Noble Board of Education
July Regular Meeting in the Board Room
Administration Building, 111 S. 4th Street, Noble, OK, 73068, [Address], [City], Oklahoma [Zip]
Monday, June 26, 2023 at 5:30 PM

Note: The Board may discuss, vote to approve, vote to disapprove, vote to table, or decide not to discuss any item on the agenda.

- **I. Preliminary Business**
  - **I.A. Call to Order**
  - **I.B. Establishment of a Quorum**
  - **I.C. Pledge of Allegiance**
- **II. Reports**
  - **II.A. Activity Fund Report**
  - **II.B. District Financial Report**
  - **II.C. Resignations/Retirements**
- **III. Public Comment**
- **IV. Public Record Documentation**
- **V. Consent Agenda**
  - **V.A. Minutes of Regular Board Meeting - June 5, 2023**
  - **V.B. Encumbrances and Change Orders**
  - **V.C. Payroll Encumbrances**
  - **V.D. Activity Fund Transfers**
  - **V.E. 2023-24 Student Handbooks for Athletics, Noble High School, Curtis Inge Middle School, Pioneer Elementary, John K. Hubbard Elementary, and Katherine I. Daily Elementary**
  - **V.F. 2023-24 Miscellaneous Hourly Rates of Pay**
  - **V.G. 2023-24 Virgin Law Firm contract renewal**
  - **V.H. 2023-24 Oklahoma Copier Solutions lease agreement**
  - **V.I. 2023-24 Athletic Training Services Agreement with Norman Regional Health System**
  - **V.J. 2023-24 Virtual Care Services Agreement by and between Public School District of Cleveland County Oklahoma, Noble Public Schools and Norman Regional Hospital Authority, an Oklahoma Public Trust**
  - **V.K. 2023-24 Campus Police Jurisdictional Agreement**
  - **V.L. 2023-24 Assemble Annual Renewal**
  - **V.M. 2023-24 OKC Community College offering HiSET High School Equivalency Test at Noble High School**
  - **V.N. School Site Statutory Waiver/Deregulation Application for 2023-24 Abbreviated School Day**
  - **V.O. School Site Statutory Waiver/Deregulation Application for 2023-24 Library Media Services**
  - **V.P. School Site Statutory Waiver/Deregulation Application for 2023-24 Non-Certified Library Media Specialist**

VI. Action Topics

VI.A. Discussion and possible vote on Consent Agenda Items A-P as presented.

VI.B. Discussion and possible vote on Class Size Limits beginning August 1, 2023, as presented.

VI.C. Discussion and possible vote on 2023-24 Noble Public Schools' Authorizations with First State Bank of Noble as presented.

VI.D. Discussion and possible vote on the 2023-24 Activity Fund Manual as presented.

VII. Executive Session

VII.A. Proposed executive session to discuss the following business pursuant to 25 O.S. Section 307 (B)(1), (B)(2), and (B)(7) of the Oklahoma Open Meeting Act:

VII.A.1. Employments

VII.A.2. Certified Negotiations for 2023-24

VII.A.3. Support Negotiations for 2023-24

VII.A.4. District Employee Stipends

VII.A.5. Student Transfer Appeals A, B, C, D, E, and F

VII.B. Vote to convene in executive session

VII.C. Acknowledgement of Board to return to open session

VIII. Action Topics

VIII.A. Statement of Executive Session Minutes

VIII.B. Discussion and possible vote on employments for the 2023-24 school year as presented.

VIII.C. Discussion and possible vote on a one-time Hazardous Pay Stipend for all returning district employees for the FY24 school year in the amount of $1000.00, with the exception of the Superintendent. Stipend will be paid on Monday, August 7, 2023. Any employee that does not complete the FY24 school year will have the remaining stipend amount removed from their final paycheck. The amount deducted will be pro-rated based upon leave date.

VIII.D. Discussion and possible vote on a one-time Hazardous Pay Stipend for all new district employees for the FY24 school year in the amount of $500.00. Stipend will be paid on Monday, August 7, 2023. Any employee hired after August 7, 2023, will not be eligible for the stipend. Any employee that does not complete the FY24 school year will have the remaining stipend amount removed from their final paycheck. The amount deducted will be pro-rated based upon leave date.

VIII.E. Discussion and possible vote to accept or overturn the decision of Superintendent Frank Solomon to deny the transfer request of Student A as presented.

VIII.F. Discussion and possible vote to accept or overturn the decision of Superintendent Frank Solomon to deny the transfer request of Student B as presented.

VIII.G. Discussion and possible vote to accept or overturn the decision of Superintendent Frank Solomon to deny the transfer request of Student C as presented.

VIII.H. Discussion and possible vote to accept or overturn the decision of Superintendent Frank Solomon to deny the transfer request of Student D as presented.

VIII.I. Discussion and possible vote to accept or overturn the decision of Superintendent Frank Solomon to deny the transfer request of Student E as presented.

VIII.J. Discussion and possible vote to accept or overturn the decision of Superintendent Frank Solomon to deny the transfer request of Student F as presented.

IX. New Business

X. Superintendent's Reports

XI. Adjournment

Agenda posted February 10, 2023, by 4:30pm at the entrance of the Administrative Office, Noble Public Schools, located at 111 South 4th Street, Noble, OK, 73068.

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Dorothy M. Terrill
Minutes Clerk

NOBLE PUBLIC SCHOOLS
111 S. 4TH STREET
NOBLE, OK 73068

FY-2023
YTD Summary

Summary Of Accounts

June 23, 2023

For Bank Account: * * * * 426

This Report Is True And Correct To The Best Of My Knowledge.

Date: 6/23/2023

Beginning:	**610,163.88**
Receipts:	**1,313,505.87**
Checks:	**(1,306,896.29)**
Adjustments:	**29,694.37**
Ending:	**$646,467.83**

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
0051	CENTRAL OFFICE	47639.66	56028.12	27417.62	3307.35	79557.51
815	CENTRAL OFFICE ACTIVITY ACCT	2328.53	15486.57	10078.16	13985.12	21722.06
816	ACTIVITY FUND INTEREST	13328.37	13763.81	0.00	-13513.55	13578.63
817	NOBLE STUDENT ASSISTANCE	28729.56	17920.42	16989.46	2835.78	32496.30
818	TECHNOLOGY ACTIVITY ACCOUNT	3253.20	8857.32	350.00	0.00	11760.52
0105	KID ELEMENTARY	28601.79	20963.40	31526.57	1314.16	19352.78
801	KID-GENERAL SUPPLY	8630.39	6991.87	12561.89	607.66	3668.03
802	KID-CLEARING ACCOUNT	0.00	112.50	112.50	0.00	0.00
803	KID-SHOUT WEEK	0.00	0.00	0.00	0.00	0.00
804	KID-KINDERGARTEN	1393.08	810.00	1599.61	0.00	603.47
805	OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
806	KID-T-SHIRT ACCOUNT	3229.23	392.00	2470.59	706.50	1857.14
807	KID-PICTURE ACCOUNT	1956.63	2163.09	108.72	0.00	4011.00
808	KID-BOOK FAIR ACCOUNT	4102.98	2507.49	5244.36	0.00	1366.11
809	OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
810	KID-FIELD TRIP ACCOUNT	1673.45	7986.45	7694.64	0.00	1965.26
811	KID YEARBOOK	625.86	0.00	0.00	0.00	625.86
812	KID-COUNSELOR	3502.26	0.00	1400.64	0.00	2101.62
813	OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
814	KID-PRE-K	3117.91	0.00	333.62	0.00	2784.29
819	KID-P.E.	370.00	0.00	0.00	0.00	370.00
0110	PIONEER ELEMENTARY	30026.82	33227.82	29294.12	-72.40	33888.12
830	PI-GENERAL SUPPLY	11933.11	19474.65	16323.17	409.37	15493.96
831	PI-CLEARING ACCOUNT	0.00	123.00	123.00	0.00	0.00
832	PI-PIONEER SHOUT WEEK	0.00	0.00	0.00	0.00	0.00
833	PI-4TH GRADE	2483.27	2374.00	2184.00	24.00	2697.27
834	PI-5TH GRADE	2905.47	3585.00	3485.41	43.10	3048.16
835	PI-RUN CLUB	385.64	1730.00	1302.71	0.00	812.93
836	PI-MUSIC ACCOUNT	57.39	206.40	34.38	0.00	229.41
837	OPEN ACCOUNT	548.87	0.00	0.00	-548.87	0.00
838	OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
839	PI-SCI-PI	1348.84	275.00	0.00	0.00	1623.84
840	OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
841	OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
842	PI-LIBRARY	10364.23	5459.77	5841.45	0.00	9982.55

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
0115	HUBBARD ELEMENTARY	50627.59	57951.65	58295.25	101.71	50385.70
820	JKH-GENERAL SUPPLY	12076.62	28959.44	29306.73	196.71	11926.04
821	JKH-CLEARING ACCOUNT	0.00	22.00	22.00	0.00	0.00
822	JKH-T-SHIRT/SHOUT/FESTIVAL	10754.29	1081.00	3632.65	0.00	8202.64
823	JKH-LIBRARY ACCOUNT	11429.93	7778.76	9978.17	0.00	9230.52
824	JKH-2ND GRADE	795.28	2645.00	2591.12	0.00	849.16
825	JKH-3RD GRADE	744.74	4697.00	3986.88	0.00	1454.86
826	JKH-ADOPT A CHILD	5609.63	210.00	866.92	0.00	4952.71
827	JKH-1ST GRADE	1954.03	4618.95	4384.00	0.00	2188.98
828	JKH-STEAM	1104.70	7939.50	3284.02	-95.00	5665.18
829	JKH-PHYSICAL EDUCATION	6158.37	0.00	242.76	0.00	5915.61
0510	CURTIS INGE MIDDLE SCHOOL	68841.65	97551.10	92947.42	932.58	74377.91
845	MS-GENERAL SUPPLY	22401.53	38894.05	42017.53	2183.83	21461.88
846	MS-CLEARING ACCOUNT	0.00	0.00	0.00	0.00	0.00
847	OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
848	MS-LIBRARY ACCOUNT	241.73	2751.11	2756.02	0.00	236.82
849	MS-STUDENT COUNCIL	4341.95	12624.69	12663.25	73.79	4377.18
850	MS-HOME EC ACCOUNT	885.91	1080.00	1498.45	0.00	467.46
851	MS-ELA, LANGUAGES, WORLD CULTU	501.23	0.00	0.00	0.00	501.23
852	MS-ART ACCOUNT	2550.35	16601.75	12469.24	0.00	6682.86
853	MS-MATH ACCOUNT	2190.00	0.00	0.00	0.00	2190.00
854	MS-YEAR BOOK ACCOUNT	10043.73	2823.81	1821.77	106.90	11152.67
855	MS-TECH ED ACCOUNT	823.48	0.00	0.00	0.00	823.48
856	MS-VOCAL MUSIC	8779.82	5822.70	5965.74	0.00	8636.78
857	MS-HONOR SOCIETY	1754.28	7669.28	6225.22	115.50	3313.84
858	OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
859	OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
860	OPEN ACCOUNT	1482.77	0.00	0.00	-1482.77	0.00
861	MS-READING	1281.46	0.00	122.61	0.00	1158.85
862	MS-COMPUTER SCIENCE	4534.98	9260.71	7303.91	0.00	6491.78
863	OPEN ACCOUNT	64.67	0.00	0.00	-64.67	0.00
864	MS-SCIENCE DEPT.	3462.70	0.00	103.68	0.00	3359.02
865	MS-GIFTED AND TALENTED	45.29	0.00	0.00	0.00	45.29
866	MS-SHOUT WEEK	0.00	0.00	0.00	0.00	0.00
867	MS-AUTHOR LIFE BOOK CLUB	1132.01	0.00	0.00	0.00	1132.01
868	OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
869	MS-POETRY ANIMAL CLUB	2323.76	23.00	0.00	0.00	2346.76
0705	HIGH SCHOOL	170972.99	476738.46	490107.75	6064.57	163668.27
901	HS-STUDENT GENERAL SUPPLIES	17367.78	65130.14	51707.82	2328.46	33118.56
902	HS-CLEARING ACCOUNT	0.00	0.00	0.00	0.00	0.00

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
903	OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
904	HS-E-SPORTS	479.10	1211.55	1566.82	-98.00	25.83
905	HS-CHORUS	4528.26	10815.55	6921.32	-60.00	8362.49
906	HS-BPA	1368.09	0.00	140.00	0.00	1228.09
907	HS-DECA	1507.93	2287.50	5089.30	1907.46	613.59
908	HS-ATAE	3956.77	1438.00	3399.75	661.00	2656.02
909	HS-FCCLA	1231.84	8193.50	9124.56	156.31	457.09
910	HS-FFA	17645.06	64524.30	63059.37	136.76	19246.75
911	HS-FCA	547.81	2322.77	1870.00	-120.00	880.58
912	HS-CLASS OF 2023	5490.90	8276.61	10905.88	426.32	3287.95
913	HS-CLASS OF 2026	606.20	0.00	0.00	0.00	606.20
914	HS-TEACHER GENERAL SUPPLIES	134.73	0.00	0.00	0.00	134.73
915	HS-STEM INITIATIVE	6189.65	6060.00	2634.31	0.00	9615.34
916	HS-FOREIGN LANGUAGE	564.89	0.00	0.00	0.00	564.89
917	HS-LIBRARY	39.91	0.00	0.00	0.00	39.91
918	HS-DAILY LIVING CENTER	1061.62	96.60	694.62	0.00	463.60
919	HS-ART CLUB	744.52	3285.00	2131.89	-1110.00	787.63
920	HS-BAND	7072.45	73280.99	74343.09	508.86	6519.21
921	OPEN ACCOUNT	83.86	0.00	0.00	-83.86	0.00
922	HS-BAND TOURING	12460.08	111212.12	122298.09	-28.00	1346.11
923	OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
924	OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
925	HS-NATIONAL HONOR SOCIETY	389.95	800.00	672.82	58.99	576.12
926	HS-SCIENCE CLUB	1265.46	235.00	462.57	906.04	1943.93
927	HS-THESPIANS	5251.84	3471.39	4001.52	960.00	5681.71
928	OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
929	HS-STUDENT COUNCIL	2903.31	22687.18	23007.05	1487.29	4070.73
930	HS-YEARBOOK	7092.09	5358.20	6746.87	-40.00	5663.42
931	HS-ART II	2526.06	260.00	498.13	0.00	2287.93
932	OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
933	HS-PSAT/AP TEST	3635.13	3359.00	4746.00	0.00	2248.13
934	HS-DRIVER'S ED. CLEARING ACCT	22200.25	27150.00	44650.25	300.00	5000.00
935	HS-GERMAN CLUB	541.54	395.00	892.10	458.50	502.94
936	HS-CLASS OF 2025	845.50	0.00	57.36	0.00	788.14
937	OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
938	HS-TEACHER APPRECIATION & PROM	3834.55	23495.31	21937.47	-410.00	4982.39
939	OPEN ACCOUNT	2064.15	0.00	0.00	-2064.15	0.00
940	OPEN ACCOUNT	1026.04	0.00	0.00	-1026.04	0.00
941	OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
942	HS-2016 SHOUT WEEK	0.00	0.00	0.00	0.00	0.00
943	HS-URSIDAE	209.13	725.00	727.14	-80.00	126.99
944	HS-SCHOLARSHIP ACCOUNT	27995.78	15000.00	12500.00	0.00	30495.78

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
945	HS - ART CLUB - COOK	0.00	35.00	674.82	1120.00	480.18
946	HS-FOOD PANTRY	1540.61	943.70	1084.91	76.63	1476.03
947	OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
948	HS-PRISM	88.25	285.00	290.15	-80.00	3.10
949	HS-WAT - WORK ADJ TRAINING	1153.34	0.00	0.00	0.00	1153.34
950	HS-CLASS OF 2024	1914.23	14404.05	10540.18	-228.00	5550.10
951	HS-NOBLE ARCHERY	154.15	0.00	0.00	0.00	154.15
952	OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
953	HS-SCIENCE 2	1260.18	0.00	731.59	0.00	528.59
0706	ATHLETICS	213453.38	571045.32	577307.56	18046.40	225237.54
870	ATHLETICS GENERAL SUPPLY	26562.13	250666.42	265829.37	28833.37	40232.55
871	HS GIRLS GOLF	812.14	18.00	924.76	2052.29	1957.67
872	BASEBALL	14029.64	21703.00	21878.12	-5673.20	8181.32
873	HS BOYS BASKETBALL	12294.50	14470.40	22389.16	2318.37	6694.11
874	POWER LIFTERS/FOOTBALL	25294.35	66459.72	46316.94	1917.09	47354.22
875	HS FASTPITCH	5467.42	4318.88	4809.13	227.40	5204.57
876	HS GIRLS BASKETBALL	16941.62	29802.84	21841.77	124.26	25026.95
877	CROSS COUNTRY	1197.90	843.00	1609.81	-80.00	351.09
878	HS WRESTLING	12615.19	5944.13	9497.37	-140.00	8921.95
879	GIRLS SOCCER	8172.25	13885.58	12107.74	-1079.27	8870.82
880	HS GIRLS TRACK	3335.09	1682.98	4165.42	-80.00	772.65
881	HS VOLLEYBALL	11080.91	16826.30	10511.85	-133.00	17262.36
882	HS CHEERLEADERS	7419.02	11850.12	6806.94	-2139.89	10322.31
883	7TH/8TH CHEERLEADERS	3045.95	10236.00	11695.72	0.00	1586.23
884	NOBLE BEAR DOWN CLUB	15122.83	38294.64	42865.07	-230.39	10322.01
885	HS GOLF	3720.45	4637.00	7830.36	200.38	727.47
886	NOBLE ATHLETIC TRAINING	172.23	163.84	205.52	-40.00	90.55
887	BULL PEN	14451.79	16224.60	23989.50	1846.56	8533.45
888	SOFTBALL BOOSTER	0.00	2477.12	130.00	0.00	2347.12
889	MS-SOCCER	2024.21	0.00	0.00	0.00	2024.21
890	MS GIRLS BASKETBALL	4444.97	950.00	2917.26	0.00	2477.71
891	BOYS SOCCER	3288.02	5427.00	6429.20	-1697.06	588.76
892	MS BOYS SOCCER	809.82	766.74	0.00	0.00	1576.56
893	ATHLETIC SCHOLARSHIP FUND	0.56	118.68	0.00	0.00	119.24
894	OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
895	MS FOOTBALL	2407.41	630.00	905.20	0.00	2132.21
896	MS TRACK	1445.81	13975.00	13240.61	-339.96	1840.24
897	MS VOLLEYBALL	8074.01	57.04	2365.97	127.31	5892.39
898	MS BOYS BASKETBALL	179.04	0.00	110.12	0.00	68.92
899	HS POM SQUAD	9044.12	38616.29	35934.65	-7967.86	3757.90

YTD TOTALS:	**(7 Accounts)**	610,163.88	1,313,505.87	(1,306,896.29)	29,694.37	646,467.83

Beginning YTD Account Balance:	**$610,163.88**
Bank Charges:	(37.00)
Interest:	0.00
NSF Adjustments:	(218.00)
Expense:	0.00
Revenue:	4,055.38
Total Adjustments:	**$3,800.38**
Total Adjustments:	3,800.38
Add Voids:	25,893.99
Adjustment with Voids:	**$29,694.37**
Receipts Issued:	1,313,505.87
Voided Receipts:	0.00
Total Receipts:	**$1,313,505.87**
Checks Issued:	1,306,896.29
Voided Checks:	(25,893.99)
Total Checks:	**$1,281,002.30**
Current Balance:	**$646,467.83**
YTD Outstanding Checks:	232,476.62
Prior Year Outstanding Checks:	0.00

NOBLE PUBLIC SCHOOLS

SUMMARY OF FINANCIAL ACTIVITIES

06/30/2023

All Years Grouped By FUND	GENERAL FUND	BUILDING FUND	Bond Fund	SINKING FUND	TOTAL ALL FUNDS
CASH ON HAND:					
BEGINNING MONTHLY BALANCE	605,010.03	300,485.79	2,842,013.80	385,359.68	4,132,869.30
ADD: MONTHLY RECEIPTS	2,160,299.63	437,677.73	7,335.22	20,333.75	2,625,646.33
MATURING INVESTMENTS	13,336,920.50	1,337,515.59	2,952,336.12	385,000.00	18,011,772.21
TOTAL CASH:	16,102,230.16	2,075,679.11	5,801,685.14	790,693.43	24,770,287.84
LESS: CHECKS ISSUED	5,452,783.87	18,836.51	32,000.00	0.00	5,503,620.38
PURCHASE OF INVESTMENTS	6,086,920.50	672,515.59	2,867,336.12	385,000.00	10,011,772.21
INTEREST ON NON-PAYABLE	0.00	0.00	0.00	0.00	0.00
BOND INDEBTEDNESS	0.00	0.00	0.00	0.00	0.00
REPAY-MONEY MGMT.	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
INTEREST ON BONDS	0.00	0.00	0.00	0.00	0.00
TRANSFERS	0.00	0.00	0.00	0.00	0.00
ADJUSTMENTS	2,278.91	677.00	0.00	0.00	2,955.91
ENDING MONTHLY BALANCE	4,564,804.70	1,385,004.01	2,902,349.02	405,693.43	9,257,851.16
INVESTMENTS:					
BEGINNING MONTHLY BALANCE	7,250,000.00	665,000.00	85,000.00	0.00	8,000,000.00
ADD: INVESTMENTS	6,086,920.50	672,515.59	2,867,336.12	385,000.00	10,011,772.21
TOTAL INVESTMENTS:	13,336,920.50	1,337,515.59	2,952,336.12	385,000.00	18,011,772.21
LESS: MATURING INVESTMENTS	13,336,920.50	1,337,515.59	2,952,336.12	385,000.00	18,011,772.21
ENDING MONTHLY BALANCE:	0.00	0.00	0.00	0.00	0.00
TOTALS:					
END OF MONTH CASH BALANCE:	4,564,804.70	1,385,004.01	2,902,349.02	405,693.43	9,257,851.16
END OF MONTH INV. BALANCE:	0.00	0.00	0.00	0.00	0.00
TOTAL CASH:	4,564,804.70	1,385,004.01	2,902,349.02	405,693.43	9,257,851.16
ADD: OUTSTANDING CHECKS	6,252,330.38	22,294.59	32,000.00	0.00	6,306,624.97
TOTAL MONIES:	10,817,135.08	1,407,298.60	2,934,349.02	405,693.43	15,564,476.13

Resignation/Retirement Board Meeting Report

July

Certified	Retired/Resignation	Site	Position	Term Date
Ethan Scott	Resignation	CIMS	Social Studies Teacher	5/24/2023
Support		Site	Position	Term Date
Debbie Hunsicker	Resignation	Hub	Title 1 TA	5/24/2023
Hayden Lingle	Resignation	HS	Spec Ed Para	5/24/2023
Extra Duty Assignment		Site	Position	Term Date

Seat 5
2020-2025

TOTAL **162**

Information received from OSSBA 6.7.2023.

Parent Contact	CEU Event Source	CEU Type	CEUs	Date Earned
NOBLE Leroy Lukinbill	New & Incumbant Workshops/Growing as a Goveranc	Ethics	4	4/22/2023
NOBLE Leroy Lukinbill	New & Incumbant Workshops/Growing as a Goveranc	Finance	2	4/22/2023
NOBLE Leroy Lukinbill	New & Incumbant Workshops/Growing as a Goveranc	Ethics	4	4/21/2023
NOBLE Leroy Lukinbill	New & Incumbant Workshops/Growing as a Goveranc	Finance	1	4/21/2023
NOBLE Leroy Lukinbill	New & Incumbant Workshops/Growing as a Goveranc	OMA	1	4/21/2023
NOBLE Leroy Lukinbill	2023 Spring Region 6 Meeting	Ethics	2	2/28/2023
NOBLE Leroy Lukinbill	2023 Spring Region 6 Meeting	Ethics	1	2/28/2023
NOBLE Leroy Lukinbill	2022 OSSBA/CCOSA Education Leadership Conferer	Ethics	5	8/27/2022
NOBLE Leroy Lukinbill	2022 OSSBA/CCOSA Education Leadership Conferer	Finance	1	8/26/2022
NOBLE Leroy Lukinbill	2022 OSSBA/CCOSA Education Leadership Conferer	OMA	2	8/26/2022
NOBLE Leroy Lukinbill	2022 OSSBA/CCOSA Education Leadership Conferer	Ethics	2	8/26/2022
NOBLE Leroy Lukinbill	2022 Spring Region 6 Meeting	Ethics	3	3/1/2022
NOBLE Leroy Lukinbill	OSSBA Town Hall: Student Transfers	Ethics	1	10/12/2021
NOBLE Leroy Lukinbill	Education Leadership Conference	Finance	2	8/28/2021
NOBLE Leroy Lukinbill	Education Leadership Conference	Finance	1	8/27/2021
NOBLE Leroy Lukinbill	Education Leadership Conference	OMA	1	8/27/2021
NOBLE Leroy Lukinbill	Two Day New/Incumbent Workshop OKC	Ethics	4	5/22/2021
NOBLE Leroy Lukinbill	Two Day New/Incumbent Workshop OKC	Finance	2	5/22/2021
NOBLE Leroy Lukinbill	Two Day New/Incumbent Workshop OKC	Ethics	3	5/22/2021
NOBLE Leroy Lukinbill	Two Day New/Incumbent Workshop OKC	Finance	2	5/22/2021
NOBLE Leroy Lukinbill	Two Day New/Incumbent Workshop OKC	OMA	1	5/22/2021
NOBLE Leroy Lukinbill	Town Hall: Vaccine Update & Open Meeting Act Char	OMA	1	2/22/2021
NOBLE Leroy Lukinbill	2019 Fall Region 6 Meeting	Ethics	1	9/26/2019
NOBLE Leroy Lukinbill	2019 Fall Region 6 Meeting	Finance	1	9/26/2019
NOBLE Leroy Lukinbill	2019 OSSBA/CCOSA Education Leadership Conferer	Legal	1	8/24/2019
NOBLE Leroy Lukinbill	2019 OSSBA/CCOSA Education Leadership Conferer	Ethics	2	8/24/2019
NOBLE Leroy Lukinbill	2019 OSSBA/CCOSA Education Leadership Conferer	OMA	1	8/24/2019
NOBLE Leroy Lukinbill	2019 OSSBA/CCOSA Education Leadership Conferer	Education	3	8/23/2019
NOBLE Leroy Lukinbill	2019 OSSBA/CCOSA Education Leadership Conferer	Finance	1	8/23/2019
NOBLE Leroy Lukinbill	2019 OSSBA/CCOSA Education Leadership Conferer	Finance	1	8/22/2019
NOBLE Leroy Lukinbill	2019 OSSBA/CCOSA Education Leadership Conferer	Ethics	1	8/22/2019
NOBLE Leroy Lukinbill	2019 OSSBA/CCOSA Education Leadership Conferer	New Law	1	8/22/2019
NOBLE Leroy Lukinbill	2019 Spring Region 6 Meeting	Ethics	2	2/26/2019
NOBLE Leroy Lukinbill	2019 Spring Region 6 Meeting	New Law	1	2/26/2019
NOBLE Leroy Lukinbill	2019 Legislative Advocacy for Education Leaders	Finance	1	2/4/2019
NOBLE Leroy Lukinbill	2019 Legislative Advocacy for Education Leaders	Legal	2	2/4/2019
NOBLE Leroy Lukinbill	2019 Legislative Advocacy for Education Leaders	New Law	2	2/4/2019
NOBLE Leroy Lukinbill	2018 Fall Region 6 Meeting	Ethics	1	10/1/2018
NOBLE Leroy Lukinbill	2018 Fall Region 6 Meeting	New Law	1	10/1/2018
NOBLE Leroy Lukinbill	2018 Fall Region 6 Meeting	Legal	1	10/1/2018
NOBLE Leroy Lukinbill	2018 OSSBA/CCOSA Annual Conference	Education	1	8/26/2018
NOBLE Leroy Lukinbill	2018 OSSBA/CCOSA Annual Conference	Education	1	8/25/2018
NOBLE Leroy Lukinbill	2018 OSSBA/CCOSA Annual Conference	Education	1	8/24/2018
NOBLE Leroy Lukinbill	2018 OSSBA/CCOSA Annual Conference	Legal	2	8/24/2018
NOBLE Leroy Lukinbill	2018 OSSBA/CCOSA Annual Conference	Ethics	2	8/24/2018
NOBLE Leroy Lukinbill	2018 Spring School Law Institute	Legal	6	5/2/2018
NOBLE Leroy Lukinbill	2018 Incumbent School Board Member Workshop	Legal	3	4/28/2018

NOBLE	Leroy Lukinbill	2018 Incumbent School Board Member Workshop	Finance	2	4/28/2018
NOBLE	Leroy Lukinbill	2018 Incumbent School Board Member Workshop	Ethics	4	4/28/2018
NOBLE	Leroy Lukinbill	2018 Incumbent School Board Member Workshop	Employmen	1	4/28/2018
NOBLE	Leroy Lukinbill	2018 Incumbent School Board Member Workshop	OMA	2	4/28/2018
NOBLE	Leroy Lukinbill	2018 Rescheduled Spring Region 6 Meeting	Education	1	3/27/2018
NOBLE	Leroy Lukinbill	2018 Rescheduled Spring Region 6 Meeting	New Law	1	3/27/2018
NOBLE	Leroy Lukinbill	2018 Rescheduled Spring Region 6 Meeting	Ethics	1	3/27/2018
NOBLE	Leroy Lukinbill	2017 Fall Region 6 Meeting	Legal	2	9/21/2017
NOBLE	Leroy Lukinbill	2017 Fall Region 6 Meeting	Ethics	1	9/21/2017
NOBLE	Leroy Lukinbill	2017 OSSBA/CCOSA Conference	Education	1	8/26/2017
NOBLE	Leroy Lukinbill	2017 OSSBA/CCOSA Conference	Ethics	1	8/26/2017
NOBLE	Leroy Lukinbill	2017 OSSBA/CCOSA Conference	Finance	1	8/26/2017
NOBLE	Leroy Lukinbill	2017 OSSBA/CCOSA Conference	Education	1	8/25/2017
NOBLE	Leroy Lukinbill	2017 OSSBA/CCOSA Conference	Ethics	2	8/25/2017
NOBLE	Leroy Lukinbill	2017 OSSBA/CCOSA Conference	Finance	2	8/25/2017
NOBLE	Leroy Lukinbill	2017 School Law Institute - Spring	Legal	3	5/1/2017
NOBLE	Leroy Lukinbill	2017 School Law Institute - Spring	Finance	1	5/2/2017
NOBLE	Leroy Lukinbill	2017 School Law Institute - Spring	Ethics	1	5/3/2017
NOBLE	Leroy Lukinbill	2017 School Law Institute - Spring	OMA	1	5/4/2017
NOBLE	Leroy Lukinbill	2017 Spring Region 6 Meeting	Legal	1	2/21/2017
NOBLE	Leroy Lukinbill	2018 Spring Region 6 Meeting	Ethics	1	2/21/2017
NOBLE	Leroy Lukinbill	2019 Spring Region 6 Meeting	New Law	1	2/21/2017
NOBLE	Leroy Lukinbill	2016 - Fall Region 6 Meeting	Legal	1	9/22/2016
NOBLE	Leroy Lukinbill	2016 - Fall Region 6 Meeting	Continuing	2	9/22/2016
NOBLE	Leroy Lukinbill	2016 The Effective Board	Finance	2	4/29/2016
NOBLE	Leroy Lukinbill	2016 The Effective Board	Ethics	1	4/29/2016
NOBLE	Leroy Lukinbill	2016 The Effective Board	Legal	3	4/29/2016
NOBLE	Leroy Lukinbill	2016 Whole Board Development	Education	1	3/22/2016
NOBLE	Leroy Lukinbill	2016 Whole Board Development	Ethics	1	3/22/2016
NOBLE	Leroy Lukinbill	2016 Whole Board Development	Employmen	1	3/22/2016
NOBLE	Leroy Lukinbill	Managing the Financial Sqeeze		3	2/19/2016
NOBLE	Leroy Lukinbill	What to Expect-Legislative Outlook 2016-Live Webinar		1	2/10/2016
NOBLE	Leroy Lukinbill	2015 THE CONFERENCE	Ethics	1	9/22/2015
NOBLE	Leroy Lukinbill	2015 THE CONFERENCE	Legal	1	9/22/2015
NOBLE	Leroy Lukinbill	2015 THE CONFERENCE	Education	1	9/22/2015
NOBLE	Leroy Lukinbill	2015 THE CONFERENCE	Ethics	2	8/29/2015
NOBLE	Leroy Lukinbill	2015 THE CONFERENCE	Legal	2	8/29/2015
NOBLE	Leroy Lukinbill	2015 THE CONFERENCE	Education	3	8/28/2015
NOBLE	Leroy Lukinbill	2015 THE CONFERENCE	Ethics	2	8/28/2015
NOBLE	Leroy Lukinbill	2015 Hot Legal Topics-Durant	Legal	3	6/2/2015
NOBLE	Leroy Lukinbill	2015 Hot Legal Topics-Durant	Ethics	1	6/2/2015
NOBLE	Leroy Lukinbill	2015 Ballot Box to Board Room Oklahoma City	Finance	1	5/2/2015
NOBLE	Leroy Lukinbill	2015 Ballot Box to Board Room Oklahoma City	Ethics	1	5/2/2015
NOBLE	Leroy Lukinbill	2015 Ballot Box to Board Room Oklahoma City	Ethics	1	5/2/2015
NOBLE	Leroy Lukinbill	2015 Ballot Box to Board Room Oklahoma City	Legal	1	5/2/2015
NOBLE	Leroy Lukinbill	2015 Ballot Box to Board Room Oklahoma City	OMA	2	5/2/2015
NOBLE	Leroy Lukinbill	2015 School Law Employment Oklahoma City	Employmen	3	5/1/2015
NOBLE	Leroy Lukinbill	2015 School Law Employment Oklahoma City	Ethics	1	5/1/2015
NOBLE	Leroy Lukinbill	2015 School Law Employment Oklahoma City	Legal	2	5/1/2015

Parent C	Contact	CEU Event Source	CEU Type	CEUs	Date Earned
Seat 2					
2022-2027					
TOTAL				**70**	

Information received from OSSBA 6.7.2023.

NOBLE	Wendy Barnes	Board & Superintendent Roles & Repsonsibiliti	Ethics	1	4/14/2023
NOBLE	Wendy Barnes	Board President Training "The Art of Being Pre	Ethics	4	4/14/2023
NOBLE	Wendy Barnes	Title IX: Sexual Harassment - PW	Ethics	3	4/14/2023
NOBLE	Wendy Barnes	Media Inquiries: A Guide for Board Members &	Ethics	1	4/14/2023
NOBLE	Wendy Barnes	Minding the Money: Student ACT Funds Overs	Finance	1	4/14/2023
NOBLE	Wendy Barnes	Extra Credit: Leveraging Newly Approved Tax	Finance	1	4/13/2023
NOBLE	Wendy Barnes	2022 Spring Region 6 Meeting	Ethics	3	3/1/2022
NOBLE	Wendy Barnes	2020Spring Region 6 Meeting	Ethics	2	2/25/2020
NOBLE	Wendy Barnes	2020 Spring Region 6 Meeting	New Law	1	2/25/2020
NOBLE	Wendy Barnes	2019 OSSBA/CCOSA Education Leadership C	Ethics	1	8/24/2019
NOBLE	Wendy Barnes	2019 OSSBA/CCOSA Education Leadership C	Education	2	8/24/2019
NOBLE	Wendy Barnes	2019 Spring Region 6 Meeting	Ethics	2	2/26/2019
NOBLE	Wendy Barnes	2019 Spring Region 6 Meeting	New Law	1	2/26/2019
NOBLE	Wendy Barnes	2018 Fall Region 6 Meeting	Ethics	1	10/1/2018
NOBLE	Wendy Barnes	2018 Fall Region 6 Meeting	New Law	1	10/1/2018
NOBLE	Wendy Barnes	2018 Fall Region 6 Meeting	Legal	1	10/1/2018
NOBLE	Wendy Barnes	2018 OSSBA/CCOSA Annual Conference	Finance	1	8/24/2018
NOBLE	Wendy Barnes	2018 OSSBA/CCOSA Annual Conference	Education	2	8/24/2018
NOBLE	Wendy Barnes	2018 OSSBA/CCOSA Annual Conference	Ethics	1	8/24/2018
NOBLE	Wendy Barnes	2018 Rescheduled Spring Region 6 Meeting	Education	1	3/27/2018
NOBLE	Wendy Barnes	2018 Rescheduled Spring Region 6 Meeting	New Law	1	3/27/2018
NOBLE	Wendy Barnes	2018 Rescheduled Spring Region 6 Meeting	Ethics	1	3/27/2018
NOBLE	Wendy Barnes	2018 Keeping Meetings Open and Legal	OMA	1	2/19/2018
NOBLE	Wendy Barnes	2017 Fall Region 6 Meeting	Legal	2	9/21/2017
NOBLE	Wendy Barnes	2017 Fall Region 6 Meeting	Ethics	1	9/21/2017
NOBLE	Wendy Barnes	2017 OSSBA/CCOSA Conference	Education	3	8/26/2017
NOBLE	Wendy Barnes	2017 OSSBA/CCOSA Conference	Finance	2	8/25/2017
NOBLE	Wendy Barnes	2017 OSSBA/CCOSA Conference	Ethics	1	8/25/2017
NOBLE	Wendy Barnes	2017 OSSBA/CCOSA Conference	Legal	1	8/25/2017
NOBLE	Wendy Barnes	2017 Spring Region 6 Meeting	Ethics	1	2/21/2017
NOBLE	Wendy Barnes	2018 Spring Region 6 Meeting	New Law	1	2/21/2017
NOBLE	Wendy Barnes	2016 - Fall Region 6 Meeting	Legal	1	9/22/2016
NOBLE	Wendy Barnes	2016 - Fall Region 6 Meeting	Continuing Ed	2	9/22/2016
NOBLE	Wendy Barnes	2016 Time and Learning - Live Webinar	Continuing Ed	1	5/9/2016
NOBLE	Wendy Barnes	2016 Whole Board Development	Education	1	3/22/2016
NOBLE	Wendy Barnes	2016 Whole Board Development	Ethics	1	3/22/2016
NOBLE	Wendy Barnes	2016 Whole Board Development	Employment	1	3/22/2016
NOBLE	Wendy Barnes	2016 Spring Region 6 Meeting	Ethics	1	2/16/2016
NOBLE	Wendy Barnes	2016 Spring Region 6 Meeting	New Law	1	2/16/2016
NOBLE	Wendy Barnes	2015 FALL REGION 6 MEETING	Ethics	1	9/22/2015
NOBLE	Wendy Barnes	2015 FALL REGION 6 MEETING	Legal	1	9/22/2015
NOBLE	Wendy Barnes	2015 FALL REGION 6 MEETING	Education	1	9/22/2015
NOBLE	Wendy Barnes	2015 Ballot Box to Board Room OKC	Finance	1	5/2/2015
NOBLE	Wendy Barnes	2015 Ballot Box to Board Room OKC	Ethics	1	5/2/2015

NOBLE	Wendy Barnes	2015 Ballot Box to Board Room OKC	Legal	1	5/2/2015
NOBLE	Wendy Barnes	2015 Ballot Box to Board Room OKC	OMA	2	5/2/2015
NOBLE	Wendy Barnes	2015 Ballot Box to Board Room OKC	Ethics	1	5/2/2015
NOBLE	Wendy Barnes	2015 School Law Employment OKC	Employment	3	5/1/2015
NOBLE	Wendy Barnes	2015 School Law Employment OKC	Ethics	1	5/1/2015
NOBLE	Wendy Barnes	2015 School Law Employment OKC	Legal	2	5/1/2015

Parent C	Contact	CEU Event Source	CEU Type	CEUs	Date Earnec

Seat 1
2021-2026

TOTAL

Information received from OSSBA 6.7.2023. **81**

NOBLE	Scott Milette	Summer Legal Issues - PW	Ethics	2	11/7/2022
NOBLE	Scott Milette	Title IX: Sexual Harrassment - PW	Ethics	1	11/2/2022
NOBLE	Scott Milette	The Basics of Conducting a Superintendent Evaluation - F	Ethics	1	5/3/2022
NOBLE	Scott Milette	Report It: Student Health and Safety Issues and Repotinç	Ethics	1	4/18/2022
NOBLE	Scott Milette	Leading and Learning: Governing through Crisis - PW	Ethics	1	2/14/2022
NOBLE	Scott Milette	Title IX Athletics - PW	Ethics	3	12/19/2021
NOBLE	Scott Milette	Board's Role in Employment	Ethics	1	10/17/2021
NOBLE	Scott Milette	COVID-19 and the Workplace: Navigating Employment ar	Ethics	2	10/17/2021
NOBLE	Scott Milette	Investing in Students and the Future: Effective Capital Imı	Ethics	1	10/17/2021
NOBLE	Scott Milette	Investing in Students and the Future: Effective Capital Imı	Finance	1	10/17/2021
NOBLE	Scott Milette	Sunshine: Understanding the Open Records Act	OMA	1	10/13/2021
NOBLE	Scott Milette	OSSBA Town Hall: Student Transfers	Ethics	1	10/12/2021
NOBLE	Scott Milette	2021 Fall Region 6 Meeting	Ethics	3	9/23/2021
NOBLE	Scott Milette	2019 Fall Region 6 Meeting	Ethics	1	9/26/2019
NOBLE	Scott Milette	2019 Fall Region 6 Meeting	Finance	1	9/26/2019
NOBLE	Scott Milette	2019 OSSBA/CCOSA Education Leadership Conference	Legal	1	8/23/2019
NOBLE	Scott Milette	2019 OSSBA/CCOSA Education Leadership Conference	Education	4	8/23/2019
NOBLE	Scott Milette	2018 Fall Region 6 Meeting	Ethics	1	10/1/2018
NOBLE	Scott Milette	2018 Fall Region 6 Meeting	New Law	1	10/1/2018
NOBLE	Scott Milette	2018 Fall Region 6 Meeting	Legal	1	10/1/2018
NOBLE	Scott Milette	2018 OSSBA/CCOSA Annual Conference	Education	1	8/25/2018
NOBLE	Scott Milette	2018 OSSBA/CCOSA Annual Conference	Ethics	1	8/25/2018
NOBLE	Scott Milette	2018 OSSBA/CCOSA Annual Conference	New Law	1	8/25/2018
NOBLE	Scott Milette	2018 OSSBA/CCOSA Annual Conference	Education	2	8/24/2018
NOBLE	Scott Milette	2018 OSSBA/CCOSA Annual Conference	Ethics	1	8/24/2018
NOBLE	Scott Milette	2018 OSSBA/CCOSA Annual Conference	Legal	2	8/24/2018
NOBLE	Scott Milette	2018 Rescheduled Spring Region 6 Meeting	Education	1	3/27/2018
NOBLE	Scott Milette	2018 Rescheduled Spring Region 6 Meeting	New Law	1	3/27/2018
NOBLE	Scott Milette	2018 Rescheduled Spring Region 6 Meeting	Ethics	1	3/27/2018
NOBLE	Scott Milette	2017 Fall Region 6 Meeting	Legal	2	9/21/2017
NOBLE	Scott Milette	2017 Fall Region 6 Meeting	Ethics	1	9/21/2017
NOBLE	Scott Milette	2017 OSSBA/CCOS Conference	Finance	4	8/25/2017
NOBLE	Scott Milette	2017 OSSBA/CCOS Conference	Legal	1	8/25/2017
NOBLE	Scott Milette	2017 OSSBA/CCOS Conference	Ethics	1	8/25/2017
NOBLE	Scott Milette	2017 Spring Region 6 Meeting	Legal	1	2/21/2017
NOBLE	Scott Milette	2018 Spring Region 6 Meeting	Ethics	1	2/21/2017
NOBLE	Scott Milette	2019 Spring Region 6 Meeting	New Law	1	2/21/2017
NOBLE	Scott Milette	2016 - Fall Region 6 Meeting	Legal	1	9/22/2016
NOBLE	Scott Milette	2016 - Fall Region 6 Meeting	Continuing E	2	9/22/2016
NOBLE	Scott Milette	2016 New/Incumbant SBM OKC	OMA	2	4/30/2016
NOBLE	Scott Milette	2016 New/Incumbant SBM OKC	Ethics	2	4/30/2016
NOBLE	Scott Milette	2016 New/Incumbant SBM OKC	Finance	1	4/30/2016
NOBLE	Scott Milette	2016 New/Incumbant SBM OKC	Legal	1	4/30/2016
NOBLE	Scott Milette	2016 Whole Board Development	Education	1	3/22/2016
NOBLE	Scott Milette	2016 Whole Board Development	Ethics	1	3/22/2016
NOBLE	Scott Milette	2016 Whole Board Development	Employment	1	3/22/2016
NOBLE	Scott Milette	2014 - Spring District Meeting	Education	1	2/13/2014

NOBLE	Scott Milette	2014 - Spring District Meeting	Legal	1	2/13/2014
NOBLE	Scott Milette	2014 - Spring District Meeting	New Law	1	2/13/2014
NOBLE	Scott Milette	2013-Spring-District Meeting	Education	1	5/9/2013
NOBLE	Scott Milette	2013-Spring-District Meeting	Legal	1	5/9/2013
NOBLE	Scott Milette	2013-Spring-District Meeting	New Law	1	5/9/2013
NOBLE	Scott Milette	New/Incumbent School Board Workshop	Employment	1	5/5/2012
NOBLE	Scott Milette	New/Incumbent School Board Workshop	OMA	2	5/5/2012
NOBLE	Scott Milette	New/Incumbent School Board Workshop	Finance	2	5/5/2012
NOBLE	Scott Milette	New/Incumbent School Board Workshop	Ethics	2	5/5/2012
NOBLE	Scott Milette	New/Incumbent School Board Workshop	Education	1	5/4/2012
NOBLE	Scott Milette	New/Incumbent School Board Workshop	IDEA	2	5/4/2012
NOBLE	Scott Milette	New/Incumbent School Board Workshop	Legal	1	5/4/2012

Parent O Contact		CEU Event Source	CEU Type	CEUs	Date Earned
Seat 3					
2018-2023					
TOTAL				**33**	

Information received from OSSBA 6.7.2023.

NOBLE	James Reed	Legislative Advocacy for Education Leaders	Ethics	4	2/6/2023
NOBLE	James Reed	Legislative Advocacy for Education Leaders	Finance	1	2/6/2023
NOBLE	James Reed	Public Comment & Open Meetings: A Guide f	Ethics	1	9/24/2022
NOBLE	James Reed	Public Comment & Open Meetings: A Guide f	Ethics	1	9/23/2022
NOBLE	James Reed	Communicating in Difficult Situations - PW	Ethics	1	9/9/2022
NOBLE	James Reed	Student Handbooks - PW	Ethics	2	9/8/2022
NOBLE	James Reed	Executive Session:Keeping it Legal -PW	OMA	1	7/19/2022
NOBLE	James Reed	2022 Legislative Session Review	Ethics	1	6/6/2022
NOBLE	James Reed	OSSBA Town Hall: Student Transfers	Ethics	2	10/13/2021
NOBLE	James Reed	Right to Know: Complying with the Open Rec	OMA	1	9/1/2021
NOBLE	James Reed	Board's Role in Employment PW	Ethics	1	8/31/2021
NOBLE	James Reed	Minding the Money:School ACT Funds Oversi	Finance	1	8/31/2021
NOBLE	James Reed	Delivering on the Promise of Public Education	Ethics	1	8/31/2021
NOBLE	James Reed	Delivering on the Promise of Public Education	Ethics	1	8/31/2021
NOBLE	James Reed	The Superintendent Evaluation	Ethics	1	8/31/2021
NOBLE	James Reed	Board's Role in Employment PW	Ethics	1	8/16/2021
NOBLE	James Reed	Goal Oriented: Delivering on the Promise of P	Ethics	1	8/16/2021
NOBLE	James Reed	Investing in Students and the Future: Effective	Ethics	1	8/16/2021
NOBLE	James Reed	Investing in Students and the Future: Effective	Finance	1	8/16/2021
NOBLE	James Reed	Anatomy of a Meeting	OMA	1	8/16/2021
NOBLE	James Reed	Anatomy of a Meeting	OMA	1	7/30/2021
NOBLE	James Reed	Investing in Students and the Future: Effective	Ethics	1	7/21/2021
NOBLE	James Reed	Investing in Students and the Future: Effective	Finance	1	7/21/2021
NOBLE	James Reed	Policy Making 101:The Board's Role PW	Ethics	1	10/5/2020
NOBLE	James Reed	Board & Superintendent Roles & Repsonsibili	Ethics	1	9/23/2020
NOBLE	James Reed	School Finance Basics - PW	Finance	1	8/6/2020
NOBLE	James Reed	Board & Superintendent Roles & Repsonsibili	Ethics	1	8/6/2020
NOBLE	James Reed	We've Got to Start Meeting Like This PW	OMA	1	8/6/2020

Parent O Contact		CEU Event Source	CEU Type	CEUs	Date Earned
Seat 4					
2019-2024					
TOTAL				**7**	

Information received from OSSBA 6.7.2023.

NOBLE	Randy Sheppard	Sunshine: Understanding the Open Records A	OMA	1	11/11/2022
NOBLE	Randy Sheppard	Anatomy of a Meeting - PW	OMA	1	11/11/2022
NOBLE	Randy Sheppard	Voices: Equity, Race & Student Achievement -	Ethics	1	11/11/2022
NOBLE	Randy Sheppard	School Finance Basics - PW	Fin	1	10/25/2022
NOBLE	Randy Sheppard	School Safety: Weapons on Campus - PW	Ethics	1	10/7/2022
NOBLE	Randy Sheppard	Board's Role in Policy - PW	Ethics	1	10/7/2022
NOBLE	Randy Sheppard	Board & Superintendent Roles & Repsonsibiliti	Ethics	1	10/4/2022

MINUTES June 5, 2023 Regular Meeting

The Board of Education of Independent School District No. 40 of the Cleveland County, State of Oklahoma, met in a Regular Meeting in the Board Room at the Noble Administration Building, 111 S. 4th St., Noble, Oklahoma, in said school district, June 5, 2023, at 5:30 PM.

Attendance taken at 5:30 PM.

Mrs. Wendy Barnes:	Present
Mr. Randy Sheppard:	Absent
Mr. Leroy Lukinbill:	Present
Mr. Scott Milette:	Present
Mr. James Reed:	Present

Also present were Superintendent Frank Solomon, Assistant Superintendent Dr. Jon Myers, and OSSBA Digital Governance Specialist, Anne Beck.

I. Preliminary Business
I.A. Call to Order
I.B. Establishment of a Quorum
I.C. Pledge of Allegiance

II. Reports
II.A. Class Size Limits
II.B. Activity Fund Report
II.C. District Financial Report
II.D. Resignations/Retirements
II.E. Review 2023-2024 Return to Learn Plan

III. Public Comment
Comments: None

IV. Consent Agenda
IV.A. Minutes of Regular Board Meeting - May 8, 2023
IV.B. Encumbrances and Change Orders
IV.C. Payroll Encumbrances
IV.D. Activity Fund Transfers, New Sub Account requests, and Sub Account Closure requests
IV.E. Activity Fund Budgets and Fundraiser & Expenditure Reports for 2023-2024
IV.F. Authorizations for the 2023-2024 school year
IV.G. District AHERA compliance status
IV.H. OSSBA Membership Renewal for 2023-24
IV.I. OSSBA Service Agreement for 2023-24
IV.J. OSSBA Policy Service Subscription renewal for 2023-24
IV.K. CCOSA Service Agreement for 2023-24
IV.L. JD McCarty Physical Therapy Agreement for 2023-24
IV.M. Memorandum of Understanding for private mental health services for students in the school setting for 2023-24
IV.N. Breakfast/Lunch Meal Prices for 2023-2024

V. Action Topics
V.A. Discussion and possible vote on Consent Agenda Items A-N as presented.
Motion to approve Consent Agenda Items A-N (Minutes of May 8, 2023 Regular Board Meeting, Encumbrances and Change Orders as follows: GF/CN 22-23: #4046-4083 $1,175,557.19 BF 22-23: #23130-23131 $2,500.00 Payroll Encumbrances, Activity Fund Transfers, New ACT Fund Sub Account requests, and Sub Account Closure requests, Activity Fund Budgets and Fundraiser &

Expenditure Reports for 2023-24, Authorizations for 2023-24, District AHERA compliance status, OSSBA Membership Renewal for 2022-23,OSSBA Service Agreement renewal for 2023-24, OSSBA Policy Subscription renewal for 2023-24, CCOSA Service Agreement for 2023-24, JD McCarty Physical Therapy Agreement for 2023-24, Memorandum of Understanding for private mental health services for students in the school setting for 2023-24, and Breakfast/Lunch Meal Prices for 2023-2024) as presented passed with a motion made by Mr. Scott Milette and seconded by Mrs. Wendy Barnes.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Absent
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes
Mr. James Reed: Yes
Yes: 4 No: 0, Absent: 1

Comments: Board Member Mr. Randy Sheppard arrived at 5:40pm.

V.B. Discussion and possible vote on milk products bid with Hiland Dairy for the 2023-24 school year as presented.
Motion to approve milk products bid with Hiland Dairy for the 2023-24 school year as presented passed with a motion made by Mrs. Wendy Barnes and seconded by Mr. Scott Milette.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes
Mr. James Reed: Yes
Yes: 5 No: 0, Absent: 0

V.C. Discussion and possible vote on bread products bid with Ben E. Keith for the 2023-24 school year as presented.
Motion to approve bread products bid with Ben E. Keith for the 2023-24 school year as presented passed with a motion made by Mr. James Reed and seconded by Mr. Randy Sheppard.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes
Mr. James Reed: Yes
Yes: 5 No: 0, Absent: 0

V.D. Discussion and possible vote on fuel bid with Douglas Distributing for 2023-24 as presented.
Motion to approve fuel bid with Douglas Distributing for 2023-24 as presented passed with a motion made by Mr. Scott Milette and seconded by Mrs. Wendy Barnes.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes
Mr. James Reed: Yes
Yes: 5 No: 0, Absent: 0

V.E. Discussion and possible vote on bids for drug & alcohol testing services for the 2023-2024 school year as presented.

Motion to approve bid from Classen Urgent Care for drug and alcohol testing services for the 2023-2024 school year as presented passed with a motion made by Mr. James Reed and seconded by Mr. Scott Milette.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes
Mr. James Reed: Yes
Yes: 5 No: 0, Absent: 0

V.F. Discussion and possible vote on property, casualty, general liability, professional, employee benefits, fleet coverage, and cyber liability insurance with Oklahoma Schools Insurance Group for the 2023-24 school year as presented.

Motion to approve property, casualty, general liability, professional, employee benefits, fleet coverage, and cyber liability insurance with Oklahoma Schools Insurance Group for the 2023-24 school year as presented passed with a motion made by Mr. James Reed and seconded by Mr. Randy Sheppard.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes
Mr. James Reed: Yes
Yes: 5 No: 0, Absent: 0

V.G. Discussion and possible vote on worker's compensation insurance quote with Oklahoma School Assurance Group for the 2023-24 school year as presented.

Motion to approve worker's compensation insurance quote with Oklahoma School Assurance Group for the 2023-24 school year as presented passed with a motion made by Mr. Randy Sheppard and seconded by Mrs. Wendy Barnes.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes
Mr. James Reed: Yes
Yes: 5 No: 0, Absent: 0

V.H. Discussion and possible vote on agreement for Drug Dog Detail Series with Interquest Detection Canines for 2023-24 as presented.

Motion to approve agreement for Drug Dog Detail Series with Interquest Detection Canines for 2023-24 as presented passed with a motion made by Mr. Scott Milette and seconded by Mr. James Reed.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes
Mr. James Reed: Yes
Yes: 5 No: 0, Absent: 0

V.I. Board to consider and take action on a motion approving the renewal of the Sublease Agreement dated August 1, 2017, between the District and Cleveland County Educational Facilities Authority for the fiscal year ending June 30, 2024, as required under the provisions of the agreement.
Motion to approve a renewal of the Sublease Agreement dated August 1, 2017 between the District and Cleveland County Educational Facilities Authority for the fiscal year ending June 30, 2024, as required under the provisions of the agreement passed with a motion made by Mrs. Wendy Barnes and seconded by Mr. Scott Milette.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes
Mr. James Reed: Yes
Yes: 5 No: 0, Absent: 0

V.J. Discussion and possible vote to declare old football stadium lights as surplus.
Motion to approve old football stadium lights as surplus passed with a motion made by Mr. James Reed and seconded by Mr. Randy Sheppard.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes
Mr. James Reed: Yes
Yes: 5 No: 0, Absent: 0

V.K. Discussion and possible vote to allow Hockey Ministries International the use of Noble Schools' buses and drivers at their own expense during Summer, 2023, as presented.
Motion to allow Hockey Ministries International the use of Noble Schools' buses and drivers at their own expense during Summer 2023, as presented passed with a motion made by Mr. Scott Milette and seconded by Mrs. Wendy Barnes.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes
Mr. James Reed: Yes
Yes: 5 No: 0, Absent: 0

V.L. Discussion and possible vote to allow New Life Bible Church the use of Noble Schools' buses and drivers at their own expense during Summer, 2023, as presented.
Motion to allow to allow New Life Bible Church the use of Noble Schools' buses and drivers at their own expense during Summer, 2023, as presented passed with a motion made by Mr. Randy Sheppard and seconded by Mr. James Reed.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes
Mr. James Reed: Yes

Yes: 5 No: 0, Absent: 0

VI. Executive Session
VI.A. Proposed executive session to discuss the following business pursuant to 25 O.S. Section 307 (B)(1), (B)(2), (B)(4), and (B)(7) of the Oklahoma Open Meeting Act:

VI.A.1. Employments
VI.A.2. Discuss Certified negotiations
VI.A.3. Discuss Support negotiations
VI.A.4. Pending Legal Action

VI.B. Vote to convene in executive session
Motion to convene in executive session at 5:57pm passed with a motion made by Mrs. Wendy Barnes and seconded by Mr. Scott Milette.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes
Mr. James Reed: Yes
Yes: 5 No: 0, Absent: 0

VI.C. Acknowledgement of Board to return to open session
Comments: Mr. Leroy Lukinbill announced the Board's return to open session at 6:21pm.

VII. Action Topics
VII.A. Statement of executive session minutes
The Board of Education convened in executive session in the board room located at 111 South 4th Street, Noble, OK, 73068, at 5:57 o'clock p.m., Monday, June 5, 2023, to discuss employments, certified negotiations, support negotiations, and pending legal action as authorized by 25 O.S. Section 307 (B)(1), (B)(2), (B)(4), and (B)(7) of the Oklahoma Open Meeting Act. Board Members present were Leroy Lukinbill, Wendy Barnes, Scott Milette, James Reed, and Randy Sheppard, as well as Superintendent Frank Solomon and Assistant Superintendent Dr. Jon Myers. During the executive session the Board discussed these items and no other items. No action was taken. The Board returned to open session at 6:21 o'clock p.m., Monday, June 5, 2023.

VII.B. Discussion and possible vote on employments for Summer, 2023, as presented.
Motion to approve Administration's recommendation for Summer 2023, as presented passed with a motion made by Mr. James Reed and seconded by Mr. Scott Milette.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes
Mr. James Reed: Yes
Yes: 5 No: 0, Absent: 0

VII.C. Discussion and possible vote on employments for the 2023-24 school year as presented.
Motion to approve Administration's recommendation for employments for the 2023-24 school year as presented passed with a motion made by Mrs. Wendy Barnes and seconded by Mr. Randy Sheppard.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes
Mr. James Reed: Yes
Yes: 5 No: 0, Absent: 0

VIII. New Business
Comments: Superintendent Frank Solomon informed the Board of a quote that arrived this afternoon from "Dents on Demand" to repair the hail damage to Noble Schools' vehicles and asked they approve Purchase Order 4084.

Motion to approve Purchase Order 4084 to "Dents on Demand" for hail damage repair passed with a motion made by Mrs. Wendy Barnes and seconded by Mr. Scott Milette.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes
Mr. James Reed: Yes
Yes: 5 No: 0, Absent: 0

IX. Superintendent's Reports
Comments: Superintendent Frank Solomon reported on facility updates, summer school, summer food program, and reminded the Board the next meeting will be June 26, 2023. He also called on Summer School Teacher Terrie Carson, who shared positive feedback to Board regarding the District Administrators and Site Principals who helped during the first day of summer school.

X. Adjournment
Motion to adjourn at 6:28 pm passed with a motion made by Mrs. Wendy Barnes and seconded by Mr. James Reed.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes
Mr. James Reed: Yes
Yes: 5 No: 0, Absent: 0

_____ _____
PRESIDENT- Leroy Lukinbill VICE-PRESIDENT-Wendy Barnes

_____ _____
CLERK-Scott Milette DEPUTY CLERK-James Reed

_____ _____
MEMBER-Randy Sheppard MINUTES CLERK- Dot Terrill

NOBLE PUBLIC SCHOOL **Encumbrance For Board Approval**

From PO: 36000 to PO: 36001 **LEA ASSIGNED**

PO #	Vendor Name	General Description	Amount	Date
36000	OKLAHOMA ATTORNEY GENERAL	DISTRICT - AG BOND EXAMINATION FEE	2,500.00	07/01/2023
36001	STEPHEN H. MCDONALD & ASSOCIATES, INC.	DISTRICT - BOND FINANCIAL ADVISOR SVCS	35,000.00	07/01/2023
		Current Encumbered	**37,500.00**	

NOBLE PUBLIC SCHOOL **Encumbrance For Board Approval**

From PO: 24000 to PO: 24056 **BUILDING FUND**

PO #	Vendor Name	General Description	Amount	Date
24000	A & D SUPPLY	DISTRICT - CEILING TILES	8,000.00	07/01/2023
24001	ACCENT GLASS SERVICES, LLC	DISTRICT - GLASS REPAIRS	10,000.00	07/01/2023
24002	AIRGAS USA, LLC	DISTRICT - OXYGEN RENTAL	500.00	07/01/2023
24003	ALL RIGHT HEAT & AIR	DISTRICT - HEAT & AIR - REPAIRS & SVCS.	50,000.00	07/01/2023
24004	ARVEST BANK	IT - MULTIPLE VENDORS - TECHNOLOGY SUPPLIES & EQUIPMENT	3,000.00	07/01/2023
24005	ATWOODS	DISTRICT - EQUIPMENT & MISCELLANEOUS SUPPLIES	2,500.00	07/01/2023
24006	BANCFIRST TRUST & INVESTMENT	BOND FUND RENTAL PAYMENT (SEMI-ANNUAL)	3,000.00	07/01/2023
24007	BOBCAT OF OKLAHOMA CITY	DISTRICT - PARTS & SUPPLIES	1,000.00	07/01/2023
24008	BRANDTS - ACE HARDWARE	DISTRICT - LAWNMOWERS. PARTS & SUPPLIES	250.00	07/01/2023
24009	CITY OF NORMAN	DISTRICT - DUMPING SVCS.	1,000.00	07/01/2023
24010	CORRECT CONNECTIONS, LLC	DISTRICT - PLUMBING SVCS., PARTS & LABOR	10,000.00	07/01/2023
24011	COUNTRY EQUIPMENT	DISTRICT - PARTS & SUPPLIES	500.00	07/01/2023
24012	CRIMSON ELECTRIC SERVICES	DISTRICT - ELECTRICAL SVCS., REPAIRS. PARTS & LABOR	25,000.00	07/01/2023
24013	CROSSLAND'S RENT-ALL & SALES CO.	DISTRICT - EQUIPMENT RENTAL	2,000.00	07/01/2023
24014	DAVE'S SMALL ENGINE	DISTRICT - LAWNMOWER REPAIRS, PARTS & LABOR	4,000.00	07/01/2023
24015	DON'S MOBIL LOCK SHOP, INC.	DISTRICT - LOCK REPAIRS & SUPPLIES	3,000.00	07/01/2023
24016	ECKROAT SEED COMPANY	CIMS & HS - RYE GRASS / SOFTBALL & BASEBALL FIELDS	3,000.00	07/01/2023
24017	EMSCO ELECTRICAL SUPPLY CO.	DISTRICT - ELECTRICAL SUPPLIES	500.00	07/01/2023
24018	FERGUSON ENTERPRISES, INC #215	DISTRICT - PLUMBING SVCS.	10,000.00	07/01/2023
24019	GRISSOM LANDSCAPE NURSERY, LLC	DISTRICT - LANDSCAPING SVCS.	4,000.00	07/01/2023
24020	GYMCO	CIMS & HS - GYM FLOOR RESURFACING	30,000.00	07/01/2023
24021	HILLS CARPET	DISTRICT - CARPET INSTALLATION	20,000.00	07/01/2023
24022	HOME DEPOT CREDIT SERVICES	DISTRICT - BUILDING MATERIALS & SUPPLIES	10,000.00	07/01/2023

PO #	Vendor Name	General Description	Amount	Date
24023	ICEMAN MECHANICAL, LLC	DISTRICT - REPAIRS - NON-KITCHEN	10,000.00	07/01/2023
24024	LOCKE SUPPLY	DISTRICT - PLUMBING SUPPLIES	25,000.00	07/01/2023
24025	LOWE'S	DISTRICT - BUILDING MATERIALS & SUPPLIES	1,500.00	07/01/2023
24026	MADAKAI TREE SERVICE	DISTRICT - TREE MAINTENANCE	5,000.00	07/01/2023
24027	MUSGRAVE ELECTRIC, LLC	DISTRICT - ELECTRICAL SVCS.	10,000.00	07/01/2023
24028	NOBLE HARDWARE	DISTRICT - MISCELLANEOUS SUPPLIES	12,500.00	07/01/2023
24029	NOBLE LIQUID PROPANE	DISTRICT - LIQUID PROPANE	120.00	07/01/2023
24030	OCT EQUIPMENT, LLC	DISTRICT - PARTS & SUPPLIES	500.00	07/01/2023
24031	OKLAHOMA STEEL BUILDERS	DISTRICT - SITE IMPROVEMENTS - INSTALLATION, PARTS & LABOR	50,000.00	07/01/2023
24032	P & K EQUIPMENT	DISTRICT - REPAIRS, PARTS & LABOR	5,000.00	07/01/2023
24033	P & L FIRE PROTECTION	DISTRICT - INSPECTIONS	3,000.00	07/01/2023
24034	PATRIOT ROOFING	DISTRICT - ROOFING REPAIRS	50,000.00	07/01/2023
24035	PRECISION TESTING LABORATORIES	DISTRICT - AHERA INSPECTION	1,500.00	07/01/2023
24036	ROD'S PEST CONTROL	DISTRICT - PEST CONTROL SVCS.	5,000.00	07/01/2023
24037	SHERWIN WILLIAMS	DISTRICT - PAINT & SUPPLIES	5,000.00	07/01/2023
24038	SIMONIZE SPORTS FIELD SERVICES, LLC	CIMS & HS - SOFTBALL & BASEBALL FIELD MAINTENANCE	25,000.00	07/01/2023
24039	SLAUGHTERVILLE TIRE SHOP	DISTRICT - TIRES & REPAIRS	1,000.00	07/01/2023
24040	SOLOMON, FRANK	DISTRICT - MISCELLANEOUS & BUILDING SUPPLIES	2,500.00	07/01/2023
24041	STREETS, LLC	DISTRICT - HVAC MAINTENANCE & REPAIRS, PARTS & LABOR	3,000.00	07/01/2023
24042	SUN CONSTRUCTION	DISTRICT - CONSTRUCTION SVCS. & REPAIRS	100,000.00	07/01/2023
24043	TRU TECHNOLOGIES	DISTRICT - REPAIRS, PARTS & LABOR	2,000.00	07/01/2023

PO #	Vendor Name	General Description	Amount	Date
24044	TUFF FIRE & SAFETY, INC.	DISTRICT - FIRE EXTINGUISHERS & FIRE HOOD SUPPRESSION SYSTEMS - INSPECTIONS & REPAIR SVCS.	5,000.00	07/01/2023
24045	WILLIS & 3 COATINGS	DISTRICT - PAINTING SVCS.	20,000.00	07/01/2023
24046	WINSUPPLY OF OKLAHOMA CITY	DISTRICT - PLUMBING SUPPLIES	2,500.00	07/01/2023
24047	UNITED RENTALS (NORTH AMERICA), INC	DISTRICT - EQUIPMENT RENTAL	1,000.00	07/01/2023
24048	FARMER'S UNION CO-OP	DISTRICT - LAWN CHEMICALS & SUPPLIES	5,000.00	07/01/2023
24049	KRAN CO ROOFING	DISTRICT - ROOFING REPAIRS, PARTS, LABOR & INSTALLATION	100,000.00	07/01/2023
24050	O'REILLY AUTOMOTIVE, INC.	DISTRICT - PARTS & SUPPLIES	3,000.00	07/01/2023
24051	****LIBERTY FLAGS	HS - CAMPUS FLAGS	2,500.00	07/01/2023
24052	HARRISON ENERGY PARTNERS	DISTRICT - HVAC REPAIRS, PARTS & LABOR - RTW UNITS	75,000.00	07/01/2023
24053	OVERHEAD DOOR OF OKC	DISTRICT - GARAGE DOOR REPAIRS, PARTS & LABOR	15,000.00	07/01/2023
24054	CROWN LIFT TRUCKS	DISTRICT - FORKLIFT REPAIRS, PARTS & LABOR	300.00	07/01/2023
24055	SAFE GUARD FIRE, LLC	DISTRICT - FIRE ALARM MONITORING	3,000.00	07/01/2023
24056	OKLAHOMA STEEL BUILDERS	KID - ROOF INSTALLATION	85,000.00	07/01/2023
		Current Encumbered	**836,170.00**	

NOBLE PUBLIC SCHOOL **Encumbrance For Board Approval**

From PO: 40001 to PO: 40204 **GEN FUND-FOR OPERAT**

PO #	Vendor Name	General Description	Amount	Date
40001	A T & T	DISTRICT - PHONE CHARGES	26,000.00	07/01/2023
40002	A T & T - MOBILITY	DISTRICT - CELL PHONE CHARGES	25,200.00	07/01/2023
40003	A T & T - HOT SPOTS	DISTRICT - HOTSPOT SVCS	1,000.00	07/01/2023
40004	A T & T - WAN	DISTRICT - (WAN) WIDE AREA NETWORK SVCS.	2,000.00	07/01/2023
40005	CONSTELLATION NEW ENERGY - GAS DIVISION, LLC	DISTRICT - NATURAL GAS	50,000.00	07/01/2023
40006	NOBLE UTILITIES AUTHORITY	DISTRICT - WATER, SEWER, & TRASH SVCS.	100,000.00	07/01/2023
40007	O E C	DISTRICT - ELECTRICITY	320,000.00	07/01/2023
40008	OG+E	DISTRICT - ELECTRICITY	75,000.00	07/01/2023
40009	O.N.G.	DISTRICT - NATURAL GAS	35,000.00	07/01/2023
40010	ADPC	TRENDS SOFTWARE - LICENSE & SUPPORT AGREEMENT(1 YR)	11,580.00	07/01/2023
40011	ADPC	DISTRICT - BUSINESS FORMS - PAY WARRANTS & W-2'S	1,500.00	07/01/2023
40012	****AMAZON.COM	ADMIN - OFFICE & MISC SUPPLIES	5,000.00	07/01/2023
40013	****APPLE, INC	ADMIN - ICLOUD STORAGE	36.00	07/01/2023
40014	ABSOLUTE DATA SHREDDING	DISTRICT - DATA SHREDDING SVCS.	1,500.00	07/01/2023
40015	AMAZON CAPITAL SVCS	ADMIN - CLASSROOM & GENERAL SUPPLIES	2,000.00	07/01/2023
40016	ARBITRAGE COMPLIANCE SPECIALISTS, INC.	DISTRICT - ARBITRAGE REBATE CALCULATION FOR BOND ISSUE / 2017 LEASE - REVENUE BONDS	2,000.00	07/01/2023
40017	CCOSA	ADMIN - CONFERENCE / WORKSHOP REGISTRATIONS	2,500.00	07/01/2023
40018	CCOSA	ADMIN - MCREL TLE RE-CERTIFICATION	700.00	07/01/2023
40019	CCOSA	DISTRICT - DISTRICT LEVEL SVCS PROGRAM	2,000.00	07/01/2023
40020	ALPHA PLUS SYSTEMS, INC.	KID - ALPHA PLUS MATH	800.00	07/01/2023
40021	ASPIREDU, INC	HS - REMEDIATION SOFTWARE	3,500.00	07/01/2023
40022	BED BUGS UNCOVERED	DISTRICT - BED BUG INSPECTION	2,500.00	07/01/2023
40023	CIDI LABS	HS - REMEDIATION SOFTWARE	2,500.00	07/01/2023

PO #	Vendor Name	General Description	Amount	Date
40024	CLIA LABORATORY PROGRAM	DISTRICT - ONLINE MEDICAL RESOURCE	200.00	07/01/2023
40025	CLEVELAND COUNTY TREASURER	DISTRICT - VISUAL INSPECTION	45,000.00	07/01/2023
40026	CNA SURETY DIRECT BILL	DISHONESTY BOND	350.00	07/01/2023
40027	DE LAGE LANDEN PUBLIC FINANCE	DISTRICT - COPIER LEASE	30,000.00	07/01/2023
40028	ENERGYCAP, INC	DISTRICT - ENERGY MGMT SOFTWARE & MAINTENANCE RENEWAL	2,500.00	07/01/2023
40029	ESGI, LLC	KID - READING & MATH TESTING SOFTWARE / IN RESPONSE TO COVID	4,500.00	07/01/2023
40030	FACILITIES MANAGEMENT EXPRESS, LLC	DISTRICT - FACILITIES MGMT SOFTWARE	6,583.00	07/01/2023
40031	FIRST STATE BANK	DISTRICT - ACH FEES	2,500.00	07/01/2023
40032	FRONTLINE TECHNOLOGIES GROUP LLC	DISTRICT - ABSENCE & SUBSTITUTE MGMT / TIME & ATTENDANCE	20,000.00	07/01/2023
40033	FRONTLINE TECHNOLOGIES GROUP LLC	DISTRICT - APPLICANT TRACKING / CENTRAL SOLUTION	15,000.00	07/01/2023
40034	FRONTLINE TECHNOLOGIES GROUP LLC	DISTRICT - ABSENCE & TIME SOLUTION	20,000.00	07/01/2023
40035	GLOBAL COMPLIANCE NETWORK, INC.	DISTRICT - PROFESSIONAL DEVELOPMENT TRAINING	875.00	07/01/2023
40036	HILLS CARPET	DISTRICT - CARPET INSTALLATION & LABOR	25,000.00	07/01/2023
40037	HOOPER PRINTING	ADMIN - PRINTING SVCS.	1,000.00	07/01/2023
40038	HUDL	HS - HUDL SUBSCRIPTION (1 YR)	13,500.00	07/01/2023
40039	INTERQUEST DETECTION CANINES (OKLAHOMA)	DISTRICT - DRUG DOG SVCS.	4,000.00	07/01/2023
40040	KAMI	CIMS & HS - REMEDITION SOFTWARE	6,000.00	07/01/2023
40041	KERRY JOHN PATTEN, C.P.A.	DISTRICT - AUDITING SVCS.	13,000.00	07/01/2023
40042	NATIONAL ASSOC. OF SCHOOL RESOURCE OFFICERS	SRO - REGISTRATION / TRAINING	550.00	07/01/2023
40043	NOBLE CHILD NUTRITION	DISTRICT - REIMBURSEMENT - DUTY PERSONNEL ADULT MEALS	10,000.00	07/01/2023
40044	NORMAN REGIONAL HEALTH SYSTEM	HS - ATHLETIC TRAINING SVCS.	24,000.00	07/01/2023

