

# VILONIA HIGH SCHOOL STUDENT HANDBOOK

[Vilonia School District Student Policies](#)



## Administrators

Ronnie Simmons – Principal

Hannah Sullivan--Assistant Principal

Scott Willhite—Assistant Principal

## Administrative Assistants

Rachel Grissom

Amanda Matthews

Amanda Stewart

## Guidance Counselors

Amber Bartolotta

Karen Hurst

Ramona Smith

The Vilonia High School mission statement is  
*“Success for all students!”*

# VILONIA PUBLIC SCHOOLS

## STUDENT CALENDAR 2022-23

  STUDENT ATTENDANCE DAYS

  NO SCHOOL  
  MAKE-UP DAYS

JULY 2022						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST 2022						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER 2022						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

OCTOBER 2022						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOVEMBER 2022						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

DECEMBER 2022						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**AUGUST**  
22nd - First Day for Students

**SEPTEMBER**  
5th - No School

**OCTOBER**  
18th & 20th - P/T Conferences  
21st - No School  
24th - Second Quarter Begins

**NOVEMBER**  
21st-25th -Thanksgiving Holiday

**DECEMBER**  
22nd-31st - Christmas Holiday

**JANUARY**  
1st-3rd - Christmas Holiday  
16th - Third Quarter Begins

**FEBRUARY**  
14th & 16th - P/T Conferences  
17th - No School

**MARCH**  
20th-24th - Spring Break  
27th - Fourth Quarter Begins

**APRIL**  
n/a

**MAY**  
26th - Last Day for Students  
30th-31st - Make-Up Days

**JUNE**  
1st, 2nd, 5th - Make-Up Days



JANUARY 2023						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY 2023						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

MARCH 2023						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

APRIL 2023						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MAY 2023						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JUNE 2023						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

# Table of Contents

---

<u>SECTION 1: SCHOOL INFORMATION</u>	Page #
<a href="#">Welcome</a>	4
<a href="#">Vilonia High Alma Mater</a>	4
<a href="#">School Colors and Emblem</a>	4
<a href="#">Parent Concerns</a>	4
<a href="#">Family and Community Engagement Plan</a>	4
<a href="#">eSchool/Home Access Center</a>	7
<a href="#">Schedules and Important Dates</a>	8

---

<u>SECTION 2: ACADEMICS</u>	Page #
<a href="#">Graduation Requirements</a>	10
<a href="#">Concurrent Credit Policy</a>	10
<a href="#">Graduation Honors</a>	11
<a href="#">Classification</a>	11
<a href="#">Grading Information</a>	11
<a href="#">Report Cards</a>	12
<a href="#">Honor Roll</a>	12
<a href="#">Semester Tests</a>	12
<a href="#">Makeup Work</a>	12
<a href="#">Conway Career Center</a>	13

---

<u>SECTION 3: SCHOOL AND STUDENT PROCEDURES</u>	Page #
<a href="#">Before/After School</a>	14
<a href="#">Bus Riders</a>	14
<a href="#">Cafeteria Services</a>	14
<a href="#">Checking Out of School</a>	14
<a href="#">Closing School Under Emergency Conditions</a>	15
<a href="#">Competitive Food at School</a>	15
<a href="#">Counseling</a>	15
<a href="#">District Website</a>	15
<a href="#">Driving Regulations</a>	16
<a href="#">Course Changes</a>	16

<a href="#">Safety Drills</a>	16
<a href="#">Hall Procedures</a>	16
<a href="#">Health Services</a>	16
<a href="#">IDEA/Section 504 Referral Procedures</a>	17
<a href="#">Identification Cards</a>	17
<a href="#">Insurance</a>	17
<a href="#">Leaving Class</a>	17
<a href="#">Leaving School Grounds/Truancy</a>	17
<a href="#">Lockers</a>	17
<a href="#">Married Students</a>	18
<a href="#">Media Center</a>	18
<a href="#">Out-of-District Students</a>	18
<a href="#">School-Sponsored Trips</a>	18
<a href="#">Tardies</a>	18
<a href="#">Telephone</a>	18
<a href="#">Textbooks</a>	18
<a href="#">Visitors</a>	18

---

SECTION 4: DISCIPLINE

Page #

---

<a href="#">Student Expectations</a>	19
<a href="#">Student Conduct Not Permitted</a>	19
<a href="#">Academic Dishonesty</a>	20
<a href="#">Appearance and Dress</a>	20
<a href="#">Behavior Not Covered</a>	21
<a href="#">Due Process</a>	21
<a href="#">Social Probation</a>	21
<a href="#">Discipline for Students with Disabilities</a>	21
<a href="#">Detention Guidelines</a>	21

---

SECTION 5: ACTIVITIES

Page #

---

<a href="#">Extracurricular</a>	22
<a href="#">Student Groups and Organizations</a>	22
<a href="#">Athletics and Activities</a>	24
<a href="#">Athletic Awards</a>	24
<a href="#">Music Awards</a>	24

## SECTION 1 – SCHOOL INFORMATION

### **HS.1.01 – WELCOME**

Welcome to Vilonia High School! We are excited to welcome you into our school as we engage in the work of achieving success for all students. As we begin a new school year, I want to encourage you to look at this opportunity with optimism. Instead of approaching another year of school as something that has to be dreaded, I challenge you to consider this quote--"*Sometimes we're all too quick to count down the days that we forget to make the days count.*" How might you change the way you are approaching this new year to make it feel like a gift?

I hope that you will be challenged and encouraged to take ownership of **your** education. Our goal at Vilonia High School is to help you lay the groundwork for your post-secondary career. We will work together to navigate the many choices and opportunities you will encounter during your time with us.

Our faculty and staff are ready to help you in any way we can. Please feel free to ask for our assistance if you need help. Let's work as a team to make this year a huge success!

**Ronnie Simmons**  
*Principal*

**Hannah Sullivan**  
*Assistant Principal*

**Scott Willhite**  
*Assistant Principal*

### **HS.1.02 – VILONIA HIGH ALMA MATER**

*Vilonia High, for you we take our stand,  
Vilonia High, the best school in the land,  
In our hearts you'll hold a place always,  
Memories of our dear school days;  
Vilonia High, the red and the white,  
Oh! For your fame and glory we will fight;  
Win or lose we'll play the game true blue,  
Vilonia High, we're always for you.*

### **HS.1.03 – SCHOOL COLORS AND EMBLEM**

The colors of Vilonia High School are red and white. They are used in all letters given by the school and the uniforms worn by the athletic teams. The emblem, which is applied to all athletic teams and school publications, is the EAGLE.

### **HS.1.04 – PARENT CONCERNS**

Parents are welcome to visit and/or make appointments with teachers during their conference periods. In the event that parents or guardians need to resolve a problem or address a concern within Vilonia High School, it is best to attempt to resolve the problem at the point of origination. If the concern originated in the classroom:

1. The teacher and/or the guidance counselor should be first allowed to address the situation.
2. If there is no resolution, building level administration should then be approached.
3. If there is still no resolution, Central Office administration should be contacted; these include the Special Education Director, the Assistant Superintendent, and/or the Superintendent.
4. If the problem remains unresolved, the parent/guardian may request a meeting with the School Board.

