

## **SECTION 1**

## **ADMINISTRATION AND ORGANIZATION**

### **BOARD OF EDUCATION**

President	Jerry Brooks
Vice President	Charles Howard
Clerk	Kevin Flurry
Deputy Clerk	Roger Brunk
Member	Ronald Hemphill

### **ADMINISTRATION**

Superintendent	Randy Wood
Assistant Superintendent	Charles Morton
High School Principal	Keli Harrell
Assistant High School Principal	Ed Lewis
Junior High Principal	Angie Goode
Elementary Principal	Angie Pena
Elementary Principal	Lori Wiggins

### **PHILOSOPHY**

The fundamental responsibility of Roland Public Schools is to provide each student with skills, information and competencies which will enable him to function successfully in the modern world. It must be understood that each student's future, his horizons, and his destiny will be determined not only by his inherent capabilities but also by his interests, his motivation and the degree to which he is able to prepare himself to meet tomorrow's ever-changing environment. We must challenge each student to excel not only in areas in which he has special interests, but also in areas which will provide him with skills necessary to become a productive citizen. We must develop an awareness of citizenship responsibilities which include dependability, integrity, courtesy, and an appreciation of the sacrifices which have enabled us to inherit our present society.

It is our responsibility to organize our educational system to provide maximum utilization of information, facilities, and resources. We must not be solely dispensers of information but rather guides who teach students how to find information, how to analyze, how to reach logical conclusions, and how to communicate ideas. In addition, we will lead them in an appreciation of the arts and foster a desire to utilize new technology.

We believe it is imperative that students be made aware of his/her responsibility to protect and perpetuate the institution of a free society as well as to maintain an ecologically viable environment.

Believing that good physical fitness is important to a good self-concept, we encourage students to maintain a healthy body through exercise, good nutrition, and by remaining drug free.

To these ends, we must continue to evaluate our curriculum and to implement new techniques which will facilitate the greatest learning for each student.

## **PLEDGE OF ALLEGIANCE**

I pledge allegiance to the flag of the United States of America and to the republic for which it stands, one nation, under God, indivisible, with liberty and justice for all.

## **A MOMENT OF SILENCE**

Each school day we will incorporate a moment of silence. The following will be announced: As we begin the day, let us pause for a moment of silence to reflect, meditate, pray, or engage in any other silent activity.

## **SECTION 2**

## **ATTENDANCE**

### **CLOSED CAMPUS POLICY**

Roland Public School maintains a **CLOSED CAMPUS** policy. If a student needs to leave school for any reason, he/she must receive permission from their parent or guardian. After permission is granted, the student **MUST SIGN OUT** (and sign back in) at the school office.

### **EARLY ARRIVAL POLICY**

Students should not arrive on campus before 7:30 a.m.. The buildings will not be open, but occasionally in an extreme emergency students may go to the cafeteria.

### **STATE SCHOOL ATTENDANCE LAW SECTION 234**

**A.** It shall be unlawful for a parent, guardian, or other person having custody of a child who is over the age of five (5) years, and under the age of eighteen (18) years, to neglect or refuse to cause or compel such child to attend and comply with the rules of some public, private or other school, unless such child has been screened as provided for in Section 1210.282 of this title and such child is determined not to be ready for kindergarten, or a parent, guardian, or other person having custody of the child, provides by certified mail prior to enrollment or at any time during that first year, notification of election to withhold the child from kindergarten until the next school year after the child is six (6) years of age, or unless other means of education are provided for the full term the schools of the district are in session. One-half ( $\frac{1}{2}$ ) day of kindergarten shall be required of all children five (5) years of age or older as appropriately provided for by Section 1210.282 of this title, or as otherwise excepted from same by this section. A kindergarten program shall be directed toward developmentally appropriate objectives for such children. The program shall require that any teacher employed on and after January 1, 1993, to teach a kindergarten program within the public school system shall be certified in early childhood

education. All teachers hired to teach a kindergarten program within the public school system prior to January 1, 1993, shall be required to obtain certification in early childhood education on or before the 1997-98 school year in order to continue to teach a kindergarten program.