PO #	Vendor Name	General Description	Amount	Date
40045	NORMAN STAMP AND SEAL	DISTRICT - ENGRAVING SVCS.	250.00	07/01/2023
40046	NORMAN TRANSCRIPT	DISTRICT - ADVERTISING / LEGAL NOTICES	600.00	07/01/2023
40047	OKLAHOMA ASBO	DISTRICT - MEMBERSHIP DUES	1,000.00	07/01/2023
40048	OKLAHOMA ASBO	DISTRICT - CONFERENCE / WORKSHOP REGISTRATIONS	1,000.00	07/01/2023
40049	OKLAHOMA COPIER SOLUTIONS, LLC	DISTRICT - COPIER OVERAGES	29,250.00	07/01/2023
40050	OKLAHOMA EMPLOYMENT SECURITY COMMISSION	DISTRICT - UNEMPLOYMENT PAYMENTS	8,000.00	07/01/2023
40051	OLD REPUBLIC SURETY GROUP	ADMIN - ENCUMBRANCE CLERK'S BOND	2,850.00	07/01/2023
40052	OSAG	DISTRICT - WORKERS COMP INSURANCE	70,655.00	07/01/2023
40053	OSIG	DISTRICT - INSURANCE	575,000.00	07/01/2023
40054	OSSBA, INC	DISTRICT - MEMBERSHIP DUES	3,856.00	07/01/2023
40055	OSSBA, INC	DISTRICT - ASSEMBLE MEMBERSHIP	2,000.00	07/01/2023
40056	OSSBA, INC	DISTRICT - CONFERENCE / WORKSHOP REGISTRATIONS	3,500.00	07/01/2023
40057	OSSBA, INC	DISTRICT - OPSUCA - UNEMPLOYMENT MGMT FEE	2,500.00	07/01/2023
40058	PITNEY BOWES INC.	DISTRICT - POSTAGE & SUPPLIES	6,000.00	07/01/2023
40059	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	DISTRICT - POSTAGE METER	2,000.00	07/01/2023
40060	POSTMASTER	DISTRICT - POST OFFICE BOX RENT	220.00	07/01/2023
40061	PROFESSIONAL OKLAHOMA EDUCATORS	ADMIN - REGISTRATION - FINANCE WORKSHOP	1,000.00	07/01/2023
40062	RISE VISION	HS - DISPLAY LICENSES / ELECTRONIC GRADUATION PANELS/ HS COMMONS LOBBY (1 YR)	2,000.00	07/01/2023
40063	SAM'S CLUB DIRECT	DISTRICT - MEMBERSHIP	325.00	07/01/2023
40064	SEESAW LEARNING, INC.	KID & HUB - REMEDIATION SOFTWARE LICENSES	7,000.00	07/01/2023
40065	SOLOMON, FRANK	DISTRICT - SCHOOL / CLASSROOM SUPPLIES, EQUIPMENT, PPE - REIMBURSEMENT	5,500.00	07/01/2023
40066	STEVE OWENS INSURANCE GROUP	ADMIN - SURETY BOND	350.00	07/01/2023

PO #	Vendor Name	General Description	Amount	Date
40067	SUPER C MART	DISTRICT - CLEANING SUPPLIES	250.00	07/01/2023
40068	UMB BANK, N.A.	DISTRICT - BOND PAYING AGENTS	1,200.00	07/01/2023
40069	UPS	DISTRICT - SHIPPING SVCS.	300.00	07/01/2023
40070	VIRGIN LAW FIRM	DISTRICT - PROFESSIONAL & LEGAL SVCS.	15,000.00	07/01/2023
40071	WAL-MART	DISTRICT - CLEANING & MISCELLANEOUS SUPPLIES	250.00	07/01/2023
40072	WAXIE SANITARY SUPPLY	DISTRICT - CLEANING SUPPLIES	50,000.00	07/01/2023
40073	****AMAZON.COM	DISTRICT - TECHNOLOGY EQUIPMENT & SUPPLIES	25,000.00	07/01/2023
40074	****BACKBLAZE	DISTRICT - OFFSITE CLOUD STORAGE	3,000.00	07/01/2023
40075	****BATTERY SHARKS	IT - UPS BATTERIES	1,500.00	07/01/2023
40076	****GOOGLE	ADMIN - GOOGLE API	250.00	07/01/2023
40077	****MOBILE LINK	DISTRICT - MOBIL LINK GENERATOR	250.00	07/01/2023
40078	****NETWORK SOLUTIONS, LLC	IT - PUBLIC DOMAIN NAME SVCS	20.00	07/01/2023
40079	****SECURE BY DESIGN, INC.	IT - NINITE PRO RENEWAL (1 YR)	600.00	07/01/2023
40080	****SYMBALOO	DISTRICT - SOFTWARE	150.00	07/01/2023
40081	****WILD WEST DOMAINS, LLC	DISTRICT - IT - SSL CERTIFICATES	2,000.00	07/01/2023
40082	****XFANATICAL	DISTRICT - SAFE DOC GOOGLE LICENSES	750.00	07/01/2023
40083	AMAZON CAPITAL SVCS	IT - TECHNOLOGY SUPPLIES & EQUIPMENT	2,500.00	07/01/2023
40084	AMPLIFIED IT LLC	IT - GOOGLE SUPPORT BLOCK TIME	4,300.00	07/01/2023
40085	APPLE, INC	ADMIN - ICLOUD STORAGE	100.00	07/01/2023
40086	APPTEGY, INC.	DISTRICT - NEW WEBSITE DEVELOPMENT	12,921.00	07/01/2023
40087	CELL PHONE FIX	DISTRICT - CHROMEBOOK REPAIRS	1,000.00	07/01/2023
40088	CHICKASAW TELECOM, INC.	DISTRICT - REVOLUTION SOFTWARE LICENSE	2,000.00	07/01/2023
40089	FOLLETT SCHOOL SOLUTIONS, LLC	DISTRICT - DESTINY LIBRARY LICENSE RENEWAL (1 YR)	4,762.00	07/01/2023

PO #	Vendor Name	General Description	Amount	Date
40090	INSTRUCTURE	HS - CANVAS CLOUD SUBSCRIPTION	15,000.00	07/01/2023
40091	INSTRUCTURE	IT - SIF AGENT FOR FOLLETT DESTINY AND KIMONO STANDARD SUPPORT SUBSCRIPTIONS (1 YR)	3,630.08	07/01/2023
40092	KELLOGG & SOVEREIGN CONSULTING, LLC	DISTRICT - ERATE CAT SVCS	12,000.00	07/01/2023
40093	POWERSCHOOL GROUP, LLC	DISTRICT -TLE SUBSCRIPTION & POWERSCHOOL SUPPORT	28,000.00	07/01/2023
40094	SECURLY, INC.	DISTRICT - AUDITOR SOFTWARE	22,500.00	07/01/2023
40095	SHI INTERNATIONAL CORP.	DISTRICT - MICROSOFT AGREEMENT (1 YR)	10,000.00	07/01/2023
40096	TOTAL RECALL, INC.	IT - ACCOUNT ABILITY RENEWAL (1 YR)	3,109.00	07/01/2023
40097	UNITED SYSTEMS, INC.	DISTRICT - ERATE	20,000.00	07/01/2023
40098	US INTERNET	IT - SPAM FILTER RENEWAL (1 YR)	2,002.50	07/01/2023
40099	VIDEO REALITY	HS - AMP REPAIRS, PARTS & LABOR	2,000.00	07/01/2023
40100	****AMAZON.COM	DISTRICT - AMAZON MEMBERSHIP	1,000.00	07/01/2023
40101	****AMAZON.COM	DISTRICT - NURSING SUPPLIES	2,000.00	07/01/2023
40102	****AMAZON.COM	DISTRICT - TEACHING SUPPLIES	50,000.00	07/01/2023
40103	TREATS SOLUTIONS	DISTRICT - CLEANING SUPPLIES	10,000.00	07/01/2023
40104	****AMERICAN RED CROSS	DISTRICT - CPR TRAINING	875.00	07/01/2023
40105	CPI	DISTRICT - MEMBERSHIP & RECERTIFICATION FEES	400.00	07/01/2023
40106	CPI	HS - NON-VIOLENT CRISIS INTERVENTION CERTIFICATION RENEWAL PROGRAM	1,600.00	07/01/2023
40107	JD MCCARTY CENTER	DISTRICT - PHYSICAL THERAPY & ESY SVCS.	5,000.00	07/01/2023
40108	JESSICA HAND	DISTRICT - SPEECH THERAPY SVCS	75,000.00	07/01/2023
40109	SHANNON JOHNSON	DISTRICT - HEARING IMPAIRMENT SVCS.	300.00	07/01/2023
40110	KIM BLANTON	DISTRICT - OT SVCS.	48,000.00	07/01/2023

PO #	Vendor Name	General Description	Amount	Date
40111	MOBY MAX, LLC	DISTRICT - K-8 CURRICULUM LICENSE (1 YR)	2,399.00	07/01/2023
40112	NIKKI KECK	DISTRICT - VISION IMPAIRMENT SVCS.	800.00	07/01/2023
40113	NORMAN TRANSCRIPT	DISTRICT - LEGAL AD	500.00	07/01/2023
40114	OKLAHOMA HEALTH CARE AUTHORITY	ADMIN - OHCA BILLING / STATE SHARE OF MEDICAID - QTRLY BILLING	5,000.00	07/01/2023
40115	PCG	ADMIN - PCG REIMBURSEMENT BILLING SVCS.	5,000.00	07/01/2023
40116	PEARSON CLINICAL ASSESSMENT	DISTRICT - SPECICAL ED TESTING MATERIALS	4,000.00	07/01/2023
40117	RIVERSIDE INSIGHTS	DISTRICT - SPECIAL ED TESTING MATERIALS	3,000.00	07/01/2023
40118	KEIRSTEN UNDERWOOD	KID - SPEECH THERAPY SVCS	20,000.00	07/01/2023
40119	****AMAZON.COM	TRANS - OFFICE SUPPLIES	500.00	07/01/2023
40120	BINSWANGER GLASS	TRANS - REPAIRS, PARTS & LABOR	1,000.00	07/01/2023
40121	CHICKASAW PERSONAL COMMUNICATIONS	TRANS - COMMUNICATION SVCS / RADIOS	2,000.00	07/01/2023
40122	CLASSEN URGENT CARE	TRANS - DRIVER PHYSICALS	2,500.00	07/01/2023
40123	CUMMINS SOUTHERN PLAINS - OK BRANCH	TRANS - REPAIRS, PARTS & LABOR	5,000.00	07/01/2023
40124	DOUGLASS DISTRIBUTING	TRANS - DIESEL FUEL	150,000.00	07/01/2023
40125	DOUGLASS DISTRIBUTING	TRANS - UNLEADED FUEL	125,000.00	07/01/2023
40126	DOUGLASS DISTRIBUTING	TRANS - LUBRICANTS	3,000.00	07/01/2023
40127	FLEET PRIDE	TRANS - REPAIRS, PARTS & LABOR	2,000.00	07/01/2023
40128	FLINT HILLS ENVIROMENTAL	TRANS - DISPOSABLE SVCS.	2,000.00	07/01/2023
40129	GENE ESCOE CARWASH	TRANS - BUS WASH TOKENS	300.00	07/01/2023
40130	HOLT TRUCK CENTERS	TRANS - REPAIR SVCS., PARTS & LABOR	2,000.00	07/01/2023
40131	IMAGE 360	TRANS - DECALS	500.00	07/01/2023
40132	LANDERS CHEVROLET	TRANS - REPAIRS, PARTS & LABOR	500.00	07/01/2023
40133	MALOY VINYL SERVICES	TRANS - BUS SEAT REPAIRS	3,500.00	07/01/2023
40134	MIDWEST BUS SALES, INC.	TRANS - REPAIRS, PARTS & LABOR	2,500.00	07/01/2023

PO #	Vendor Name	General Description	Amount	Date
40135	NAPA AUTO & TRUCK PARTS	TRANS - PARTS & SUPPLIES	20,000.00	07/01/2023
40136	NATHAN'S AUTOMOTIVE, INC.	TRANS - REPAIRS, PARTS & LABOR	15,000.00	07/01/2023
40137	NOBLE HARDWARE	TRANS - MISCELLANEOUS SUPPLIES	1,500.00	07/01/2023
40138	NOBLE TAG AGENCY	TRANS - VEHICLE TAGS & TITLES	300.00	07/01/2023
40139	NOBLE TAG AGENCY	TRANS - BUS DRIVER MVR'S - FY 2023	1,200.00	07/01/2023
40140	NOBLE TRUCK REPAIR & SALES	TRANS - BUS REPAIRS	10,000.00	07/01/2023
40141	OKLAHOMA CORPORATION COMMISSION	TRANS - FUEL TANK REGISTRATION FEE	25.00	07/01/2023
40142	O'REILLY AUTOMOTIVE, INC.	TRANS - PARTS & SUPPLIES	5,500.00	07/01/2023
40143	OSI ENVIROMENTAL, LLC	TRANS - WASTE DISPOSAL PICK UP SVCS	2,000.00	07/01/2023
40144	PIKEPASS	TRANS - TURNPIKE TOLLS	1,200.00	07/01/2023
40145	QUALITY TOWING	TRANS - TOWING SVCS.	1,200.10	07/01/2023
40146	ROSS TRANSPORTATION, INC.	TRANS - REPAIR SVCS., PARTS & LABOR	50,000.00	07/01/2023
40147	RUSH TRUCK CENTER	TRANS - REPAIRS, PARTS & LABOR	10,000.00	07/01/2023
40148	SOLOMON, FRANK	TRANS - MISC. SUPPLIES - REIMBURSEMENT	1,500.00	07/01/2023
40149	T & W TIRE	TRANS - TIRES / BUS FLEET	15,000.00	07/01/2023
40150	WESTERN DPF FILTER CLEANING, LLC	TRANS - REPAIRS	2,000.00	07/01/2023
40151	YANDELL, GLENDA	CN - KID - START-UP CASH / CHANGE	25.00	07/01/2023
40152	COATS, CHERYL	CN - HUB - START-UP CASH / CHANGE	25.00	07/01/2023
40153	MATA, DEANA	CN - PIO - START-UP CASH / CHANGE	25.00	07/01/2023
40154	POWELL, TRACY J	CN - CIMS - START-UP CASH / CHANGE	250.00	07/01/2023
40155	MCMILLIAN, DENISE	CN - HS - START-UP CASH / CHANGE	300.00	07/01/2023
40156	BEN E. KEITH CO.	CN - SUMMER FOOD / PAPER GOODS BLANKET	12,000.00	07/01/2023
40157	HILAND	CN - SUMMER MILK BLANKET	5,000.00	07/01/2023

PO #	Vendor Name	General Description	Amount	Date
40158	VINYARD FRUIT & VEGETABLE CO.	CN - SUMMER FRESH FRUIT & VEGGIE BLANKET	1,000.00	07/01/2023
40159	SUPER C MART	CN - SUMMER FOOD BLANKET	150.00	07/01/2023
40160	BEN E. KEITH CO.	CN - KID - FOOD & SUPP. BLANKET	87,500.00	07/01/2023
40161	BEN E. KEITH CO.	CN - PIO - FOOD & SUPP. BLANKET	87,500.00	07/01/2023
40162	BEN E. KEITH CO.	CN - HUB - FOOD & SUPP. BLANKET	87,500.00	07/01/2023
40163	BEN E. KEITH CO.	CN - HUB - FOOD & SUPP. BLANKET	87,500.00	07/01/2023
40164	BEN E. KEITH CO.	CN - HS - FOOD & SUPP. BLANKET	87,500.00	07/01/2023
40165	BERGEN ENTERPRISES	CN - FOOD BLANKET	38,000.00	07/01/2023
40166	DARLING INGREDIENTS, INC	CN - CLEANING SVCS. / GREASE TRAP	660.00	07/01/2023
40167	HAGAR RESTAURANT SERVICE	CN - MAINTENANCE & REPAIRS	25,000.00	07/01/2023
40168	HEARTLAND	CN - SOFTWARE TECH & WARRANTY LICENSE	4,000.00	07/01/2023
40169	HILAND	CN - FOOD & MILK BLANKET	100,000.00	07/01/2023
40170	ICEMAN MECHANICAL, LLC	CN - REFRIGERATION MAINTENANCE BLANKET	20,000.00	07/01/2023
40171	NOBLE HARDWARE	CN - GENERAL SUPPLIES BLANKET	1,250.00	07/01/2023
40172	OKLAHOMA STATE DEPT. OF HEALTH	CN - FOOD SERVICE LICENSES	750.00	07/01/2023
40173	POSTMASTER	CN - PO BOX RENT	125.00	07/01/2023
40174	QUILL CORPORATION	CN - COPY SUPPLIES BLANKET	3,000.00	07/01/2023
40175	ROD'S PEST CONTROL	CN - PEST CONTROL BLANKET	2,016.00	07/01/2023
40176	SUPER C MART	CN - FOOD & GENERAL SUPPLIES BLANKET	500.00	07/01/2023
40177	VINYARD FRUIT & VEGETABLE CO.	CN - FOOD BLANKET / FRESH FRUIT & VEGETABLES	25,000.00	07/01/2023
40178	WAL-MART	CN - FOOD & SUPPLY BLANKET	1,250.00	07/01/2023
40179	WAL-MART	DISTRICT - MISCELLANEOUS SUPPLIES	1,250.00	07/01/2023
40180	OK DEPT OF HUMAN SERVICES	CN - COMMODITY STORAGE FEES	3,000.00	07/01/2023
40181	NORMAN TRANSCRIPT	ADMIN - ESTIMATE OF NEEDS PUBLICATION	600.00	07/01/2023

PO #	Vendor Name	General Description	Amount	Date
40182	****AMAZON.COM	CN - SPECIAL MATERIALS BLANKET	5,000.00	07/01/2023
40183	CHEETOS WELDING LLC	CN - KID - RAMP INSTALLATION	450.00	07/01/2023
40184	NUTRI-LINK TECHNOLOGIES, INC.	CN - ONLINE TECHNOLOGY SVCS & SOFTWARE / FREE & REDUCED APPLICATIONS	5,000.00	07/01/2023
40185	BERNINA OF OKLAHOMA CITY	HS - MAINTENANCE & SUPPLIES	700.00	07/01/2023
40186	ICEV	HS - FCS LICENSE	1,800.00	07/01/2023
40187	JONES, JORDAN	HS - PER DIEM, HOTEL ACCOMODATIONS,, PARKING FEES, REGISTRATION - OK SUMMER SUMMIT	600.00	07/01/2023
40188	JONES, JORDAN	HS - REIMB - CLASSROOM SUPPLIES	300.00	07/01/2023
40189	SUPER C MART	HS - CLASSROOM SUPPLIES	500.00	07/01/2023
40190	****AMAZON.COM	HS - CLASSROOM SUPPLIES	500.00	07/01/2023
40191	****FCCLA, INC.	HS - STATE & NAT'L DUES	500.00	07/01/2023
40192	****HOBBY LOBBY	HS - CLASSROOM SUPPLIES	500.00	07/01/2023
40193	****SAMS CLUB	HS - CLASSROOM SUPPLIES	500.00	07/01/2023
40194	****WALMART.COM	HS - CLASSROOM SUPPLIES	500.00	07/01/2023
40195	ALL RIGHT HEAT & AIR	DISTRICT - HVAC REPAIRS, PARTS & LABOR	100,000.00	07/01/2023
40196	HELLAS CONSTRUCTION, INC.	HS - FIELD REPAIRS	300,000.00	07/01/2023
40197	COPS PRODUCTS	ADMIN - SRO UNIFORMS	2,500.00	07/01/2023
40198	****SGAMMO.COM	ADMIN - SRO TRAINING SUPPLIES / AMMUNITION	1,000.00	07/01/2023
40199	JOHN VANCE AUTO GROUP	ADMIN - SRO VEHICLE	75,000.00	07/01/2023
40200	CITY OF NOBLE	ADMIN - USED POLICE VEHICLE	25,000.00	07/01/2023
40201	ALL STAR CONSTRUCTION	HUB - 1ST GR RESTROOM REMODEL	50,000.00	07/01/2023
40202	ALL STAR CONSTRUCTION	HUB - 2ND GR RESTROOM REMODEL	50,000.00	07/01/2023
40203	ALL STAR CONSTRUCTION	HS - HS GYM REFURBISHMENT - CEILING, LIGHTS & INSULATION	100,000.00	07/01/2023
40204	PORT A PIT	HS - HIGH JUMP MATS & COVER	16,000.00	07/01/2023
		Current Encumbered	**3,980,699.68**	

PO	Vendor Name	General Description	Amount	Date
71400	WILLIAMS, ZACHERY	PAYROLL ENCUMBRANCE	448.11	06/08/2023
71401	LEE, ALISHA D	PAYROLL ENCUMBRANCE	607.43	06/08/2023
71402	WILSON, GARRETT	PAYROLL ENCUMBRANCE	758.93	06/08/2023
71403	JENNINGS, APRIL	PAYROLL ENCUMBRANCE	1,256.33	06/19/2023
71404	WRIGHT, KRYSTAL	PAYROLL ENCUMBRANCE	1,235.73	06/19/2023
71405	SWANN, TIMOTHY	PAYROLL ENCUMBRANCE	1,369.60	06/19/2023
71406	WALKUP, DONNITA	PAYROLL ENCUMBRANCE	1,364.45	06/19/2023
71407	OLIPHANT, MELISSA	PAYROLL ENCUMBRANCE	265.35	06/19/2023
71408	RONSPIEZ, JORDAN	PAYROLL ENCUMBRANCE	2,998.46	06/19/2023
71409	CRAWLEY, ALLEN R	PAYROLL ENCUMBRANCE	3,314.66	06/19/2023
71410	HAWKINS, CRYSTAL	PAYROLL ENCUMBRANCE	1,390.57	06/19/2023
71411	CONLEY, GEORGE F	PAYROLL ENCUMBRANCE	3,367.79	06/19/2023
71412	CUNNINGHAM, KENDALL	PAYROLL ENCUMBRANCE	3,183.83	06/19/2023
71413	TURPIN, JESSE	PAYROLL ENCUMBRANCE	3,183.83	06/19/2023
71414	SHUTLER, LISA	PAYROLL ENCUMBRANCE	3,183.83	06/19/2023
71415	DECKER, LECREATIA	PAYROLL ENCUMBRANCE	3,183.83	06/19/2023
71416	COLE, MARSHALL	PAYROLL ENCUMBRANCE	3,183.83	06/19/2023
71417	WRIGHT, JESSICA	PAYROLL ENCUMBRANCE	3,118.40	06/19/2023
71418	WILLIAMS, LINDA	PAYROLL ENCUMBRANCE	152.65	06/19/2023
71419	WILLIAMS, MICHELLE	PAYROLL ENCUMBRANCE	3,321.64	06/19/2023
71420	SMITH, JANNA S	PAYROLL ENCUMBRANCE	184.54	06/19/2023
71421	MARLEY, KEMBERLY R	PAYROLL ENCUMBRANCE	2,965.76	06/19/2023
71422	LOWMAN, TRICIA	PAYROLL ENCUMBRANCE	1,112.16	06/19/2023
71423	SLATE, JULIE	PAYROLL ENCUMBRANCE	3,140.20	06/19/2023
71424	NASH, DENISE	PAYROLL ENCUMBRANCE	3,140.20	06/19/2023
71425	SNOW, JACLYN	PAYROLL ENCUMBRANCE	174.46	06/19/2023
71426	CARSON, TERRIE	PAYROLL ENCUMBRANCE	3,140.20	06/19/2023
71427	DRESSLER, DOMINEQUE	PAYROLL ENCUMBRANCE	3,140.20	06/19/2023
71428	JEFFERSON, KERRY	PAYROLL ENCUMBRANCE	2,965.76	06/19/2023
71429	SHELTON, SUZANNE M	PAYROLL ENCUMBRANCE	2,267.92	06/19/2023
71430	WALBERGH, ELAYNE	PAYROLL ENCUMBRANCE	3,140.20	06/19/2023
71431	WORD, MARCI	PAYROLL ENCUMBRANCE	3,140.20	06/19/2023

PO	Vendor Name	General Description	Amount	Date
71432	WRIGHT, VALERIE	PAYROLL ENCUMBRANCE	3,140.20	06/19/2023
71433	JAMES, ANITRA	PAYROLL ENCUMBRANCE	3,140.20	06/19/2023
71434	KEITH, CHRISTINE	PAYROLL ENCUMBRANCE	3,140.20	06/19/2023
71435	BREWER, JULIE	PAYROLL ENCUMBRANCE	3,140.20	06/19/2023
71436	LOCKE, DEBRA	PAYROLL ENCUMBRANCE	1,610.44	06/19/2023
71437	COATS, CHERYL	PAYROLL ENCUMBRANCE	2,301.85	06/19/2023
71438	THORNHILL, CYNTHIA D	PAYROLL ENCUMBRANCE	1,130.05	06/19/2023
71439	PEREZ, FELICIA	PAYROLL ENCUMBRANCE	293.48	06/19/2023
71440	WAGNER, DANIELLE	PAYROLL ENCUMBRANCE	1,292.37	06/19/2023
71441	BEAR, JOHNSON	PAYROLL ENCUMBRANCE	347.71	06/19/2023
71442	MCMILLIAN, DENISE	PAYROLL ENCUMBRANCE	347.71	06/19/2023
71443	MCGOVRAN, SIERRA	PAYROLL ENCUMBRANCE	244.15	06/19/2023
71444	THORNHILL, CYNTHIA D	PAYROLL ENCUMBRANCE	248.67	06/19/2023
71445	POWELL, TRACY J	PAYROLL ENCUMBRANCE	340.38	06/19/2023
71446	MEARS, REBECCA	PAYROLL ENCUMBRANCE	327.46	06/19/2023
71447	DEETER, THERESA	PAYROLL ENCUMBRANCE	315.37	06/19/2023
71448	MATA, DEANA	PAYROLL ENCUMBRANCE	370.42	06/19/2023
71449	WAGNER, DANIELLE	PAYROLL ENCUMBRANCE	304.86	06/19/2023
71450	PEREZ, HEATHER	PAYROLL ENCUMBRANCE	325.89	06/19/2023
71451	SANDNESS, MEGAN R	PAYROLL ENCUMBRANCE	271.27	06/19/2023
71452	BARNETT, BRONSON	PAYROLL ENCUMBRANCE	532.87	06/19/2023
71453	MILLER, BROCK A	PAYROLL ENCUMBRANCE	50.75	06/19/2023
71454	CRAWFORD, ANDREW	PAYROLL ENCUMBRANCE	54.47	06/19/2023
71455	EDMONSOND, MELISSA	PAYROLL ENCUMBRANCE	1,018.80	06/20/2023
71456	MAXWELL, JADON	PAYROLL ENCUMBRANCE	968.85	06/20/2023
71457	MAXWELL, JORDAN	PAYROLL ENCUMBRANCE	968.85	06/20/2023
71458	SLATE, JOEY	PAYROLL ENCUMBRANCE	1,076.50	06/21/2023
71460	MAXWELL, ROBIN	PAYROLL ENCUMBRANCE	538.25	06/21/2023

(11) GEN FUND-FOR OPERAT Current Encumbered: **97,243.27**

PO	Vendor Name	General Description	Amount	Date
70001	KOEHN, BRIAN	PAYROLL ENCUMBRANCE	58,060.35	07/01/2023
70002	KOEHN, BRIAN	PAYROLL ENCUMBRANCE	2,389.80	07/01/2023
70003	ARMBRISTER, STEVEN	PAYROLL ENCUMBRANCE	47,329.92	07/01/2023
70004	EZELL, DAVID L	PAYROLL ENCUMBRANCE	60,533.03	07/01/2023
70005	EZELL, DAVID L	PAYROLL ENCUMBRANCE	4,779.84	07/01/2023
70006	DAVIS, MORRIS E	PAYROLL ENCUMBRANCE	43,495.52	07/01/2023
70007	RIGGLE JR, IVAN	PAYROLL ENCUMBRANCE	51,838.96	07/01/2023
70008	MCMILLIAN, RONALD	PAYROLL ENCUMBRANCE	44,857.84	07/01/2023
70009	NEYMAN, JO ELLA	PAYROLL ENCUMBRANCE	46,932.98	07/01/2023
70010	LYDAY, TERESA	PAYROLL ENCUMBRANCE	49,575.57	07/01/2023
70011	PETERSON, CECILIA	PAYROLL ENCUMBRANCE	52,880.59	07/01/2023
70012	STEWART, TIFFANY	PAYROLL ENCUMBRANCE	40,567.82	07/01/2023
70013	TRAMMELL, KAREN	PAYROLL ENCUMBRANCE	43,561.28	07/01/2023
70014	RAMSEY, KENNY	PAYROLL ENCUMBRANCE	48,704.14	07/01/2023
70015	RAMSEY, KENNY	PAYROLL ENCUMBRANCE	2,389.80	07/01/2023
70016	HOOSER, ANTHONY	PAYROLL ENCUMBRANCE	33,896.24	07/01/2023
70017	CRAWFORD, ANDREW	PAYROLL ENCUMBRANCE	33,801.77	07/01/2023
70019	MOORE, AMANDA	PAYROLL ENCUMBRANCE	35,534.40	07/01/2023
70020	KIDD, MASON A	PAYROLL ENCUMBRANCE	30,354.72	07/01/2023
70021	ARMBRISTER, SHIRLEY	PAYROLL ENCUMBRANCE	62,540.09	07/01/2023
70022	ARMBRISTER, SHIRLEY	PAYROLL ENCUMBRANCE	538.99	07/01/2023
70023	BLACK, JENNIFER	PAYROLL ENCUMBRANCE	51,948.95	07/01/2023
70024	BLACK, JENNIFER	PAYROLL ENCUMBRANCE	2,389.80	07/01/2023
70025	DAVIS, DONELLE	PAYROLL ENCUMBRANCE	50,523.95	07/01/2023
70026	DAVIS, DONELLE	PAYROLL ENCUMBRANCE	807.36	07/01/2023
70027	DILLNER, WAYNE	PAYROLL ENCUMBRANCE	73,178.75	07/01/2023
70028	DILLNER, WAYNE	PAYROLL ENCUMBRANCE	645.84	07/01/2023
70029	FRITH, EDWARD W	PAYROLL ENCUMBRANCE	50,670.02	07/01/2023
70030	FRITH, EDWARD W	PAYROLL ENCUMBRANCE	645.84	07/01/2023
70031	HARRIS, VICKIE L	PAYROLL ENCUMBRANCE	62,640.65	07/01/2023
70032	MARTIN, ANGELIA	PAYROLL ENCUMBRANCE	56,091.86	07/01/2023
70033	ROOT, KRISTINA	PAYROLL ENCUMBRANCE	54,913.25	07/01/2023

PO	Vendor Name	General Description	Amount	Date
70034	TENER, RACHEL	PAYROLL ENCUMBRANCE	47,745.56	07/01/2023
70035	TERRILL, DOROTHY	PAYROLL ENCUMBRANCE	13,669.91	07/01/2023
70036	TERRILL, DOROTHY	PAYROLL ENCUMBRANCE	24,794.97	07/01/2023
70037	TERRILL, DOROTHY	PAYROLL ENCUMBRANCE	24,794.97	07/01/2023
70038	KAHLDEN, JOE	PAYROLL ENCUMBRANCE	61,019.54	07/01/2023
70039	KAHLDEN, JOE	PAYROLL ENCUMBRANCE	484.32	07/01/2023
70040	BROSWICK, JOSEPH	PAYROLL ENCUMBRANCE	40,674.88	07/01/2023
70041	BROSWICK, JOSEPH	PAYROLL ENCUMBRANCE	1,130.16	07/01/2023
70042	LENHART, DUANE	PAYROLL ENCUMBRANCE	45,299.23	07/01/2023
70043	LENHART, DUANE	PAYROLL ENCUMBRANCE	53,049.61	07/01/2023
70045	SOLOMON, FRANK	PAYROLL ENCUMBRANCE	220,091.94	07/01/2023
70046	SOLOMON, FRANK	PAYROLL ENCUMBRANCE	21,128.55	07/01/2023
70047	SOLOMON, FRANK	PAYROLL ENCUMBRANCE	5,167.20	07/01/2023
70048	WALKER, KATELYNN	PAYROLL ENCUMBRANCE	87,991.45	07/01/2023
70049	WALKER, KATELYNN	PAYROLL ENCUMBRANCE	863.13	07/01/2023
70050	WALKER, KATELYNN	PAYROLL ENCUMBRANCE	484.32	07/01/2023
70051	CRAWLEY, ALLEN R	PAYROLL ENCUMBRANCE	91,654.19	07/01/2023
70052	CRAWLEY, ALLEN R	PAYROLL ENCUMBRANCE	6,144.25	07/01/2023
70053	CRAWLEY, ALLEN R	PAYROLL ENCUMBRANCE	484.32	07/01/2023
70054	CRAWLEY, ALLEN R	PAYROLL ENCUMBRANCE	901.12	07/01/2023
70055	GEORGE, GREG	PAYROLL ENCUMBRANCE	20,689.58	07/01/2023
70056	GEORGE, GREG	PAYROLL ENCUMBRANCE	909.00	07/01/2023
70057	GEORGE, GREG	PAYROLL ENCUMBRANCE	85,579.96	07/01/2023
70058	GEORGE, GREG	PAYROLL ENCUMBRANCE	7,523.39	07/01/2023
70059	ROHR, JOE	PAYROLL ENCUMBRANCE	102,833.78	07/01/2023
70060	ROHR, JOE	PAYROLL ENCUMBRANCE	752.29	07/01/2023
70061	ROHR, JOE	PAYROLL ENCUMBRANCE	484.32	07/01/2023
70062	ROHR, JOE	PAYROLL ENCUMBRANCE	1,024.28	07/01/2023
70063	ALLEN, JEFF	PAYROLL ENCUMBRANCE	105,202.36	07/01/2023
70064	ALLEN, JEFF	PAYROLL ENCUMBRANCE	1,047.87	07/01/2023
70065	ALLEN, JEFF	PAYROLL ENCUMBRANCE	7,523.39	07/01/2023
70066	BAZE, AUSTIN	PAYROLL ENCUMBRANCE	105,753.34	07/01/2023

PO	Vendor Name	General Description	Amount	Date
70067	BAZE, AUSTIN	PAYROLL ENCUMBRANCE	1,291.92	07/01/2023
70068	BAZE, AUSTIN	PAYROLL ENCUMBRANCE	2,108.56	07/01/2023
70069	BUSICK, JANICE	PAYROLL ENCUMBRANCE	107,881.55	07/01/2023
70070	BUSICK, JANICE	PAYROLL ENCUMBRANCE	2,148.60	07/01/2023
70071	SOLOMON, TYLER	PAYROLL ENCUMBRANCE	2,144.26	07/01/2023
70072	SOLOMON, TYLER	PAYROLL ENCUMBRANCE	107,173.44	07/01/2023
70073	SOLOMON, TYLER	PAYROLL ENCUMBRANCE	6,144.25	07/01/2023
70074	CURRY, JULIE	PAYROLL ENCUMBRANCE	108,532.20	07/01/2023
70075	CURRY, JULIE	PAYROLL ENCUMBRANCE	2,169.52	07/01/2023
70076	DAVIS, CYNTHIA	PAYROLL ENCUMBRANCE	4,032.67	07/01/2023
70077	DAVIS, CYNTHIA	PAYROLL ENCUMBRANCE	52,374.57	07/01/2023
70078	DAVIS, CYNTHIA	PAYROLL ENCUMBRANCE	56,891.44	07/01/2023
70079	DAVIS, CYNTHIA	PAYROLL ENCUMBRANCE	2,247.92	07/01/2023
70080	BAREFOOT, MICHAEL	PAYROLL ENCUMBRANCE	114,756.02	07/01/2023
70081	BAREFOOT, MICHAEL	PAYROLL ENCUMBRANCE	2,300.51	07/01/2023
70082	STANDRIDGE MCCRORY, KRISTAL	PAYROLL ENCUMBRANCE	119,748.88	07/01/2023
70083	STANDRIDGE MCCRORY, KRISTAL	PAYROLL ENCUMBRANCE	3,529.33	07/01/2023
70084	GRAY, NATHAN	PAYROLL ENCUMBRANCE	138,546.77	07/01/2023
70085	GRAY, NATHAN	PAYROLL ENCUMBRANCE	4,225.82	07/01/2023
70086	GRAY, NATHAN	PAYROLL ENCUMBRANCE	1,291.92	07/01/2023
70087	MYERS, JON V	PAYROLL ENCUMBRANCE	163,659.15	07/01/2023
70088	MYERS, JON V	PAYROLL ENCUMBRANCE	1,291.92	07/01/2023
70089	MYERS, JON V	PAYROLL ENCUMBRANCE	4,960.93	07/01/2023
70090	HIATT, WILLIAM	PAYROLL ENCUMBRANCE	100,064.01	07/01/2023
70091	HIATT, WILLIAM	PAYROLL ENCUMBRANCE	1,981.71	07/01/2023
70092	SLATE, JOEY	PAYROLL ENCUMBRANCE	106,745.67	07/01/2023
70093	SLATE, JOEY	PAYROLL ENCUMBRANCE	2,294.16	07/01/2023
70094	SLATE, JOEY	PAYROLL ENCUMBRANCE	564.16	07/01/2023
		(11) GEN FUND-FOR OPERAT Current Encumbered:	**3,607,018.96**	

NOBLE PUBLIC SCHOOLS
111 S. 4TH STREET
NOBLE, OK 73068

Transfer Register

FY-2023
6/1/2023 to 6/30/2023

June 20, 2023

For Bank Account:
* * * * 426

Total register: **$1,534.91**

Number	Issued	Source / Destination		Description/Remarks	Amount	Amount
01428	06/19/2023	0110-837		ACTIVITY FUND TRANSFER	-548.87	
			0110-830	Bd approved 6.5.23 /dt		548.87
01429	06/19/2023	0705-940		ACTIVITY FUND TRANSFER	-986.04	
			0705-926	Bd approved 6.5.23 /dt		986.04
				Number Of Transfers		**02**

NOBLE ATHLETICS STUDENT HANDBOOK

2023-24

NOBLE PUBLIC SCHOOLS

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INTRODUCTION

The policies set forth by the Oklahoma Secondary Schools Activity Association (OSSAA), of which Noble Public Schools is a dues-paying member, will be the minimum standards applying to extra-curricular participation by our student athletes. The district has the right, as do all OSSAA governed schools, to establish school-particular policies for our student-athletes that may exceed these minimum requirements. The district may not at any time establish eligibility standards that are less than the minimum requirements established in policy by the OSSAA and their board of directors.

NOTE:

The competitive, extra-curricular activities offered by the district, whether athletic or academic in scope, or just participatory in nature, are governed in part or all by the policies established by the Oklahoma Secondary Schools Activities Association (OSSAA), their board of directors and member schools, as well as by policies established by the Noble Public Schools Board of Education. Governance by the OSSAA is warranted as the district is a dues-paying member, as are the majority of all schools, public, private and charter within the state of Oklahoma.

PARTICIPATION IS A PRIVILEGE, NOT A RIGHT

The district does not owe anyone the right to participate in athletics, it is a privilege to have the opportunity to participate. We maintain strict standards in academics and behavior, as well as emphasizing dedication, desire, and sacrificing personal goals for team goals for our athletes. We believe the foundation for success in life is found in these attributes.

MISSION STATEMENT

We are dedicated to provide our students with a positive learning climate, which encourages a passion for discovery and achievement of mutual respect and concern among peers and teachers. Each day our mission is to provide challenging and creative lessons through which our students have the opportunity to master academic as well as social and personal skills that will lead to a healthy living, foster success, and inspire lifelong learning. Each day our mission is to hold ourselves and our students accountable for positive actions, personal growth and caring relationships enhanced though a strong partnership between home and school.

We are Noble Public Schools!

PHILOSOPHY

We believe that a comprehensive and balanced athletics/activities program enhances the basic instructional program of the district.

The programs exist first and foremost for the value to students. The program begins with fundamentals and provides progressive development with the purpose of preparing each student for a lifetime of participation. Emphasis in each program is on participation, cooperation, fair competition, and skill progression.

Participation in an activities program is a privilege available to all students who meet eligibility requirements. Through a well-developed program, students learn emotional maturity, social competence, responsibility, and ability to deal with success and failure. Moreover, students are guided to reach their full potential, to learn good sportsmanship, leadership, cooperation, ethical behavior, and an appreciation for practice.

Persons who direct the program must meet professional and ethical standards befitting the needs of the students. The district is committed to obtaining the best possible staff, facilities, and equipment for each activities program.

Each program is committed to striving for excellence and reaching the highest level of achievement. There are many variables that affect the degree and achievement expected of students. Expectations must be kept in perspective with the main goals to provide a positive learning experience, high self-esteem, and the development of each student's potential.

The goal of the district's activities program is to attain recognition as the very best for students, whether in the arena of head-to-head competition or on the stage of artistic acclaim.

ATHLETIC DEPARTMENT PHILOSOPHY

Participation in athletics at Noble Public Schools is an integral part of the overall education process. It is our belief that the lessons learned on the playing field are in many ways lessons of life. Athletics teach the following life lessons: the value of teamwork and working together to achieve a common goal, how to accept responsibility, the value of setting goals and then working hard to attain those goals. Moreover, athletics teaches how to be a good sport and recognize sportsmanship in your opponents and the importance of respecting authority and working cooperatively with others.

ATHLETIC DEPARTMENT POLICIES

1. All activities will be conducted under the auspices of the Board of Education.
2. All activities will be governed by applicable policies and procedures for Noble Public Schools and the Oklahoma Secondary Schools Activities Association (OSSAA).
3. Special Policies
    a. All volunteer coaches must be administratively approved.
    b. No one other than authorized personnel shall be involved with a team before, during, or after a practice or game.
    c. Coaches, players, and other members of the organization are the only individuals allowed on any district provided transportation without special approval.

d. The Head Coach for every sport will hold an informational meeting for parents before each season.

4. Sixth grade athletics
    a. Sixth grade students may participate in sports that are not grade specific.
    b. Sixth grade students may participate in softball, cross country, wrestling, baseball, soccer, track, and golf.
    c. Sixth grade students may not participate in football, volleyball, or basketball.
    d. Participation does not mean playing time is guaranteed.

ACTIVITY PROGRAM GOALS

1. To provide a positive image of school activities at all levels
2. To strive for excellence that will produce winning and success within the bounds of good sportsmanship and mental health of the students involved.
3. To provide opportunities that will build a program where students may cope with problems and handle a variety of situations. The program should provide opportunities for:
    a. physical, mental, and emotional growth and development.
    b. acquisition and development of specific skills in specific activities.
    c. team play with the development of such commitments as loyalty, cooperation, fair play, and other desirable social traits.
    d. directed leadership and supervision that stresses self-discipline, self-motivation, excellence, and the ideals of good sportsmanship that makes for winning and losing graciously.
    e. a focus of interests on activities programs for the student body, faculty, and community that will generate a feeling of unity.
4. To provide sufficient activities to meet the needs of a variety of student interests and abilities.
5. To provide students activities that offers the greatest benefits for the greatest number of students.
6. To create a desire to succeed and excel.
7. To provide for the students' worthy use of leisure time now and in the future.

STUDENT ATHLETE EXPECTATIONS

The following expectations will be placed on all student-athletes:

1. Following all training rules, school policies, and procedures.
2. Exhibit good sportsmanship towards the opponents, officials, teammates, and fans.
3. Work to excel in the classroom.
4. Put team goals ahead of personal goals.
5. Be a role model for all students before, during and after school.
6. Have ***PRIDE*** in yourself, your team, your school, and care for your facility.
7. Respect, but never fear the opponent.
8. Work harder than the competition, both in and out of season.
9. Be on time and prepared for practices, meetings, and games.
10. Accept the results, learn from your mistakes, and focus on the goal.
11. Each student must strive toward the development of good sportsmanship, citizenship, and

leadership at all times. Student-athletes are expected to follow all rules, policies, and procedures.

12. Once a student becomes a member of any team in grades 9-12, he/she will thereafter be considered a student-athlete. All student-athletes are expected to follow all rules, policies, and procedures.
13. Any student-athlete suspended from school for any reason will be suspended from all athletic practices and contests during that suspension. Upon receiving a third out-of-school suspension during the same season, the student-athlete will be dismissed from the team for the remainder of the season.
14. If a student under suspension does not complete the season in which the suspension is to be completed, then the suspension will carry over to the next season/sport.
15. Student-athletes must attend school/class a minimum of four (4) consecutive hours on the day of the scheduled contest in order to participate in an athletic activity.
16. A student-athlete ejected from an athletic contest shall be suspended from participating in the next scheduled athletic contest.

RESPONSIBILITIES OF ATHLETES

Pre-Season Responsibilities of Athletes

1. All students participating in activities will be expected to have all preseason responsibilities taken care of prior to the start of practice for that activity. All paperwork should be turned into the Head Coach before the start of the season. ***THE STUDENT WILL NOT BE ALLOWED TO PRACTICE OR COMPETE UNTIL SUCH PAPERWORK IS CLEARED AND ON FILE.*** This includes all necessary signatures.

   The following must be completed and on file before the first practice: Physical, parent consent, emergency medical form, travel form, cardiac, and concussion form, drug policy, biological sex affidavit, and signed page of handbook.

2. Attendance at the pre-season meetings and sign off on training rules.
3. Attendance of pre-season work outs as required by coach.

ACADEMIC ELIGIBILITY

OSSAA scholastic eligibility standards are required of all students engaging in curricular activity programs.

Coaches are required to submit a roster of list of athletes to the Director of Athletics prior to the season to check for athletic eligibility.

During the season, coaches shall check the weekly eligibility list for all athletes.

A. SCHOOL ELIGIBILITY

Participation in competitive athletics at Noble Public Schools is a privilege and an honor. The rules of the OSSAA are administered and enforced by the district. You must qualify for participation under these rules. Noble students must comply with the following:

1. Any student who reaches his/her nineteenth birthday before September 1 will not be eligible for athletic competition. Any student who reaches his/her sixteenth birthday before September 1 will not be eligible if enrolled in the ninth grade or below. Any student who reaches his/her fifteenth birthday before September 1 will not be eligible for the eighth grade or below. Any student who reaches his/her fourteenth birthday before September 1 will not be eligible for the seventh grade or below.
2. Not have competed for more than four (4) seasons in the sport selected.
3. Have been enrolled in high school not more than seven (7) semesters beyond eighth grade.
4. Not be a professional.
5. Must have passed five (5) courses taken during the previous semester.
6. Students in grades 9 through 12 who transfer from another middle school/high school must meet the requirements established by the OSSAA.

B. GUIDELINES REGARDING NAME, IMAGE AND LIKENESS (NIL)

The OSSAA does not specifically prohibit students from engaging in certain commercial activities as an individual. These activities, commonly referred to as name, image and likeness (NIL) will not put a student's amateur status at risk provided the student meets all the requirements for maintaining amateur status in compliance with Rule 5, and there is no violation of rules prohibiting influencing a student to attend or remain at a member school. (Rule 9)

A student may earn compensation from the use of their name, image and likeness (NIL) in compliance with Rule 5, and Rule 9 provided:

- The compensation is not contingent on specific athletic performance or achievement.
- The compensation is not provided as an incentive to enroll or remain enrolled at a specific school.
- The compensation is not provided by the school or any person acting as an agent for the school. In seeking compensation for name, image and likeness:
- No "marks" may be used, including but not limited to school logos, school name, school mascot, or any trademarked OSSAA logo or acronyms.
- No school apparel or equipment shall be worn which includes school name, school logo, school mascot, or any apparel displaying trademarked OSSAA logos or acronyms.
- No member school facility may be used for the purpose of name, image and likeness compensation.
- No activities in conflict with a member school's local school district policy may be endorsed. Examples include but are not limited to tobacco or alcohol products.
- Collegiate level associations should be contacted for any rules regarding name, image and likeness for students participating beyond the high school level.

"After extensive research and diligence, the OSSAA has selected Eccker Sports as their partner to provide Name, Image and Likeness (NIL) education, guidance and support to the organization and our stakeholders across the state. Eccker Sports is the National leader in providing these services and have partnerships with 10 other states including Texas (Texas High School Coaches Association), Louisiana, New York, Massachusetts and Mississippi among others. On a statewide basis, Eccker has partnered with the Bedford

Agency, led by Bryan Bedford who is a longtime friend and associate of the OSSAA and someone well known in sports circles around the state. Bryan will provide a personal touch to the relationship, act as a liaison between the parties and support the activations of the various NIL and educational programs Eccker provides throughout the state."

SEMESTER GRADES

1. A student must have received a passing grade in any five subjects to be counted for graduation that he/she was enrolled in during the last semester he/she attended fifteen or more days.
2. If a student does not meet the minimum scholastic standard, he/she will not be eligible to participate during the first six weeks of the next semester.
3. A student who does not meet the above minimum scholastic standard may regain his/her eligibility by achieving passing grades in all subjects he/she is enrolled in at the end of the six week period.

DURING THE SEMESTER ELIGIBILITY

1. Scholastic eligibility for students will be checked beginning after the third week of a semester and each succeeding week thereafter. The period of probation and ineligibility will always be from Sunday to Sunday.
2. A student must be passing in all subjects he/she is enrolled in during a semester. If a student is not passing all subjects enrolled in on a day of the grade check, he/she will be placed on probation for the next one-week period. If that student is still failing one or more classes during the next week on the grade check day, he/she will be ineligible to participate during the next one-week period. The ineligibility period begins Sunday and ends on the following Sunday.
3. A student who has lost eligibility under this provision must be passing all subjects in order to retain eligibility. A student regains eligibility with the first class of the new one-week period. (Sunday through Sunday)

C. ATTENDANCE AT SCHOOL

A student must be in attendance the day of a game or practice if he/she is to participate. If a game is played on Saturday, he/she must be in attendance the Friday before the contest. A student may gain permission to participate if excused prior to the absence. (If students have been assigned to serve out of school suspension, they will be allowed to participate after the suspension is completed. If the suspension ends on a Friday the student will not be eligible to play until the following Monday).

Noble Public School students are allowed 10 activity absences per year. It is the responsibility of the coaches to monitor prior to the season the student/athletes attendance. Any student/athlete that has exhausted these days should be brought to the attention of the principal prior to any activity absences that are related to athletics.

D. NCAA REQUIREMENTS

Before an athlete can play a sport or receive an athletic scholarship at a Division I or II school, he/she must meet specific academic criteria as set forth by the NCAA. A student must have at least a 2.0 GPA (based on a 4.0 scale) in 13 core courses. A student must also achieve a minimum combined ACT score of 68 (sum of four (4) scores) or a combined SAT score of 820. To be eligible at a Division I school, the student with a minimum GPA will need a higher test score, and the student with a minimum test score will need a higher Grade Point Average. Students must take specific courses in order to meet NCAA eligibility requirements. These include a certain number of college preparatory English, Science, social sciences and mathematics courses, with at least one (1) year of algebra and one (1) year of geometry. Because the NCAA has such specific requirements and because these requirements can be confusing, it is very important that athletes meet with their guidance counselors in the 8th or 9th grade to obtain information on all of the NCAA requirements. At this time, athletes also need to make sure that their four-year plans include courses that will satisfy NCAA requirements. Athletes should take the ACT and SAT no later than spring of the junior year in order to have time to retake them if necessary. In order to initiate the eligibility process, athletes also need to complete an NCAA clearing house student release form. This form should be submitted after completion of the junior year. Forms and information are available in the high school counselor's office.

If you want to play NCAA sports at a Division I or II school, you need to register with the NCAA Eligibility Center at www.Eligibilitycenter.org

ATHLETIC CODE OF CONDUCT

1. The Noble student athlete must respect the purpose of our school by being a good citizen/student. Students' behavior must be acceptable 24-hours a day, 7-days a week, 365-days a year. This includes civil/criminal infractions as reported by law enforcement agencies across the state and/or nation.
2. Coaches retain the privilege of insisting on proper grooming and dress of each team member.
3. Any athlete involved in any activity that would reflect unfavorably on the school shall be subject to disciplinary action. This includes all forms of social media. Suspension from athletic contests or removal from the team is possible.
4. Gambling, profanity, hazing, and obscene language will be unacceptable at all times.
5. Athletes are expected to conduct themselves in an appropriate manner at all school activities.
6. Mood altering chemicals: The district's athletic department views the use of tobacco, alcohol, steroids, image enhancing drugs, vape and any other illegal drugs as a significant health problem resulting in negative effects on behavior, learning, and the total development of each individual which affects extracurricular participation and the development of related skills. Students involved in this type of behavior will be subject to disciplinary action as per board approved.
7. Regardless of the quantity, a student-athlete shall not use, consume, be in the possession of, buy, sell, or give away alcohol, tobacco, vape or vaping paraphernalia or any other controlled substance (including steroids or image enhancing drugs).

8. Athletes must adhere to the district's Athlete Expectations. Repeated violations of the student-athlete Code of Conduct may result in the student-athlete losing the privilege to participate in interscholastic sports for Noble Public Schools.

PROHIBITION AGAINST HAZING

A. "Hazing" means any activity which recklessly or intentionally endangers the physical or mental health or safety of a student. Required as a condition of membership in an organization, regardless of willing participation, including but not limited to physical brutality such as whipping, beating, branding, forced calisthenics, exposure to the elements, forced consumption of food, alcohol, drugs, or other substances and activities which would induce extreme mental stress such as prolonged sleep deprivation, prolonged isolation, and conduct which could cause extreme embarrassment or humiliation.

B. No organization having student members which is sponsored by the school district or which is permitted to hold meetings or other events on School District property (ex " Student Organization") and no student member of a Student Organization shall engage or participate in directly or indirectly condition membership on participation in or directly or indirectly condition membership on participation in or submission to a hazing activity.

C. Students violating the prohibition in paragraph B, may not be permitted to participate in any extra-curricular activity sponsored by the School District for a minimum of two school months, shall be subject to disciplinary measures which may include suspension, and shall be referred to local law enforcement authorities for prosecution.

D. Students organizations which violate the prohibition in paragraph B, may forfeit all right, privileges, and recognition from the School District for a minimum of one year, and shall be referred to local law enforcement authorities for prosecution.

E. This policy shall be considered to be part of the by-laws or other organizational rules of all School district-sponsored Student Organizations.

F. This policy is adopted in compliance with Okla. Stat. tit. 21 1190

ENDING DATE FOR THE SEASON

The final game or event scheduled for any interscholastic team will terminate that particular squad's season. No official or unofficial practice will be held after the last contest in any sport other than the final events in sports having state supported eliminations (construed to mean such things as tournament games in basketball, and sectional, district, and state competition in wrestling and baseball, etc.). This would mean that elimination from the tournaments would end that particular season.

The purpose of this policy is to allow individuals to start participation in other sports that are about to begin or that may be underway, rather than continue to practice in a sport when that season is actually completed. This shall not pertain to practice that is allowed as specified by the OSSAA.

A. PARTICIPATION IN OUT-OF-SEASON SPORTS

1. The Oklahoma Secondary Schools Activity Association (OSSAA) [our parent organization], defines the sports seasons. There are limits on how coaches interwork and work with student athletes during the off-season.

B. SUMMER PROGRAMS/CAMPS AND CLINICS

1. WEIGHT LIFTING/OPEN GYMS

Summer programs approved by the Director of Athletics may take place as long as the following occur:

a. The program has adequate supervision by approved staff members.
b. Participants and supervisors are responsible for the security and care of the facility.
c. The Head Coach and Director of Athletics will determine who is allowed to participate in the summer program.
d. The program follows all OSSAA requirements and guidelines.

2. SUMMER CAMPS/CLINICS

a. Coaches and sponsors may conduct camps/clinics upon approval of the Director of Athletics.
b. Camps/clinics that charge students are independent from the school district. By OSSAA rules the school district is prohibited from sponsoring or financing a specialized camp. This includes the use of individual school equipment such as uniforms or pads.
c. All coaches conducting specialized camps/clinics are involved in an independent venture and must have a facility use contract and required proof of facility liability insurance. Any camps/clinics during the school year or in the summer, conducted by the coach for a fee charged to the participants, is subject to the district requirement regarding rental fee and facility liability insurance. This applies to any camps/clinics involving elementary, middle or high school students. (See Policy/Procedures 2035 for fees for camps conducted by coaches employed by the district. Additional custodial staff may be necessary for after hour's camps/clinics. Facility liability insurance (required), personal liability insurance, and/or participant medical insurance policies are the sole responsibility of the coach conducting the camp. If the camp/clinic does not charge the participants a fee, and the camp/clinic has been approved by the principal as an extension of the high school program, then there may be no rental charge and no proof of insurance required.

LETTERING IN ATHLETICS

A. GENERAL REQUIREMENTS

1. An athlete may be lettered in citizenship, attitude, desired work ethic, loyalty, and attendance, even though he/she does not meet the requirements set forth for the sport.
2. The student must maintain good sportsmanship and citizenship.
3. The student must participate in the sport for the full season.
4. The student must attend all practices unless cleared with the coach.
5. Any situation not covered above will be left to the discretion of the coaching staff.

B. LETTER/ALL-STATE JACKETS

Any student meeting the above listed requirements for lettering is eligible to purchase an athletic letter jacket. The jackets are ordered at regularly scheduled sessions at the High School.

The athletic department will purchase All-State jackets for any athlete named to an All-State team and eligible to have said jackets.

PRIMARY SPORT SELECTION

Students who choose to participate in two (2) sports during the same season must get permission from the coaches of each respective sport and their parents. Final approval will be given by the administration. Consequently, permission and recognition of the primary sport must occur simultaneously and each commitment must be consistent with the rules and regulations of the OSSAA.

A. DISMISSAL FROM A TEAM

Steps to be taken before a participant involved in sports activities can be dismissed from a team:

1. Coach will conference with student(s).
2. Coach will communicate with the student's parent(s).

Any coach contemplating dismissal of a student from a team must meet with the Director of Athletics prior to this decision being finalized. An athlete who is dismissed from a team will not be allowed to go to another team until the end of the first teams season.

B. GRADING

The grading of off-season participation does not apply toward a student's GPA. Earning credits in athletics does apply toward the completion of graduation requirements. The student/athlete must successfully complete **ALL** requirements for the entire semester to receive credit. The off-season program is an integral part of competitive athletics. The student-athlete must meet the

requirements set forth by the off-season coach as a part of the process to earn credits.

C. QUITTING THE TEAM

When a player decides to quit a team, every effort should be made by the coach to prevent any harassment by players or coaches.

Coaches should take the following steps:

1. It is understood that when a student comes out for a particular sport, he/she intends to remain in that sport for the duration of that sport's season.
2. A "grace period" is incorporated into each season for the purpose of giving a participant a chance to find out if he/she would want to participate in that particular sport. The "grace period" runs from the time of the first practice of a sport until the first game of that sport or for a minimum period of one (1) week from the start of the first practice. During this period, a participant may decide to go into another sport or off-season program without jeopardizing his/her eligibility in any sport.
3. Once a "grace period" is over, it is assumed that the individual wants to participate in and will remain in that sport for the duration of the season.
4. If a participant quits a sport and/or for disciplinary reasons is removed from the team after the "grace period", an effort will be made to place said participant into a regular classroom, study hall or off-season until that particular sport is concluded. A participant in this situation is ineligible for participation in another sport until such time as the sport in which he/she quit or was removed from is over. A mutual agreement can be made by both coaches to allow a player to begin the next sport.
5. If a participant quits or is removed from a sport and is not planning on participating in another sport for the remainder of the year, then every effort will be made to place the individual(s) into another class for the remainder of the school year. It must be understood that the time of the year will have a bearing on whether an individual can be placed in another class.

SPORTS INJURIES

The head coaches and Athletic trainer shall report any injury or accident involving a student/athlete that requires medical attention. You can get an accident report form from the Athletic Secretary. All forms need to be turned back into the athletics office.

A. RELEASE OF STUDENT ATHLETES AFTER INJURY

An injury to a student athlete that may, has, or will require outside medical attention, will be reported

immediately (within 18 hours) to the Athletic Trainer by the Head Coach. The Athletic Trainer will then follow up with the student and parent and then communicate with the coach on the athletes' status to practice, workout, or participate in games. If an athlete has seen a Dr. for an injury a release from the Dr. is required before the athlete can participate or start any concussion protocol.

Return to play guidelines from a concussion

1. Activity progressions
    a. No activity while experiencing symptoms
    b. Athlete must be symptom free without medication for 24 hrs.
    c. Light aerobic exercise with nonresistance training.
    d. Sports specific activity/heavier exertional exercises with resistance
    e. Non-contact training drills.
    f. Full contact training drills.
    g. Note- Athlete progression continues as long as athlete is asymptomatic at current level. If the athlete experiences any post-concussion symptoms, you wait 24 hrs. and start the progressions again at the previous asymptomatic.
2. Component scores of neuro-cognitive test are normal and within normal limits of baseline.
3. Physician clearance prior to return to play protocol.
4. Licensed/Certified Athletic Trainer clearance.

UNDER NO CIRCUMSTANCE, is an athlete to practice, workout, or play in a game until receiving clearance through the Athletic Trainer.

B. STUDENT INSURANCE

Noble Public Schools are not responsible for medical expenses resulting from injuries in the normal course of participating in activities. The parent is ultimately responsible for ensuring that the student is covered.

GUIDELINES FOR PROPOSING ADOPTION OF A NEW SPORT

1. A sport that is to be considered for adoption must first be sanctioned by the OSSAA; if it is not sanctioned, the sport will not be considered.
2. A sport that is to be considered for adoption must also have research done to support or validate interest and potential growth. According to the OSSAA, interest should extend into a 4-6 year time frame. In essence, the sport should not only include the interest validation of juniors and seniors, but also sophomores, freshman, and middle school students.
3. The district must have the resources and facilities to sponsor the sport. A sport that is too costly to the district may not be adopted.
4. Academic Responsibility – sports that cannot be accommodated by local competition may be deemed harmful to the student. Time away from home for students, academic "strain" on students – late nights, etc., are all factors to be considered in reviewing the application for

adoption.

5. The sport that is to be considered for adoption must be gender equitable. A sport may be denied adoption if it creates an imbalance in the district offering the boys and girls sports.
6. Coaching – It must be possible to secure competent coaching.

If a sport meets the aforementioned criteria, it would then be submitted to the Director of Athletics. Once submitted, a review committee would examine the feasibility of adding such a sport to district offerings. Once the review committee reaches a decision, then the proposed sport would move for adoption or rejection. If there is a vote for adoption, a presentation would be granted by the Board through a vote/decision making process. If rejected by the review committee, the sport would not be adopted and further research and/or validation may need to be sought.

Factors to determine the necessity to delete a team or sport would involve the same criteria.

BOOSTER CLUBS

Booster Clubs exist as organizations of parents and interested community persons for the purpose of supporting, encouraging, and advancing the activities program through financial and team support. They are responsible for promoting clean, wholesome school spirit, sportsmanship, and high ideals of character.

Booster Clubs shall operate under the structure of the following guidelines:

1. Clubs to operate according to a written constitution and set of bylaws.
2. Clubs to promote projects to improve facilities and equipment necessary to provide adequate activities programs.
3. Clubs shall not seek to influence or direct the technical activities of the school administration or of the school officials who are charged with the responsibility of conducting district activities.
4. Clubs shall do nothing that violates the rules of the Oklahoma Secondary Schools Activities Association (OSSAA) or in any way jeopardizes the membership of the school or district, or the eligibility of any participant in OSSAA.
5. Clubs to work closely with the Athletic Department.
6. All funds expended by a Booster Club in support of activities are subject to the equity requirements of the OSSAA and Title IX. All monies spent must be approved by the Director of Athletics and Superintendent.
7. All clubs must be under a school activity account.

PARENTS

1. Where do I find information?

Please check the NPS website to locate accurate information (nobleps.com). All schedules and information will be located on the athletics page. Under the Navigation page you can locate schedules, and forms along with the calendar of events. Under Navigation you may also sign up for “Stay up to date” where you will receive emails or text notifications of schedule changes or athletic news.

You may always call the Athletic office directly at 872-7521 with any questions.

RULES FOR PARENTS

1. 24-HOUR RULE

Do <u>NOT</u> approach coaches during or after practice or team competition. To meet with a coach, please schedule an appointment first by contacting the coach and/or athletic director. This rule applies to parent-coach interactions. If something is bothering you about your child's status on a team, etc., give yourself "24-hours" before you contact the coach. ***Never contact a coach immediately following a contest.*** The time away from the situation will give you a chance to search for a perspective that may give you a new way to look at the circumstances. Discussions with the coach will be much more meaningful with two calm adults sharing their thoughts about someone they both are trying to help reach adulthood. If necessary, further contact/discussion can be made to the Assistant Director of Athletics.

Parents and supporters of district athletic programs must realize that any interference with a game or participants of the game (athletes, coaches and officials) can and will result in disciplinary action taken by the district and the OSSAA. Such actions may be taken against the athlete, our teams, and parent-spectators. Acceptable and appropriate sportsmanship is a fundamental component of our athletic programs and we will help insure that our athletes and parents always exhibit such exemplary conduct.

2. ADDRESSING A COMPLAINT

Concerns will be of two varieties; first, one raised by your child, the second will be questions you as a parent have. To deal with the first variety, the best course of action is to see if your child can deal with the concern. It is a part of what happens in athletics, encourage the child to deal with challenges they face. Your child should discuss the issue with the coach. For the second variety, you should contact the coach with questions you have; don't ask the child to seek answers on your behalf. Your child may not see the situation in the same light as you and you are the one with the question. The coach deals with your child daily and can best relate information to you about questions you raise. Once you have conferred with the coach and the situation has not been resolved, contact the athletic director to arrange a meeting. You may always appeal or address your concerns to the principal if need be. The chain of command is as follows:

Coach-Assistant Director of Athletics-Director of Athletics– Superintendent - Board

NON-DISCRIMINATION POLICY
AND GRIEVANCE PROCEDURE
TITLE IX AND SECTION 504

In compliance with executive order 11246, Title II of the Education Amendments of 1976; Title VI of the Civil Rights Act of 1964 as amended by the Equal Employment Opportunity Act of 1972, Title IV Regulations Implementing Education Amendments of 1972, Section 504 of the Rehabilitation Act Amendments of 1972,Section 504 of the Rehabilitation Act of 1973, and other Federal and State school rules, laws, regulations, and policies, Noble Public School District shall not discriminate on the basis of sex, age, race, color, marital status, national origin, religion or handicap in the educational programs or activities that it operates.

It is the intent of the district to comply with both the letter and spirit of the law in making certain discrimination does not exist in the policies, regulations, and operations. Grievance procedures for Title IX and Section 504 have been established for students, their parents, and employees who feel discrimination has been shown by the district.

Specific complaints of alleged discrimination under Title IX (gender) and Section 504 (disabilities) should be referred to the Superintendent.

Athletic Student Handbook

I have acknowledged access and read the Noble Athletic Student Handbook (located online at nobleps.com) and agree to follow it as written.

If you need a printed copy you may pick one up in the Athletics office at the High School.

Name of Student _____

Student Signature _____

Parents Signature _____

NOBLE HIGH SCHOOL

Student Handbook 2023-2024

Frank Solomon
Superintendent

Kristal Standridge
Principal

Noble High School
4601 E. Etowah Road
Noble, OK 73068
www.nobleps.com

Main School Number: 405-872-3441
Attendance Hotline: 405-239-3763
FAX 405-239-3763

ADMINISTRATORS

Kristal Standridge– Principal
Joe Rohr – Assistant Principal
Jeff Allen – Assistant Principal/Athletics
Billy Hiatt-Attendance Principal
Tyler Solomon-Athletics

COUNSELORS

April Anderson
Tori Christiansen
Kim Word

SCHOOL REGISTRAR

Stephanie Roesler

FINANCIAL/PRINCIPAL'S SECRETARY

Sarah Bray

ATHLETIC SECRETARY

Rachel Tener

ATTENDANCE SECRETARY

Paula Miller

RECEPTIONIST

Tama Loveless

Our Vision...

Not just what we think

How we think... ***Excellence***

Not just what we do

How we do it... ***Quality***

Our Mission...

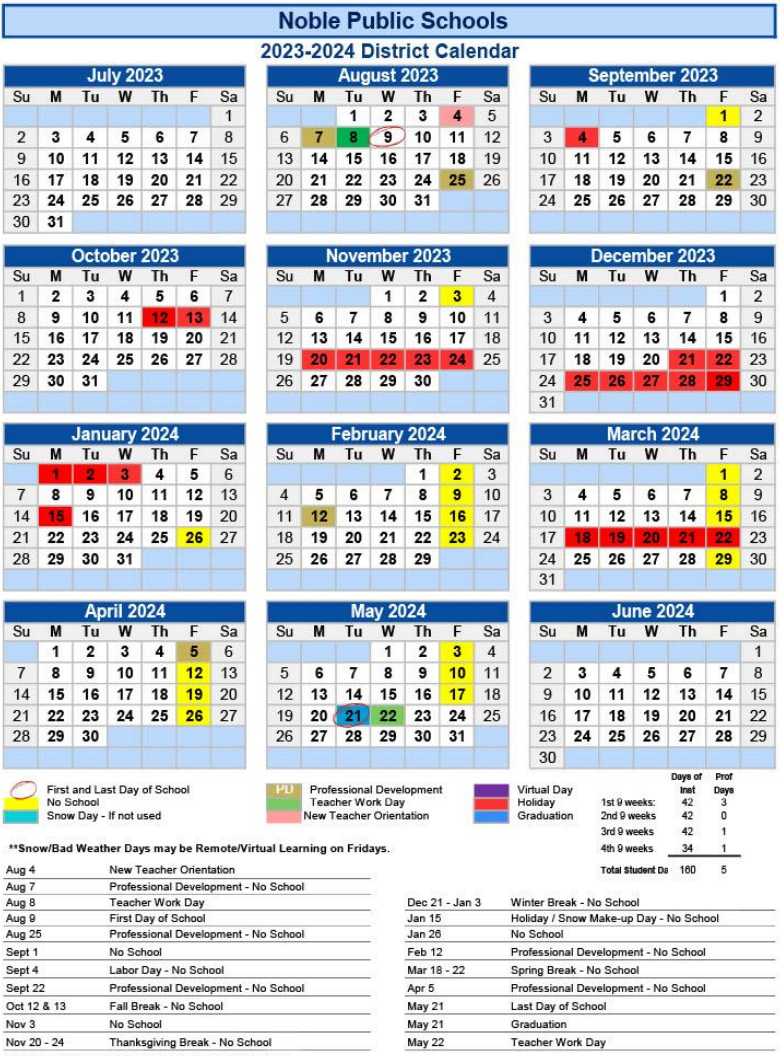
We are... dedicated to providing our students with a positive learning climate, which encourages a passion for discovery and achievement. We feel students are entitled to learn in an orderly environment of mutual respect and concern among peers and teachers.

Each day our mission is to provide challenging and creative lessons through which our students have the opportunity to master academic as well as social and personal skills that will lead to healthy living, foster success, and inspire lifelong learning.

Each day our mission is to hold ourselves and our students accountable for positive actions, personal growth and caring relationships, enhanced through a strong partnership between home and school.

We are…NOBLE PUBLIC SCHOOLS!

Noble Public School Calendar



Noble Public Schools

2023-2024 District Calendar

July 2023

Su	M	Tu	W	Th	F	Sa
						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 2023

Su	M	Tu	W	Th	F	Sa
		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 2023

Su	M	Tu	W	Th	F	Sa
					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 2023

Su	M	Tu	W	Th	F	Sa
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 2023

Su	M	Tu	W	Th	F	Sa
			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 2023

Su	M	Tu	W	Th	F	Sa
					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						

January 2024

Su	M	Tu	W	Th	F	Sa
	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 2024

Su	M	Tu	W	Th	F	Sa
				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		

March 2024

Su	M	Tu	W	Th	F	Sa
					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 2024

Su	M	Tu	W	Th	F	Sa
	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 2024

Su	M	Tu	W	Th	F	Sa
			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 2024

Su	M	Tu	W	Th	F	Sa
						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						

First and Last Day of School
No School
Snow Day - If not used

PD Professional Development
Teacher Work Day
New Teacher Orientation

Virtual Day
Holiday
Graduation

	Days of Inst	Prof Days
1st 9 weeks:	42	3
2nd 9 weeks	42	0
3rd 9 weeks	42	1
4th 9 weeks	34	1
Total Student Da	160	5

**Snow/Bad Weather Days may be Remote/Virtual Learning on Fridays.

Aug 4	New Teacher Orientation
Aug 7	Professional Development - No School
Aug 8	Teacher Work Day
Aug 9	First Day of School
Aug 25	Professional Development - No School
Sept 1	No School
Sept 4	Labor Day - No School
Sept 22	Professional Development - No School
Oct 12 & 13	Fall Break - No School
Nov 3	No School
Nov 20 - 24	Thanksgiving Break - No School
Dec 21 - Jan 3	Winter Break - No School
Jan 15	Holiday / Snow Make-up Day - No School
Jan 26	No School
Feb 12	Professional Development - No School
Mar 18 - 22	Spring Break - No School
Apr 5	Professional Development - No School
May 21	Last Day of School
May 21	Graduation
May 22	Teacher Work Day

Approved by Noble Board of Education January 9, 2023.

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ENROLLMENT

Students may be admitted to high school upon presentation of a certificate from an accredited eight-year elementary school, middle school, and junior high school or upon presentation of a transcript from another accredited high school. Students must present current health records, which will be filed in the principal's office.

Students who are under legal age and not living with parents will be required to provide proof of a **legal** guardian currently residing in the Noble Public-School District. **Simple guardianship will not be adequate.** All students (9-11) will be enrolled in seven (7) periods per day, seniors will be enrolled in six (6). The only exceptions to the above regulations will be the following:

1. Concurrent enrollment at a college or university
2. A student placed in a special program by the courts
3. Special permission of the high school principal, the tech center director (principal) and the superintendent of schools due to or because of extenuating circumstances.
4. A special education student with an IEP on file requiring the student to be enrolled in a tech center for three (3) periods per day in the ninth through the twelfth grades.

SCHEDULE CORRECTIONS

Students must pick up a schedule correction form in Student Services. This form must be turned into Student Services before a change will be considered. Students may only drop classes with an approved and validated reason from the administration. All schedule corrections will be made within the first two weeks of school.

Students will not be allowed to make schedule changes for teacher preference.

Advanced Placement Classes may not be dropped after four weeks into the semester. If a class is dropped with a doctor's letter after the first nine weeks of a semester, a "WP" (withdrawal/passing) or a "WF" (withdrawal/failing) will be placed on the permanent transcript. The grade will be determined on the date the doctor's note is approved by an administrator.

BELL SCHEDULE

Time	9th		Time	10th
8:40-9:32	1st		8:40-9:32	1st
9:37-10:35	2nd		9:37-10:35	2nd
10:40-11:05	3rd-Lunch		10:40-11:32	3rd
11:10-12:02	4th		11:32-12:02	4th-Lunch
12:07-12:59	5th		12:07-12:59	5th
1:04-1:56	6th		1:04-1:56	6th
2:01-2:53	7th		2:01-2:53	7th
2:58-3:50	8th		2:58-3:50	8th
Time	11th		Time	12th
8:40-9:32	1st		8:40-9:32	1st
9:37-10:35	2nd		9:37-10:35	2nd
10:40-11:32	3rd		10:40-11:05	3rd- Senior Seminar
11:37-12:29	4th		11:10-12:05	4th -Lunch
12:29-12:59	5th-Lunch		12:07-12:59	5th
1:04-1:56	6th		1:04-1:56	6th
2:01-2:53	7th		2:01-2:53	7th
2:58-3:50	8th		2:58-3:50	8th

LUNCH POLICY

9th grade, 10th grade and 11th grade students will have **Closed Campus lunch.** Underclassmen can be checked out for lunch (only if a parent comes and picks them up) 12th grade students have the option to have lunch off campus. MATC students have 2nd lunch due to the time schedule.

VIRTUAL/ONLINE COURSEWORK

*For online education guidelines, please see Noble Public Schools Board Policy (EHDF) and the Noble Public Schools Virtual Student Handbook.

ACADEMIC POLICY

There will be no limit on the numbers of credits that may be awarded for Band, Vocal Music, Speech, Drama, Health/PE, and Athletics. Students may repeat courses for full credit and full GPA calculation beginning with the class of 2006.

AP courses will receive a 5.0 weight for use in GPA calculation. Students enrolled in AP level courses will be required to take the AP exam in order to have AP credit noted on their transcript and in order to have a 5.0 weighting calculated in the GPA. Financial assistance is available for those who qualify.

GRADUATION REQUIREMENTS

Graduation Requirements for College Preparatory/Work Ready Curriculum

- 4 units of English to include Grammar, Composition, Literature, or any English course approved for college admission requirements;
- 3 units of mathematics, limited to Algebra I, Algebra II, Geometry, Trigonometry, Math Analysis, Calculus, Advanced Placement Statistics or any mathematics course with content and/or rigor above Algebra I and approved for college admission requirements;
- 3 units of laboratory science, limited to Biology, Chemistry, Physics, or any laboratory science course with content and/or rigor equal to or above Biology and approved for college admission requirements;
- 3 units of history and citizenship skills, including one unit of American History, one-half unit of Oklahoma History, one-half unit of United States Government and one unit from the subjects of History, Government, Geography,

Economics, Civics, or Non-Western culture and approved for college admission requirements;

- 2 units of the same world or non-English language or two units of computer technology approved for college admission requirements, whether taught at a high school or technology center school, including computer programming, hardware, and business computer applications, such as word processing, databases, spreadsheets, and graphics, excluding keyboarding or typing courses;
- 1 additional unit selected from the above categories or career and technology education courses, concurrently enrolled course, Advanced Placement courses or International Baccalaureate courses approved for college admission requirements; and
- 1 unit or set of competencies of fine arts, such as music, art, or drama, or 1 unit or set of competencies of speech.