### **HS.1.05 – FAMILY AND COMMUNITY ENGAGEMENT PLAN SUMMARY**

Our staff understands the importance of involving parents and the community as a whole in promoting higher student achievement and general good will between the school and those it serves. Therefore, Vilonia High School shall strive to develop and maintain the capacity of meaningful and productive family and community involvement that will result in partnerships that are mutually beneficial to the schools, students, parents, and the community. To achieve such ends, Vilonia High School shall work to:

- Provide additional information to parents and increase parental involvement in supporting classroom instruction.
- Inform parents about parental involvement programs, meetings, and other activities available during the school year.
- Provide information to parents about volunteer opportunities at Vilonia High School..
- Provide various resources for parents with the help of our District Parent Center.
- Engage parents in the evaluation of our parental involvement efforts. Contact Kim Lacy at 501-796-2113 for further information.

### **HS.1.06 – ESCHOOL PLUS – HOME ACCESS CENTER**

eSchool Plus – Home Access Center (HAC) is a tool which connects to teachers' grade books, which allows up-to-date information on students' progress. Students' grades can be accessed at [eSchool Home Access Center](#). eSchool Plus – HAC allows easy communication to the teachers by email. Home Access Center (HAC) usernames and passwords will be mailed home with student schedules before the beginning of the school year.

## HS.1.07– SCHEDULES AND DATES

M, T, Th, F (Lunch A)		M, T, Th, F (Lunch B)	
Period 1	8:00-8:50 (50 min)	Period 1	8:00-8:50 (50 min)
Period 2	8:55-9:45(50 min)	Period 2	8:55-9:45(50 min)
Period 3	9:50-10:40 (50 min)	Period 3	9:50-10:40 (50 min)
Period 4	10:45-11:30 (45 min)	Period 4	10:45-11:35 (50 min)
Lunch A	11:30-12:00 (30 min)	Period 5	11:40-12:25 (45 min)
Period 5	12:05-12:55 (50 min)	Lunch B	12:25-12:55 (30 min)
Period 6	1:00-1:50 (50 min)	Period 6	1:00-1:50 (50 min)
Period 7 (Flex Credit)	1:55-2:35 (40 min)	Period 7 (Flex Credit)	1:55-2:35 (40 min)
Period 8	2:40-3:30 (50 min)	Period 8	2:40-3:30 (50 min)
<b>Wednesday (Early Out)</b>			
(Lunch A)		(Lunch B)	
Period 1	8:00-8:40 (40 min)	Period 1	8:00-8:40 (40 min)
Period 2	8:45-9:25 (40 min)	Period 2	8:45-9:25 (40 min)
Period 3	9:30-10:10 (40 min)	Period 3	9:30-10:10 (40 min)
Period 4	10:15-10:55 (40 min)	Period 4	10:15-10:55 (40 min)
Lunch A	10:55-11:25 (30 min)	Period 5	11:00-11:40 (40 min)
Period 5	11:30-12:10 (40 min)	Lunch B	11:40-12:10 (30 min)
Period 6	12:15-12:55 (40 min)	Period 6	12:15-12:55 (40 min)
Period 7 (Flex Credit)	1:00-1:40 (40 min)	Period 7 (Flex Credit)	1:00-1:40 (40 min)
Period 8	1:50-2:30 (40 min)	Period 8	1:50-2:30 (40 min)

### Important Dates

08/22	First Day of School (Full Day)	02/17	No School
09/05	Labor Day (No School)	03/20-03/24	Spring Break (No School)
10/28	Homecoming	04/15	Prom (8-11pm)
10/18	P/T Conf. (4-7pm)	04/28	Senior Academic Awards
10/20	P/T Conf. (4-7pm)	05/07	Baccalaureate
10/21	No School	05/12	Graduation
11/21-11/25	Thanksgiving Break (No School)	5/19	9-11 Academic Awards
12/22-01/03	Christmas Break (No School)	05/25	Last Student Day
02/14	P/T Conf. (4-7pm)		
02/16	P/T Conf. (4-7pm)		

The Vilonia School District will build in five additional student days for inclement weather. Please do not schedule any family activities or other events until after 6/5/2023.

**State/District Testing Dates**

<b>Test</b>	<b>Dates</b>
National ACT Test 2022-2023	September 10, 2022; October 22, 2022; December 10, 2022; February 11, 2023; April 15, 2023; June 10, 2023; July 15, 2023
PSAT/NMSQT	October 12, 2022
State ACT Test	February 28, 2023
ACT Aspire	April 18-20, 2023
Semester Tests	Fall Semester: January 12-13, 2023 Spring Semester: May 24-25, 2023 Seniors Spring Semester: April 26-27, 2023
Semester Tests Makeup Days (Principal Approval is Required)	Fall Semester: January 7, 2022 Spring Semester: May 27, 2022 Seniors Spring Semester: April 28, 2023

**Advanced Placement Testing Schedule**

<b>Test</b>	<b>Date</b>	<b>Time</b>
AP Chemistry	Monday, May 1, 2023	12PM
AP Environmental Science	Tuesday, May 2, 2023	8AM
AP Psychology	Tuesday, May 2, 2023	12PM
AP English Literature and Composition	Wednesday, May 3, 2023	8AM
AP Human Geography	Thursday, May 4, 2023	8AM
AP Statistics	Thursday, May 4, 2023	12PM
AP United States History	Friday, May 5, 2023	8AM
AP Calculus AB/BC	Monday, May 8, 2023	8AM
AP English Language and Composition	Tuesday, May 9, 2023	8AM
AP Spanish Language and Culture	Wednesday, May 10, 2023	8AM
AP Biology	Wednesday, May 10, 2023	12PM
AP World History	Thursday, May 11, 2023	8AM



## SECTION 2 – ACADEMICS

### **HS.2.00 - REQUIREMENTS FOR ATTENDANCE**

Vilonia High School students (9th-12th) may be absent no more than six (6) days per semester. When Vilonia High School (9th-12th) students miss four (2) days (full days or individual classes), in a semester, the parent(s), legal guardian, or persons with lawful control of the student, or persons standing in loco parentis will be notified. Notification shall be by telephone by the end of the school day in which such absence occurred or by regular mail with a return address sent no later than the following school day.

Whenever a student exceeds the allowable number of absences in a semester, the District shall notify the prosecuting authority and the parent, legal guardian, or persons with lawful control of the student, or persons standing in loco parentis shall be subject to a civil penalty as prescribed by law.

Students exceeding the allowable number of absences in a course in a semester shall not receive credit for that course. If the student fails to receive credit for a sufficient number of courses and after consultation with persons having knowledge of the circumstances of the absences, the student may be denied promotion or graduation at the discretion of the principal. Unexcused absences, however, shall not be a reason for expulsion or dismissal of a student.

### **HS.2.01 – REQUIREMENTS FOR GRADUATION**

A minimum of 24 credits is required for graduation at Vilonia High School. Students in grades 9 through 12 must be enrolled in a full day schedule.

#### **REQUIREMENTS**

Total		24
English	4	
Social Studies		3
Mathematics		4
Science	3	
Physical Education		½
Health		½
Oral Communications		½
Fine Arts	½	
Computer Technology		1
Electives*		7

\* 1 credit may be from Military Split Training Option.

\* 1 credit may be from an approved volunteer program.

