van Buren School District. A student who successfully completes a three-hour accredited college course or courses shall receive one unit of credit at VBHS and academic credit by the institution of higher education. Credits shall be applicable to graduation requirements. See course catalog for Concurrent offerings of Western Arkansas Technical Center (WATC). They are technical classes offered through UAFS for 11th and 12th grade students - see course catalog for a listing of WATC offerings.

Graduation & Participation in Commencement Requirements

Students will follow Board Policies 5.14 Graduation Requirements; 5.14F1 Graduation Requirements 2014-2017; 5.15 Graduation Exercises

Students should see their respective counselor or advisor as this information changes periodically. The following conditions must be met to participate in the commencement program: *Students could walk with 21.5 credits if determined they could recover the .5 credit before summer session ends. *Students may not participate in commencement if they are over the age of 21. *Students may be excluded or removed from participation in the commencement program for disciplinary reasons. *Students will not participate in ceremonies or receive their diploma until all fines have been paid in full and discipline actions served.

Homework Policy

Students will follow Board Policy 5.11 Homework Policy

Make-Up Work Students will follow Board Policy 4.2

Student Attendance Students and/or parents will have the responsibility of acquiring the work they have missed. Students who know they are going to be out for multiple days may request work to be sent to office to be picked up. Plagiarism is defined as quoting paraphrasing, or summarizing someone else's words or ideas without giving credit to that person or source. It is characterized by claiming work published in print, on digital media, such as CD or Internet, as one's own. Copying assignments could be construed as plagiarism as well. The penalty for plagiarism will be a minimum reprimand and notification of the parent, but could also constitute an "F" on the assignment, ISS, or an "F" for the course. Plagiarism in Concurrent College courses will be handled according to college policy-the student will be dropped from the course and will receive an "F".

Schedule Changes

Schedule changes must be made before the end of the first two weeks of both semesters. Students must present a valid reason for the change. Changing schedules to arrange lunch times, or because they do not "like" a teacher are not valid reasons. After these deadlines, students must stay in their classes until the end of the semester.

Semester & Quarterly Tests

In all classes, students may be given a cumulative semester assessment at the end each semester. Students who take AP or concurrent tests may be allowed to substitute that test for a final, but must attend classes during finals week.

Diploma Information

Students will follow Board Policy 5.14

Graduation Requirements

Students may earn a general core diploma by obtaining 22 credits and meeting the requirements in our course catalog.

Arkansas Academic Challenge Scholarship

This scholarship is sponsored by the Arkansas Department of Higher Education to recognize selected students for scholastic achievement as measured by their academic records and ACT scores. The AACS is four year scholarship of an amount to be determined by the state each year to students financial need who score a composite score of 19 or better on the ACT.

Semester Test Exemption Policy

Students who have an A, B, or C in a class and have only (3) excused absences (these include medical) or less in that class have the option of being exempt from the semester test in that class. Any unexcused absence out of school suspensions, or ISS will make a student ineligible for the exemption. School business will not count as an absence. If a student who is exempt chooses to take the test their grade may not be lowered from the result of that test.

Athletics

A full range of competitive athletics is offered at VBHS. A valid physical and permission from the coach of the team is required for participation.

Junior Reserve Officers Training Corps (JROTC) JROTC is a student military leadership training organization. Students participate in a wide range of military oriented training activities.

All clubs must have principal approval and a certified school sponsor. Each club must perform some civic activities.