Graduation Requirements for Core Curriculum

4 units English
3 units Math (Algebra I and above)
3 units Science
1 unit U.S. History
½ unit Oklahoma History
½ unit American Government
2 units Fine Art (Music, Art, Drama, Speech)
7 units of Elective Credit
23 Total Units
*All students will be required to complete 23 Total Units. Students must also complete the Individualized Career and Academic Requirements (ICAP), including; Career Assessments, Postsecondary and Workforce Goals, and Education Plan, as well as, complete CPR and Financial Literacy Training and pass the US Citizenship Test.

Junior Students wishing to graduate early must:

*Be able to meet course requirements by the end of the summer semester following graduation day.

*If a student declares to administration and is approved to graduate early before October 1st, the student will be included on the Senior Panel and listed as a senior in the yearbook.

*Students graduating early are not allowed to be recognized as Valedictorian, Salutatorian, or Honors Students.

*Students' grade level will not be changed; they will be considered 11th graders graduating early.

*Students graduating early will be allowed to attend the Senior Trip if they have paid their 11th grade class dues and met all of the deadlines for Early Graduation.

*Students graduating early will be eligible to be included during Senior Send Off, if deadlines are met, but will not be listed as 12 year seniors.

NHS VALEDICTORIAN/SALUTATORIAN POLICY

The high school principal will determine the valedictorians from members of the graduating class. The valedictorians shall be the graduating seniors who will receive a standard diploma, who have a cumulative grade point average of 4.0 or above and/or ranked number one (1) among the senior class. Students wishing to be considered for valedictorian, salutatorian or top ten (Honors) recognition, must have completed four advanced classes during the 9-12 grade years. Advanced Classes shall be defined as: AP or Pre-AP courses and/or any math or science that goes beyond the Oklahoma State Requirements. In determining these honors, grade point averages shall be based on grades earned during the first seven (7) semesters. Furthermore, in order for a student to be considered for valedictorian, salutatorian, or top ten (Honors), they must be enrolled at Noble High School by September 1st of their senior year.

HONORS AND AWARDS

Recipients of honors and awards at NHS are part of the school's directory and may be used on the NHS website and in the local newspaper.

RETAKING A COURSE

A student may retake a class in an attempt to receive a higher grade for the course if space allows. Any student who retakes a course will receive both grades on their transcript. However, only the higher grade will be used to calculate the overall GPA. Valedictorian and Salutatorian status will not be changed due to students electing to repeat a course.

CUSTODY ARRANGEMENTS/PROTECTIVE ORDERS/RESTRAINING ORDERS

It is the responsibility of the parent/guardian to notify the school in writing of any special court orders, changes in custody, or directives in regard to student safety or sign out procedures. The school will not be held responsible for violations if copies of court orders are not on file in the main office. It is the responsibility of the parent/guardian to provide the school with any and all court documents as they occur. The custodial parent and or official guardian have the right to information pertaining to their students.

HALL PASS

All students **must** have a hall pass provided by the teacher/e-hall to leave the room during class.

LEAVING SCHOOL GROUNDS/CLOSED CAMPUS

It is the policy of the Noble Board of Education that Noble schools shall have a closed campus. Once students have arrived on campus, they shall be subject to this policy. To leave campus, students must check out through the main office prior to leaving. **Parents may not check students out over the phone to leave campus for lunch without the parent/guardian transporting them.**

STUDENT IDs

Students will be issued an official school ID in the first few weeks of school with a lanyard. Students are required to wear/display the ID -at all times- when on campus.

DISPLAY OF AFFECTION

Display of affection such as kissing or excessive physical contact will not be permitted at school.

STUDENT BEHAVIOR

All students are expected to conduct themselves, at all times, in a manner that will contribute to the best interests of the school system and not infringe on the rights of others. The following are specific examples of unacceptable behavior that are subject to disciplinary action, including corporal punishment, suspension, or expulsion from school:

1. Open or persistent defiance of authority
2. Assault (physical or verbal) upon student or school personnel
3. Creating or attempted creation of a disturbance
4. Willful disobedience, profanity, or vulgarity
5. Showing disrespect for school property or causing damage to school property
6. Possession, or use of, any dangerous or annoying instrument including, but not limited to, firearms, explosives, fireworks, knives, razors, mace, pepper spray or other weapons used for assault.
7. Selling, possession, distribution, or being under the influence of a narcotic or dangerous drug including, but not limited to, marijuana, LSD, heroin, barbiturates; or non-narcotic intoxicants such as glue, cough medicine; or any type or form of intoxicating liquor or alcohol at school, school sponsored activities, or while truant after being at school. This includes substances that have been misrepresented as one of the above.
8. Stealing or extortion
9. Inappropriate or distracting dress, which disrupts the education process in the classroom.

10. Any violation of state, federal, or local laws or ordinances.
11. Distribution or possession of matter or literature on school property that has not been approved by the school superintendent
13. Possession or use of any form of tobacco/vape. Smoking, dipping, vaping, or chewing will not be permitted on or near the school building or grounds.
14. Hazing or harassment by any group and/or any individual in the Noble Schools.
15. Cheating on homework or examinations.

These standards will prevail while students are on school premises, riding school buses, attending any school-sponsored activity, or while in transit to and from school. This list is not an all-inclusive list, but only an example of unacceptable behaviors for students at Noble High School. In addition, it is the responsibility of the student to return all school property (textbooks, uniforms, etc.). Students will be required to pay for any damaged items or items not returned. Privileges may be revoked for failure to comply.

ELECTRONIC DEVICES AND PERSONAL PROPERTY

Electronic devices such as iPods, cell phones, guitars, games- are the sole responsibility of the owner, if students choose to bring any of these types of items to school; Noble High School will not be responsible for any damage or theft of such items. Any use within the classroom is not permitted. Electronic Devices should be put away and not used during instructional times.

WIRELESS TELECOMMUNICATION DEVICES

Telecommunication devices may be used before school, during passing periods, at lunch, after school, but not in the classroom. They may also be used at evening school sponsored events. These devices will be confiscated by school employees when they are heard or seen being used during unauthorized times. Students will

be allowed to retrieve their cell phones at the end of the school day on their first offense. From that point on, parents will be required to pick up the phone in person and sign a form showing the number of times the cell phone has been confiscated. The second and third violations will result in students being assigned Saturday School or ISD for each violation. Any further violations will result in a suspension and a required parent conference. The use of cell phones for cheating or inappropriate behavior in the school, on the bus, in locker rooms, etc., will be dealt with harshly. Discipline may include up to suspension, expulsion and law enforcement being notified.

HEAD LICE

If a student is sent to the office with live lice or brown nits, the student will be removed from the classroom and the parent/guardian will be called to pick up the student. The student will not be allowed to ride the bus to or from school or be readmitted to school until the student is properly cleared to return. After the infested person(s) and the home has been properly treated as recommended, the child will be required to be checked for lice before returning to school by a health professional. The child must provide the release form with them when returning to school.

The empty treatment container should be taken to the health facility so they will know what product has been used for their records. The Cleveland County Health Department (321-4048) will check for head lice on Monday-Thursday between 8 am and 4 pm. They reserve the right to close the clinic early based on the availability of staff to care for the number of clients reporting to the clinic. After the check, the parent will receive a completed form stating if the child is free of lice or nits which is required to return to school. The school

administrator has the option to allow the child to return based on their observation when the parent proves a hardship exists. If a student has recurring lice problems, it will be up to the discretion of the office personnel to request a release from a doctor or health professional stating that the student has been treated and is free of lice. The school has the right to contact the Department of Human Services if the problem is not solved.

SEARCH AND SEIZURE

According to the law of Oklahoma, the superintendent or school principal of any public school in the state of Oklahoma, any teacher, or security personnel, shall have the authority to detain and authorize the search of any pupil or pupils on any school premises or while in transit under the authority of the school or any function sponsored or authorized by the school, for dangerous weapons or controlled dangerous substances, as defined in the uniform controlled dangerous substances act, and hereinafter referred to as controlled substances that might be in their possession, including the authority to authorize any other persons they deem necessary to restrain such pupil or to preserve any dangerous weapons, or controlled dangerous substances, intoxicating beverages, low-point beer, or missing or stolen property. Student searches may be made based on a reasonable suspicion of a violation of school rules and /or state or federal law by a student. Contraband and other property unauthorized to be on school property or school sponsored activities will be seized for evidentiary purposes in a school hearing and/or legal hearing. **Students that drive and park their vehicle on the school campus are advised that their vehicle may be searched by administrators, campus security, police, law enforcement agencies and or drug-sniffing dogs or dogs searching for bombs or other contraband or illegal substances. This includes the interior and exterior of the vehicle**. Lockers are school

property and are subject to a search at any time.

SATURDAY SCHOOL

A student may be placed in Saturday School for violations of the Noble High School discipline or attendance policies. This form of punishment serves as an alternative to out-of-school suspension. Saturday School will only be assigned by the principal or his designee. A student who is assigned Saturday School may be ruled ineligible to participate in school activities until the disciplinary action has been served. Saturday School will be from **8:00 a.m. to 12:00 p.m. on designated Saturdays.**

SUSPENSION

A student may be temporarily suspended, which shall be defined as exclusion from classroom instruction, by the principal, asst. principal, or the principal's designated representative under the procedure hereinafter set forth. Upon being brought to the attention of the principal, asst. principal, or his designated representative that a student has allegedly committed certain acts, an informal conference will be held between the student and the principal, asst. principal, or his designated representative. At the conference, the student shall be informed of that which he/she is accused of violating, and they will be advised specifically of what they are accused of doing and what the basis of the accusation is. In the event the student denies these charges, they shall be explained the evidence the school authorities have and shall be given the opportunity to present any information or explanation concerning the incident.

After discussing the charges in detail and considering the explanation, if any, furnished by the student, the principal and his designated representative shall determine if the student is, in his opinion, guilty of those charges. If he/she so determines, the principal, asst. principal, or his designated representative shall have authority to administer a temporary suspension for whatever time period he deems is warranted, taking into consideration the

severity of the violation. The administrator will notify the parent or guardian of the punishment. **At no time during suspension, shall student be on school premises, events, or at activities.** Upon completion of the specified suspension time, the parent or guardian may be required to accompany the student to school to be reinstated by the principal, asst. principal or designee. * **The student must report to an administrator/counselor upon returning to school to complete a return to school plan.**

Statutory Reasons for Long Term Suspension

Any act that is considered to be a threat to the Health, Safety, and Welfare of the Faculty, Staff or Student Body of Noble High School.

Violations of the regulations of Noble Public Schools.
Adjudication as a delinquent for an offense that is not a violent offense (note: a violent offense includes those offenses that are exceptions to the term "non-violent offenses" in Oklahoma criminal laws. Also, violent offenses include the offense of assault with a dangerous weapon but not assault.).
Possession, selling, distribution or under the influence of an intoxicating beverage, low-point beer, device, or missing or stolen property if the property is reasonably suspected to have been taken from a student, a school employee, or the school during school activities; and
**Possession of a dangerous weapon or a controlled dangerous substance (see: uniform controlled dangerous substances act). Possession of a firearm shall result in out-of-school suspension of not less than one year.

Noble High School will consider all options, including reassignment to another setting before a student is suspended out of school. House Bill 2130 mandates that an individual educational plan is provided to all students suspended for five (5) days or more.

Possession Drug Suspensions

Students who are suspended for more than 10 days **on a first offense** for possession of drugs can have the suspension reduced by providing verification of enrollment into a certified drug counseling program. This does not apply to distribution or multiple offense suspensions.

VISS (Virtual School Suspension) Placement

Students could be placed in a Virtual In school suspension mode depending on length of suspension. Student will be suspended, but will work from virtual setting. Students will be expected to maintain work and have work completed upon return to regular class setting.

**The section of House Bill 2130 mandating an education plan states that it "shall apply to students who are suspended out-of-school for more than 5 days and who are guilty of acts listed in subparagraphs 1, 2, 3, and 4 . . .of this section." The paragraph excludes part 5 (possession of dangerous weapon, controlled dangerous substances, and possession of a firearm). Acts falling in category E do not require an education plan.

Suspension Appeals/ Student Due Process

In disciplinary cases where the building principal has determined that a student should be suspended from school, the student and/or parent/guardian has the right to request an informal due process hearing. Upon receipt of such a request, the principal will arrange a conference at a time, during which the student's parent/guardian will be able to attend. Such hearing will be held within three (3) school days of date of punishment.

If the student and or the parent/guardian are not satisfied with the decision rendered in the hearing, he/she may request a hearing before the Superintendent of Schools and or his designee. Such hearing will be conducted within five (5) school days of the first hearing. The Superintendent will notify the parent or guardian of the decision within three (3) days of the hearing.

The Noble Board of Education appoints a standing committee to be known as the "Suspension Appeals Committee" whose responsibility is to conduct an appeal hearing of short-term suspensions of ten (10) days or less.

The Committee will conduct an appeal hearing only after students and or parents/guardians have exhausted their appeals through the Superintendent of Schools and have requested an appeal in writing. The committee shall, upon full investigation of the matter, determine the guilt or innocence of the student and reasonableness of the suspension. The Committee may uphold, overturn or modify the decision of the building principal and Superintendent of Schools. The decision of the Committee is final and may not be appealed.

Committee members will consist of the principal or assistant principal of each building and the Superintendent of Schools. The building principal whose decision is under appeal will not vote in the hearing and the Superintendent, who will conduct the hearing, will vote only when necessary to break a tie.

Should the student and/or the parent/guardian wish to appeal the decision of the Superintendent, a request for appeal hearing must be made in writing within five (5) days of notification of the decision. Appeals will be heard by the Board of Education in cases of long-term suspensions of greater than ten (10) days duration.

SUSPENSION OF STUDENTS (REGULATION)

In accordance with the policy of the board of education, the following regulation shall govern the suspension of students from school.

The authority to suspend a student from a school in the school district is delegated to the respective building principals.

1. Any student may be suspended for:
    - Acts of immorality

- Violations of policy or regulations
- Possession of an intoxicating beverage, low-point beer (37 O.S. §163.2) (See policy FNCE)
- Possession of missing or stolen property if the property is reasonably suspected to have been taken from a student, a school employee, or the school during school activities
- Possession of a dangerous weapon or a controlled dangerous substance (Uniform Controlled Dangerous Substances Act) (See policies FNCE and FNCGA)
- Possession of a firearm may result in out-of-school suspension of not less than one year (See policy FNCGA)
- Any act which disrupts the academic atmosphere of the school endangers or threatens fellow students, teachers, or officials, or damages property.
- Adjudication as a delinquent
- Students in grades six through twelve found to have assaulted, attempted to cause physical bodily injury, or acted in a manner that could reasonably cause bodily injury to a school employee or person volunteering for a school shall be suspended for the remainder of the current semester and the next consecutive semester. The term of the suspension may be modified by the school district superintendent on a case-by-case basis.

2. A full suspension shall not extend beyond the present semester and the succeeding semester except for violations of the Gun-Free Schools Act which provides suspensions for up to one calendar year or longer. (See policy FNCGA.)
3. Except under circumstances that require the immediate removal of a student or students, the parent(s) or legal

guardian(s) shall be informed before a student is released from school.

4. Any student who has been adjudicated as a delinquent and has been removed from a public or private school in this state or any other state for such act, will not be enrolled in a regular classroom setting in the district but may be provided an alternative education solution until such time as that student no longer poses a threat to self, other students, or faculty.
5. Students suspended out-of-school who are on an individualized education plan pursuant to IDEA, P.L. No. 101-476, shall be provided the education and related services in accordance with the student's IEP.
6. A student who has been suspended for a violent offense that is directed towards a classroom teacher shall not be allowed to return to that teacher's classroom without the approval of that teacher.

Procedural Steps to Suspension

Before a student is suspended from school, the principal of that school shall consider and apply, if appropriate, alternative in-school placement options that are not to be considered suspensions. Such placements can include an alternative school setting, reassignment to another classroom, or in-school detention. If such alternate placement is rejected, written justification must be placed in the student's permanent record.

1. Probation. A student may be placed on probation with or without additional disciplinary action. If probation is elected by the principal as a suitable alternative to suspension, both the student and the parent(s) shall be notified of the probation and the reasons therefor.
2. In-school placement is an alternative to out-of-school suspension. In-school placement will be imposed by the student's principal and the student will be placed in a supervised, structured environment. This placement

will not be considered suspension and may include an alternative school setting, reassignment to another classroom, or in-school detention. Both the student and the parent(s) shall be notified of the placement, the reasons therefor, and the right to appeal the placement to the suspension appeals committee.

3. Out-of-school suspension.
   A. Both the student and the parent(s) shall be notified of the suspension, the grounds therefor, and the right to appeal the suspension.
   B. If a student is suspended out-of-school for five (5) days or less the district may provide an education plan. If a student is suspended for more than five (5) days and is found guilty of acts as described above, the school administration shall provide the student with an education plan designed for the eventual reintegration of the student into school which provides for the core units in which the student is enrolled. The minimum core units shall consist of English, mathematics, science, social studies. The plan shall set out the procedure for education and shall address academic credit for work satisfactorily completed. A copy of the plan shall be provided to the student's parents or guardian, and the parents or guardian shall be responsible for the provision of a supervised, structured environment in which the parent or guardian shall place the student and bear responsibility for monitoring the student's educational progress until the student is readmitted to school.

Appellate Procedures

Suspension Appeals Committee

A suspension appeals committee is hereby established which will consist of three administrators or teachers or a

combination thereof. The members of the committee shall be appointed by the superintendent and may include the superintendent. However, any member of the committee who initiated a suspension in a case shall be excused from the committee during any appeal of that particular case.

Appellate Procedures

1. Any student who has been suspended for ten (10) days or less under the steps listed above, or the student's parent(s), may appeal the suspension to the suspension appeals committee. The following procedures shall govern the appellate process:
   A. The student, or the student's parent(s), shall notify the superintendent within ten (10) days following the suspension or the notice of the intent to suspend of their intent to appeal the suspension.
   B. Upon receiving notice of a student's intent to appeal, the superintendent shall advise the suspension appeals committee. The suspension appeals committee shall hear the appeal within ten (10) days from the date the notice of intent is filed with the superintendent. The superintendent, at his/her discretion, may permit the suspended student to attend classes pending the outcome of the appeal.
   C. During the hearing of the appeal before the suspension appeals committee, the student or the student's parent(s) shall have the right to provide evidence as to why the suspension, or the duration thereof, is inappropriate. The student shall not have the right to be represented by legal counsel unless the school district is represented by legal counsel.
   D. The suspension appeals committee shall determine the guilt or innocence of the student, and the reasonableness of the term of the suspension. The

suspension appeals committee may uphold, overrule, or modify the suspension. The student and the student's parent(s) shall be notified within five (5) days of the decision.

E. The decision of the suspension appeals committee shall be final.

2. Any student who has been suspended for greater than ten (10) days under the steps listed above, or the student's parent(s), may request a review of the suspension with the administration. If the administration does not withdraw the suspension, the student shall have the right to appeal the decision to the hearing officer. The following procedures shall govern the appellate process:

   A. The student, or the student's parent(s), shall notify the superintendent within ten (10) days following the suspension or the notice of the intent to suspend of their intent to appeal the suspension.

   B. Upon receiving notice of a student's intent to appeal, the superintendent shall advise the hearing officer. The hearing officer shall hear the appeal within ten (10) days from the date the notice of intent is filed with the superintendent. The superintendent, at his/her discretion, may permit the suspended student to attend classes pending the outcome of the appeal.

   C. During the hearing of the appeal before the hearing officer, the student or the student's parent(s) shall have the right to provide evidence as to why the suspension, or the duration thereof, is inappropriate. The student shall not have the right to be represented by legal counsel unless the school district is represented by legal counsel.

   D. The hearing officer shall determine the guilt or innocence of the student, and the reasonableness of

the term of the suspension. The hearing officer may uphold, overrule, or modify the suspension. The student and the student's parent(s) shall be notified within five (5) days of the decision. The decision of the hearing officer shall be final.

NOTE: 70 O.S. §24-101.3 (E) states that a student who has been suspended from a public or private school in the state of Oklahoma or another state for a violent act or an act showing deliberate or reckless disregard for the health or safety of faculty or other students shall not be entitled to enroll in a public school of this state, and no public school shall be required to enroll such student, until the terms of the suspension have been met or the time of suspension has expired.

VISITORS

Students will not be permitted to bring guests to class or on school grounds at any time during the school day. Visitors to extracurricular events such as dances may be allowed if the sponsor and group requests permission in advance from the school administration. Students may not have food delivered to the school premises by any delivery service.

SCHOOL DISRUPTION

It shall be unlawful and shall constitute incitement to riot for a person or persons, intending to cause, aid, or abet the institution or maintenance of a riot, to do an act or engage in conduct that urges other persons to commit acts of unlawful force or violence, or the unlawful burning or destroying of property, or the unlawful interference with a police officer, peace officer, fireman or a member of the Oklahoma National Guard or any unit of the armed services officially assigned to riot duty in the lawful performance of his duty.(Oklahoma State Law 1969. C.89, 2, March 25, 1969).

TELEPHONE

The telephone in the office is for school business. **Students will not be called from classes to answer a telephone call**.

Parents must refrain from calling and leaving messages for students that could have been taken care of at home. In the case of an emergency, we will deliver a message to the student.

VEHICLES ON CAMPUS

Any student who operates a motor vehicle on campus must abide by the rules established by the high school administration for operating such vehicles. Student parking is restricted to the area south of the main entrance of the school. Students are not to leave campus during the time classes are in session, unless permission is received through the principal's office. Students who violate the campus vehicle policies are subject to disciplinary action, which may include detention, fines, suspension, or the vehicle being towed away. Students must be legally parked in order to avoid receiving a parking citation. Students must register their vehicles with the office. Proof of insurance, a copy of the driver's license, and $10.00 will be required to obtain a parking permit. The permit must be displayed properly. Vehicles that do not have parking permits may not be parked on school property. Students involved in any vehicular misconduct may be restricted from parking on campus and prohibited from driving a vehicle on school grounds, and also subject to being cited by school personnel or law enforcement authority. **Driving a vehicle on campus is a privilege and may be revoked at any time by school administration.**

PARKING POLICY

The following guidelines exist to help ensure the safest and most efficient use of our parking facilities. This is not an all-inclusive list; the administration reserves the right to revoke a student's parking permit for disciplinary reasons. Student parking rules, regulations, and criteria will be reviewed/revised throughout each semester to evaluate space, safety, need, etc. Students are expected to follow all guidelines

within the Noble High School Handbook for maintaining a safe and orderly environment.

1. **Driving to school is a privilege, not a right**. Buses are available for all students within the Noble High School attendance zone. To be eligible to purchase a parking permit, meet student parking guidelines from the previous school year and return this form with the proper signatures.

2. In accordance with NHS Policy and State Law, students and visitors parking on Noble's campus have consented to a reasonable search of their vehicles. Possession of any contraband items in a vehicle will be construed as possession by the driver/owner of subject vehicle and may result in out of school suspension, loss of driving privileges, and possible referral to the Noble Police Department.

3. All parking permits will cost $10.00 There will be no refunds.

4. **At the time of purchase** all drivers must produce:
    a. Valid driver's license
    b. Vehicle Tag#
    c. Proof of Insurance

6. If, for any reason, you must drive a vehicle to school that is different than the vehicle for which you have a permit, you must, remove your permit from registered vehicle and place in temporary vehicle. You must inform the office that a temporary vehicle is being driven. Failure to inform the office may result in disciplinary action and loss of your parking permit.

7. If you permanently change vehicles or license plates you must see the administrative immediately to have the information changed in our computer. Failure to update vehicle information may result in disciplinary action and loss of your parking permit.

8. Parking permits are labeled with a row and space number. You must park in your assigned space. The student who registered for the parking permit must be driving the car with the stickers displayed. Removal or

altering of parking stickers is not allowed and may result in disciplinary action and loss of your parking permit.

9. The parking lots are off limits to all students during the day. You must get a pass from a teacher or administrator prior to going to your car. If you are in the parking lot for any reason (getting books, getting your lunch, bringing something out to your car, etc.) without a pass, you will face administrative disciplinary action for being **OUT OF AREA** which may include loss of parking privileges**.**

10. The administration has the right to search any vehicle on campus.

11. Students are responsible for their vehicles and their contents.

12. Vehicles should be kept locked at all times. Noble High School will not accept responsibility for anything stolen out of vehicles, any damage done to vehicles while parked on campus, or any vehicles stolen while parked on campus.

13. Any accident that takes place in the NHS parking lot needs to be reported to the office immediately.

The following consequences will result if a student parks illegally on campus:

IF A STUDENT HAS A PARKING STICKER BUT PARKS IN THE WRONG SPACE:

FIRST OFFENSE

- A warning notification will be placed on the driver side window indicating the violation.

SECOND OFFENSE

- You may lose your parking privileges for up to 30 calendar days.

THIRD OFFENSE

- You may lose your parking privileges for up to 60 calendar days.

IF A STUDENT DRIVES AND PARKS ON CAMPUS WITHOUT PURCHASING A PARKING STICKER OR OBTAINING A TEMPORARY PARKING PERMIT:

FIRST OFFENSE

- You will be required to attend one day of Saturday School or one day ISD.

SECOND OFFENSE

- You will be required to serve five days of ISS.
- You will lose driving privileges for 30 calendar days; after which, eligible students will be allowed to apply for a permit.

THIRD OFFENSE

- Your car will be towed at your expense.
- You will lose parking privileges indefinitely.

OTHER VIOLATIONS WHICH MAY RESULT IN LOSS OF PARKING PRIVILEGES AND/OR OTHER DISCIPLINARY ACTION:

- Any student who leaves campus without permission for any reason
- Aiding other students in leaving campus without permission
- Reckless and/or unsafe driving while on campus by: passing illegally, driving on the grass, not yielding to the buses, or any other type of careless driving (the speed limit for the Noble campus is 10 mph)
- Students illegally obtaining (buying or receiving stickers from another student without directly purchasing the permit from Noble), distributing, or trading parking stickers
- You may not let someone else use your parking sticker for any reason

In accordance with the Student Handbook and/or Noble High School regulations, parking penalties may be incurred for any violations. Examples of these types of infractions are: cutting school/classes, habitual tardiness to class or school, disruptive behavior, etc.

WEAPONS

Any student found to be in possession of a weapon of any type may face a suspension of up to one calendar year or the maximum allowed by state law.

TECHNOLOGY CENTERS

Technology center schools are extensions of the local high schools. While attending an area tech center, students earn units of credit, which count toward meeting local and state requirements for graduation. Discipline issues occurring at either the Technology Center or at Noble High School will be honored by each site.

CREDIT FOR LEARNING

Upon the request of a student, parent, guardian, or educator, a student will be given the opportunity to demonstrate proficiency in one or more areas of the core curriculum. Contact a school counselor for more information.

GUIDANCE SERVICES

Guidance services are offered to all of Noble High School through our guidance counselors, others of the administration, staff, and faculty. The basic goal is to assist the student to achieve to the level of his/her capacity, to meet and solve problems, and to plan actions more wisely in the full light of all the facts available. The following services and materials are available in the

counselor's office: enrollment, vocational information, career guidance, and college information.

SCHOLARSHIPS

Institutional scholarships and grants are available at many colleges and universities. Many organizations and firms also make scholarships available to high school graduates. Information regarding all types of scholarships is available in the counselor's office. Announcements regarding scholarships are made periodically to seniors through notices in the daily bulletin.

ACTIVITY CALENDAR

Organizations wishing to place activities on the school calendar must have approval from the school administration.

PRINCIPAL'S HONOR ROLL

The Principal's Honor Roll will include all students who maintain at least a 3.0 G.P.A.

SUPERINTENDENT'S HONOR ROLL

The Superintendent's Honor Roll will include all students who maintain at least a 4.0 G.P.A.

CLASS OFFICER REQUIREMENTS

1. Minimum 3.00 cumulative grade point average.
2. Must not have failed any class the preceding semester.
3. Must have 90% attendance the preceding semester.
4. Students must not have suspensions or major disciplinary issues.

ACTIVITIES ABSENTEE POLICY

The Noble Board of Education recognizes the importance of activities in the education program. However, regular class attendance is a prerequisite for students to achieve the maximum educational experience. **Students may not miss a class more**

than ten (10) times in a school year for excused school sponsored activities. Students will only be allowed to apply for five (5) additional days of Activity Absences per school year. Activity Absence extension request forms are available in the main office.

The attendance record of the student and the student's grade in each class will largely determine if the student should be allowed to participate in the activity. Students must also make prior arrangements with teachers for make-up work in order to attend the activity. State and nationally sponsored activities are exempt from the above regulations. The guidelines of the Oklahoma Secondary School Activities Association will determine what constitutes a state and/or national activity.

ACTIVITY ELIGIBILITY

A student must pass five classes at the end of each semester to be eligible for activities. After each semester, eligibility for participation will be determined on a weekly basis. **This policy will apply to all extracurricular activities including dances, proms, etc.** Participation will be denied if he/she fails any class or combination of classes two (2) consecutive weeks.

ACTIVITY ATTENDANCE POLICY

A student must be present at school for at least four periods of the school day to be eligible to participate in that day's activity. Exceptions will be evaluated on an individual basis by school administration. However, the school should be contacted if this type of situation arises prior to the student's absence.

ACTIVITY TRANSPORTATION POLICY

Noble High School students must use school transportation when traveling to all practices, games, contests, etc. In some cases parents may request for their child to ride with them on the return trip. The sponsor or coach must approve exceptions.

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ACCIDENT INSURANCE: STUDENTS

It is the policy of the Noble Board of Education to select a reputable insurance company through which patrons may purchase accident insurance for their children. A packet will be available for each student during the first week of classes. The purchase of such insurance is entirely within the discretion of parents; however, students playing nine through twelve football must provide evidence of insurance coverage. Public schools may not legally pay insurance premiums or medical bills for students. **(Noble Board of Education, Policy FFD)**

ATTENDANCE POLICY

The board of education believes that attendance in regularly scheduled classes is a key factor in student achievement. Thus, any absence from those classes represents an educational loss to the student. The board recognizes, however, that the co-curricular program of the school also has educational benefit. Therefore, it is the policy of the board to minimize absenteeism from regular classes while providing students the opportunity to participate in co-curricular activities.

(38 Oklahoma Statute 37; Noble Board of Education, Policy FDC-R1)

NHS Attendance/Tardiness

When a student is absent from school, it is the responsibility of the parent or guardian to contact the school. If the school has not been contacted by the parent/guardian, the student will receive an unexcused absence for that day or period. All court, doctor, or dental appointments will require a note from that agency for the absence to be excused and **must be turned in within 48 hours of the absence**.

If a student has more than 10 absences per semester they will receive an "F" for the semester if that was the grade earned. If a student successfully passes the course but has more than 10 absences, the student will receive an “NC” (No Credit) on their transcript for that course. All absences, excused or unexcused,

medical, religious ceremonies, etc., count toward the 10 absences per semester limit except for school activities. Attendance is critical for students to receive the instruction they need to be successful. Please make sure your child is in school on every possible day. Attendance rates have been declining during the last few years and this has contributed to many students losing credit for a class or classes. Illness or serious illness of immediate family, death in family or close relative, doctor or dental appointments, driver's license testing, required court appearances, school sponsored activities, educational trips, religious holidays and pre-arranged family trips are the only excused absences that will be accepted and only then if your parents call the school and/or a signed note is on file in the attendance office. Your parents will be called if they do not call the school. There will be an attendance committee of five staff members to hear appeals for any student that has exceeded the (10 absence) limit.

Excused absences allow the student to make up work missed. The number of days to make up the work will coincide with the days missed plus one. ***It is the responsibility of the students, not the teacher, to plan for make-up work.***

Unexcused absences will be given for absences that are not listed above. **If student is absent due to unexcused absence or placed in VISS (Virtual suspension mode), student is expected to stay current with work and is to be completed upon return**. **Any unexcused absence may result in a truancy citation and court appearance.**

Tardies are from the last bell to 14 minutes into the period. Entering the classroom 15 minutes after the last bell will result in an unexcused absence. Every 3 unexcused tardies per class equals one unexcused absence. This is cumulative for the semester.

Once a student accumulates five tardies for a nine (9) week grading period, they will be placed on the Do Not Release List. The process of accumulating tardies for the DNR List will be reviewed at the six- and twelve-week marks.

COMPLIANCE WITH FAMILY EDUCATION RIGHTS AND PRIVACY ACT OF 1974

Statement of Rights

Parents and eligible students have the following rights under the Family Education Rights and Privacy Act:

1. The right to inspect and review the student's educational record.
2. The right to exercise a limited control over other people's access to the student's education record;
3. The right to seek to correct the student's education record, in a hearing, if necessary;
4. The right to report violations of the FERPA to the Department of Education; and
5. The right to be informed about FERPA rights.

Procedures to Inspect Education Records

The parent of a student or an eligible student may inspect the student's education records upon request. In some circumstances, it may be mutually more convenient for the record custodian to provide copies of records. (Copy fees may apply.)

Since a student's records may be maintained in several locations, the school principals will offer to collect copies of records or the records themselves from locations other than a student's school, so they may be inspected at one site. However, if a parent or eligible student wishes to inspect records where they are maintained, school principals will make every effort to accommodate the wishes.

The principal (or other record custodian) will contact the parent of the student or the eligible student to discuss how access will be best arranged. The school administrator, or designee, may be present during the time the records are being reviewed.

The principal (or other record custodian) will make the needed arrangements as promptly as possible and notify the parent or eligible student of the time and place where the records may be

inspected. This procedure must be completed in 45 days or less from the receipt of the request for access.

If for any valid reason, such as working hours, distance between record location sites, or health, a parent or eligible student cannot personally inspect and review a student's education record, the school district will arrange for the parent or eligible student to obtain copies of the record. (Copy fees may apply.)

When a record contains information about students other than a parent's child or the eligible student, the parent or eligible student may not inspect and review the records of the other students.

Use of Student Education Records

To carry out their responsibilities, school officials will have access to student education records for legitimate educational purposes. The school district will use the following criteria to determine who are school officials. An official is:

1. A person duly elected to the school board;
2. A person certified by the state and appointed by the school board to an administrative or supervisory position;
3. A person certified by the state and under contract to the school board as an instructor;
4. A person employed by the school board as a temporary substitute for administrative, supervisory, or instructional personnel for the period of his or her performance as a substitute; or
5. A person employed by, or under contract to, the school board to perform a special task such as a secretary, a clerk, the school board attorney or auditor, for the period of his or her performance as an employee or contractor.

School officials who meet the criteria listed above will have access to a student's records if they have a legitimate educational interest in doing so. A "legitimate educational interest" is the person's need to know in order to:

1. Perform an administrative task required in the school employee's position description approved by the school board;

2. Perform a supervisory or instructional task directly related to the student's education; or
3. Perform a service or benefit for the student or the student's family such as health care, counseling, student job placement, or student financial aid.

Procedures to Seek to Correct Education Records

The parent of a student or an eligible student has a right to seek to change any part of the student's record believed to be inaccurate, misleading, or in violation of student rights. (NOTE: under the FERPA, the district may decline to consider a request to change the grade a teacher assigns for a course.)

For the purpose of outlining the procedure to seek to correct education records, the term "incorrect" will be used to describe a record that is inaccurate, misleading, or in violation of student rights. The term "correct" will be used to describe a record that is accurate, not misleading, and not in violation of student rights. Also, in this section, the term "requester" will be used to describe the parent of a student or the eligible student who is asking the school district to correct a record.

To establish an orderly process to review and correct an education record for a requester, the district may decide to comply with the request for change at several levels in the procedure. **(Reference: Noble Board of Education, Policy FL-R)**

DISTRICT ASBESTOS STATUS

In compliance with the Asbestos Hazard Emergency Response Act (AHERA) all buildings located on the campus of Noble Public Schools have been re-inspected for Asbestos containing materials. This Re-inspection was done by accredited Department of Labor Inspectors. Based on the Re-inspection, Asbestos Containing Building Materials (ACBM) were found in a few locations. In its present condition, these ACBM’s are non-friable. Noble Public School will continue to maintain this material as in the past and report any changes in the condition of

this material to the Asbestos Coordinator. The management plan for the Noble Public-School District is available for review in the Office of the Superintendent.

DRESS CODE

The Noble Board of Education believes that the majority of the students in the public schools recognizes their own individuality and has no need to express themselves in extreme dress or grooming styles. Generally, dress and grooming standards as determined by the students and their parents will not be questioned. The only requirements the board of education insists upon are that students' dress and grooming shall not lead school officials to reasonably believe that such dress or grooming will disrupt, interfere with, or detract from school activities, or create a health or other hazard to the student's safety or to the safety of others. Additionally, any clothing that interferes with the education function entrusted to the board of education is prohibited. **(70 Oklahoma Statute 6-114 (C); Noble Board of Education, Policy FNCA-R)**

In accordance with the policy of the board of education, the following regulation shall establish a dress and grooming code for the Noble Public-School system. The building administrator shall have the authority to determine the appropriateness of any attire not specifically addressed below. In deciding, the administrator shall consider whether the clothing and/or accessory presents a safety hazard, is revealing, or may be reasonably believed to disrupt the teaching or learning environment. Attire that disrupts the educational process is prohibited.

The following dress code will be in effect for all students:

1. Skirts and Dresses: The skirt or dress must be within two inches of knee length while shoulders are relaxed and must not be revealing, disruptive or distracting to the educational process. Skirt openings must not be

more than two inches above the knee. Dresses may be sleeveless if they have fitted armholes. Mini skirts are not allowed.

2. Tops: Any shirt, blouse, sweater, or top may be worn with the following conditions:
    - Sleeveless Tops must have fitted armholes and not be revealing or show undergarments. Spaghetti straps, tank tops, muscle shirts, strapless tops, halter tops, racer back tops are not allowed.
    - Nothing translucent, sheer, of mesh, fishnet or revealing may be worn.
    - All tops must be properly buttoned and may not expose the midriff when arms are raised from the side. Tops that expose undergarments are not permitted.
    - Tops, dress and sleeve openings, must not expose undergarments, chest, breast, cleavage or any part of the torso. Tops may not have any type of plunging neckline.
3. Pants: Pants, jeans or slacks that are neat and clean are acceptable.
    - Pants that drag the floor are not allowed. Pants that are cut, slit, or have holes above mid-thigh are not allowed. Pants that have been patched are acceptable.
    - Form fitting pants, skintight jeans, leggings, and jeggings are not allowed as an outer garment. They may be worn as an undergarment as long as the outer garment reaches within two inches of the knee. Pajama pants are not allowed.
    - Sagging is not permitted at any time. Pants may not be worn low exposing the torso, back or undergarments.

4. Shorts: Shorts that are within two inches of the knee are acceptable for school dress.
    - Shorts that are cut, slit, or have holes are not allowed.
    - Form fitting shorts, biker shorts, spandex and mini shorts, such as Soffes, are not allowed.
5. Shoes: Shoes must be worn at all times. Different programs require different types of shoe types. Students will be informed by their teachers as to the requirements for the particular class or program they are in. House Shoes, Shoes with rollers, wheels, or skates are not allowed.
6. Accessories: Accessories which are not acceptable include the following:
    - Head coverings are permissible in common areas but not in the classroom during instructional times. Failure to comply may result in disciplinary action. Administration reserves the right to adjust the policy based on circumstances and/or special events. (ex. Testing)
    - Wearing, possessing, using, distributing, displaying, or selling of any clothing, jewelry, emblems, badges, symbols, signs, graffiti, or other items that are evidence of membership in or affiliation with a gang are prohibited.
    - Chains, Wallet chains, Biker chains, Collars, Fishhooks, Jewelry such as earrings with loops that could pose a safety issue are prohibited.
    - Trench coats and other full-length coats are prohibited.
7. Insignias, Monograms, Prints or Patches: Lettering or any type of sew-on patch, decal, print, insignia, or design that conveys crude, vulgar, profane, violent,

death-oriented, gang related, anything deemed to be insensitive in nature, sexually explicit or sexually suggestive messages or any advertising of tobacco, alcohol drugs or drug paraphernalia are specifically prohibited.

8. Makeup, Tattoos and Brands: Facial make-up, tattoos, brands, or other body decorations whether temporary or permanent, that convey crude, vulgar, profane, violent, death-oriented, gang related, sexually explicit or sexually suggestive messages or advertise tobacco, alcohol, drugs or drug paraphernalia are specifically prohibited.
9. Clothing that is purposefully ripped, torn, and or cut in a manner that causes a distraction to the operation of the school and the educational process or is a safety risk is prohibited.
10. Activity/Spirit Days: Teams are allowed to wear uniforms as long as they are compliant with the dress code. Any uniform that in itself does not comply with the school dress code must be worn underneath proper outerwear. Exceptions to the dress code for special activities must be approved in advance by the school administration.
11. Exceptions to the dress code may be authorized by the building administrator or designee for a specific school-related activity on a case-by-case basis.
12. The dress code for Noble Public Schools is a minimum requirement dress code. Students are encouraged to dress in a professional manner above and beyond the dress code.
13. A Dress Code Log will be kept at each site documenting the name of the offender, the violation type and the date of the violation. All head principals will complete a year-end Dress Code Log Report showing total numbers only of singular and repeat student violators as well as

the types of violations recorded in their site log. All year-end site reports will be submitted to the superintendent and the school board. Student names will not be listed or reviewed. In addition, the school board reserves the right to solicit year-to-date site Dress Code Log Reports at any time during the school year.

Any student found out of compliance with the Noble Public Schools Dress Code will be sent to an administrator for resolution. Students will be given the option to change to appropriate clothing or have parents bring acceptable clothing. The parent will have an acceptable amount of time to provide the change of clothes. If a parent in unable to do so, the student will be sent to ISD room or may be sent home. Students will be allowed to return to school/class after clothing has been changed and is compliant with the dress code.

Parents will be notified each time a student is in violation of the Dress Code if the issue is unable to be corrected on site. Parents will always be notified when repeat violations occur. Communication with parents will occur from the school office in these situations. Repeat offenses will result in the Disciplinary Process being followed according to the school site handbook. All disciplinary actions will be adjudicated in a private and confidential manner.

1. 1st Offense – Counsel/change of attire
2. 2nd Offense – 5 days detention or Community Service
3. 3rd Offense – Possible OSS

The Dress Code policy for Noble Public Schools will be reviewed on a regular basis and will be updated and modified at the discretion of the Noble Public Schools Board of Education.
(Noble Board of Education, Policy FNCA and FNCA-R)

DRUG-FREE SCHOOLS

It is the policy of the Noble Board of Education that in recognition of the clear danger resulting from illicit drug and alcohol abuse and in good faith effort to promote the health, safety, and well-being of students, employees, and the community, the board has implemented a developmentally based drug and alcohol education and prevention program for grades Kindergarten through twelve (K-12).

Students are hereby notified that the use, possession, or distribution of illicit drugs and alcohol is wrong and harmful. Therefore, standards of conduct that are applicable to all schools in this district, prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol by students on school premises or as part of any of its activities.

Disciplinary sanctions will be imposed on students who violate standards of conduct required by this policy. Such sanctions will be consistent with local, state and federal laws, up to and including probation, suspension, and expulsion, as well as referral for prosecution. Completion of an appropriate rehabilitation program may also be recommended.

Information about drug and alcohol counseling and rehabilitation and reentry programs will be made available through the school office.

The standards of conduct and the disciplinary sanctions imposed by this policy includes the following: "The Drug Free Schools and Communities Act Amendments, P.L. 101-226 requires that State, as well as local educational agencies, must certify that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees." (Federal Regulations can be examined through the school office.)

Parent/Guardian signature certifies receipt of a Student Handbook of Guidelines and Policies for Students and Parents

which includes district policy relating to adoption and implementation of a drug prevention program for students. ("Public Law 101-226; 70 Oklahoma Statute 1210.221, et sequence; Noble Board of Education, Policy FNCF)

CROSS-REFERENCE: Policy DCC, Drug-Free Workplace; Police FFB, teaching about Drugs, Alcohol, and Tobacco; Policy FFBA, Drug and Alcohol Use by Students; Policy FNCE, Reporting Students Under the Influence.

NHS DRUG-FREE SCHOOLS

In recognition of the school's obligation to our students and community, we stand ready to assist in dealing with drug or alcohol related problems. The faculty is obligated to inform the principal when it is suspected that a student is either under the influence of drugs or alcohol, in possession of drugs or alcohol, or distributing drugs or alcohol. When this is reported to the principal, both the superintendent and the parents are notified of this report. When this report is made, the principal will search the student, his locker, personal property, and car. Any student who has been suspended for possession or for being under the influence of alcohol and or illegal drugs shall receive the following consequences:

First offense: Out of School Suspension for 45 school days

Second offense: Out of School Suspension for the current semester and the next semester.

The student may be given the option to enter a counseling program and if recommended by a counselor, a treatment program. The parent/guardian must provide written verification from the program before the student shall be permitted to return to classes in the district following the suspension. Upon written verification of being enrolled in family counseling or a treatment program, the student suspension could be reduced to a minimum of ten days. **Failure to complete the program will require the number of suspension days waived to be served.**

Any student found to have distributed drugs or alcohol will not be allowed the opportunity to reduce their suspension by entering a drug counseling program.

FIRST AID - STUDENTS

The Noble Board of Education recognizes the school's responsibility for emergency handling of accidents and sudden illnesses occurring at school or on school property.

In order to obtain emergency medical care, a medical release form signed by a parent/guardian must be on file. If a medical release is not on file, emergency medical care will be provided in life-threatening situations only.

(Noble Board of Education, Policy FFAC)

GRADING

In accordance with the policy of the board of education the following grading system will be used for all subjects, including special education:

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

(Noble Board of Education, Policy EIA-R1)

NHS Progress Reports

Each student will be graded on an 18-week grading system. Progress reports are available at any time on Power School.

GRIEVANCE PROCEDURE: SEX DISCRIMINATION/HARASSMENT

It is the policy of the Noble Board of Education that the superintendent designee shall serve as Title IX coordinator for this school district. The superintendent shall direct the implementing of educational amendments and regulations as they pertain to

prohibition of sex discrimination in education or sexual harassment and shall prepare a regulation governing sex discrimination/harassment grievance procedures.

The board shall appoint on a periodic basis a sex discrimination/harassment grievance committee which shall consist of an administrator, a parent, and a member of the certified teaching staff.

(Noble Board of Education, Policy FBA)

GRIEVANCE PROCEDURES
SEX DISCRIMINATION/HARASSMENT

In accordance with the policy of the board of education, the following regulation governs the processing of student sexual harassment grievances in this school district.

1. Any student of this school district who wishes to file a sexual harassment grievance against another student or an employee of the district may file a written or oral (recorded, if possible) complaint with the superintendent, principal, or counselor. The administrator taking the complaint will document the time, place, complainant, and incident and immediately forward the complaint to the grievance committee. The grievance committee will appoint a senior administrator to investigate the grievance. The grievance shall set forth the circumstances of the incident and the identity of the student(s) or employee(s) involved.
2. The superintendent, or appointed administrator, shall initiate an investigation of the incident and shall protect the confidentiality of the grievant.
3. The investigation shall be completed within ten days of the filing of the grievance. Results of the investigation, along with recommendations and suggestions, shall be shared with the grievant, unless it violates another student's confidentiality.

4. If the grievant believes the issues are not resolved after considering the recommendations and suggestions of the superintendent or the investigating administrator, the grievant may request a hearing by the grievance committee.
5. Upon receiving a request for a hearing, the grievance committee shall schedule the hearing to occur within twenty days from the date of the request.
6. Both the grievant and the person against whom the complaint was made (respondent) may be represented by legal counsel at the hearing.
7. Within ten days of the hearing, the grievance committee shall furnish a written report of its findings and recommendations to both the grievant and the respondent while maintaining confidentiality.
8. The superintendent shall, within five days of the receipt of the grievance committee's report, act upon the recommendations of the committee or furnish a written report to the grievant explaining why the recommendations will not be implemented.
9. Upon receipt of the superintendent's report, the grievant may file a written appeal with the board of education. The board of education shall, within thirty days from the date the appeal was received, review the report and affirm, overrule, or modify the decision of the grievance committee.

(Noble Board of Education, Policy FBA-R)

HARASSMENT

It is the policy of this school district that threatening behavior, harassment, intimidation, and bullying of students by other students, personnel, or the public will not be tolerated. This policy is in effect while the students are on school grounds, in school transportation, or attending school-sponsored activities, and while away from school grounds if the misconduct directly affects the

good order, efficient management, and welfare of the school district.

Harassment is intimidation by threats of or actual physical violence; the creation by whatever means of a climate of hostility or intimidation; or the use of language, conduct, or symbols in such manner as to be commonly understood to convey hatred, contempt, or prejudice or to have the effect of insulting or stigmatizing an individual. Harassment includes but is not limited to harassment on the basis of race, sex, creed, color, national origin, religion, marital status, or disability.

As used in the School Bullying Prevention Act, "harassment, intimidation, and bullying" means any gesture, written or verbal expression, electronic communication or physical act that a reasonable person should know will harm another student, damage another student's property, place another student in reasonable fear of harm to the student's person or damage to the student's property, or insult or demean any student or group of students in such a way as to disrupt or interfere with the school's educational mission or the education of any student. Harassment, intimidation, and bullying include, but are not limited to, a gesture or written, verbal, or physical acts, or electronic communication. Such behavior is specifically prohibited.

Harassment set forth above may include, but is not limited to, the following:

1. Verbal, physical, or written harassment or abuse;
2. Repeated remarks of a demeaning nature;
3. Implied or explicit threats concerning one’s grades, achievements, etc.;
4. Demeaning jokes, stories, or activities directed at the student;
5. Unwelcome physical contact.

The superintendent has developed procedures providing for:

1. Prompt investigation of allegations of harassment;
2. The expeditious correction of the conditions causing such harassment;

3. Establishment of adequate measures to provide confidentiality in the complaint process;
4. Initiation of appropriate corrective actions;
5. Identification and enactment of methods to prevent reoccurrence of the harassment; and
6. A process where the provisions of this policy are disseminated in writing annually to all staff and students.

(21 Oklahoma Statute 850.0; 70 Oklahoma Statute 24-100.2; Noble Board of Education, Policy FNCD)

HAZING

It is the policy of this school district that no student or employee of the district shall participate in or be members of any secret fraternity or secret organization that is in any degree related to the school or to a school activity. No student organization or any person associated with any organization sanctioned or authorized by the board of education shall engage or participate in hazing.

For the purposes of this policy, hazing is defined as an activity which recklessly or intentionally endangers the mental health or physical health or safety of a student for the purpose of initiation or admission into or affiliation with any organization sanctioned or authorized by the board of education.

"Endanger the physical health" shall include, but is not limited to, any brutality of a physical nature, such as whipping; beating; branding; forced calisthenics; exposure to the elements; forced consumption of any food, alcoholic beverage, drug, or controlled dangerous substance; or other forced physical activity which could adversely affect the physical health or safety of the individual.

"Endanger the mental health" shall include any activity, except those activities authorized by law, which would subject the individual to extreme mental stress, such as prolonged sleep deprivation, forced prolonged exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other

forced activity which could adversely affect the mental health or dignity of the individual.

Any hazing activity, upon which the initiation or admission into or affiliation with an organization sanctioned or authorized by the board of education is conditioned, directly or indirectly, shall be presumed to be a forced activity, even if the student willingly participates in such activity.

This policy is not intended to deprive school district authorities from taking necessary and appropriate disciplinary action toward any student or employee. Students or employees who violate this policy will be subject to disciplinary action which may include expulsion for students and employment termination for employees.

(21 Oklahoma Statute 1190; Noble Board of Education, Policy FNCC)

CROSS-REFERENCE: Policy DAA-R, Racial Harassment; Policy FB, Sexual Harassment; Policy FMCAA, Gang Activity; Policy FNCD, Harassment; Policy FO, Student Discipline

INTERNET AND OTHER COMPUTER NETWORKS ACCEPTABLE USE AND INTERNET SAFETY POLICY

The Noble Public Schools district provides chrome books to students and staff, access to interconnected computer systems within the district and to the Internet, the worldwide network that provides access to significant educational materials and opportunities.

In order for the school district to ensure the continued accessibility of its computer network and Internet, all students and staff must take responsibility for appropriate and lawful use of this access. Students and staff must understand that one person's misuse of the network and Internet access may jeopardize the ability of all students and staff to enjoy such access. While the school's teachers and other staff will make reasonable efforts to supervise student use of network and Internet access, they must have student cooperation in exercising and promoting responsible use of this access.

Below is the Acceptable Use and Internet Safety Policy ("policy") of the school district and the Data Acquisition Site that provides Internet access to the school district. Upon reviewing, signing, and returning this policy as directed, each student and staff member agrees to follow the policy and will be given the opportunity to enjoy Internet access at school. If a student is under 18 years of age, he or she must have his or her parents or guardians read and sign the policy. The school district shall not provide access to any student who, if 18 or older, fails to sign and submit the policy to the school as directed or, if under 18, does not return the policy as directed with the signatures of the student and his/her parent or guardian.

Listed below are the provisions of the agreement regarding computer network and Internet use. The district has designated a staff member to whom users may direct questions. If any user violates this policy, the user's access will be denied or withdrawn, and the user may be subject to additional disciplinary action.

Personal Responsibility

By signing this policy, the user agrees not only to follow the rules in this policy, but also to report any misuse of the network to the person designated by the school for such reporting. Misuse means any violations of this policy or any other use that is not authorized under this policy and having the effect of harming another or his or her property.

Term of the Permitted Use

A student or staff member who submits to the school, as directed, a properly signed policy and follows to which she or he has agreed will have computer network and Internet access during the course of the school year only. Students and staff will be asked to sign a new policy each year during which they are students or staff members in the school district before they are given an access account.

Acceptable Uses

1. **Educational Purposes Only.** The school district is providing access to its computer networks and the Internet

for educational purposes *only*. If the user has any doubt about whether a contemplated activity is educational, the user may consult with the person(s) designated by the school to help you decide if a use is appropriate.

2. **Unacceptable Uses of Network.** Among the uses that are considered unacceptable and which constitute a violation of this policy are the following:
   A. Uses that violate the law or encourage others to violate the law. Don't transmit offensive or harassing messages; offer for sale or use any substance the possession or use of which is prohibited by the school district's student discipline policy; view, transmit or download pornographic materials or materials that encourage others to violate the law; intrude into the networks or computers of others; and download or transmit confidential, trade secret information, or copyrighted materials. Even if materials on the networks are not marked with the copyright symbol, the user should assume that all materials are protected unless there is explicit permission on the materials to use them.
   B. Uses that cause harm to others or damage to their property. For example, don't engage in defamation (harming another's reputation by lies); employ another's password or some other user identifier that misleads message recipients into believing that someone other than the user is communicating or otherwise using his/her access to the network or the Internet; upload a worm, virus, "Trojan horse," "time bomb," or other harmful form of programming or vandalism; participate in "hacking" activities or any form of unauthorized access to other computers, networks, or information systems.

C. Uses that jeopardize the security of student and staff access and of the computer network or other networks on the Internet. For example, do not disclose or share your password with others; do not impersonate another user.

D. Uses that are commercial transactions. Students, staff, and other users may not sell or buy anything over the Internet. The user should not give others private information about the users or others, including credit card numbers and social security numbers.

3. **Netiquette.** All users must abide by rules of network etiquette, which include the following:

A. Be polite. Use appropriate language. No swearing, vulgarities, suggestive, obscene, belligerent, or threatening language.

B. Avoid language and uses that may be offensive to other users. Don't use access to make, distribute, or redistribute jokes, stories, or other material which is based upon slurs or stereotypes relating to race, gender, ethnicity, nationality, religion, or sexual orientation.

C. Do not assume that a sender of e-mail is giving his or her permission for the user to forward or redistribute the message to third parties or to give his/her e-mail address to third parties. This should be done only with permission or when the user knows that the individual would have no objection.

D. Be considerate when sending attachments with e-mail (where this is permitted). Be sure that the file is not too large to be accommodated by the recipient's system and is in a format which the recipient can open.

4. **Cyber Bullying**. Cyber bullying is when one or more people intentionally harm, harass,

intimidate, or reject another person using technology. This includes but is not limited to the following:

- Sending mean or threatening messages via email, IM (instant messaging), or text messages.
- Spreading rumors about others through email, IM, or text messages.
- Creating a Web site or Facebook, Instagram (or other social networking) account that targets another student or other person(s).
- Sharing fake or embarrassing photos or videos of someone with others via a cell phone or the Web.
- Stealing another person's login and password to send mean or embarrassing messages from his or her account.

It shall be the policy of Noble Public Schools that cyber bullying will not be tolerated under any circumstances. A student caught violating this policy will lose computer privileges and these actions may result in further disciplinary action including suspension or expulsion from school or the student(s) involved. In addition, violators and their parents/guardians may be subject to civil and/or criminal penalties as specified by Oklahoma and/or federal law.

Internet Safety

1. **General Warning; Individual Responsibility of Parents and Users.** All users and their parents/guardians are advised that access to the electronic network may include the potential for access to materials inappropriate for school-aged students. Every user must take responsibility for his or her use of the computer network and Internet and stay away from these sites. Parents of minors are the best guides to materials to shun. If a student or staff member finds that other users are visiting offensive or harmful sites, he or she should report such use to the appropriate school designee.
2. **Personal Safety.** Be safe. In using the computer network and Internet, the user should not reveal

personal information such as the user's home address or telephone number. The user should not use his/her real last name or any other information which might allow a person to locate the user without first obtaining the permission of a supervising teacher. Do not arrange a face-to-face meeting with someone "met" on the computer network or Internet without a parent's permission (if the user is under 18). Regardless of your age, the user should never agree to meet a person the user has only communicated with on the Internet in a secluded place or in a private setting.

3. **"Hacking" and Other Illegal Activities.** It is a violation of this policy to use the school's computer network or the Internet to gain unauthorized access to other computers or computer systems, or to attempt to gain such unauthorized access. Any use which violates state or federal law relating to copyright, trade secrets, the distribution of obscene or pornographic materials, or which violates any other applicable law or municipal ordinance, is strictly prohibited.
4. **Confidentiality of Student Information.** Personally, identifiable information concerning students may not be disclosed or used in any way on the Internet without the permission of a parent or guardian or, if the student is 18 or over, the permission of the student. Users should never give out private or confidential information about themselves or others on the Internet, particularly credit card numbers and Social Security numbers. A supervising teacher or administrator may authorize the release of directory information, as defined by law, for internal administrative purposes or approved educational projects and activities.
5. **Active Restriction Measures.** The school, either by

itself or in combination with the Data Acquisition Site providing Internet access, will utilize filtering software or other technologies to prevent users from accessing visual depictions that are (1) obscene, (2) pornographic, or (3) harmful to minors. We are using C.I.P.A. compliant software for our technology protection measure (internet filtering software) to ensure that users are not accessing such depictions or any other material that is inappropriate for minors.

Internet filtering software or other technology-based protection systems may be disabled by a supervising teacher or school administrator, as necessary, for purposes of bona fide research or other educational projects being conducted by students age 17 and older.

The term "harmful to minors" is defined by the Communications Act of 1934 (47 USC Section 254 [h][7]), as meaning any picture, image, graphic image file, or other visual depiction that

- taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
- depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals;
- taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

6. All students will be educated about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyber bullying awareness and response.

Privacy

Network and Internet access is provided as a tool for the user's education. The school district reserves the right to monitor, inspect, copy, review, and store at any time and without prior notice any and all usage of the computer network and Internet access and any and all information transmitted or received in connection with such usage. All such information files shall be and remain the property of the school district and no user shall have any expectation of privacy regarding such materials.

Failure To Follow Policy

The user's use of the computer network and Internet is a privilege, not a right. A user who violates this policy, shall at a minimum, have his or her access to the computer network and Internet terminated, which the school district may refuse to reinstate for the remainder of the student's enrollment or the staff member's employment in the school district. A user violates this policy by his or her own action or by failing to report any violations by other users that come to the attention of the user. Further, a user violates this policy if he or she permits another to use his or her account or password to access the computer network and Internet, including any user whose access has been denied or terminated. The school district may also take other disciplinary action in such circumstances.

Warranties/Indemnification

The school district makes no warranties of any kind, either express or implied, in connection with its provision of access to and use of its computer networks and the Internet provided under this policy. It shall not be responsible for any claims, losses, damages, or costs (including attorney's fees) of any kind suffered, directly or indirectly, by any user (or his or her parents or guardian) arising out of the user's use of its computer networks or the Internet under this policy. By signing this policy, users are taking full responsibility for his or her use, and the user who is 18 or older or the parent(s) or guardian(s) of a minor student are agreeing to indemnify and hold the school, the school district, the Data Acquisition Site that provides the computer and Internet access

opportunity to the school district and all of their administrators, teachers, and staff harmless from any and all loss, costs, claims, or damages resulting from the user's access to its computer network and the Internet, including but not limited to any fees or charges incurred through purchases of goods or services by the user. The user or parent(s) or guardian(s) of a minor student agree to cooperate with the school in the event of the school's initiating an investigation of a user's use of his or her access to its computer network and the Internet, whether that use is on a school computer or on another computer outside the school district's network.

Updates

Users, and if appropriate, the user's parents/guardians, may be asked from time to time to provide new or additional registration and account information or to sign a new policy reflecting developments in the law or technology or changes in district policy. Such information must be provided by the user (or his/her parents or guardian) or such new policy must be signed if the user wishes to continue to receive service. If after account information is provided, some or all of the information changes, the user must notify the person designated by the school to receive such information.

(21 Oklahoma Statute 1040.75, Oklahoma Statute 1040.76; Children's Internet Protection Act of 2000 (HR 4577, P.L. 106-554); Communications Act of 1934, as amended (47 U.S.C. 254[h], [l]); Elementary and Secondary Education Act of 1965, as amended (20 U.S.C. 6801 et seq., Part F); Noble Board of Education, Policy EFBCA)

NHS Denial of Internet Access

Noble Independent School District will be operating under an "opt out" policy for students regarding Internet access. This means that students will be assumed to have parent/guardian permission to access the Internet at Noble Independent School District unless the school has received a written statement from the student's parent(s)/guardian(s) that the student does not have Internet access permission.

Please understand that in accessing the Internet at Noble Independent School District schools, students will be expected to adhere to the Noble Independent School District Schools Internet Acceptable Use Policy.

MEDICATION: ADMINISTERING TO STUDENTS

It is the policy of the Noble Board of Education that if a student is required to take medication during school hours and the parent or guardian cannot be at school to administer the medication or if circumstances exist that indicate it is in the best interest of the student that a non-prescribed medication be dispensed to that student, the principal, or the principal's designee, may administer the medication only as follows:

1. Prescription medication must be in a container that indicates the following:
   A. student's name,
   B. name and strength of medication,
   C. dosage and directions for administration,
   D. name of physician or dentist,
   E. date and name of pharmacy, and
   F. the child has asthma or other disability which may require immediate dispensation of medication.

The medication must be delivered to the principal's office in person by the parent or guardian of the student unless the medication must be retained by the student for immediate self-administration. The medication will be accompanied by written authorization from the parent, guardian, or person having legal custody that indicates the following:

A. purpose of the medication,
B. time to be administered,
C. whether the medication must be retained by student for self-administration,
D. termination date for administering the medication, and

E. other appropriate information requested by the principal or the principal's designee.

2. Self-administration of inhaled asthma medication by a student for treatment of asthma or an anaphylaxis medication used to treat anaphylaxis is permitted with written parental authorization. The parent or guardian of the student must also provide a written statement from the physician treating the student that the student has asthma or anaphylaxis and is capable of, and has been instructed in the proper method of, self-administration of medication. Additionally:
   A. The parent or guardian must provide the school with an emergency supply of the student's medication to be administered as authorized by state law.
   B. The school district will inform the parent or guardian of the student, in writing, and the parent or guardian shall sign a statement acknowledging, that the school district and its employees and agents shall incur no liability as a result of any injury arising from the self-administration of medication by the student.
   C. Permission for the self-administration of asthma or anaphylaxis medication is effective for the school year for which it is granted and shall be renewed each subsequent school year upon fulfillment of the above requirements.
   D. A student who is permitted to self-administer asthma medication or anaphylaxis medication shall be permitted to possess and use a prescribed inhaler or anaphylaxis medication at all times.
3. Nonprescription medication may be administered only with the written request and permission of a parent, guardian, or person having legal custody when other alternatives, such as resting or changing activities, are inappropriate or ineffective. The medication will be

administered in accordance with label directions or written instructions from the student's physician.

The parent, guardian, or person having legal custody of the student is responsible for informing the designated official of any change in the student's health or change in medication.

(10 Oklahoma Statute 170.1; 59 Oklahoma Statute 353.1; 70 Oklahoma Statute 1-116, et sequence; Noble Board of Education, Policy FFACA)

MINUTE OF SILENCE

Per state law, public schools are to observe approximately one minute of silence each day for the purpose of allowing each student, in the exercise of his or her individual choice, to reflect, meditate, pray, or engage in any other silent activity that does not interfere with, distract, or impede other students in the exercise of their individual choices.

(70 Oklahoma Statute 11-101.2)

MULTIMEDIA RELEASE NOTIFICATION

During the course of the year a student's image, likeness, or voice recording may be acquired for use in news releases, district print, electronic publications, and the District's Web Site. However, if a parent, guardian or eligible student determines that they do not want to permit such uses, they must advise the school district in writing via letter to the head administrator at the appropriate school within two weeks of enrollment. The parent, guardian, or eligible student may consent to the use of such images in one form but decline said use in other forms. The advisement must detail in which forms such use is prohibited. All unlisted uses will be permitted. The district is released from any liability arising from such use and is not obligated to provide remuneration for such use.

NO CHILD LEFT BEHIND ACT OF 2001

At the beginning of each school year, federal law requires local educational

agencies that receives federal funds to notify the parents of each student attending any school in the district that receive federal funds under this part that the parents may request, and the agency will provide the parents on request (and in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including, at a minimum, the following: (i) Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;(ii) Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived;(iii) 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;(iv) Whether the child is provided services by paraprofessionals and, if so, their qualifications.

In addition to the information that parents may request, the school shall provide to each parent;(i) information on the level of achievement of their child in each of the State academic assessments as required under NCLB; and (ii) timely notice that the parent's child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who is not highly qualified.

NONDISCRIMINATION

It is the policy of the Noble Board of Education to provide equal opportunities without regard to race, color, national origin, gender, 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. **(Noble Board of Education, Policy DAA)**

Discrimination Complaints Procedures

Noble Public Schools does not discriminate on the basis of race, color, national origin, gender, age, or qualified disability in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of their operations. Noble School District also does not discriminate in its hiring or employment practices.

In an effort to ensure compliance with and coordination of all federal equity regulations, the district compliance coordinator is Mr. Frank Solomon, Superintendent, 405-872-3452.

Definitions

1. Discrimination Complaint: A written complaint alleging any policy, procedure, or practice to discriminate on the basis of race, color, religion, national origin, sex, qualified handicap, veteran status, or other perceived discrimination.
2. Student Grievant: A student of the Noble Public School District who submits a complaint alleging discrimination based on race, color, religion, national origin, sex, or qualified handicap.
3. Employee Grievant: An employee of the Noble Public School District who submits a complaint alleging discrimination based on race, color, national origin, religion, sex, age, qualified handicap, or veteran status.
4. Public Grievant: Any person other than a student or employee or employment applicant who submits a complaint alleging discrimination based on race, color, national origin, religion, sex, age, qualified handicap, or veteran status.
5. Title IX, 504 and ADA Coordinator (Coordinator): The person(s) designated to coordinate efforts to comply with and carry out responsibilities under Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Americans with Disabilities Act of 1990, and other state and federal law addressing equal educational opportunity. The Coordinator is responsible for processing complaints and serves as moderator and recorder during hearings.
6. Respondent: The person alleged to be responsible for the violation alleged in a complaint. The term may be used to designate persons with responsibility for a particular action or those persons with supervisory responsibility for procedures and policies in those areas covered in the complaint.

7. Day: Day means a working day. The calculation of days in complaint processing shall exclude Saturdays, Sundays, and holidays.

Procedure

1. Prior to filing a written complaint, the person making the complaint should discuss the complaint with the compliance coordinator, and a reasonable effort should be made to resolve the matter.
2. If the matter is not resolved, a written complaint may be filed with the compliance coordinator. The complaint will state the nature and date of the alleged violation, the names of the persons responsible (if known), and the requested action. The complaint must be filed within 30 days of the alleged violation.
3. The compliance coordinator will contact the person(s) named as responsible for the violation within 10 days and inform them of the allegations, and ask them to:
   a. Confirm or deny the facts,
   b. Indicate acceptance or rejection of the grievant's requested action, or
   c. Outline alternatives.

   Respondents will have 10 days to submit answers to the compliance coordinator.
4. If the complaint is not resolved, the compliance coordinator will have 10 days to refer the complaint to the employee's supervisor. If the complaint was made by a student, the referral will be made to the building principal. The compliance coordinator will schedule a hearing with the grievant, respondent, and supervisor(s) or building principal(s).
5. Following the hearing, the supervisor or principal will issue a decision to all parties within 10 days.
6. If either party is not satisfied with the decision, the compliance coordinator must be notified within 10 days and a hearing with the superintendent requested. The

compliance coordinator will schedule such a hearing to take place with the grievant, respondent, and superintendent within 10 days of the request. The superintendent will issue a decision within 10 days following the hearing.

7. If the grievant or respondent is not satisfied with the decision of the superintendent, the compliance coordinator must be notified within 10 days and a hearing with the board of education requested.
8. The compliance coordinator will notify the board of education, via the superintendent, within 10 days of the request. The hearing will be conducted within 30 days from the date of notification of the board.
9. The Noble Board of Education will conduct the hearing and issue a decision within 10 days. The decision of the board is final.

Provisions

1. Time limits may be extended by mutual consent of the parties involved.
2. The district will provide copies of all discrimination regulations upon request.
3. Grievant records will remain confidential unless permission is given for release. Such records will not be entered into the grievant's personnel file but will be kept for three years.

(Noble Board of Education, Policy DAA-P)

SEXUAL HARASSMENT OF STUDENTS

The policy of this school district forbids discrimination against, or harassment of any student on the basis of sex. The Noble Board of Education will not tolerate sexual harassment by any of its employees or students. This policy applies to all students and employees including non-employee volunteers whose work is subject to the control of school personnel.

1. Sexual Harassment

For the purpose of this policy, sexual harassment includes:

A. Verbal or physical sexual advances, including subtle pressure for sexual activity; touching, pinching, patting, or brushing against; comments regarding physical or personality characteristics of a sexual nature; and sexually oriented "kidding" "teasing," double meanings, and jokes.
B. Demeaning comments about a girl's ability to excel in a class historically considered a "boy's" subject, privately talking to a student about sexual matters, hugging or touching a student inappropriately may constitute sexual harassment.
C. Writing graffiti which names a student or otherwise identifies a student is potentially slanderous and constitutes sexual harassment. Graffiti of any kind will not be tolerated on school property. The superintendent is directed to cause any graffiti or unauthorized writings to be removed immediately.
D. Any of the aforementioned conduct which effectively deprives a student of access to educational opportunities or benefits provided by the school.

2. Specific Prohibitions
   A. Administrators and Supervisors
      1. It is sexual harassment for an administrator, supervisor, support employee, or teacher to use his or her authority to solicit sexual favors or attention from students.
      2. Administrators, supervisors, support personnel, or teachers who either engage in sexual harassment of students or tolerate such conduct by other employees shall be subject to sanctions, as described below.

3. The school district is not concerned with the "off-duty" conduct of school personnel unless the conduct has or will have a negative impact on the educational process of the school. Any romantic or sexual affiliation between school personnel and students, including students who have reached the age of majority (18), during school hours will have a negative impact on the educational process and shall constitute a violation of school policy. Such violations may result in suspension of the student and suspension or termination for the employee. Any sexual affiliation between teachers and students under the age of 18 may constitute a crime under state or federal law.

3. Report, Investigation, and Sanctions
   A. It is the express policy of the board of education to encourage student victims of sexual harassment to come forward with such claims. This may be done through the Sexual Discrimination Grievance policy. The Office of Civil Rights relies on school administrators' judgment and common sense in meeting the requirements of the federal law.
      1. Students who feel that administrators, supervisors, support personnel, teachers, or other students are subjecting them to sexual harassment are encouraged to report these conditions, or have their parents report these conditions, to the appropriate administrator or teacher. If the student's immediate administrator or teacher is the alleged offending person, the report will be made to the next higher level of administration or supervision or to any responsible adult person.
      2. Every attempt will be made to maintain confidentiality; however, absolute confidentiality cannot be guaranteed because of due process

concerns which arise in sexual harassment investigations. No reprisals or retaliation will be allowed to occur as a result of the good faith reporting of charges of sexual harassment.

B. In determining whether alleged conduct constitutes sexual harassment, the totality of the circumstances, the nature of the conduct, and the context in which the alleged conduct occurred will be investigated. The superintendent has the responsibility of investigating and resolving complaints of sexual harassment.
C. Any employee found to have engaged in sexual harassment of students shall be subject to sanctions, including, but not limited to warning, suspension, or termination subject to applicable procedural and due process requirements.
D. Any student found to have engaged in sexual harassment of other students shall be subject to sanctions, including, but not limited to warning, suspension, or other appropriate punishment subject to applicable procedural and due process requirements.
E. Special effort will be made to apprise district administrators, teachers, and counselors of their obligation to receive student complaints of sexual harassment, document such complaints, and forward them to the grievance committee.

(Title VII of the Civil Rights Act of 1964; 42 U.S.C. §2000e-2; 29 C.F.R. §1604.1, et sequence; Noble Board of Education, Policy FB)

STUDENT CLUBS AND ORGANIZATIONS

The Noble Board of Education believes that certain extracurricular and social activities can enhance the learning environment of our schools.

Parents or guardians of students will notify the school administration that they are withholding permission for their child(ren) to join or participate in one or more clubs or organizations. Parents or guardians shall be responsible for preventing their child from participating in a club or organization in which permission is withheld. Parents or guardians are also responsible for retrieving their child(ren) from attendance at a club or organization in which participation is withheld.

(70 Oklahoma Statute 24-105; Noble Board of Education, Policy FMC)

NHS CLUBS

Academic Team – Our Academic Team is not just a trivial pursuit. With alumni who have gone on to enroll in prestigious institutions of higher learning, such as Northwestern University in Evanston, Illinois, the Academic Team is a group that fosters the development of lifelong learners. For us, excellence begins early. Our Freshman team (limited to team members in 9th & 10th grades) has placed at their state level competition in recent years. Beginning with freshman, and continuing to graduation, we compete against other local teams in the Heart of Oklahoma Conference to answer questions from all core subject areas as well as many electives. These competitions help us as we prepare for the OSSAA playoff series each year, where we frequently qualify for the State Tournament. Sponsors – Mrs. Turner

Archery (Outdoor PE) – Archery allows students the opportunity to learn proper safety procedures and mechanics within the sport of Archery. Students participate in local and state competitions and develop a passion for the outdoors.

ACE, Art Club Eccentrics - is an organization team of environmentalists. Their goal is to preserve and beautify the Noble

campus by planting flowers, trees, and shrubs. Most of the landscaping materials are donated by local nurseries, but some things are bought using money from fundraisers. Sponsor – Mrs. Dressler

Band – The Pride of Noble Band performs at multiple events throughout the year including football games, basketball games, parades, pep rallies, concerts, competitions, and various celebrations. During marching season, we entertain the crowd with a new and exciting halftime show at every home football game. In the Spring, we compete at District and State level events to bring home numerous Superior ratings. Additionally, every two years the band travels around the country to perform in places like Disney World, Washington D.C., and most recently, college football bowl games. The Band prides itself on hard work and dedication to success.

Bear Buddies – The mission of the Bear Buddies Club is to help the community by participating as a group in volunteer opportunities that strengthen, beautify, and demonstrate team support for Noble citizens. Membership includes parents, students, and advocates of students with disabilities.

Broadcast Journalism – Students record, edit, and produce a series of video journals and stories covering the school year. These are broadcast bi-weekly on our YouTube channel Bears News Network (BNN). This is also an affiliation with NobleBears.TV where students broadcast sports and school events.

Business Professionals of America (BPA) – The purpose of BPA is to develop leadership skills and knowledge for students interested in pursuing careers in business management, informational technology, office administration, and other related career fields. BPA is affiliated with the Career Tech Program of Business, Marketing, and Information Technology Education (BMITE).