\* Students transferring to VHS that classify as a Junior or Senior (H.S.2.04 Classification) may qualify for a reduction of up to two (2) elective credits with administrative approval.

Students graduating from an Arkansas Public School or Public Charter School must meet or exceed the state minimum 22 graduation credit requirements as adopted by the Arkansas State Board of Education. Smart Core is the set of rigorous course requirements for all Arkansas public high school students. Students are reminded that Arkansas requires a minimum of 22 graduation credits, but graduation from Vilonia High School requires 24 credits.

Fifth year students choosing to enroll in less than the required high school courses will not be considered as full time high school students. After meeting graduation requirements, the student will be granted a diploma but will not be allowed to participate in graduation exercises. Driver education class will be posted on the transcript for documentation purposes. The grade will not be reflected in the GPA or class rank.

Students who wish to pursue early graduation may do so but must obtain the specific required courses for early graduation somewhere other than through Vilonia High School. All courses taken by Vilonia students other than those offered through the Vilonia school system must be approved for credit prior to students' enrollment in those courses. All courses substituted for Vilonia School District requirements must be equivalent in content and difficulty to the replaced courses. Students who substitute college courses for those offered at Vilonia High School must submit college grades at each college grading period. Failure to report the college grades will result in students not receiving proper credit for their courses.

### **HS.2.02 – GENERAL CONCURRENT CREDIT POLICY**

Vilonia High School students are eligible to enroll in accredited college classes, at their own expense, and receive both college credit and high school credit upon successful completion of the course and according to the DP.5.22 – Concurrent Credit. Students will be considered full-time high school students if they maintain at least the minimum high school courses according to Act 675 of 2003, which requires all students to have six (6) hours of instruction each day.

- A. Classes that meet less than 120 hours per semester will be the equivalent of ½ unit of high school credit.
- B. Classes that meet more than 120 hours per semester will be the equivalent of 1 unit of High School credit.

Courses taken on college campuses by students meeting the above conditions may be weighted as honors classes if they represent the same content and time requirements as honor courses listed in section HS.2.05 of this handbook.

### **HS.2.03 – GRADUATION HONORS**

Five types of credentials will be offered to students at Vilonia High School:

1. Honor Diploma – an honor student must meet one of the following pathways to receive an honor diploma:
  - a. **Honors:** (Wear a bronze stole at graduation)
    - i. Completes all local graduation requirements for Core or Smart Core as defined by the State Board of Education and the Vilonia Board of Education
    - ii. And maintains a minimum grade point average of 3.5000 or above on 4.0 scale
    - iii. And completes two (2) years of the same Foreign Language OR completes one (1) year of a Foreign Language and is a \*Vocational Completer
    - iv. And completes a minimum of one (1) AP Course and/or concurrent course
    - v. And has no failing grades in a \*\*credit-bearing course
    - vi. And has no loss of credit due to attendance
  - b. **High Honors:** (Wear a silver stole at graduation)
    - i. Completes the minimum core of classes required by Smart Core as defined by the State Board of Higher Education, and the State Board of Education, and the Vilonia Board of Education
    - ii. And maintains a minimum grade point average of 3.7500 or above
    - iii. And completes two (2) years of the same Foreign Language

- iv. And completes a minimum of three (3) AP Courses and/or concurrent courses
  - v. And has no failing grades in a \*\*credit-bearing course
  - vi. And has no loss of credit due to attendance
  - c. **Distinguished High Honors:** (Wear a gold stole at graduation)
    - i. Completes the minimum core of classes required for Smart Core as defined by the State Board of Higher Education, the State Board of Education, and the Vilonia Board of Education
    - ii. And maintains a minimum grade point average of 4.000 or above
    - iii. And completes two (2) years of the same Foreign Language
    - iv. And completes a minimum of six (6) AP courses and/or concurrent courses
    - v. And has no failing grades in a \*\*credit-bearing course
    - vi. And has no loss of credit due to attendance
  - d. **Valedictorian/Salutatorian**
    - i. Fulfill all of the listed requirements for Distinguished High Honors.
    - ii. The Valedictorian will be the student with the highest grade point average (GPA).
    - iii. The Salutatorian will be the student with the second highest grade point average (GPA).
    - iv. The GPA utilized for this honor will be the local weighted GPA, to the ten thousandths of a decimal place.
    - v. In order to be considered for this honor, the student must have completed four semesters on-site as a full time student of Vilonia High School.
2. Diploma – a student must complete the minimum requirements for graduation to receive a diploma.

#### **HS.2.04 – CLASSIFICATION**

Freshman – a student promoted from the 8<sup>th</sup> grade to the 9<sup>th</sup> grade.

Sophomore – a student who passed three (3) academic units of work their freshman year.

Junior – a student who passed seven (7) academic units of work during their freshman & sophomore years.

Senior – a student who passed eleven (11) academic units of work during their freshman, sophomore, & junior years.

#### **HS.2.05 – ADDITIONAL GRADING INFORMATION**

In addition to the traditional grading scale (A, B, C, D, F) ET and NC are also used to indicate grades. “ET” represents extra time and “NC” represents no credit, and will be treated as an F. Any student who has not fulfilled all requirements of a course at the end of the semester will receive a failing grade in that course for the semester regardless of the other grades. Semester tests are part of the required work for each class, unless a student has qualified for an exemption. A student earning a D or F in a course may choose to retake the course and have both grades displayed on their transcript.

For purposes of transcripts and/or college admission, all courses except Advanced Placement (AP) & Arkansas Department of Education approved honor courses will be weighted according to the 4.0 scale. The following weighted courses will be used to calculate class rank, Beta club eligibility, and honor graduate status.

#### **Advanced Track Courses (\*course option for honor graduate status):**

Advanced English 9

Advanced English 10

\*AP English Language

\*AP English Literature

\*College English (Composition 1)

Social Studies Seminar

\*AP US Government & Politics

\*AP World History

\*AP Psychology

Accelerated Physical Science Integrated

\*College Speech  
Pre AP Algebra 2  
Pre-Calculus  
\*AP Statistics  
\*AP Calculus AB  
\*College Algebra  
Advanced Civics/Economics  
Advanced World History  
\*AP European History  
\*AP US History  
\*AP Human Geography  
\*Concurrent Music Appreciation  
\*Concurrent Survey of Business

Accelerated Biology Integrated  
\*AP Biology  
Accelerated Chemistry Integrated  
\*AP Environmental Science  
Advanced Spanish 3  
\*AP Physics 1: Algebra Based  
Advanced Art 3  
\*AP Art Studio 2-D Design/Drawing  
\*AP Spanish  
Anatomy & Physiology (Science Department)  
\*AP Spanish Language  
\*Concurrent American National Government

All other courses listed in the Vilonia High School Course Description Book are regular level courses.

### **HS.2.06 – REPORT CARDS**

Report cards will be distributed to students on a designated day after the end of each nine week grading period.

### **HS.2.07 – HONOR ROLL**

An “honor roll” will be published at the end of each term. To qualify, the student must have a “B” or better in each class taken. Special recognition will be given to those students who make no grade lower than an “A”.