**B.** It shall be unlawful for any child who is over the age of sixteen (16) years and under the age of eighteen (18) years, and who has not finished four (4) years of high school work, to neglect or refuse to attend and comply with the rules of some public, private or other school, or receive an education by other means for the full term the schools of the district are in session

## **ATTENDANCE AND MAKE-UP WORK POLICY**

Oklahoma State Law requires that all children under the age of eighteen (18) attend school. Regular attendance in school and being in class on time are important habits to form. It is almost impossible to do satisfactory work without regular attendance in every class. If a student is not in school, he/she will be counted absent unless he/she is excused to represent the school in a school-sponsored activity. Teachers who take students on a school-sponsored trip will provide the office a list of all participating students in advance of the trip.

When a student is absent, he/she will have one (1) day for every day absent to turn in the work missed. The one (1) day will start the first day the student returns to school. It is the responsibility of the student to find and consult the teacher before or after class concerning make-up work. Extended illnesses and hospital stays will be taken into consideration and extra days may be allowed. If a student is absent for five (5) days or less, he/she is responsible for getting missed work when returning to school. If a student is absent for more than five (5) days, school work may be requested and picked up by the parent or guardian. The work will be turned in on the day the student returns to class.

If a student is suspended for more than five (5) days, school work may be requested and picked up by the parent or guardian starting on day six (6), the work will be turned in on the day the student returns to class. In the event of an out of school suspension of five (5) days or less, school work WILL NOT be allowed to be made up and the student will be given ZEROS for every assignment/test during this time.

### Absences:

For your student to be readmitted with an excused absence, the student must provide appropriate, approved documentation such as a doctor's note or a funeral pamphlet, etc. at the time of their return.

Students who miss **more than ten (10) days of unexcused absences** in an eighteen (18) week period (semester) will not receive credit for those subjects in that eighteen (18) week period (semester), unless otherwise authorized by school administration. This determination will be made on an hour by hour basis.

If a parent or guardian wishes to appeal because of attendance, a five (5) member attendance committee ( composed of junior high/high school teachers) will be formed to hear the appeal and any possible extenuating circumstances will be taken into account. The parent or guardian will be responsible for providing documentation to possibly excuse absences due to the aforementioned extenuating circumstances. The decision reached by the committee will be final.

## **TARDIES**

When a student reports to school after **8:25 a.m.**, they will be counted **TARDY**. After a student has acquired four (4) tardies, they will go to In School Suspension (ISS); two (2) more tardies and they will go to ISS again.

## **TRUANCY**

A student leaving school or cutting class without clearance from the office constitutes truancy. If a student's parents or guardian intend for the student to go to school, and he does not, this also constitutes truancy, even though the student may not have ever come onto the campus that day. Truancy of any kind is extremely serious because of the many incidents that can be associated with it. Any class work missed because of truancy cannot be made up.

## **SECTION 3**

## **STANDARDS OF BEHAVIOR**

### **GENERAL CONDUCT**

1. The school recognizes the relationships that arise between boys and girls during the school year. However, school is not the place to show affection. Therefore, handholding and other gestures of affection on school campus are prohibited.
2. Theft
3. Vandalism of school property
4. Use of profane or obscene language on school property or at any school function.
5. Physical or verbal abuse of other students or members of the faculty or staff on school Property or at any school function.
6. Failure to observe detentions prescribed by teachers unless duly excused.
7. Gambling on school property.
8. Illegal use or possession of narcotics.
9. Flagrant abuse of dress code regulations described by the proper administration authority On school property or at any school function.
10. Drinking or possession of any alcoholic beverage on school property or at any school function.
11. Possession of a dangerous weapon as described in Section 10-1 Title 70: Oklahoma Statutes, on school property or at any school function.
12. Improper, violent or unruly conduct on school property or at any school function.
13. Deliberate refusal to attempt a reasonable academic achievement.
14. Deliberate refusal to obey a request of a faculty member or administrative staff duly given concerning a school matter or incident.
15. Truancy

## **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 a 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(s) such as MySpace, Facebook, Texting, Sexting, and/or e-mails or physical acts 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 or bullying include, but are not limited to, gestures or written, verbal, or physical acts, or electronic communications. Such behavior is specifically prohibited.

## **HALLS AND ON SCHOOL GROUNDS**

Conduct in the halls before school, at lunch and after school should be conducive to the educational institution. There should be no loud talking, shouting or horseplay. Students should take care to maintain school property properly. Writing on walls or desks and leaving paper on the floors will not be permitted.