Choir – Choir is an exciting opportunity for students to showcase their talents in the art of sound by using their voices and learn about the various components of singing in a choir. The choir

travels to competitions in state and out-of-state as well as giving three concerts a year and running multiple fundraisers that give students leadership opportunities and experience.

Distributive Education Clubs of America (DECA) – DECA is an association of marketing students that encourages the development of business and leadership skills through academic conferences and competitions. Students can attend leadership and career conferences, compete in marketing competitive events, and represent Noble High School on the local, state, and international level. DECA is affiliated with the Career Tech Program of Business, Marketing, and Information Technology Education (BMITE).

Esports /Gaming Club - Noble High School's Esports mission is to provide an organized high school level esports league, in a safe, comfortable environment with healthy competition. We believe that esports will provide more academic and vocational avenues to students who have put time and work into this emerging sport. Students will learn and nurture valuable skills, such as team communication, strategy creation and manipulation, problem solving, and critical thinking.

The first step to becoming eligible for the Noble High School Esports team is to be a member of the Noble Gaming Club. This recreational gaming club will be a place for students to get to know each other and to begin learning how to communicate as a team in a safe and positive way as they participate and share their passion for video games.

Fellowship of Christian Athletes (FCA) – FCA is about seeing the world impacted for Jesus Christ through the influence of Christian adults and students. Although the organization is titled Fellowship of Christian Athletes, it is open to any student and provides a place for students with a common belief in God to come together to discuss their faith with one another.

Family Career and Community Leaders of America (FCCLA) – FCCLA promotes personal growth and leadership development through Family and Consumer Sciences education. Focusing on

multiple roles of family member, wage earner, and community leader, members develop skills for life through character development, created and critical thinking, interpersonal communication, practical knowledge, and career preparation. FCCLA is affiliated with the Career Tech Program of Family and Consumer Sciences.

FFA Organization – FFA is a dynamic youth organization within agricultural education that changes lives and prepares students for premier leadership, personal growth, and career success. Today, nearly 500,000 student members are engaged in a wide range of agricultural education activities leading to over 300 career opportunities. FFA is affiliated with the Career Tech Program of Agricultural Education.

German Club - German Club aims to unite students of all levels who are interested in the German language and culture by creating opportunities to meet, exchange ideas and experiences, and expand awareness and understanding. Events are organized to allow students to come together and participate in activities to further their knowledge of German language and culture.

National Honor Society (NHS) – NHS is committed to academic achievement and community service. It promotes four objectives: scholarship, leadership, service, and character. Members sponsor NPS blood drives, Christmas projects, etc. Membership form and requirement lists are available in student services.

Noble Thespians – The main goal of the Noble Thespians are to offer students opportunities for personal growth in their chosen Fine Arts specialty within the drama related fields. Students in Noble Thespians participate in plays, compete in speech and drama tournaments, as well as other activities to continue to develop talent within the high school drama program.

PRISM – The main goal of PRISM is to show love and acceptance to all who might be struggling with personal issues such as self-acceptance. PRISM is a great way to explore why students feel the way they do and talk about ways to build stronger and more resilient relationships.

Robotics – Allows students that have a passion for using mechanical and coding skills in developing robotics/autonomous projects that takes on real-world application of STEM solutions. Robotics competes in Botball and other competitions throughout the year.

Science Club – The Science Club is an organization for students that enjoy the sciences. From biological to environmental to zoology, this club is an umbrella for all sciences. Activities include nature hikes, museums, aquarium/zoo visits, as well as other related activities.

Special Olympics – The Special Olympics mission remains as vital today as it did when the movement was founded in 1968. Special Olympics strives to create a better world by fostering the acceptance and inclusion of all people. Through the power of sports, students with intellectual disabilities discover new strengths and abilities, skills and success. Noble Special Olympics includes a variety of competitive sports and interest areas.

Student Athletic Training - Student Athletic Training allows students a chance to assist the athletic trainer in the treatment of athletes and get a peek into what the sports medicine field is like. This club is ideal for students who would like to work in the medical field. Student athletic trainers gain insight into injury prevention, injury assessment, organization and administration like an athletic trainer, nurse, physical therapist, or a doctor would. Student athletic trainers assist sports and those student-athletes throughout the school year including but not limited to football, softball, basketball, wrestling, baseball, track, and soccer.

Student Council (Stu-Co) – Stu-Co prepares the leaders of tomorrow and helps with numerous school activities including blood drives, homecoming activities, Senior Sendoff, community Christmas projects, and daily announcements.

Technical Students Association (TSA) – TSA is an organization dedicated to enhancing personal development, leadership and career opportunities in science, technology, engineering, and math

(STEM) through intra-curricular activities, competitions, and related programs.

Unified Sports (Adaptive PE/Peer Tutors) – Students are involved in activities which is part of the Special Olympics. Unified Sports pairs a student with disabilities with a student without disabilities as the participate in the activity together. The athletes and their partners train and compete together in different events twice a year. Many of the partners of the Special Olympians are peer tutors and enrolled in an Adaptive PE class.

Ursidae – Latin for "Bears," Ursidae is a group of Noble High School's most academically inquisitive and scholarly students. Members are given opportunities to enhance their high school experience through field trips, guest speakers, and tours of college/university campuses.

Yearbook – Students in the yearbook class create yearbook layouts, select, and crop photos, and help editors meet their deadlines. All the yearbook pages are edited by the yearbook editorial staff. The senior, faculty, and student portraits, sports, clubs, and events are the responsibility of the editorial staff. All members of the yearbook class are responsible for the production, sale, and distribution of the Noble High School yearbook.

STUDENT DIRECTORY INFORMATION

Parents and eligible students have two weeks to advise the school district in writing via a letter to the school principal of any or all of the items they refuse to permit the district to designate as directory information about that student. At the end of the two weeks, the student's records will be appropriately marked to designate the items of directory information that may be released without prior written consent.

The following information is designated as "directory information": student's name, student's class designation (i.e., first grade, tenth grade, etc.); student's extracurricular participation; student's achievement awards or honors; student's weight and height if a member of an athletic team; student's photograph; dates

of attendance; and the school or school district the student attended before the student enrolled in this school district.
(51 Oklahoma Statute 24A.16-17; Noble Board of Education, Policy FLD)

STUDENT DISCIPLINE

The Noble Board of Education believes that the school's primary goal is to educate, not to discipline. However, education includes establishing norms of social behavior and assisting students in understanding and attaining those norms. When the behavior of an individual student comes into conflict with the rights of others, corrective actions are necessary for the benefit of the individual and the school. The teacher in a public school has the same rights as a parent or guardian to control and discipline a child while the child is in attendance, in transit to or from the school, or participating in any authorized school function. However, to avoid any appearance of impropriety, no teacher or administrator will be involved in the discipline of that teacher's or administrator's child except in cases of classroom supervision. Disciplinary matters concerning children of school employees will be handled by the superintendent or the superintendent's designee. The superintendent's child will be disciplined by someone other than the superintendent.

Each student shall be treated in a fair and equitable manner. Disciplinary action will be based on a careful assessment of the circumstances of each infraction. The following are examples of these circumstances:

The seriousness of the offense;
The effect of the offense on other students;
Whether the offense is physically or mentally injurious to other people;
Whether the incident is isolated or habitual behavior;
The manifestation of a disability;
Other circumstances which may apply.

Standards of behavior for all members of society are generally a matter of common sense. The following examples of behavior are not acceptable in society generally, and in a school environment particularly. The involvement of a student in the kind of behavior listed below will generally require remedial or corrective action. These examples are not intended to be exhaustive and the exclusion or omission of unacceptable behavior is not an endorsement or acceptance of such behavior. When, in the judgment of a teacher or administrator, a student is involved or has been involved in unacceptable behavior, appropriate remedial or corrective action will be taken.

1. Unexcused lateness to school
2. Unexcused lateness to class
3. Cutting class
4. Leaving school without permission
5. Refusing detention/late room
6. Smoking
7. Truancy
8. Possessing or using alcoholic beverages or other mood-altering chemicals
9. Stealing
10. Forgery, fraud, or embezzlement
11. Assault, physical and/or verbal
12. Fighting
13. Possession of weapons or other items with the potential to cause harm
14. Distributing obscene literature
15. Destroying/defacing school property
16. Racial discrimination including racial slurs or other demeaning remarks concerning another person's race, ancestry, or country of origin and directed toward another student, an employee, or a visitor
17. Sexual Harassment
18. Gang related activity or action

In administering discipline, consideration will be given to alternative methods of punishment to ensure that the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The faculty may consider consultation with parents to determine the most effective disciplinary measure.

In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions. The board of education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance. (According to discipline matrix)

1. Conference with student
2. Conference with parents
3. In-school Detention
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by the student's behavior
10. Restriction of privileges
11. Involvement of local authorities
12. Referring student to appropriate social agency
13. Suspension
14. Other appropriate disciplinary action as required and as indicated by the circumstances

Parents, guardians, and students residing in this school district are also advised by means of this policy statement and by the

student handbook that students in this district shall have no reasonable expectation of privacy rights towards school officials, in school lockers, desks, or other school property. School personnel shall have access to school lockers, desks, and other school property at any time and no reason shall be necessary for such search. Student property may be searched with reasonable suspicion.

Teachers, parents, guardians, and students are invited and encouraged to participate in the formulation of disciplinary policies, rules, and regulations by suggesting to administrators' appropriate means of discipline for specific infractions.

(10 Oklahoma Statute 7115; 70 Oklahoma Statute 6-114; 70 Oklahoma Statute 24-101.3; Noble Board of Education, Policy FO)

STUDENT RIGHTS AND RESPONSIBILITIES

All students have the same civil rights. These rights are limited by the capacity of each student to discharge the particular responsibilities necessarily linked to each right. The rights and responsibilities set forth in no way limit the legal authority of school officials to deal with disruptive students.

Rights

1. Students have the right to expect that attending school will be productive.
2. Rules and regulations should be developed as a cooperative venture on the part of all concerned and should be common knowledge to every student.
3. Students have the right to expect that materials presented in courses be relevant and appropriate to the maturity level and intellectual ability of the student and that the various views related to topics or materials will be presented or introduced.
4. Students will be permitted to use school facilities for approved extracurricular activities with proper faculty

supervision and should be encouraged to participate in clubs, recreational events, and other related activities.

5. Students have a right to an education and to the equality of educational opportunity and the right to expect that punishments which deprive them of this right will be used only in extreme cases. Punishments should be reasonable, consistent, and fair, and resorted to only when students violate school rules.

Responsibilities

1. Students will attend school daily (except when ill), attend all classes and be on time.
2. Students will come to class prepared with proper materials, such as textbooks, pencils and/or pens, etc.
3. Students will be aware of all rules and regulations and/or changes in these rules and regulations defining proper student behavior. Students will conduct themselves according to these guidelines.
4. Students should be willing to volunteer information in disciplinary cases if they have knowledge.
5. Students should willingly and dutifully serve that segment of the student body which they represent.
6. Students will make sure that no individual or group of advocates are allowed to monopolize class time. Teachers will insist on courteous attention to unpopular views, including views contrary to the teacher's own personal opinions. The dignity of all should be respected and no one should be allowed to abuse others. This freedom can only be exercised as long as it does not interfere with the educational process.
7. Students will become involved actively in their own education after returning to school following absence for any reason. Students temporarily out of school should assume the responsibility for keeping up with work missed.

8. Students should develop the best school record of which they are capable.
9. Students will maintain a clean and pleasant atmosphere in the building and on the grounds.
10. Students will follow the directions of teachers, administrators, and other responsible school officials.

A statement of student rights and responsibilities is contained in the student handbook distributed by each building principal. **Each student is provided with a handbook and is held responsible for the information it contains.** The information serves as a guideline for administrators, all school personnel, students, parents, and other citizens of the school district. **(Noble Board of Education, Policy FN)**

NPS TRANSPORTATION

Bus Riders Rules and Regulations

Rules defining student conduct are designed to protect the passengers and shall be observed at all times. Bus safety rules shall include, but not be limited to, the following:

1. The bus driver is in charge of students on the bus. Students shall follow the driver's directions at all times.
2. Only authorized personnel and eligible bus students assigned to a specific bus are permitted to ride the bus.
3. Busses will stop at established stops only. Students will not be permitted to leave the bus until the bus arrives at an established bus stop or the appropriate school. Students shall load and unload at their designated bus stop only.
4. Students shall wait for a bus by remaining on the sidewalk. If there is no sidewalk, students will wait next to (but not in) the street. Students must wait until the bus comes to a full stop before boarding or leaving the bus.
5. Students will remain properly seated at all times and not block the center aisle. Any or all students may be assigned seats.

6. Students must keep their hands, head, feet and personal objects inside the bus at all times.
7. Scuffling, shoving, or fighting is prohibited on the bus and at all established bus stops.
8. Littering or throwing items inside or from the bus is prohibited.
9. Students are not allowed to consume food or drink on the bus. The use of all tobacco products is prohibited.
10. Students shall not deface or vandalize the bus or related equipment. Students who violate this rule will be required to pay for damages.
11. Students are not to engage in loud talking, yelling, the use of profanity, and/or inappropriate language or gestures on the bus.
12. Students are not allowed to bring animals or harmful objects (i.e. weapons, drugs, alcohol, fireworks, etc.) on the bus.
13. Students, while on the bus and when exiting or entering the bus, are required to comply with and will be subject to the Student Code of Conduct/Discipline Rules established by the School District.
14. Students, while on the bus, while entering or exiting the bus, and while at or in the general area of the designated loading and unloading zone areas are required to comply with these rules.

Bus Disciplinary Actions

Violations of said rules as listed, but not limited to those shown above, will be handled according to the nature and degree of the infraction. Infractions will be classified as such:

- Class I Minor Infraction
- Class II Moderate Infraction
- Class III Major Infraction

Classification of disciplinary infractions will be handled solely through the Noble Public Schools Transportation administration, as well as, site-specific administrators. The general guidelines used

for classification are listed below. The nature and context of all infractions will be assessed prior to disciplinary action being taken. All violations are subject to changes in classification based on the nature and severity of the occurrence to include: suspension from the bus, suspension from school, and/or other forms of punishment as determined by the administration. A point system is used to determine further disciplinary action based on each student's bus discipline history. Each year, all students' values are reset to zero with the exception of violations that have extended into the ensuing semester.

Common Problems	Violation Class	Pt. Value
Electronics violations	1	1
Will not sit correctly	1	1
Will not stay in seat	1	1
Excessive noise	1	1
Eating or drinking on bus	1	1
Horseplay	1	1
Rude or discourteous	1	1
Throwing objects on bus	2	3
Head and/or arms out the window	2	3
Vandalism	2	3
Obscenities/Inappropriate language or material	2	3

Cursing towards the driver	3	10
Tobacco use	3	10
Bullying	3	10
Hitting, Shoving, or Kicking another student	3	10
Fighting	3	10
Referral Point Diagram	**Our Action**	**Handled by:**
1 thru 4	Parent Phone Call	NPS Transportation
5 thru 9	5 day Suspension	NPS Transportation
10 thru 19	10-15 Day Suspension	Transportation Director
20 Plus	20 plus day suspension	Transportation Director

For more information pertaining to NPS Transportation policies and procedures, please contact Mrs. Shirley Jennings at 405-872-3455.

WARNING SYSTEMS/INCLEMENT WEATHER

It is policy of the Noble Board of Education to dismiss school if weather conditions deteriorate to the extent that the safety of students may be jeopardized.

Should the superintendent or, in the superintendent's absence, the next person in line on the organization flow chart decide to dismiss school because of weather conditions, the following media sources will be requested to make appropriate announcements: local television affiliates ABC, CBS, NBC. Absent such announcements, students should assume that school will be in session.

Should it become necessary to dismiss school during a school day, the following media sources will be requested to make

appropriate announcements: local television affiliates ABC, CBS, NBC.

During the tornado season, the school administration will be concerned with tornado watches and tornado alerts. School will not be dismissed because of a tornado watch or warning. However, if a parent is concerned about the safety of a child, the child will be released to the parent's custody at the school. School will be dismissed if the administration feels that it is safe to do so. Otherwise, children shall remain at school and appropriate safety measures shall be taken.

(Noble Board of Education, Policy CKBB)

NHS Fire, Tornado, Disaster, and Lockdown Drill

Every year hundreds of lives and millions of dollars' worth of property are lost from natural disasters. Our state laws require that our school have a plan for evacuation; the procedures set forth below may save your life should we someday have such a disaster in our school. The most important thing to remember in the event of such an emergency is to keep quiet, calm, and move quickly to pre-arranged assembly points. Correct mistakes after each drill. Keep these procedures posted in each room.

Signals

The signal for fire or for fire drills will be a repeating tone w/flashing strobe. The signal for a tornado or tornado drill will be one long continuous bell. Disaster and Lock Down Drills will be announced on an individual basis.

NHS School/Parent Compact

To the Parent/Guardian of _____

This School - Parent Compact is in effect for the 2023-2024 school year.

School Responsibilities:

The Noble High School will:

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:

All Teachers and staff will:

- encourage and support students' learning.
- believe that each student can learn.
- use positive actions and words.
- maintain and foster high standards of academic achievement and positive behavior.
- respectfully and accurately inform parents of their child's progress.
- have high expectations for students
- create a caring, inclusive, stimulating, and safe school/classroom setting.

Parent Responsibilities:

We, as parents, will support our children's learning in the following ways:

- see that my child attends school regularly and on time.
- provide the necessary material for class participation.
- maintain and foster standards of high academic achievement and positive behavior.
- make sure **all** homework is completed and returned on time.
- promote positive use of my child's extracurricular time.
- communicate on a regular basis with my child's teachers.
- encourage my child to practice reading and math activities at home.
- show respect and support for my child, the teachers, and the school.

Student Responsibilities:

I, as a student, will:

- always do my best in my work and in my behavior.
- work cooperatively with my classmates and teachers.
- show respect for myself, my school, teachers, and others.
- obey the school and bus rules.
- take pride in my school and school work.
- come to school prepared with my homework and my supplies.
- believe that I can and will learn.

NHS School/Parent Compact

I have read the Noble High School Parent Compact and acknowledge/understand that Noble High School is a Title I school.

Name of Student _____

Signature of Student _____

Name of Parent _____

Signature of Parent _____

Please detach this page, sign and return to front office.

STUDENT HANDBOOK AGREEMENT

Student Handbook Confirmation

I have acknowledged access and read the Noble High School Student Handbook(online) and agree to follow it as written.

www.nobleps.com –under High School-information

Name of Student _____

Signature of Student _____

Name of Parent _____

Signature of Parent _____

Please detach this page, sign and return to the student's 2nd hour teacher.

2023-2024 Student Parking Agreement

My signature indicates that I have read the Noble High School 2023-24 Student Parking Rules and Regulations and will adhere to them.

_____ _____

Student Signature Date

_____

Student's Printed Name

TO BE FILLED OUT BY NOBLE FRONT OFFICE STAFF MEMBER:

_____

Parking Lot Section and Number

_____ _____ _____

Make & Model **Color** **Tag #**

_____ _____

Staff Member Signature **Date**

Curtis Inge Middle School

1201 N.8th Street, Noble, OK 73068
(405) 872-3495
www.nobleps.com

2023 – 2024 Student Handbook

Superintendent: Mr. Solomon
Assistant Superintendent: Dr. Myers
Executive Director: Mr. Gray
CIMS Principal: Mr. Slate
Assistant Principal: Mr. Crawley
Assistant Principal: Mrs. Walker
Counselor: Mrs. Gray
Counselor: Mrs. Wyche

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Dear Students and Parents,

Welcome to Curtis Inge Middle School. The faculty and staff are excited to have you for the 2023–2024 school year! The student handbook serves as an accord between the school, student, and parent. Please go over this handbook with your student to assure understanding of the school's expectations and procedures. We look forward to working together this school year to make your student(s)' educational experience exceptional.

Our Vision…

Not just what we think

How we think… Excellence

Not just what we do

How we do it… Quality

Our Mission...

We are... dedicated to providing our students with a positive learning climate, which encourages a passion for discovery and achievement. We feel students are entitled to learn in an orderly environment of mutual respect and concern among peers and teachers.

Each day our mission is to provide challenging and creative lessons through which our students have the opportunity to master academic as well as social and personal skills that will lead to healthy living, foster success, and inspire lifelong learning.

Each day our mission is to hold ourselves, and our students accountable for positive actions, personal growth and caring relationships, enhanced through a strong partnership between home and school.

We are…NOBLE PUBLIC SCHOOLS

Contact Information

Office Staff: Jenissa Phillips and Amanda Lockridge
School Phone Number: (405) 872-3495
School Fax Number: (405) 872-8670
NPS Central Office: (405) 872-3452
Transportation: (405) 872-3455
Child Nutrition: (405) 872-5866

Office Hours: 8:10 a.m.- 4:00 p.m. When in Session

Significant Days from the Calendar

6th Grade Orientation	August 8
First Day of School	August 9
Welcome Back RootBEAR Social	TBD
Labor Day Holiday	September 4
Fall Parent Teacher Conferences	TBD
Fall Break	October 12 – 13
Thanksgiving Holiday	November 20 – 24
1st Semester Ends	December 20
Winter Break	Dec. 21 – Jan. 3
2nd Semester Begins	January 4
Holiday / No School	January 15
Holiday/ No School	February 12
Spring Parent Teacher Conferences	TBD
Spring Break	March 18 - 22
CIMS Awards Assembly	TBD
Last day of Classes	May 21
Graduation	May 21

Parent/Teacher Conferences

Parent/Teacher Conferences will be scheduled for the fall and spring semesters to allow time for parents and teachers to meet about students' progress. Prior to conferences, notifications will be sent out on the school website, social media information pages, and through text messaging to inform parents of times and dates. Conferences will be held after school in the evening.

Student Pick-Up and Drop-Off Procedures

The south parking area is the drop-off and pick-up location for commuters. Drivers need to circle the lot and drop students off when they reach the south door entrance of the school. The north parking lot is for bus pick-up and drop-off. Please remember that passing a bus in the process of loading or unloading children is against the law, and is monitored by the Noble Police Department. Please do not park in any area where the curbsides are painted red for emergency vehicles. School doors open at 8:10 a.m., and students will not be supervised until that time.

Arriving at School

The building will be open to students at 8:10 a.m. every school day. Once students arrive on campus, they are not allowed to leave and return unless accompanied by a parent. Students may stay in the cafeteria or in a designated area of the main building. After the first bell (8:30 a.m.), students will have access to their lockers if assigned, and other parts of the building.

CIMS Bell Schedule

Hour	6th Grade	7th Grade	8th Grade	First Bell @ 8:30 am
1st	8:35 – 9:20	8:35 – 9:24	8:35 – 9:24	
2nd	9:24 – 10:30	9:28 – 10:26	9:28 – 10:26	Pledge of Allegiance, Moment of Silence & Announcements
3rd	10:30 – 11:00	10:30 – 11:24	10:30 – 11:24	
4th	11:04 – 11:58	11:24 – 11:54	11:28 – 12:21	
5th	12:02 – 12:55	11:58 – 12:51	12:21 – 12:51	
6th	12:59 – 1:52	12:55 – 1:48	12:55 – 1:48	
7th	1:56 – 2:50	1:52 – 2:46	1:52 – 2:46	
8th	2:54 – 3:45	2:50 – 3:45	2:50 – 3:45	

Attendance Policy

When a student is absent from school, it is the responsibility of the parent or guardian to contact the school. If the school has not been contacted by the parent/guardian, the student will receive an unexcused absence for that day or period. All court, doctor, or dental appointments will require a note from that agency for the absence to be excused and **must be turned in within 48 hours of the absence**.

All absences, excused or unexcused, count toward the 10 absences per semester limit, except for school activities. Illness or serious illness of immediate family, death in family or close friend, doctor or dental appointments, driver's license testing, required court appearances, school sponsored activities, educational trips, religious holidays, and pre-arranged family trips are the only excused absences that will be accepted and only then if parents call the school and/or a signed note is on file in the attendance office. The number of days to make-up the work will coincide with the days missed plus one day. ***It is the responsibility of the students, not the teacher, to make arrangements for make-up work.***

Activities and Eligibility

The Noble Board of Education recognizes the importance of activities in the education program. However, regular class attendance is a prerequisite for students to achieve the maximum educational experience. **Students may not miss a class more than ten (10) times in a school year for excused, school- sponsored activities. Students will only be allowed to apply for five (5) additional days of Activity Absences per school year.** Activity Absence extension request forms are available in the main office. The attendance record of the student and the student's grade in each class will largely determine if the student should be allowed to participate in the activity. State and nationally-sponsored activities are exempt from the above regulations. The guidelines of the Oklahoma Secondary School Activities Association will determine what constitutes a state and/or national activity.

A student must pass five classes at the end of each semester to be eligible for activities. After each semester, eligibility for participation will be determined on a weekly basis. **This policy will apply to all extracurricular activities including dances, field trips, etc.** Participation will be denied if he/she fails/is failing any class or combination of classes two (2) consecutive weeks.

Tardies

During the school day, a student who is late to class should report directly to that class. Students who are 15 minutes late for class will be considered absent for that class period. Students who are in the office or with another teacher/adult should request a note to the next class so that he/she will not be counted tardy. Any student who arrives late to school must report to the office for an admit pass. Each teacher will make a record of all tardies. The teacher will make parent contact on the third tardy per semester. Discipline referrals may be sent to the office for each tardy after the third tardy.

Grading

In accordance with the policy of the board of education the following grading system will be used for all subjects, including special education:

100 - 90	=	A
89 - 80	=	B
79 - 70	=	C

69 - 60	=	D
59 – Below =		F

CIMS Clubs and Organizations

Academic Team – Academic Team is a group of students that cherish the opportunity to learn every chance they get and to showcase their knowledge in academic competitions. Academic Team is a vigorous sport of competing against teams from other schools for the opportunity to win Districts and State. The Academic Team starts with our 6th grade team learning the basics and working as a team. Our 7th and 8th grade team competitively competes against other schools answering questions from all core subject areas, as well as current events and elective courses.

Author's Life Book Club – The purpose of the Author's Life Book club is to allow students to experience what it is like to be an author. Students will learn the process involved in creating a story, editing, publishing, and selling their books. Finished books are published on the Noble Public Schools' Amazon page.

Band – MS Band is a great way to learn to play musical instruments. From Beginner Band to Blue Band and Gold Band, students progress upwards with their instrumental talents. Beginner Band Students learn music fundamentals and the basics to playing their horns. Blue Band Students (Year 2) progress toward mastery of their instruments, while learning to march and perform with the 3rd year, Gold Band. Together, they perform for the Veteran's Day Assembly, along with various parades and concerts. Blue Band also provides opportunities to audition for and perform with honor band groups, as well as in District Solo and Ensemble Contest. Gold Band is all about preparing for High School! While continuing to perform in all of the opportunities afforded to Blue Band students, Gold Band Students masters the High School's pre-game show music, various pep-band pieces and joins the High School Band in performing during half-time at one home football game! The Combined MS Blue & Gold Band participates in contests, as well as showcasing our talents at local concerts.

Choir – MS Choir is an exciting opportunity for students to showcase their singing voices and learn the various components of singing in a choir. The MS Choir has local concerts that allows them to perform for live audiences, as well as certain school assemblies.

Esports – Curtis Inge Middle School's Esports mission is to eventually develop an organized middle school level esports league, in a safe, comfortable environment with healthy competition. We believe that esports will provide more academic and vocational avenues to students who have put time and work into this emerging sport. Students will learn and nurture valuable skills, such as team communication, strategy creation and manipulation, problem solving, and critical thinking. Esports will be a place for students to get to know each other and to begin learning how to communicate as a team in a safe and positive way as they participate and share their passion for video games.

Family Career and Community Leaders of America (FCCLA) – FCCLA promotes personal growth and leadership development through Family and Consumer Sciences education. Focusing on multiple roles of family member, wage earner, and community leader, members develop skills for life through character development, created and critical thinking, interpersonal communication, practical knowledge, and career preparation.

Fellowship of Christian Athletes (FCA) – FCA is about seeing the world impacted for Jesus Christ through the influence of Christian adults and students. Although the organization is titled Fellowship of Christian Athletes, it is open to any student and provides a place for students with a common belief in God to come together to discuss their faith with one another.

Journalism – Students learn to write, edit, and research relevant and engaging news stories. Students will learn to interview sources and to use photography of people and events for publication. Students will use the inverted pyramid style of writing to deliver news stories to their audience. Students will also be engaged in the hands-on layout and design of newspaper pages for publication.

Lego Robotics – Do you love Legos? Do you love robots? If the answer is yes, then come on over. Lego Robotics guides students through STEM learning and exploration. It combines coding and construction while building habits of learning, confidence, and teamwork skills to accomplish different objectives.

MS PRISM – The main goal of MS PRISM is to show love and acceptance to all who might be struggling with personal issues such as self-acceptance. MS PRISM is a great way to explore why students feel the way they do and talk about ways to build stronger and more resilient relationships.

Musical Theater – If you love musicals, then this is right up your alley. Over the last two years, the MS have performed the Jungle Book Musical and High School Musical. In Musical Theater, students get to showcase not only their singing voices, but choreography and acting skills.

Poetry Animal Club (PAC) – PAC is a club that loves to not just talk about animals but find ways to help animals that may be in need. One way we show our appreciation and love for animals is by writing poems about animals and their habitats.

Robotics – Allows students that have a passion for using mechanical and coding skills in developing robotics/autonomous projects that takes on real-world application of STEM solutions. Robotics competes in Botball and other competitions throughout the year.

Student Council (Stu-Co) – Stu-Co prepares the leaders of tomorrow and helps with numerous school activities including Kindness Week, homecoming activities, school improvement, community projects and daily announcements.

PowerSchool

CIMS using the grading system: Powerschool. Powerschool features a parental and student application that allows parents and students to check grades and student progress on a weekly or daily basis through a phone app or email. We encourage all parents and students to call or come by the office to get an individualized username and password for Powerschool.

Withdrawal of Students

If you are moving and withdrawing your student from CIMS, please call or come by the school a few days prior to the withdrawal date. This will give ample time to complete the necessary paperwork. Please plan to pay all breakfast and lunch charges, and remember to bring back all school materials; such as, library books and the school chromebook. Your cooperation is greatly appreciated.

Chromebook/Device Loan

All CIMS students will be loaned a Chromebook by Noble Public Schools. A technology agreement will be presented at the time of distribution. A list of charges that can be incurred for damaged, lost, or stolen Chromebooks can be found in the District Technology Handbook. If a Chromebook is damaged, lost, or stolen, payment may be required before a new device will be issued.

Closing School/Inclement Weather

An announcement will be made through Television, specific social media sites, and local news websites should school have to be canceled due to inclement weather. The school makes every effort to make decisions concerning school closings based on the safety of students. The district boundaries cover 144 square miles and conditions in one part of the district may be very different from those in another area. Decisions concerning school closings are made as early as possible before buses begin their morning routes. Should it become necessary to dismiss school during a school day, the following media sources will be requested to make appropriate announcements: local television affiliates ABC, CBS, NBC.

During the tornado season, the school administration will be concerned with tornado watches and tornado alerts. School will not be dismissed because of a tornado watch or warning.

However, if a parent is concerned about the safety of a child, the child will be released to the parent's custody at the school. School will be dismissed if the administration feels that it is safe to do so. Otherwise, children shall remain at school and appropriate safety measures shall be taken. (Noble Board of Education, Policy CKBB)

NPS Fire, Tornado, Disaster, and Lockdown Drill

Every year hundreds of lives and millions of dollars worth of property are lost from natural disasters. Our state laws require that our school have a plan for evacuation; the procedures set forth below may save your life should we someday have such a disaster in our school. The most important thing to remember in the event of such an emergency is to keep quiet, calm, and move quickly to pre-arranged assembly points. Correct mistakes after each drill. Keep these procedures posted in each room.

Signals
The signal for fire or for fire drills will be a repeating tone w/flashing strobes. The signal for a tornado or tornado drill will be one long continuous bell. Disaster and Lock Down Drills will be announced on an individual basis.

Pledge of Allegiance
CIMS honors America daily by reciting the Pledge of Allegiance. Those who do not wish to participate are not required to do so.

Minute of Silence
Per state law, public schools are to observe approximately one minute of silence each day for the purpose of allowing each student, in the exercise of his or her individual choice, to reflect, meditate, pray, or engage in any other silent activity that does not interfere with, distract, or impede other students in the exercise of their individual choices. (70 Oklahoma Statute 11-101.2)

Award Winners
Award winners are deemed directory information and may be used on webpages or in the newspaper.

First Aid – Students
The Noble Board of Education recognizes the school's responsibility for emergency handling of accidents and sudden illnesses occurring at school or on school property. In order to obtain emergency medical care, a medical release form signed by a parent/guardian must be on file. If a medical release is not on file, emergency medical care will be provided in life-threatening situations only. (Noble Board of Education, Policy FFAC)

Medication
If it is necessary for a child to take prescribed medication during school hours, it must be in the original prescription container. Medication brought by children must be taken to the office. The parent should send a note or call before the child is allowed to take this medication.

Head Lice
If a student is sent to the office with live lice or brown nits, the student will be removed from the classroom and the parent/guardian will be called to pick up the student. The student will not be allowed to ride the bus to or from school or be readmitted to school until the student is properly cleared to return. After the infested person(s) and the home has been properly treated as recommended, the child will be required to be checked for lice before returning to school by a health professional. The child must provide the release form with them when returning to school. The empty treatment container should be taken to the health facility so they will know what product has been used for their records. The Cleveland County Health Department (321-4048) will check for head lice on Monday-Thursday between 8 am and 4 pm. They reserve the right to close the clinic early based on the availability of staff to care for the number of clients reporting to the clinic. After the check, the parent will receive a completed form stating if the child is free of lice or nits which is

required to return to school. The school administrator has the option to allow the child to return based on their observation when the parent proves a hardship exists. If a student has recurring lice problems, it will be up to the discretion of the office personnel to request a release from a doctor or health professional stating that the student has been treated and is free of lice. The school has the right to contact the Department of Human Services, if the problem is not solved.

Lost and Found

Lost and Found will be located in the office. All lost and found items will be removed from the school every two weeks. CIMS is not responsible for lost or stolen items.

Child Nutrition

Noble Public Schools will allow students to charge in the cafeteria for lunch and breakfast meals. We encourage that students stay under $30 for breakfast and lunch charges. The district will communicate with the student and parent/guardian when a student is approaching and/or exceeds this amount. **Applications for free or reduced lunches are available from the school office.**

Telephone

The telephone in the office is for school business. **Students will not be called from classes to answer a telephone call**. **Parents should refrain from calling and leaving messages for students**. In the case of an emergency, a message will be delivered to the student.

WIRELESS TELECOMMUNICATION DEVICES

Curtis Inge Middle School policy on wireless telecommunication devices is designed to ensure that the use of wireless telecommunication devices does not interfere with teaching and learning during the school day. For the purpose of this policy, wireless telecommunication devices are deemed to include cellular phones, smartwatches, pagers, two-way radios, earbuds, headphones and other devices that use radio frequencies for communications. (***Including iPods, Gameboys, Kindle's and other game devices***) Students may possess wireless telecommunication devices while on school premises or while in transit under the authority of the school or while attending any function sponsored or authorized by the school; however, the usage of these devices is regulated to not during instructional times.

Lockers and Locks

Students are to use only the lockers assigned to them. Students who give out their locker combinations to other students risk having items taken from their lockers. New lockers will not be issued to students during the school year. Students are to keep lockers clean, inside and out, and are not to alter the locker in any way. School lockers, desks, and other areas of school facilities may be opened and examined by school officials at any time; no reason shall be necessary for such search (Reference: O.S. 70-24-102).

Visitors

In order to ensure the safety of our students, all exterior doors to the school will remain locked throughout the school day. Students may exit these doors in case of an emergency or for outside access, but no one can come in from the outside. **When coming to school for a visit, parents must enter through the front west door, sign in at the office, and obtain a visitor's name**

badge which must be worn while on campus. We welcome parents to visit us at any time; however, appointments and arrangements for meetings must be arranged prior to the visit. **Parents will not be allowed to visit with teachers during class time unless prior arrangements have been made.** During the school day, all persons not employed by the district are considered visitors to our school and ***must*** wear a visitor's badge throughout their visit to Curtis Inge Middle School. Students may be checked out to go eat lunch, but, due to safety concerns, CIMS administration does not allow parents/guardians or any other person to visit students in the school's lunchroom during lunchtime.

Leaving School Grounds - Student Check-Out

Parents must check-in with the office to sign their child out of school. The sign-out sheet will include time of check-out, reason for checking out the student, and a time for check-in of the student if that student is returning to school. Students being checked-out for lunch, doctor's appointments, or other reasons must be checked out by the parent or someone who is listed on the emergency contact list. The office will not allow check-out of a student from the building with friends or relatives of that student unless they are on the emergency contact list.

The middle school is essentially a closed-campus school. Students may not leave school grounds for any reason during the school day without the express permission of the parent and the knowledge of the office. Students who leave school property without permission will be considered truant, and the appropriate consequences, according to the discipline policy, will be implemented.

Title I

Title I is a federally funded program to assist students in achieving higher academic levels in reading and math. This school year, Noble Public School District is recognized by the State Department of Education as a school wide Title I program. Students are referred to this program based on student progress on benchmarks and cumulative exams, as well as OSTP results.

Noble Public Schools Dress Code (Regulation)

In accordance with the policy of the board of education, the following regulation shall establish a dress and grooming code for the public school system. The building administrator shall have the authority to determine the appropriateness of any attire not specifically addressed below. In making a determination, the administrator shall consider whether the clothing and/or accessory presents a safety hazard, is revealing, or may be reasonably believed to disrupt the teaching or learning environment. Attire that disrupts the educational process is prohibited. The following dress code will be in effect for all students:

1. Skirts and Dresses: The skirt or dress must be a minimum of mid-thigh length while shoulders are relaxed and must not be revealing, disruptive or distracting to the educational process. Skirt openings must be a minimum of mid-thigh length. Dresses may be sleeveless if they have fitted armholes. Mini-skirts are not allowed.
2. Tops: Any shirt, blouse, sweater or top may be worn with the following conditions:

· Sleeveless Tops must have fitted armholes and not be revealing or show undergarments. Spaghetti straps, tank tops, muscle shirts, strapless tops, halter tops, racer back tops are not allowed.

· Nothing translucent, sheer, of mesh, fishnet or revealing may be worn.

· All tops must be properly buttoned and may not expose the midriff when arms are raised from the side. Tops that expose undergarments are not permitted.
· Tops, dress and sleeve openings, must not expose undergarments, chest, breast, cleavage or any part of the torso. Tops may not have any type of plunging neckline.
3. Pants: Pants, jeans or slacks that are neat and clean are acceptable.
· Pants that drag the floor are not allowed. Pants that are cut, slit, or have holes above mid-thigh are not allowed. Pants that have been patched are acceptable.
· Form fitting pants, skin tight jeans, leggings, and jeggings are allowed as an outer garment as long as the top outer garment reaches mid-thigh. Pajama pants are not allowed.
· Sagging is not permitted at any time. Pants may not be worn low exposing the torso, back or undergarments.
4. Shorts: Shorts that are mid-thigh length or longer are acceptable for school dress.
· Shorts that are cut, slit or have holes above mid-thigh are not allowed.
· Form fitting shorts, biker shorts, spandex and mini-shorts, such as Soffes, are not allowed.
5. Shoes: Shoes must be worn at all times. Different programs require different types of shoe types. Students will be informed by their teachers as to the requirements for the particular class or program they are in. House Shoes, Shoes with rollers, wheels, or skates are not allowed.
6. Accessories: Accessories which are not acceptable include the following:
· Hats, hoods, beanies, caps, bandanas, sunglasses, blankets, and stuffed animals are prohibited inside the buildings. Exceptions may be made by the principal for spirit days, religious purposes or special activities.
· Wearing, possessing, using, distributing, displaying or selling any clothing, jewelry, emblems, badges, symbols, signs, graffiti, or other items that are evidence of membership in or affiliation with a gang are prohibited.
· Chains, Wallet chains, Biker chains, Collars, Fish Hooks, Jewelry such as earrings with loops that could pose a safety issue are prohibited.
· Trench coats and other full length coats are prohibited.
7. Insignias, Monograms, Prints or Patches: Lettering or any type of sew-on patch, decal, print, insignia or design that conveys crude, vulgar, profane, violent, death-oriented, gang related, sexually explicit or sexually suggestive messages or any advertising of tobacco, alcohol drugs or drug paraphernalia are specifically prohibited.
8. Makeup, Tattoos and Brands: Facial make-up, tattoos, brands or other body decorations whether temporary or permanent, that convey crude, vulgar, profane, violent, death-oriented, gang related, sexually explicit or sexually suggestive messages or advertise tobacco, alcohol, drugs or drug paraphernalia are specifically prohibited.
9. Clothing that is purposefully ripped, torn, and or cut in a manner that causes a distraction to the operation of the school and the educational process or is a safety risk is prohibited.
10. Activity/Spirit Days: Teams are allowed to wear uniforms as long as they are compliant with the dress code. Any uniform that in itself does not comply with the school dress code must be worn underneath proper outerwear. Exceptions to the dress code for special activities must be approved in advance by the school administration.
11. Exceptions to the dress code may be authorized by the building administrator or designee for a specific school-related activity on a case-by-case basis.
12. The dress code for Noble Public Schools is a minimum requirement dress code. Students are encouraged to dress in a professional manner above and beyond the dress code.
13. A Dress Code Log will be kept at each site documenting the name of the offender, the violation type and the date of the violation. All head principals will complete a year-end Dress Code Log Report showing total numbers only of singular and repeat student violators as well as the types of violations recorded in their site log. All year-end site reports will be submitted to the superintendent and the school board. Student names will not be listed or reviewed. In addition, the school board reserves the right to solicit year-to-date site Dress Code Log Reports at any time during the school year.

Any student found out of compliance with the Noble Public Schools Dress Code will be sent to an administrator for resolution. Students will be given the option to change to appropriate clothing or have parents bring acceptable clothing. The parent will have an acceptable amount of time to provide the change of clothes. If a parent is unable to

do so, the student may be sent home. Students will be allowed to return to school/class after clothing has been changed and is compliant with the dress code.

Parents will be notified each time a student is in violation of the Dress Code if the issue is unable to be corrected on site. Parents will always be notified when repeat violations occur. Communication with parents will occur from the school office in these situations. Repeat offenses will result in the Disciplinary Process being followed according to the school site handbook. All disciplinary actions will be adjudicated in a private and confidential manner.

The Dress Code policy for Noble Public Schools will be reviewed on a regular basis and will be updated and modified at the discretion of the Noble Public Schools Board of Education.

- 1st offense- Counsel
- 2nd offense- Lunch Detention
- 3rd offense- ISD
- 4th offense- ISD or OSS

Student Discipline

The Noble Board of Education believes that the school's primary goal is to educate, not to discipline. However, education includes establishing norms of social behavior and assisting students in understanding and attaining those norms. When the behavior of an individual student comes into conflict with the rights of others, corrective actions are nec-es-sary for the benefit of the individual and the school. The teacher in a public school has the same rights as a parent or guardian to control and discipline a child while the child is in attendance, in transit to or from the school, or partici-pating in any authorized school function. However, to avoid any appearance of impropriety, no teacher or adminis-trator will be involved in the discipline of that teacher's or administrator's child except in cases of classroom supervi-sion. Disciplinary matters concerning children of school employees will be handled by the superintendent or the superintendent's designee. The superintendent's child will be disciplined by someone other than the superintendent.

Each student shall be treated in a fair and equitable manner. Disciplinary action will be based on a careful assess-ment of the circumstances surrounding each infraction. The following are some examples of these circumstances:

The seriousness of the offense;
The effect of the offense on other students;
Whether the offense is physically or mentally injurious to other people;
Whether the incident is isolated or habitual behavior;
The manifestation of a disability;
Any other circumstances which may be appropriately considered.

Standards of behavior for all members of society are generally a matter of common sense. The following examples of behavior are not acceptable in society generally, and in a school environment particularly. The involvement of a stu-dent in the kind of behavior listed below will generally require remedial or corrective action. These examples are not intended to be exhaustive and the exclusion or omission of unacceptable behavior is not an endorsement or acceptance of such behavior. When, in the judgment of a teacher or administrator, a student is involved or has been involved in unacceptable behavior, appropriate remedial or corrective action will be taken.

1. Unexcused lateness to school

2. Unexcused lateness to class
3. Cutting class
4. Leaving school without permission
5. Refusing detention/late room
6. Tobacco/Vaping
7. Truancy
8. Possessing or using alcoholic beverages or other mood-altering chemicals
9. Stealing
10. Forgery, fraud, or embezzlement
11. Assault, physical and/or verbal
12. Fighting or instigating a fight
13. Possession of weapons or other items with the potential to cause harm
14. Distributing obscene literature
15. Destroying/defacing school property
16. Racial discrimination including racial slurs or other demeaning remarks concerning another person's race, ancestry, or country of origin and directed toward another student, an employee, or a visitor
17. Sexual Harassment
18. Gang related activity or action
19. Drugs, OTC, and prescription, possession, distribution and under the influence of controlled substances.
20. More than one student in a bathroom stall

In administering discipline, consideration will be given to alternative methods of punishment to ensure that the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The faculty may consider consultation with parents to determine the most effective disciplinary measure.

In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or se-quence of events to follow in disciplinary actions. The board of education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance.

1. Conference with student
2. Conference with parents
3. In-school suspension
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by the student's behavior
10. Restriction of privileges
11. Involvement of local authorities
12. Referring student(s) to appropriate social agency

13. Alternate Academic Placement within Noble Virtual Academy
14. Suspension
15. Other appropriate disciplinary action as required and as indicated by the circumstances

Parents, guardians, and students residing in this school district are also advised by means of this policy statement and by the student handbook that students in this district shall have no reason-able expectation of privacy rights to school officials, in school lockers, desks, or other school property. School personnel shall have access to school lock-ers, desks, and other school property at any time and no reason shall be necessary for such search. Student property may be searched with reasonable suspicion.

Teachers, parents, guardians, and students are invited and encouraged to participate in the formulation of discipli-nary policies, rules, and regulations by suggesting to administrators appropriate means of discipline for specific infractions.

(10 Oklahoma Statute 7115; 70 Oklahoma Statute 6-114; 70 Oklahoma Statute 24-101.3; Noble Board of Education, Policy FO)

**Students may not attend any extra-curricular school events or be present on school grounds while serving an out-of-school suspension.

Display of Affection

Display of affection such as kissing or excessive physical contact will not be permitted at school

Search and Seizure

According to the law of Oklahoma, the superintendent or school principal of any public school in the state of Oklahoma, any teacher, or security personnel, shall have the authority to detain and authorize the search of any pupil or pupils on any school premises or while in transit under the authority of the school or any function sponsored or authorized by the school, for dangerous weapons or controlled dangerous substances, as defined in the uniform controlled dangerous substances act, and hereinafter referred to as controlled substances that might be in their possession, including the authority to authorize any other persons they deem necessary to restrain such pupil or to preserve any dangerous weapons, or controlled dangerous substances, intoxicating beverages, low-point beer, or missing or stolen property. Student searches may be made based on a reasonable suspicion of a violation of school rules and /or state or federal law by a student. Contraband and other property unauthorized to be on school property or school sponsored activities will be seized for evidentiary purposes in a school hearing and/or legal hearing.

Discipline Consequences

Consequences may vary depending on the behavior/action. Disciplinary infractions are classified by their severity.

Consequences are defined as follows:

- **Detention -** Detention may be before school, after school, or at lunch. A student may be assigned detention for minor violations.

- **In School Detention** - A student assigned to In School Detention spends the day assigned to a specific detention room where work is sent by his/her teachers. A student assigned to In School Detention after the first ISD offense, will not participate in school sponsored activities, including sports, on the day(s) he/she is assigned. If a student is suspended while in ISD, he/she may be required to finish ISD days on return from OSS.
- **Suspension** –A student may be temporarily suspended, which shall be defined as exclusion from classroom instruction, by the principal, asst. principal, or the principal's designated representative under the procedure hereinafter set forth. Upon being brought to the attention of the principal, asst. principal, or his designated representative that a student has allegedly committed certain acts, an informal conference will be held between the student and the principal, asst. principal, or his designated representative. At the conference, the student shall be informed of that which he/she is accused of violating, and they will be advised specifically of what they are accused of doing and what the basis of the accusation is. In the event the student denies these charges, they shall be given an explanation of the evidence the school authorities have and shall be given the opportunity to present any information or explanation concerning the incident.
- **Citations** – A student may receive a citation for an infraction to school policy.

After discussing the charges in detail and considering the explanation, if any, furnished by the student, the principal and his designated representative shall determine if the student is, in his opinion, guilty of those charges. If he so determines, the principal, asst. principal, or his designated representative shall have authority to administer a temporary suspension for whatever time period he deems is warranted, taking into consideration the severity of the violation. The administrator will notify the parent or guardian of the punishment. Upon completion of the specified suspension time, the parent or guardian may be required to accompany the student to school to be reinstated by the principal, asst. principal or designee. Continuation of the student's academic progress will be served by CIMS either sending homework home in packets or enrolling the student in the Noble Virtual Academy.

Drug-Free Schools

It is the policy of the Noble Board of Education that in recognition of the clear danger resulting from illicit drug and alcohol abuse and in good faith effort to promote the health, safety, and well-being of students, employees, and the community, the board has implemented a developmentally based drug and alcohol education and prevention program for grades Kindergarten through twelve (K-12).

Students are hereby notified that the use, possession, or distribution of illicit drugs and alcohol is wrong and harmful. Therefore, standards of conduct that are applicable to all schools in this district, prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol by students on school premises or as part of any of its activities.

Disciplinary sanctions will be imposed on students who violate standards of conduct required by this policy. Such sanctions will be consistent with local, state and federal laws, up to and including probation, suspension, and expulsion, as well as referral for prosecution. Completion of an appropriate rehabilitation program may also be recommended.

Information about drug and alcohol counseling and rehabilitation and reentry programs will be made available through the school office.

The standards of conduct and the disciplinary sanctions imposed by this policy includes the following: "The Drug Free Schools and Communities Act Amendments, P.L. 101-226 requires that State, as well as local educational agencies, must certify that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees." (Federal Regulations can be examined through the school office.)

Parent/Guardian signature certifies receipt of a Student Handbook of Guidelines and Policies for Students and Parents which includes district policy relating to adoption and implementation of a drug prevention program for students.

("Public Law 101-226; 70 Oklahoma Statute 1210.221, et sequence; Noble Board of Education, Policy FNCF) CROSS-REFERENCE: Policy DCC, Drug-Free Workplace; Police FFB, teaching about Drugs, Alcohol, and Tobacco; Policy FFBA, Drug and Alcohol Use by Students; Policy FNCE, Reporting Students Under the Influence.

NPS Drug-Free Schools

In recognition of the school's obligation to our students and community, we stand ready to assist in dealing with drug or alcohol related problems. The faculty is obligated to inform the principal when it is suspected that a student is either under the influence of drugs or alcohol, in possession of drugs or alcohol, or distributing drugs or alcohol. When this is reported to the principal, both the superintendent and the parents are notified of this report. When this report is made, the principal will search the student, his locker, personal property, and car. Any student who has been suspended for possession or for being under the influence of alcohol and or illegal drugs shall receive the following consequences:

First offense: Out of School Suspension for 45 school days
Second offense: Out of School Suspension for the current semester and the next semester.

The student may be given the option to enter a counseling program and if recommended by a counselor, a treatment program. The parent/guardian must provide written verification from the program before the student shall be permitted to return to classes in the district following the suspension. Upon written verification of being enrolled in family counseling or a treatment program, the student suspension could be reduced to a minimum of ten days.

Failure to complete the program will require the number of suspension days waived to be served. Any student found to have distributed drugs or alcohol will not be allowed the opportunity to reduce their suspension by entering a drug counseling program.

Weapons

ANY STUDENT FOUND TO BE IN POSSESSION OF A WEAPON OF ANY TYPE MAY FACE A SUSPENSION OF UP TO ONE CALENDAR YEAR OR THE MAXIMUM ALLOWED BY STATE LAW.

Internet and Other Computer Networks Acceptable Use

The Noble Public Schools district is pleased to make available to students and staff access to interconnected computer systems within the district and to the Internet, the worldwide network that provides access to

significant educational materials and opportunities. In order for the school district to ensure the continued accessibility of its computer network and Internet, all students and staff must take responsibility for appropriate and lawful use of this access. Students and staff must understand that one person's misuse of the network and Internet access may jeopardize the ability of all students and staff to enjoy such access. While the school's teachers and other staff will make reasonable efforts to supervise student use of network and Internet access, they must have student cooperation in exercising and promoting responsible use of this access.

Below is the Acceptable Use and Internet Safety Policy ("policy") of the school district and the Data Acquisition Site that provides Internet access to the school district.

Upon reviewing, signing, and returning this policy as directed, each student and staff member agrees to follow the policy and will be given the opportunity to enjoy Internet access at school. If a student is under 18 years of age, he or she must have his or her parents or guardians read and sign the policy. The school district shall not provide access to any student who, if 18 or older, fails to sign and submit the policy to the school as directed or, if under 18, does not return the policy as directed with the signatures of the student and his/her parent or guardian. Listed below are the provisions of the agreement regarding computer network and Internet use. The district has designated a staff member to whom users may direct questions. If any user violates this policy, the user's access will be denied or withdrawn, and the user may be subject to additional disciplinary action. Personal Responsibility By signing this policy, the user agrees not only to follow the rules in this policy, but also to report any misuse of the network to the person designated by the school for such reporting. Misuse means any violations of this policy or any other use that is not authorized under this policy, and having the effect of harming another or his or her property. Term of the Permitted Use A student or staff member who submits to the school, as directed, a properly signed policy and follows to which she or he has agreed will have computer network and Internet access during the course of the school year only. Students and staff will be asked to sign a new policy each year during which they are students or staff members in the school district before they are given an access account.

Acceptable Uses

1. Educational Purposes Only. The school district is providing access to its computer networks and the Internet for educational purposes only. If the user has any doubt about whether a contemplated activity is educational, the user may consult with the person(s) designated by the school to help you decide if a use is appropriate.

2. Unacceptable Uses of Network. Among the uses that are considered unacceptable and which constitute a violation of this policy are the following:

A. Uses that violate the law or encourage others to violate the law. Don't transmit offensive or harassing messages; offer for sale or use any substance the possession or use of which is prohibited by the school district's student discipline policy; view, transmit or download pornographic materials or materials that encourage others to violate the law; intrude into the networks or computers of others; and download or transmit confidential, trade secret information, or copyrighted materials. Even if materials on the networks are not marked with the copyright symbol, the user should assume that all materials are protected unless there is explicit permission on the materials to use them.

B. Uses that cause harm to others or damage to their property. For example, don't engage in defamation (harming another's reputation by lies); employ another's password or some other user identifier that misleads message recipients into believing that someone other than the user is communicating or otherwise using his/her access to the network or the Internet; upload a worm, virus, "Trojan horse," "time bomb," or other harmful form of programming or vandalism; participate in "hacking" activities or any form of unauthorized access to other computers, networks, or information systems.

C. Uses that jeopardize the security of student and staff access and of the computer network or other networks on the Internet. For example, do not disclose or share your password with others; do not impersonate another user.

D. Uses that are commercial transactions. Students, staff, and other users may not sell or buy anything over the Internet. The user should not give others private information about the users or others, including credit card numbers and social security numbers.

3. Netiquette. All users must abide by rules of network etiquette, which include the following:

A. Be polite. Use appropriate language. No swearing, vulgarities, suggestive, obscene, belligerent, or threatening language.

B. Avoid language and uses that may be offensive to other users. Don't use access to make, distribute, or redistribute jokes, stories, or other material which is based upon slurs or stereotypes relating to race, gender, ethnicity, nationality, religion, or sexual orientation.

C. Do not assume that a sender of e-mail is giving his or her permission for the user to forward or redistribute the message to third parties or to give his/her e-mail address to third parties. This should be done only with permission or when the user knows that the individual would have no objection.

D. Be considerate when sending attachments with e-mail (where this is permitted). Be sure that the file is not too large to be accommodated by the recipient's system and is in a format which the recipient can open.

Cyber Bullying

Cyber bullying is when one or more people intentionally harm, harass, intimidate, or reject another person using technology. This includes but is not limited to the following: • Sending mean or threatening messages via email, IM (instant messaging), or text messages. • Spreading rumors about others through email, IM, or text messages. • Creating a website or social-networking account that targets another student or other person(s). • Sharing fake or embarrassing photos or videos of someone with others via a cell phone or the Web. • Stealing another person's login and password to send mean or embarrassing messages from his or her account. It shall be the policy of Noble Public Schools that cyber bullying will not be tolerated under any circumstances. A student caught violating this policy will lose computer privileges and these actions may result in further disciplinary action including suspension or expulsion from school or the student(s) involved. In addition, violators and their parents/guardians may be subject to civil and/or criminal penalties as specified by Oklahoma and/or federal law.

Internet Safety

1. General Warning; Individual Responsibility of Parents and Users. All users and their parents/guardians are advised that access to the electronic network may include the potential for access to materials inappropriate for school-aged students. Every user must take responsibility for his or her use of the

computer network and Internet and stay away from these sites. Parents of minors are the best guides to materials to shun. If a student or staff member finds that other users are visiting offensive or harmful sites, he or she should report such use to the appropriate school designee.

2. Personal Safety. Be safe. In using the computer network and Internet, the user should not reveal personal information such as the user's home address or telephone number. The user should not use his/her real last name or any other information which might allow a person to locate the user without first obtaining the permission of a supervising teacher. Do not arrange a face-to-face meeting with someone "met" on the computer network or Internet without a parent's permission (if the user is under 18). Regardless of your age, the user should never agree to meet a person the user has only communicated with on the Internet in a secluded place or in a private setting.

3. "Hacking" and Other Illegal Activities. It is a violation of this policy to use the school's computer network or the Internet to gain unauthorized access to other computers or computer systems, or to attempt to gain such unauthorized access. Any use which violates state or federal law relating to copyright, trade secrets, the distribution of obscene or pornographic materials, or which violates any other applicable law or municipal ordinance, is strictly prohibited.

4. Confidentiality of Student Information. Personally identifiable information concerning students may not be disclosed or used in any way on the Internet without the permission of a parent or guardian or, if the student is 18 or over, the permission of the student. Users should never give out private or confidential information about themselves or others on the Internet, particularly credit card numbers and Social Security numbers. A supervising teacher or administrator may authorize the release of directory information, as defined by law, for internal administrative purposes or approved educational projects and activities.

5. Active Restriction Measures. The school, either by itself or in combination with the Data Acquisition Site providing Internet access, will utilize filtering software or other technologies to prevent users from accessing visual depictions that are (1) obscene, (2) pornographic, or (3) harmful to minors. We are using C.I.P.A. compliant software for our technology protection measure (internet filtering software) to ensure that users are not accessing such depictions or any other material that is inappropriate for minors. Internet filtering software or other technology-based protection systems may be disabled by a supervising teacher or school administrator, as necessary, for purposes of bona fide research or other educational projects being conducted by students age 17 and older. The term "harmful to minors" is defined by the Communications Act of 1934 (47 USC Section 254 [h][7]), as meaning any picture, image, graphic image file, or other visual depiction that - taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;- depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; - taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

6. All students will be educated about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyber bullying awareness and response.

Privacy-Network/Internet Access

Network and Internet access is provided as a tool for the user's education. The school district reserves the right to monitor, inspect, copy, review and store at any time and without prior notice any and all usage of the computer network and Internet access and any and all information transmitted or received in connection with such usage. All such information files shall be and remain the property of the school district and no

user shall have any expectation of privacy regarding such materials. Failure To Follow Policy The user's use of the computer network and Internet is a privilege, not a right. A user who violates this policy, shall at a minimum, have his or her access to the computer network and Internet terminated, which the school district may refuse to reinstate for the remainder of the student's enrollment or the staff member's employment in the school district. A user violates this policy by his or her own action or by failing to report any violations by other users that come to the attention of the user. Further, a user violates this policy if he or she permits another to use his or her account or password to access the computer network and Internet, including any user whose access has been denied or terminated. The school district may also take other disciplinary action in such circumstances. Warranties/Indemnification The school district makes no warranties of any kind, either express or implied, in connection with its provision of access to and use of its computer networks and the Internet provided under this policy. It shall not be responsible for any claims, losses, damages, or costs (including attorney's fees) of any kind suffered, directly or indirectly, by any user (or his or her parents or guardian) arising out of the user's use of its computer networks or the Internet under this policy. By signing this policy, users are taking full responsibility for his or her use, and the user who is 18 or older or the parent(s) or guardian(s) of a minor student are agreeing to indemnify and hold the school, the school district, the Data Acquisition Site that provides the computer and Internet access opportunity to the school district and all of their administrators, teachers, and staff harmless from any and all loss, costs, claims, or damages resulting from the user's access to its computer network and the Internet, including but not limited to any fees or charges incurred through purchases of goods or services by the user. The user or parent(s) or guardian(s) of a minor student agree to cooperate with the school in the event of the school's initiating an investigation of a user's use of his or her access to its computer network and the Internet, whether that use is on a school computer or on another computer outside the school district's network. Updates Users, and if appropriate, the user's parents/guardians, may be asked from time to time to provide new or additional registration and account information or to sign a new policy reflecting developments in the law or technology or changes in district policy. Such information must be provided by the user (or his/her parents or guardian) or such new policy must be signed if the user wishes to continue to receive service. If after account information is provided, some or all of the information changes, the user must notify the person designated by the school to receive such information. (21 Oklahoma Statute 1040.75, Oklahoma Statute 1040.76; Children's Internet Protection Act of 2000 (HR 4577, P.L. 106554); Communications Act of 1934, as amended (47 U.S.C. 254[h], [l]); Elementary and Secondary Education Act of 1965, as amended (20 U.S.C. 6801 et seq., Part F); Noble Board of Education, Policy EFBCA)

CIMS Denial of Internet Access

Noble Independent School District will be operating under an "opt out" policy for students regarding Internet access. This means that students will be assumed to have parent/guardian permission to access the Internet at Noble Independent School District unless the school has received a written statement from the student's parent(s)/guardian(s) that the student does not have Internet access permission.

Please understand that in accessing the Internet at Noble Independent School District schools, students will be expected to adhere to the Noble Independent School District Schools Internet Acceptable Use Policy.

CIMS Academy

Purpose:

The Curtis Inge Middle School (CIMS) Academy is an alternative academic setting to the traditional school setting for students who have demonstrated consistent academic and social behaviors that are detrimental to their success in the regular school environment. CIMS Academy's mission is to provide students with academic and social training tools that will aid them in becoming more organized, responsible, and disciplined students and prepare them to be successful and productive citizens.

Placement:

CIMS Academy will be located within Curtis Inge Middle School. The academy will serve 15 to 20 students in 6th, 7th, and 8th grades. Students in the academy will take all of their core coursework and electives in the same classroom separate from the general population.

Placement into the academy will be determined by CIMS administration. Factors that will determine placement into the Academy include but are not limited to: chronic classroom disruptions, major/frequent behavioral infractions, and failure to succeed in the regular classroom setting.

Expectation:

Students placed in the academy will be required to complete at least one school semester in the academy before being considered to be placed back in the general education population. CIMS will not permit students placed in the academy to participate in extracurricular or school-sponsored activities. Students will have to meet clear, measurable, and attainable goals to be considered to be readmitted into the regular school setting.

Academics:

To ensure maximum academic success CIMS Academy students will start their day with math, English Language Arts (ELA), and Science coursework. Afternoon courses will include a physical education course, a counseling component-Character Counts course, a math skills course, and social studies. All of the core curriculum will be administered through Canvas-Learning Management System/ Google Classroom and was designed by CIMS teachers and aligned to the Oklahoma Academic Standards (OAS). The academy is designed to be a flexible, individualized, highly structured, blended learning environment with a certified teacher who will guide students at their own pace.

Policy:

Curtis Inge Middle School and Noble Public Schools are dedicated to providing our students with a positive learning climate, which encourages a passion for discovery and achievement. We feel students are entitled to learn in an orderly environment of mutual respect and concern among peers and teachers. Therefore, Curtis Inge Middle School will provide an alternative school setting program for students who are having difficulty functioning in the traditional school setting. CIMS will provide alternative instructional methods to help at-risk students grow, succeed, and thrive.

Additional School Procedures

Sharpies and Sunflower Seeds are not permitted inside the building at any time. Backpacks and bags are not permitted the last two days of school. Additional items may be included throughout the year if they become a distraction or a safety issue.

Schedule corrections will be done during the first two weeks of each semester. Schedule corrections will require administrative approval.

Multimedia Release Notification

During the course of the year a student's image, likeness, or voice recording may be acquired for use in news releases, district print, electronic publications, and the District's Website. However, if a parent, guardian or eligible student determines that they do not want to permit such uses, they must advise the school district in writing via letter to the head administrator at the appropriate school within two weeks of enrollment. The parent, guardian, or eligible student may consent to the use of such images in one form but decline said use in other forms. The advisement must detail in which forms such use is prohibited. All unlisted uses will be permitted. The district is released from any liability arising from such use and is not obligated to provide remuneration for such use.

District Asbestos Status

In compliance with the Asbestos Hazard Emergency Response Act (AHERA) all buildings located on the campus of Noble Public Schools have been re-inspected for Asbestos containing materials. This Re-inspection was done by accredited Department of Labor Inspectors. Based on the Re-inspection, Asbestos Containing Building Materials (ACBM) were found in a few locations. In its present condition, these ACBM's are non-friable. Noble Public School will continue to maintain this material as in the past and report any changes in the condition of this material to the Asbestos Coordinator. The management plan for Noble Public School District is available for review in the Office of the Superintendent.

No Child Left Behind Act of 2011/Every Student Succeeds Act 2015

At the beginning of each school year, federal law requires local educational agencies that receives federal funds to notify the parents of each student attending any school in the district that receive federal funds under this part that the parents may request, and the agency will provide the parents on request (and in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including, at a minimum, the following: (i) Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;(ii) Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived;(iii) 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;(iv) Whether the child is provided services by paraprofessionals and, if so, their qualifications. 29 In addition to the information that parents may request, the school shall provide to each parent;(i) information on the level of achievement of their child in each of the State academic assessments as required under NCLB; and (ii) timely notice that the parent's child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who is not highly qualified.

Nondiscrimination

It is the policy of the Noble Board of Education to provide equal opportunities without regard to race, color, national origin, gender, 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. (Noble Board of Education, Policy DAA)

DISCRIMINATION COMPLAINTS PROCEDURES

Noble Public Schools does not discriminate on the basis of race, color, national origin, gender, age, or qualified disability in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of their operations. Noble School District also does not discriminate in its hiring or employment practices. In an effort to ensure compliance with and coordination of all federal equity regulations, the district compliance coordinator is Ms. Ronda Bass, Superintendent, 405-872-3452. o designate persons with responsibility for a 30 particular action or those persons with supervisory responsibility for procedures and policies in those areas covered in the complaint. 7. Day: Day means a working

Definitions *1. Discrimination Complaint: A written complaint alleging any policy, procedure, or practice to discriminate on the basis of race, color, religion, national origin, sex, qualified handicap, veteran status, or other perceived discrimination. 2. Student Grievant: A student of the Noble Public School District who submits a complaint alleging discrimination based on race, color, religion, national origin, sex, or qualified handicap. 3. Employee Grievant: An employee of the Noble Public School District who submits a complaint alleging discrimination based on race, color, national origin, religion, sex, age, qualified handicap, or veteran status. 4. Public Grievant: Any person other than a student or employee or employment applicant who submits a complaint alleging discrimination based on race, color, national origin, religion, sex, age, qualified handicap, or veteran status. 5. Title IX, 504 and ADA Coordinator (Coordinator): The person(s) designated to coordinate efforts to comply with and carry out responsibilities under Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Americans With Disabilities Act of 1990, and other state and federal law addressing equal educational opportunity. The Coordinator is responsible for processing complaints and serves as moderator and recorder during hearings. 6. Respondent: The person alleged to be responsible for the violation alleged in a complaint. The term may be used today. The calculation of days in complaint processing shall exclude Saturdays, Sundays, and holidays.*

Procedure *1. Prior to filing a written complaint, the person making the complaint should discuss the complaint with the compliance coordinator, and a reasonable effort should be made to resolve the matter. 2. If the matter is not resolved, a written complaint may be filed with the compliance coordinator. The complaint will state the nature and date of the alleged violation, the names of the persons responsible (if known), and the requested action. The complaint must be filed within 30 days of the alleged violation. 3. The compliance coordinator will contact the person(s) named as responsible for the violation within 10 days and inform them of the allegations, and ask them to: a. Confirm or deny the facts, b. Indicate acceptance or rejection of the grievant's requested action, or c. Outline alternatives. Respondents will have 10 days to submit answers to the compliance coordinator. 4. If the complaint is not resolved, the compliance coordinator will have 10 days to refer the complaint to the employee's supervisor. If the complaint was made by a student, the referral will be made to the building principal. The compliance coordinator will schedule a hearing with the grievant, respondent, and supervisor(s) or building principal(s). 5. Following the hearing, the supervisor or principal will issue a decision to all parties within 10 days. 6. If either party is not satisfied with the decision, the compliance coordinator must be notified within 10 days and a hearing with the superintendent requested. The compliance coordinator will schedule such a hearing to take place with the grievant, respondent, and superintendent within 10 days of the request. The superintendent will issue a decision within 10 days following the hearing. 7. If the grievant or respondent is not satisfied with the decision of the superintendent, the compliance coordinator must be notified within 10 days and a hearing with the board of education requested. 8. The compliance coordinator will notify the board of education, via the superintendent, within 10 days of the request. The hearing will be conducted within 30*

days from the date of notification of the board. 9. The Noble Board of Education will conduct the hearing and issue a decision within 10 days. The decision of the board is final.
Provisions *1. Time limits may be extended by mutual consent of the parties involved. 2. The district will provide copies of all discrimination regulations upon request. 3. Grievant records will remain confidential unless permission is given for release. Such records will not be entered into the grievant's personnel file, but will be kept for three years. (Noble Board of Education, Policy DAA-P)*

Accident Insurance

It is the policy of the Noble Board of Education to select a reputable insurance company through which patrons may purchase accident insurance for their children. A packet will be available in the office for the first week of classes. The purchase of such insurance is entirely within the discretion of parents; however, students playing nine through twelve football must provide evidence of insurance coverage. Public schools may not legally pay insurance premiums or medical bills for students. (Noble Board of Education, Policy FFD)

Compliance with Family Education Rights and Privacy Act of 1974

STATEMENT OF RIGHTS

Parents and eligible students have the following rights under the Family Education Rights and Privacy Act: 1. The right to inspect and review the student's education record. 2. The right to exercise a limited control over other people's access to the student's education record; 3. The right to seek to correct the student's education record, in a hearing, if necessary; 4. The right to report violations of the FERPA to the Department of Education; and 5. The right to be informed about FERPA rights. PROCEDURE TO INSPECT EDUCATION RECORDS The parent of a student or an eligible student may inspect the student's education records upon request. In some circumstances, it may be mutually more convenient for the record custodian to provide copies of records. (Copy fees may apply.) Since a student's records may be maintained in several locations, the school principals will offer to collect copies of records or the records themselves from locations other than a student's school, so they may be inspected at one site. However, if a parent or eligible student wishes to inspect records where they are maintained, school principals will make every effort to accommodate the wishes. 16 The principal (or other record custodian) will contact the parent of the student or the eligible student to discuss how access will be best arranged. The school administrator, or designee, may be present during the time the records are being reviewed. The principal (or other record custodian) will make the needed arrangements as promptly as possible and notify the parent or eligible student of the time and place where the records may be inspected. This procedure must be completed in 45 days or less from the receipt of the request for access. If for any valid reason, such as working hours, distance between record location sites, or health, a parent or eligible student cannot personally inspect and review a student's education record, the school district will arrange for the parent or eligible student to obtain copies of the record. (Copy fees may apply.) When a record contains information about students other than a parent's child or the eligible student, the parent or eligible student may not inspect and review the records of the other students. USE OF STUDENT EDUCATION RECORDS To carry out their responsibilities, school officials will have access to student education records for legitimate educational purposes. The school district will use the following criteria to determine who are school officials. An official is: 1. A person duly elected to the school board; 2. A person certified by the state and appointed by the school board to an administrative or supervisory position; 3. A person certified by the state and under contract to the school board as an instructor; 4. A person employed by the school board as a temporary substitute for

administrative, supervisory, or instructional personnel for the period of his or her performance as a substitute; or 5. A person employed by, or under contract to, the school board to perform a special task such as a secretary, a clerk, the school board attorney or auditor, for the period of his or her performance as an employee or contractor. School officials who meet the criteria listed above will have access to a student's records if they have a legitimate educational interest in doing so. A "legitimate educational interest" is the person's need to know in order to: 1. Perform an administrative task required in the school employee's position description approved by the school board; 2. Perform a supervisory or instructional task directly related to the student's education; or 3. Perform a service or benefit for the student or the student's family such as health care, counseling, student job placement, or student financial aid. PROCEDURES TO SEEK TO CORRECT EDUCATION RECORDS The parent of a student or an eligible student has a right to seek to change any part of the student's record believed to be inaccurate, misleading, or in violation of student rights. (NOTE: under the FERPA, the district may decline to consider a request to change the grade a teacher assigns for a course.) For the purpose of outlining the procedure to seek to correct education records, the term "incorrect" will be used to describe a record that is inaccurate, misleading, or in violation of student rights. The term "correct" will be used to describe a record that is accurate, not misleading, and not in violation of student rights. Also, in this section, the term "requester" will be used to describe the parent of a student or the eligible student who is asking the school district to correct a record. To establish an orderly process to review and correct an education record for a requester, the district may make a decision to comply with the request for change at several levels in the procedure. (Reference: Noble Board of Education, Policy FL-R)

Grievance Procedure: Sex Discrimination/Harassment

It is the policy of the Noble Board of Education that the superintendent designee shall serve as Title IX coordinator for this school district. The superintendent shall direct the implementing of educational amendments and regulations as they pertain to prohibition of sex discrimination in education or sexual harassment, and shall prepare a regulation governing sex discrimination/harassment grievance procedures. The board shall appoint on a periodic basis a sex discrimination/harassment grievance committee which shall consist of an administrator, a parent, and a member of the certified teaching staff. (Noble Board of Education, Policy FBA)

GRIEVANCE PROCEDURES: SEX DISCRIMINATION/HARASSMENT

In accordance with the policy of the board of education, the following regulation governs the processing of student sexual harassment grievances in this school district.

1. Any student of this school district who wishes to file a sexual harassment grievance against another student or an employee of the district may file a written or oral (recorded, if possible) complaint with the superintendent, principal, or counselor. The administrator taking the complaint will document the time, place, complainant, and incident and immediately forward the complaint to the grievance committee. The grievance committee will appoint a senior administrator to investigate the grievance. The grievance shall set forth the circumstances of the incident and the identity of the student(s) or employee(s) involved.
2. The superintendent, or appointed administrator, shall initiate an investigation of the incident and shall protect the confidentiality of the grievant.
3. The investigation shall be completed within ten days of the filing of the grievance. Results of the investigation, along with recommendations and suggestions, shall be shared with the grievant, unless it violates another student’s confidentiality. 19
4. If the grievant believes the issues are not resolved after considering the recommendations and suggestions of the superintendent or the investigating administrator, the grievant may request a hearing by the grievance committee.
5. Upon receiving a request for a hearing, the grievance committee shall schedule the hearing to occur within twenty days from the date of the request.
6. Both the grievant and the person against whom the complaint was made (respondent) may be represented by legal counsel at the hearing.

7. Within ten days of the hearing, the grievance committee shall furnish a written report of its findings and recommendations to both the grievant and the respondent while maintaining confidentiality.
8. The superintendent shall, within five days of the receipt of the grievance committee's report, act upon the recommendations of the committee or furnish a written report to the grievant explaining why the recommendations will not be implemented.
9. Upon receipt of the superintendent's report, the grievant may file a written appeal with the board of education. The board of education shall, within thirty days from the date the appeal was received, review the report and affirm, overrule, or modify the decision of the grievance committee. (Noble Board of Education, Policy FBA-R)

Harassment

It is the policy of this school district that threatening behavior, harassment, intimidation, and bullying of students by other students, personnel, or the public will not be tolerated. Students are expected to be civil, polite, and fully engaged in the learning process. Students who act inappropriately are not fully engaged in the learning process. This policy is in effect while the students are on school grounds, in school vehicles, at designated bus stops, at school sponsored activities, or at school-sanctioned events, and while away from school grounds if the misconduct directly affects the good order, efficient management, and welfare of the school district. Threatening behavior, harassment, intimidation, and bullying of students by electronic communication is prohibited whether or not such communication originated at school or with school equipment, if the communication is specifically directed at students or school personnel and concerns harassment, intimidation, or bullying at school.