### **HS.2.08 – SEMESTER TESTS**

Semester tests are part of the required work for each class, unless a student has qualified for an exemption. Students may be exempted from semester tests if they are absent no more than two (2) days in a semester. All absences will count against the two (2) allowable absences except for those that are related to school business (more details in DP.4.7 – ABSENCES). Absences resulting from suspension will count towards semester test exemptions. In addition, three (3) tardies will count as an absence for semester tests exemptions purposes. Exempt students may choose to take semester tests to improve their final grade. Under these conditions, a semester test will not lower the semester grade. Any group effort or group activity which disrupts the educational process could (at the discretion of the administration) result in the changing of the semester test exemption policy and/or the semester test schedule.

### **HS.2.09 – MAKE-UP WORK**

Students who miss school due to an absence shall be allowed to make up the work they missed during their absence. DP.4.08 – Make-Up Work states rules 1-9, the following rules have been added:

1. Work cannot be made up in regards to participatory grades, grades earned on scheduled audiovisual material, pop tests, etc. Students will not benefit or be penalized for absences.
2. Students on school business, school trips, or field trips shall have one class day to make up their work for each class day they are absent.
3. In cases where absences are caused by extenuating circumstances or in situations of prolonged absenteeism, special arrangements for completing make-up work can be arranged with the teacher.

4. Students participating in scheduled school activities or school trips will not be counted absent from school. However, work missed for such absences must be made up according to DP.4.08 and the policy stated above.

### **HS.2.10 – CONWAY CAREER CENTER**

It is mandatory for the students who attend Conway Career Center to use the transportation provided by the Vilonia School District. Students will be subject to the same standard of conduct that presides over the Vilonia Transportation Department, and the bus driver will file bus conduct reports as seen appropriate.

In the event you must be removed from the bus due to conduct that is not conducive to the safety of other students, you will be dropped from the Conway Career Center. If your assignments require your vehicle to be present, you must see Mr. Simmons and other arrangements may be made. Very few requests to drive will be permitted.

In the event that you miss the bus for any reason you will be assigned detention. If you wake up late & drive yourself, detention will be assigned. If you come to school and miss the bus, you will be assigned detention & will check in at the school office for further instructions. If the school bus you ride arrives late to school and you miss the career center bus, detention will not be assigned.

## **SECTION 3 – SCHOOL & STUDENT PROCEDURES**

### **HS.3.01 – BEFORE AND AFTER SCHOOL**

Tenth through twelfth grade students arriving at school before 7:45 am are expected to wait in the gym lobby, courtyard, or in the cafeteria. Ninth grade students are expected to go directly to the ninth grade cafeteria in the Old Middle School building. Students are not allowed to be at their lockers, in the restrooms, or in any classroom unless they have permission from a teacher or administrator prior to the bell. Students are not to leave the campus after arriving without permission from an administrator.

Students are expected to leave in their vehicles or board their school bus as soon as possible. Students are expected to leave the campus promptly unless they will be supervised by a staff member.

### **HS.3.02 – BUS RIDERS**

Riding a school bus is a privilege. The obligation of the school district is to transport all students in a safe manner. Any student who displays unacceptable conduct or an uncooperative attitude may lose the privilege of riding a bus.

*\*In the event a student needs to ride a different bus home from school, a parent or guardian must send a note to school with the student to be dropped off in the VHS Office which gives:*

*1) permission for the student to ride the other bus,*

*2) a parent or guardian signature, and*

*3) a phone number for the VHS Office to contact the parent to verify the note.*

*All notes will be verified by phone before students are allowed to ride another bus home. Students will be instructed to stop by the VHS Office later in the day to pick up the note to present to the bus driver. No student will be admitted on a school bus without a note that has been verified by the office.*

### **HS.3.03 – CAFETERIA SERVICES**

The school cafeteria serves breakfast each morning (between 7:30 and 7:50 a.m.) and lunch every day. The cost for school breakfast is \$1.50. The cost for school lunch is \$2.50. Students who are not purchasing the school lunch may bring a lunch from home and purchase a drink at school.

There is no charging for second meals, ala carte items, or snack bar items.

Beverages are available for the students in the canteen area. It is the students' responsibility to use the machines properly and to dispose of the beverage containers in the proper receptacles. Food and beverages may be taken to the courtyard. Food and drinks are not allowed in the classroom without administrator approval.

### **HS.3.04 – CHECKING OUT OF SCHOOL**

Students must check in with the VHS Office if they arrive at school after 8:00 AM. Students arriving after the tardy bell for that class will complete the check-in procedures and be issued a d-hall unless they are arriving at school after a medical appointment, court, or funeral, and present documentation from this appointment at the time they are checking into school. Should extenuating circumstances arise, a student may contact an administrator to discuss their specific situation. After reviewing the student's unique circumstance, the d-hall may be waived if the administrator deems necessary.

Checking out of school is discouraged, but in cases where it is necessary, the procedure is as follows. Students must have either:

1. Note from parents stating reason, time for check out, and a phone number. Verification by phone must occur prior to student checking out.
2. Parents call the school's office and request that the student check out. Verification will be required for safety purposes.
3. Parents come to the school's office and pick up the student.

Students must plan for checking out in advance and will not be allowed to phone parents seeking permission to check-out. After complying with one of the above, the student must have permission from the office to complete the check-out procedures and leave. Students must be present half the period to be counted present. If the student is absent for more than half the period, the student will be counted absent for the entire period. Students may not abuse this practice, or they will be counted absent after the third (3<sup>rd</sup>) early check out per term for semester test purposes.

### **HS.3.05 – CLOSING SCHOOL UNDER EMERGENCY CONDITIONS**

When school is not open due to inclement weather or other emergency conditions, public announcements will be made at the earliest possible time by the administration through the local television stations, social media, school email accounts, and school website. Parents and students are encouraged to check these resources on days that the school opening may be in question.

### **HS.3.06 – COMPETITIVE FOOD AT SCHOOL**

In compliance with the Arkansas Department of Education's rules governing nutrition standards for Arkansas Public Schools, competitive foods may not be brought to school. Parents may provide food items for their own child's consumption, but they may not provide items for other students at school. Students may, with their parents' consent, bring food items to school for their own lunch, but may not provide items to other students. Parents and students should make arrangements prior to school to pick up food items in the office. Students will not be called out of class to pick up their food items.

### **HS.3.07 – COUNSELING**

There are three counselors to serve high school students. The counselors are available to help students with educational, vocational, and personal problems. Students are invited and encouraged to visit the counselors. Any conference is private and confidential.

### **HS.3.08 – DISTRICT WEBSITE**

The Vilonia School District shall maintain a web page to provide information about its schools and activities to the community. This policy is adopted to promote continuity between the different pages on the district web site by establishing guidelines for their construction and operation.

The Vilonia School District website shall be used for educational purposes only. It shall not create either a public or a limited public forum. Any link from any page on the district's site may only be to another educational site. The web site shall not use "cookies" to collect or retain identifying information about visitors to its web site nor shall any such information be given to "third parties." Any data collected shall be used solely for the purpose of monitoring site activity to help the district improve the usefulness of the site to its visitors.

Each school's web page shall be under the supervision of the school's Web Master and the district's website shall be under the supervision of the district's Web Master. They shall have the responsibility for ensuring that web pages meet appropriate levels of academic standards and are in compliance with these guidelines and any additional administrative regulations. To this end the district and school Webmasters shall have the authority to review and edit any proposed changes to web pages to ensure their compliance with this policy. All such editing shall be viewpoint neutral.