## **CAFETERIA**

Students should conduct themselves in the cafeteria in a manner that will eliminate excessive noise. The term excessive being the conversation of two to four people in an immediate area. Students should be considerate of others by not dropping serving implements as they are filling plates and by not spilling food. **Students are not to carry food or drinks out of the cafeteria.**

## **LUNCH POLICY FOR OUTSIDE THE SCHOOL CAFETERIA**

Junior High parents/guardians will be permitted to bring lunch, or have it delivered, to the Junior High office for their students, **ONLY during the lunch hour 11:45 a.m. to 12:15 p.m.** High School parents/guardians will be permitted to bring lunch, or have it delivered, to the Commons Area for their students, **ONLY during the lunch hour 12:40 to 1:10 p.m.**

## **DRESS CODE**

Dress and grooming should be clean and meet all health and sanitary guidelines. All students, regardless of gender, must dress modestly, properly, and neatly.

Student may not wear clothing or hairstyles that can be hazardous in their educational activities. Examples of these activities include lab work, physical education, art, and technology education. Students are not to wear hats, caps, bandannas, hoods, or any other type of headgear including sunglasses (unless for a documented medical reason) inside the buildings.

Tank tops are allowed provided they have a 2" wide strap on the shoulder and provided that the arm opening is not revealing of the student's body or undergarments. Shirts with thin straps or spaghetti straps, or accessories with writing or pictures which are profane, vulgar, repulsive, obscene or which are suggestive or symbolic of drugs, alcohol, tobacco, sex, demonic or satanic in nature, or anything illegal or immoral will not be permitted. No shirt or blouse which reveals a bare midriff or back, or any see-through blouses or shirts, or any shirts or blouses with immodestly low necklines shall be worn in school.

Any clothing worn in a manner that signifies gang membership or may be considered symbolic of gang membership will not be permitted. This includes but is not limited to shirts, bandannas, jackets, or sagging jeans/shorts. Sagging of any type is not permitted.

**Shorts, skirts, and dresses are to be BELOW MID THIGH.** The wearing of spandex, leggings, jeggings, tights, or any other form fitting outfit (tight stretchy material that takes the place of pants) is prohibited unless a skirt, dress, shorts, or shirt is worn over them that is **BELOW MID THIGH** in length and completely covers the student's front, back, and sides. No holes in jeans or shorts above the knee will be permitted, unless an undergarment is worn so that the student's skin is not showing through the holes.

Students should not bring blankets or stuffed animals to school.

**Students who do not comply with the dress code will be sent home to change or to in school suspension (ISS) if they are unable to change into clothes that meet the dress code requirements.**

## **DRUG POLICY**

If a student is in possession of or under the influence of any illegal drug (including all types of alcoholic beverages or the abuse of prescription drugs) during the school day or at school-sponsored activities (including away events regardless of his or her transportation to that event) that student may be expelled for the remainder of the current semester and the following semester.

## **RULES FOR STUDENTS REGARDING DRUGS AND ALCOHOL** Under the Drug-Free Schools and Communities Act Amendments of 1989

### **I. Illegal and Illicit Drugs and Alcohol**

A. Use of illicit drugs and unlawful possession and use of alcohol is wrong and harmful.

B. Students are prohibited from using, being under the influence of, possessing, furnishing, or selling alcoholic beverages, non intoxicating beverages (as defined by law), illegal or illicit drugs, or other mood-altering substances at school, while in school vehicles, or at any school-sponsored event.

- C. "Illicit drugs" includes steroids, prescription and over-the-counter medications being used for an abusive purpose, i.e., when they are not used in compliance with the prescription or directions for use and are not being used to treat a current health condition of the student. "Mood-altering substances" includes paint, glue, aerosol sprays, and similar substances.
- D. Violation of this rule will result in imposition of disciplinary measures, which include suspension for the remainder of the current semester and the following semester.
- E. Student violation of this rule which also constitutes illegal conduct will be reported to law enforcement authorities.

## II. Necessary Medications

- A. Students may not retain possession of, and self-administer any medication at school for any reason.
- B. Students who have a legitimate health need for over-the-counter or prescription medication at school shall deliver such medications to the school nurse or principal with a parental authorization, in compliance with Oklahoma law and school policy and procedures regarding administering medicine to students.
- C. Violations of this rule will be reported to the student's parents by the principal, and may result in discipline which can include suspension.