Harassment is intimidation by threats of or actual physical violence; the creation by whatever means of a climate of hostility or intimidation; or the use of language, conduct, or symbols in such manner as to be commonly understood to convey hatred, contempt, or prejudice or to have the effect of insulting or stigmatizing an individual. Harassment includes but is not limited to harassment on the basis of race, sex, creed, color, national origin, religion, marital status, or disability.

As used in the School Bullying Prevention Act, "harassment, intimidation, and bullying" means any gesture, written or verbal expression, electronic communication or physical act that a reasonable person should know will harm another student, damage another student's property, place another student in reasonable fear of harm to the student's person or damage to the student's property, or insult or demean any student or group of students in such a way as to disrupt or interfere with the school's educational mission or the education of any student. Harassment, intimidation, and bullying include, but are not limited to, a gesture or written, verbal, or physical acts, or electronic communication. Such behavior is specifically prohibited.

In administering discipline, consideration will be given to alternative methods of punishment to insure that the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The faculty may consider consultation with parents to determine the most effective disciplinary measure.

In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions. The board of education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance.

1. Conference with student
2. Conference with parents
3. In-School suspension
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student’s seat assignment or class assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by the student’s behavior
10. Restriction of privileges
11. Involvement of local authorities

12. Referring student to appropriate social agency
13. Suspension
14. Other appropriate disciplinary action as required and as indicated by the circumstances which may include, but is not limited to, removal from eligibility to participate or attend extracurricular activities as well as removal from the privilege of attending or participating in the graduation ceremony, school dances, prom, prom activities, and/or class trips.

Harassment set forth above may include, but is not limited to, the following:
1. Verbal, physical, or written harassment or abuse;
2. Repeated remarks of a demeaning nature;
3. Implied or explicit threats concerning one's grades, achievements, etc.
4. Demeaning jokes, stories, or activities directed at the student;
5. Unwelcome physical contact.

The superintendent shall develop procedures providing for:
1. Prompt investigation of allegations of harassment;
2. The expeditious correction of the conditions causing such harassment;
3. Establishment of adequate measures to provide confidentiality in the complaint process;
4. Initiation of appropriate corrective actions;
5. Identification and enactment of methods to prevent reoccurrence of the harassment; and
6. A process where the provisions of this policy are disseminated in writing annually to all staff and students.

REFERENCE: 21 O.S. §850.0 70 O.S. §24-100.2 CROSS-REFERENCE: Policy CK, Safety Program Policy DAA-R, Racial Harassment Policy FB, Sexual Harassment of Students Policy FBA, Grievance Procedure, Sex Discrimination/Harassment Policy FBB, Student Complaints and Grievances Policy FNCC, Hazing Policy FO-R4, Student Discipline, Threatening Behavior, Regulation

Hazing

It is the policy of this school district that no student or employee of the district shall participate in or be members of any secret fraternity or secret organization that is in any degree related to the school or to a school activity. No student organization or any person associated with any organization sanctioned or authorized by the board of education shall engage or participate in hazing.

For the purposes of this policy, hazing is defined as an activity which recklessly or intentionally endangers the mental health or physical health or safety of a student for the purpose of initiation or admission into or affiliation with any organization sanctioned or authorized by the board of education.

"Endanger the physical health" shall include, but is not limited to, any brutality of a physical nature, such as whipping; beating; branding; forced calisthenics; exposure to the elements; forced consumption of any food, alcoholic beverage, drug, or controlled dangerous substance; or other forced physical activity which could adversely affect the physical health or safety of the individual.

"Endanger the mental health" shall include any activity, except those activities authorized by law, which would subject the individual to extreme mental stress, such as prolonged sleep deprivation, forced prolonged exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual.

Any hazing activity, upon which the initiation or admission into or affiliation with an organization sanctioned or authorized by the board of education is conditioned, directly or 22 indirectly, shall be presumed to be a forced activity, even if the student willingly participates in such activity.

This policy is not intended to deprive school district authorities from taking necessary and appropriate disciplinary action toward any student or employee. Students or employees who violate this policy will be subject to disciplinary action which may include expulsion for students and employment termination for

employees. *(21 Oklahoma Statute 1190; Noble Board of Education, Policy FNCC) CROSS-REFERENCE: Policy DAA-R, Racial Harassment; Policy FB, Sexual Harassment; Policy FMCAA, Gang Activity; Policy FNCD, Harassment; Policy FO, Student Discipline*

NPS TRANSPORTATION

Bus Riders Rules and Regulations

- Rules defining student conduct are designed to protect the passengers and shall be observed at all times. Bus safety rules shall include, but not be limited to, the following:
- The bus driver is in charge of students on the bus. Students shall follow the driver's directions at all times.
- Only authorized personnel and eligible bus students assigned to a specific bus are permitted to ride the bus.
- Buses will stop at established stops only. Students will not be permitted to leave the bus until the bus arrives at an established bus stop or the appropriate school. Students shall load and unload at their designated bus stop only.
- Students shall wait for a bus by remaining on the sidewalk. If there is no sidewalk, students will wait next to (but not in) the street. Students must wait until the bus comes to a full stop before boarding or leaving the bus.
- Students will remain properly seated at all times and not block the center aisle. Any or all students may be assigned seats.
- Students must keep their hands, head, feet and personal objects inside the bus at all times.
- Scuffling, shoving, or fighting is prohibited on the bus and at all established bus stops.
- Littering or throwing items inside or from the bus is prohibited. Students are not allowed to consume food or drink on the bus. The use of all tobacco products is prohibited.
- Students shall not deface or vandalize the bus or related equipment. Students who violate this rule will be required to pay for damages.
- Students are not to engage in loud talking, yelling, the use of profanity, and/or inappropriate language or gestures on the bus.
- Students are not allowed to bring animals or harmful objects (i.e. weapons, drugs, alcohol, fireworks, etc.) on the bus.
- Students, while on the bus and when exiting or entering the bus, are required to comply with and will be subject to the Student Code of Conduct/Discipline Rules established by the School District.
- Students, while on the bus, while entering or exiting the bus, and while at or in the general area of the designated loading and unloading zone areas are required to comply with these rules.

Bus Disciplinary Actions

Violations of said rules as listed, but not limited to those shown above, will be handled according to the nature and degree of the infraction. Infractions will be classified as such:
Class I Minor Infraction
Class II Moderate Infraction
Class III Major Infraction

Common Bus Problems	Violation Class	Pt. Value

Electronics Violation	1	1
Will not sit correctly	1	1
Will not stay in seat	1	1
Excessive noise	1	1
Eating/Drinking on bus	1	1
Horseplay	1	1
Rude/Discourteous	1	1
Throwing Objects on Bus	2	3
Head and/or arms out of window	2	3
Vandalism	2	3

For more information pertaining to NPS Transportation policies and procedures, please contact Shirley Armbrister at 405-872-3455.

NPS 2023 – 2024 Return-to-Learn Plan

School Calendar

We provide a full Virtual Option for students and their families that choose that model of instruction. Students will remain on the option they choose until the end of the semester. We will not allow changes to the instructional model chosen at any other time, unless approved by administration.

Cleaning

Cleaning and maintaining healthy facilities, including improving ventilation is ongoing. Our staff will continue the constant process of cleaning, sanitizing, and disinfecting all facilities. We are using laser cleaning, electrostatic cleaning, as well as our normal process. Buses are being cleaned and disinfected after every route.

Hand Sanitizer & Hand Washing

We will continue to provide instruction on the importance of hand washing and will also make hand sanitizer available in all classrooms and facilities.

Social Distancing

We will continue to teach the practice of Social Distancing and appropriate spacing will be utilized as possible. Some areas such as school buses and cafeterias are more difficult to distance and often times not achievable.

Masks

Students and Staff are all instructed on the proper way to wear a mask. Masks will be available in all classrooms, facilities, and on all school buses. Masking will only be required if ordered by the Cleveland County Health Department and/or the Oklahoma State Departments of Health.

Students with Disabilities

All IEP decisions concerning the safety of our students with disabilities and their appropriate accommodations will be made jointly between the Noble Public Schools' Special Education Director, the IEP teacher, the parent, and if applicable, the student.

Contact Tracing

Contact tracing will be in combination with isolation and quarantine, and in collaboration with the Cleveland County Health Department, State Health Department, Norman Regional Hospital System, and our School Nurses. Students and staff fully vaccinated will not be required to quarantine.

Vaccinations & Testing

Noble Public Schools has partnered with Classen Urgent Care of Norman to provide vaccines to eligible students and employees. Noble Public Schools is an approved Binax Testing Center for Covid-19. Our nurses can assist you with questions. Vaccines are recommended but not required. Students and staff have the option to turn in vaccination cards to school nurses to clear them from any quarantine situation regarding Covid-19.

Virtual Meetings

Virtual Parent/Teacher conferences will be offered to parents who cannot or do not want to attend in person. Virtual IEP/504 meetings will be offered to parents who cannot attend in person.

Parents, Guests, & Visitors

Visitors and guests will be allowed in the building for programs, concerts, and other special events, unless restrictions added by Cleveland County Health Department or Oklahoma State Health Department.. All other visitors will require prior approval from administration. Our schools will remain locked for the security of our students and staff.

Field Trips & Travel

Field trips and travel will be considered and approved by administration as conditions allow.

Diagnostic & Screening Testing

In order to protect the health of our students and staff, everyone should self-diagnose before arriving at school. If in the last 48 hours: • Have had fever, chills, cough, shortness of breath or difficult breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion, runny nose, nausea, vomiting or diarrhea: • Been in close contact with anyone confirmed with COVID-19 or anyone having symptoms of COVID-19: In isolation or quarantine because you may have been exposed to a person with COVID-19 or worried that you may be sick with COVID-19, are waiting on tests results from a COVID-19 test or traveled in the last 10 days: *You must remain at home.

Remote Learning

If any school or the district is closed due to positive Covid-19 cases, weather conditions, or other extraordinary circumstances, remote learning will be instituted.

Breakfast/Lunches

Students will eat in the cafeteria and resume meals as they did prior to Covid-19. Guests at lunch will be limited to special occasions as approved by the school administration. Breakfasts, lunches, and 3rd Meals will reflect current prices for the 2023–2024 school year. Meals will also be made available for virtual students on a Grab & Go basis at select locations. We will provide meals using our summer delivery models should we be required to move to virtual instruction at any time.

Curtis Inge Middle School is promoting home- school partnerships to help meet a full range of student experiences with effective learning. It is our desire that we work together with families so students have the best opportunity for success, not only in school, but throughout life.

It is the responsibility of CIMS to provide high-quality learning experiences and instruction for each student. It is also the mandate of the school to create a supportive and effective learning environment that enables students to meet the state's challenging student performance standards.

Research has shown that parental involvement and participation in their student's school improves student learning. The benefits of parent participation in the student's school life are not confined to early childhood or elementary school years. Parental involvement also provides strong benefits to students who are in the secondary school levels.

This compact is an agreement among those who sign it that the three groups represented have specific responsibilities.

PARENTS WILL:

· monitor student attendance. Students who are absent for more than 10 days in a semester will be declared truant and will be turned over to the District Attorney's office for truancy. In addition, he/she may not receive full credit for the class

· assure students arrive at school on time in order to have the best start possible

· work to establish on-going communications with the child's teachers

· attend parent/teacher conferences and other meetings designed to help parents be aware of school events

· monitor the completion of assignments by their student

· Encourage their child to organize his/her assignments so that work gets to school and can be turned in when due

· Be aware of the annual Title I meeting to participate in planning the program for the up- coming school year

STUDENTS WILL:

· bring needed materials/ supplies to class

· arrive to class before the tardy bell rings

· complete assignments and turn them in when due

· share with parents when an assignment needs to be completed

· show respect for all others in the school each day

· strive to have a positive attitude each and every day

· follow all school rules.

CURTIS INGE MIDDLE SCHOOL WILL:

· provide opportunities for regular parent/teacher meetings

· provide progress reports in addition to the regular nine week grading periods

· provide each student and parent with an outline of the content of each class

· work to establish continuing communication with parents regarding their child's progress

· provide Title I funded opportunities for students such as the Reading/Math Skills classes and tutoring services in the mornings before school begins

Parents are asked to discuss this compact with their child so that everyone knows what is expected of them.

Curtis Inge Middle School Agreement

My child and I have received and read the 2023–2024 policies and Title I information of Curtis Inge Middle School. We are aware district policies are on the Noble Public School website. We understand and will abide by all policies.

_____

Parent/Guardian signature

_____

CIMS Student signature

_____

Student Name (print)

*Please detach this page and return to Curtis Inge Middle School.

Or, click on the below link to fill out and return the page digitally.

https://docs.google.com/forms/d/e/1FAIpQLSf-ix-BY9Xx_8Chnq1OLcU57tXLLhLLn15lsDCKeFtPrxUmBg/viewform

2023-2024

Pioneer
Elementary School

Student Handbook

Superintendent – Mr. Solomon
Assistant Superintendent – Dr. Myers
Executive Director – Mr. Gray
Principal – Mr. Barefoot
Counselor – Mrs. Mehl

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Pioneer Elementary

611 Ash

Noble, Oklahoma 73068

www.nobleps.com

Dear Parents,

Welcome to Pioneer Elementary! The faculty and staff are looking forward to an exciting and successful school year. We have prepared this handbook so that we may bring a better understanding between the school and the parent. Working together as a team, we can provide your child with the best educational experience possible. Please take the time to read this handbook thoroughly.

We invite you to visit our school, volunteer for activities, and become an active member of PTO. Through embracing the philosophy of work hard play hard, we truly feel your child will have an enjoyable and memorable experience at Pioneer Elementary.

Our Vision...

Not just what we think

How we think... ***Excellence***

Not just what we do

How we do it... ***Quality***

Our Mission...

We are... dedicated to providing our students with a positive learning climate, which encourages a passion for discovery and achievement. We feel students are entitled to learn in an orderly environment of mutual respect and concern among peers and teachers.

Each day our mission is to provide challenging and creative lessons through which our students have the opportunity to master academic as well as social and personal skills that will lead to healthy living, foster success, and inspire lifelong learning.

Each day our mission is to hold ourselves, and our students accountable for positive actions, personal growth and caring relationships, enhanced through a strong partnership between home and school.

We are…NOBLE PUBLIC SCHOOLS!

Contact Information

Important Office Information:

Office Staff: Tricia Lowman and Kendra Beers

School Phone Number: 405-872-3472

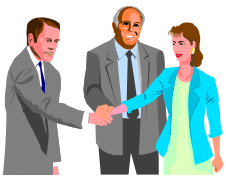
Please use this number to notify the school if your child will be absent.

Office Hours: 7:00 a.m. — 3:30 p.m. During School Days

Helpful Hints for Parents

- ~ Does your child have the needed school supplies?
- ~ Is your child's name on his or her supplies?
- ~ Does your child know how he or she is to get home?
- ~ Does the school know how your child is to get home?
- ~ Do you know names of the teachers who work with your child?
- ~ Does your child know the school rules?
- ~ Do you know the days your child will be in and out of school?
- ~ Do you know the school schedule and bus schedule?
- ~ Do you read the information in Pioneer Press?
- ~ Have you checked your child's Wednesday folder for information?

Building Access



Visitors and guests will be allowed in the building for programs, concerts, and other special events, unless restrictions are added by Cleveland County Health Department or Oklahoma State Health Department. All other visitors will require prior approval from the administration. Our schools will remain locked for the security of our students and staff.

Visitors, Parents, and School Volunteers must stop in the school office, sign in, and pick up a visitor's sticker to wear during school hours.

Parent/Teacher Conferences

Parent/Teacher Conference days are provided once each semester to allow time for parents and teachers to meet about students' progress. Please work with teachers to schedule conference times that you can attend. If you have a need for more frequent visits, please contact your child's teacher **before or after** school hours, or call the office to leave a message.

Parents now have the capability to keep up with their child's grades at https://powerschool.nobleps.com

Student pick-up and drop-off procedures

Pioneer will be unloading and loading buses south of the school on Ash Street. Parent pick-up will enter from the west on Pecan Street for pick up and drop off. Pecan street is one-way during parent pick up and drop off times.

How will your child go home?

Please note: We cannot change children's regular going home plans without a note or a phone call from a parent. Children will be sent home as directed by **PARENT NOTE** or **DIRECT COMMUNICATION** with the teacher or the office.

***Parents must call the office by 1:00 p.m. for changes to be made in how children are going home*.**

All children leaving the building during the school day must be checked-out through the office. Please have identification ready to be checked when picking children up at school.

School Attendance

Good attendance is critical to your child's success in school. Many important concepts are covered as a whole group in fourth and fifth grade each day. These are concepts that cannot be made-up with pencil and paper homework. Student success and grades are dependent upon attending school on a regular basis.

The board of education believes that attendance in regularly scheduled classes is a key factor in student achievement. Thus, any absence from those classes represents an educational loss to the student. The board recognizes, however, that the co-curricular program of the school also has educational benefits. Therefore, it is the policy of the board to minimize absenteeism from

regular classes while providing students the opportunity to participate in co-curricular activities. (38 Oklahoma Statute 37; Noble Board of Education, Policy FDC-R1)

When your child is absent:

~ Please call the school attendance line at 872-3472 by 9:00 a.m.

~ Your child's homework will be available upon the second consecutive day of absence. ***Please notify the school before you come to pick up homework so your child's teacher can prepare***.

Truancy and Tardies

Following the fifth (5th) absence within a **nine-week period**, a review of the student's performance is conducted by an administrator and the classroom teacher. Parents will be informed of the results of that review. Continued absences or tardies will result in a Truancy warrant**.** Excessive tardies or absences will also lead to the loss of certain school and class privileges. Three tardies equals 1 day's absence.

School Arrival and Dismissal

Please do not drop off your child before supervision begins. Supervision begins 20 minutes before the start of each school day. The time of day will be announced each school year at our back-to-school open house. It is unsafe to leave your child at school unsupervised; therefore, our building will remain locked until supervision is on hand.

Students who arrive late to school must stop in the office to get a **tardy slip** before going to class. An absence will be recorded for each three tardies. Checking your child out of school during instructional time is treated the same as tardy or absence depending on the amount of time out of the classroom.

Withdrawal of Students

If you are moving and withdrawing your child from Pioneer, please call or come by the school a few days prior to the withdrawal date. This will give ample time to complete the necessary paperwork. Please plan to pay all breakfast and lunch charges and remember to bring back all library books. Your cooperation with this is greatly appreciated.

Closing School / Inclement Weather

An announcement will be made through Television, social media, and local news websites should school have to be canceled due to inclement weather. The school makes every effort to make decisions concerning school closings based on the safety of students. The district boundaries cover 144 square miles and conditions in one part of the district may be very different from those in another area. Decisions concerning school closings are made as early as possible before buses begin their morning routes.

Pledge of Allegiance

Pioneer Elementary honors America daily by reciting the Pledge of Allegiance. Those who do not wish to participate are not required to do so.

School/Home Communications

Communication between the home and school is a critical part of your child's education. Your child will normally bring a **Wednesday Folder** home each week. This folder contains all the important information you will need to keep up to date on school issues. It also contains much of your child's schoolwork. It is important that you look through your child's folder each week and return it to school.

Our school tries to send home the ***Pioneer Press*** about every other week in the Wednesday Folder. This newsletter contains information about upcoming school events. This is an important way that Pioneer Elementary communicates school information to parents.

A monthly calendar is also sent home with every child in school. All events happening for the month are scheduled on the calendar. Please post it somewhere at home so you can stay current on school events. On the back of the calendar is our monthly lunch and breakfast menu. Children are encouraged to check the menu daily to be sure the food being served is something they can or will eat.

You can also find various school updates on our district webpage (www.nobleps.com), Twitter or Facebook account.

School Pictures

Pioneer Elementary offers several opportunities for parents to have student pictures taken during the school year:

~individual student pictures in fall

~classroom group pictures in spring

Lunch and Breakfast

Pioneer serves breakfast and lunch each school day. Students may pay for lunches by the day or the week. We encourage students not to charge their breakfast or lunches for more than five days. **Applications for free or reduced lunches are available from the school office.** The school cafeteria maintains all children's cafeteria accounts. Questions about your child's account should be directed to their office at **872-5690**.

~Please send all money to school in an envelope with your child's name, the teacher's name, and what the money is for written on the front of the envelope.

~If your child brings a lunch, please be sure his or her name is on the lunch box or sack. We do not have a microwave for heating used for heating items due to safety reasons. Please do not send glass containers to school.

~Students may visit quietly in the lunchroom while they eat. They are required to pick-up after themselves and return their trays when leaving the cafeteria. Good manners are also practiced.

~If your child plans on eating breakfast, and is dropped off by a parent, please make sure you have them here **no later than 10** minutes before the bell rings. This will ensure that they do not miss any instructional time.

Sending Money to School

When sending money to school for any reason, please put it in a sealed envelope with your child's name, the teacher's name, and what the money is for (breakfast, lunch, books, pictures, field trips, etc.) written on the outside of the envelope.

Bringing "Treasures" to School

Students are encouraged to leave toys and other valuable items at home. We encourage parents to monitor their student's backpacks to help us prevent the student from misusing or misplacing items that are better left at home. The classroom teacher must be contacted when a child wants to bring a live animal to the classroom. Items taken away from students can be picked up from the classroom or office.

Oklahoma State Law prohibits the possession of any dangerous weapon on school property. For purposes of this policy, dangerous weapons include, but are not limited to, firearms and knives of any kind, metal knuckles, fist packs and similar objects, blackjacks, billy clubs and similar objects, hand chains, mace or pepper spray or any manufactured or homemade objects intended to cause bodily injury, intimidation or threats. Students in possession of dangerous weapons on school grounds may be suspended for as long as a year.

It is not uncommon for children to bring pocket knives or fake weapons to school without parent knowledge. Please talk to your child about the importance of leaving these at home

School Parties

Class parties include Fall, Christmas, and Valentine's. To keep class interruptions to a minimum, the classroom teacher and principal must approve class parties other than those listed. **Academics will be the first priority in approving parties because parties are a privilege. Class parties are a privilege, and thus can be taken away for academic, behavioral, or attendance reasons.**

Field Trips

Field trips are an important part of our curriculum. We select field trips that will provide both learning experiences, as well as lifelong experiences for our students based upon what is being studied in the classroom.

Students must ride the bus on a field trip. Permission is granted for the student to ride the bus on their enrollment form. We encourage students to return on the bus also. ***<u>However, if it is absolutely necessary for parents to take their student home in a car following a field trip, the parent must sign-out their child at school prior to the field trip.</u>***

Students who have a failing grade, poor attendance, or poor behavior ***MAY*** be held ineligible for class field trips, due to the fact they are a privilege.

Lost and Found

Clothing should be identified with your child's name. Many coats, hats, mittens, etc. are lost each year. We go through the lost and found on a monthly basis and return items that are identified by name to their owners.
Unclaimed clothing will be donated to charity.

School Fundraisers

Pioneer plans to conduct the following school-wide fundraisers this year. Priorities for school fundraisers are carefully planned with input from parents and teachers each spring. Information with what each fundraiser is for and how money will be spent will be sent home with fund-raiser packets.

<u>Fundraisers</u>

Little Caesars Pizza kits, Concession Stand, Jog A Thon, and Bingo are some of the main fundraisers we have done in the past.

Other minor fundraisers benefiting Pioneer and various Noble Public Schools organizations will take place throughout the school year as well.

School Book Fair

A School Book Fair will be held in January. A traveling bookstore comes to the school library. Parents and children may select books to purchase. The money earned through this fund-raiser will be used to purchase materials for our school library program.

Head Lice

If the student is sent to the office with live lice or brown nits, the student will be removed from the classroom and the parent/guardian will be called to pick up their student. The student will not be allowed to ride the bus to or from school and be remitted to school until the student has been properly cleared to return.

Late work

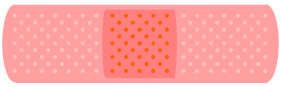
Every Student is given one day for each day absent from school to turn in assignments. Work turned in after due dates could result in a loss of points thus potentially receiving a lower grade.

Bus Riders

Each child will be required to have a parent sign a separate Rules and Regulations form for the Noble Public School Bus Barn in order to ride the bus at any time, field trips included.

Accident – Illness

If it is necessary for a child to take prescribed medication during school hours, it must be in the original prescription container.



Medication brought by children must be taken to the office. The parent should send a note or call before the child is allowed to take this medication. Students will not be kept inside during recess unless we receive a note or call from their parent. Students who have a note to stay inside will be assigned a room in which to stay. Those students may continue to work on school activities or read a story.

If your child is injured or becomes seriously ill at school, we will make him or her comfortable and call you immediately. If you cannot be reached, we will contact the emergency number that you gave us. It is critical that this information be kept up to date. ***For your child's benefit, phone numbers that change must be communicated to the school office.***

Parents who do not carry insurance on their child are given the opportunity to purchase insurance through the school. School insurance packets are available in the Curriculum Night packet or office. Purchase of this insurance by parents is optional.

Appropriate Dress for Pioneer

The responsibility for proper dress and grooming is that of students and parents. Students should wear clothing that follows our board approved dress code. A copy is sent home with every child at the beginning of the year.

As cold weather approaches, please stress the importance of your child wearing a coat, hat, and gloves. As the weather often changes during the day and we cannot predict when we will be outside**, it is important that you dress your child as if we were going outside each day.** To help your child avoid injuries, students **must** wear tennis shoes on the days they have P.E. Students who do not have appropriate footwear may be asked to sit out an activity to ensure their safety. **NOBLE PUBLIC SCHOOLS DRESS CODE (REGULATION)**

In accordance with the policy of the board of education, the following regulation shall establish a dress and grooming code for the public school system. The building administrator shall have the authority to determine the appropriateness of any attire not specifically addressed below. In making a determination, the administrator shall consider whether the clothing and/or accessory presents a safety hazard, is revealing, or may be reasonably believed to disrupt the teaching or learning environment. Attire that disrupts the educational process is prohibited. The following dress code will be in effect for all students:

1. Skirts and Dresses: The skirt or dress must be within two inches of knee length while shoulders are relaxed and must not be revealing, disruptive or distracting to the educational process. Skirt openings must not be more than two inches above the knee. Dresses may be sleeveless if they have fitted armholes. Mini skirts are not allowed.
2. Tops: Any shirt, blouse, sweater, or top may be worn with the following conditions:
    - Sleeveless Tops must have fitted armholes and not be revealing or show undergarments. Spaghetti straps, tank tops, muscle shirts, strapless tops, halter tops, racer back tops are not allowed.
    - Nothing translucent, sheer, of mesh, fishnet or revealing may be worn.
    - All tops must be properly buttoned and may not expose the midriff when arms are raised from the side. Tops that expose undergarments are not permitted.
    - Tops, dress, and sleeve openings, must not expose undergarments, chest, breast, cleavage or any part of the torso. Tops may not have any type of plunging neckline.
3. Pants: Pants, jeans or slacks that are neat and clean are acceptable.
    - Pants that drag the floor are not allowed. Pants that are cut, slit, or have holes are not allowed. Pants that have been patched are acceptable.
    - Form fitting pants, skintight jeans, leggings, and jeggings are not allowed as an outer garment. They may be worn as an undergarment as long as the outer garment reaches within two inches of the knee. Pajama pants are not allowed.
    - Sagging is not permitted at any time. Pants may not be worn low exposing the torso, back or undergarments.
4. Shorts: Shorts that are within two inches of the knee are acceptable for school dress.
    - Shorts that are cut, slit, or have holes are not allowed.
    - Form fitting shorts, biker shorts, spandex and mini shorts, such as Soffes, are not allowed.
5. Shoes: Shoes must be worn at all times. Different programs require different types of shoe types. Students will be informed by their teachers as to the requirements for the particular class or program they are in. House Shoes, Shoes with rollers, wheels, or skates are not allowed.
6. Accessories: Accessories which are not acceptable include the following:
    - Hats, hoods, beanies, caps, bandanas, and sunglasses are prohibited inside the buildings. Exceptions may be made by the principal for spirit days, religious purposes, or special activities.
    - Wearing, possessing, using, distributing, displaying, or selling of any clothing, jewelry, emblems, badges, symbols, signs, graffiti, or other items that are evidence of membership in or affiliation with a gang are prohibited.
    - Chains, Wallet chains, Biker chains, Collars, Fishhooks, Jewelry such as earrings with loops that could pose a safety issue are prohibited.
    - Trench coats and other full-length coats are prohibited.
7. Insignias, Monograms, Prints or Patches: Lettering or any type of sew-on patch, decal, print, insignia, or design that conveys crude, vulgar, profane, violent, death-oriented, gang related, sexually explicit or sexually suggestive messages or any advertising of tobacco, alcohol drugs or drug paraphernalia are specifically prohibited.
8. Makeup, Tattoos and Brands: Facial make-up, tattoos, brands, or other body decorations whether temporary or permanent, that convey crude, vulgar, profane, violent, death-oriented, gang related, sexually explicit or

sexually suggestive messages or advertise tobacco, alcohol, drugs or drug paraphernalia are specifically prohibited.

9. Clothing that is purposefully ripped, torn, and or cut in a manner that causes a distraction to the operation of the school and the educational process or is a safety risk is prohibited.
10. Activity/Spirit Days: Teams are allowed to wear uniforms as long as they are compliant with the dress code. Any uniform that in itself does not comply with the school dress code must be worn underneath proper outerwear. Exceptions to the dress code for special activities must be approved in advance by the school administration.
11. Exceptions to the dress code may be authorized by the building administrator or designee for a specific school-related activity on a case-by-case basis.
12. The dress code for Noble Public Schools is a minimum requirement dress code. Students are encouraged to dress in a professional manner above and beyond the dress code.
13. A Dress Code Log will be kept at each site documenting the name of the offender, the violation type and the date of the violation. All head principals will complete a year-end Dress Code Log Report showing total numbers only of singular and repeat student violators as well as the types of violations recorded in their site log. All year-end site reports will be submitted to the superintendent and the school board. Student names will not be listed or reviewed. In addition, the school board reserves the right to solicit year-to-date site Dress Code Log Reports at any time during the school year.

Any student found out of compliance with the Noble Public Schools Dress Code will be sent to an administrator for resolution. Students will be given the option to change to appropriate clothing or have parents bring acceptable clothing. The parent will have an acceptable amount of time to provide the change of clothes. If a parent is unable to do so, the student may be sent home. Students will be allowed to return to school/class after clothing has been changed and is compliant with the dress code.

Parents will be notified each time a student is in violation of the Dress Code if the issue is unable to be corrected on site. Parents will always be notified when repeat violations occur. Communication with parents will occur from the school office in these situations. Repeat offenses will result in the Disciplinary Process being followed according to the school site handbook. All disciplinary actions will be adjudicated in a private and confidential manner.

The Dress Code policy for Noble Public Schools will be reviewed on a regular basis and will be updated and modified at the discretion of the Noble Public Schools Board of Education.

Homework

Homework is designed to help your student be the best that he or she can be. Because reading is extremely important, students should read every night. In addition, it is important to practice math facts and/or spelling. Homework may be required in addition to any "make-up work" and/or "unfinished work" that the students do not complete in the time allotted during the school day. Failure to complete homework could result in the loss of an extracurricular privilege such as recess (walking laps), field trips, assemblies, etc...

Please become familiar with your teacher's homework procedures by attending Pioneer's ***Back to School Night*** in August. Back to School Night gives you the chance to become familiar with the school, to meet your child's teacher, and to learn the rules and procedures for your child's classroom.

Curriculum Materials

All curriculum materials are available for inspection by patrons, parents, students, and the public. Individuals who wish to inspect materials should contact the building principal.

Pioneer Elementary has an extensive curriculum guide at each grade level that was developed by classroom teachers in accordance with the Oklahoma Academic Standards and is reviewed annually and revised as needed.

Textbooks, Library books, and Miscellaneous Items

Throughout the school year, materials are checked out to students. It is the responsibility of the student to keep up with and maintain their working order. Damage or loss is the responsibility of the student or parent.

Screenings

Pioneer Elementary will provide Healthy Youth Screenings, free of charge, at the beginning of the school year. Included in the screenings will be hearing and vision. A follow-up letter will be sent to parents with the information gathered about their child and, if necessary, recommendations for further evaluation. Speech and Language evaluations are conducted by the School Speech Pathologist upon teacher referral.

School-wide Programs

Title I School-Wide Program

Noble Public Schools has a Title I school wide program at all sites. This is a federal comprehensive reform strategy which emphasizes serving and improving all students by combining resources to achieve the goal of academic success. Each site has different programs to meet their students' needs. The involvement of parents is essential to the success of their students. Each parent/ guardian will be asked to sign a school compact which states the responsibilities of the student, parent, and school. The three core elements of a school wide program are comprehensive needs assessment, written school wide plan, and annual review and plan update.

Indian Education Program

Our students who are enrolled in a tribal membership may qualify for additional assistance through our Indian Education Program. Parents of students who qualify need to complete an eligibility certification form, which requires the tribal membership number along with registry information. Please contact the school office with your questions.

Assemblies

Assemblies are a time to celebrate accomplishments and be together as a school family. These assemblies are seen as a privilege for students, and can be taken away for academic, behavioral, or attendance reasons.

CELL PHONES and SMART DEVICES

Students who bring cell phones or smart devices to school will need to sign a device contract. This contract will spell out guidelines for acceptable use as well as the consequences at school.

BOARD POLICIES

Accident Insurance: Student

It is the policy of the Noble Board of Education to select a reputable insurance company through which patrons may purchase accident insurance for their children. A packet will be available in the office for the first week of classes. The purchase of such insurance is entirely within the discretion of parents; however, students playing nine through twelve football must provide evidence of insurance coverage. Public schools may not legally pay insurance premiums or medical bills for students. (**Noble Board of Education, Policy FFD)**

COMPLIANCE WITH FAMILY EDUCATION RIGHTS AND PRIVACY ACT OF 1974

STATEMENT OF RIGHTS

Parents and eligible students have the following rights under the Family Education Rights and Privacy Act:

1. The right to inspect and review the student's education record.
2. The right to exercise a limited control over other people's access to the student's education record;
3. The right to seek to correct the student's education record, in a hearing, if necessary;
4. The right to report violations of the FERPA to the Department of Education; and
5. The right to be informed about FERPA rights.

PROCEDURE TO INSPECT EDUCATION RECORDS

The parent of a student or an eligible student may inspect the student's education records upon request. In some circumstances, it may be mutually more convenient for the record custodian to provide copies of records. (Copy fees may apply.)

Since a student's records may be maintained in several locations, the school principals will offer to collect copies of records or the records themselves from locations other than a student's school, so they may be inspected at one site. However, if a parent or eligible student wishes to inspect records where they are maintained, school principals will make every effort to accommodate the wishes.

The principal (or other record custodian) will contact the parent of the student or the eligible student to discuss how access will be best arranged. The school administrator, or designee, may be present during the time the records are being reviewed.

The principal (or other record custodian) will make the needed arrangements as promptly as possible and notify the parent or eligible student of the time and place where the records may be inspected. This procedure must be completed in 45 days or less from the receipt of the request for access.

If for any valid reason, such as working hours, distance between record location sites, or health, a parent or eligible student cannot personally inspect and review a student's education record, the school district will arrange for the parent or eligible student to obtain copies of the record. (Copy fees may apply.)

When a record contains information about students other than a parent's child or the eligible student, the parent or eligible student may not inspect and review the records of the other students.

USE OF STUDENT EDUCATION RECORDS

To carry out their responsibilities, school officials will have access to student education records for legitimate educational purposes. The school district will use the following criteria to determine who are school officials. An official is:

1. A person duly elected to the school board;
2. A person certified by the state and appointed by the school board to an administrative or supervisory position;
3. A person certified by the state and under contract to the school board as an instructor;
4. A person employed by the school board as a temporary substitute for administrative, supervisory, or instructional personnel for the period of his or her performance as a substitute; or
5. A person employed by, or under contract to, the school board to perform a special task such as a secretary, a clerk, the school board attorney, or auditor, for the period of his or her performance as an employee or contractor.

School officials who meet the criteria listed above will have access to a student's records if they have a legitimate educational interest in doing so. A "legitimate educational interest" is the person's need to know in order to:

1. Perform an administrative task required in the school employee's position description approved by the school board;
2. Perform a supervisory or instructional task directly related to the student's education; or
3. Perform a service or benefit for the student or the student's family such as health care, counseling, student job placement, or student financial aid.

PROCEDURES TO SEEK TO CORRECT EDUCATION RECORDS

The parent of a student or an eligible student has a right to seek to change any part of the student's record believed to be inaccurate, misleading, or in violation of student rights. (NOTE: under the FERPA, the district may decline to consider a request to change the grade a teacher assigns for a course.)

For the purpose of outlining the procedure to seek to correct education records, the term "incorrect" will be used to describe a record that is inaccurate, misleading, or in violation of student rights. The term "correct" will be used to describe a record that is accurate, not misleading, and not in violation of student rights. Also, in this section, the term "requester" will be used to describe the parent of a student or the eligible student who is asking the school district to correct a record.

To establish an orderly process to review and correct an education record for a requester, the district may make a decision to comply with the request for change at several levels in the procedure. **(Reference: Noble Board of Education, Policy FL-R)**

DISTRICT ASBESTOS STATUS

In compliance with the Asbestos Hazard Emergency Response Act (AHERA) all buildings located on the campus of Noble Public Schools have been re-inspected for Asbestos containing materials. This Re-inspection was done by accredited Department of Labor Inspectors. Based on the Re-inspection, Asbestos Containing Building Materials (ACBM) was found in a few locations. In its present condition, these ACBM's are non-friable. Noble Public School will continue to maintain this material as in the past and report any changes in the condition of this material to the Asbestos Coordinator. The management plan for Noble Public School District is available for review in the Office of the Superintendent.

DRUG-FREE SCHOOLS

It is the policy of the Noble Board of Education that in recognition of the clear danger resulting from illicit drug and alcohol abuse and in good faith effort to promote the health, safety, and wellbeing of students, employees, and the community, the board has implemented a developmentally based drug and alcohol education and prevention program for grades Kindergarten through twelve (K-12).

Students are hereby notified that the use, possession, or distribution of illicit drugs and alcohol is wrong and harmful. Therefore, standards of conduct that are applicable to all schools in this district, prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol by students on school premises or as part of any of its activities.

Disciplinary sanctions will be imposed on students who violate standards of conduct required by this policy. Such sanctions will be consistent with local, state, and federal laws, up to and including probation, suspension, and expulsion, as well as referral for prosecution. Completion of an appropriate rehabilitation program may also be recommended.

Information about drug and alcohol counseling and rehabilitation and reentry programs will be made available through the school office.

The standards of conduct and the disciplinary sanctions imposed by this policy includes the following: "The Drug Free Schools and Communities Act Amendments, P.L. 101-226 requires that State, as well as local educational agencies, must certify that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees." (Federal Regulations can be examined through the school office.)

Parent/Guardian signature certifies receipt of a Student Handbook of Guidelines and Policies for Students and Parents which includes district policy relating to adoption and implementation of a drug prevention program for students.

("Public Law 101-226; 70 Oklahoma Statute 1210.221, et sequence; Noble Board of Education, Policy FNCF) CROSS-REFERENCE: Policy DCC, Drug-Free Workplace; Police FFB, Teaching about Drugs, Alcohol, and Tobacco; Policy FFBA, Drug and Alcohol Use by Students; Policy FNCE, Reporting Students Under the Influence.

FIRST AID - STUDENTS

The Noble Board of Education recognizes the school's responsibility for emergency handling of accidents and sudden illnesses occurring at school or on school property.

In order to obtain emergency medical care, a medical release form signed by a parent/guardian must be on file. If a medical release is not on file, emergency medical care will be provided in life-threatening situations only. (**Noble Board of Education, Policy FFAC)**

GRADING

In accordance with the policy of the board of education the following grading system will be used for all subjects, including special education:

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

(Noble Board of Education, Policy EIA-R1)

GRIEVANCE PROCEDURE: SEX DISCRIMINATION/HARASSMENT

It is the policy of the Noble Board of Education that the superintendent's designee shall serve as Title IX coordinator for this school district. The superintendent shall direct the implementing of educational amendments and regulations as they pertain to prohibition of sex discrimination in education or sexual harassment and shall prepare a regulation governing sex discrimination/harassment grievance procedures.

The board shall appoint on a periodic basis a sex discrimination/harassment grievance committee which shall consist of an administrator, a parent, and a member of the certified teaching staff. **(Noble Board of Education, Policy FBA)**

GRIEVANCE PROCEDURES: SEX DISCRIMINATION/HARASSMENT

In accordance with the policy of the board of education, the following regulation governs the processing of student sexual harassment grievances in this school district.

1. Any student of this school district who wishes to file a sexual harassment grievance against another student or an employee of the district may file a written or oral (recorded, if possible) complaint with the superintendent, principal, or counselor. The administrator taking the complaint will document the time, place, complainant, and incident and immediately forward the complaint to the grievance committee. The grievance committee will appoint a senior administrator to investigate the grievance. The grievance shall set forth the circumstances of the incident and the identity of the student(s) or employee(s) involved.
2. The superintendent, or appointed administrator, shall initiate an investigation of the incident and shall protect the confidentiality of the grievant.
3. The investigation shall be completed within ten days of the filing of the grievance. Results of the investigation, along with recommendations and suggestions, shall be shared with the grievant, unless it violates another student's confidentiality.

4. If the grievant believes the issues are not resolved after considering the recommendations and suggestions of the superintendent or the investigating administrator, the grievant may request a hearing by the grievance committee.
5. Upon receiving a request for a hearing, the grievance committee shall schedule the hearing to occur within twenty days from the date of the request.
6. Both the grievant and the person against whom the complaint was made (respondent) may be represented by legal counsel at the hearing.
7. Within ten days of the hearing, the grievance committee shall furnish a written report of its findings and recommendations to both the grievant and the respondent while maintaining confidentiality.
8. The superintendent shall, within five days of the receipt of the grievance committee's report, act upon the recommendations of the committee or furnish a written report to the grievant explaining why the recommendations will not be implemented.
9. Upon receipt of the superintendent's report, the grievant may file a written appeal with the board of education. The board of education shall, within thirty days from the date the appeal was received, review the report, and affirm, overrule, or modify the decision of the grievance committee. (Noble Board of Education, Policy FBA-R)

HARASSMENT

It is the policy of this school district that threatening behavior, harassment, intimidation, and bullying of students by other students, personnel, or the public will not be tolerated. Students are expected to be civil, polite, and fully engaged in the learning process. Students who act inappropriately are not fully engaged in the learning process. This policy is in effect while the students are on school grounds, in school vehicles, at designated bus stops, at school sponsored activities, or at school-sanctioned events, and while away from school grounds if the misconduct directly affects the good order, efficient management, and welfare of the school district. Threatening behavior, harassment, intimidation, and bullying of students by electronic communication is prohibited whether or not such communication originated at school or with school equipment, if the communication is specifically directed at students or school personnel and concerns harassment, intimidation, or bullying at school.

Harassment is intimidation by threats of or actual physical violence; the creation by whatever means of a climate of hostility or intimidation; or the use of language, conduct, or symbols in such manner as to be commonly understood to convey hatred, contempt, or prejudice or to have the effect of insulting or stigmatizing an individual. Harassment includes but is not limited to harassment on the basis of race, sex, creed, color, national origin, religion, marital status, or disability.

As used in the School Bullying Prevention Act, "harassment, intimidation, and bullying" means any gesture, written or verbal expression, electronic communication or physical act that a reasonable person should know will harm another student, damage another student's property, place another student in reasonable fear of harm to the student's person or damage to the student's property, or insult or demean any student or group of students in such a way as to disrupt or interfere with the school's educational mission or the education of any student. Harassment, intimidation, and bullying include, but are not limited to, a gesture, or written, verbal, or physical acts, or electronic communication. Such behavior is specifically prohibited.

In administering discipline, consideration will be given to alternative methods of punishment to ensure that the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The faculty may consider consultation with parents to determine the most effective disciplinary measure.

In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions. The board of education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance.

1. Conference with student
2. Conference with parents
3. In-School suspension
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by the student's behavior
10. Restriction of privileges
11. Involvement of local authorities
12. Referring student to appropriate social agency
13. Suspension
14. Other appropriate disciplinary action as required and as indicated by the circumstances which may include, but is not limited to, removal from eligibility to participate or attend extracurricular activities as well as removal from the privilege of attending or participating in the graduation ceremony, school dances, prom, prom activities, and/or class trips.

Harassment set forth above may include, but is not limited to, the following:

1. Verbal, physical, or written harassment or abuse;
2. Repeated remarks of a demeaning nature;
3. Implied or explicit threats concerning one's grades, achievements, etc.
4. Demeaning jokes, stories, or activities directed at the student;
5. Unwelcome physical contact.

The superintendent shall develop procedures providing for:

1. Prompt investigation of allegations of harassment;
2. The expeditious correction of the conditions causing such harassment;
3. Establishment of adequate measures to provide confidentiality in the complaint process;
4. Initiation of appropriate corrective actions;
5. Identification and enactment of methods to prevent reoccurrence of the harassment; and
6. A process where the provisions of this policy are disseminated in writing annually to all staff and students.

REFERENCE: 21 O.S. §850.0 70 O.S. §24-100.2

CROSS-REFERENCE: Policy CK, Safety Program
Policy DAA-R, Racial Harassment
Policy FB, Sexual Harassment of Students
Policy FBA, Grievance Procedure, Sex Discrimination/Harassment
Policy FBB, Student Complaints and Grievances
Policy FNCC, Hazing
Policy FO-R4, Student Discipline, Threatening Behavior, Regulation

HAZING

It is the policy of this school district that no student or employee of the district shall participate in or be members of any secret fraternity or secret organization that is to any degree related to the school or to a school activity. No student organization or any person associated with any organization sanctioned or authorized by the board of education shall engage or participate in hazing.

For the purposes of this policy, hazing is defined as an activity which recklessly or intentionally endangers the mental health or physical health or safety of a student for the purpose of initiation or admission into or affiliation with any organization sanctioned or authorized by the board of education.

"Endanger the physical health" shall include, but is not limited to, any brutality of a physical nature, such as whipping; beating; branding; forced calisthenics; exposure to the elements; forced consumption of any food, alcoholic beverage, drug, or controlled dangerous substance; or other forced physical activity which could adversely affect the physical health or safety of the individual.

"Endanger the mental health" shall include any activity, except those activities authorized by law, which would subject the individual to extreme mental stress, such as prolonged sleep deprivation, forced prolonged exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual.

Any hazing activity, upon which the initiation or admission into or affiliation with an organization sanctioned or authorized by the board of education is conditioned, directly or indirectly, shall be presumed to be a forced activity, even if the student willingly participates in such activity.

This policy is not intended to deprive school district authorities from taking necessary and appropriate disciplinary action toward any student or employee. Students or employees who violate this policy will be subject to disciplinary action which may include expulsion for students and employment termination for employees.

(21 Oklahoma Statute 1190; Noble Board of Education, Policy FNCC)

CROSS-REFERENCE: Policy DAA-R, Racial Harassment; Policy FB, Sexual Harassment; Policy FMCAA, Gang Activity; Policy FNCD, Harassment; Policy FO, Student Discipline

INTERNET AND OTHER COMPUTER NETWORKS

STUDENT ACCEPTABLE USE, INTERNET SAFETY, and C.I.P.A. POLICY

Noble Public Schools provides students access to information, instructional materials, and educational opportunities via interconnected computer systems within the district and to the Internet.

Students using electronic media including computers, electronic devices, software, and the internet are responsible for appropriate and lawful use of these systems.

Use of computers and other electronic devices as well as internet access is provided upon successful completion of Internet Safety Instruction provided by the District and reviewing and signing The Acceptable Use and Internet Safety Policy of the school district. This policy is detailed

below. Students under the age of 18 must have parental or guardian review and signature to use these systems.

Students found to have violated The Acceptable Use and Internet Safety Policy may forfeit the use of computer systems and internet access. Additional disciplinary action may be taken up to and including dismissal from school and notification of legal authorities.

Personal Responsibility

By signing this policy, the student agrees to follow the rules in this policy and to report any misuse of the network to the person designated by the school for such reporting. Misuse means any violations of this policy or any other use that is not included in the policy but has the effect of harming another or his or her property.

Acceptable Uses

1. **Educational Purpose.** The school district provides student access to its computer networks and the Internet for educational purposes.
2. **Unacceptable Uses of Network.**
   Uses that violate the law or encourage others to violate the law.
   Transmission of offensive or harassing messages.

Offering for sale or use any substance the possession or use of which is prohibited by the school district's student discipline policy.
Viewing, transmitting or downloading pornographic materials.
Downloading or transmitting confidential information regarding any person.

Violation of copyright

Use, transmission or disclosure of another user's username or password to the network.
Uses that cause harm to others or damage to their property.

Unauthorized attempts to access the network, computers or related systems including attempts to "hack" or sabotage the system by uploading harmful software such as viruses or trojans or attempting to acquire data in any form is prohibited.

Connecting or attempting to circumvent the CIPA compliant internet filter to access sites prohibited by the district including social networking sites.

Cyber Bullying and Social Networking.

When using computers, the internet, cell phones or any other electronic device students are expected to conduct themselves safely and with respect for others. Failure to do so may impede a student's ability to learn and disrupt the teaching and learning environment for all students. Any such disruption is forbidden. Cyber Bullying is the act of intimidating, threatening, or harassing anyone using computers, internet, cell phones or any electronic device. Cyberbullying includes but is not limited to communications such as text, images, email, or sounds intended to threaten, harass, intimidate, damage, or harm an individual, group or entity or their property. This type of communication is prohibited regardless of medium or format including internet postings on websites, social networks, chat rooms or photo and video hosting sites.

Responsible Use.

Students will receive instruction on the responsible and appropriate use of social networks including acceptable on-line conduct.

Internet Safety

1. General Warning; Individual Responsibility of Parents and Users. All users and their parents/guardians are advised that access to the electronic network may include the potential for access to materials inappropriate for school-aged students. Every user must take responsibility for his or her use of the computer network and Internet and avoid these sites. If a student has knowledge that other users are visiting offensive or harmful sites, he or she should report such use to an administrator at the school.

2. Social Networking and Personal Safety. When using the computer network and Internet, do not reveal personal information such as home address, telephone number or last name. Do not use any other information which might allow a person to locate you without first obtaining the permission of a supervising teacher. Do not arrange a face-to-face meeting with someone you "meet" on the computer network or Internet without your parent's permission (if you are under 18). Regardless of your age, you should never agree to meet a person you have only communicated with on the Internet in a secluded place or in a private setting.

3. "Hacking" and Other Illegal Activities. It is a violation of this policy to use the school's computer network or the Internet to gain unauthorized access to other computers or computer systems, or to attempt to gain such unauthorized access. Any use which violates state or federal law relating to copyright, trade secrets, privacy, the distribution of obscene or pornographic materials, or which violates any other applicable law or municipal ordinance, is strictly prohibited.

4. Confidentiality of Student Information. Personally identifiable information concerning students may not be disclosed or used in any way on the Internet without the permission of a parent or guardian or, if the student is 18 or older, the permission of the student. Users should never give out private or confidential information about themselves or others on the Internet including but not limited to credit card numbers and Social Security numbers. A supervising teacher or administrator may authorize the release of directory information, as defined by law, for internal administrative purposes or approved educational projects and activities.

5. Monitoring/Active Restriction Measures. The school, either by itself or in combination with the Data Acquisition Site providing Internet access, will utilize filtering software or other technologies to prevent students from accessing visual depictions that are (1) obscene, (2) child pornography, or (3) harmful to minors. The District will also monitor the online activities of students, through direct observation and/or technological means, to ensure that students are not accessing such depictions or any other material which is inappropriate for minors.
Internet filtering software or other technology-based protection systems may be disabled by a district administrator, as necessary, for purposes of bona fide research or other educational projects being conducted by students age 17 and older.

6. Cyber Bullying and Social Networking. When using computers, the internet, cell phones or any other electronic device students are expected to conduct themselves safely and with respect for others. Failure to do so may impede a student's ability to learn and disrupt the teaching and learning environment for all students. Any such disruption is forbidden. Cyber Bullying is the act of intimidating, threatening or harassing anyone using computers, internet, cell phones or any electronic device. Cyberbullying includes but is not limited to communications such as text, images, email or sounds intended to threaten, harass, intimidate damage or harm an individual, group or entity or their property. This type of communication is prohibited regardless of medium or format including internet postings on websites, social networks, chat rooms or photo and video hosting sites.

7. Violation of Policy. Any student found to have violated any provision in this policy may be subject to disciplinary action up to and including dismissal from school and notification of legal authorities.

The term "harmful to minors" is defined by the Communications Act of 1934 (47 USC Section 254 [h][7]), as meaning any picture, image, graphic image file, or other visual depiction that

- taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; - depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; - taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

Privacy

Network and Internet access is provided as a tool for your education. The school district reserves the right to monitor, inspect, copy, review, and store at any time and without prior notice any and all usage of the computer network and Internet access and any and all information transmitted or received in connection with such usage. All such information files shall be and remain the property of the school district and no user shall have any expectation of privacy regarding such materials.

Failure To Follow Policy

The user's use of the computer network and Internet is a privilege, not a right. A user who violates this policy may have his or her access to the computer network and Internet terminated, which the school district may refuse to reinstate for the remainder of the student's enrollment or staff member's tenure in the school district. A user violates this policy by his or her own action or by failing to report any violations by other users that come to the attention of the user. Further, a user violates this policy if he or she permits another to use his or her account or password to access the computer network and Internet, including any user whose access has been denied or terminated. The school district may also take other disciplinary action in such circumstances.

Warranties/Indemnification

The school district makes no warranties of any kind, either express or implied, in connection with its provision of access to and use of its computer networks and the Internet provided under this policy. It shall not be responsible for any claims, losses, damages, or costs (including attorney's fees) of any kind suffered, directly or indirectly, by any user or his or her parent(s) or guardian(s) arising out of the user's use of its computer networks or the Internet under this policy. By signing this policy, users are taking full responsibility for his or her use, and the user who is 18 or older or, in the case of a user under 18, the parent(s) or guardian(s) are agreeing to indemnify and hold the school, the school district, the Data Acquisition Site that provides the computer and Internet access opportunity to the school district and all of their administrators, teachers, and staff harmless from any and all loss, costs, claims, or damages resulting from the user's access to its computer network and the Internet, including but not limited to any fees or charges incurred through purchases of goods or services by the user. The user or, if the user is a minor, the user's parent(s) or guardian(s) agree to cooperate with the school in the event of the school's initiating an investigation of a user's use of his or her access to its computer network and the Internet, whether that use is on a school computer or on another computer outside the school district's network.

Updates

Users, and if appropriate, the user's parents/guardians, may be asked from time to time to provide new or additional registration and account information or to sign a new policy, for example, to reflect developments in the law or technology. Such information must be provided by the user (or his/her parents or guardian) or such new policy must be signed if the user wishes to continue to receive service. If after you have provided your account information, some, or all of the information changes, you must notify the person designated by the school to receive such information.

REFERENCE: 21 O.S. §1040.75, §1040.76

Children's Internet Protection Act of 2000 (HR 4577, P.L. 106-554)

Communications Act of 1934, as amended (47 U.S.C. 254[h], [l])

Elementary and Secondary Education Act of 1965, as amended (20 U.S.C. 6801 et seq., Part F)

Oklahoma School Security Act 2008

CROSS-REFERENCE: Policy DOBC, Disciplinary Procedures, Certified Employees

Policy EFBC, Computer Use

Policy EFEA, Using Copyrighted Materials

MEDICATION: ADMINISTERING TO STUDENTS

It is the policy of the Noble Board of Education that if a student is required to take medication during school hours and the parent or guardian cannot be at school to administer the medication or if circumstances exist that indicate it is in the best interest of the student that a non-prescribed medication be dispensed to that student, the principal, or the principal's designee, may administer the medication only as follows:

1. Prescription medication must be in a container that indicates the following:
    - A. student's name,
    - B. name and strength of medication,
    - C. dosage and directions for administration,
    - D. name of physician or dentist,
    - E. date and name of pharmacy, and
    - F. whether the child has asthma or other disability which may require immediate dispensation of medication.

The medication must be delivered to the principal's office in person by the parent or guardian of the student unless the medication must be retained by the student for immediate self-administration. The medication will be accompanied by written authorization from the parent, guardian, or person having legal custody that indicates the following:

- A. purpose of the medication,
- B. time to be administered,
- C. whether the medication must be retained by student for self-administration,
- D. termination date for administering the medication, and
- E. other appropriate information requested by the principal or the principal's designee.

2. Self-administration of inhaled asthma medication by a student for treatment of asthma or an anaphylaxis medication used to treat anaphylaxis is permitted with written parental authorization. The parent or guardian of the student must also provide a written statement from the physician treating the student that the student has asthma or anaphylaxis and is capable of, and has been instructed in the proper method of, self-administration of medication. Additionally:

A. The parent or guardian must provide the school with an emergency supply of the student's medication to be administered as authorized by state law.

B. The school district will inform the parent or guardian of the student, in writing, and the parent or guardian shall sign a statement acknowledging, that the school district and its employees and agents shall incur no liability as a result of any injury arising from the self-administration of medication by the student.

C. Permission for the self-administration of asthma or anaphylaxis medication is effective for the school year for which it is granted and shall be renewed each subsequent school year upon fulfillment of the above requirements.

D. A student who is permitted to self-administer asthma medication or anaphylaxis medication shall be permitted to possess and use a prescribed inhaler or anaphylaxis medication at all times.

3. Nonprescription medication may be administered only with the written request and permission of a parent, guardian, or person having legal custody when other alternatives, such as resting or changing activities, are inappropriate or ineffective. The medication will be administered in accordance with label directions or written instructions from the student's physician.

The parent, guardian, or person having legal custody of the student is responsible for informing the designated official of any change in the student's health or change in medication.
(10 Oklahoma Statute 170.1; 59 Oklahoma Statute 353.1; 70 Oklahoma Statute 1-116, et sequence; Noble Board of Education, Policy FFACA)

MINUTE OF SILENCE

Per state law, public schools are to observe approximately one minute of silence each day for the purpose of allowing each student, in the exercise of his or her individual choice, to reflect, meditate, pray, or engage in any other silent activity that does not interfere with, distract, or impede other students in the exercise of their individual choices. (70 Oklahoma Statute 11-101.2)

MULTIMEDIA RELEASE NOTIFICATION

During the course of the year a student's image, likeness, or voice recording may be acquired for use in news releases, district print, electronic publications, and the District's Web Site. However, if a parent, guardian, or eligible student determines that they do not want to permit such uses, they must advise the school district in writing via letter to the head administrator at the appropriate school within two weeks of enrollment. The parent, guardian, or eligible student may consent to the use of such images in one form but decline said use in other forms. The advisement must detail in which forms such use is prohibited. All unlisted uses will be permitted. The district is released from any liability arising from such use and is not obligated to provide remuneration for such use.

ESSA

At the beginning of each school year, federal law requires local educational agencies that receives federal funds to notify the parents of each student attending any school in the district that receive federal funds under this part that the parents may request, and the agency will provide the parents on request (and in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including, at a minimum, the following: (i) Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;(ii) Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived;(iii) 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;(iv) Whether the child is provided services by paraprofessionals and, if so, their qualifications.

In addition to the information that parents may request, the school shall provide to each parent;(i) information on the level of achievement of their child in each of the State academic assessments as required under NCLB; and (ii) timely notice that the parent's child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who is not highly qualified.

NONDISCRIMINATION

It is the policy of the Noble Board of Education to provide equal opportunities without regard to race, color, national origin, gender, 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. (Noble Board of Education, Policy DAA)

DISCRIMINATION COMPLAINTS PROCEDURES

Noble Public Schools does not discriminate on the basis of race, color, national origin, gender, age, or qualified disability in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of their operations. Noble School District also does not discriminate in its hiring or employment practices.

In an effort to ensure compliance with and coordination of all federal equity regulations, the district compliance coordinator is Mr. Frank Solomon, Superintendent, 405-872-3452.

Definitions

1. Discrimination Complaint: A written complaint alleging any policy, procedure, or practice to discriminate on the basis of race, color, religion, national origin, sex, qualified handicap, veteran status, or other perceived discrimination.
2. Student Grievant: A student of the Noble Public School District who submits a complaint alleging discrimination based on race, color, religion, national origin, sex, or qualified handicap.
3. Employee Grievant: An employee of the Noble Public School District who submits a complaint alleging discrimination based on race, color, national origin, religion, sex, age, qualified handicap, or veteran status.
4. Public Grievant: Any person other than a student or employee or employment applicant who submits a complaint alleging discrimination based on race, color, national origin, religion, sex, age, qualified handicap, or veteran status.
5. Title IX, 504 and ADA Coordinator (Coordinator): The person(s) designated to coordinate efforts to comply with and carry out responsibilities under Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Americans With Disabilities Act of 1990, and other state and federal law addressing equal educational opportunity. The Coordinator is responsible for processing complaints and serves as moderator and recorder during hearings.
6. Respondent: The person alleged to be responsible for the violation alleged in a complaint. The term may be used to designate persons with responsibility for a particular action or those persons with supervisory responsibility for procedures and policies in those areas covered in the complaint.
7. Day: Day means a working day. The calculation of days in complaint processing shall exclude Saturdays, Sundays, and holidays.

Procedure

1. Prior to filing a written complaint, the person making the complaint should discuss the complaint with the compliance coordinator, and a reasonable effort should be made to resolve the matter.
2. If the matter is not resolved, a written complaint may be filed with the compliance coordinator. The complaint will state the nature and date of the alleged violation, the names of the persons responsible (if known), and the requested action. The complaint must be filed within 30 days of the alleged violation.
3. The compliance coordinator will contact the person(s) named as responsible for the violation within 10 days and inform them of the allegations, and ask them to:

a. Confirm or deny the facts,
b. Indicate acceptance or rejection of the grievant's requested action, or
c. Outline alternatives.

Respondents will have 10 days to submit answers to the compliance coordinator.

4. If the complaint is not resolved, the compliance coordinator will have 10 days to refer the complaint to the employee's supervisor. If the complaint was made by a student, the referral will be made to the building principal. The compliance coordinator will schedule a hearing with the grievant, respondent, and supervisor(s) or building principal(s).
5. Following the hearing, the supervisor or principal will issue a decision to all parties within 10 days.
6. If either party is not satisfied with the decision, the compliance coordinator must be notified within 10 days and a hearing with the superintendent requested. The compliance coordinator will schedule such a hearing to take place with the grievant, respondent, and superintendent within 10 days of the request. The superintendent will issue a decision within 10 days following the hearing.
7. If the grievant or respondent is not satisfied with the decision of the superintendent, the compliance coordinator must be notified within 10 days and a hearing with the board of education requested.
8. The compliance coordinator will notify the board of education, via the superintendent, within 10 days of the request. The hearing will be conducted within 30 days from the date of notification of the board.
9. The Noble Board of Education will conduct the hearing and issue a decision within 10 days. The decision of the board is final.

Provisions

1. Time limits may be extended by mutual consent of the parties involved.
2. The district will provide copies of all discrimination regulations upon request.
3. Grievant records will remain confidential unless permission is given for release. Such records will not be entered into the grievant's personnel file but will be kept for three years.

(Noble Board of Education, Policy DAA-P)

SEXUAL HARASSMENT OF STUDENTS

The policy of this school district forbids discrimination against, or harassment of any student on the basis of sex. The Noble Board of Education will not tolerate sexual harassment by any of its employees or students. This policy applies to all students and employees including non-employee volunteers whose work is subject to the control of school personnel.

1. Sexual Harassment

   For the purpose of this policy, sexual harassment includes:

   A. Verbal or physical sexual advances, including subtle pressure for sexual activity; touching, pinching, patting, or brushing against; comments regarding physical or personality characteristics of a sexual nature; and sexually oriented "kidding" "teasing," double meanings, and jokes.

B. Demeaning comments about a girl's ability to excel in a class historically considered a "boy's" subject, privately talking to a student about sexual matters, hugging or touching a student inappropriately may constitute sexual harassment.

C. Writing graffiti which names a student or otherwise identifies a student is potentially slanderous and constitutes sexual harassment. Graffiti of any kind will not be tolerated on school property. The superintendent is directed to cause any graffiti or unauthorized writings to be removed immediately.

D. Any of the aforementioned conduct which effectively deprives a student of access to educational opportunities or benefits provided by the school.

2. Specific Prohibitions

A. Administrators and Supervisors

1. It is sexual harassment for an administrator, supervisor, support employee, or teacher to use his or her authority to solicit sexual favors or attention from students.

2. Administrators, supervisors, support personnel, or teachers who either engage in sexual harassment of students or tolerate such conduct by other employees shall be subject to sanctions, as described below.

3. The school district is not concerned with the "off-duty" conduct of school personnel unless the conduct has or will have a negative impact on the educational process of the school. Any romantic or sexual affiliation between school personnel and students, including students who have reached the age of majority (18), during school hours will have a negative impact on the educational process and shall constitute a violation of school policy. Such violations may result in suspension of the student and suspension or termination for the employee. Any sexual affiliation between teachers and students under the age of 18 may constitute a crime under state or federal law.

3. Report, Investigation, and Sanctions

A. It is the express policy of the board of education to encourage student victims of sexual harassment to come forward with such claims. This may be done through the Sexual Discrimination Grievance policy. The Office of Civil Rights relies on school administrators' judgment and common sense in meeting the requirements of the federal law.

1. Students who feel that administrators, supervisors, support personnel, teachers, or other students are subjecting them to sexual harassment are encouraged to report these conditions, or have their parents report these conditions, to the appropriate administrator or teacher. If the student's immediate administrator or teacher is the alleged offending person, the report will be made

to the next higher level of administration or supervision or to any responsible adult person.

2. Every attempt will be made to maintain confidentiality; however, absolute confidentiality cannot be guaranteed because of due process concerns which arise in sexual harassment investigations. No reprisals or retaliation will be allowed to occur as a result of the good faith reporting of charges of sexual harassment.

B. In determining whether alleged conduct constitutes sexual harassment, the totality of the circumstances, the nature of the conduct, and the context in which the alleged conduct occurred will be investigated. The superintendent has the responsibility of investigating and resolving complaints of sexual harassment.

C. Any employee found to have engaged in sexual harassment of students shall be subject to sanctions, including, but not limited to warning, suspension, or termination subject to applicable procedural and due process requirements.

D. Any student found to have engaged in sexual harassment of other students shall be subject to sanctions, including, but not limited to warning, suspension or other appropriate punishment subject to applicable procedural and due process requirements.

E. Special effort will be made to apprise district administrators, teachers, and counselors of their obligation to receive student complaints of sexual harassment, document such complaints, and forward them to the grievance committee.

(Title VII of the Civil Rights Act of 1964; 42 U.S.C. §2000e-2; 29 C.F.R. §1604.1, et sequence; Noble Board of Education, Policy FB)

STUDENT CLUBS AND ORGANIZATIONS

The Noble Board of Education believes that certain extracurricular and social activities can enhance the learning environment of our schools.

Parents or guardians of students will notify the school administration that they are withholding permission for their child(ren) to join or participate in one or more clubs or organizations. Parents or guardians shall be responsible for preventing their child from participating in a club or organization in which permission is withheld. Parents or guardians are also responsible for retrieving their child(ren) from attendance at a club or organization in which participation is withheld. (70 Oklahoma Statute 24-105; Noble Board of Education, Policy FMC)

Pioneer Elementary School Clubs, Organizations and/or Specialty Classes

Chess Club – Chess Club allows students to learn the basic rules and strategies of the western chess game. Once students learn the basics of chess, they are paired up with classmates to practice and play with each other to increase their logic, critical thinking, creativity, and problem-solving skills.

News Club – The purpose of the News Club is to spread the good news that is happening at Pioneer Elementary School. This club allows students opportunities to express creativity using

digital and multimodal literacies to create social media content, newsletters, and content for our YouTube Channel.

Outdoor Club - Outdoor Club allows students the opportunity to learn about hunting, fishing, and archery. Students learn proper safety techniques while using archery and fishing equipment, as well as learning about current rules and regulations. Students will have opportunities to learn how to shoot recurve bows, hunting bows, crossbows, and compound bows to shoot in competition. A variety of targets are set up for the students to practice their archery skills. Students can also participate in fishing activities. Students will learn how to bow fish by setting up their own fishing equipment, tying various fishing knots, and the proper way to cast. Students will get hands-on experience and an opportunity to enjoy comradery and the great outdoors.

Pioneer Running Club - Run Club allows students the chance to exercise after school with friends and learn to develop healthy habits. Students will learn the importance of building a strong character through their own positive choices and they will be encouraged to make good choices in their interactions with others, as well as realize how their actions can affect others in positive ways. Students are given the opportunity to participate in the Oklahoma City Kids Marathon. The Kids Marathon allows students to log 25 miles leading up to the Oklahoma City Memorial Marathon where students will then run the last 1.2 miles. This is a great club that is climaxed with the excitement of the OKC Memorial Marathon.

SCI-PI (Stem Club) – The STEM Club is a gathering of student that meet regularly in an informal environment to work on inquiry-based science, technology, engineering, and math related activities. Students engage in questioning, problem-solving, collaboration, and hands-on activities while addressing real-world issues.

STUDENT DIRECTORY INFORMATION

Parents and eligible students have two weeks to advise the school district in writing via a letter to the school principal of any or all of the items they refuse to permit the district to designate as directory information about that student. At the end of the two weeks, the student's records will be appropriately marked to designate the items of directory information that may be released without prior written consent.

The following information is designated as "directory information": student's name; student's class designation (i.e., first grade, tenth grade, etc.); student's extracurricular participation; student's achievement awards or honors; student's weight and height if a member of an athletic team; student's photograph. (51 Oklahoma Statute 24A.16-17; Noble Board of Education, Policy FLD)

STUDENT DISCIPLINE

The Noble Board of Education believes that the school's primary goal is to educate, not to discipline. However, education includes establishing norms of social behavior and assisting students in understanding and attaining those norms. When the behavior of an individual student comes into conflict with the rights of others, corrective actions are necessary for the benefit of the individual and the school. The teacher in a public school has the same rights as a parent or guardian to control and discipline a child while the child is in attendance, in transit to

or from the school, or participating in any authorized school function. However, to avoid any appearance of impropriety, no teacher or administrator will be involved in the discipline of that teacher's or administrator's child except in cases of classroom supervision. Disciplinary matters concerning children of school employees will be handled by the superintendent or the superintendent's designee. The superintendent's child will be disciplined by someone other than the superintendent.

Each student shall be treated in a fair and equitable manner. Disciplinary action will be based on a careful assessment of the circumstances surrounding each infraction. The following are some examples of these circumstances:

The seriousness of the offense;
The effect of the offense on other students;
Whether the offense is physically or mentally injurious to other people;
Whether the incident is isolated or habitual behavior;
The manifestation of a disability;
Any other circumstances which may be appropriately considered.

Standards of behavior for all members of society are generally a matter of common sense. The following examples of behavior are not acceptable in society generally, and in a school environment particularly. The involvement of a student in the kind of behavior listed below will generally require remedial or corrective action. These examples are not intended to be exhaustive and the exclusion or omission of unacceptable behavior is not an endorsement or acceptance of such behavior. When, in the judgment of a teacher or administrator, a student is involved or has been involved in unacceptable behavior, appropriate remedial or corrective action will be taken.

1. Unexcused lateness to school
2. Unexcused lateness to class
3. Cutting class
4. Leaving school without permission
5. Refusing detention/late room
6. Smoking
7. Truancy
8. Possessing or using alcoholic beverages or other mood-altering chemicals
9. Stealing
10. Forgery, fraud, or embezzlement
11. Assault, physical and/or verbal
12. Fighting
13. Possession of weapons or other items with the potential to cause harm
14. Distributing obscene literature
15. Destroying/defacing school property
16. Racial discrimination including racial slurs or other demeaning remarks concerning another person's race, ancestry, or country of origin and directed toward another student, an employee, or a visitor
17. Sexual Harassment

18. Gang related activity or action

In administering discipline, consideration will be given to alternative methods of punishment to ensure that the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The faculty may consider consultation with parents to determine the most effective disciplinary measure.

In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions. The board of education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance.

1. Conference with student
2. Conference with parents
3. In-school suspension
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by the student's behavior
10. Restriction of privileges
11. Involvement of local authorities
12. Referring student to appropriate social agency
13. Suspension
14. Other appropriate disciplinary action as required and as indicated by the circumstances

Parents, guardians, and students residing in this school district are also advised by means of this policy statement and by the student handbook that students in this district shall have no reasonable expectation of privacy rights towards school officials, in school lockers, desks, or other school property. School personnel shall have access to school lockers, desks, and other school property at any time and no reason shall be necessary for such search. Student property may be searched with reasonable suspicion.

Teachers, parents, guardians, and students are invited and encouraged to participate in the formulation of disciplinary policies, rules, and regulations by suggesting to administrators appropriate means of discipline for specific infractions. (10 Oklahoma Statute 7115; 70 Oklahoma Statute 6-114; 70 Oklahoma Statute 24-101.3; Noble Board of Education, Policy FO)

STUDENT RIGHTS AND RESPONSIBILITIES

All students have the same civil rights. These rights are limited by the capacity of each student to discharge the particular responsibilities necessarily linked to each right. The rights and responsibilities set forth in no way limit the legal authority of school officials to deal with disruptive students.

Rights

1. Students have the right to expect that attending school will be productive.
2. Rules and regulations should be developed as a cooperative venture on the part of all concerned and should be common knowledge to every student.

3. Students have the right to expect that materials presented in courses be relevant and appropriate to the maturity level and intellectual ability of the student and that the various views related to topics or materials will be presented or introduced.
4. Students will be permitted to use school facilities for approved extracurricular activities with proper faculty supervision and should be encouraged to participate in clubs, recreational events, and other related activities.
5. Students have a right to an education and to the equality of educational opportunity and the right to expect that punishments which deprive them of this right will be used only in extreme cases. Punishments should be reasonable, consistent, and fair, and resorted to only when students violate school rules.

Responsibilities

1. Students will attend school daily (except when ill), attend all classes and be on time.
2. Students will come to class prepared with proper materials, such as textbooks, pencils and/or pens, etc.
3. Students will be aware of all rules and regulations and/or changes in these rules and regulations defining proper student behavior. Students will conduct themselves according to these guidelines.
4. Students should be willing to volunteer information in disciplinary cases if they have knowledge.
5. Students should willingly and dutifully serve that segment of the student body which they represent.
6. Students will make sure that no individual or group of advocates are allowed to monopolize class time. Teachers will insist on courteous attention to unpopular views, including views contrary to the teacher's own personal opinions. The dignity of all should be respected and no one should be allowed to abuse others. This freedom can only be exercised as long as it does not interfere with the educational process.
7. Students will become involved actively in their own education after returning to school following absence for any reason. Students temporarily out of school should assume the responsibility for keeping up with work missed.
8. Students should develop the best school record of which they are capable.
9. Students will maintain a clean and pleasant atmosphere in the building and on the grounds.
10. Students will follow the directions of teachers, administrators and other responsible school officials.

A statement of student rights and responsibilities is contained in the student handbook distributed by each building principal. Each student is provided with a handbook and is held responsible for the information it contains. The information serves as a guideline for administrators, all school personnel, students, parents, and other citizens of the school district. (Noble Board of Education, Policy FN)

SUPPLEMENTAL ONLINE LEARNING

Supplemental online learning is available for students wishing to supplement their education by enrolling part time in online courses. This learning opportunity must be supplemental in nature, deemed educationally appropriate by the school and district, and approved by the principal. Enrollment in supplemental online learning is available at the start of each semester. If you would like additional information regarding supplemental online learning, please visit with the school counselor.

WARNING SYSTEMS/INCLEMENT WEATHER

It is policy of the Noble Board of Education to dismiss school if weather conditions deteriorate to the extent that the safety of students may be jeopardized.

Should the superintendent or, in the superintendent's absence, the next person in line on the organization flow chart decide to dismiss school because of weather conditions, the following media sources will be requested to make appropriate announcements: local television affiliates ABC, CBS, NBC. Absent such announcements, students should assume that school will be in session.

Should it become necessary to dismiss school during a school day, the following media sources will be requested to make appropriate announcements: local television affiliates ABC, CBS, NBC.

During the tornado season, the school administration will be concerned with tornado watches and tornado alerts. School will not be dismissed because of a tornado watch or warning. However, if a parent is concerned about the safety of a child, the child will be released to the parent's custody at the school. School will be dismissed if the administration feels that it is safe to do so. Otherwise, children shall remain at school and appropriate safety measures shall be taken. (Noble Board of Education, Policy CKBB)

NPS TRANSPORTATION

Bus Riders Rules and Regulations

Rules defining student conduct are designed to protect the passengers and shall be observed at all times. Bus safety rules shall include, but not be limited to, the following:

The bus driver is in charge of students on the bus. Students shall follow the driver's directions at all times.