District and school web pages shall also conform to the following guidelines:

1. All pages on the District's web site may contain advertising and links only to educational sources.
2. The district's home page shall contain links to existing individual school's web pages and the school home pages shall link back to the district's home page. The district's home page may also include links to educational extracurricular organization's web pages which shall also link back to the district's home page.
3. Photos may be posted on district or school web pages, but PII (Personally Identifiable Information) will not be associated with photos. In a situation where the school wants to provide special recognition for an individual or group of individuals, written permission from the student and/or parent would be obtained to allow first and last name only to be associated with a photo or other image.
4. The district's web server shall host the Vilonia District's website.
5. No web page on the district web site may contain public message boards or chat rooms.
6. All web pages on the District web site shall be constructed to download in a reasonable length of time.
7. The district's home page shall contain a link to a privacy policy notice which must be placed in a clear and prominent place and manner.
8. With the exception of students who may retain the copyright of material they have created that is displayed on a district web page, all materials displayed on the district website are owned by the Vilonia School District.
9. Included on the district's web site shall be:
  - i. Minutes of regular and special meetings of the school board;
  - ii. The budget for the ensuing year;
  - iii. A financial breakdown of monthly expenditures of the district;
  - iv. The salary schedule for all employees;
  - v. The district's yearly audit;
  - vi. The annual statistical report of the district;
  - vii. The school district's contracts with all school district employees.

### **HS.3.09 – DRIVING REGULATIONS**

Careful driving is required by all who drive to school. The speed limit on school grounds is 5 MPH. Reckless driving will result in the loss of the driving privilege, suspension from school, or both. Students who drive vehicles (including motorcycles and bicycles) to school will park in the student parking lot and leave the vehicle immediately. Students are not allowed in their vehicles during school hours unless given permission from the office. Students should not be on campus after school hours except for a scheduled school activity. Students lingering around school or driving through the campus will be subject to a loitering violation.

Vehicles cannot be moved until school is dismissed unless the student has permission from the office to leave early. Students are to exit the school parking lots by way of Hwy 64. Students trying to exit towards the elementary and middle school before 3:45 p.m. will lose their driving privileges. Students with siblings at the elementary or middle school should have those younger students ride the shuttle buses to the high school campus. Students needing to drive to an off campus location during the school day must receive administrative approval before doing so.

Parking spaces will not be assigned, but each student driving to school must purchase a parking tag for their vehicle. To purchase a parking tag – proof of insurance, a valid driver's license, and the student's vehicle license number must be shared with the VHS office. The cost will be \$10.00. The parking tag should be suspended visibly on the rear view mirror at all times while the vehicle is on school campus. Students needing a temporary parking pass should check in the high school office.

When automobiles are parked on school property, the operator has no expectation of privacy. Automobile searches may be made if reasonable suspicion is present.

### **HS.3.10 – COURSE CHANGES**

During the first week of classes, students may request changes to their schedules. Requests will be addressed with the school counselor. Requests will be considered and will be granted or denied based on, but not limited to, reasons such as follows: justification/need of course change, available seats left in course at the time request is submitted, whether or not prerequisites are met for desired change, etc.

After the first week of classes, schedule changes will be addressed with the school counselor, but **MUST** be approved/granted by the principal.

### **HS.3.11 – SAFETY DRILLS**

At irregular intervals throughout the year, drills will be held. Directions for conducting the drills will be given by the teacher in each class. Fire marshals will conduct the drills and supervise these exercises.

### **HS.3.12 – HALL PROCEDURES**

Students should walk to the right side of the hall. Please avoid loitering at your locker or in the hallway. Students in the halls during class time will be required to have a hall pass.

### **HS.3.13 – HEALTH SERVICES**

The health services rendered by the school nurse are always inspectional and never diagnostic. A parent/guardian is usually called and referral to the family physician is the suggested procedure in case the health problem of the student cannot be handled at school by the nurse. No medication or medicine is given to any student at school except the usual and accepted items used in first aid.



Students who must take medication must follow these guidelines:

1. There must be a written note from the parents/guardian.
2. A standard medication form must be signed by the parent/guardian specifying the student's name, the name of the medication, the name of doctor (prescription medicines), and other statements not holding the school or its personnel responsible if undesired reactions occur.
3. Prescriptive and non-prescriptive medicine may be given if the above conditions are followed.
4. All medication must be in the original bottle and not mixed.
5. The giving of medication may be delegated by the principal to a teacher or an aide.
6. All medication will be distributed by the nurse and stored in the nurse's office.
7. If the medication needs to be given on a long-term basis, a doctor's statement is necessary for giving the medication during the school day, and the statement should describe any reactions that might occur.
8. Students are not allowed to be in possession of prescription or over-the-counter medications unless a doctor's note is provided stating that it is necessary to possess it.

### **HS.3.14 – IDEA/SECTION 504 REFERRAL PROCEDURE**

It is the intent of the district to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 are identified, evaluated, and provided with appropriate educational services. Students may be disabled within the meaning of Section 504 of the Rehabilitation Act even though they do not require services pursuant to the IDEA. For students eligible for services under IDEA, the District shall follow procedures for identification, evaluation, placement, and delivery of services to children with disabilities provided in the state and federal statutes governing special education. Implementation of an Individualized Education Program (IEP) in accordance with the IDEA satisfies the district's obligation to provide a free and appropriate education under Section 504.

### **HS.3.15 – IDENTIFICATION CARDS**

Student identification cards will be issued to each high school student. The card must be in the possession of all students while on campus. Students found to be in violation of this during school hours may be subject to disciplinary measures. The ID will be used for identification, cafeteria purchases, and library access. The ID cannot be defaced. Students without their school issued ID will need to purchase a new one from the office. There is a \$5.<sup>00</sup> fee for replacing the I.D.

### **HS.3.16 – INSURANCE**

The school will provide accident insurance. This is a secondary insurance policy and will cover students during school hours and at school activities. Additional insurance may be purchased by any student desiring more coverage. Application forms are available in the office. Any student needing to file a claim must pick up a claim form in the principal's office. If a student has both school insurance and family insurance, the school insurance will cover only what the family insurance will not cover. It should be noted that students are not covered while in an automobile, except during driver's education, unless the driver is 21 years old.

### **HS.3.17 – LEAVING CLASS**

In general, students are not to leave the classroom during class for the restrooms or water fountains unless there is an emergency. If a student leaves class, a hall pass must be issued by the teacher.

### **HS.3.18 – LEAVING SCHOOL GROUNDS/TRUANCY**

Students entering the jurisdiction of the school authority may not leave the school campus without following the check-out procedures (HS.3.04 – Checking out of School). In cases of truancy, parents and the appropriate authorities will be notified.

### **HS.3.19 – LOCKERS**

Lockers are made available to students for keeping books and other personal belongings during school. Lockers are not to be opened during classes, except in an emergency. There is a \$5 locker rental fee.

Students should have no expectation of privacy when renting lockers. Inspection of student lockers and their contents is a right and the responsibility of school administrators whenever there is reasonable suspicion to believe illegal items are kept there. Students should be aware that school officials have this right. Lockers shall be opened in the student's presence when administratively feasible. Items which are specifically prohibited by law, board policy, or school regulations may be confiscated. The student shall be given a receipt for any items confiscated. In addition, the school respects the civil rights of each person in our schools and will uphold these rights. At the same time, school property is not to be regarded as a sanctuary from enforcement of the law.