## III. Distribution of Information

- A. Information for students and their parents about drug and alcohol counseling and rehabilitation and reentry programs in this geographic area is available from the principal at each student's school.
- B. Copies of these rules shall be provided to all students and their parents at the beginning of each school year.

## **STUDENT ALCOHOL AND DRUG TESTING PROGRAM EXTRACURRICULAR ACTIVITIES**

The Roland Board of Education of Roland Public Schools district, in order to protect the health and safety of students participating in extracurricular activities and to educate and direct students participating in extracurricular activities away from drug and alcohol use and abuse, thereby setting an example for all other students of the Roland Public School district, has adopted the following policy for testing of students participating in extracurricular activities for the use of illegal drugs, alcohol, and performance enhancing drugs.

### Purpose and Intent

It is the desire of the board of education, administration, and staff that every student in the Roland Public School District refrain from using or possessing illegal drugs. The administration and board of education realize that their power to restrict the possession or use of illegal drugs is limited. The sanctions of this policy relate solely to limiting the opportunity of any student determined to be in violation of this policy to participate in extracurricular activities. This policy is intended to complement all other policies, rules, and regulations of the Roland Public School District regarding possession or use of illegal drugs.

Participation in school-sponsored extracurricular activities such as interscholastic athletics at the Roland Public School District is a privilege. Students who participate in extracurricular activities are respected by the student body and are expected to hold themselves as good examples of conduct, sportsmanship, and training. Accordingly, students in extracurricular activities carry a responsibility to themselves, their fellow students, their parents, and their school to set the highest possible examples of conduct, which includes avoiding the use or possession of illegal drugs. Additionally, this school district is contracted to follow the rules and regulations of the OSSAA whose rules specifically state: A student under a discipline plan or whose conduct or character outside the school is such as to reflect discredit upon the school shall be ineligible until reinstated.

The purposes of this policy are to prevent illegal drug use, to educate students as to the serious physical, mental, and emotional harm caused by illegal drug use; to alert students with possible substance abuse problems to the potential harms of illegal drug use; to help students avoid drugs; to help students get off drugs; to prevent injury, illness, and harm as a result of illegal drug use; and to strive within this school district for an environment free of illegal drug use and abuse. This policy is not intended to be disciplinary or punitive in nature. The sanctions of this policy relate solely to limiting the opportunity of any student found to be in violation of the policy to participate in any extracurricular activities. There will be no academic sanction for violation of this policy. Notwithstanding the foregoing, a student may be disciplined, including suspended out of school, if a violation of this policy also results in violation of the school district's student behavior policy.

Illegal drug use of any kind is incompatible with participation in any extracurricular activities on behalf of the school district. For the safety, health, and well-being of the students of the district, this policy has been adopted for use by all participant students in grades 7-12.

### **FIELD TRIPS, ATHLETIC CONTESTS, ETC.**

The school has many operations and functions that involve students. The conduct of students at any school function such as field trips, bus stops where students gather, riding the bus, walking to and from school and athletic contests will be as if during the regular school day. Any function related to the school in any way will be governed by typical school conduct regardless of where it is or when it is.

School field trips, extracurricular activities, and athletic contests will start from the school, including those which begin after school hours. Students will be expected to get their own way to the school for these trips and back home from school after the trip is completed.

School extracurricular activities such as programs, concerts, and athletic events are for the purpose of teaching youngsters to compete and perform, plus providing entertainment for the community. Conduct at these events should be such that everyone will have a good time. We want all students to feel a part of the Roland activities; but we must insist that when attending these events, students find a seat and remain seated throughout the evening, with the exception of the concessions and restrooms. This will be enforced regardless of how you came to the game.

Students will not be permitted to go in and out of the events. If a student leaves, he or she cannot return.

Violators will be dealt with in terms of the discipline policy. Students participating in school functions off campus must ride the school vehicles to and from the function. We feel that this is vital for the safety of our students. Any exception to this must be preceded by a call or conversation between parents and coaches or sponsors directly involved.

If a participant is ejected from an OSSAA Event and/or any other school activity there may be disciplinary consequences enforced.