Only authorized personnel and eligible bus students assigned to a specific bus are permitted to ride the bus.

Busses will stop at established stops only. Students will not be permitted to leave the bus until the bus arrives at an established bus stop or the appropriate school. Students shall load and unload at their designated bus stop only.

Students shall wait for a bus by remaining on the sidewalk. If there is no sidewalk, students will wait next to (but not in) the street. Students must wait until the bus comes to a full stop before boarding or leaving the bus.

Students will remain properly seated at all times and not block the center aisle. Any or all students may be assigned seats.

Students must keep their hands, head, feet, and personal objects inside the bus at all times.

Scuffling, shoving, or fighting is prohibited on the bus and at all established bus stops.

Littering or throwing items inside or from the bus is prohibited.

Students are not allowed to consume food or drink on the bus. The use of all tobacco products is prohibited.

Students shall not deface or vandalize the bus or related equipment. Students who violate this rule will be required to pay for damages.

Students are not to engage in loud talking, yelling, the use of profanity, and/or inappropriate language or gestures on the bus.

Students are not allowed to bring animals or harmful objects (i.e. weapons, drugs, alcohol, fireworks, etc.) on the bus.

Students, while on the bus and when exiting or entering the bus, are required to comply with and will be subject to the Student Code of Conduct/Discipline Rules established by the School District.

Students, while on the bus, while entering or exiting the bus, and while at or in the general area of the designated loading and unloading zone areas are required to comply with these rules.

Bus Disciplinary Actions

Violations of said rules as listed, but not limited to those shown above, will be handled according to the nature and degree of the infraction. Infractions will be classified as such:

Class I Minor Infraction
Class II Moderate Infraction
Class III Major Infraction

Classification of disciplinary infractions will be handled solely through the Noble Public Schools Transportation administration, as well as, site-specific administrators. The general guidelines used for classification are listed below. The nature and context of all infractions will be assessed prior to disciplinary action being taken. All violations are subject to changes in classification based on the nature and severity of the occurrence to include: suspension from the bus, suspension from school, and/or other forms of punishment as determined by the administration. A point system is used to determine further disciplinary action based on each student's bus discipline history. Each year, all students' values are reset to zero with the exception of violations that have extended into the ensuing semester.

Common Problems	Violation Class	Pt. Value
Electronics violations	1	1
Will not sit correctly	1	1
Will not stay in seat	1	1
Excessive noise	1	1
Eating or drinking on bus	1	1
Horseplay	1	1
Rude or discourteous	1	1
Throwing objects on bus	2	3
Head and/or arms out the window	2	3
Vandalism	2	3
Obscenities/Inappropriate language or material	2	3
Cursing towards the driver	3	10
Tobacco use	3	10
Bullying	3	10
Hitting, Shoving, or Kicking another student	3	10
Fighting	3	10
Referral Point Diagram	Our Action	Handled by:
1 thru 4	Parent Phone Call	NPS Administration
5 thru 9	5 day Suspension	NPS Transportation
10 thru 19	10-15 Day Suspension	Transportation Director

20 Plus	20 plus day suspension	Transportation Director

For more information pertaining to NPS Transportation policies and procedures, please contact Shirley Armbrister at 405-872-3455.

STUDENT HANDBOOK AGREEMENT

My child and I have received and read the 2023-2024 Student Handbook. We understand and will abide by all items stated in the handbook.

Name of Student_____

Signature of Student _____

Name of Parent_____

Signature of Parent_____

Teacher_____

Noble Public Schools return to learn plan:

https://5il.co/1wz8g

2023-2024

John K. Hubbard Elementary School

Student Handbook

Superintendent – Mr. Solomon
Assistant Superintendent – Dr. Myers
Executive Director – Mr. Gray
Principal – Mrs. Curry
Assistant Principal – Mr. George
Counselor –Mrs. Whitlock

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John K. Hubbard Elementary

1104 Maguire Road

Noble, Oklahoma 73068

www.nobleps.com

Dear Parents,

Welcome to John K. Hubbard Elementary! The faculty and staff are looking forward to an exciting and successful school year. We have prepared this handbook so that we may bring a better understanding between the school and the parent. Working together as a team, we can provide your child with the best educational experience possible. Please take the time to read this handbook thoroughly.

Through embracing the philosophy of work and play hard, we truly feel your child will have an enjoyable and memorable experience at Hubbard Elementary.

Our Vision...

Not just what we think

How we think... ***Excellence***

Not just what we do

How we do it... ***Quality***

Our Mission...

We are... dedicated to providing our students with a positive learning climate, which encourages a passion for discovery and achievement. We feel students are entitled to learn in an orderly environment of mutual respect and concern among peers and teachers.

Each day our mission is to provide challenging and creative lessons through which our students have the opportunity to master academic as well as social and personal skills that will lead to healthy living, foster success, and inspire lifelong learning.

Each day our mission is to hold ourselves, and our students accountable for positive actions, personal growth and caring relationships, enhanced through a strong partnership between home and school.

We are…NOBLE PUBLIC SCHOOLS!

Contact Information

Important Office Information:

Office Staff: Brenda Fox and Donna Hardridge

School Phone Number: 405-872-9201

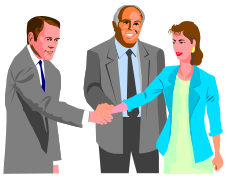
Please use this number to notify the school if your child will be absent.

Office Hours: 7:10 a.m. — 3:30 p.m. when school is in session.

****

Helpful Hints for Parents

- ~ Does your child have the needed school supplies?
- ~ Is your child's name on his or her supplies?
- ~ Does your child know how he or she is to get home?
- ~ Does the school know how your child is to get home?
- ~ Do you know names of the teachers who work with your child?
- ~ Does your child know the school rules?
- ~ Do you know the days your child will be in and out of school?
- ~ Do you know the school schedule and bus schedule?
- ~ Do you read the information in Hubbard newsletter – The HUB?
- ~ Have you checked your child's Thursday folder for information?



Building Access

Visitors and guests will be allowed in the building for programs, concerts, and other special events, unless restrictions are added by Cleveland County Health Department or Oklahoma State Health Department. All other visitors will require prior approval from the administration. Our schools will remain locked for the security of our students and staff.

Parent/Teacher Conferences

Parent/Teacher Conference days are provided once each semester to allow time for parents and teachers to meet about students' progress. Please work with teachers to schedule conference times that you can attend. If you have a need for more frequent visits, please contact your child's teacher **before or after** school hours, or call the office to leave a message.

Parents now have the capability to keep up with their child's grades at https://powerschool.nobleps.com

Student pick-up and drop-off procedures

Hubbard has only one entrance/exit into the main parking lot (Ken King Drive). The circle drive at the end of the building is not to be used for student pick up or drop off, only for buses. The doors at that end of the building remain locked at all times. **Please use Ken King Drive to pick-up and drop-off your child.**

For the safety of the students, cars are to enter Ken King Drive west of the softball field and start a double file line at the stop sign near the school. Each student will be assigned a pickup number to hang from the rearview window of the car. If an adult does not have a pick up number they will be asked to pull all the way forward so their child can be called from class. For extra safety students remain in their classrooms until their pick up number is called. We ask that students enter and exit cars from the curbside to avoid traffic. Cars should not pass other cars in the grass that have been waiting in line unless it is an emergency. **For safety reasons, parents are asked to remain in their vehicles, and not walk with students across traffic**.

School buses use the same procedures to pick-up and drop-off students. Please remember that passing a bus in the process of loading or unloading children is against the law and is monitored by the Noble Police Department. School start and end times can be found in your child's back to school packet.

How will your child go home?

Please note: We cannot change children's regular going home plans without a note or a phone call from a parent. Children will be sent home as directed by **PARENT NOTE** or **DIRECT COMMUNICATION** with the teacher or the office.

***Parents must call the office by 2:00 p.m. for changes to be made in how children are going home*.**

All children leaving the building during the school day must be checked-out through the office. Please have identification ready to be checked when picking children up at school.

School Attendance

Good attendance is critical to your child's success in school. Many important concepts are covered as a whole group in first, second and third grade each day. These are concepts that cannot be made-up with pencil and paper homework. Student success and grades are dependent upon attending school on a regular basis.

The board of education believes that attendance in regularly scheduled classes is a key factor in student achievement. Thus, any absence from those classes represents an educational loss to the student. The board recognizes, however, that the co-curricular program of the school also has educational benefits. Therefore, it is the policy of the board to minimize absenteeism from regular classes while providing students the opportunity to participate in co-curricular activities. (38 Oklahoma Statute 37; Noble Board of Education, Policy FDC-R1)

When your child is absent:

~ Please call the school attendance line at 872-9201 by 9:00 a.m.

~ Your child's homework will be available upon the second consecutive day of absence. ***Please notify the school before you come to pick-up homework so your child's teacher can prepare***.

Truancy and Tardies

Following the fifth (5th) absence within a **nine week period**, a review of the student's performance is conducted by an administrator and the classroom teacher. Parents will be informed of the results of that review. Continued absences or tardies will result in a Truancy warrant**.** Excessive tardies or absences will also lead to the loss of certain school and class privileges. Three tardies equals 1 day's absence.

School Arrival and Dismissal

Please do not drop off your child before supervision begins. Supervision begins 20 minutes before the start of each school day. The time of day will be announced each school year at our back-to-school night. It is unsafe to leave your child at school unsupervised; therefore, our building will remain locked until supervision is on hand.

Students who arrive late to school must stop in the office to get a **tardy slip** before going to class. An absence will be recorded for each three tardies. Checking your child out of school during instructional time is treated the same as tardy or absence depending on the amount of time out of the classroom.

Withdrawal of Students

If you are moving and withdrawing your child from Hubbard, please call or come by the school a few days prior to the withdrawal date. This will give ample time to complete the necessary paperwork. Please plan to pay all breakfast and lunch charges and remember to bring back all library books. Your cooperation with this is greatly appreciated.

Closing School / Inclement Weather

An announcement will be made through:
Television, specific social media sites, and local news websites should school have to be canceled due to inclement weather. The school makes every effort to make decisions concerning school closings based on the safety of students. The district boundaries cover 144 square miles and conditions in one part of the district may be very different from those in another area. Decisions concerning school closings are made as early as possible before buses begin their morning routes.

Pledge of Allegiance

Hubbard Elementary honors America daily by reciting the Pledge of Allegiance. Those who do not wish to participate are not required to do so.

School/Home Communications

Communication between the home and school is a critical part of your child's education. Your child will normally bring a **Wednesday Folder** home each week. This folder contains all the important information you will need to keep up to date on school issues. It also contains much of your child's schoolwork. It is important that you look through your child's folder each week and return it to school.

Our school tries to send home the ***THE HUB*** at the beginning of each month via email. This newsletter contains information about upcoming school events. This is an important way that Hubbard Elementary communicates school information to parents.

A monthly calendar is also sent home with every child in school. All events happening for the month are scheduled on the calendar. Please post it somewhere at home so you can stay current on school events.

A monthly lunch and breakfast menu is sent home with every child in school. Children are encouraged to check the menu daily to be sure the food being served is something they can or will eat.

You can also find various school updates on our district webpage (www.nobleps.com), Twitter or Facebook account.

School Pictures

John K. Hubbard Elementary offers several opportunities for parents to have student pictures taken during the school year:
~individual student pictures in fall
~classroom group pictures in spring

Lunch and Breakfast

Hubbard serves breakfast and lunch each school day. Students may pay for lunches by the day or the week. Students are encouraged to not charge their breakfast or lunches for more than five days. **Applications for free or reduced lunches are available from the school office.** The school cafeteria maintains all children's cafeteria accounts. Questions about your child's account should be directed to their office at **872-5690**.

~Please send all money to school in an envelope with your child's name, the teacher's name, and what the money is for written on the front of the envelope.
~If your child brings a lunch, please be sure his or her name is on the lunch box or sack. We do not have a microwave for heating used for heating items due to safety reasons. Please do not send glass containers to school.
~Students may visit quietly in the lunchroom while they eat. They are required to pick-up after themselves and return their trays when leaving the cafeteria. Good manners are also practiced.
~If your child plans on eating breakfast, and is dropped off by a parent, please make sure you have them here **no later than 10** minutes before the bell rings. This will ensure that they do not miss any instructional time.

Sending Money to School

When sending money to school for any reason, please put it in a sealed envelope with your child's name, the teacher's name, and what the money is for (breakfast, lunch, books, pictures, field trips, etc.) written on the outside of the envelope.

Bringing "Treasures" to School

Students are encouraged to leave toys and other valuable items at home. We encourage parents to monitor their student's backpacks to help us prevent the student from misusing or misplacing items that are better left at home. This includes all personal electronic devices. The classroom teacher must be contacted when a child wants to bring a live animal to the classroom. Items taken away from students can be picked up from the classroom or office.

Oklahoma State Law prohibits the possession of any dangerous weapon on school property. For purposes of this policy, dangerous weapons include, but are not limited to, firearms and knives of any kind, metal knuckles, fist packs and similar objects, blackjacks, billy clubs and similar objects, hand chains, mace or pepper spray or any manufactured or homemade objects intended to cause bodily injury, intimidation or threats. Students in possession of dangerous weapons on school grounds may be suspended for as long as a year.

It is not uncommon for children to bring pocket knives or fake weapons to school without parent knowledge. Please talk to your child about the importance of leaving these at home.

School Parties

Class parties include Fall, Christmas, and Valentine's. To keep class interruptions to a minimum, the classroom teacher and principal must approve class parties other than those listed. Academics will be the first priority in approving parties because parties are a privilege. Class parties are a privilege, and thus can be taken away for academic, behavioral, or attendance reasons.

Lost and Found

Clothing should be identified with your child's name. Many coats, hats, mittens, etc. are lost each year. We go through the lost and found on a monthly basis and return items that are identified by name to their owners.
Unclaimed clothing will be donated to charity.

School Fundraisers

Priorities for school fundraisers are carefully planned with input from parents and teachers each spring. Information with what each fundraiser is for and how money will be spent will be sent home with fund-raiser packets. Hubbard plans to conduct the following school-wide fundraisers this year.

Fundraisers

A Jog-A-Thon, which is our major fundraiser, is done in the fall of most school years to help purchase the "extras" for our school.

There is also a basket auction as needed for Hubbard's Adopt-A-Child Program.

Other minor fundraisers benefiting Hubbard and various Noble Public Schools organizations will take place throughout the school year as well.

School Book Fair

A School Book Fair will be held in December. A traveling bookstore comes to the school library. Parents and children may select books to purchase. The money earned through this fund-raiser will be used to purchase materials for our school library program.

Field Trips

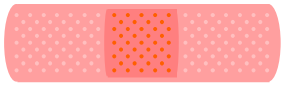
Field trips are an important part of our curriculum. We select field trips that will provide both learning experiences, as well as life long experiences for our students based upon what is being studied in the classroom.

Students must ride the bus on a field trip. Permission is granted for the student to ride the bus on their enrollment form. We encourage students to return on the bus. ***However, if it is absolutely necessary for parents to take their student home in a car following a field trip, the parent must sign-out their child at school prior to the field trip.***

Students who have a failing grade, poor attendance, or poor behavior ***MAY*** be held ineligible for class field trips, due to the fact they are a privilege.

Accident – Illness

If it is necessary for a child to take prescribed medication during school hours, it must be in the original prescription container.



Medication brought by children must be taken to the office. The parent should send a note or call before the child is allowed to take this medication.

Students will not be kept inside during recess unless we receive a note or call from their parent. Students who have a note to stay inside will be assigned a room in which to stay. Those students may continue to work on school activities or read a story

If your child is injured or becomes seriously ill at school, we will make him or her comfortable and call you immediately. If you cannot be reached, we will contact the emergency number that you gave us. It is critical that this information be kept up-to-date. ***For your child's benefit, phone numbers that change must be communicated to the school office*.**

Head Lice

If the student is sent to the office with live lice or brown nits, the student will be removed from the classroom and the parent/guardian will be called to pick up their student. The student will not be allowed to ride the bus to or from school and be remitted to school until the student has been properly cleared to return.

Late work

Every Student is given one day for each day absent from school to turn in assignments. Work turned in after due dates could result in a loss of points thus potentially receiving a lower grade. Students will not be given work in advance for absences. Schedules and assignments may change so students can pick up missing work upon return of absence.

Bus Riders

Each child will be required to have a parent sign a separate Rules and Regulations form for the Noble Public School Bus Barn in order to ride the bus at any time, field trips included.

Teacher Professional Qualifications

Parents have the right to request professional qualification of teachers and paraprofessionals that work for Noble Public Schools. If you have a request, please let your administrator know so they can provide it for you.

Appropriate Dress for Hubbard

The responsibility for proper dress and grooming is that of students and parents. Students should wear clothing that follows our board approved dress code. A copy is sent home with every child at the beginning of the year.

As cold weather approaches, please stress the importance of your child wearing a coat, hat, and gloves. As the weather often changes during the day and we cannot predict when we will be outside**, it is important that you dress your child as if we were going outside each day.** To help your child avoid injuries, students **must** wear tennis shoes on the days they have P.E. Students who do not have appropriate footwear may be asked to sit out an activity to ensure their safety.

NOBLE PUBLIC SCHOOLS DRESS CODE
(REGULATION)

In accordance with the policy of the board of education, the following regulation shall establish a dress and grooming code for the public school system. The building administrator shall have the authority to determine the appropriateness of any attire not specifically addressed below. In making a determination, the administrator shall consider whether the clothing and/or accessory presents a safety hazard, is revealing, or may be reasonably believed to disrupt the teaching or learning environment. Attire that disrupts the educational process is prohibited. The following dress code will be in effect for all students:

1. Skirts and Dresses: The skirt or dress must be within two inches of knee length while shoulders are relaxed and must not be revealing, disruptive or distracting to the educational process. Skirt openings must not be more than two inches above the knee. Dresses may be sleeveless if they have fitted armholes. Mini-skirts are not allowed.
2. Tops: Any shirt, blouse, sweater or top may be worn with the following conditions:
    - Sleeveless Tops must have fitted armholes and not be revealing or show undergarments. Spaghetti straps, tank tops, muscle shirts, strapless tops, halter tops, racer back tops are not allowed.
    - Nothing translucent, sheer, of mesh, fishnet or revealing may be worn.
    - All tops must be properly buttoned and may not expose the midriff when arms are raised from the side. Tops that expose undergarments are not permitted.
    - Tops, dress and sleeve openings, must not expose undergarments, chest, breast, cleavage or any part of the torso. Tops may not have any type of plunging neckline.
3. Pants: Pants, jeans or slacks that are neat and clean are acceptable.
    - Pants that drag the floor are not allowed. Pants that are cut, slit, or have holes are not allowed. Pants that have been patched are acceptable.
    - Form fitting pants, skin tight jeans, leggings, and jeggings are not allowed as an outer garment. They may be worn as an undergarment as long as the outer garment reaches within two inches of the knee. Pajama pants are not allowed.
    - Sagging is not permitted at any time. Pants may not be worn low exposing the torso, back or undergarments.
4. Shorts: Shorts that are within two inches of the knee are acceptable for school dress.
    - Shorts that are cut, slit or have holes are not allowed.
    - Form fitting shorts, biker shorts, spandex and mini-shorts, such as Soffes, are not allowed.
5. Shoes: Shoes must be worn at all times. Different programs require different types of shoe types. Students will be informed by their teachers as to the requirements for the particular class or program they are in. House Shoes, Shoes with rollers, wheels, or skates are not allowed.
6. Accessories: Accessories which are not acceptable include the following:
    - Hats, hoods, beanies, caps, bandanas and sunglasses are prohibited inside the buildings. Exceptions may be made by the principal for spirit days, religious purposes or special activities.
    - Wearing, possessing, using, distributing, displaying or selling of any clothing, jewelry, emblems, badges, symbols, signs, graffiti, or other items that are evidence of membership in or affiliation with a gang are prohibited.
    - Chains, Wallet chains, Biker chains, Collars, Fish Hooks, Jewelry such as earrings with loops that could pose a safety issue are prohibited.
    - Trench coats and other full length coats are prohibited.
7. Insignias, Monograms, Prints or Patches: Lettering or any type of sew-on patch, decal, print, insignia or design that conveys crude, vulgar, profane, violent, death-oriented, gang related, sexually explicit or sexually suggestive messages or any advertising of tobacco, alcohol drugs or drug paraphernalia are specifically prohibited.
8. Makeup, Tattoos and Brands: Facial make-up, tattoos, brands or other body decorations whether temporary or permanent, that convey crude, vulgar, profane, violent, death-oriented, gang related, sexually explicit or sexually suggestive messages or advertise tobacco, alcohol, drugs or drug paraphernalia are specifically prohibited.
9. Clothing that is purposefully ripped, torn, and or cut in a manner that causes a distraction to the operation of the school and the educational process or is a safety risk is prohibited.

10. Activity/Spirit Days: Teams are allowed to wear uniforms as long as they are compliant with the dress code. Any uniform that in itself does not comply with the school dress code must be worn underneath proper outerwear. Exceptions to the dress code for special activities must be approved in advance by the school administration.
11. Exceptions to the dress code may be authorized by the building administrator or designee for a specific school-related activity on a case-by-case basis.
12. The dress code for Noble Public Schools is a minimum requirement dress code. Students are encouraged to dress in a professional manner above and beyond the dress code.
13. A Dress Code Log will be kept at each site documenting the name of the offender, the violation type and the date of the violation. All head principals will complete a year-end Dress Code Log Report showing total numbers only of singular and repeat student violators as well as the types of violations recorded in their site log. All year-end site reports will be submitted to the superintendent and the school board. Student names will not be listed or reviewed. In addition, the school board reserves the right to solicit year-to-date site Dress Code Log Reports at any time during the school year.

Any student found out of compliance with the Noble Public Schools Dress Code will be sent to an administrator for resolution. Students will be given the option to change to appropriate clothing or have parents bring acceptable clothing. The parent will have an acceptable amount of time to provide the change of clothes. If a parent is unable to do so, the student may be sent home. Students will be allowed to return to school/class after clothing has been changed and is compliant with the dress code.

Parents will be notified each time a student is in violation of the Dress Code if the issue is unable to be corrected on site. Parents will always be notified when repeat violations occur. Communication with parents will occur from the school office in these situations. Repeat offenses will result in the Disciplinary Process being followed according to the school site handbook. All disciplinary actions will be adjudicated in a private and confidential manner.

The Dress Code policy for Noble Public Schools will be reviewed on a regular basis and will be updated and modified at the discretion of the Noble Public Schools Board of Education.

Homework

Homework is designed to help your student be the best that he or she can be. Because reading is extremely important, students should read every night. In addition, it is important to practice math facts and/or spelling. Homework may be required in addition to any “make-up work” and/or “unfinished work” that the students do not complete in the time allotted during the school day. Failure to complete homework could result in the loss of an extracurricular privilege such as recess (walking laps), field trips, assemblies, etc...

Please become familiar with your teacher’s homework procedures by attending John K. Hubbard’s ***Back to School Night*** in August. Back to School Night gives you the chance to become familiar with the school, to meet your child’s teacher, and to learn the rules and procedures for your child’s classroom.

Curriculum Materials

All curriculum materials are available for inspection by patrons, parents, students, and the public. Individuals who wish to inspect materials should contact the building principal.

Hubbard Elementary has an extensive curriculum guide at each grade level that was developed by classroom teachers in accordance with the Oklahoma State Standards and is reviewed annually and revised as needed.

Textbooks, Library Books, and Miscellaneous Items

Throughout the school year, materials are checked out to students. It is the responsibility of the student to keep up with and maintain their working order. Damage or loss is the responsibility of the student or parent.

Screenings

Hubbard Elementary will provide Healthy Youth Screenings, free of charge, at the beginning of the school year. Included in the screenings will be hearing and vision. A follow-up letter will be sent to parents with the information gathered about their child and, if necessary, recommendations for further evaluation. Speech and Language evaluations are conducted by the School Speech Pathologist upon teacher referral.

Parent Involvement

A strong Parent Teacher Organization serves Hubbard Elementary. We encourage you to become involved with the PTO. Membership dues are $5.00 per year and are collected in the Fall. Our school volunteer program is coordinated through our PTO. All parents are encouraged to join and to volunteer at school. We have many projects to do. We need parents:

- Who have time to work at school
- Who can help with special occasions
- To help with special projects at home
- To listen to our students read
- To Pop Popcorn and various other projects

A volunteer survey is included in one of the first Wednesday Folders to all parents. On this survey, you may indicate how you can volunteer to help your child's school.

School-wide Programs

Title I Schoolwide Program

Hubbard Elementary is a Title I school. We receive funds from the federal government to supplement our school program in order to provide the best possible education for each child. Components of our school program that are funded through Title I include: Parent

Curriculum Night, Teaching Assistants, and Student Assessment Material. We also have a Certified Reading Specialist who teaches and supervises this program. Students are referred to this program based on the results of the RSA Screening Assessment or by their classroom teacher. Each spring, teachers, staff, and parents review our existing program, evaluate its effectiveness, and make plans for the next year.

Indian Education Program

Our students who are enrolled in a tribal membership may qualify for additional assistance through our Indian Education Program. Parents of students who qualify need to complete an eligibility certification form, which requires the tribal membership number along with registry information. Please contact the school office with your questions.

Assemblies

Thursday assemblies are a time to celebrate accomplishments and be together as a school family. These assemblies are seen as a privilege for students, and can be taken away for academic, behavioral, or attendance reasons.

BOARD POLICIES

Accident Insurance: Student

It is the policy of the Noble Board of Education to select a reputable insurance company through which patrons may purchase accident insurance for their children. A packet will be available in the office for the first week of classes. The purchase of such insurance is entirely within the discretion of parents; however, students playing nine through twelve football must provide evidence of insurance coverage. Public schools may not legally pay insurance premiums or medical bills for students. (**Noble Board of Education, Policy FFD)**

COMPLIANCE WITH FAMILY EDUCATION RIGHTS AND PRIVACY ACT OF 1974

STATEMENT OF RIGHTS

Parents and eligible students have the following rights under the Family Education Rights and Privacy Act:

1. The right to inspect and review the student's education record.
2. The right to exercise a limited control over other people's access to the student's education record;
3. The right to seek to correct the student's education record, in a hearing, if necessary;
4. The right to report violations of the FERPA to the Department of Education; and
5. The right to be informed about FERPA rights.

PROCEDURE TO INSPECT EDUCATION RECORDS

The parent of a student or an eligible student may inspect the student's education records upon request. In some circumstances, it may be mutually more convenient for the record custodian to provide copies of records. (Copy fees may apply.)

Since a student's records may be maintained in several locations, the school principals will offer to collect copies of records or the records themselves from locations other than a student's school, so they may be inspected at one site. However, if a parent or eligible student wishes to inspect records where they are maintained, school principals will make every effort to accommodate the wishes.

The principal (or other record custodian) will contact the parent of the student or the eligible student to discuss how access will be best arranged. The school administrator, or designee, may be present during the time the records are being reviewed.

The principal (or other record custodian) will make the needed arrangements as promptly as possible and notify the parent or eligible student of the time and place where the records may be inspected. This procedure must be completed in 45 days or less from the receipt of the request for access.

If for any valid reason, such as working hours, distance between record location sites, or health, a parent or eligible student cannot personally inspect and review a student's education record, the school district will arrange for the parent or eligible student to obtain copies of the record. (Copy fees may apply.)

When a record contains information about students other than a parent's child or the eligible student, the parent or eligible student may not inspect and review the records of the other students.

USE OF STUDENT EDUCATION RECORDS

To carry out their responsibilities, school officials will have access to student education records for legitimate educational purposes. The school district will use the following criteria to determine who are school officials. An official is:

1. A person duly elected to the school board;
2. A person certified by the state and appointed by the school board to an administrative or supervisory position;
3. A person certified by the state and under contract to the school board as an instructor;
4. A person employed by the school board as a temporary substitute for administrative, supervisory, or instructional personnel for the period of his or her performance as a substitute; or
5. A person employed by, or under contract to, the school board to perform a special task such as a secretary, a clerk, the school board attorney or auditor, for the period of his or her performance as an employee or contractor.

School officials who meet the criteria listed above will have access to a student's records if they have a legitimate educational interest in doing so. A "legitimate educational interest" is the person's need to know in order to:

1. Perform an administrative task required in the school employee's position description approved by the school board;
2. Perform a supervisory or instructional task directly related to the student's education; or
3. Perform a service or benefit for the student or the student's family such as health care, counseling, student job placement, or student financial aid.

PROCEDURES TO SEEK TO CORRECT EDUCATION RECORDS

The parent of a student or an eligible student has a right to seek to change any part of the student's record believed to be inaccurate, misleading, or in violation of student rights. (NOTE: under the FERPA, the district may decline to consider a request to change the grade a teacher assigns for a course.)

For the purpose of outlining the procedure to seek to correct education records, the term "incorrect" will be used to describe a record that is inaccurate, misleading, or in violation of student rights. The term "correct" will be used to describe a record that is accurate, not misleading, and not in violation of student rights. Also, in this section, the term "requester" will be used to describe the parent of a student or the eligible student who is asking the school district to correct a record.

To establish an orderly process to review and correct an education record for a requester, the district may make a decision to comply with the request for change at several levels in the procedure. **(Reference: Noble Board of Education, Policy FL-R)**

DISTRICT ASBESTOS STATUS

In compliance with the Asbestos Hazard Emergency Response Act (AHERA) all buildings located on the campus of Noble Public Schools have been re-inspected for Asbestos containing materials. This Re-inspection was done by accredited Department of Labor Inspectors. Based on the Re-inspection, Asbestos Containing Building Materials (ACBM) was found in a few locations. In it's present condition, these ACBM's are non-friable. Noble Public School will continue to maintain this material as in the past and report any changes in the condition of this material to the Asbestos Coordinator. The management plan for Noble Public School District is available for review in the Office of the Superintendent.

DRUG-FREE SCHOOLS

It is the policy of the Noble Board of Education that in recognition of the clear danger resulting from illicit drug and alcohol abuse and in good faith effort to promote the health, safety, and well being of students, employees, and the community, the board has implemented a developmentally based drug and alcohol education and prevention program for grades Kindergarten through twelve (K-12).

Students are hereby notified that the use, possession, or distribution of illicit drugs and alcohol is wrong and harmful. Therefore, standards of conduct that are applicable to all schools in this district, prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol by students on school premises or as part of any of its activities.

Disciplinary sanctions will be imposed on students who violate standards of conduct required by this policy. Such sanctions will be consistent with local, state and federal laws, up to and including probation, suspension, and expulsion, as well as referral for prosecution. Completion of an appropriate rehabilitation program may also be recommended.

Information about drug and alcohol counseling and rehabilitation and reentry programs will be made available through the school office.

The standards of conduct and the disciplinary sanctions imposed by this policy includes the following: "The Drug Free Schools and Communities Act Amendments, P.L. 101-226 requires that State, as well as local educational agencies, must certify that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees." (Federal Regulations can be examined through the school office.)

Parent/Guardian signature certifies receipt of a Student Handbook of Guidelines and Policies for Students and Parents which includes district policy relating to adoption and implementation of a drug prevention program for students.

("Public Law 101-226; 70 Oklahoma Statute 1210.221, et sequence; Noble Board of Education, Policy FNCF) CROSS-REFERENCE: Policy DCC, Drug-Free Workplace; Police FFB, Teaching about Drugs, Alcohol, and Tobacco; Policy FFBA, Drug and Alcohol Use by Students; Policy FNCE, Reporting Students Under the Influence.

FIRST AID - STUDENTS

The Noble Board of Education recognizes the school's responsibility for emergency handling of accidents and sudden illnesses occurring at school or on school property.

In order to obtain emergency medical care, a medical release form signed by a parent/guardian must be on file. If a medical release is not on file, emergency medical care will be provided in life-threatening situations only. (**Noble Board of Education, Policy FFAC)**

GRADING

In accordance with the policy of the board of education the following grading system will be used for all subjects, including special education:

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

(Noble Board of Education, Policy EIA-R1)

GRIEVANCE PROCEDURE: SEX DISCRIMINATION/HARASSMENT

It is the policy of the Noble Board of Education that the superintendent's designee shall serve as Title IX coordinator for this school district. The superintendent shall direct the implementing of educational amendments and regulations as they pertain to prohibition of sex discrimination in education or sexual harassment and shall prepare a regulation governing sex discrimination/harassment grievance procedures.

The board shall appoint on a periodic basis a sex discrimination/harassment grievance committee which shall consist of an administrator, a parent, and a member of the certified teaching staff. **(Noble Board of Education, Policy FBA)**

GRIEVANCE PROCEDURES: SEX DISCRIMINATION/HARASSMENT

In accordance with the policy of the board of education, the following regulation governs the processing of student sexual harassment grievances in this school district.

1. Any student of this school district who wishes to file a sexual harassment grievance against another student or an employee of the district may file a written or oral (recorded, if possible) complaint with the superintendent, principal, or counselor. The administrator taking the complaint will document the time, place, complainant, and incident and immediately forward the complaint to the grievance committee. The grievance committee will appoint a senior administrator to investigate the grievance. The grievance shall set forth the circumstances of the incident and the identity of the student(s) or employee(s) involved.
2. The superintendent, or appointed administrator, shall initiate an investigation of the incident and shall protect the confidentiality of the grievant.
3. The investigation shall be completed within ten days of the filing of the grievance. Results of the investigation, along with recommendations and suggestions, shall be shared with the grievant, unless it violates another student's confidentiality.

4. If the grievant believes the issues are not resolved after considering the recommendations and suggestions of the superintendent or the investigating administrator, the grievant may request a hearing by the grievance committee.
5. Upon receiving a request for a hearing, the grievance committee shall schedule the hearing to occur within twenty days from the date of the request.
6. Both the grievant and the person against whom the complaint was made (respondent) may be represented by legal counsel at the hearing.
7. Within ten days of the hearing, the grievance committee shall furnish a written report of its findings and recommendations to both the grievant and the respondent while maintaining confidentiality.
8. The superintendent shall, within five days of the receipt of the grievance committee's report, act upon the recommendations of the committee or furnish a written report to the grievant explaining why the recommendations will not be implemented.
9. Upon receipt of the superintendent's report, the grievant may file a written appeal with the board of education. The board of education shall, within thirty days from the date the appeal was received, review the report and affirm, overrule, or modify the decision of the grievance committee. (Noble Board of Education, Policy FBA-R)

HARASSMENT

It is the policy of this school district that threatening behavior, harassment, intimidation, and bullying of students by other students, personnel, or the public will not be tolerated. Students are expected to be civil, polite, and fully engaged in the learning process. Students who act inappropriately are not fully engaged in the learning process. This policy is in effect while the students are on school grounds, in school vehicles, at designated bus stops, at school sponsored activities, or at school-sanctioned events, and while away from school grounds if the misconduct directly affects the good order, efficient management, and welfare of the school district. Threatening behavior, harassment, intimidation, and bullying of students by electronic communication is prohibited whether or not such communication originated at school or with school equipment, if the communication is specifically directed at students or school personnel and concerns harassment, intimidation, or bullying at school.

Harassment is intimidation by threats of or actual physical violence; the creation by whatever means of a climate of hostility or intimidation; or the use of language, conduct, or symbols in such manner as to be commonly understood to convey hatred, contempt, or prejudice or to have the effect of insulting or stigmatizing an individual. Harassment includes but is not limited to harassment on the basis of race, sex, creed, color, national origin, religion, marital status, or disability.

As used in the School Bullying Prevention Act, "harassment, intimidation, and bullying" means any gesture, written or verbal expression, electronic communication or physical act that a reasonable person should know will harm another student, damage another student's property, place another student in reasonable fear of harm to the student's person or damage to the student's property, or insult or demean any student or group of students in such a way as to disrupt or interfere with the school's educational mission or the education of any student.

Harassment, intimidation, and bullying include, but are not limited to, a gesture or written, verbal, or physical acts, or electronic communication. Such behavior is specifically prohibited.

In administering discipline, consideration will be given to alternative methods of punishment to ensure that the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The faculty may consider consultation with parents to determine the most effective disciplinary measure.

In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions. The board of education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance.

1. Conference with student
2. Conference with parents
3. In-School suspension
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by the student's behavior
10. Restriction of privileges
11. Involvement of local authorities
12. Referring student to appropriate social agency
13. Suspension
14. Other appropriate disciplinary action as required and as indicated by the circumstances which may include, but is not limited to, removal from eligibility to participate or attend extracurricular activities as well as removal from the privilege of attending or participating in the graduation ceremony, school dances, prom, prom activities, and/or class trips.

Harassment set forth above may include, but is not limited to, the following:

1. Verbal, physical, or written harassment or abuse;
2. Repeated remarks of a demeaning nature;
3. Implied or explicit threats concerning one's grades, achievements, etc.
4. Demeaning jokes, stories, or activities directed at the student;
5. Unwelcome physical contact.

The superintendent shall develop procedures providing for:

1. Prompt investigation of allegations of harassment;

2. The expeditious correction of the conditions causing such harassment;
3. Establishment of adequate measures to provide confidentiality in the complaint process;
4. Initiation of appropriate corrective actions;
5. Identification and enactment of methods to prevent reoccurrence of the harassment; and
6. A process where the provisions of this policy are disseminated in writing annually to all staff and students.

REFERENCE: 21 O.S. §850.0 70 O.S. §24-100.2

CROSS-REFERENCE: Policy CK, Safety Program
Policy DAA-R, Racial Harassment
Policy FB, Sexual Harassment of Students
Policy FBA, Grievance Procedure, Sex Discrimination/Harassment
Policy FBB, Student Complaints and Grievances
Policy FNCC, Hazing
Policy FO-R4, Student Discipline, Threatening Behavior, Regulation

HAZING

It is the policy of this school district that no student or employee of the district shall participate in or be members of any secret fraternity or secret organization that is in any degree related to the school or to a school activity. No student organization or any person associated with any organization sanctioned or authorized by the board of education shall engage or participate in hazing.

For the purposes of this policy, hazing is defined as an activity which recklessly or intentionally endangers the mental health or physical health or safety of a student for the purpose of initiation or admission into or affiliation with any organization sanctioned or authorized by the board of education.

"Endanger the physical health" shall include, but is not limited to, any brutality of a physical nature, such as whipping; beating; branding; forced calisthenics; exposure to the elements; forced consumption of any food, alcoholic beverage, drug, or controlled dangerous substance; or other forced physical activity which could adversely affect the physical health or safety of the individual.

"Endanger the mental health" shall include any activity, except those activities authorized by law, which would subject the individual to extreme mental stress, such as prolonged sleep deprivation, forced prolonged exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual.
Any hazing activity, upon which the initiation or admission into or affiliation with an organization sanctioned or authorized by the board of education is conditioned, directly or

indirectly, shall be presumed to be a forced activity, even if the student willingly participates in such activity.

This policy is not intended to deprive school district authorities from taking necessary and appropriate disciplinary action toward any student or employee. Students or employees who violate this policy will be subject to disciplinary action which may include expulsion for students and employment termination for employees.
(21 Oklahoma Statute 1190; Noble Board of Education, Policy FNCC)
CROSS-REFERENCE: Policy DAA-R, Racial Harassment; Policy FB, Sexual Harassment; Policy FMCAA, Gang Activity; Policy FNCD, Harassment; Policy FO, Student Discipline

INTERNET AND OTHER COMPUTER NETWORKS

STUDENT ACCEPTABLE USE, INTERNET SAFETY, and C.I.P.A. POLICY

Noble Public Schools provides students access to information, instructional materials and educational opportunities via interconnected computer systems within the district and to the Internet.

Students using electronic media including computers, electronic devices, software and the internet are responsible for appropriate and lawful use of these systems.

Use of computers and other electronic devices as well as internet access is provided upon successful completion of Internet Safety Instruction provided by the District and reviewing and signing The Acceptable Use and Internet Safety Policy of the school district. This policy is detailed below. Students under the age of 18 must have parental or guardian review and signature to use these systems.

Students found to have violated The Acceptable Use and Internet Safety Policy may forfeit the use of computer systems and internet access. Additional disciplinary action may be taken up to and including dismissal from school and notification of legal authorities.

Personal Responsibility

By signing this policy, the student agrees to follow the rules in this policy and to report any misuse of the network to the person designated by the school for such reporting. Misuse means any violations of this policy or any other use that is not included in the policy but has the effect of harming another or his or her property.

Acceptable Uses

1. **Educational Purpose.** The school district provides student access to its computer networks and the Internet for educational purposes.

2. **Unacceptable Uses of Network.**
   Uses that violate the law or encourage others to violate the law.
   Transmission of offensive or harassing messages.

Offering for sale or use any substance the possession or use of which is prohibited by the school district's student discipline policy.
Viewing, transmitting, or downloading pornographic materials.
Downloading or transmitting confidential information regarding any person.

Violation of copyright

Use, transmission or disclosure of another user's username or password to the network.

Uses that cause harm to others or damage to their property.

Unauthorized attempts to access the network, computers or related systems including attempts to "hack" or sabotage the system by uploading harmful software such as viruses or trojans or attempting to acquire data in any form is prohibited.

Connecting or attempting to circumvent the CIPA compliant internet filter to access sites prohibited by the district including social networking sites.

Cyber Bullying and Social Networking.

When using computers, the internet, cell phones or any other electronic device students are expected to conduct themselves safely and with respect for others. Failure to do so may impede a student's ability to learn and disrupt the teaching and learning environment for all students. Any such disruption is forbidden. Cyber Bullying is the act of intimidating, threatening, or harassing anyone using computers, internet, cell phones or any electronic device. Cyberbullying includes but is not limited to communications such as text, images, email, or sounds intended to threaten, harass, intimidate, damage or harm an individual, group or entity or their property. This type of communication is prohibited regardless of medium or format including internet postings on websites, social networks, chat rooms or photo and video hosting sites.

Responsible Use.

Students will receive instruction on the responsible and appropriate use of social networks including acceptable on-line conduct.

Internet Safety

1. General Warning; Individual Responsibility of Parents and Users. All users and their parents/guardians are advised that access to the electronic network may include the potential for access to materials inappropriate for school-aged students. Every user must take responsibility for his or her use of the computer network and Internet and avoid these sites. If a student has knowledge that

other users are visiting offensive or harmful sites, he or she should report such use to an administrator at the school.

2. Social Networking and Personal Safety. When using the computer network and Internet, do not reveal personal information such as home address, telephone number or last name. Do not use any other information which might allow a person to locate you without first obtaining the permission of a supervising teacher. Do not arrange a face-to-face meeting with someone you "meet" on the computer network or Internet without your parent's permission (if you are under 18). Regardless of your age, you should never agree to meet a person you have only communicated with on the Internet in a secluded place or in a private setting.

3. "Hacking" and Other Illegal Activities. It is a violation of this policy to use the school's computer network or the Internet to gain unauthorized access to other computers or computer systems, or to attempt to gain such unauthorized access. Any use which violates state or federal law relating to copyright, trade secrets, privacy, the distribution of obscene or pornographic materials, or which violates any other applicable law or municipal ordinance, is strictly prohibited.

4. Confidentiality of Student Information. Personally identifiable information concerning students may not be disclosed or used in any way on the Internet without the permission of a parent or guardian or, if the student is 18 or older, the permission of the student. Users should never give out private or confidential information about themselves or others on the Internet including but not limited to credit card numbers and Social Security numbers. A supervising teacher or administrator may authorize the release of directory information, as defined by law, for internal administrative purposes or approved educational projects and activities.

5. Monitoring/Active Restriction Measures. The school, either by itself or in combination with the Data Acquisition Site providing Internet access, will utilize filtering software or other technologies to prevent students from accessing visual depictions that are (1) obscene, (2) child pornography, or (3) harmful to minors. The District will also monitor the online activities of students, through direct observation and/or technological means, to ensure that students are not accessing such depictions or any other material which is inappropriate for minors.

   Internet filtering software or other technology-based protection systems may be disabled by a district administrator, as necessary, for purposes of bona fide research or other educational projects being conducted by students age 17 and older.

6. Cyber Bullying and Social Networking. When using computers, the internet, cell phones or any other electronic device students are expected to conduct themselves safely and with respect for others. Failure to do so may impede a student's ability to learn and disrupt the teaching and learning environment for all students. Any such disruption is forbidden. Cyber Bullying is the act of intimidating, threatening, or harassing anyone using computers, internet, cell phones or any electronic device. Cyberbullying includes but is not limited to communications such as text, images, email or sounds intended to threaten, harass, intimidate, damage or harm an individual, group or entity or their property. This type of communication is prohibited regardless of medium or format including internet postings on websites, social networks, chat rooms or photo and video hosting sites.

7. Violation of Policy. Any student found to have violated any provision in this policy may be subject to disciplinary action up to and including dismissal from school and notification of legal authorities.

The term "harmful to minors" is defined by the Communications Act of 1934 (47 USC Section 254 [h][7]), as meaning any picture, image, graphic image file, or other visual depiction that

- taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; - depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; - taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

Privacy

Network and Internet access is provided as a tool for your education. The school district reserves the right to monitor, inspect, copy, review, and store at any time and without prior notice any and all usage of the computer network and Internet access and any and all information transmitted or received in connection with such usage. All such information files shall be and remain the property of the school district and no user shall have any expectation of privacy regarding such materials.

Failure To Follow Policy

The user's use of the computer network and Internet is a privilege, not a right. A user who violates this policy may have his or her access to the computer network and Internet terminated, which the school district may refuse to reinstate for the remainder of the student's enrollment or staff member's tenure in the school district. A user violates this policy by his or her own action or by failing to report any violations by other users that come to the attention of the user. Further, a user violates this policy if he or she permits another to use his or her account or password to access the computer network and Internet, including any user whose access has been denied or terminated. The school district may also take other disciplinary action in such circumstances.

Warranties/Indemnification

The school district makes no warranties of any kind, either express or implied, in connection with its provision of access to and use of its computer networks and the Internet provided under this policy. It shall not be responsible for any claims, losses, damages, or costs (including attorney's fees) of any kind suffered, directly or indirectly, by any user or his or her parent(s) or guardian(s) arising out of the user's use of its computer networks or the Internet under this policy. By signing this policy, users are taking full responsibility for his or her use, and the user who is 18 or older or, in the case of a user under 18, the parent(s) or guardian(s) are agreeing to indemnify and hold the school, the school district, the Data Acquisition Site that provides the computer and Internet access opportunity to the school district and all of their administrators, teachers, and staff harmless from any and all loss, costs, claims, or damages resulting from the user's access to its computer network and the Internet, including but not limited to any fees or charges incurred through purchases of goods or services by the user. The user or, if the user is a minor, the user's parent(s) or guardian(s) agree to cooperate with the school in the event of the school's initiating an investigation of a user's use of his or her access to its computer network and the Internet, whether that use is on a school computer or on another computer outside the school district's network.

Updates

Users, and if appropriate, the user's parents/guardians, may be asked from time to time to provide new or additional registration and account information or to sign a new policy, for example, to reflect developments in the law or technology. Such information must be provided by the user (or his/her parents or guardian) or such a new policy must be signed if the user wishes to continue to receive service. If after you have provided your account information, some, or all of the information changes, you must notify the person designated by the school to receive such information.

REFERENCE: 21 O.S. §1040.75, §1040.76
Children's Internet Protection Act of 2000 (HR 4577, P.L. 106-554)
Communications Act of 1934, as amended (47 U.S.C. 254[h], [l])
Elementary and Secondary Education Act of 1965, as amended (20 U.S.C. 6801 et seq., Part F)
Oklahoma School Security Act 2008

CROSS-REFERENCE: Policy DOBC, Disciplinary Procedures, Certified Employees
Policy EFBC, Computer Use
Policy EFEA, Using Copyrighted Materials

MEDICATION: ADMINISTERING TO STUDENTS

It is the policy of the Noble Board of Education that if a student is required to take medication during school hours and the parent or guardian cannot be at school to administer the medication or if circumstances exist that indicate it is in the best interest of the student that a non-prescribed medication be dispensed to that student, the principal, or the principal's designee, may administer the medication only as follows:

1. Prescription medication must be in a container that indicates the following:

A. student's name,
B. name and strength of medication,
C. dosage and directions for administration,
D. name of physician or dentist,
E. date and name of pharmacy, and
F. whether the child has asthma or other disability which may require immediate dispensation of medication.

The medication must be delivered to the principal's office in person by the parent or guardian of the student unless the medication must be retained by the student for immediate self-administration. The medication will be accompanied by written authorization from the parent, guardian, or person having legal custody that indicates the following:

A. purpose of the medication,
B. time to be administered,
C. whether the medication must be retained by student for self-administration,
D. termination date for administering the medication, and
E. other appropriate information requested by the principal or the principal's designee.

2. Self-administration of inhaled asthma medication by a student for treatment of asthma or an anaphylaxis medication used to treat anaphylaxis is permitted with written parental authorization. The parent or guardian of the student must also provide a written statement from the physician treating the student that the student has asthma or anaphylaxis and is capable of, and has been instructed in the proper method of, self-administration of medication. Additionally:
   A. The parent or guardian must provide the school with an emergency supply of the student's medication to be administered as authorized by state law.
   B. The school district will inform the parent or guardian of the student, in writing, and the parent or guardian shall sign a statement acknowledging, that the school district and its employees and agents shall incur no liability as a result of any injury arising from the self-administration of medication by the student.
   C. Permission for the self-administration of asthma or anaphylaxis medication is effective for the school year for which it is granted and shall be renewed each subsequent school year upon fulfillment of the above requirements.
   D. A student who is permitted to self-administer asthma medication or anaphylaxis medication shall be permitted to possess and use a prescribed inhaler or anaphylaxis medication at all times.
3. Nonprescription medication may be administered only with the written request and permission of a parent, guardian, or person having legal custody when other alternatives, such as resting or changing activities, are inappropriate or ineffec-

tive. The medication will be administered in accordance with label directions or written instructions from the student's physician.

The parent, guardian, or person having legal custody of the student is responsible for informing the designated official of any change in the student's health or change in medication. (10 Oklahoma Statute 170.1; 59 Oklahoma Statute 353.1; 70 Oklahoma Statute 1-116, et sequence; Noble Board of Education, Policy FFACA)

MINUTE OF SILENCE

Per state law, public schools are to observe approximately one minute of silence each day for the purpose of allowing each student, in the exercise of his or her individual choice, to reflect, meditate, pray, or engage in any other silent activity that does not interfere with, distract, or impede other students in the exercise of their individual choices. (70 Oklahoma Statute 11-101.2)

MULTIMEDIA RELEASE NOTIFICATION

During the course of the year a student's image, likeness, or voice recording may be acquired for use in news releases, district print, electronic publications, and the District's Web Site. However, if a parent, guardian, or eligible student determines that they do not want to permit such uses, they must advise the school district in writing via letter to the head administrator at the appropriate school within two weeks of enrollment. The parent, guardian, or eligible student may consent to the use of such images in one form, but decline said use in other forms. The advisement must detail in which forms such use is prohibited. All unlisted uses will be permitted. The district is released from any liability arising from such use and is not obligated to provide remuneration for such use.

Every Student Succeeds Act (ESSA) 2015

At the beginning of each school year, federal law requires local educational agencies that receives federal funds to notify the parents of each student attending any school in the district that receive federal funds under this part that the parents may request, and the agency will provide the parents on request (and in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including, at a minimum, the following: (i) Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;(ii) Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived;(iii) 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;(iv) Whether the child is provided services by paraprofessionals and, if so, their qualifications.

In addition to the information that parents may request, the school shall provide to each parent;(i) information on the level of achievement of their child in each of the State academic assessments as required under NCLB; and (ii) timely notice that the parent's child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who is not highly qualified.

NONDISCRIMINATION

It is the policy of the Noble Board of Education to provide equal opportunities without regard to race, color, national origin, gender, 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. (Noble Board of Education, Policy DAA)

DISCRIMINATION COMPLAINTS PROCEDURES

Noble Public Schools does not discriminate on the basis of race, color, national origin, gender, age, or qualified disability in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of their operations. Noble School District also does not discriminate in its hiring or employment practices.

In an effort to ensure compliance with and coordination of all federal equity regulations, the district compliance coordinator is Mr. Frank Solomon, Superintendent, 405-872-3452.

Definitions

1. Discrimination Complaint: A written complaint alleging any policy, procedure, or practice to discriminate on the basis of race, color, religion, national origin, sex, qualified handicap, veteran status, or other perceived discrimination.
2. Student Grievant: A student of the Noble Public School District who submits a complaint alleging discrimination based on race, color, religion, national origin, sex, or qualified handicap.
3. Employee Grievant: An employee of the Noble Public School District who submits a complaint alleging discrimination based on race, color, national origin, religion, sex, age, qualified handicap, or veteran status.
4. Public Grievant: Any person other than a student or employee or employment applicant who submits a complaint alleging discrimination based on race, color, national origin, religion, sex, age, qualified handicap, or veteran status.
5. Title IX, 504 and ADA Coordinator (Coordinator): The person(s) designated to coordinate efforts to comply with and carry out responsibilities under Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Americans with Disabilities Act of 1990, and other state and federal law addressing equal educational opportunity. The Coordinator is responsible for processing complaints and serves as moderator and recorder during hearings.
6. Respondent: The person alleged to be responsible for the violation alleged in a complaint. The term may be used to designate persons with responsibility for a

particular action or those persons with supervisory responsibility for procedures and policies in those areas covered in the complaint.

7. Day: Day means a working day. The calculation of days in complaint processing shall exclude Saturdays, Sundays, and holidays.

Procedure

1. Prior to filing a written complaint, the person making the complaint should discuss the complaint with the compliance coordinator, and a reasonable effort should be made to resolve the matter.
2. If the matter is not resolved, a written complaint may be filed with the compliance coordinator. The complaint will state the nature and date of the alleged violation, the names of the persons responsible (if known), and the requested action. The complaint must be filed within 30 days of the alleged violation.
3. The compliance coordinator will contact the person(s) named as responsible for the violation within 10 days and inform them of the allegations, and ask them to:
   a. Confirm or deny the facts,
   b. Indicate acceptance or rejection of the grievant's requested action, or
   c. Outline alternatives.

   Respondents will have 10 days to submit answers to the compliance coordinator.
4. If the complaint is not resolved, the compliance coordinator will have 10 days to refer the complaint to the employee's supervisor. If the complaint was made by a student, the referral will be made to the building principal. The compliance coordinator will schedule a hearing with the grievant, respondent, and supervisor(s) or building principal(s).
5. Following the hearing, the supervisor or principal will issue a decision to all parties within 10 days.
6. If either party is not satisfied with the decision, the compliance coordinator must be notified within 10 days and a hearing with the superintendent requested. The compliance coordinator will schedule such a hearing to take place with the grievant, respondent, and superintendent within 10 days of the request. The superintendent will issue a decision within 10 days following the hearing.
7. If the grievant or respondent is not satisfied with the decision of the superintendent, the compliance coordinator must be notified within 10 days and a hearing with the board of education requested.
8. The compliance coordinator will notify the board of education, via the superintendent, within 10 days of the request. The hearing will be conducted within 30 days from the date of notification of the board.
9. The Noble Board of Education will conduct the hearing and issue a decision within 10 days. The decision of the board is final.

Provisions

1. Time limits may be extended by mutual consent of the parties involved.
2. The district will provide copies of all discrimination regulations upon request.
3. Grievant records will remain confidential unless permission is given for release. Such records will not be entered into the grievant's personnel file but will be kept for three years.

(Noble Board of Education, Policy DAA-P)

SEXUAL HARASSMENT OF STUDENTS

The policy of this school district forbids discrimination against, or harassment of any student on the basis of sex. The Noble Board of Education will not tolerate sexual harassment by any of its employees or students. This policy applies to all students and employees including non-employee volunteers whose work is subject to the control of school personnel.

1. Sexual Harassment

   For the purpose of this policy, sexual harassment includes:

   A. Verbal or physical sexual advances, including subtle pressure for sexual activity; touching, pinching, patting, or brushing against; comments regarding physical or personality characteristics of a sexual nature; and sexually oriented "kidding" "teasing," double meanings, and jokes.

   B. Demeaning comments about a girl's ability to excel in a class historically considered a "boy's" subject, privately talking to a student about sexual matters, hugging or touching a student inappropriately may constitute sexual harassment.

   C. Writing graffiti which names a student or otherwise identifies a student is potentially slanderous and constitutes sexual harassment. Graffiti of any kind will not be tolerated on school property. The superintendent is directed to cause any graffiti or unauthorized writings to be removed immediately.

   D. Any of the aforementioned conduct which effectively deprives a student of access to educational opportunities or benefits provided by the school.

2. Specific Prohibitions

   A. Administrators and Supervisors

      1. It is sexual harassment for an administrator, supervisor, support employee, or teacher to use his or her authority to solicit sexual favors or attention from students.
      2. Administrators, supervisors, support personnel, or teachers who either engage in sexual harassment of students or tolerate such conduct by other employees shall be subject to sanctions, as described below.

3. The school district is not concerned with the "off-duty" conduct of school personnel unless the conduct has or will have a negative impact on the educational process of the school. Any romantic or sexual affiliation between school personnel and students, including students who have reached the age of majority (18), during school hours will have a negative impact on the educational process and shall constitute a violation of school policy. Such violations may result in suspension of the student and suspension or termination for the employee. Any sexual affiliation between teachers and students under the age of 18 may constitute a crime under state or federal law.

3. Report, Investigation, and Sanctions

A. It is the express policy of the board of education to encourage student victims of sexual harassment to come forward with such claims. This may be done through the Sexual Discrimination Grievance policy. The Office of Civil Rights relies on school administrators' judgment and common sense in meeting the requirements of the federal law.

1. Students who feel that administrators, supervisors, support personnel, teachers, or other students are subjecting them to sexual harassment are encouraged to report these conditions, or have their parents report these conditions, to the appropriate administrator or teacher. If the student's immediate administrator or teacher is the alleged offending person, the report will be made to the next higher level of administration or supervision or to any responsible adult person.

2. Every attempt will be made to maintain confidentiality; however, absolute confidentiality cannot be guaranteed because of due process concerns which arise in sexual harassment investigations. No reprisals or retaliation will be allowed to occur as a result of the good faith reporting of charges of sexual harassment.

B. In determining whether alleged conduct constitutes sexual harassment, the totality of the circumstances, the nature of the conduct, and the context in which the alleged conduct occurred will be investigated. The superintendent has the responsibility of investigating and resolving complaints of sexual harassment.

C. Any employee found to have engaged in sexual harassment of students shall be subject to sanctions, including, but not limited to warning, suspension, or termination subject to applicable procedural and due process requirements.

D. Any student found to have engaged in sexual harassment of other students shall be subject to sanctions, including, but not limited to warning, suspension, or other appropriate punishment subject to applicable procedural and due process requirements.

E. Special effort will be made to apprise district administrators, teachers, and counselors of their obligation to receive student complaints of sexual harassment, document such complaints, and forward them to the grievance committee.

(Title VII of the Civil Rights Act of 1964; 42 U.S.C. §2000e-2; 29 C.F.R. §1604.1, et sequence; Noble Board of Education, Policy FB)

STUDENT CLUBS AND ORGANIZATIONS

The Noble Board of Education believes that certain extracurricular and social activities can enhance the learning environment of our schools.

Parents or guardians of students will notify the school administration that they are withholding permission for their child(ren) to join or participate in one or more clubs or organizations. Parents or guardians shall be responsible for preventing their child from participating in a club or organization in which permission is withheld. Parents or guardians are also responsible for retrieving their child(ren) from attendance at a club or organization in which participation is withheld. (70 Oklahoma Statute 24-105; Noble Board of Education, Policy FMC)

STUDENT DIRECTORY INFORMATION

Parents and eligible students have two weeks to advise the school district in writing via a letter to the school principal of any or all of the items they refuse to permit the district to designate as directory information about that student. At the end of the two weeks, the student's records will be appropriately marked to designate the items of directory information that may be released without prior written consent.

The following information is designated as "directory information": student's name; student's class designation (i.e., first grade, tenth grade, etc.); student's extracurricular participation; student's achievement awards or honors; student's weight and height if a member of an athletic team; student's photograph. (51 Oklahoma Statute 24A.16-17; Noble Board of Education, Policy FLD)

STUDENT DISCIPLINE

The Noble Board of Education believes that the school's primary goal is to educate, not to discipline. However, education includes establishing norms of social behavior and assisting students in understanding and attaining those norms. When the behavior of an individual student comes into conflict with the rights of others, corrective actions are necessary for the benefit of the individual and the school. The teacher in a public school has the same rights as a parent or guardian to control and discipline a child while the child is in attendance, in transit to or from the school, or participating in any authorized school function. However, to avoid any appearance of impropriety, no teacher or administrator will be involved in the discipline of that teacher's or administrator's child except in cases of classroom supervision. Disciplinary matters concerning children of school employees will be handled by the superintendent or the superintendent's

designee. The superintendent's child will be disciplined by someone other than the superintendent.

Each student shall be treated in a fair and equitable manner. Disciplinary action will be based on a careful assessment of the circumstances surrounding each infraction. The following are some examples of these circumstances:

The seriousness of the offense;
The effect of the offense on other students;
Whether the offense is physically or mentally injurious to other people;
Whether the incident is isolated or habitual behavior;
The manifestation of a disability;
Any other circumstances which may be appropriately considered.

Standards of behavior for all members of society are generally a matter of common sense. The following examples of behavior are not acceptable in society generally, and in a school environment particularly. The involvement of a student in the kind of behavior listed below will generally require remedial or corrective action. These examples are not intended to be exhaustive and the exclusion or omission of unacceptable behavior is not an endorsement or acceptance of such behavior. When, in the judgment of a teacher or administrator, a student is involved or has been involved in unacceptable behavior, appropriate remedial or corrective action will be taken.

1. Unexcused lateness to school
2. Unexcused lateness to class
3. Cutting class
4. Leaving school without permission
5. Refusing detention/late room
6. Smoking
7. Truancy
8. Possessing or using alcoholic beverages or other mood-altering chemicals
9. Stealing
10. Forgery, fraud, or embezzlement
11. Assault, physical and/or verbal
12. Fighting
13. Possession of weapons or other items with the potential to cause harm
14. Distributing obscene literature
15. Destroying/defacing school property
16. Racial discrimination including racial slurs or other demeaning remarks concerning another person's race, ancestry, or country of origin and directed toward another student, an employee, or a visitor
17. Sexual Harassment
18. Gang related activity or action

In administering discipline, consideration will be given to alternative methods of punishment to ensure that the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The faculty may consider consultation with parents to determine the most effective disciplinary measure.

In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions. The board of education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance.

1. Conference with student
2. Conference with parents
3. In-school suspension

4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by the student's behavior
10. Restriction of privileges
11. Involvement of local authorities
12. Referring student to appropriate social agency
13. Suspension
14. Other appropriate disciplinary action as required and as indicated by the circumstances
15. Corporal Punishment may be used with prior consent of parents/guardians.

Parents, guardians, and students residing in this school district are also advised by means of this policy statement and by the student handbook that students in this district shall have no reasonable expectation of privacy rights towards school officials, in school lockers, desks, or other school property. School personnel shall have access to school lockers, desks, and other school property at any time and no reason shall be necessary for such search. Student property may be searched with reasonable suspicion.

Teachers, parents, guardians, and students are invited and encouraged to participate in the formulation of disciplinary policies, rules, and regulations by suggesting to administrators appropriate means of discipline for specific infractions. (10 Oklahoma Statute 7115; 70 Oklahoma Statute 6-114; 70 Oklahoma Statute 24-101.3; Noble Board of Education, Policy FO)

STUDENT RIGHTS AND RESPONSIBILITIES

All students have the same civil rights. These rights are limited by the capacity of each student to discharge the particular responsibilities necessarily linked to each right. The rights and responsibilities set forth in no way limit the legal authority of school officials to deal with disruptive students.

Rights

1. Students have the right to expect that attending school will be productive.
2. Rules and regulations should be developed as a cooperative venture on the part of all concerned and should be common knowledge to every student.
3. Students have the right to expect that materials presented in courses be relevant and appropriate to the maturity level and intellectual ability of the student and that the various views related to topics or materials will be presented or introduced.
4. Students will be permitted to use school facilities for approved extracurricular activities with proper faculty supervision and should be encouraged to participate in clubs, recreational events, and other related activities.
5. Students have a right to an education and to the equality of educational opportunity and the right to expect that punishments which deprive them of this right will be used only in extreme cases. Punishments should be reasonable, consistent, and fair, and resorted to only when students violate school rules.

Responsibilities

1. Students will attend school daily (except when ill), attend all classes and be on time.
2. Students will come to class prepared with proper materials, such as textbooks, pencils and/or pens, etc.
3. Students will be aware of all rules and regulations and/or changes in these rules and regulations defining proper student behavior. Students will conduct themselves according to these guidelines.
4. Students should be willing to volunteer information in disciplinary cases if they have knowledge.
5. Students should willingly and dutifully serve that segment of the student body which they represent.
6. Students will make sure that no individual or group of advocates are allowed to monopolize class time. Teachers will insist on courteous attention to unpopular views, including views contrary to the teacher's own personal opinions. The dignity of all should be respected and no one should be allowed to abuse others. This freedom can only be exercised as long as it does not interfere with the educational process.
7. Students will become involved actively in their own education after returning to school following absence for any reason. Students temporarily out of school should assume the responsibility for keeping up with work missed.

8. Students should develop the best school record of which they are capable.
9. Students will maintain a clean and pleasant atmosphere in the building and on the grounds.
10. Students will follow the directions of teachers, administrators and other responsible school officials.

A statement of student rights and responsibilities is contained in the student handbook distributed by each building principal. Each student is provided with a handbook and is held responsible for the information it contains. The information serves as a guideline for administrators, all school personnel, students, parents, and other citizens of the school district. (Noble Board of Education, Policy FN)

SUPPLEMENTAL ONLINE LEARNING

Supplemental online learning is available for students wishing to supplement their education by enrolling part time in online courses. This learning opportunity must be supplemental in nature, deemed educationally appropriate by the school and district, and approved by the principal. Enrollment in supplemental online learning is available at the start of each semester. If you would like additional information regarding supplemental online learning, please visit with the school counselor.

WARNING SYSTEMS/INCLEMENT WEATHER

It is policy of the Noble Board of Education to dismiss school if weather conditions deteriorate to the extent that the safety of students may be jeopardized.

Should the superintendent or, in the superintendent's absence, the next person in line on the organization flow chart decide to dismiss school because of weather conditions, the following media sources will be requested to make appropriate announcements: local television affiliates ABC, CBS, NBC. Absent such announcements, students should assume that school will be in session.
Should it become necessary to dismiss school during a school day, the following media sources will be requested to make appropriate announcements: local television affiliates ABC, CBS, NBC.

During the tornado season, the school administration will be concerned with tornado watches and tornado alerts. School will not be dismissed because of a tornado watch or warning. However, if a parent is concerned about the safety of a child, the child will be released to the parent's custody at the school. School will be dismissed if the administration feels that it is safe to do so. Otherwise, children shall remain at school and appropriate safety measures shall be taken. (Noble Board of Education, Policy CKBB)

NPS TRANSPORTATION

Bus Riders Rules and Regulations

Rules defining student conduct are designed to protect the passengers and shall be observed at all times. Bus safety rules shall include, but not be limited to, the following:

The bus driver is in charge of the students on the bus. Students shall follow the driver's directions at all times.

Only authorized personnel and eligible bus students assigned to a specific bus are permitted to ride the bus.

Busses will stop at established stops only. Students will not be permitted to leave the bus until the bus arrives at an established bus stop or the appropriate school. Students shall load and unload at their designated bus stop only.

Students shall wait for a bus by remaining on the sidewalk. If there is no sidewalk, students will wait next to (but not in) the street. Students must wait until the bus comes to a full stop before boarding or leaving the bus.

Students will remain properly seated at all times and not block the center aisle. Any or all students may be assigned seats.

Students must keep their hands, head, feet, and personal objects inside the bus at all times.

Scuffling, shoving, or fighting is prohibited on the bus and at all established bus stops.

Littering or throwing items inside or from the bus is prohibited.

Students are not allowed to consume food or drink on the bus. The use of all tobacco products is prohibited.

Students shall not deface or vandalize the bus or related equipment. Students who violate this rule will be required to pay for damages.

Students are not to engage in loud talking, yelling, the use of profanity, and/or inappropriate language or gestures on the bus.

Students are not allowed to bring animals or harmful objects (i.e. weapons, drugs, alcohol, fireworks, etc.) on the bus.

Students, while on the bus and when exiting or entering the bus, are required to comply with and will be subject to the Student Code of Conduct/Discipline Rules established by the School District.

Students, while on the bus, while entering or exiting the bus, and while at or in the general area of the designated loading and unloading zone areas are required to comply with these rules.

Bus Disciplinary Actions

Violations of said rules as listed, but not limited to those shown above, will be handled according to the nature and degree of the infraction. Infractions will be classified as such:

Class I	Minor Infraction
Class II	Moderate Infraction
Class III	Major Infraction

Classification of disciplinary infractions will be handled solely through the Noble Public Schools Transportation administration, as well as site-specific administrators. The general guidelines used for classification are listed below. The nature and context of all infractions will be assessed prior to disciplinary action being taken. All violations are subject to changes in classification based on the nature and severity of the occurrence to include suspension from the bus, suspension from school, and/or other forms of punishment as determined by the administration. A point system is used to determine further disciplinary action based on each student's bus discipline history. Each year, all students' values are reset to zero with the exception of violations that have extended into the ensuing semester.

Common Problems	Violation Class	Pt. Value
Electronics violations	1	1
Will not sit correctly	1	1
Will not stay in seat	1	1
Excessive noise	1	1
Eating or drinking on bus	1	1
Horseplay	1	1
Rude or discourteous	1	1
Throwing objects on bus	2	3
Head and/or arms out the window	2	3
Vandalism	2	3
Obscenities/Inappropriate language or material	2	3
Cursing towards the driver	3	10
Tobacco use	3	10
Bullying	3	10
Hitting, Shoving, or Kicking another student	3	10
Fighting	3	10
Referral Point Diagram	Our Action	Handled by:
1 thru 4	Parent Phone Call	NPS Administration
5 thru 9	5 day Suspension	NPS Transportation
10 thru 19	10-15 Day Suspension	Transportation Director
20 Plus	20 plus day suspension	Transportation Director

For more information pertaining to NPS Transportation policies and procedures, please contact Mrs. Shirley Jennings at 405-872-3455.

STUDENT HANDBOOK AGREEMENT

My child and I have received and read the 2023-2024 Student Handbook. We understand and will abide by all items stated in the handbook.

Name of Student_____

Signature of Student _____

Name of Parent_____

Signature of Parent_____

Teacher_____

Please tear out this page and return it to school.

Katherine I. Daily Elementary
Parent/Student Handbook

2023-2024

Mr. Frank Solomon
Superintendent

Dr. Jon Myers
Assistant Superintendent

Executive Director
Mr. Nathan Gray

Principal
Mrs. Janice Busick

Katherine I. Daily Elementary
300 South Fifth Street
Noble, OK 73068

405-872-3406

www.nobleps.com

Katherine I. Daily
School Contact Information

Janice Busick, Principal……..872-3406
Christi Robberson, Counselor…….....872-7641
Attendance Secretary……. 872-3406
Cafeteria…….....872-5690
Transportation…….872-3455

Katherine I. Daily School Hours
7:25 a.m. to 2:30 p.m.
Office Hours
7:15 a.m. – 3:30 p.m.

Noble Public Schools contact Information:

John K. Hubbard…….872-9201
Pioneer Elementary..……...872-3472
Curtis Inge Middle School……..872-3495
Noble High School……..872-3441
Noble Administration Office……...…872-3452

Vision…

Not just what we think

How we think…*Excellence*

Not just what we do

How we do it… *Quality*

Our Mission…

We are... dedicated to providing our students with a positive learning climate, which encourages a passion for discovery and achievement. We feel students are entitled to learn in an orderly environment of mutual respect and concern among peers and teachers.

Each day our mission is to provide challenging and creative lessons through which our students have the opportunity to master academic as well as social and personal skills that will lead to healthy living, foster success, and inspire lifelong learning.

Each day our mission is to hold ourselves and our students accountable for positive actions, personal growth, and caring relationships, enhanced through a strong partnership between home and school.

We are…NOBLE PUBLIC SCHOOLS!

ACCREDITATION

The Noble Public School district is accredited by the Oklahoma State Department of Education.

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(Must be signed and returned to teacher)

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(Must be signed and returned to teacher)

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Katherine I. Daily Elementary
300 South Fifth Street
Noble, OK 73068

Dear Parents,

Welcome to Katherine I. Daily Elementary School. We are looking forward to working with your family to ensure your child's first school years are successful. Our goal is to create a safe and child centered learning environment while building a strong foundation for academic success. We are excited to be a part of your child's educational journey.

The K.I.D. handbook is a way to familiarize yourself with the expectations for your child. Please take time to read this handbook. After you have read the handbook we ask that you sign and return both KID Student/Teacher/Parent Agreement (page 59) and the Parent/Student Handbook Agreement (page 60) and return the pages to your child's teacher.

Sincerely,
Mrs. Janice Busick
K.I.D. Principal

Katherine I. Daily Elementary School Calendar
2023-2024
Watch the KID Talk for Dates
Classes are in session Monday-Friday, August 9th -January 19th
Monday- Thursday, January 22nd -May 21st

1st Semester

Back to School Night- Pre-K, K, T1	August 7th
First Day of School	August 9th
Professional Day	August 25th
Fall Pictures	August 29th
Labor Day Holiday- No School	September 4th
Professional Day	September 22nd
Read A Thon	October 16th
Parent/Teacher conferences	At the end of the 1st 9 weeks and 3rd nine weeks
Fall Break	October 12th-13th
Fall Picture Retakes	October 17th
Halloween Party	October 31st
Veteran Day Assembly	November 10th
Thanksgiving Holiday- No School	November 20th-24th
KID Festival of Lights	December 1st
Christmas Party	December 20th
Christmas Break	December 20th- January 3rd

2nd Semester

Martin Luther King Day	January 15th
Professional Day	February 12th
Spring Pictures	February 13th
Celebration of Dr. Seuss Week	February 26th -February 29th
Music in our Schools Month	March
Spring Break – No School	March 18th-22nd
Kindergarten Graduation Pictures	April 9th
Kindergarten Graduation	May 16th
Super KID's Day	May 21th
Last Day of School	May 21th

Dates are subject to change

★★★

Attendance

All children should be in attendance daily. If your student is going to be absent, please notify the office at 405-872-3406. It is important that students attend class daily and arrive on time. Regular classroom participation is necessary to achieve the best possible learning situation for every student. Students who are consistently absent or tardy may have a difficult time being successful socially and academically.

Since daily attendance is expected of our students, parents of students who are chronically absent (10 days or more a semester) will be asked to attend an attendance review meeting. An attendance review meeting is completed with the administrator and parent to determine a plan to improve attendance. Pre-K is an optional program therefore, pre-k students can be dismissed from our program for chronic absences. ***Continued absences or tardies will result in information regarding attendance being forwarded to the District Attorney for Cleveland County. This is required by Oklahoma State Law.***

Parents are advised that the North, East, and West sides of our school are all ONE-WAY streets. Please be aware that the block north of our school on 5th Street is one-way going south, and the block east of our school on Maple is one-way going east. Parents can request a school map listing the drop off / pick up points.

Our buses load and unload on Maple, which is one way going east.

PLEASE NOTE: ***Passing a bus in the process of loading or unloading children is against the law and is monitored by/reported to the Noble Police Department.***

★★★

Morning Arrival

Katherine I. Daily Elementary is located on a one-block area with streets on three sides. Parking and travel around the school are always a problem. Please be courteous and follow the drop-off and pick-up procedures. Please have your child unbuckled and ready to exit the car before you reach the drop off zone.

At Katherine I. Daly we have 3 designated student drop-off areas.

Pre-K East- Mrs. Clements, Mrs. Huddleston, Mrs. Thompson, and Mrs. Scruggs are located on 5th at the south-east or second pull in area. Parents will pull up and a teacher will assist your child out of the car.

Pre-K West-Ms. John, Mrs. Green, Mrs. Lee, Mrs. Walters, and Mrs. Cunningham are located on 4th at the west side pull in area. Parents will pull up and a teacher will assist your child out of the car.

Kindergarten-All kindergarten students are dropped off at the front entrance located on 5th at the first pull in area. Parents will pull up and a teacher will assist your child out of the car.

PLEASE DO NOT leave children at school without teacher supervision. It is unsafe for children to be outside without supervision. The doors must be open and a teacher present before parents may leave their children. Please **only** let your child off at designated drop-off areas to ensure a safe arrival.

TARDY

Students who arrive after bell must be brought into the office by an adult to get a **TARDY SLIP** before going to class.