No items shall be attached to the exterior of the locker without school approval, and only school appropriate items may be attached to the interior of the locker. Damage either by neglect or abuse will be repaired at the expense of the student.

### **HS.3.20 – MARRIED STUDENTS**

Students who marry must report their married status to the school at the time of their marriage or at the date of their enrollment. Married students will be expected to meet the same requirements as other students. Married students may participate in student activities. If a student becomes pregnant, this must be reported to the school nurse, counselor, and principal. All cases coming under these regulations shall be handled on an individual and confidential basis in cooperation with the parents/guardians.

### **HS.3.21 – MEDIA CENTER**

The media center serves the high school staff and students during the school hours, making accessible a quality collection of fiction and nonfiction materials for entertainment reading and researching for information. Books are checked out for a two week period with market rate being charged for the lost or damaged materials. Checkout privileges will be withheld until materials are returned or the cost is procured.

### **HS.3.22 – OUT OF DISTRICT STUDENTS**

Only students living inside the boundary of the Vilonia School District will be allowed to attend the Vilonia Public Schools. For more details see DP.4.04 through DP.4.05

### **HS.3.23 – SCHOOL SPONSORED TRIPS**

Students who ride school vehicles to activities away from school must return in school furnished vehicles. There may be only one exception to this regulation. Students may return from an activity with their parents, provided the school official in charge agrees. Parents should make every attempt to make arrangements 24 hours in advance.

### **HS.3.24 – TARDIES**

A five (5) minute break will be allowed between each class period. Tardiness, as a general rule, will result in disciplinary action; however, in extreme circumstances, special consideration could be given. **It is the student's responsibility to contact a building administrator to discuss any special circumstances regarding tardiness.** Tardiness due to transportation will not be excused unless you are riding a school bus. Students are expected to be in their seats when the tardy bell begins. If a student fails to do so, he/she will be

assigned detention by the teacher. Students tardy to first period must check-in at the office and will be assigned detention. For semester test exemption purposes, three (3) tardies will count as an absence from class.

### **HS.3.25 – TELEPHONE**

Students may not be called from class to the telephone except in an emergency. Students may not use any phone unless they have been given permission by a teacher, administrator, or administrative assistant (D.P.4.47—Possession and Use of Cell Phones and Other Electronic Devices). Upon entering the classroom, students should place their personal cell phones either in their bag or in the cell phone holder. Students may be permitted to use personal cell phones/electronic devices under the direction and supervision of staff to enhance the educational process. Other use of a device is prohibited. If allowing students to listen to music independently the device should be face down on the desk.

### **HS.3.26 – TEXTBOOKS**

Textbooks, workbooks, and many other educational materials are supplied by the state and purchased by the school district. Students who lose, destroy, or deface these items will be charged the full price and will have the responsibility of paying for these items. Students are not accountable for wear which occurs from normal use of the book.

### **HS.3.27 – VISITORS**

Our school welcomes parents or guardians to visit our campus. Other visitors such as students from other schools, siblings, relatives, and friends will not be allowed to visit. All visitors must check in at the office. If there is any question concerning the legal custody of the student, the custodial parent shall present documentation to the administration establishing the parent's custody of the student. It shall be the responsibility of the custodial parent to make any court-ordered, no contact order, or other restrictions regarding the non-custodial parent known to the principal by presenting a copy of a file-marked court order. Without such a court order on file, the school will release the child to either parent.

## **SECTION 4 – DISCIPLINE**

### **HS.4.01 – STUDENT EXPECTATIONS**

Our school is a community which has rules and regulations. Each student has certain rights as a part of this community, but along with these rights come responsibilities. In order to have a safe and orderly learning environment, each student is expected to know and abide by the guidelines set forth in this handbook. It is not our purpose to discourage individualism; however, we believe that each student is entitled to an environment which is free from disruption, and that appropriate conduct, dress, and respect for those in authority must be maintained. Students are expected to show proper respect to staff members, other students, visitors, and all with whom they come in contact.

### **HS.4.02 – STUDENT CONDUCT NOT PERMITTED**

The following student conduct is not permitted and is subject to minimum disciplinary action of a conference with the principal to a maximum disciplinary act of expulsion from school for the remainder of the school year. Other disciplinary actions include a counselor referral to appropriate agencies, detention, social probation, corporal punishment, Saturday school, in-school suspension, and out-of-school suspension.

1. **Alcoholic Beverages**
2. **Bullying**
3. **Electronic Device Violation** – (See VSD DP.4.29 & DP.4.47) – students shall not record or photograph without administrative approval.

4. **Criminal Acts** – shall mean activities defined as criminal under the laws of the State of Arkansas and shall include, but not be limited to arson, assault, battery, burglary, larceny, possession of explosives, extortion, blackmail, coercion, possession of firearms, malicious mischief, and robbery.
5. **Damage or Destruction of School Property** – student are responsible for recovery and/or restitution
6. **Disruption and Interference with School** - students shall show respect for authority in school buildings, on school grounds, in virtual learning environments, and at school-sponsored events. Students shall not engage in violent, abusive, obscene, or hostile acts. Profane language addressed to any district employee, student, or the general public is prohibited. Threatening to fight, challenging to fight, or fighting any school employee or pupil is prohibited. In accordance with Act 888 of 1995, those individuals violating this law will be reported to the proper authorities.
7. **Disruptive Conduct** - shall include defiant and hostile acts; acts involving moral turpitude; and disrespect for authority in school buildings, on school grounds, or at school-sponsored events, and engaging in behavior designed to taunt, degrade, or ridicule another person on the basis of race, ethnicity, national origin, sex, or disability.
8. **Disturbing the Peace** - shall include violent, abusive, obscene, or profane language addressed to any teacher or student, threatening to fight, challenging to fight, or fighting any teacher or student, and use of abusive, violent, obscene, or profane language, whether addressed to a specific party or to the public generally. All students of the Vilonia schools shall comply with the rules and regulations and the reasonable instructions, pursue the required courses of study, and submit to the authority of the teacher and other school officials.
9. **Drugs**
10. **Firearms or Other Weapons**
11. **Fireworks, Explosive Devices, or Ammunition**
12. **Gambling**
13. **Gangs and Secret Organizations**
14. **Immorality**
15. **Insubordination - Disregard of Direction or Commands**
16. **Laser Pointers**
17. **Physical Abuse or Assault of Students or Staff** – a student shall not use violent, abusive, obscene, or profane language when addressing any teacher, student, or other individual. A student shall not cause or attempt to cause physical injury to a teacher, student, or any other individual. Fighting will result in suspension from school, and being referred to law enforcement officials (Act 706 of 1997)
18. **Public Displays of Affection (PDA)** – students will not hold hands or make close contact of any nature on school premises. Displaying affection is a private matter and has no proper place in school.
19. **Sexual Harassment**
20. **Theft** – students are responsible for recovery and/or restitution
21. **Tobacco Products including E-Cigarettes/Vapes, etc.**
22. **Academic Dishonesty**

Students will be given the opportunity to verbally express their personal opinions, providing this expression does not show disrespect to those in authority or interfere with the rights of others. All student meetings in school buildings or on school grounds may function only as a part of the formal educational process or as authorized by the administration.