## **STEALING**

Lockers and locks are provided throughout the school system. While it is sometimes difficult to lock one's belongings throughout the day, failure to do so often leads to someone stealing. Once stolen, items are very difficult to recover--especially money. Please refrain from bringing more money to school than will be needed for the day, and keep things locked.

## **LOST, STOLEN OR MISPLACED ITEMS POLICY**

Roland Public Schools will make every effort to help students find lost, stolen or misplaced personal property, or school issued properties such as books, ball uniforms, etc. but assumes no financial responsibility for replacement of these articles.

## **TOBACCO**

Students are prohibited from possessing and using tobacco products (to include any smoking device, vapor or electronic cigarettes) while on school grounds or during any school-sponsored activity.

Students are reminded that possession and/or use of tobacco products and/or tobacco-related paraphernalia are a major offense. Disciplinary actions as a result of the possession or use of tobacco products (to include any smoking device, vapor or electronic cigarettes) will be as follows:

1st Offense--three (3) days of In School Suspension (ISS)

2nd Offense--three (3) days of Out of School Suspension and a written warning from Roland Public School Resource Officer

3rd and Any Subsequent Offense--five (5) days Out of School Suspension and a citation from the City of Roland for up to \$100.00

## **CONSEQUENCES FOR MISCONDUCT**

Any student misconduct will be dealt with in a fair, consistent, and appropriate manner. Punishment for misconduct may include the following: counseling, detention, school service, in-school suspension(ISS), change of placement, out-of-school suspension, or paddling.

## **SUSPENSIONS**

In the event of an out-of-school suspension of five (5) days or less, school work will not be allowed to be made up and no credit will be given on any assignment/test. If a student is suspended for more than five (5) days, school work may be requested and picked up by the parent or guardian for work given on day six (6) going forward. **The work will be turned in on the day the student returns to class.**

## **SECTION 4**

## **ACADEMICS AND COUNSELING**

High School Counselor  
Junior High Counselor

Shelby Offineer  
Amy Adams

(918) 427-6937  
(918) 427-7599

## **REQUIREMENTS FOR GRADUATION**

Grades to determine the diplomas are based on grades from the 9th, 10th, 11th and 12th grades.

### **Graduation Requirements for RHS Graduates of 2018-19**

**Standard Diploma** available only to those students with the proper paperwork on file.

4 units of English

3 units of Science (Biology I, and two (2) other lab sciences)

3 units of Mathematics (Algebra I, and two (2) other math courses)

3 units of Social Studies (US History,  $\frac{1}{2}$  Ok History,  $\frac{1}{2}$  Government,  $\frac{1}{2}$  World History, and  $\frac{1}{2}$  other social studies)

2 units of Fine Art

1 unit of Personal Financial Literacy

9 Electives

### **Total 25**

**College Preparatory Diploma** - available to those students who meet the following graduation requirements.

4 units of English

3 units of Science (Biology I & two (2) other lab sciences)

3 units of Mathematics (Alg. I & II & Geometry)

3 units Social Studies (1 unit US History,  $\frac{1}{2}$  Ok History,  $\frac{1}{2}$  Wld. History,  $\frac{1}{2}$  Government, &  $\frac{1}{2}$  other Social Studies)

2 Units of the same Foreign Language or 2 units of Computer Technology

1 unit of Speech, Drama, Music Appreciation, Art Appreciation,  
Choir, Band, or Art (Humanities will not work).  
1 additional unit of English, Science, Mathematics, Social Studies,  
Foreign Language or Computer Technology  
1 unit of Personal Financial Literacy  
7 Electives

**Total 25**

Honors Diploma - available to those students who meet the course requirements of a College Preparatory Diploma with the exception that they have completed 6 honors classes with no grades below a "C" in all classes.

Note: Students can enter some two-year degree/certificate programs without taking these courses. Requirements may change and they may be different for private colleges and universities, so check with your counselor for details.

**OKLAHOMA HIGHER LEARNING ACCESS PROGRAM/ OKLAHOMA'S PROMISE**

*For more information or a complete listing of requirements, contact the Oklahoma State Regents for Higher Education at (405) 225-9100.* The Oklahoma Higher Learning Access Program (OHLAP/ OKLAHOMA PROMISE) has been available to students since 1992. The program proposes to pay the general enrollment fees for students to go to college during their undergraduate years. Students must enroll in the program as an 8th, 9th, or 10th grader.