★★★

Afternoon Dismissal

Pre-K

Parents will remain in the car and display the student's pick-up card (which will be given to you by your child's teacher) in the window. Your child will be called, a teacher will escort your student to the car. Please note due to time and liability teachers cannot buckle students into the car seat. **Parent are asked not to park and come to the gate to pick up Pre-K students. Only parents that have made prior arrangement with the teachers are allowed to pick up students from the gate.** ***Students will not be released to parents without a parent pick up card.***

Kindergarten and T1

Our teachers will walk the students to the teacher's designated gate and parents will pick up students at the gate. Parents must present the designated parent pick-up card (given to you by your child's teacher) for the student to be released. ***Students will not be released to parents without a parent pick up card.***

Please note:

Children will be sent home as directed by PARENT NOTE or DIRECT COMMUNICATION with the teacher or the office. We **DO NOT** change children's regular going home plans without a note or a phone call from a parent. ***PARENTS MUST CALL THE SCHOOL OFFICE BY 1:30 p.m. TO MAKE CHANGES IN HOW CHILDREN ARE GOING HOME.***

All children leaving the building during the school day must be checked out through the office. *Please have identification* ready to be checked when picking children up at school. Only those listed on the enrollment form will be allowed to pick up your child. These measures are for the safety of your child.

Pre-K check-out: When checking out your Pre-K student early we ask that you come to the office first for check-out. The office will call your child's teacher to

let them know you are picking up your child. Once the office has contacted the teacher, we ask you to drive to the Pre-K building to pick up your child.

★★★

Building Access

For the safety of the children, the exterior doors to the school will remain locked throughout the school day. Children may exit these doors in case of an emergency, but no one can enter from the outside. Visitors and guests will be allowed in the building for programs, concerts, and other special events. All other visitors will require approval from the principal. Our schools will remain locked for the security of our staff and students. Parents are not allowed to walk a student to class, bring supplies to the classroom, birthday goodies, or lunches. If you have an item that needs to be given to a student we ask that you drop it off at the office. We will call the student to the office to pickup the item.

★★★

Report Cards

Report cards will be sent home at the end of each nine weeks for all grade levels.

★★★

Enrichment Programs

Library

At Katherine I. Daily Elementary School, we believe that being exposed to good books is vital to the success of every child. This includes looking at pictures, hearing a story read, making up their own stories, and eventually, reading it for themselves. One of our goals this year is to help each child become excited about books. Please support our school library program by encouraging your child to find a safe place at home to keep their books and reminding them to return their books on time. This is a great lifelong lesson in responsibility.

KID Read-at-Home Program

Students are encouraged to read at home. Our kickoff to reading will be in October with our Read A Thon fundraiser. Our recording for our Read-at-Home Program starts in January and ends in May. Parents are asked to read and record the books read to their student on a recording form. The recording form is returned to your child's teacher for a reward. Students are rewarded based on the number of books read. Our goal is for each child to listen to at least 100 books.

Book Fair

A school book fair is scheduled once a year. A traveling bookstore comes to the school library. Parents and children may select books to purchase. The money earned through this library fundraiser is used to purchase materials for our school library.

Guidance

Guidance classes are provided once a week. Stories, puppets, and songs are used to teach children skills for making friends and getting along with others. Children learn how to recognize emotions in themselves and others. They learn ways to appropriately express their feelings, use self-control, and make good choices. If parents believe that a child would benefit from a small group session or individual assistance, please feel free to contact our Counselor, Mrs. Robberson.

Physical Education

Physical Education classes are provided once a week. Students are provided a variety of activities to help build confidence and expand their interest/abilities. Each student will be expected to participate in all activities. Students learn cooperation, teamwork, and sportsmanship. To help prevent injury, all children will be required to wear ***tennis shoes*** during PE class. Your child's teacher will let you know your class schedule. If your child has medical condition that limits physical activity, please contact the PE teacher and your child's teacher.

Music

In music class, pre-k and kindergarten students will be introduced to listening, moving to, feeling, and producing the beat in a variety of musical examples.

Students will expand this concept of beat into the use of basic rhythm instruments. They will also participate in using correct singing voices, listening for specific musical sounds/concepts, and to pre-read symbols that represent rhythms/patterns. They will also participate in an in-depth study of the instruments of the orchestra.

Transitional First students will review correct singing voices, instruments of the orchestra, the rhythmic concepts of beat, and patterns, using movement, with Orff as well as basic rhythm instruments. They will be introduced to appropriate vocabulary for musical terms, begin to read musical pitches using the Kodaly philosophy of solfage/hand signs. They will also read rhythmic symbols using the Orff philosophy of rhythmic syllables.

Title I School-Wide Program

Noble Public Schools has a Title I school wide program at all sites. This is a federal comprehensive reform strategy which emphasizes serving and improving all students by combining resources to achieve the goal of academic success. Each site has different programs to meet their students' needs. The involvement of parents is essential to the success of their students. Each parent/ guardian will be asked to sign a school compact which states the responsibilities of the student, parent, and school. The three core elements of a school wide program are comprehensive needs assessment, written school wide plan, and annual review and plan update.

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Indian Education Program

Our students who are enrolled in a tribal membership may qualify for additional assistance through our Indian Education Program. Parents of students who qualify need to complete an eligibility certification form, which requires the tribal membership number along with registry information. Please contact the school office with your questions.

★★★

Speech Screenings

Speech and language evaluations are conducted by the School Speech Pathologist. Pre-K, Kindergarten, and Transitional First students are screened by teacher request.

If you have a concern, please contact your child's teacher, our school counselor, Mrs. Robberson, or our school speech pathologist, Mrs. Sanders.

★★★

Parent /Teacher Conferences

Parent/Teacher Conference days are provided during the first and third nine weeks' periods to allow time for parents and teachers to meet to discuss your student's progress. These conferences are mandatory. **Please work with teachers to schedule conference times that you can attend**. If you have a need for more frequent visits, please contact your child's teacher during their planning period to schedule a meeting.

★★★

Cafeteria

Sending Lunch money

When sending lunch money to school please put it in a sealed envelope with your child's name, teacher's name, amount of money, and write lunch money on the front of the envelope. Lunches may also be paid by using My School Bucks online pay.

Lunch and Breakfast

Breakfast and lunch are served each school day. Students may pay for meals by the day or week. **Applications for free or reduced lunches are available from the school office.** The cafeteria supervisor maintains all student's cafeteria accounts. Questions about your child's account should be directed to the supervisor at 872-5690.

2023-2024 School Prices: This year lunches for students will be

$3.25 Students

$4.95 Adults

If your child brings a lunch, please be sure his or her name is on the lunch box or sack.

★★★

School/Home Communication

Communication between the home and school is a critical part of your child's success in school. Your child will bring a Wednesday Folder or School Planner home each week. This folder or planner contains all the important information you need to keep up to date about school activities. ***It is important that you look through your child's folder each week and return it to school.***

Katherine I. Daily Elementary sends our ***K.I.D. Newsletter*** every other Wednesday. This newsletter contains all information about upcoming events. ***It is important that you read this each week.*** We communicate with parents using this newsletter as well as a monthly calendar, classroom newsletters, our website, and school messenger (must sign up for this program). Our K.I.D. newsletter is also posted on our school website. **Our school website can be accessed at nobleps.com.**

★★★

Announcements

Announcements are made each morning. They provide a way to recognize birthdays, events of the day, word of the day, and quote of the week. Every morning we say the Pledge of Allegiance, the Oklahoma flag salute, and observe a moment of silence.

Assemblies at school will be announced in our KID Talk newsletter. The assemblies provide students and staff with a time to celebrate accomplishments and be together as a school family.

★★★

Closing School / Inclement Weather

An announcement will be made through local news stations, Noble school's website, and social media should school have to be canceled due to inclement weather. The school makes every effort to make decisions concerning school closings based on the safety of students. The district boundaries cover 144 square miles and conditions in one part of the district may be very different from those in another area. Decisions concerning school closings are made as early as possible before buses begin their morning routes.

★★★

Fundraisers

Katherine I. Daily Elementary plans to conduct the following school-wide fundraisers this year. Priorities for school fundraisers are carefully planned with input from parents and teachers each summer. Fundraiser monies will be used to support the music program, field trips, the purchase of playground equipment, technology for classrooms, and various other special activities.

School Book Fair is scheduled once a year. The money earned through this library fundraiser is used to purchase materials for our school library and to fund our home reading program.

School T-Shirts can be ordered at the beginning of the year.

School Pictures are offered throughout the year. These are an optional purchase.

Read A Thon- Kick off in Oct on our Reading night.

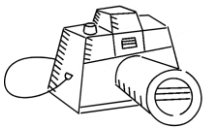
Additional Fundraisers may be added with School Board approval.

★★★

School Pictures

Katherine I. Daily Elementary School offers several opportunities for parents to have children's pictures taken during the school year:

Fall individual– August 29th
Retakes – October 17th
Spring Pictures- February 13th
Kindergarten graduation pictures – April 9th



★★★

Bringing "Treasures" to School

Children are expected to leave toys and other valuable items at home.

Oklahoma State Law prohibits the possession of any dangerous weapon on school property. For purposes of this policy, dangerous weapons include, but are not limited to, **firearms and knives of any kind, metal knuckles, fist packs and similar objects, blackjacks, billy clubs and similar objects, metal chains, mace or pepper spray or any manufactured or homemade objects designed or intended to cause bodily injury, intimidation, or threats.** Students in possession of dangerous weapons on school grounds may be suspended for as long as a year.

It is not uncommon for children to bring pocket knives to school without parent knowledge. Please talk to your child about the importance of leaving these at home.

★★★

Recess

Students will not be kept inside during recess unless we receive a note or call from their parent. Students who have a note to stay inside will be sent to the nurse's office until recess is over. Students may either continue schoolwork or may read/look at a book. Days that exceed two (2) will require a statement from a professional managing the diagnosis.

★★★

Head Lice

If the student is sent to the office with live lice or brown nits, the student will be removed from the classroom and the parent/guardian will be called to pick up their student. The student will not be allowed to return to school until the student has been cleared by the school nurse.

★★★

Illness or Injury at School

If your child becomes ill (high fever, vomiting, diarrhea, etc.), or is injured at school we will make him or her comfortable and call you immediately. If you cannot be reached, we will contact the emergency number that was provided to us. Your child must be picked up promptly. It is critical that emergency information be kept up to date. ***Phone numbers that change must be reported to the school office.***

Parents who do not carry insurance on their child are given the opportunity to purchase insurance through the school. School insurance packets are available in the first Wednesday Folder or School Planner. Purchase of this insurance by parents is optional.

★★★

Medication

If it is necessary for a child to take prescribed medication during school hours, it must be in the original prescription container and a medication form must be filled out and on file with the nurse.

★★★

Dress for School

The responsibility for proper dress and grooming is that of the students and parents. Students should wear clothing suited to the weather and in good taste. When cold weather approaches, please stress the importance of your child wearing a coat, hat, and mittens. In winter we will go outside as long as the wind chill and temperature are at or above 32 degrees. As the weather often changes during the day and we cannot predict when we will be outside, it is important that you dress your child as if we were going outside each day. We encourage our students to wear safe shoes for the playground and P.E. **Flip flops, open back sandals, and dress shoes with ½ inch heel or higher are not appropriate footwear for school for safety reasons.** Students who wear these to school maybe asked to call their parents to bring more appropriate footwear. Please help keep students safe! Students need to keep hats in their cubbies when they are inside, except on special hat days. **All Pre-K students are asked to keep a change of clothes in case of accidents in their back-pack at all times.** Kindergarteners and Transitional First are asked to keep a change of clothes in their back-pack if they are prone to accidents. Please refer to the District Student Dress Code.

Noble Public Schools Board Dress Code Policy

At Noble Public Schools, we believe that good grooming and dress promote pride and positive behavior. The way a student dresses is a very important part of the school culture and process. The intent of the student dress code policy is to provide adequate information to all stakeholders and to assist in preventing

extremes and indecency which would interfere with the District's educational mission and/or threaten the safety and welfare of our students. A dress code is to provide the appropriate standards for student appearance and to assist in maintaining student behavior which is conducive to the learning environment. Disciplinary actions will be taken to enforce the dress code and promote fairness.

Reference: 70 O.S. 6-114

NOBLE PUBLIC SCHOOLS DRESS CODE

(REGULATION)

In accordance with the policy of the board of education, the following regulation shall establish a dress and grooming code for the public school system. The building administrator shall have the authority to determine the appropriateness of any attire not specifically addressed below. In making a determination, the administrator shall consider whether the clothing and/or accessory presents a safety hazard, is revealing, or may be reasonably believed to disrupt the teaching or learning environment. Attire that disrupts the educational process is prohibited. The following dress code will be in effect for all students:

1. Skirts and Dresses: The skirt or dress must be a minimum of mid-thigh length while shoulders are relaxed and must not be revealing, disruptive or distracting to the educational process. Skirt openings must be a minimum of mid-thigh length. Dresses may be sleeveless if they have fitted armholes. Mini-skirts are not allowed.

2. Tops: Any shirt, blouse, sweater or top may be worn with the following conditions:

- Sleeveless Tops must have fitted armholes and not be revealing or show undergarments. Spaghetti straps, tank tops, muscle shirts, strapless tops, halter tops, racer back tops are not allowed.

- Nothing translucent, sheer, of mesh, fishnet or revealing may be worn.

- All tops must be properly buttoned and may not expose the midriff when arms are raised from the side. Tops that expose undergarments are not permitted.

- Tops, dress and sleeve openings, must not expose undergarments, chest, breast, cleavage or any part of the torso. Tops may not have any type of plunging neckline.

3. Pants: Pants, jeans or slacks that are neat and clean are acceptable.

- Pants that drag the floor are not allowed. Pants that are cut, slit, or have holes above mid-thigh are not allowed. Pants that have been patched are acceptable.

- Form fitting pants, skin tight jeans, leggings, and jeggings are allowed as an outer garment as long as the top outer garment reaches mid-thigh. Pajama pants are not allowed.

- Sagging is not permitted at any time. Pants may not be worn low exposing the torso, back or undergarments.

4. Shorts: Shorts that are mid-thigh length or longer are acceptable for school dress.

- Shorts that are cut, slit or have holes above mid-thigh are not allowed.

- Form fitting shorts, biker shorts, spandex and mini-shorts, such as Soffes, are not allowed.

5. Shoes: Shoes must be worn at all times. Different programs require different types of shoe types. Students will be informed by their teachers as to the requirements for the particular class or program they are in. House Shoes, Shoes with rollers, wheels, or skates are not allowed.

6. Accessories: Accessories which are not acceptable include the following:

- Hats, hoods, beanies, caps, bandanas and sunglasses are prohibited inside the buildings. Exceptions may be made by the principal for spirit days, religious purposes or special activities.

- Wearing, possessing, using, distributing, displaying or selling of any clothing, jewelry, emblems, badges, symbols, signs, graffiti, or other items that are evidence of membership in or affiliation with a gang are prohibited.

- Chains, Wallet chains, Biker chains, Collars, Fish Hooks, and Jewelry such as earrings with loops that could pose a safety issue are prohibited.

- Trench coats and other full length coats are prohibited.

7. Insignias, Monograms, Prints or Patches: Lettering or any type of sew-on patch, decal, print, insignia or design that conveys crude, vulgar, profane, violent, death-oriented, gang related, sexually explicit or sexually suggestive messages or any advertising of tobacco, alcohol drugs or drug paraphernalia are specifically prohibited.

8. Makeup, Tattoos and Brands: Facial make-up, tattoos, brands or other body decorations whether temporary or permanent, that convey crude, vulgar, profane, violent, death-oriented, gang related, sexually explicit or sexually suggestive messages or advertise tobacco, alcohol, drugs or drug paraphernalia are specifically prohibited.

9. Clothing that is purposefully ripped, torn, and or cut in a manner that causes a distraction to the operation of the school and the educational process or is a safety risk is prohibited.

10. Activity/Spirit Days: Teams are allowed to wear uniforms as long as they are compliant with the dress code. Any uniform that in itself does not comply with the school dress code must be worn underneath proper outerwear. Exceptions to the dress code for special activities must be approved in advance by the school administration.

11. Exceptions to the dress code may be authorized by the building administrator or designee for a specific school-related activity on a case-by-case basis.

12. The dress code for Noble Public Schools is a minimum requirement dress code. Students are encouraged to dress in a professional manner above and beyond the dress code.

13. A Dress Code Log will be kept at each site documenting the name of the offender, the violation type and the date of the violation. All head principals will complete a year-end Dress Code Log Report showing total numbers only of singular and repeat student violators as well as the types of violations recorded in their site log. All year-end site reports will be submitted to the superintendent and the school board. Student names will not be listed or reviewed. In addition, the school board reserves the right to solicit year-to-date site Dress Code Log Reports at any time during the school year.

Any student found out of compliance with the Noble Public Schools Dress Code will be sent to an administrator for resolution. Students will be given the option to change to appropriate clothing or have parents bring acceptable clothing. The parent will have an acceptable amount of time to provide the change of clothes. If a parent in unable to do so, the student may be sent home. Students will be allowed to return to school/class after clothing has been changed and is compliant with the dress code.

Parents will be notified each time a student is in violation of the Dress Code if the issue is unable to be corrected on site. Parents will always be notified when repeat violations occur. Communication with parents will occur from the school office in these situations. Repeat offenses will result in the Disciplinary Process being followed according to the school site handbook. All disciplinary actions will be adjudicated in a private and confidential manner.

The Dress Code policy for Noble Public Schools will be reviewed on a regular basis and will be updated and modified at the discretion of the Noble Public Schools Board of Education.

(Noble Board of Education, Policy FNCA and FNCA-R)

★★★

Lost and Found

Clothing and other personal items should be identified with your child's name. Many coats, hats, mittens, etc. are lost each year. We go through the lost and found on a regular basis and return items that are identified by name to their owners.

Parents and students should check the "lost and found" area for missing items. Unclaimed clothing is donated to a charity at the end of the school year.

★★★

Parties

Class parties include Halloween, Christmas, and Valentine's Day**.** Classroom teachers will send out notice to give the time of the party.

★★★

Field Trip

Class Trips are scheduled at various times during the school year. All grade levels will schedule a field trip during the school year. Students must ride the bus to a field trip. Permission is granted for the student to ride the bus on their enrollment form. We encourage students to return on the bus . ***However, if you plan to stay longer or want your child to ride home with you please sign your child out with your teacher.***

★★★

K.I.D. Expectations

Katherine I. Daily Elementary has set expectations for our students. Our goal is to ensure success for all learners, to build positive self-esteem, to develop a climate of mutual respect, to have high expectations for all learners, to believe in the ability of every individual to learn, and to provide a well-rounded education for every learner.

Our teachers and the administration understand the developmental level of our student population and work to meet individual needs of each student. Positive reinforcement of appropriate behavior is encouraged and practiced at the onset of negative behaviors.

Our teachers and the administration believe in a combined effort on the part of students, parents, teachers, and the administration to provide a safe, secure, orderly environment for successful learning.

Our teachers will spend a great deal of time during the first nine weeks of school teaching appropriate school behavior and procedures to children.

We ask each parent to read this information and share it with your child. We encourage you to contact us with questions and concerns you may have.

We want the relationship we establish with parents to be positive, productive, and in the best interest of each student at Katherine I. Daily Elementary School.

We strive to provide . . .

An atmosphere of order where many can function.

Experiences that enable students to make appropriate choices without infringing on the rights of others.

Clearly defined school procedures and classroom limits with incentives and consequences consistently carried out to reinforce desired behaviors.

Opportunities for students to accept responsibility for their own behavior and to manage their behavior in a variety of settings.

Ways for students to effectively communicate with each other in an appropriate manner.

At School, Students will learn to . . .

- Walk inside the school building.
- Use quiet voices inside the school building.
- Use appropriate language in all areas of the school.
- Keep their hands, feet, and objects to themselves**.**

- Respect the rights of others in the classroom and on the playground.
- Refrain from interrupting teaching and classmates learning.
- Show respect for others within the school.
- Take appropriate care of school materials and equipment.
- Follow directions.
- Use words, not inappropriate actions, to solve problems.

All children must be given the opportunity to learn in a pleasant, stress-free environment. We all belong to many kinds of communities. From our state, our town, our school, our classroom, to our family, there are laws in each community. When people live and work together, they need procedures to feel safe, to be fair to everyone, and to get their work done. The above procedures help to guide our school community.

In the Cafeteria, Students will learn to . . .

- Use quiet voices when eating.
- Eat healthy foods for their minds and bodies to grow.
- Try new foods but will not be forced to eat anything.
- Use good table manners when eating.
- Pick up their area of the table before leaving.
- Empty their tray.
- Walk quietly to the playground area.

Children who are hungry cannot learn. Schools must provide a time and place for children to eat lunch. This is a time for children to enjoy lunch while using

quiet voices to visit with friends. We have a lot of children eating lunch in a short period of time. The procedures given above helps everyone to have an enjoyable mealtime.

On the Playground, Students will Learn . . .

- To ask the playground teacher before leaving the playground.
- To settle differences without hurting one another.
- To leave dirt, sand, sticks, or rocks on the ground.
- To play without hurting, tackling, kicking, or wrestling.
- To play away from classroom doors and windows.
- To climb, slide, jump appropriately on playground equipment.
- To avoid playing in water, mud, ice, or snow.
- To bounce balls on the concrete slab.
- To take care of playground toys and equipment.
- **To leave own toys, etc. at home (this includes girls' make-up).**
- To leave classroom items in the classroom.

Recess is a privilege. It provides fresh air, exercise, and a break from classroom activities. It is a time to practice social interactions and develop friendships.

All children on the playground have the right to play in a safe environment. The procedures given above are provided to ensure the safety of all children on the playground.

Consequences used at Katherine I. Daily Elementary will be determined by the teacher and administration on an individual basis.

★★★

Withdrawal of Students

If you are moving and withdrawing your child from Katherine I. Daily Elementary, please call or come by the school a few days prior to the

withdrawal date. This will give the office time to complete the necessary paperwork. *Teachers will have school supplies ready to pick up after two days notice that your child is leaving.* Your cooperation with this is greatly appreciated. Please plan to pay all breakfast and lunch charges and remember to bring back all library book.

Noble Public Schools Board Policies

Accident Insurance: Student

It is the policy of the Noble Board of Education to select a reputable insurance company through which patrons may purchase accident insurance for their children. A packet will be available in the office for the first week of classes. The purchase of such insurance is entirely within the discretion of parents; however, students playing nine through twelve football must provide evidence of insurance coverage. Public schools may not legally pay insurance premiums or medical bills for students.

(Noble Board of Education, Policy FFD)

COMPLIANCE WITH FAMILY EDUCATION RIGHTS AND PRIVACY ACT OF 1974

STATEMENT OF RIGHTS

Parents and eligible students have the following rights under the Family Education Rights and Privacy Act:

1. The right to inspect and review the student's education record.

2. The right to exercise a limited control over other people's access to the student's education record;

3. The right to seek to correct the student's education record, in a hearing, if necessary;

4. The right to report violations of the FERPA to the Department of Education; and

5. The right to be informed about FERPA rights.

PROCEDURE TO INSPECT EDUCATION RECORDS

The parent of a student or an eligible student may inspect the student's education records upon request. In some circumstances, it may be mutually more convenient for the record custodian to provide copies of records. (Copy fees may apply.)

Since a student's records may be maintained in several locations, the school principals will offer to collect copies of records or the records themselves from

locations other than a student's school, so they may be inspected at one site. However, if a parent or eligible student wishes to inspect records where they are maintained, school principals will make every effort to accommodate the wishes.

The principal (or other record custodian) will contact the parent of the student or the eligible student to discuss how access will be best arranged. The school administrator, or designee, may be present during the time the records are being reviewed.

The principal (or other record custodian) will make the needed arrangements as promptly as possible and notify the parent or eligible student of the time and place where the records may be inspected. This procedure must be completed in 45 days or less from the receipt of the request for access.

If for any valid reason, such as working hours, distance between record location sites, or health, a parent or eligible student cannot personally inspect and review a student's education record, the school district will arrange for the parent or eligible student to obtain copies of the record. (Copy fees may apply.)

When a record contains information about students other than a parent's child or the eligible student, the parent or eligible student may not inspect and review the records of the other students.

USE OF STUDENT EDUCATION RECORDS

To carry out their responsibilities, school officials will have access to student education records for legitimate educational purposes. The school district will use the following criteria to determine who are school officials. An official is:

1. A person duly elected to the school board;

2. A person certified by the state and appointed by the school board to an administrative or supervisory position;

3. A person certified by the state and under contract to the school board as an instructor;

4. A person employed by the school board as a temporary substitute for administrative, supervisory, or instructional personnel for the period of his or her performance as a substitute; or

5. A person employed by, or under contract to, the school board to perform a special task such as a secretary, a clerk, the school board attorney or auditor, for the period of his or her performance as an employee or contractor.

School officials who meet the criteria listed above will have access to a student's records if they have a legitimate educational interest in doing so. A "legitimate educational interest" is the person's need to know in order to:

1. Perform an administrative task required in the school employee's position description approved by the school board;
2. Perform a supervisory or instructional task directly related to the student's education; or
3. Perform a service or benefit for the student or the student's family such as health
care, counseling, student job placement, or student financial aid.

PROCEDURES TO SEEK TO CORRECT EDUCATION RECORDS

The parent of a student or an eligible student has a right to seek to change any part of the student's record believed to be inaccurate, misleading, or in violation of student rights. (NOTE: under the FERPA, the district may decline to consider a request to change the grade a teacher assigns for a course.)

For the purpose of outlining the procedure to seek to correct education records, the term "incorrect" will be used to describe a record that is inaccurate, misleading, or in violation of student rights. The term "correct" will be used to describe a record that is accurate, not misleading, and not in violation of student rights. Also, in this section, the term "requester" will be used to describe the parent of a student or the eligible student who is asking the school district to correct a record.

To establish an orderly process to review and correct an education record for a requester, the district may make a decision to comply with the request for change at several levels in the procedure.

(Reference: Noble Board of Education, Policy FL-R)

DISTRICT ASBESTOS STATUS

In compliance with the Asbestos Hazard Emergency Response Act (AHERA) all buildings located on the campus of Noble Public Schools have been re-inspected for Asbestos containing materials. This Re-inspection was done by accredited Department of Labor Inspectors. Based on the Re-inspection, Asbestos Containing Building Materials (ACBM) was found in a few locations. In its present condition, these ACBM's are nonfriable.

Noble Public School will continue to maintain this material as in the past and report any changes in the condition of this material to the Asbestos Coordinator. The management plan for Noble Public School District is available for review in the Office of the Superintendent.

DRUG-FREE SCHOOLS

It is the policy of the Noble Board of Education that in recognition of the clear danger resulting from illicit drug and alcohol abuse and in good faith effort to

promote the health, safety, and well being of students, employees, and the community, the board has implemented a developmentally based drug and alcohol education and prevention program for grades Kindergarten through twelve (K-12).

Students are hereby notified that the use, possession, or distribution of illicit drugs

and alcohol is wrong and harmful. Therefore, standards of conduct that are applicable to all schools in this district, prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol by students on school premises or as part of any of its activities. Disciplinary sanctions will be imposed on students who violate standards of conduct required by this policy. Such sanctions will be consistent with local, state and federal laws, up to and including probation, suspension, and expulsion, as well as referral for prosecution. Completion of an appropriate rehabilitation program may also be recommended.

Information about drug and alcohol counseling and rehabilitation and reentry programs will be made available through the school office.

The standards of conduct and the disciplinary sanctions imposed by this policy includes the following: "The Drug Free Schools and Communities Act Amendments, P.L.

101-226 requires that State, as well as local educational agencies, must certify that it has Adopted and implemented a program to prevent the unlawful possession, use, or Distribution of illicit drugs and alcohol by students and employees." (Federal Regulations Can be examined through the school office.)

Parent/Guardian signature certifies receipt of a Student Handbook of Guidelines and Policies for Students and Parents which includes district policy relating to adoption and Implementation of a drug prevention program for students.

(“Public Law 101-226; 70 Oklahoma Statute 1210.221, et sequence; Noble Board of

Education, Policy FNCF)

CROSS-REFERENCE: Policy DCC, Drug-Free Workplace; Police FFB, Teaching about Drugs, Alcohol, and Tobacco; Policy FFBA, Drug and Alcohol Use by Students; Policy FNCE, Reporting Students Under the Influence.

FIRST AID - STUDENTS

The Noble Board of Education recognizes the school's responsibility for emergency handling of accidents and sudden illnesses occurring at school or on school property. In order to obtain emergency medical care, a medical release

form signed by a parent/guardian must be on file. If a medical release is not on file, emergency medical care will be provided in life-threatening situations only. (Noble Board of Education, Policy FFAC)

GRIEVANCE PROCEDURE: SEX DISCRIMINATION/HARASSMENT

It is the policy of the Noble Board of Education that the superintendent designee shall serve as Title IX coordinator for this school district. The superintendent shall direct the implementing of educational amendments and regulations as they pertain to prohibition of sex discrimination in education or sexual harassment, and shall prepare a regulation governing sex discrimination/harassment grievance procedures.

The board shall appoint on a periodic basis a sex discrimination/harassment grievance committee which shall consist of an administrator, a parent, and a member of the certified teaching staff.

(Noble Board of Education, Policy FBA)

GRIEVANCE PROCEDURES

SEX DISCRIMINATION/HARASSMENT

In accordance with the policy of the board of education, the following regulation governs the processing of student sexual harassment grievances in this school district.

1. Any student of this school district who wishes to file a sexual harassment Grievance against another student or an employee of the district may file a Written or oral (recorded, if possible) complaint with the superintendent, Principal, or counselor. The administrator taking the complaint will document The time, place, complainant, and incident and immediately forward the Complaint to the grievance committee. The grievance committee will appoint a Senior administrator to investigate the grievance. The grievance shall set forth The circumstances of the incident and the identity of the student(s) or Employee involved.

2. The superintendent, or appointed administrator, shall initiate an investigation of the incident and shall protect the confidentiality of the grievant.

3. The investigation shall be completed within ten days of the filing of the Grievance. Results of the investigation, along with recommendations and Suggestions, shall be shared with the grievant, unless it violates another Student's confidentiality.

4. If the grievant believes the issues are not resolved after considering the Recommendations and suggestions of the superintendent or the investigating Administrator, the grievant may request a hearing by the grievance committee.

5. Upon receiving a request for a hearing, the grievance committee shall schedule
The hearing to occur within twenty days from the date of the request.
6. Both the grievant and the person against whom the complaint was made (Respondent) may be represented by legal counsel at the hearing.
7. Within ten days of the hearing, the grievance committee shall furnish a written
Report of its findings and recommendations to both the grievant and the Respondent while maintaining confidentiality.
8. The superintendent shall, within five days of the receipt of the grievance Committee's report, act upon the recommendations of the committee or furnish a written report to the grievant explaining why the recommendations will not be implemented.
9. Upon receipt of the superintendent's report, the grievant may file a written Appeal with the board of education. The board of education shall, within thirty Days from the date the appeal was received, review the report and affirm, Overrule, or modify the decision of the grievance committee.
(Noble Board of Education, Policy FBA-R)
HARASSMENT
It is the policy of this school district that threatening behavior, harassment, intimidation, and bullying of
Students by other students, personnel, or the public will not be tolerated. Students are expected to be civil, polite, and fully engaged in the learning process. Students who act inappropriately are not fully engaged in the learning process. This policy is in effect while the students are on school grounds, in school vehicles, at designated bus stops, at school sponsored activities, or at school-sanctioned events, and while away from school grounds if the misconduct directly affects the good order, efficient management, and welfare of the school district. Threatening behavior, harassment, intimidation, and bullying of students by electronic communication is prohibited whether or not such communication originated at school or with school equipment, if the communication is specifically directed at students or school personnel and concerns harassment, intimidation, or bullying at school.
Harassment is intimidation by threats of or actual physical violence; the creation by whatever means of a climate of hostility or intimidation; or the use of language, conduct, or symbols in such manner as to be commonly understood to convey hatred, contempt, or prejudice or to have the effect of insulting or

stigmatizing an individual. Harassment includes but is not limited to harassment on the basis of race, sex, creed, color, national origin, religion, marital status, or disability. As used in the School Bullying Prevention Act, "harassment, intimidation, and bullying" means any gesture, written or verbal expression, electronic communication or physical act that a reasonable person should know will harm another student, damage another student's property, place another student in reasonable fear of harm to the student's person or damage to the student's property, or insult or demean any student or group of students in such a way as to disrupt or interfere with the school's educational mission or the education of any student. Harassment, intimidation, and bullying include, but are not limited to, a gesture or written, verbal, or physical acts, or electronic communication. Such behavior is specifically prohibited.

In administering discipline, consideration will be given to alternative methods of punishment to ensure that the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The faculty may consider consultation with parents to determine the most effective disciplinary measure. In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions. The board of education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance.

1. Conference with student
2. Conference with parents
3. In-School suspension
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by the student's behavior
10. Restriction of privileges
11. Involvement of local authorities
12. Referring student to appropriate social agency

13. Suspension
14. Other appropriate disciplinary action as required and as indicated by the circumstances which may include, but is not limited to, removal from eligibility to participate or attend extracurricular activities as well as removal from the privilege of attending or participating in the graduation ceremony, school dances, prom, prom activities, and/or class trips.
Harassment set forth above may include, but is not limited to, the following:
1. Verbal, physical, or written harassment or abuse;
2. Repeated remarks of a demeaning nature;
3. Implied or explicit threats concerning one's grades, achievements, etc.
4. Demeaning jokes, stories, or activities directed at the student;
5. Unwelcome physical contact.
The superintendent shall develop procedures providing for:
1. Prompt investigation of allegations of harassment;
2. The expeditious correction of the conditions causing such harassment;
3. Establishment of adequate measures to provide confidentiality in the complaint process;
4. Initiation of appropriate corrective actions;
5. Identification and enactment of methods to prevent reoccurrence of the harassment; and
6. A process where the provisions of this policy are disseminated in writing annually to all staff and students.
REFERENCE: 21 O.S. §850.0
70 O.S. §24-100.2
CROSS-REFERENCE: Policy CK, Safety Program
Policy DAA-R, Racial Harassment
Policy FB, Sexual Harassment of Students
Policy FBA, Grievance Procedure, Sex Discrimination/Harassment
Policy FBB, Student Complaints and Grievances
Policy FNCC, Hazing
Policy FO-R4, Student Discipline, Threatening Behavior, Regulation
HAZING
It is the policy of this school district that no student or employee of the district shall participate in or be members of any secret fraternity or secret organization that is in any degree related to the school or to a school activity. No student organization or any person associated with any organization sanctioned or authorized by the board of education shall engage or participate in hazing.

For the purposes of this policy, hazing is defined as an activity which recklessly or intentionally endangers the mental health or physical health or safety of a student for the purpose of initiation or admission into or affiliation with any organization sanctioned or authorized by the board of education. "Endanger the physical health" shall include, but is not limited to, any brutality of a physical nature, such as whipping; beating; branding; forced calisthenics; exposure to the elements; forced consumption of any food, alcoholic beverage, drug, or controlled dangerous substance; or other forced physical activity which could adversely affect the physical health or safety of the individual. "Endanger the mental health" shall include any activity, except those activities authorized by law, which would subject the individual to extreme mental stress, such as prolonged sleep deprivation, forced prolonged exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual. Any hazing activity, upon which the initiation or admission into or affiliation with an organization sanctioned or authorized by the board of education is conditioned, directly or indirectly, shall be presumed to be a forced activity, even if the student willingly participates in such activity. This policy is not intended to deprive school district authorities from taking necessary and appropriate disciplinary action toward any student or employee. Students or employees who violate this policy will be subject to disciplinary action which may include expulsion for students and employment termination for employees.

(21 Oklahoma Statute 1190; Noble Board of Education, Policy FNCC)

CROSS-REFERENCE: Policy DAA-R, Racial Harassment; Policy FB, Sexual Harassment; Policy FMCAA, Gang Activity; Policy FNCD, Harassment; Policy FO, Student Discipline

INTERNET AND OTHER COMPUTER NETWORKS

STUDENT ACCEPTABLE USE, INTERNET SAFETY, and C.I.P.A. POLICY Noble Public Schools provides students access to information, instructional materials and educational opportunities via interconnected computer systems within the district and to the Internet. Students using electronic media including computers, electronic devices, software and the internet are responsible for appropriate and lawful use of these systems. Use of computers and other electronic devices as well as internet access is provided upon successful

completion of Internet Safety Instruction provided by the District and reviewing and signing The Acceptable Use and Internet Safety Policy of the school district. This policy is detailed below. Students under the age of 18 must have parental or guardian review and signature to use these systems.

Students found to have violated The Acceptable Use and Internet Safety Policy may forfeit the use of computer systems and internet access. Additional disciplinary action may be taken up to and including dismissal from school and notification of legal authorities.

Personal Responsibility

By signing this policy, the student agrees to follow the rules in this policy and to report any misuse of the network to the person designated by the school for such reporting. Misuse means any violations of this policy or any other use that is not included in the policy, but has the effect of harming another or his or her property.

Acceptable Uses

1. Educational Purpose. The school district provides student access to its computer networks and the Internet for educational purposes.

2. Unacceptable Uses of Network.

Uses that violate the law or encourage others to violate the law.

Transmission of offensive or harassing messages.

Offering for sale or use any substance the possession or use of which is prohibited by the school district's student discipline policy.

Viewing, transmitting or downloading pornographic materials.

Downloading or transmitting confidential information regarding any person.

Violation of copyright.

Use, transmission or disclosure of another users username or password to the network.

Uses that cause harm to others or damage to their property.

Unauthorized attempts to access the network, computers or related systems including attempts to "hack" or sabotage the system by uploading harmful software such as viruses or trojans or attempting to acquire data in any form is prohibited.

Connecting or attempting to circumvent the CIPA compliant internet filter to access sites prohibited by the district including social networking sites.

Cyber Bullying and Social Networking.

When using computers, the internet, cell phones or any other electronic device students are expected to conduct themselves safely and with respect for others.

Failure to do so may impede a student's ability to learn and disrupt the teaching and learning environment for all students. Any such disruption is forbidden.
Cyber Bullying is the act of intimidating, threatening or harassing anyone using computers, internet, and cell phones or any electronic device. Cyberbullying includes but is not limited to communications such as text, images, email or sounds intended to threaten, harass, intimidate damage or harm an individual, group or entity or their property. This type of communication is prohibited regardless of medium or format including internet postings on websites, social networks, chat rooms or photo and video hosting sites.
Responsible Use.
Students will receive instruction on the responsible and appropriate use of social networks including acceptable on-line conduct.
Internet Safety
1. General Warning; Individual Responsibility of Parents and Users. All users and their parents/guardians are advised that access to the electronic network may include the potential for access to materials inappropriate for school-aged students. Every user must take responsibility for his or her use of the computer network and Internet and avoid these sites. If a student has knowledge that other users are visiting offensive or harmful sites, he or she should report such use to an administrator at the school.
2. Social Networking and Personal Safety. When using the computer network and Internet, do not reveal personal information such as home address, telephone number or last name. Do not use any other information which might allow a person to locate you without first obtaining the permission of a supervising teacher. Do not arrange a face-to-face meeting with someone you "meet" on the computer network or Internet without your parent's permission (if you are under 18). Regardless of your age, you should never agree to meet a person you have only communicated with on the Internet in a secluded place or in a private setting.
3. "Hacking" and Other Illegal Activities. It is a violation of this policy to use the school's computer network or the Internet to gain unauthorized access to other computers or computer systems, or to attempt to gain such unauthorized access. Any use which violates state or federal law relating to copyright, trade secrets, privacy, the distribution of obscene or pornographic materials, or which violates any other applicable law or municipal ordinance, is strictly prohibited.
4. Confidentiality of Student Information. Personally identifiable information concerning students may not be disclosed or used in any way on the Internet

without the permission of a parent or guardian or, if the student is 18 or older, the permission of the student. Users should never give out private or confidential information about themselves or others on the Internet including but not limited to credit card numbers and Social Security numbers. A supervising teacher or administrator may authorize the release of directory information, as defined by law, for internal administrative purposes or approved educational projects and activities.

5. Monitoring/Active Restriction Measures. The school, either by itself or in combination with the Data Acquisition Site providing Internet access, will utilize filtering software or other technologies to prevent students from accessing visual depictions that are (1) obscene, (2) child pornography, or (3) harmful to minors. The District will also monitor the online activities of students, through direct observation and/or technological means, to ensure that students are not accessing such depictions or any other material which is inappropriate for minors.

Internet filtering software or other technology-based protection systems may be disabled by a district administrator, as necessary, for purposes of bona fide research or other educational projects being conducted by students age 17 and older.

6. Cyber Bullying and Social Networking. When using computers, the internet, cell phones or any other electronic device students are expected to conduct themselves safely and with respect for others. Failure to do so may impede a student's ability to learn and disrupt the teaching and learning environment for all students. Any such disruption is forbidden. Cyber Bullying is the act of intimidating, threatening, or harassing anyone using computers, internet, cell phones or any electronic device. Cyberbullying includes but is not limited to communications such as text, images, email, or sounds intended to threaten, harass, intimidate, damage or harm an individual, group, or entity or their property. This type of communication is prohibited regardless of medium or format including internet postings on websites, social networks, chat rooms or photo and video hosting sites.

7. Violation of Policy. Any student found to have violated any provision in this policy may be subject to disciplinary action up to and including dismissal from school and notification of legal authorities.

The term "harmful to minors" is defined by the Communications Act of 1934 (47 USC Section 254 [h] [7]), as meaning any picture, image, graphic image file, or other visual depiction that

- taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; - depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; - taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

Privacy Network and Internet access is provided as a tool for your education. The school district reserves the right to monitor, inspect, copy, review and store at any time and without prior notice any and all usage of the computer network and Internet access and any and all information transmitted or received in connection with such usage. All such information files shall be and remain the property of the school district and no user shall have any expectation of privacy regarding such materials.

Failure to Follow Policy

The user's use of the computer network and Internet is a privilege, not a right. A user who violates this policy may have his or her access to the computer network and Internet terminated, which the school district may refuse to reinstate for the remainder of the student's enrollment or staff member's tenure in the school district. A user violates this policy by his or her own action or by failing to report any violations by other users that come to the attention of the user. Further, a user violates this policy if he or she permits another to use his or her account or password to access the computer network and Internet, including any user whose access has been denied or terminated. The school district may also take other disciplinary action in such circumstances.

Warranties/Indemnification

The school district makes no warranties of any kind, either express or implied, in connection with its provision of access to and use of its computer networks and the Internet provided under this policy. It shall not be responsible for any claims, losses, damages, or costs (including attorney's fees) of any kind suffered, directly or indirectly, by any user or his or her parent(s) or guardian(s) arising out of the user's use of its computer networks or the Internet under this policy. By signing this policy, users are taking full responsibility for his or her use, and the user who is 18 or older or, in the case of a user under 18, the parent(s) or guardian(s) are agreeing to indemnify and hold the school, the school district, the Data Acquisition Site that provides the computer and Internet access opportunity to the school district and all of their administrators, teachers, and staff harmless from any and all loss, costs, claims, or damages resulting from the

user's access to its computer network and the Internet, including but not limited to any fees or charges incurred through purchases of goods or services by the user. The user or, if the user is a minor, the user's parent(s) or guardian(s) agree to cooperate with the school in the event of the school's initiating an investigation of a user's use of his or her access to its computer network and the Internet, whether that use is on a school computer or on another computer outside the school district's network.

Updates

Users, and if appropriate, the user's parents/guardians, may be asked from time to time to provide new or additional registration and account information or to sign a new policy, for example, to reflect developments in the law or technology. Such information must be provided by the user (or his/her parents or guardian) or such new policy must be signed if the user wishes to continue to receive service. If after you have provided your account information, some or all of the information changes, you must notify the person designated by the school to receive such information.

REFERENCE: 21 O.S. §1040.75, §1040.76

Children's Internet Protection Act of 2000 (HR 4577, P.L. 106-554)

Communications Act of 1934, as amended (47 U.S.C. 254[h], [l])

Elementary and Secondary Education Act of 1965, as amended (20 U.S.C. 6801 et seq., Part F)

Oklahoma School Security Act 2008

CROSS-REFERENCE: Policy DOBC, Disciplinary Procedures, Certified Employees

Policy EFBC, Computer Use

Policy EFEA, Using Copyrighted Materials

MEDICATION: ADMINISTERING TO STUDENTS

It is the policy of the Noble Board of Education that if a student is required to take medication during school hours and the parent or guardian cannot be at school to administer the medication or if circumstances exist that indicate it is in the best interest of the student that a non-prescribed medication be dispensed to that student, the principal, or the principal's designee, may administer the medication only as follows:

1. Prescription medication must be in a container that indicates the following:

A. student's name,

B. name and strength of medication,

C. dosage and directions for administration,

D. name of physician or dentist,

E. date and name of pharmacy, and
F. whether the child has asthma or other disability which may require immediate dispensation of medication.
The medication must be delivered to the principal's office in person by the parent or guardian of the student unless the medication must be retained by the student for immediate self-administration. The medication will be accompanied by written authorization from the parent, guardian, or person having legal custody that indicates the following:
A. purpose of the medication,
B. time to be administered,
C. whether the medication must be retained by student for self-administration,
D. termination date for administering the medication, and
E. other appropriate information requested by the principal or the principal's designee.
2. Self-administration of inhaled asthma medication by a student for treatment of asthma or an anaphylaxis medication used to treat anaphylaxis is permitted with written parental authorization. The parent or guardian of the student must also provide a written statement from the physician treating the student that the student has asthma or anaphylaxis and is capable of, and has been instructed in the proper method of, self-administration of medication.
Additionally:
A. The parent or guardian must provide the school with an emergency supply of the student's medication to be administered as authorized by state law.
B. The school district will inform the parent or guardian of the student, in writing, and the parent or guardian shall sign a statement acknowledging, that the school district and its employees and agents shall incur no liability as a result of any injury arising from the self-administration of medication by the student.
C. Permission for the self-administration of asthma or anaphylaxis medication is effective for the school year for which it is granted and shall be renewed each subsequent school year upon fulfillment of the above requirements.
D. A student who is permitted to self-administer asthma medication or anaphylaxis medication shall be permitted to possess and use a prescribed inhaler or anaphylaxis medication at all times.

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A. The parent or guardian must provide the school with an emergency supply of the student's medication to be administered as authorized by state law.

B. The school district will inform the parent or guardian of the student, in writing, and the parent or guardian shall sign a statement acknowledging, that the school district and its employees and agents shall incur no liability as a

result of any injury arising from the self-administration of medication by the student.

C. Permission for the self-administration of asthma or anaphylaxis medication is effective for the school year for which it is granted and shall be renewed each subsequent school year upon fulfillment of the above requirements.

D. A student who is permitted to self-administer asthma medication or anaphylaxis medication shall be permitted to possess and use a prescribed inhaler or anaphylaxis medication at all times.

3. Nonprescription medication may be administered only with the written request and permission of a parent, guardian, or person having legal custody when other alternatives, such as resting or changing activities, are inappropriate or ineffective. The medication will be administered in accordance with label directions or written instructions from the student's physician.

The parent, guardian, or person having legal custody of the student is responsible for informing the designated official of any change in the student's health or change in medication.

(10 Oklahoma Statute 170.1; 59 Oklahoma Statute 353.1; 70 Oklahoma Statute 1-116, et sequence; Noble Board of Education, Policy FFACA)

MINUTE OF SILENCE

Per state law, public schools are to observe approximately one minute of silence each day for the purpose of allowing each student, in the exercise of his or her individual choice, to reflect, meditate, pray, or engage in any other silent activity that does not interfere with, distract, or impede other students in the exercise of their individual choices.

(70 Oklahoma Statute 11-101.2)

MULTIMEDIA RELEASE NOTIFICATION

During the course of the year a student's image, likeness, or voice recording may be acquired for use in news releases, district print, electronic publications, and the District's Web Site. However, if a parent, guardian or eligible student determines that they do not want to permit such uses, they must advise the school district in writing via letter to the head administrator at the appropriate school within two weeks of enrollment. The parent, guardian, or eligible student may consent to the use of such images in one form but decline said use in other forms. The advisement must detail in which forms such use is prohibited. All unlisted uses will be permitted. The district is released from any liability arising from such use and is not obligated to provide remuneration for such use.

NO CHILD LEFT BEHIND ACT OF 2001

At the beginning of each school year, federal law requires local educational agencies that receives federal funds to notify the parents of each student attending any school in the district that receive federal funds under this part that the parents may request, and the agency will provide the parents on request (and in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including, at a minimum, the following: (i) Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;(ii) Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived;(iii) 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;(iv) Whether the child is provided services by paraprofessionals and, if so, their qualifications.

In addition to the information that parents may request, the school shall provide to each parent;(i) information on the level of achievement of their child in each of the State academic assessments as required under NCLB; and (ii) timely notice that the parent's child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who is not highly qualified.

NONDISCRIMINATION

It is the policy of the Noble Board of Education to provide equal opportunities without regard to race, color, national origin, gender, 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. (Noble Board of Education, Policy DAA)

DISCRIMINATION COMPLAINTS PROCEDURES

Noble Public Schools does not discriminate on the basis of race, color, national origin, gender, age, or qualified disability in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of their operations. Noble School District also does not discriminate in its hiring or employment practices.

In an effort to ensure compliance with and coordination of all federal equity regulations, the district compliance coordinator is Mr. Frank Solomon, Superintendent, 405-872-3452.

Definitions

1. Discrimination Complaint: A written complaint alleging any policy, procedure, or practice to discriminate on the basis of race, color, religion, national origin, sex, qualified handicap, veteran status, or other perceived discrimination.
2. Student Grievant: A student of the Noble Public School District who submits a complaint alleging discrimination based on race, color, religion, national origin, sex, or qualified handicap.
3. Employee Grievant: An employee of the Noble Public School District who submits a complaint alleging discrimination based on race, color, national origin, religion, sex, age, qualified handicap, or veteran status.
4. Public Grievant: Any person other than a student or employee or employment applicant who submits a complaint alleging discrimination based on race, color, national origin, religion, sex, age, qualified handicap, or veteran status.
5. Title IX, 504 and ADA Coordinator (Coordinator): The person(s) designated to coordinate efforts to comply with and carry out responsibilities under Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Americans With Disabilities Act of 1990, and other state and federal law addressing equal educational opportunity. The Coordinator is responsible for processing complaints and serves as moderator and recorder during hearings.
6. Respondent: The person alleged to be responsible for the violation alleged in a complaint. The term may be used to designate persons with responsibility for a particular action or those persons with supervisory responsibility for procedures and policies in those areas covered in the complaint.
7. Day: Day means a working day. The calculation of days in complaint processing shall exclude Saturdays, Sundays, and holidays.
Procedure
1. Prior to filing a written complaint, the person making the complaint should discuss the complaint with the compliance coordinator, and a reasonable effort should be made to resolve the matter.
2. If the matter is not resolved, a written complaint may be filed with the compliance coordinator. The complaint will state the nature and date of the alleged violation, the names of the persons responsible (if known), and the requested action. The complaint must be filed within 30 days of the alleged violation.
3. The compliance coordinator will contact the person(s) named as responsible for the violation within 10 days and inform them of the allegations, and ask them to:

a. Confirm or deny the facts,
b. Indicate acceptance or rejection of the grievant's requested action, or
c. Outline alternatives.
Respondents will have 10 days to submit
answers to the compliance coordinator.
4. If the complaint is not resolved, the compliance coordinator will have 10 days to refer the complaint to the employee's supervisor. If the complaint was made by a student, the referral will be made to the building principal. The compliance coordinator will schedule a hearing with the grievant, respondent, and supervisor(s) or building principal(s).
5. Following the hearing, the supervisor or principal will issue a decision to all parties within 10 days.
6. If either party is not satisfied with the decision, the compliance coordinator must be notified within 10 days and a hearing with the superintendent requested. The compliance coordinator will schedule such a hearing to take place with the grievant, respondent, and superintendent within 10 days of the request. The superintendent will issue a decision within 10 days following the hearing.
7. If the grievant or respondent is not satisfied with the decision of the superintendent, the compliance coordinator must be notified within 10 days and a hearing with the board of education requested.
8. The compliance coordinator will notify the board of education, via the superintendent, within 10 days of the request. The hearing will be conducted within 30 days from the date of notification of the board.
9. The Noble Board of Education will conduct the hearing and issue a decision within 10 days. The decision of the board is final.
Provisions
1. Time limits may be extended by mutual consent of the parties involved.
2. The district will provide copies of all discrimination regulations upon request.
3. Grievant records will remain confidential unless permission is given for release. Such records will not be entered into the grievant's personnel file, but will be kept for three years.
(Noble Board of Education, Policy DAA-P)
SEXUAL HARASSMENT OF STUDENTS
The policy of this school district forbids discrimination against, or harassment of any student on the basis of sex. The Noble Board of Education will not tolerate sexual harassment by any of its employees or students. This policy applies to all

students and employees including non-employee volunteers whose work is subject to the control of school personnel.

1. Sexual Harassment

For the purpose of this policy, sexual harassment includes:

A. Verbal or physical sexual advances, including subtle pressure for sexual activity; touching, pinching, patting, or brushing against; comments regarding physical or personality characteristics of a sexual nature; and sexually-oriented "kidding" "teasing," double meanings, and jokes.

B. Demeaning comments about a girl's ability to excel in a class historically considered a "boy's" subject, privately talking to a student about sexual matters, hugging or touching a student inappropriately may constitute sexual harassment.

C. Writing graffiti which names a student or otherwise identifies a student is potentially slanderous and constitutes sexual harassment. Graffiti of any kind will not be tolerated on school property. The superintendent is directed to cause any graffiti or unauthorized writings to be removed immediately.

D. Any of the aforementioned conduct which effectively deprives a student of access to educational opportunities or benefits provided by the school.

2. Specific Prohibitions

A. Administrators and Supervisors

1. It is sexual harassment for an administrator, supervisor, support employee, or teacher to use his or her authority to solicit sexual favors or attention from students.

2. Administrators, supervisors, support personnel, or teachers who either engage in sexual harassment of students or tolerate such conduct by other employees shall be subject to sanctions, as described below.

3. The school district is not concerned with the "off-duty" conduct of school personnel unless the conduct has or will have a negative impact on the educational process of the school. Any romantic or sexual affiliation between school personnel and students, including students who have reached the age of majority (18), during school hours will have a negative impact on the educational process and shall constitute a violation of school policy. Such violations may result in suspension of the student and suspension or termination for the employee. Any sexual affiliation between teachers and students under the age of 18 may constitute a crime under state or federal law.

3. Report, Investigation, and Sanctions

A. It is the express policy of the board of education to encourage student victims of sexual harassment to come forward with such claims. This may be done through the Sexual Discrimination Grievance policy. The Office of Civil Rights relies on school administrators' judgment and common sense in meeting the requirements of the federal law.

1. Students who feel that administrators, supervisors, support personnel, teachers, or other students are subjecting them to sexual harassment are encouraged to report these conditions, or have their parents report these conditions, to the appropriate administrator or teacher. If the student's immediate administrator or teacher is the alleged offending person, the report will be made to the next higher level of administration or supervision or to any responsible adult person.

2. Every attempt will be made to maintain confidentiality; however, absolute confidentiality cannot be guaranteed because of due process concerns which arise in sexual harassment investigations. No reprisals or retaliation will be allowed to occur as a result of the good faith reporting of charges of sexual harassment.

B. In determining whether alleged conduct constitutes sexual harassment, the totality of the circumstances, the nature of the conduct, and the context in which the alleged conduct occurred will be investigated. The superintendent has the responsibility of investigating and resolving complaints of sexual harassment.

C. Any employee found to have engaged in sexual harassment of students shall be subject to sanctions, including, but not limited to warning, suspension, or termination subject to applicable procedural and due process requirements.

D. Any student found to have engaged in sexual harassment of other students shall be subject to sanctions, including, but not limited to warning, suspension or other appropriate punishment subject to applicable procedural and due process requirements.

E. Special effort will be made to apprise district administrators, teachers, and counselors of their obligation to receive student complaints of sexual harassment, document such complaints, and forward them to the grievance committee.

(Title VII of the Civil Rights Act of 1964; 42 U.S.C. §2000e-2; 29 C.F.R. §1604.1, et sequence; Noble Board of Education, Policy FB)

STUDENT CLUBS AND ORGANIZATIONS

The Noble Board of Education believes that certain extracurricular and social activities can enhance the learning environment of our schools.
Parents or guardians of students will notify the school administration that they are withholding permission for their child(ren) to join or participate in one or more clubs or organizations. Parents or guardians shall be responsible for preventing their child from participating in a club or organization in which permission is withheld. Parents or guardians are also responsible for retrieving their child (ren) from attendance at a club or organization in which participation is withheld.
(70 Oklahoma Statute 24-105; Noble Board of Education, Policy FMC)

STUDENT DIRECTORY INFORMATION

Parents and eligible students have two weeks to advise the school district in writing via a letter to the school principal of any or all of the items they refuse to permit the district to designate as directory information about that student. At the end of the two weeks, the student's records will be appropriately marked to designate the items of directory information that may be released without prior written consent.
The following information is designated as "directory information": student's name; student's class designation (i.e., first grade, tenth grade, etc.); student's extracurricular participation; student's achievement awards or honors; student's weight and height if a member of an athletic team; student's photograph.
(51 Oklahoma Statute 24A.16-17; Noble Board of Education, Policy FLD)

STUDENT DISCIPLINE

The Noble Board of Education believes that the school's primary goal is to educate, not to discipline. However, education includes establishing norms of social behavior and assisting students in understanding and attaining those norms. When the behavior of an individual student comes into conflict with the rights of others, corrective actions are necessary for the benefit of the individual and the school. The teacher in a public school has the same rights as a parent or guardian to control and discipline a child while the child is in attendance, in transit to or from the school, or participating in any authorized school function. However, to avoid any appearance of impropriety, no teacher or administrator will be involved in the discipline of that teacher's or administrator's child except in cases of classroom supervision. Disciplinary matters concerning children of school employees will be handled by the superintendent or the

superintendent's designee. The superintendent's child will be disciplined by someone other than the superintendent.

Each student shall be treated in a fair and equitable manner. Disciplinary action will be based on a careful assessment of the circumstances surrounding each infraction. The following are some examples of these circumstances:

The seriousness of the offense;

The effect of the offense on other students;

Whether the offense is physically or mentally

Injurious to other people;

Whether the incident is isolated or habitual behavior;

The manifestation of a disability;

Any other circumstances which may be appropriately considered.

Standards of behavior for all members of society are generally a matter of common sense. The following examples of behavior are not acceptable in society generally, and in a school environment particularly. The involvement of a student in the kind of behavior listed below will generally require remedial or corrective action. These examples are not intended to be exhaustive and the exclusion or omission of unacceptable behavior is not an endorsement or acceptance of such behavior. When, in the judgment of a teacher or administrator, a student is involved or has been involved in unacceptable behavior, appropriate remedial or corrective action will be taken.

1. Unexcused lateness to school

2. Unexcused lateness to class

3. Cutting class

4. Leaving school without permission

5. Refusing detention/late room

6. Smoking

7. Truancy

8. Possessing or using alcoholic beverages or other mood-altering chemicals

9. Stealing

10. Forgery, fraud, or embezzlement

11. Assault, physical and/or verbal

12. Fighting

13. Possession of weapons or other items with the potential to cause harm

14. Distributing obscene literature

15. Destroying/defacing school property

16. Racial discrimination including racial slurs or other demeaning remarks concerning another person's race, ancestry, or country of origin and directed toward another student, an employee, or a visitor
17. Sexual Harassment
18. Gang related activity or action
In administering discipline, consideration will be given to alternative methods of punishment to ensure that the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The faculty may consider consultation with parents to determine the most effective disciplinary measure. In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions. The board of education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance.
1. Conference with student
2. Conference with parents
3. In-school suspension
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by the student's behavior
10. Restriction of privileges
11. Involvement of local authorities
12. Referring student to appropriate social agency
13. Suspension
14. Other appropriate disciplinary action as required and as indicated by the circumstances
15. Corporal Punishment may be used with prior consent of parents/guardians. Parents, guardians, and students residing in this school district are also advised by means of this policy statement and by the student handbook that students in this district shall have no reasonable expectation of privacy rights towards school officials, in school lockers, desks, or other school property. School

personnel shall have access to school lockers, desks, and other school property at any time and no reason shall be necessary for such search. Student property may be searched with reasonable suspicion.

Teachers, parents, guardians, and students are invited and encouraged to participate in the formulation of disciplinary policies, rules, and regulations by suggesting to administrators' appropriate means of discipline for specific infractions.

(10 Oklahoma Statute 7115; 70 Oklahoma Statute 6-114; 70 Oklahoma Statute 24-101.3; Noble Board of Education, Policy FO)

STUDENT RIGHTS AND RESPONSIBILITIES

All students have the same civil rights. These rights are limited by the capacity of each student to discharge the particular responsibilities necessarily linked to each right. The rights and responsibilities set forth in no way limit the legal authority of school officials to deal with disruptive students.

Rights

1. Students have the right to expect that attending school will be productive.

2. Rules and regulations should be developed as a cooperative venture on the part of all concerned and should be common knowledge to every student.

3. Students have the right to expect that materials presented in courses be relevant and appropriate to the maturity level and intellectual ability of the student and that the various views related to topics or materials will be presented or introduced.

4. Students will be permitted to use school facilities for approved extracurricular activities with proper faculty supervision and should be encouraged to participate in clubs, recreational events, and other related activities.

5. Students have a right to an education and to the equality of educational opportunity and the right to expect that punishments which deprive them of this right will be used only in extreme cases. Punishments should be reasonable, consistent, and fair, and resorted to only when students violate school rules.

Responsibilities

1. Students will attend school daily (except when ill), attend all classes and be on time.

2. Students will come to class prepared with proper materials, such as textbooks, pencils and/or pens, etc.

3. Students will be aware of all rules and regulations and/or changes in these rules and regulations defining proper student behavior. Students will conduct themselves according to these guidelines.

4. Students should be willing to volunteer information in disciplinary cases if they have knowledge.
5. Students should willingly and dutifully serve that segment of the student body which they represent.
6. Students will make sure that no individual or group of advocates are allowed to monopolize class time. Teachers will insist on courteous attention to unpopular views, including views contrary to the teacher's own personal opinions. The dignity of all should be respected and no one should be allowed to abuse others. This freedom can only be exercised as long as it does not interfere with the educational process.
7. Students will become involved actively in their own education after returning to school following absence for any reason. Students temporarily out of school should assume the responsibility for keeping up with work missed.
8. Students should develop the best school record of which they are capable.
9. Students will maintain a clean and pleasant atmosphere in the building and on the grounds.
10. Students will follow the directions of teachers, administrators and other responsible school officials.
A statement of student rights and responsibilities is contained in the student handbook distributed by each building principal. Each student is provided with a handbook and is held responsible for the information it contains. The information serves as a guideline for administrators, all school personnel, students, parents, and other citizens of the school district.
(Noble Board of Education, Policy FN 35)

SUPPLEMENTAL ONLINE LEARNING

Supplemental online learning is available for students wishing to supplement their education by enrolling part time in online courses. This learning opportunity must be supplemental in nature, deemed educationally appropriate by the school and district, and approved by the principal. Enrollment in supplemental online learning is available at the start of each semester. If you would like additional information regarding supplemental online learning, please visit with the school counselor.

WARNING SYSTEMS/INCLEMENT WEATHER

It is policy of the Noble Board of Education to dismiss school if weather conditions deteriorate to the extent that the safety of students may be jeopardized.

Should the superintendent or, in the superintendent's absence, the next person in line on the organization flow chart decide to dismiss school because of weather conditions, the following media sources will be requested to make appropriate announcements: local television affiliates ABC, CBS, NBC. Absent such announcements, students should assume that school will be in session. Should it become necessary to dismiss school during a school day, the following media sources will be requested to make appropriate announcements: local television affiliates ABC, CBS, and NBC.

During the tornado season, the school administration will be concerned with tornado watches and tornado alerts. School will not be dismissed because of a tornado watch or warning. However, if a parent is concerned about the safety of a child, the child will be released to the parent's custody at the school. School will be dismissed if the administration feels that it is safe to do so. Otherwise, children shall remain at school and appropriate safety measures shall be taken. (Noble Board of Education, Policy CKBB)

NPS TRANSPORTATION

Bus Riders Rules and Regulations

Rules defining student conduct are designed to protect the passengers and shall be observed at all times. Bus safety rules shall include, but not be limited to, the following:

The bus driver is in charge of students on the bus. Students shall follow the driver’s directions at all times.

Only authorized personnel and eligible bus students assigned to a specific bus are permitted to ride the bus.

Busses will stop at established stops only. Students will not be permitted to leave the bus until the bus arrives at an established bus stop or the appropriate school. Students shall load and unload at their designated bus stop only.

Students shall wait for a bus by remaining on the sidewalk. If there is no sidewalk, students will wait next to (but not in) the street. Students must wait until the bus comes to a full stop before boarding or leaving the bus.

Students will remain properly seated at all times and not block the center aisle. Any or all students may be assigned seats.

Students must keep their hands, head, feet and personal objects inside the bus at all times.

Scuffling, shoving, or fighting is prohibited on the bus and at all established bus stops.

Littering or throwing items inside or from the bus is prohibited.

Students are not allowed to consume food or drink on the bus. The use of all tobacco products is prohibited.
Students shall not deface or vandalize the bus or related equipment. Students who violate this rule will be required to pay for damages.
Students are not to engage in loud talking, yelling, the use of profanity, and/or inappropriate language or gestures on the bus.
Students are not allowed to bring animals or harmful objects (i.e. weapons, drugs, alcohol, fireworks, etc.) on the bus.
Students, while on the bus and when exiting or entering the bus, are required to comply with and will be subject to the Student Code of Conduct/Discipline Rules established by the School District.
Students, while on the bus, while entering or exiting the bus, and while at or in the general area of the designated loading and unloading zone areas are required to comply with these rules.
Bus Disciplinary Actions
Violations of said rules as listed, but not limited to those shown above, will be handled according to the nature and degree of the infraction. Infractions will be classified as such:
Class I Minor Infraction
Class II Moderate Infraction
Class III Major Infraction
Classification of disciplinary infractions will be handled solely through the Noble Public Schools Transportation administration, as well as, site-specific administrators. The general guidelines used for classification are listed below. The nature and context of all infractions will be assessed prior to disciplinary action being taken. All violations are subject to changes in classification based on the nature and severity of the occurrence to include: suspension from the bus, suspension from school, and/or other forms of punishment as determined by the administration. A point system is used to determine further disciplinary action based on each student's bus discipline history. Each year, all students' values are reset to zero with the exception of violations that have extended into the ensuing semester.

SCHOOLMESSENGER NOTIFICATION SYSTEM
Our school uses the School Messenger Notification System to provide timely communication to parents and staff members on matters such as attendance, general interest activities and campus and district emergencies. In order to

enhance our ability to accurately deliver that information we kindly request that you create your own contact preference profile using School Messenger's Contact Manager web site. The Contact Manager feature allows you to control the ways in which you prefer to be contacted. It also works like a mailbox, giving you a place to review messages you may have missed.
Please contact the school office for instructions on how to create an account through the secure Contact Manager web site provided by School Messenger.

After you have read the handbook, please sign and return pages 59 & 60 to your child's teacher. Please return by AUGUST 31, 2023.

Katherine I. Daily Elementary School Student/Teacher/Parent Agreement

The Title I program is designed to develop each student's potential for intellectual, emotional and physical growth. In order to achieve this, the home and school must be willing to recognize and agree upon the responsibilities of each party in the learning process. *As children advance each grade in school, their responsibilities will increase and the type of parent/school responsibilities will change.*

As a Student, it is important that I become the best I can be. Therefore, I will agree to

Follow the school rules
Do all my work to the best of my ability
Use good manners
Handle problems in a smart way

As a Teacher, it is important that each of my students achieve. Therefore, I will agree to:

Help each student grow to his or her fullest potential
Provide meaningful learning activities for students
Come to class prepared and ready to teach
Encourage students and parents by providing clear evaluations of student progress and achievement.
Provide information and opportunities for parents to assist their child (i.e., 100 Book Program, conferences, Title I Workshops, newsletters, Open House, activity nights)

As a Parent, I want my child to succeed. Therefore, I will agree to:

See that my child attends school regularly and on time
Provide a home environment that encourages my child to learn
Work with the school on discipline issues related to my child
Provide needed materials for both homework and school
Help my child participate in the home reading program for his/her grade level
Establish a time for homework and review homework on a regular basis with my child
Attend scheduled teacher/parent conferences
Review my child's Wednesday Folder or School Planner and read the weekly KID Talk

---

As an Administrator, we are committed to the academic and social development of every child. Therefore, we will agree to . . .

Work with teachers to provide a safe school environment
Promote positive communication between the teacher, parent and student
Encourage teachers to regularly provide meaningful learning activities that Reinforce classroom instruction
Assist teacher and parents with strategies for helping children choose appropriate behavior
Assist teachers and parents with strategies for helping children become the best they can be
Assist parents, teachers and students in learning about school resources and procedures
Provide information about the total school program to parents, teachers, students and the community

---

Student name:

_____

Parent Signature of Agreement:

_____

Teacher Signature of Agreement:

_____

Parent/ Student Handbook Agreement

I understand the handbook is available online or a hardcopy is available upon a request in person, my child and I have read/reviewed/discussed the 2023-2024 Student Handbook. We understand and will abide by all items stated in the handbook.

Name of Student

_____

Name of Parent

_____

Signature of Parent

_____

Teacher_____ Grade_____Date_____

Noble Public Schools

Miscellaneous Hourly Rates of Pay for FY '24 School Year

Summer Student Workers	$10.00
Summer Child Nutrition Workers	$17.00
Summer Child Nutrition Managers	$20.00
Summer Secretaries	$17.00
Summer School Teachers	$36.00
Summer School Administrators	$36.00
Drivers Ed Teachers	$25.00
Summer Pride Coaches	$12.00
Summer Computer Technicians	$17.00
Certified Tutors/Homebound Teachers	$20.00
Saturday School Teachers	$25.00
Gate Workers	$16.00
Clock Workers	$20.00
Line to Gain Workers	$10.00
Athletic Security Officers	$25.00
EMT's	$25.00

Game Officials: Metro Officials Association Pay Scale

Substitute Teachers Certified	$90.00 per day
Substitute Teachers Non-Certified	$75.00 per day

Substitute CN Workers on CN pay scale Step 0

Non-Cert Long term sub (no lesson plans paid on TA pay scale

Non-Cert Long term sub (with lesson planning) non cert rate plus additional $45 per day

Cert long term sub (no lesson planning)	$120.00
Cert long term sub (lesson planning)	$175.00

Substitute Bus Drivers on Driver Pay scale Step 0

Athletic Event Administrator-OSSAA	$50-$200

EMILY VIRGIN
ATTORNEY AT LAW
404 S. PETERS AVE.
NORMAN, OK 73069

June 21, 2023

Mr. Frank Solomon
Superintendent, Noble Public Schools
111 S. 4th Street
Noble, OK 73068

Transmitted via email

Re: FY 2023-2024 Agreement for Legal Services

Dear Mr. Solomon

Please consider the following to be our engagement letter for legal services to be presented to the Board of Education of Noble Public Schools for FY 2023-2024.

Legal services will be provided as follows:

1. Counsel Emily Virgin ("Counsel) will, on a "pro bono" basis (no charge for legal services):
    a. Attend regular meetings of the Noble Public Schools Board of Education on an "as required" basis;
    b. Be available by telephone, email, video call, and in person to discuss relevant Board of Education matters with the Superintendent, individual board members, and building principals.

2. Other legal services not set forth in Paragraph 1 above will be supplied on an "as needed" basis as requested by the Superintendent or the Board. All legal work will be monitored by Counsel, although other legal services may be performed by Michelle Birney, whose rate is $150.00 per hour.

3. Costs of representation: from time to time, Counsel may incur costs in performing services. This may include, but is not limited to, postage fees, service fees, filing fees, copying, and travel expenses. Any costs incurred by Counsel will be specified in the Monthly Billing Statement referenced in (4) below.

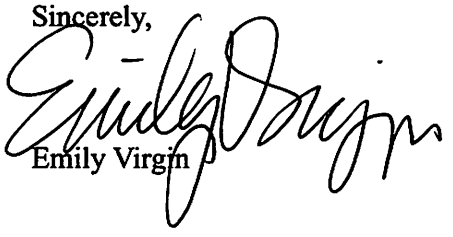
4. Invoice for services rendered: an invoice for services rendered will be provided monthly for consideration of same, to be placed on the Board's regular meeting agenda. Invoices will be submitted by the 10th day of each month and will specify work performed and any costs incurred.

5. Termination of agreement: this agreement may be terminated at any time, without cause, by either party upon written notice to the other.

Thank you for contacting me about legal services. I hope this Agreement is met with your approval and that of the Board, as reflected in the attached ratification form.

Please contact me if you have any questions.

Sincerely,



Emily Virgin

RATIFICATION/APPROVAL OF LEGAL SERVICES AGREEMENT

The undersigned hereby acknowledge, agree, and accept the terms of Emily Virgin's Legal Services Agreement, presented at the regularly-scheduled meeting on June 26, 2023.

Board Members:

_____

_____

_____

_____

_____

Superintendent:

_____

VIRTUAL CARE SERVICES AGREEMENT
BY AND BETWEEN
PUBLIC SCHOOL DISTRICT OF NOBLE OKLAHOMA, NOBLE PUBLIC SCHOOLS AND
NORMAN REGIONAL HOSPITAL AUTHORITY, AN OKLAHOMA PUBLIC TRUST FOR FISCAL YEAR 2023-2024

This Agreement is made and entered into effective as of August 1, 2023 by and between Noble Public School District of Cleveland County, Oklahoma a/k/a the Noble Public Schools ("Noble"), and Norman Regional Hospital Authority, an Oklahoma public trust d/b/a Norman Regional Health System ("NRHS"). Noble and NRHS are collectively referred to as the "Parties."

RECITALS

WHEREAS, Noble, a public school district under the laws of the State of Oklahoma, provides free public education to qualified students with an enrollment in excess of 2,855 students attending schools in five separate school sites; and

WHEREAS, NRHS is an Oklahoma public trust which provides health services to residents of Cleveland County and surrounding areas, and particularly residents of Noble, Oklahoma, including areas encompassed within the boundaries of Noble; and

WHEREAS, NRHS employs and contracts with providers who specialize in pediatrics and family medicine who are qualified to provide virtual care services; and

WHEREAS, Noble desires to engage NRHS to provide pediatric virtual care services for the Noble School Health Nurse Program, which services are reasonable and necessary in support of Noble School Health Nurse operations.

NOW THEREFORE, in consideration of Noble agreeing to pay the sum of one dollar to NRHS and of the mutual terms, covenants and conditions specified in this Agreement, the Parties agree as follows:

A. Engagement. Noble engages NRHS to provide pediatric virtual care services for Noble School Health Nurse Program as set forth in this Agreement. NRHS accepts such engagement.

B. Services. NRHS shall provide its qualified providers to provide pediatric virtual care services under this Agreement. NRHS shall provide the platform and equipment necessary to conduct the virtual care visits.

C. NRHS Providers. NRHS represents to Noble that all providers who provide pediatric virtual care services under this Agreement: (I) meet all applicable state and federal licensing requirements to practice medicine in the State of Oklahoma and for performing the services specified in this Agreement; (2) have not been excluded from any federal or state healthcare program; and (3) no basis exists for excluding her from any such program.

D. Insurance. NRHS represents to Noble that NRHS will maintain professional liability coverage to its physicians with minimum limits of $1 million per occurrence and $3 million in the aggregate throughout the terms of their employment.

E. Confidentiality.

1. Students Protected Health Information - Notice of Privacy Practices. NRHS's Notice of Privacy Practices addresses how NRHS may use and disclose Protected Health Information (PHI) for payment, treatment, healthcare operations, and for other purposes allowed or required by law. For students of Noble who enroll in the Norman Regional Kids Virtual Care Program, NRHS will retain a copy of each student's Norman Regional Kids Virtual Care enrollment form. For students who are less than 18 years of age, NRHS will require the student's parent or guardian to acknowledge the receipt of NRHS's Notice of Privacy Practices when they provide NRHS with their signed consent for virtual visits. For students who are 18 years of age or older, NRHS will require the student to acknowledge the receipt of NHRA Notice of Privacy Practices when they provide NRHS with their signed consent for virtual visits. Questions or concerns regarding a student's PHI may be directed to NRHS's Privacy Officer.