#### **HS.4.03-- ACADEMIC DISHONESTY**

The most common offenses subject to grade penalty and/or disciplinary action are:

1. **Cheating on an examination or quiz:** To give or receive, to offer or solicit information on any quiz or examination including (a) copying from another student's paper; (b) using prepared materials, notes, or

texts other than those specifically permitted by the teacher during an examination; (c) collaborating with another student during an examination; (d) buying, selling, stealing, soliciting, or transmitting an examination, or any material purported to be the unreleased content of an upcoming examination, or the use of such material; (e) substituting for another person during an examination or allowing such substitution for oneself; (f) bribing a person to obtain examination information.

2. **Plagiarism:** To adopt and reproduce as one's own, to appropriate for one's own use and incorporate in one's own work without acknowledgment, the ideas of others or passages from their writings and works.
3. **Collusion:** To obtain from another party, without specific approval in advance by the teacher, assistance in the production of work offered for credit to the extent that the work reflects the ideas or skills of the party consulted rather than those of the person in whose name the work is submitted.
4. **Duplicity:** To offer for credit identical or substantially unchanged work in two or more courses, without specific advance approval of the teachers involved.

#### **HS.4.04 – APPEARANCE AND DRESS**

The Vilonia Board of Education recognizes that dress can be a matter of personal taste and preference. At the same time, the district has a responsibility to promote an environment conducive to student learning. This requires limitations to student dress and grooming that could be disruptive to the educational process because they are immodest, disruptive, unsanitary, unsafe, could cause property damage, or are offensive to common standards of decency. Any distracting or disruptive type of clothing, dress, jewelry, or makeup will not be permitted. Clothing should conform to the following guidelines:

1. Shorts, skirts, and dresses will be no shorter than 5 ½ inches above the top of the knee cap.
2. Shorts and pants worn as outside garments should not be made of sheer/see-through spandex or other tight-fitting sheer/see-through materials (for outer garments over these materials, see rule #1).
3. Pants and shorts with holes at or above a point 5 ½ inches above the top of the knee cap will not be permitted.
4. No hats, caps, scarves, bandanas, or other head coverings, except when given administrative consent.
5. No tank-tops, halter tops, bare midriff garments, strapless garments, spaghetti-strap tops, unbuttoned shirts without an undershirt, sleeveless garments that do not fit closely around the arms, or see-through tops (worn as an outer garment). Shirts should be long enough to tuck into pants.
6. Any clothing, hairstyle, body-piercing, or hair color that is deemed disruptive is not allowed.
7. Clothing with illegal substances, tobacco, drugs, alcohol, cigarette logos, obscene or suggestive pictures, and obscene, profane, or suggestive words, items that have double meanings, distractive items, and gang related clothing and paraphernalia will not be permitted.
8. Shoes must be worn at all times. House shoes are not permitted.
9. Sunglasses and similar outdoor apparel are not to be worn inside the building.
10. Students are prohibited from wearing, while on school grounds during the day and at school-sponsored events, clothing that exposes underwear, buttocks, or the breast of a female (*Arkansas Code § 6-18-503*).

Final decisions on clothing will be left to the discretion of the administrator. The above list is not exhaustive since styles, fashions, and fads change, and administrators may make decisions regarding other modes of dress which may be considered inappropriate. Final decisions will be left to the discretion of the principal.

#### **HS.4.05 – BEHAVIOR NOT COVERED**

The Vilonia School District reserves the right to punish behavior which is not conducive to good order and discipline in the school, even though such behavior is not specified in the preceding written rules. Any

behavior, dress, truancy (willful absenteeism), or acts that will disrupt the educational process or that would present health or safety hazards, will be grounds for suspension or expulsion.

#### **HS.4.06 – DUE PROCESS**

The administrator may suspend, for good cause, a student from school for a period of up to ten (10) school days.

All students will be afforded due process whenever deprived of their right to an education through exclusion from regular classroom instruction or other activities because of:

1. Suspension
2. Probation
3. Withdrawal of privileges

Due process procedures are:

1. Prior to any serious disciplinary action the school principal or his designee, shall advise the pupil in question of the particular misconduct of which he is accused, as well as the basis for such an accusation.
2. The pupil shall be given an opportunity at that time to explain his version of the facts to the school principal or his designee.
3. The principal, upon suspending a student shall notify his parents and the superintendent.
4. When a pupil has been notified that he is suspended from school, he shall remain away from school premises and all school functions until the principal reinstates him.
5. Upon request of the parents/guardians, a conference concerning the suspension will be arranged with the principal.
6. The principal's decision may be appealed to the superintendent.

#### **HS.4.07 – SOCIAL PROBATION**

A student may be placed on social probation when in the judgment of the administration a student has demonstrated behavior which requires serious disciplinary action. Social probation may be coupled with suspension from school or other disciplinary action. After a student has been placed on social probation, he must comply with all rules and regulations of the school or be recommended for expulsion from school. While on social probation, a student is not eligible to participate in or attend any extracurricular activity.

#### **HS.4.08 – DISCIPLINE FOR STUDENTS WITH DISABILITIES**

Students with disabilities will be expected to follow normal disciplinary policies and procedures. Any disciplinary action pursued by Vilonia High School shall be in accordance with the individual student's due process rights. The Individualized Education Plan (IEP) will address any disciplinary procedures that may deviate from normal disciplinary procedures. Vilonia High School administration shall deal with any grievance relating to students with disabilities.

#### **HS.4.09 – DETENTION GUIDELINES**

Before school detention or after school detention may be assigned for a variety of minor disciplinary infractions. Failure to attend detention when assigned without prior approval or seeking alternative consequences will result in additional consequences. After a student has received seven (7) detentions, a Saturday School for excessive misconduct will be assigned. After a student has received fourteen (14) detentions, an additional Saturday School for excessive misconduct will be assigned.

### **SECTION 5 – ACTIVITIES**

### **HS.5.01 – EXTRACURRICULAR**

Students have the right to develop a school organization as long as that organization maintains democratic principles of membership, and its purpose does not interfere with the educational process, interfere with the safety of students, significantly interrupt class time, or significantly affect attendance. The school will develop a set of procedures to charter new organizations, when necessary. Students may not be denied membership to an organization because of race, color, creed, or sex.

### **HS.5.02 – STUDENT GROUPS AND ORGANIZATIONS**

#### **Arkansas Youth Shooting Sports**

An organization associated with the Arkansas Game & Fish Commission which is focused on providing a safe environment for participation in shooting sports. Open to students in grades 9-12 who have accumulated & maintain a 2.0 GPA.

**Sponsor(s):** Mrs Dement

#### **Band**

The Vilonia High School Band is composed of students in grades 10 -12 who wish to participate in instrumental music.

**Sponsor(s):**Mr. Nichols

#### **Beta Club**

A national organization whose purpose is the promotion of character, honesty, service, and leadership. A student must be a sophomore or above, have a B average or above, be approved by the faculty, administration, and present Beta Club membership, and receive an invitation. The requirements are reviewed each term for each member.

**Sponsor(s):** Mrs. Atkins and Mrs. Melton

#### **Choir**

The Vilonia High School Choir is composed of students in grade ten through twelve who wish to participate in choral music.