Student Requirements:

- .. Be a resident of Oklahoma
- .. Make a commitment to the program as an 8th, 9th, or 10th grader.
- .. Have a family income of \$55,000 or less at the time of enrollment.
- .. Don't skip school.
- .. Do your homework.
- .. Don't abuse drugs or alcohol.
- .. Don't commit criminal or delinquent acts.
- .. Complete the courses required for admission to any Oklahoma college or university plus 1 unit (these courses must include two units of foreign language or technology, and 1 Unit of fine arts).
- .. Apply for other financial aid during your senior year of high school.
- .. Take part in OHLAP activities that will prepare you for college.
- .. Meet with a teacher, counselor, or principal to go over your school work and records.
- .. Graduate with a 2.5 grade point average within the previous three years.
- .. Have been admitted and enrolled in an institution of higher education or postsecondary Career-tech program.

## **PASSPORT TO PERSONAL FINANCIAL LITERACY**

Beginning with students entering 7th grade in the 2008-2009 school year, in order to graduate from a public high school accredited by the State Board of Education, students shall fulfill the requirements for a Personal Financial Literacy Passport during Grades 7 through 12.

## **DROPPING CLASSES**

After two weeks a student may not add or drop a class unless special, unusual circumstances exist. All changes must come through the principal's office. Schedule change forms will be signed from all teachers involved.

## **HIGH SCHOOL EXEMPTION POLICY**

All students (sophomores, juniors, and seniors) can be exempt from the semester tests with the following days absences (**excused & unexcused**) and grade averages as listed below:

A - 4 Absences

B - 2 Absences

C - 0 Absences

These grades and absences are based on individual classes.

## **STATE TESTING REQUIREMENTS**

Seventh grade--Math and English Language Arts

Eighth grade--Math, English Language Arts and Science

Eleventh grade--ACT and any other State mandated tests

## **CREDITS REQUIRED FOR CLASS ADVANCEMENT**

Sophomore..... 4 credits

Junior..... 11 credits

Senior..... 18 credits

## **TRANSFER STUDENTS**

**A Student whose parents are not legal residents of the Roland School District must obtain a legal transfer to attend Roland Public Schools.**

Transfer Application Procedure:

June 1 through December 31 an Emergency Transfer form will be used. January 1 through May 31 an Open Transfer form will be used. In either case, the building principal will visit with the student and parents, filling out the appropriate forms and sending them onto the superintendent's office to be processed. The principal or their designate will inform the parents when the transfer has been approved.

## **SENIORS**

Eligibility Requirements for Seniors to take a college/post-secondary planning day.

1. Students who appear on the failing list issued through the counseling office for two consecutive weeks prior to the day a request is made are not eligible for a college day.
2. Students who have missed 5 days in the current nine weeks or 10 days in the current semester as recorded on the Wen-GAGE software are not eligible for a college day.
3. Students must have college day forms signed by a parent and returned to the counseling office by 3 :00 p.m. the day before their scheduled visit for the absence to be excused. Students who are 18 yrs. of age at the time the form is issued may be exempt from obtaining the parent signature and obtain the principal's signature instead.

School days missed for vocational days, college days, or military days **MUST BE APPROVED BY THE COUNSELOR** and is limited to two (2) days.

## **VALEDICTORIAN AND SALUTATORIAN**

Valedictorian, Salutarian, State Honor Society and A & B awards will be selected by the student's total grade points in the 9th, 10th, 11th, and 12th grades. The grade points are computed using the method: Honors classes: A equals 5 points; B equals 4 points; C equals 3 points, etc. and in regular classes A equals 4 points; B equals 3 points,etc. The highest number of grade points will be Valedictorian and the second highest will be Salutarian.