2. Electronic Sharing of Medical Information. Except as otherwise required or permitted by law, for students who are less than 18 years of age, the Parties will only share the student's virtual visit summary with the parent or legal guardian of the student and, for students who are 18 years of age or older, the Parties will only share the student's virtual visit summary with the student. NRHS will retain a copy of each student's visit summary per Oklahoma law.

F. Term and Termination.

1. The term of this Agreement is from August 1, 2023 to July 31, 2024.

2. Any Party may terminate this Agreement at any time with or without cause by providing ninety (90) day prior written notice of its or her decision to terminate this Agreement.

3. Noble or NRHS may terminate this Agreement by written notice to the other, and may regard the other as in default of this Agreement, if the other becomes insolvent, makes a general assignment for the benefit of creditors, suffers or permits the appointment of a receiver for its business or assets, becomes subject to any proceeding under any bankruptcy or insolvency laws, whether domestic or foreign, or has wound up or liquidated, voluntarily or otherwise.

4. The termination or expiration of this Agreement shall not relieve any Party of any obligation pursuant to this Agreement that arose on or before the date of termination.

G. General Provisions.

1. Independent Contractor. Nothing in this Agreement is intended nor shall be construed to create an employer/employee relationship between the Parties. The sole interest and responsibility of the Parties is to ensure that the services covered by this Agreement shall be performed and rendered in a competent, efficient, and satisfactory manner.

2. Severability. If any term or provision of this Agreement is held to be invalid for any reason, the invalidity of that section shall not affect the validity of any other section of this Agreement provided that any invalid provisions are not material to the overall

purpose and operation of this Agreement. The remaining provisions of this Agreement shall remain in full force and shall in no way be affected, impaired, or invalidated.

3. Notices. All notices, requests and communications required or permitted hereunder shall be in writing and shall be sufficiently given and deemed to have been received upon personal delivery or delivery by overnight courier or, if mailed, upon the first to occur of actual receipt or seventy-two (72) hours after being placed in the United States mail, postage prepaid , registered or certified mail, receipt requested , addressed to the other Parties at the appropriate addresses set forth below:

If to Noble: Noble Public School District of Cleveland County (111 Fourth St, Noble, OK 73068)

If to NRHS: Norman Regional Hospital Authority
Attention: Richie Splitt, President & CEO
901 N. Porter Ave.
Norman Oklahoma 73071

Notice of a change in address of any one of the Parties shall be given in writing by that Party to the other Parties as provided above, but shall I be effective only upon actual receipt.

4. Binding Effect; No Third Party Beneficiary. This Agreement shall be binding upon and inure to the benefit of the Parties hereto, their successors and permitted assigns. Nothing in this Agreement is intended, nor shall be deemed, to confer any benefits on any third party, including, without I imitation, any patients of a Party, nor shall such person or entity have any right to seek, enforce or recover any right or remedy with respect hereto.

5. Entire Agreement. This Agreement contains the entire agreement of the Parties concerning the subject matter described herein and there are no other promises or conditions in any other agreement, whether oral or written, concerning the subject matter described herein. This Agreement supersedes any prior written or oral agreement between the Patties concerning the subject matter described herein.

6. Amendment. This Agreement and each of its provisions shall be binding upon the Parties and may not be waived, modified, amended or altered except by a writing signed by the Patties.

7. Assignment. No Party may assign this Agreement, in whole or in part, without the prior written consent of the other Parties.

8. No Waiver. Any failure of a Party to enforce that Party's rights under any provision of this Agreement shall not be construed or act as a waiver of said Party's subsequent right to enforce any of the provisions contained herein.

9. Governing Law; Venue. This Agreement shall be governed by and interpreted in accordance with, the laws of the State of Oklahoma, without giving effect to its conflict of laws principles. Cleveland County, Oklahoma, shall be the sole and exclusive venue for any litigation, special proceeding, or other proceeding as between the Parties that may be brought under, or arise out of, this Agreement.

10. Use of Name. None of the Parties to this Agreement shall use the name or indicia of any other Party, nor of any Party's employees, in any manner of publicity, advertising, or news releases without prior written approval of such Party.

11. Warranty of Authority. The person(s) executing this Agreement on behalf of each Party, or representing themselves as executing this Agreement on behalf of a Party, warrant and guarantee that each has been duly authorized by the appropriate Party to execute this Agreement on behalf of the Party and to validly and legally bind the Party to all of its terms, representations and provisions.

NOBLE PUBLIC SCHOOLS

Frank Solomon, Superintendent

NORMAN REGIONAL HOSPITAL AUTHORITY
D/B/A NORMAN REGIONAL HEALTH SYSTEM

Richie Splitt 06/20/2023 05:33 PM EDT

Richie Splitt, President & CEO

CAMPUS POLICE JURISDICTIONAL AGREEMENT

THIS AGREEMENT made and entered into on this 26th day of June, 2023, by and between Independent School District No. I-40 of Cleveland County, Oklahoma, also known as the Noble Public Schools and hereinafter referred to as "District", and The City of Noble, an Oklahoma municipal corporation, hereinafter referred to as "City".

WHEREAS, District owns, leases, and rents property within the city limits of City hereinafter referred to as "District's property"; and,

WHEREAS, District and City have duly established and authorized police departments for the purpose of providing police protection for property and persons within each of its own jurisdictional areas; and,

WHEREAS, 74 O.S. 1991 360.15 et seq. authorizes and agreement between City and District for the purpose of delineating responsibilities between the two police departments, delineating geographical boundaries thereof, and further, for the purpose of authorizing campus police departments to exercise authority and jurisdiction within areas of municipal police jurisdiction.

NOW THEREFORE, District and City agree as follows:

1. The Noble Campus Police Department, hereinafter referred to as "Campus Police Department", and its duly commissioned and certified officers shall have the authority to enforce criminal statutes and Noble municipal ordinances on all streets, highways, roads, alleys, easements, and other public ways or public areas which are immediately adjacent to District's property and within the boundaries of the City of Noble necessary to control ingress and egress to District's property.
2. The Noble Campus Police Department and its duly commissioned and certified officers are further authorized to exercise their power and authority as peace officers within the police jurisdiction of Noble in the following situations:
    a) When necessary to complete any enforcement activities which began on District's property or property abutting thereto; and
    b) When reasonably related to the activities of the Campus Police Officers on District's property or the investigation of incidents occurring on District's property.
3. The Chief of the Noble Police Department and the Campus Police Department shall adopt such written policies as are necessary to coordinate and regulate the activities authorized pursuant to the Agreement.
4. Authority as used in this Agreement means the authority and power vested by the Oklahoma Statutes in Peace Officers, except the service and execution of civil summons, and includes, but is not limited to, making of arrests, issuing of citations, the conduction of criminal investigations, and traffic accident investigations.
5. The jurisdiction of the Campus Police Department in the situations as set forth in paragraphs one (1) and two (2) is concurrent with the jurisdiction of the Noble Police Department. As used herein, concurrent jurisdiction denotes the authority shared by the two police departments at the same time, or the same subject matter, and within the same territory.

6. The Campus Police Department will have the primary responsibility of law enforcement, patrolling, crime investigation, and traffic control on District's property.
7. In all other areas within City's police jurisdiction, including the areas wherein the Campus Police Department and the Noble Police Department have by this Agreement concurrent jurisdiction, the Police Department of the City will have the primary responsibility for law enforcement, patrolling, criminal investigation, call response, traffic accident investigation, and traffic control.
8. Each party shall be solely responsible for the acts of its own police officers, employees, and agents taken under this agreement, but not for the acts of the police officers, employees, or agents of the other party. It is expressly understood and agreed that nothing herein shall be construed as creating an employment or agency relationship between each party and the other party's Police Department, their officers, employees, or agents, nor between each party's police department and the other party's police department, officers, employees, or agents.
9. The Campus Police Department shall follow the standard operating procedures of the Noble Police Department and the Noble Municipal Court in filing and municipal charges or issuing and filing any traffic citation with the City. The Campus Police Department shall be responsible for the attendance of its officers at all Court hearings required for prosecution of offences in which the Campus Police Department was involved. The Campus Police Department shall be responsible for any compensation or witness fees for its officers.
10. This Agreement is of indefinite duration and may be terminated immediately by either party upon written notice to the other party.

IN WITNESS WHEREOF, the parties have set their hand and seals this 26th day of June, 2023.

INDEPENDENT SCHOOL DISTRICT NO. I-40 OF CLEVELAND COUNTY, OK.

_____
Leroy Lukinbill, President

ATTEST:

_____
Scott Milette, Clerk

THE CITY OF NOBLE, OKLAHOMA, a municipal corporation

_____
Phil Freeman, Mayor

ATTEST:

_____
City Clerk

OSSBA
OKLAHOMA STATE SCHOOL BOARDS ASSOCIATION

May 4, 2023

Dear Superintendent,

Please find enclosed your renewal invoice for OSSBA's Assemble Meetings service. We appreciated the opportunity to offer this service to your district's governance team this year and look forward to serving you again in the coming school year.

Please note the renewal amount is increasing for the 2023-2024 school year to reflect rising costs. To bring more value to the service, OSSBA plans to offer free, regional Assemble trainings this summer for district staff who create and manage agendas and minutes. We'll have more details on dates and locations soon!

If you are interested in upgrading to Tier 2 or want to learn more about additional tools in Tier 2, please contact me at anneb@ossba.org.
Sincerely,

Anne Beck
Digital Governance Specialist

Oklahoma State School Boards Association
2801 N. Lincoln Blvd., Suite 125
Oklahoma City, OK 73105
405.528.3571 • 888.528.3571
405.528.5695 • www.ossba.org

Oklahoma State School Boards Assn.
2801 N. Lincoln Blvd. Suite 125
Oklahoma City, OK 73105
405.528.3571 or 888.528.3571
Fax: 405.609.3091
EIN: 73-6636480

Invoice	20764
Date	7/15/2023
Page	1
Amount Due	$2,000.00
Customer #	6674

To pay online via credit card please visit: **www.ossba.org/payonline**

Customer:

Noble Public Schools
111 S. 4th Street
Noble OK 73068

For proper credit please return top portion

Customer ID	Customer Name	Purchase Order No.	Due Date	
6674	Noble Public Schools		7/15/2023	

Item Number	Description	Ordered	Discount	Unit Price	Ext. Price
3502	Assemble Annual Subscription through June 30, 2024	1	$0.00	$2,000.00	$2,000.00

Subtotal	$2,000.00
Tax	$0.00
Total	$2,000.00

Questions? Contact accounting@ossba.org

NOBLE PUBLIC SCHOOLS

Frank Solomon
Superintendent
P.O. Box 499 / 111 S. 4th St. Noble, OK 73068
Phone: 405-872-3452 / Fax: 405-872-3271
www.nobleps.com

June 26, 2023

Oklahoma State Department of Education
Accreditation Standards Division
2500 N. Lincoln Blvd.
Oklahoma City, OK 73105

This request from Noble Public Schools requesting a deregulation for OAC 210:35-29-2 and OAC 210:35-3-46. This request is due to the financial hardships experienced by school districts concerning funding. Noble Public Schools provide Alternative Education for students that have not been successful in a traditional school setting or need alternative arrangements to successfully complete their graduation requirements. Many of our students need to attend school during non-traditional school times due to work and family requirements. We are requesting to provide onsite Alternative Education Classes and Services for four hours and 15 minutes per day, on Monday through Thursday evenings. We review our program regularly to ensure that we are meeting the needs of our students. Thank you for consideration of our request.

Respectfully,

Frank Solomon
Superintendent
Noble Public Schools

SCHOOL SITE STATUTORY WAIVER/DEREGULATION APPLICATION

for 20 23 – 20 24 school year

Cleveland — COUNTY

Noble — SCHOOL DISTRICT

Box 499 — SCHOOL DISTRICT MAILING ADDRESS

Noble — CITY

73068 — ZIP CODE

Noble High School — NAME OF SITE

PRINCIPAL SIGNATURE* — DATE

PRINCIPAL SIGNATURE* — DATE

PRINCIPAL SIGNATURE* — DATE

Frank Solomon — SUPERINTENDENT NAME (PLEASE PRINT)

fsolomon@nobleps.com — SUPERINTENDENT E-MAIL ADDRESS

SUPERINTENDENT SIGNATURE* — 6/26/23 DATE

I hereby certify that this waiver/deregulation application was approved by our local board of education at the meeting on June 26, 20 23

BOARD PRESIDENT SIGNATURE*

NOTARY SEAL →

NOTARY — DATE

COMMISSION EXPIRATION DATE

Statute/Oklahoma Administrative Code to be Waived: 210:35-29-2, ~~210:35-3-46~~

(specify statute or OAC (deregulation) number: (see instructions) 210:35-3-46

*Original signatures are required. The attached questionnaire must be answered to process.**

THE WAIVER/DEREGUALTION IS REQUESTED FOR:

_____ One Year Only

✔ Three Years*

*Please see instruction page for additional requirements for a three year request

SDE USE ONLY

PROJECT YEARS

_____ of _____

ENROLLMENT

_____ High School

_____ Jr./Middle High

_____ Elementay

0 **District Total**

DATE RECEIVED

70 O.S. _____

OAC _____

NAME OF WAIVER

A. Reason for the Deregulation request. Please include how your students would benefit from this deregulation, what alternative means will have to be employed, and negative effects on your alternative education population if your waiver was to be denied.

Noble Public Schools offer our students non-traditional times and settings due to the life impacts that many are experiencing. Many of our students would not be able to continue school if they weren't allowed to attend in the evening. This time setting allows our students to attend Mid-America Technology Center, work outside the home, and or stay at home with children, as day care options are difficult and expensive for our young parents to handle.

B. List alternate strategies/plans which the district/site proposes, and how this plan will best serve the students of your alternative education program, i.e., a description of the educational benefits to the students, graduation rate if a waiver has been awarded prior to this year, and the result of the previous year's alternative education audit.

A high school diploma is a minimum level of education and not where we want our students to finish. By providing our students with this non-traditional setting, they can obtain a trade while completing their high school requirements. This provides opportunities to continue to work while obtaining further education or vocational training. Every plan of educational success looks different. While our program enrolls no more than 20 students at one time, many students have returned after their planned graduation date to gain a credit or two they may have fallen short of. While we strive to assist every student in Alternative Education obtain their high school diploma, we are aware that some will fall short. We will continue to work with them through this program to provide additional chances for success.

C. Educational impact to the district: Results of the Statutory Waiver, i.e., effect on student performance levels, and predicted graduation rate.

Every year, more and more students face difficulties in staying in school and obtaining their diplomas. The last three years post COVID, have created roadblocks and diversions our kids have never seen. Our success rate for students entering Alternative Education continues to increase. We have seen students graduate through Alternative Education and move on to the military, to higher education, to trade and technical schools, and to the job market. This population of students in incredibly necessary for the overall success of our district, our community and our state.

D. Timeline: Please submit class schedule, calendars, assessment forms and other attachments as necessary, or described in instructions. A waiver/deregulation can be granted for up to 3 years. (Please see instructions for additional requirements)

Monday-Thursday 4:30 p.m.-8:45 p.m.

2023-2024 Noble Public Schools Calendar will be used.

All students are assessed at the same time and same tools as regular education students.

All students are invited to participate in extra-curricular activities and school events throughout the school year. Non-traditional activities are offered to develop our students.

Individual and Group Counseling services are offered to provide assessment assistance in career and life planning.

ACT, ASVAB, Civics Education are provided to all students.

E. Any financial impact to the district (positive or negative) for the proposed waiver/deregulation? If positive, please describe where the available would be reallocated.

Although the Alternative Education Program is an expensive program to operate, we believe that the value gained by our students is far greater than the financial losses suffered. We have so many success stories on students that have completed this program. We are proud of the offerings and opportunities and are committed to providing all funding needed for success.

F. Describe method of assessment or evaluation of effectiveness of the plan both for staff and students, I.E., TLE, ACT scores, graduation rates, RSA, School Report Card, etc.

Staff are evaluated by the State Department of Education through the use of the 16 criteria

developed by the office of Alternative Education. Our principal, counselor and teachers work together to evaluate everything we offer and strive to improve every year. We believe that not all learning can be measured by a multiple-choice test, but watching our students succeed in other areas is truly rewarding. We provide student testing opportunities to all students equally, but many times a college entrance exam is not the testing our kids in this program need. We are proud of our kids and our program and continually evaluate to improve.

** You will be contacted if more information is needed to process this request.

NOBLE PUBLIC SCHOOLS

Frank Solomon
Superintendent
P.O. Box 499 / 111 S. 4th St. Noble, OK 73068
Phone: 405-872-3452 / Fax: 405-872-3271
www.nobleps.com

June 23, 2023

Oklahoma State Department of Education
Accreditation Standards Division
Oliver Hodge Building
2500 North Lincoln Boulevard
Oklahoma City, OK 73105

RE: Deregulation for OAC 210:35-7-61

To Whom It May Concern,

I am writing to request a deregulation for OAC 210:35-7-61. This request is necessary due to the quality of candidates that applied for the MS or HS Library Media Specialist (LMS) position. For the 2022-2023 SY, CIMS and NHS were approved to share a librarian. We believed this worked out wonderfully for both libraries and the librarian asked that we continue this as she builds both libraries. NPS posted the position, but only had one certified applicant with minor experience apply. The LMS that we hired last SY has over 20 years experience working for public libraries, holds a masters in Library and Information Studies, and has applied for the alternative certification program. To assist with this, both schools will employ a full-time library assistant. NPS likes the direction both libraries are going currently and sees both libraries benefiting under the guidance of our current LMS. This decision will allow us to offer more high-quality library media services and programs to our students and teachers, without placing an unqualified person to oversee one of the libraries. Upon conclusion of the 2023-2024 school year, library services will be evaluated to determine the need for this request for subsequent school years. Thank you for your time and consideration.

Respectfully,

Frank Solomon
Superintendent of Schools

NOBLE PUBLIC SCHOOLS

Frank Solomon
Superintendent
P.O. Box 499 / 111 S. 4th St. Noble, OK 73068
Phone: 405-872-3452 / Fax: 405-872-3271
www.nobleps.com

June 23, 2023

Oklahoma State Department of Education
Accreditation Standards Division
Oliver Hodge Building
2500 North Lincoln Boulevard
Oklahoma City, OK 73105

RE: Deregulation for OAC 210:35-7-61

To Whom It May Concern,

I am writing to request a deregulation for OAC 210:35-9-61. This request is necessary due to the quality of candidates that applied for the MS or HS Library Media Specialist (LMS) position. For the 2022-2023 SY, CIMS and NHS were approved to share a librarian. We believed this worked out wonderfully for both libraries and the librarian asked that we continue this as she builds both libraries. NPS posted the position, but only had one certified applicant with minor experience apply. The LMS that we hired last SY has over 20 years experience working for public libraries, holds a masters in Library and Information Studies, and has applied for the alternative certification program. To assist with this, both schools will employ a full-time library assistant. NPS likes the direction both libraries are going currently and sees both libraries benefiting under the guidance of our current LMS. This decision will allow us to offer more high-quality library media services and programs to our students and teachers, without placing an unqualified person to oversee one of the libraries. Upon conclusion of the 2023-2024 school year, library services will be evaluated to determine the need for this request for subsequent school years. Thank you for your time and consideration.

Respectfully,

Frank Solomon
Superintendent of Schools

SCHOOL SITE STATUTORY WAIVER/DEREGULATION APPLICATION
for 20 23 – 20 24 school year

Cleveland
COUNTY

Noble
SCHOOL DISTRICT

PO Box 499
SCHOOL DISTRICT MAILING ADDRESS

Noble
CITY

73068
ZIP CODE

Curtis Inge Middle School & Noble High School
NAME OF SITE

PRINCIPAL SIGNATURE* DATE

PRINCIPAL SIGNATURE* DATE

PRINCIPAL SIGNATURE* DATE

Frank Solomon
SUPERINTENDENT NAME (PLEASE PRINT)

fsolomon@nobleps.com
SUPERINTENDENT E-MAIL ADDRESS

SUPERINTENDENT SIGNATURE* DATE

I hereby certify that this waiver/deregulation application was approved by our local board of education at the meeting on _____ , 20_____

BOARD PRESIDENT SIGNATURE*

NOTARY SEAL →

NOTARY DATE

COMMISSION EXPIRATION DATE

Statute/Oklahoma Administrative Code to be Waived: OAC 210:35-9-61 OAC 210:35-7-61
(specify statute or OAC (deregulation) number: (see instructions)

*Original signatures are required. The attached questionnaire must be answered to process.**

THE WAIVER/DEREGUALTION IS REQUESTED FOR:

✔ One Year Only

_____ Three Years*

*Please see instruction page for additional requirements for a three year request

SDE USE ONLY

PROJECT YEARS
_____ of _____

ENROLLMENT

_____ High School

_____ Jr./Middle High

_____ Elementary

0 **District Total**

DATE RECEIVED

70 O.S. _____

OAC _____

NAME OF WAIVER

A. Reason for the Deregulation request. Please include circumstances which necessitate changing the standard of library services for your size of school, what alternative means will have to be employed if your waiver was to be denied?

For the 2022-2023 SY, CIMS and NHS were approved to share a librarian. We believed this worked out wonderfully for both libraries and the librarian asked that we continue this as she builds both libraries. NPS posted, but only had one certified applicant with minor experience apply. The LMS that we hired has over 20 years experience working for public libraries, holds a masters in Library and Information Studies, and has applied for the alternative certification program. To assist with this, both schools will employ a full-time library assistant. NPS likes the direction both libraries are going currently and see both libraries benefiting under the guidance of our current LMS.

B. List alternate strategies/plans which the site proposes, and how this plan will best serve the students of your district, i.e., a description of the educational benefits to the students and learning achievement and any negative impact if the waiver were to be denied.

Our goal is to continue to provide our students and teachers with access to the library resource program. We plan to hire a full-time library assistant for both school sites that will allow the library to always be available to students and teachers. We will also continue to post future positions for a Library Media Specialist with the hope of finding quality candidates. The negative impact if this waiver is denied is putting an unqualified person to oversee an integral part of the school such as the library. We do not want to lose traction or students' interest in the library due to an unqualified person. The approved waiver will allow us to continue in the positive direction that our current LMS has begun.

C. Has this deregulation been awarded before? If so what was the educational impact to the district: Results of the Deregulation, i.e., effect on student performance levels, impact of plan on other sites in the district. If not what do you expect?

From 2016-2021, NHS and CIMS were awarded this deregulation. During that time span, there was no negative educational impact on the students, as both libraries were operational with a shared librarian. For the 21-22 SY, NHS and CIMS both hired certified librarians. At the conclusion of that SY, one retired and one went back to the classroom. For the 22-23 SY, we hired a wonderful LMS to oversee both libraries and this is working out wonderfully. For the 23-24 SY, both sites are requesting deregulation due to lack of qualified candidates, the prior years lack of negative educational impact, and the positive direction both libraries are currently going.

D. Timeline: Please submit class schedule, calendars, assessment forms and other attachments as necessary.

The continued sharing of a librarian will not affect the school calendar of class schedules since both sites will employ full-time library assistants.

E. Any financial impact to the District (positive or negative) for the proposed deregulation? If positive please describe where the available would be reallocated.

The district will continue to save funding through the employment of a shared librarian. This will continue to operate in our most financially responsible position at this time and allow for further improvements to the library media program.

F. Describe method of assessment or evaluation of effectiveness of the plan both for staff and students, I.E. TLE, ACT scores, graduation rates, RSA, School Report Card, etc.

The district will constantly evaluate the use of the library and the effect of a shared librarian between the two schools. We do not expect a loss in the use of the library, nor in any academic assessed areas due to the shared librarian.

** You will be contacted if more information is needed to process this request.

NOBLE PUBLIC SCHOOLS

Frank Solomon
Superintendent
P.O. Box 499 / 111 S. 4th St. Noble, OK 73068
Phone: 405 872 3452 / Fax: 405 872 3271
www.nobleps.com

Below is the 2023-2024 MS and HS Library Schedule. Both libraries will be open on school days (see school calendar).

CIMS Library Schedule

- **8:35 am – 3:45 pm**
  - **Staffed ½ Time by Librarian (Mrs. Angela Hill)**
  - **Staffed Full-time by Librarian Assistant (Mrs. Felicia Samples)**

Noble High School Schedule

- **8:40 am – 3:50 pm**
  - **Staffed ½ Time by Shared Librarian (Mrs. Angela Hill)**
  - **Staffed Full-time by Librarian Assistant (Mrs. Jamie Carlson)**

For additional information, please feel free to contact Dr. Jon Myers (Assistant Superintendent) at 405-872-3452 or jmyers@nobleps.com.

Noble Public Schools

2023-2024 District Calendar

July 2023

Su	M	Tu	W	Th	F	Sa
						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 2023

Su	M	Tu	W	Th	F	Sa
		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 2023

Su	M	Tu	W	Th	F	Sa
					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 2023

Su	M	Tu	W	Th	F	Sa
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 2023

Su	M	Tu	W	Th	F	Sa
			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 2023

Su	M	Tu	W	Th	F	Sa
					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						

January 2024

Su	M	Tu	W	Th	F	Sa
	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 2024

Su	M	Tu	W	Th	F	Sa
				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		

March 2024

Su	M	Tu	W	Th	F	Sa
					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 2024

Su	M	Tu	W	Th	F	Sa
	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 2024

Su	M	Tu	W	Th	F	Sa
			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 2024

Su	M	Tu	W	Th	F	Sa
						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						

First and Last Day of School
No School
Snow Day - If not used

PD Professional Development
Teacher Work Day
New Teacher Orientation

Virtual Day
Holiday
Graduation

	Days of Inst	Prof Days
1st 9 weeks:	42	3
2nd 9 weeks	42	0
3rd 9 weeks	42	1
4th 9 weeks	34	1
Total Student Da	160	5

****Snow/Bad Weather Days may be Remote/Virtual Learning on Fridays.**

Aug 4	New Teacher Orientation
Aug 7	Professional Development - No School
Aug 8	Teacher Work Day
Aug 9	First Day of School
Aug 25	Professional Development - No School
Sept 1	No School
Sept 4	Labor Day - No School
Sept 22	Professional Development - No School
Oct 12 & 13	Fall Break - No School
Nov 3	No School
Nov 20 - 24	Thanksgiving Break - No School

Dec 21 - Jan 3	Winter Break - No School
Jan 15	Holiday / Snow Make-up Day - No School
Jan 26	No School
Feb 12	Professional Development - No School
Mar 18 - 22	Spring Break - No School
Apr 5	Professional Development - No School
May 21	Last Day of School
May 21	Graduation
May 22	Teacher Work Day

Approved by Noble Board of Education January 9, 2023.

NOBLE PUBLIC SCHOOLS

Frank Solomon
Superintendent
P.O. Box 499 / 111 S. 4th St. Noble, OK 73068
Phone: 405-872-3452 / Fax: 405-872-3271
www.nobleps.com

June 23, 2023

Oklahoma State Department of Education
Accreditation Standards Division
Oliver Hodge Building
2500 North Lincoln Boulevard
Oklahoma City, OK 73105

RE: Statutory Waiver for 70 O.S. § 3-126

To Whom It May Concern,

I am writing to request a Statutory Waiver for 70 O.S. § 3-126. This request is necessary due to the quality of candidates that applied for the MS or HS Library Media Specialist (LMS) position in 22-23 SY. We have been very pleased with what our candidate did during that school year and have seen an increase in the use of both libraries. Again, we are asking for this waiver due to the quality of candidates that applied for the Library Media Specialist (LMS) position and would like to continue to employ a qualified candidate as she works on getting her credentials for public school library media specialist degree. The LMS that we hired has 20 years experience working for public libraries, holds a masters in Library and Information Studies from OU, and has applied for the alternative certification program. The current LMS is currently working towards her alternative teacher certification. If the waiver is denied, we will post and hope a qualified applicant applies.

However, as stated, we believe we have hired a strong candidate that will be supported by hiring two full-time library assistants.

Respectfully,

Frank Solomon
Superintendent of Schools

SCHOOL SITE STATUTORY WAIVER/DEREGULATION APPLICATION
for 20 23 – 20 24 school year

Cleveland — COUNTY

Noble — SCHOOL DISTRICT

PO Box 499 — SCHOOL DISTRICT MAILING ADDRESS

Noble — CITY

73068 — ZIP CODE

Curtis Inge Middle School & Noble High School — NAME OF SITE

PRINCIPAL SIGNATURE* — DATE

PRINCIPAL SIGNATURE* — DATE

PRINCIPAL SIGNATURE* — DATE

Frank Solomon — SUPERINTENDENT NAME (PLEASE PRINT)

fsolomon@nobleps.com — SUPERINTENDENT E-MAIL ADDRESS

SUPERINTENDENT SIGNATURE* — DATE

I hereby certify that this waiver/deregulation application was approved by our local board of education at the meeting on _____ , 20_____

BOARD PRESIDENT SIGNATURE*

NOTARY SEAL →

NOTARY — DATE

COMMISSION EXPIRATION DATE

Statute/Oklahoma Administrative Code to be Waived: 70 O.S. § 3-126
(specify statute or OAC (deregulation) number: (see instructions)

*Original signatures are required. The attached questionnaire must be answered to process.**

THE WAIVER/DEREGUALTION IS REQUESTED FOR:

✔ One Year Only

_____ Three Years*

*Please see instruction page for additional requirements for a three year request

SDE USE ONLY

PROJECT YEARS

_____ of _____

ENROLLMENT

_____ High School

_____ Jr./Middle High

_____ Elementary

0 **District Total**

DATE RECEIVED

70 O.S. _____

OAC _____

NAME OF WAIVER

A. Reason for the Waiver request. Please include circumstances which necessitate hiring a non certified library media specialist. What alternative means will be employed if your waiver is denied? Where is the applicant is as it pertains to their pursuit of their course of study? What percentage of your student population will benefit from the waiver if approved?

Due to the quality of candidates that applied for the HS & MS Library Media Specialist (LMS) position in 22-23 SY, Noble HS and Curtis Inge MS requested a waiver to employ a qualified candidate as she works on getting her credentials for public school library media specialist degree. The LMS that we hired has 20 years experience working for public libraries, holds a masters in Library and Information Studies from OU, and has applied for the alternative certification program. The current LMS is currently working through the alternative teacher certification. If the waiver is denied, we will post and hope a qualified applicant applies. One hundred percent of our students at each school site will benefit if this waiver is approved. To assist with this, both schools will employ a full-time

B. List alternate strategies/plans which the district/site proposes. How does this plan best serve the students of your district, i.e., a description of the educational benefits to the students and learning achievement? Please list any negative impact if the waiver were to be denied.

Our goal is to continue to provide our students and teachers with access to the library resource program. We believe the candidate that we hired was our best option since she has worked for public library systems and has a masters from OU in Library and Information Studies. We will also continue to post future positions for a LMS with the hope of finding quality candidates. If the waiver is denied, access to the library would be limited due to not having a qualified candidate in the library. Again, we feel that the candidate that we hired has the credentials to run libraries at our MS and HS, as she continues meeting the certification requirements for the OK SDE School Library Media Specialist certification.

C. Educational impact to the district: Results of the Statutory Waiver/Deregulation, i.e., effect on student performance levels, impact of plan on other sites in the district.

We believe that if this waiver is approved, there will be no negative impact on the education of our students. The candidate that we hired has started her alternative certification and is meeting the certification requirements for the OK SDE School Library Media Specialist certification. Prior to this, she has worked for Metropolitan Library System (OKC) as the Engagement Manager (13 Years) and the Wichita Falls Library System as the Assistant Library Administrator (4 Years), and has been an Adjunct Librarian for Rose State College.

D. Timeline: Please submit class schedule, calendars, assessment forms and other attachments as necessary.

The approval of this waiver will not affect the school calendar or the class schedule.

E. Any financial impact to the District (positive or negative) for the proposed waiver/deregulation? If positive please describe where the available would be reallocated.

The proposed waiver will allow us to continue to use a non-certified hire as MS/HS Librarian as she works to fulfill the certification process. The district does not see any negative financial impact, and the district will be glad to pay the salary for the librarian.

F. Describe method of assessment or evaluation of effectiveness of the plan both for staff and students, I.E., TLE, ACT scores, graduation rates, RSA, School Report Card, etc.

The district will constantly evaluate the use of the library and the effect of a non-certified librarian. We do not expect a loss in the use of the library, nor in any academic assessed areas due to the non-certified librarian. During the 22-23 SY, we actually saw more students using the library.

** You will be contacted if more information is needed to process this request.

On the PDF, it does not show all of my response to A. Here is what I typed.

Due to the quality of candidates that applied for the HS & MS Library Media Specialist (LMS) position in 22-23 SY, Noble HS and Curtis Inge MS requested a waiver to employ a qualified candidate as she works on getting her credentials for public school library media specialist degree. The LMS that we hired has 20 years experience working for public libraries, holds a masters in Library and Information Studies from OU, and has applied for the alternative certification program. The current LMS is currently working through the alternative teacher certification. If the waiver is denied, we will post and hope a qualified applicant applies. One hundred percent of our students at each school site will benefit if this waiver is approved. To assist with this, both schools will employ a full-time library assistant. We will also continue to post future positions for a LMS with the hope of finding quality candidates. If the waiver is denied, access to the library would be limited due to not having a qualified candidate in the library. Again, we feel that the candidate that we hired has the credentials to run libraries at our MS and HS, as she continues her alternative certification in School Library Media Specialist.

NOBLE PUBLIC SCHOOLS

Frank Solomon
Superintendent
P.O. Box 499 / 111 S. 4th St. Noble, OK 73068
Phone: 405-872-3452 / Fax: 405-872-3271
www.nobleps.com

Below is the 2023-2024 MS and HS Library Schedule. Both libraries will be open on school days (see school calendar).

CIMS Library Schedule

- **8:35 am – 3:45 pm**
  - **Staffed ½ Time by Librarian (Mrs. Angela Hill)**
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Noble High School Schedule

- **8:40 am – 3:50 pm**
  - **Staffed ½ Time by Shared Librarian (Mrs. Angela Hill)**
  - **Staffed Full-time by Librarian Assistant (Mrs. Jamie Carlson)**

For additional information, please feel free to contact Dr. Jon Myers (Assistant Superintendent) at 405-872-3452 or jmyers@nobleps.com.

Noble Public Schools

2023-2024 District Calendar

July 2023

Su	M	Tu	W	Th	F	Sa
						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 2023

Su	M	Tu	W	Th	F	Sa
		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 2023

Su	M	Tu	W	Th	F	Sa
					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 2023

Su	M	Tu	W	Th	F	Sa
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 2023

Su	M	Tu	W	Th	F	Sa
			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 2023

Su	M	Tu	W	Th	F	Sa
					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						

January 2024

Su	M	Tu	W	Th	F	Sa
	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 2024

Su	M	Tu	W	Th	F	Sa
				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		

March 2024

Su	M	Tu	W	Th	F	Sa
					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 2024

Su	M	Tu	W	Th	F	Sa
	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 2024

Su	M	Tu	W	Th	F	Sa
			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 2024

Su	M	Tu	W	Th	F	Sa
						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						

First and Last Day of School
No School
Snow Day - If not used

PD Professional Development
Teacher Work Day
New Teacher Orientation

Virtual Day
Holiday
Graduation

	Days of Inst	Prof Days
1st 9 weeks:	42	3
2nd 9 weeks	42	0
3rd 9 weeks	42	1
4th 9 weeks	34	1
Total Student Da	160	5

****Snow/Bad Weather Days may be Remote/Virtual Learning on Fridays.**

Aug 4	New Teacher Orientation
Aug 7	Professional Development - No School
Aug 8	Teacher Work Day
Aug 9	First Day of School
Aug 25	Professional Development - No School
Sept 1	No School
Sept 4	Labor Day - No School
Sept 22	Professional Development - No School
Oct 12 & 13	Fall Break - No School
Nov 3	No School
Nov 20 - 24	Thanksgiving Break - No School

Dec 21 - Jan 3	Winter Break - No School
Jan 15	Holiday / Snow Make-up Day - No School
Jan 26	No School
Feb 12	Professional Development - No School
Mar 18 - 22	Spring Break - No School
Apr 5	Professional Development - No School
May 21	Last Day of School
May 21	Graduation
May 22	Teacher Work Day

Approved by Noble Board of Education January 9, 2023.

NOBLE PUBLIC SCHOOLS CLASS SIZE LIMITS
SEMESTER 2 2022-2023

Enrollment Summary as of 1/31/2023

Grade Level	# of Teachers	Max Capacity	Total Enrolled	# of Transfers	Transfers Available
Pre-K	8	160	157	6	3
K	10	200	189	15	31
K-T1	2	32	31	3	1
1st	10	200	215	11	-15
2nd	10	220	206	13	14
3rd	10	220	239	12	-19
4th	9	198	204	9	-6
5th	9	207	214	12	-7
6th	NA	220	237	9	-17
7th	NA	220	225	11	-5
8th	NA	220	251	13	-31
9th	NA	220	256	20	-36
10th	NA	220	207	14	13
11th	NA	220	205	24	15
12th	NA	220	175	14	45
Total		2977	3011		-14

Enrollment Summary as of 2/28/2023

Grade Level	# of Teachers	Max Capacity	Total Enrolled	# of Transfers	Transfers available
Pre-K	8	160	156	6	4
K	10	200	188	15	12
K-T1	2	32	31	3	1
1st	10	200	217	11	-17
2nd	10	220	204	13	16
3rd	10	220	242	12	-22
4th	9	198	204	9	-6
5th	9	207	212	12	-5
6th	NA	220	237	9	-17
7th	NA	220	220	11	0
8th	NA	220	252	13	-32
9th	NA	220	255	20	-35
10th	NA	220	206	13	14
11th	NA	220	202	24	18
12th	NA	220	168	14	52
Total		2977	2994		-17

Enrollment Summary as of 3/31/2023

Grade Level	# of Teachers	Max Capacity	Total Enrolled	# of Transfers	Transfers available
Pre-K	8	160	154	6	6
K	10	200	187	16	13
K-T1	2	32	31	3	1
1st	10	200	210	12	-10
2nd	10	220	205	13	15
3rd	10	220	236	12	-16
4th	9	198	203	9	-5
5th	9	207	211	12	-4
6th	NA	220	235	9	-15
7th	NA	220	221	11	-1
8th	NA	220	247	13	-27
9th	NA	220	255	20	-35
10th	NA	220	207	12	13
11th	NA	220	202	24	18
12th	NA	220	165	14	55
Total		2977	2969		8

Enrollment Summary as of 4/30/2023

Grade Level	# of Teachers	Max Capacity	Total Enrolled	# of Transfers	Transfers Available
Pre-K	8	160	154	6	6
K	10	200	187	16	13
K-T1	2	32	31	3	1
1st	10	200	211	12	-11
2nd	10	220	203	14	17
3rd	10	220	237	13	-17
4th	9	198	202	9	-4
5th	9	207	212	12	-5
6th	NA	220	234	8	-14
7th	NA	220	220	11	0
8th	NA	220	245	13	-25
9th	NA	220	254	20	-34
10th	NA	220	207	12	13
11th	NA	220	202	24	18
12th	NA	220	172	14	48
Total		2977	2971		6

Enrollment Summary as of 5/31/2023

Grade Level	# of Teachers	Max Capacity	Total Enrolled	# of Transfers	Transfers available
Pre-K	8	160	154	6	6
K	10	200	186	19	14
K-T1	2	32	31	3	1
1st	10	200	209	12	-9
2nd	10	220	203	14	17
3rd	10	220	236	13	-16
4th	9	198	202	9	-4
5th	9	207	211	12	-4
6th	NA	220	234	7	-14
7th	NA	220	217	11	3
8th	NA	220	245	12	-25
9th	NA	220	253	20	-33
10th	NA	220	206	12	14
11th	NA	220	202	24	18
12th	NA	220	172	14	48
Total		2977	2961		16

Enrollment Summary as of 6/30/2023

Grade Level	# of Teachers	Max Capacity	Total Enrolled	# of Transfers	Transfers available
Pre-K	8	160	154	6	6
K	10	200	186	19	14
K-T1	2	32	31	3	1
1st	10	200	209	12	-9
2nd	10	220	203	14	17
3rd	10	220	236	13	-16
4th	9	198	202	9	-4
5th	9	207	211	12	-4
6th	NA	220	234	7	-14
7th	NA	220	217	11	3
8th	NA	220	245	12	-25
9th	NA	220	253	20	-33
10th	NA	220	206	12	14
11th	NA	220	202	24	18
12th	NA	220	172	14	48
Total		2977	2961		16

(-) Enrollment Maxed

( ) Transfers Available

Presented at School Board meeting on 6/26/2023

NOBLE PUBLIC SCHOOLS

Frank Solomon
Superintendent
P.O. Box 499 / 111 S. 4th St. Noble, OK 73068
Phone: 405-872-3452 / Fax: 405-872-3271
www.nobleps.com

June 26, 2023

First State Bank
PO Box 599
102 N. Main Street
Noble, OK 73068

Dear Sir or Madam:

Please be advised the following people have permission to be listed as signers on Noble Public Schools' accounts:
Dorothy Terrill
Frank Solomon
Jennifer Black
Leroy Lukinbill
Scott Milette

The following people should be listed as signers and/or have access to the Activity Fund account the Safe Deposit Box:
Dorothy Terrill
Frank Solomon
Jennifer Black

The following people have permission to discuss Noble Public School's accounts:
Frank Solomon
Dr. Jon Myers
Dorothy Terrill
Kristina Root
Vickie Harris
Jennifer Black

All Investment decisions must have the approval of one of the names below:
Frank Solomon

NOBLE PUBLIC SCHOOLS

Frank Solomon
Superintendent
P.O. Box 499 / 111 S. 4th St. Noble, OK 73068
Phone: 405-872-3452 / Fax: 405-872-3271
www.nobleps.com

Tony Smith
Dr. Jon Myers

We appreciate all you do for Noble Schools! Please contact me at 405-872-3452 if you have questions or need further information.

Thank you,

Frank Solomon
Superintendent
Noble Public Schools
/dt

NOBLE PUBLIC SCHOOLS

Activity Fund

Policies and Procedures Manual

Fiscal Year 2023-2024

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General Information

The following handbook was written to assist Principals, School Activity Fund sponsors, teachers, secretaries, and students in the proper procedures for handling School Activity Funds.

It is imperative for every person who handles School Activity Funds to read this handbook. Failure to do so may halt or slow down the process of getting requisitions approved, purchases made, bill paid, money receipted, etc.

Portions of this handbook are taken from the Oklahoma School Law book and the Noble Board of Education Policy Manual and will be updated periodically. The Board of Education shall exercise control over all funds on hand or hereafter received or collected, as herein provided, from student or extracurricular activities conducted in the school district. Such funds shall be deposited to the credit of the account maintained for the benefit of the particular activity within the School Activity Fund. (**Title 70 Section 5-129 of the Oklahoma Statutes**)

It is important to have a clear understanding of the function and purpose of each account to avoid misapplication of funds. The purpose of most accounts is generally understood by the account titles, written descriptions such as charters, etc., and by customary usage of the account.

The organization must comply with all state and federal laws as well as Board policies. Outside organizations **may not** use the District's federal tax ID number to transact business.

Responsibilities of the Principal

Principals are responsible for their school's overall program, are accountable for knowing, and enforcing all rules governing School Activity Funds. Although administrative styles may vary, the basic duties required of all principals are as follows:

1. To inform the sponsor of the nature and extent of authority regarding the School Activity Fund.

2. To inform the sponsor of the practices and procedures which are acceptable and within the rules and regulations governing student body activities as a whole.

3. To select appropriate sponsors to represent all authorized student groups. The sponsor will conduct all fundraising activities. Because the Principal is the approving officer, he/she may not act as group sponsor.

4. To be certain that every responsibility and authority is properly delegated and thoroughly understood by those upon whom such authority is conferred.

5. To periodically evaluate the performance of each sponsor involved to determine that all functional duties are being substantially carried out.

6. To inform all faculty members (especially new teachers) concerning the proper use of funds and proper purchasing procedures.

7. To report to the Superintendent or Activity Fund Custodian/Clerk cases of theft or suspected theft of cash and/or merchandise belonging to the School Activity Fund.

Responsibilities of Sponsors

Sponsors for any group, club, or student organization are responsible for the following duties depending on the nature of the organization:

1. Work closely with the group and give supervision and guidance to student officers exerting leadership and counsel where required.

2. Gift cards purchased with Activity Funds must have signature of recipient(s) using the district approved acknowledgment form.

3. Organize and conduct student projects and ascertain that all receipts are properly accounted for and deposited with the school finance secretary. A Sponsor Receipt form must be filled out completely, signed and dated by the sponsor, and given to the school finance secretary.

4. Plan in advance. Determine purchasing needs and present requisitions to principal in time to obtain approval prior to the actual purchase. Many emergency requisitions and violations of proper purchasing procedures can be avoided by this process. Furthermore, sponsors should bear in mind that when they make purchases prior to proper approval and issuance of a purchase order, it is agreed the sponsor shall bear personal financial responsibility.

5. Inspect materials received and authorize payment when delivery is complete and quality of merchandise is determined to be satisfactory. The sponsor's signature on the invoice along with the PO number, and whether or not the invoice is partial or full signifies that the claim is approved for payment.

6. Submit all fundraiser requests for the new school year to the principal for approval using the Fundraiser and Expenditure Request for Activity Sub Account form. The site finance secretary will need to turn them in to the Board Minutes Clerk no later than 12pm on Tuesday the week before the regularly scheduled Board of Education Meeting. Absolutely no ordering or spending money for the fundraiser before it is board approved.

7. Sponsors are responsible for shipping/handling costs. Ensure that funds are available to cover them. Estimate charges at 20% of your total purchase, if actual charges are unknown. Note on the requisition if shipping/handling is free.

8. Make sure that no sub-account (project number) operates in an unapproved deficit balance.

9. Sponsors must complete a Fundraiser Profit/Loss Statement for each fundraiser during the school year and turn it in to the site finance secretary upon the completion of each fundraiser.

10. MySchoolBucks (MSB) accounts are to be acquired from your site financial secretary. Any revenue received using MSB must have already been school board approved on the Fundraiser & Expenditure Report for this fiscal year.

Responsibilities of School Finance Secretary

1. Verify all cash/checks presented to you for deposit at the time you receive them. Sign a copy of the Sponsor Receipt form and give it to the sponsor.

2. Make daily deposits to the bank and submit documentation to the District Activity Fund Custodian/Clerk each day.

3. Be prepared for an impromptu audit.

4. Notify the Activity Fund Custodian of discrepancies, noncompliance, and/or minimal record keeping. The Custodian will report the non-compliance to the Principal for corrective action.

5. Sponsors should have daily deposits and all required documentation turned in no later than 2pm or the deposit must be taken to the First State Bank depository in a locked bag.

6. Collects non-sufficient funds.

7. Generates and sends a monthly financial statement for each sub-account by the 15th of each month.

8. Students can receive a refund ONLY if there is a receipt to show money collected.

9. Issue receipts, maintain a cash journal, prepare and make daily deposits to bank, issue pre-numbered receipt books to sponsors for each sub-account, reconcile records monthly with the District Office.

10. Money collected at the end of the day is more than $100.00 and not deposited should use the night deposit drop.

11. Make adjustment to the activity fund if a check is returned NSF. There will be reasonable attempts to collect on the check before it's turned over the District Attorney, (within 30 days).

12. If a check needs to be voided, please notify the Encumbrance Clerk to request that transaction.

13. Collect Fundraiser Profit/Loss Statements from each sponsor and maintain for audit.

Responsibilities of the District Activity Fund Custodian/Clerk

1. The District Activity Fund Custodian/Clerk is responsible for maintaining an accurate account of each sub-account (project number) within the district.

2. Posts all deposits to proper sub-accounts.

3. Ensures that sub-accounts do not have an unapproved deficit balance; notifies the sponsor when funds are not sufficient; has proper documentation attached; insures two signatures are attained on the check.

4. Reconciles bank statements each month.

5. Issues a monthly financial report to the Board of Education.

6. Prepares all activity fund records/reports and presents them to the school district auditor.

7. Available to assist school secretaries and sponsors at all times.

Procedures for Fundraisers

Unless the school board grants authorization (employee must complete a fundraiser form) , no employee may solicit donations for any purpose connected with the school. This prohibition includes, but is not limited to: raffles, any type of sale (bake sales, rummage sales, etc.), requests for donations, and/or the use of crowdfunding websites (GoFundMe.com, etc.). The following guidelines for fundraisers shall be followed; any alterations may cause your fundraiser to become invalid. To submit a fundraiser request, secure the proper document from the school secretary and follow the guidelines below. Using the proper procedures in filling out the request form will expedite the approval of the request.

1. Incomplete or incorrect request forms will be returned to the sponsor to be properly filled out.

2. The source of revenue for the fundraiser shall be stated, along with expenditures associated with the fundraiser, e.g., Source of Revenue is candy sales and Expenditures is field trip expenses, supplies, materials, equipment, etc.

3. The fundraiser shall be held on the date or dates requested on the form. If the fundraiser cannot be on the dates requested, please notify the Activity Fund Custodian / Clerk in writing within five (5) days prior to the dates on the original request. Finally, if the fundraiser goes beyond the dates submitted, the Activity Fund Custodian / Clerk must be notified in writing when the last day the fundraiser will occur.

4. A requisition shall be submitted and approved by the Principal and a Purchase Order issued before you order the items for the fundraiser.

5. All revenue received from the fundraiser must be identified on the receipt. All revenue must be received by the school finance secretary within two weeks after the last date of the fundraiser. If this is not possible, the school finance secretary must be notified immediately after the fundraiser, and given a date when all revenue will be collected.

6. If two (2) or more fundraisers are in progress for the same organization at one time, they must be receipted separately or listed separately on the receipt with the amount received for each fundraiser.

7. If the revenue from the fundraiser is not going to be used for its purpose in the fiscal year it was raised, the school finance secretary must be notified in writing to determine if this will be permissible. The school finance secretary will approve or disapprove the transaction and you will be notified in writing within five (5) days.

Fundraising activities MUST have prior approval of the Board of Education. These activities must be noted on your Fundraiser and Expenditure Request for Activity Sub Account form. Revisions must have the Principal's and the Board of Education's approval.

The Board of Education requires a complete and accurate accounting of all inventory received for sale from the time it is received until the remaining product is either sold or returned for credit. An accounting for every product, by name of student or sponsor, from the point it is received to the point it's turned in as sales or unsold product.

Students or volunteer will be responsible for using a "Student/Volunteer Cash or Check Roster" to collect funds. This form requires funds "collected by" signature and amount collected. The sponsor must use the Noble Activity Receipt Book to receipt each student or volunteer as they turn in their "Student/Volunteer Cash or Check Roster" and funds collected.

Examples are as follows:

Direct Sales: candy, spirit ribbons etc. There MUST be enough funds available for payment of product before purchasing.

Taking Orders: A chosen fund-raising company will supply the students or parent groups with appropriate "catalog" or "brochure" with the necessary order forms. The students or parent groups will sell items by taking orders. The order is placed with the company and purchases will be shipped to the sponsor. When the shipment arrives, the sponsor will verify the accuracy and distribute the items to the students. An invoice will accompany the items when shipped and "*full payment*" is made. Money must be collected on each individual order as it is delivered. There MUST be enough funds available for payment of product before purchasing.

Donations: Car wash, Sonic tip night, bowl-a-thon, etc. Safeguards and caution must be used when collecting and spending these funds.

Procedures for Purchasing

1. Before making any purchase, a purchase order must be properly completed. This includes quantity, item name, item number, description, and cost. When requests are submitted for entry fees, the dates and proper information must be submitted. If the request form is not properly filled out, it will be returned to the sponsor.

2. All purchases made from School Activity Funds must be for the benefit of the students, e.g., entry fees for contest, field trips, etc. However, certain items not directly benefiting the students can be purchased if a fundraiser was held for that specific purpose.

3. The invoiced costs of the purchase order cannot exceed the estimated costs by more than ten percent (10%).

4. Each request is to be used only for the purpose intended. Any additional purchases will require approval by the Principal.

5. Upon approval by the District Office, the requisition will have a purchase order number assigned and be sent to the sponsor or authorized person for placing the order with the vendor. Please provide the purchase order number to the vendor when placing the order.

6. All signed invoices and supporting documents must be sent to the Encumbrance Clerk for documentation for payment. All invoices must be original, include the name of the business, be itemized, dated, and signed by the employee.
   Statements do not constitute adequate support. Please inspect all items purchased for proper quantities and quality.

7. Do not hold invoices. Vendors must be paid in a timely manner. This also eliminates the possibility of invoices being lost and late fees. Vendors statements containing all of the current charges are sent out on the last day of the month. It's imperative to turn in invoices/receipts during the month the purchase is made.

8. Properly signed invoices and paperwork relating to the PO received by the Encumbrance Clerk will be processed for payment.

9. The purchase order will be closed upon receipt of an invoice for product(s). Other purchases will not be permitted on the purchase order, unless partial payment is requested.

10. The administrative procedures for the use of district credit cards and P-Cards must be followed. Cards should never be passed from person to person as the person who originally checked the card out is responsible for it. **(NPS Policy CHD-R)**

11. Under no circumstances should any expenditure be made from collections or cash on hand! This is in direct violation of state law (**70 O.S. Section 5-129**) and is expressly forbidden. IMPORTANT-IF AN ORDER IS PLACED PRIOR TO APPROVAL, IT IS AGREED THE SPONSOR SHALL BEAR PERSONAL FINANCIAL RESPONSIBILITY

No purchases will be made until a Purchase Order has been filled out and assigned a Purchase Order number.

Purchase order form should be filled out with the following information:

1. Complete vendor information
2. Sub account number
3. OCAS code completed
4. Signature of sponsor and signature of site principal
5. Description of merchandise/services being requested with total amount being requested.

The following is needed on all invoices before payment will be made:

1. Signature of sponsor making purchase stating merchandise received and "Okay to Pay"
2. Purchase Order number on all invoices.
3. Invoices marked "Order complete/partial payment".
4. Payments will be made from itemized invoices not statements.
5. Payments will not be made until all merchandise has been received.

Personal reimbursements:

1. All personal reimbursements must have been assigned a Purchase Order number before any payments will be made.

2. All receipts must be attached to the Payment/Reimbursement Claim Form.
3. Payment/Reimbursement form must be completed with proper information, purchase order number, must be signed by person making request for payment and site administrator.
4. All receipts must be itemized. **(NPS Policies CHD & CHD-R)**

Sponsor Procedures for Receipting Money

1. A receipt shall be issued for all daily collections. Receipt books will be issued in triplicate, with one (1) copy distributed to the individual, one (1) copy shall remain in receipt book and the final copy will be turned into the school finance secretary with supporting collections.

2. Sponsors will fill out required documents, along with all his/her receipts and collections, to the school finance secretary.

3. A current phone number and address must be on all checks. Write the sub-account (project number) on the front side of the check.

4. Sponsors collecting money after school hours should date the receipts for the next day.

5. Sponsors CANNOT receipt themselves for money collected! Each student/person turning in money must be written a receipt; a copy of that receipt must accompany the deposit.

6. Students can receive a refund ONLY if there is a receipt to show money collected.

7. Sponsors should keep all transmittal copies returned from their school finance secretary. This shows how much money has been deposited into your account.

8. Your account should be treated as a checkbook. You will be responsible to reconcile each fundraiser balance at the end of the fundraiser.

School Finance Secretary Procedures for Receipting Money

1. The school finance secretary will count all revenue received from each sub-account (project number) sponsor, make sure the sub-account receipts balance with the collections, and give a signed receipt to the sponsor.

2. All receipts sent to the District Activity Fund Custodian/Clerk must show the sub account number, revenue source (Fundraiser: t-shirt, candy bar sales).

3. All deposit slips and receipts must clearly define the revenue source (fundraiser: t-shirts, candy bar sales). If an organization has more than one fundraiser at a time, the revenue must be receipted separately or listed separately on the receipt with the amount received for each fundraiser.

4. A current phone number and address must be on all checks. Write the sub-account number on the front of the check.

5. The school finance secretary will deposit funds into the bank. The bank deposit slip and all Supporting documentation will be sent to the District Activity Fund Custodian/Clerk for

receipting on the school district's software program.

Important Points to Remember for Sponsors

Funds are to be spent for the purpose that the account was established. The Noble Board of Education exercises control over all funds, regardless if they are School Activity or General Fund.

Deposit all funds on a daily basis. (**NPS Policies CFB, CFB-R1)**

Document all transactions in all accounts on a daily basis. Provide an accurate and complete audit trail.

Do not make payments of any type from available cash. Payments for goods or services are to be made by check only.

Do not make purchases without a purchase order.

Estimate shipping/handling charge at 20% of your total purchase, if actual charges are unknown. Note on the requisition if shipping/handling is free.

After services and goods have been received and are in good order, sign and send all packing slips/invoices to the Encumbrance Office for payment. Do not use statements in place of invoices. Original invoices are required before payment can be made.

Do not make purchases in excess of the approved amounts without approval from the Activity Fund Custodian. The invoiced costs of the purchase order cannot exceed the estimated costs by more than ten percent (10%).

If money is not collected on returned checks, the amount will be deducted from the activity account.

If deposits are brought to secretary after the 2pm deadline, the sponsor is responsible for getting an overnight bag from the school finance secretary and putting the money in the overnight depository at First State Bank.

No taxes will be reimbursed to the employee, if the school has a charge account established with that vendor (i.e. Walmart, Sam's Club, Lowes…) Be sure and check with the Encumbrance Clerk if you have any questions BEFORE purchasing.

If purchasing meals with your activity fund account, you must attach a name of all those who ate on the ITEMIZED receipt. Only students, sponsors and chaperones can be reimbursed for meals.

For overnight trips, a list of room assignments (students and chaperones names i.e. Rm 412-Kelly, Mel and Stacie) for the hotel must be attached to the paperwork upon your return.

PRIOR TO ALL OUT OF STATE TRAVEL, SPONSOR MUST COMPLETE THE ACTIVITY TRIP TICKET AND TRAVEL MUST BE SCHOOL BOARD APPROVED BEFORE SCHEDULING THE ACTIVITY OR ATHLETIC TRIP.

Overnight Travel Needs Prior Approval by:
Principal/Athletic Director
Superintendent
Transportation Director

Out of State Travel Needs Prior Approval by:
Approved by: Principal/ Athletic Director
Superintendent
Board of Education

All costs for fieldtrips must be paid by the activity group/booster club with proper accounting through the school activity fund prior to travel. (All other costs will be paid for by the booster club i.e. food, rooms etc…)

Any services provided by a Noble School Employee, per I.R.S. must go through payroll. (i.e. Jane Doe caters a Chorus Banquet for $400.00, this will go through payroll and all appropriate taxes will be taken out of the check).

Important Points to Remember for School Finance Secretary

Deposit all funds on a daily basis. Submit deposit slip along with supporting documentation to the District Activity Fund Custodian/Clerk on a daily basis.

If deposits are brought to you after money has been deposited, the sponsor is responsible for putting the money in the overnight depository at First State Bank.

How to Open a New Account

To open a NEW account within the Activity Fund:

- The "Student Activity New Account Request Form" and the Fundraiser and Expenditure Request for Activity Sub Account form must be completed and approved by the site principal.

- File the New Account Request and Fundraiser and Expenditure Request for Activity Sub Account form with the Activity Fund Custodian located in the District Administration building by 12pm on the Tuesday before the next regularly scheduled Board of Education meeting for placement on the board agenda.

Filing a Yearly Budget

- Each activity account is <u>required</u> to submit an estimated budget for the beginning of each new fiscal year prior for the regularly scheduled June Board Meeting.

- These budgets must be submitted to the Board of Education for approval. Activity Accounts that do not have an approved budget on file by July 1st will NOT be authorized to raise funds or make any expenditures. Deposits can be made as required.

- If an account has a change in source of revenue or expenses, an amendment to the school activity sub-account budget MUST be submitted to the Minutes Clerk/District Activity Fund Custodian for approval by the Board.

Collections

<u>Individual Sales</u>

- Profit and Loss Statements must be completed and turned into the Activity Fund Site Secretary for each fundraiser.

- The <u>law</u> requires all collected funds have a receipt issued to individuals who have collected funds on behalf of the activity fund organization.

- Collections less than **$5.00**: the sponsor shall maintain a list of these collections that include the name, date, amount and source of funds. At the end of the day, the sponsor shall issue a receipt for the total amount listed. The list shall be maintained with the receipt issued.

- Activity Fund collection sheets and funds will be filled out by the sponsor and remitted daily to the Activity Fund Site Secretary.

- Checks must be listed individually and made out to the activity account name to which the check is to be deposited. The Activity Fund Site Secretary shall count the funds received, verify the receipt sequence and total amount and issue a receipt to the sponsor for the funds received.

- The receipt issued by the Activity Fund Site Secretary should reflect the following information: date money received; person from whom the money was received; amount received which should reflect the total checks and cash; the account number and source of revenue to which the fund should be credited.

- The Activity Fund Site Secretary or site Administrator will deposit the funds received. All money shall be deposited on a daily basis.

- Documents turned into the District Office after the deposit is made should include the following: deposit slips; activity fund receipts, collections sheets and checks listed individually. The site finance secretary will keep a copy for reference.
  (Include voided receipts so all receipts will be consecutively numbered)

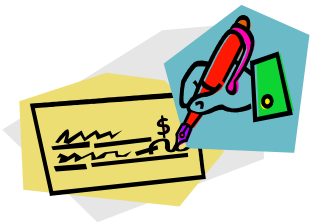
Admissions to Athletic and Other Events

Noble Public Schools uses the web based program Hometown Tickets ~~GoFan~~ for event ticket purchases. The patron may choose to "scan-to-buy" or visit ~~www.gofan.co~~ https://www.nobleps.com/o/noble-athletics/page/tickets to make their purchase. The patron shows their device to an assigned gate worker who will verify the information to allow entry to the event. An Ending Balance Reconciliation ~~Preliminary Event Sales~~ Report with event details such as name, date, price of ticket, and amount of tickets is emailed to the site finance secretary. Funds from ~~GoFan~~ STRIPE, the payment processing company for Hometown Tickets, are scheduled to be deposited into Noble Schools' bank account on the next business day ~~Wednesdays~~ so that reconciliation may be conducted.

Concession Sales

There should be at least one non-student adult present in the concessions area at each event a concession is hosted. Two (2) of the individuals involved should count the money received and reconcile it to the roster or money box. The reconciliation sheet provided must also be signed by the two individuals.

After the collections are counted and reconciled, the sponsor should issue a pre-numbered receipt. If the concession sales are after school hours, the deposit should be made in the same manner as the deposit for the athletic and special event gate sales noted previously or given to the administrator on duty of the event.



Accounts Payable/Check Processing

Checks are processed weekly on Thursdays. Invoices should be in the Administration Office no later than 12:00 p.m. on Wednesday prior to Thursday. "**PLEASE PLAN AHEAD".**

Field Trip Process

1. Approved purchase order must be to the Administration Office at least one week before the scheduled field trip with complete information (date, head count, etc). Some vendors require pre-payment. Be sure to have all paperwork completed prior to the trip.
2. A Payment/Reimbursement form must be filled out with information of field trip signed by sponsor/teacher and site principal if applicable.
3. Turn into the Encumbrance Clerk to be processed for payment.
4. Check will be issued and returned to the sponsor/teacher prior to the field trip.
5. Sponsor/teacher will be responsible for any refund if head count differs from original count.
6. Refund will be returned to the site activity custodian to be deposited back into the field trip sub account.

7. Procedure to Withdraw Cash for a Change Fund

(1) Code: ~~3~~ 4 60 (_ _ _) 5200 950 900 0000 000 (_ _ _)
Project Site

(2) Check should be payable to the person responsible for cashing the check and setting up the change fund.

(3) Requisition must be submitted to the activity office **one week prior** to date of event.

(4) The check will be available in the Activity Office. Lock bags and night-drop deposit keys are available to be checked out in the activity office.

Procedure to Redeposit Change Fund

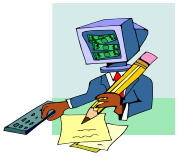
The change/cash withdrawn from your account should always be re-deposited on a separate transmittal from the actual receipts of the activity event.

Source code 5120 should be used for re-depositing change bag monies.
Code: ~~3~~ 4 60 (_ _ _) 5120 950 900 (_ _ _)
Project Site

For after school hour events, use the night-drop to deposit all funds**. Never take money home overnight**. If the deposit has been reconciled by the activity sponsor, the sponsor should notify the activity secretary that it is ready to be verified. If the deposit has not been reconciled, the sponsor should go and pick the deposit up from the school finance secretary. The reconciliation form should be placed in the bag before taking to the bank making sure the form has the name of event and date on it.

All deposits are required to be counted, verified and signed with two signatures before being submitted to the Activity Secretary for verification. Do not sign the transmittal if you have not counted and verified the deposit.

Closing the Year



Reconcile your activity sub-account with the print-out from the activity fund custodian each month. If you do this, closing the year will be easy.

Each sponsor should reconcile at the end of the year by making an appointment with the Activity Fund Custodian during the last few weeks of school.

Verify that your ending balance in your ledger agrees with the balance on the district's records.

Record your balance on a ledger sheet for starting the new year.

Collect all records for the year, label them prominently with the school year, and store them where they could be easily retrieved if requested by the auditor. Records must be kept for at least five (5) years.

If you have any questions please talk with your school finance secretary, Principal, or feel free to call the Activity Account Custodian.

SUMMARY

The goal of this manual is to provide each user of the Noble Public Schools activity fund a "how-to/hands-on" guide for collecting, depositing and expending funds gathered for special purposes. The handling of all public funds is a sacred trust and many more audit tracks must be visible than in handling personal funds. The following are reminders to the sub-account sponsors of the most crucial procedures to follow:

1. All collections made by sponsors must first be receipted by the sponsor, turned into the school activity fund custodian each day and a receipt obtained from the custodian for all such collections.
2. There is no statutory authority for cashing personal checks from available collections, and, as a result, it is not legal to do so. Therefore, all sponsors, student groups and adult organizations who control sub-accounts within the school activity fund must clearly understand that this action is prohibitive and do not cash personal checks under any circumstances.
3. Sufficient cash must be on hand to cover all outstanding checks, all unpaid bills, and all new indebtedness before any new debt can be incurred in any sub-account of the activity fund. If the sponsor is unsure, they must contact the school activity fund custodian and acquire their net balance in the sub-account before any additional transactions or proposed new debt is incurred.
4. All bills incurred in any given sub-account of the activity fund should be promptly paid within one (1) month of the receipt of goods or services.
5. In the event of fund raisers, the Board of Education requires a complete and accurate accounting of all inventory received for sale from the time it is received on site until the last item is either sold or turned back in for credit. These procedures must include a requirement to account for every item of product, by name of student or sponsor,

from the point they receive possession to the point they turn in sales collections or unsold product.

6. Transacting business in any sub-account of the activity fund will not be allowed until a budget has been submitted for Board of Education approval at the beginning of each fiscal year and the Activity Fund Policy and Procedure Affidavit found on the last page of this manual must be signed.

The school auditor will scrutinize activity funds very closely because most of the collections are in cash and most discrepancies that occur in school funds are within the activity fund. Spend a little more time, follow the law and this procedure manual and fund-raising will be less stressful.

Student Activity- New Account Request Form

Date: _____

From: _____

Name of Account:

_____

Purpose of Account:

_____

_____

_____

_____

Person Responsible for Account:

_____

(name) (address/site) (phone number/ext.)

_____

(signature) (title)

Principal/Administrator for Account:

_____

(name) (site) (extension)

_____

(signature) (title)

Activity Office Use Only - Do not write below

Date approved by Board_____

Name of Account _____

Project Number _____

AMENDMENT TO SCHOOL ACTIVITY SUBACCOUNT BUDGET

School Name _____ Site Number _____

Account Name and Number _____

Assigned Project Reporting _____

For the period of _____ Through _____

I. Beginning Cash Balance _____ _____
II. Approved budgeted receipts: _____
III. Proposed amended receipts:

_____ _____
_____ _____
_____ _____
_____ _____
_____ _____
_____ _____
_____ _____
_____ _____
_____ _____

TOTAL RECEIPTS _____

IV. Approved budgeted expenditure: _____

V. Proposed amended expenditures:

_____ _____
_____ _____
_____ _____
_____ _____
_____ _____
_____ _____
_____ _____
_____ _____
_____ _____
_____ _____
_____ _____

TOTAL EXPENSES _____
V. Ending Cash Balance _____ _____

_____ _____
Signature of Teacher/Sponsor Position

_____
Signature of Principal/School Activity Custodian

FUNDRAISER & EXPENDITURE REQUEST FOR ACTIVITY SUB ACCOUNT

School Name _____ Site Number _____

Account Name and Number _____

Assigned Project Reporting _____

For the period of _____ through _____

I. Fundraisers and Estimated Revenue

TOTAL RECEIPTS $ _____

II. Expenditures and Estimated Amounts

TOTAL EXPENSES $

_____ _____
Signature of Teacher/Sponsor Position

_____
Signature of Principal/School Activity Custodian

Please sign and date the AFFIDAVIT at the bottom of this page and return it to the District Office.

The receipt of the affidavit at the bottom of this page by the District Office acknowledges that the sponsor for said account has read and understands the policies and procedures of the Activity Fund.

No funds will be available for expenditures until the District Office receives a signed and dated Affidavit.

AFFIDAVIT

FOR

ACTIVITY FUND

POLICY AND PROCEDURES MANUAL

I, _____, hereby certify that a printed copy of the Activity Fund Policies and Procedures Manual has been presented to me or made available online and I understand that these policies and procedures are an integral part of my sponsorship with the Noble Public Schools Activity Fund Sub Account for the fiscal year July 1, ~~2022~~ 2023 to June 30, ~~2023~~ 2024 , or until such time as changes are made by the District Office.

_____ _____

(Date) (Sponsor's Signature)

_____

(Account Name and Project No.)

2023-24 New Hire Board Meeting Report
June 26th

Position Type	Employee Name/# of positions	Site	Position	Start Date
Certified	1	CIMS	Social Studies	8/4/2023
Coach	1	HS	Assistant VB	7/1/2023
Support	2	Hubbard	CN Helper	8/7/2023
Support	1	CIMS	Special Ed TA	8/7/2023
Certified	David Rowden	CO	Intructional Tech. Coach	7/1/2023
Support	1	CO	School Resource Officer	8/1/2023
Support	2	PIO	Special Ed TA	8/7/2023

2023-24 Coaching New Hire Board Meeting Report

June 26

Position Type	Name	Site	Position
Coaching	Greg George	HS	HEAD FOOTBALL
Coaching	Greg George	HS	9TH HEAD FOOTBALL
Coaching	Kyle Davidson	HS	OFFENSIVE COORDINATOR
Coaching	Ray Crawley	HS	DEFENSIVE COORDINATOR
Coaching	Ketih Treat	HS	ASSISTANT FOOTBALL
Coaching	Scott Ward	HS	ASSISTANT FOOTBALL
Coaching	Tommy Hand	HS	ASSISTANT FOOTBALL
Coaching	Erik Hughes	HS	ASSISTANT FOOTBALL
Coaching	Tyler Solomon	HS	ASSISTANT FOOTBALL
Coaching	Matt Thornton	HS	HEAD BOYS BASKETBALL
Coaching	Dakota Davis	HS	ASSISTANT BOYS BASKETBALL
Coaching	Leland Palmer	HS	ASSISTANT BOYS BASKETBALL
Coaching	Lindsey Vanderburg	HS	HEAD GIRLS BASKETBALL
Coaching	Tiffany Burns	HS	ASSISTANT GIRLS BASKETBALL
Coaching	Aaron Shockley	HS	ASSISTANT GIRLS BASKETBALL
Coaching	Keith Coombs	HS	HEAD WRESTLING
Coaching	Michael Lightner	HS	HEAD WRESTLING
Coaching	Melissa Coombs	HS	ASSISTANT WRESTLING
Coaching	Roger Clement	HS	HEAD FAST PITCH
Coaching	1	HS	ASSISTANT FAST PITCH
Coaching	Britt Jones	HS	ASSISTANT FAST PITCH
Coaching	Brooklyn Sweet	HS	HEAD CHEERLEADING
Coaching	Donelle Davis	HS	9th CHEERLEADING
Coaching	Brooklyn Sweet	HS	HS TUMBLING
Coaching	Brooklyn Sweet	HS	MS TUMBLING
Coaching	Hannah Hixon	HS	HEAD VOLLEYBALL
Coaching	1	HS	ASSISTANT VOLLEYBALL
Coaching	Erik Hughes	HS	HEAD BASEBALL
Coaching	Brad Anglin	HS	ASSISTANT BASEBALL
Coaching	Britt Jones	HS	ASSISTANT BASEBALL
Coaching	Roger Clement	HS	ASSISTANT BASEBALL
Coaching	Leland Palmer	HS	HEAD BOYS TRACK
Coaching	Greg George	HS	ASSISTANT BOYS TRACK
Coaching	Keith Treat	HS	HEAD GIRLS TRACK
Coaching	1	HS	ASSISTANT GIRLS TRACK
Coaching	Tim Shortes	HS	HEAD CROSS COUNTRY
Coaching	1	HS	ASSISTANT CROSS COUNTRY
Coaching	Dustin Johnson	HS	HEAD BOYS GOLF
Coaching	Lindsey Vanderburg	HS	HEAD GIRLS GOLF
Coaching	Keaton Kilpatrick	HS	CO-HEAD SOCCER
Coaching	Ulysess Carbona	HS	CO-HEAD SOCCER
Coaching	Kassie Byrd	HS	HEAD GIRLS SOCCER
Coaching	Hillary Conley	HS	ASSISTANT GIRLS SOCCER
Coaching	Reagan Allen	HS	ASSISTANT GIRLS SOCCER
Coaching	Brian Kardokus	CIMS	HEAD MS FOOTBALL
Coaching	Zachery Bicknell	CIMS	ASSISTANT MS FOOTBALL

2023-24 Coaching New Hire Board Meeting Report

June 26

Coaching	Travis Smith	CIMS	ASSISTANT MS FOOTBALL
Coaching	Chris Sanchez	CIMS	HEAD BOYS MS BASKETBALL
Coaching	Travis Smith	CIMS	ASSISTANT BOYS MS BASKETBALL
Coaching	Matt Thornton	CIMS	ASSISTANT BOYS MS BASKETBALL
Coaching	Todd Peterman	CIMS	HEAD GIRLS MS BASKETBALL
Coaching	Claudia Talafuse	CIMS	ASSISTANT GIRLS MS BASKETBALL
Coaching	Zachery Bicknell	CIMS	ASSISTANT GIRLS MS BASKETBALL
Coaching	Scott Ward	CIMS	HEAD MS WRESTLING
Coaching	Keith Coombs	CIMS	ASSISTANT MS WRESTLING
Coaching	Melissa Coombs	CIMS	ASSISTANT WRESTLING
Coaching	Diana Irick	CIMS	HEAD MS FAST PITCH SOFTBALL
Coaching	Chris Sanchez	CIMS	ASSISTANT MS FAST PITCH SOFTBALL
Coaching	1	CIMS	ASSISTANT MS FAST PITCH SOFTBALL
Coaching	John Stokes	CIMS	HEAD MS VOLLEYBALL
Coaching	Claudia Talafuse	CIMS	ASSISTANT MS VOLLEYBALL
Coaching	Lisa Shutler	CIMS	CHEERLEADING (7 & 8)
Coaching	Morgan Harvanek	CIMS	ASSISTANT CHEERLEADING
Coaching	Tim Shortes	CIMS	HEAD MS CROSS COUNTRY
Coaching	1	CIMS	ASSISTANT MS CROSS COUNTRY
Coaching	Tim Shortes	CIMS	HEAD MS BOYS TRACK
Coaching	Chris Sanchez	CIMS	ASSISTANT MS BOYS TRACK
Coaching	Brook Farris	CIMS	HEAD MS GIRLS TRACK
Coaching	Chrissy Marsee	CIMS	ASSISTANT MS GIRLS TRACK
Coaching	1	CIMS	HEAD MS BASEBALL
Coaching	Travis Smith	CIMS	ASSISTANT MS BASEBALL
Coaching	Aaron Shockley	CIMS	MS BOYS GOLF
Coaching	Tommy Hand	CIMS	MS GIRLS GOLF
Coaching	Zachery Bicknell	CIMS	HEAD MS BOYS SOCCER
Coaching	Hannah Hixon	CIMS	HEAD MS GIRLS SOCCER
Coaching	Jeff Allen	District Wide	ASSISTANT ATHLETIC DIRECTOR
Coaching	Greg George	District Wide	WINTER ATHLETIC COORDINATOR
Coaching	Lindsey Vanderburg	District Wide	FALL ATHLETIC COORDINATOR
Coaching	David Rowden	District Wide	Video Production
Coaching	Erik Hughes	District Wide	Field Maintenance
Coaching	Roger Clement	District Wide	Field Maintenance