**Sponsor(s):** Ms. Rust

#### **Crew**

VHS CREW is a service-minded, positivity club dedicated to encouraging school spirit and improving our school environment through offering events such as game nights and movie nights often in conjunction with other clubs. CREW also spreads school spirit by creating banners & posters supporting other clubs, sports, and activities. The CREW also helps with events such as the Miss Vilonia Pageant, which benefits the library, and homecoming/prom dress sales which help the Vilonia Checkout Closet and library.

**Sponsor(s):** Mrs. Atkins

#### **Drama Club**

For any students who support Choir, Band, Music, Art and Drama. Participate in yearly productions and community service projects.

**Sponsor(s):** Mrs. Wimberly

**FBLA (Future Business Leaders of America)**

A national organization for all students enrolled in business programs in high school. The activities of FBLA provide an opportunity for business students to prepare for business and office occupations. Some of the purposes of FBLA are to develop competent, aggressive business leadership, strengthen the confidence of young men and women themselves and their work, develop character, prepare for useful citizenship, and foster patriotism.

**Sponsor(s):** Mrs. Johnson and Mrs. Gray

**FCA (Fellowship of Christian Athletes)**

An organization that promotes Christian lifestyles in students by helping to nurture growth & maturity of character. Peer & volunteer efforts will be utilized in various activities of FCA.

**Sponsor(s):** Coach Wallace and Mr. Rice

**FCCLA (Family, Career, and Community Leaders of America)**

An organization whose purpose is the development of leadership and to encourage participation in activities that has to do with homemaking. Requirements for membership are that the student must currently be enrolled in Family and Consumer Science or have had one year of Family and Consumer Science.

**Sponsor(s):** Mrs. Stroud and Mrs. Ramsey

**FFA (Future Farmers of America)**

An organization designed to broaden student knowledge of the work and leadership in agriculture and related occupations. Requirements for membership are that the student must currently be enrolled in Vocational Agriculture or have completed all of the agriculture courses offered.

**Sponsor(s):** Mr. Dewey, Mrs. Dement, and Mr. Marek

**HOSA (Health Occupations Students Association)**

Students enrolled in Health Science Technology courses are encouraged to join HOSA. Dues are \$15 annually, which affiliates the student with local, state, and national HOSA membership. HOSA has both state and national leadership conferences and competitions that offer participants training and scholarship opportunities.

**Sponsor(s):** Mrs. Lewis

**Yearbook**

Publishes the yearbook which records a history of the school year. Staff membership is open to all high school students. Members are asked to start work on the yearbook the summer prior to the school year.

**Sponsor(s):** Mrs Megan Johnson

**Quiz Bowl**

Quiz bowl is a game in which two teams compete head-to-head to answer questions from all areas of knowledge.



**Sponsor(s):** Mrs. Thomas

### **Spanish**

The purpose of the Spanish Club is to foster interest in the Latino culture and to provide an opportunity to speak Spanish in an informal setting.

**Sponsor(s):** Mrs. Melton and Mrs. Reid

### **Student Council**

The student council, representing the student body, serves as a forum of free expression of student opinion and as a channel for cooperation between the faculty and students. Members must be regularly enrolled in school and must not have been involved in any out of school suspensions for the past two semesters. All senior officers and class representatives for the next school year are elected in the spring by the student body. To be a candidate for an officer position, a student must file a petition consisting of 25 student signatures and five teacher signatures and meet the requirements of membership. The officer candidates must be a Junior, have a 2.5 GPA or above for the previous school year, and maintain that average for the year of office. The candidates for representatives must be going into the grade they are running for, have a 2.5 GPA or above for the previous school year, and maintain that average for the year of office. Refer to the student council handbook for more information on the council, duties, and requirements.

**Sponsor(s):** Mrs. Pettigrew

### **Technology Student Organization**

Enhances personal development, leadership and career opportunities in STEM, whereby members apply and integrate these concepts through intracurricular activities, competitions and related programs.

**Sponsor(s):**

### **HS.5.03 – ATHLETICS & ACTIVITIES**

Baseball (boys)	EAST	Soccer (boys and girls)
Basketball (boys and girls)	Football (boys)	Softball (girls)
Bowling (boys and girls)	Golf (boys and girls)	Swimming (boys and girls)
Cheer	Rodeo	Tennis (boys and girls)
Cross Country (boys and girls)	Service Learning	Track (boys and girls)
		Volleyball (girls)

### **HS.5.04 – ATHLETIC AWARDS**

A student who completes the requirement for lettering will receive a letter. However, only one letter will be awarded during junior high school, and only one letter will be awarded during high school. A sport insignia will be awarded to indicate the sport in which the letter was awarded.

#### **1. Requirements for Lettering**

- a. Must attend all practices and games unless excused by the coach or principal.
- b. Must complete the season as a team member in good standing.

2. **Senior High Awards** - In addition to the letter provided by the school, the athlete may purchase, at his own expense, the awards appropriated for each sport they are members of.
3. **Senior Athletic Plaques** - Senior plaques will be awarded to senior students who have participated and satisfactorily completed three consecutive years in one or more sports during their 10th, 11th, and 12th grades. Students having injury or other extenuating circumstances will have their particular situation reviewed by an athletic committee who will determine their status. The athletic committee will consist of the principal, athletic director, and head coach.

### **HS.5.05 – MUSIC AWARDS**

Any student who successfully completes the requirements for lettering will receive a letter for the first year he/she letters in the high school band or choir and a certificate for each year he/she letter in high school band or choir.

1. **A. Requirements for lettering:** In order to letter in band or choir a student must meet the following requirements:
  - a. Participate in all performances.
  - b. If selected, attend All-Region Band or Choir Clinic.
  - c. \*Participate in Solo and Ensemble Contest and receive at least a Second Division rating. Students in the 10<sup>th</sup> grade must play a solo and receive at least a Second Division rating. Students in the 11<sup>th</sup> and 12<sup>th</sup> grades can elect to play a solo or play in an ensemble and receive at least a Second Division rating on one of them.

Exception to the above requirements will be allowed only in the most extenuating circumstances. A committee composed of the High School Principal, the Curriculum Director, and the Band/Choir Director will make the final decision regarding extenuating circumstances on an individual basis. \* Band only

### **2. B. Senior High Awards**

In addition to the certificate and letter provided by the Band Boosters/School, students may purchase, at their own expense, the Senior High jacket - gray jacket/red sleeve.

# Vilonia High School

## Student Handbook Acknowledgement Page

Please follow the links below to complete the handbook acknowledgement forms. Students should follow the “Student” link and parents/guardians should follow the “Parent/Guardian” link.

HANDBOOK ACKNOWLEDGEMENT FORMS:

[STUDENT](#)

[PARENT/GUARDIAN](#)

All Vilonia High School **students** should complete the quiz below:

[STUDENT HANDBOOK QUIZ](#)

Required District Policies (Parent/Guardian must complete if student is under the age of 18 years old):

[STUDENT INTERNET USE AGREEMENT](#)

Student Technology Device Agreement (Parent/Guardian and student must sign and return):

[STUDENT TECHNOLOGY DEVICE AGREEMENT](#)

[DRUG TESTING CONSENT FORM](#) (If student is in extracurricular activities)

Other District Forms:

[OBJECTION TO PUBLICATION OF DIRECTORY INFORMATION FORM](#)

(Please do not complete if the student/parent has no objection)