## SUBJECTS OFFERED

Algebra I	Geometry
Algebra II	Government
AP Calculus *	Graphic Design
Applied Biology	Health
Art Appreciation	Honors English
Athletics	II, III & IV *
Band	Intro. to AG Power & Technology
Biology I	Introduction to Animal Science
Biology II	Introduction to Horticulture
Business Law	Marriage/Parenting
Business Organization & Management	Math Analysis * (Physics *)
C.A.D. *	Music Appreciation
Chemistry *	Oklahoma History
Chorus	Physiology *
Co-ed PE	Personal Finance Literacy
Computer Application I & II	Pre AP Algebra II *
Distance Learning *	Pre-AP Biology I & II *
Desktop Publishing	Pre-AP Trigonometry*
Drivers Education (Summer)	Spanish I
Economics	Spanish II*
English I	Science Lab *
English II	Science, Technology, Engineering
English III	Mathematics (STEM)
English IV	Surviving & Thriving
FACS Capstone*	US History
Foods I & II	World History
Forensic Science	Yearbook
	Zoology

\*Denotes 5-point Honor Classes

The learner outcomes for all the above subjects are available to be viewed in the office

## **COURSE DESCRIPTIONS**

### **BUSINESS DEPARTMENT**

**COMPUTER APPLICATIONS:** This course offers students the opportunity to investigate all aspects of the computer. Students will examine the history and basic operations of a computer. Students will become proficient in their skill of basic computer software. Multidisciplinary projects will involve using various applications such as word processing, spreadsheets, databases, graphics, Web page editors and presentation software. Students will also have an opportunity to conduct research on the internet, explore new technological innovations, examine technology-related careers and speculate about future computer applications.

**DESKTOP PUBLISHING:** Students will learn to use the basic tools of Desktop Publisher. Upon completion of the course students will be able to understand the difference between a pixel-based and vector-based graphic and import and export graphics in multiple formats. Topics will include creating text and gradients, drawing and composing an illustration, transforming and distorting objects, incorporating color techniques, placing type in an image, how to work with layers and printing preparation will also be covered.

### **LANGUAGE ARTS DEPARTMENT**

**ENGLISH I:** English I includes the study of basic grammar, composition, literature, spelling and vocabulary. Students will proofread written work and will produce neat and legible papers. Grammar includes sentence structure, punctuation, sentence parts and their relationships. Composition includes four types of writings: narrative, descriptive, expository, and argumentative; short reports documented with bibliography, and revising written materials. Literature includes the study of the short story, biography, essay, poetry, drama and novel.

**ENGLISH II:** Students will study grammar, composition, literature, spelling and vocabulary. Grammar includes sentence structure, punctuation, sentence parts and their relationships. Composition includes four types of writings: narrative, descriptive, expository and argumentative; short reports documented with bibliography, and revising written materials. Literature includes the study of the short story, biography, essay, poetry, drama and novel.

**ENGLISH III:** Grammar study will be continued. The emphasis will be on improving sentence structure and usage. Basic theme structure will be taught, giving the student opportunity to practice his grammar skills. The student will write a complete research paper. The literature study will be a comprehensive review of American Literature, starting from Colonial days to the present.

**ENGLISH IV:** This course combines the study of English Literature, functional grammar, and composition. The skills of effective communications are emphasized as well as our heritage of literature and language from England. The student will write a complete research paper.

**\*HONORS ENGLISH II, III, IV:** Students will continue to increase critical reading, writing, and thinking skills through substantive, complex works of fiction and nonfiction. In alignment with Oklahoma Academic Standards, this course will prepare students for success on assessments such as the state exam and national ACT, PSAT, and SAT examinations. While this course includes appropriate levels of support and scaffolding to maintain rigor, the ultimate goal is to create independent readers and writers. Because this course prepares students to be successful in college, students should be willing and able to work independently in both reading and composition.

**SPANISH I:** Spanish I is a study of the fundamentals of written and spoken Spanish. There is a daily practice in the reading, writing and speaking of the Spanish language.

**\*SPANISH II:** Prerequisite is Spanish I. This course is a continuation of Spanish I with emphasis on speaking in Spanish and translating from Spanish to English.

## **MATHEMATICS DEPARTMENT**

**ALGEBRA I:** Algebra I is a one-year course which includes general numbers and formulas; simple equations in two variables; literal equations; special products and factors; algebraic fractions, using algebraic fractions in formulas and equations; ratio and proportion; numerical trigonometry; roots and radicals; and quadratic equations.

**ALGEBRA II:** Algebra II is a one-year course with a prerequisite of "C" or better in Algebra I or completion of Intermediate Algebra. In this class Algebra I is reviewed quite extensively as Algebra II material is covered. Course content includes functions; equations; graphs; linear systems; matrices; quadratic equations and functions; polynomials and polynomial functions; radical functions and rational exponents; exponential and logarithmic functions; rational functions; and quadratic relations.

**\*CALCULUS:** Prerequisite Trigonometry/Pre-Calculus. Calculus is the mathematics of change velocities and accelerations. It is also the mathematics of tangent lines, slopes, areas, volumes, arc lengths, centroids, curvatures, and a variety of other concepts. It is a five-point honors class and will cover all material needed to take the AP Calculus AB Test at the end of the school year.

**GEOMETRY:** Geometry is designed to help a student develop logic in his way of thinking; familiarize him/her with the relationship between different polygons and circles; and to help him/her develop a proof. This logic and reasoning will help him/ her in all classes and in everyday life. To do well in this class, it is recommended that you have taken and passed Algebra I or Intermediate Algebra with a "C" or higher.

**\*HONORS PRE-AP ALGEBRA II:** Honors Algebra II is basically the same as College Algebra and has a prerequisite of "B" or better in Algebra I. It is a five point class, which means each grade is worth one more point than in a non-honors class. Teacher recommendation is required. Course content includes functions; equations; graphs; linear systems; matrices; quadratic equations and functions; polynomials and polynomial functions; radical functions and rational exponents; exponential and logarithmic functions; rational functions; and quadratic relations.

**\*MATH ANALYSIS:** Prerequisite trigonometry or concurrent enrollment. Physics is concerned with the relationship between matter and energy. The physics course is divided into four main categories: mechanics and heat, waves, electricity, and nuclear physics. Emphasis is placed on vector solution to problems involving motion, work and power. The ways of generating and transmitting electricity are studied, with an introduction to basic electronics.

**\*PRE-AP TRIGONOMETRY:** Trigonometry/Pre-Calculus is a one-year course with trigonometry being covered. This course has a prerequisite of a "C" or better in Honors Algebra II or Algebra II CP. The class covers radian and degree measure; trigonometric functions- the unit circle; right triangle trigonometry; trigonometric functions of any angle; graphs of the trigonometric functions; inverse trigonometric functions; fundamental identities; verifying trigonometric identities; solving trigonometric equations; sum and difference formulas; multiple-angle and product-to-sum formulas; law of sines; and law of cosines. This is a five-point honors class.

## **FINE ARTS DEPARTMENT**

**ART APPRECIATION:** In Art Appreciation students will explore the many faces of art, its emotional and intellectual depth, its purposes, and historical importance. Investigating art as a mirror of society, students will make connections between ancient art and modern art. Organized around universally applicable essential questions and themes, this course develops critical reading and thinking. Students will identify and then link the underlying patterns and meanings shared by all works of art.

**BAND:** Any high school student who can meet the requirements for musicianship may join the high school band. Uniforms and some of the instruments are furnished, but most instruments must be individually owned. Emphasis is on continued development of performance skill on higher technical and artistic levels. The band participates in many school and community affairs each year and also make many out-of-state appearances.

**MUSIC APPRECIATION:** This course introduces students to the history, theory, and genres of music. The course explores the history of music, from the surviving examples of rudimentary musical forms through to contemporary pieces from around the world.

## SCIENCE DEPARTMENT

**APPLIED BIOLOGY:** A study of the earth and how it is affected by our changing environment. Students study the effects of pollution, the oxygen cycle, the water cycle, and the greenhouse effect. Also, covered in this course are oceanography, topography, geology, astronomy, and meteorology.

**BIOLOGY I:** The study of biology deals with life in relation to the physical and biological environment. The basis for and understanding of these factors in the environment have been established in the study of general science and physical science. The major concern in this study is to develop concepts of the biological world through an understanding of the basic principles, which govern life on the earth.

**BIOLOGY II:** The study of second year biology should reemphasize and strengthen the skills and attitudes established in Biology I. The student will use them in problem-solving activities, which call for basic individual laboratory work, and as much research as facilities permit.

**\*CHEMISTRY:** Chemistry is open to juniors and seniors. This science deals with the composition of matter, the reactions that matter undergoes, and man's attempts to control these reactions. The course is built around primary methods. The acceptance of the periodic table is an important part of the study of chemistry. Chemistry is essential in the fields of engineering, medicine, and scientific research.

**FORENSIC SCIENCE:** This course surveys key topics in forensic science, including the application of the scientific process to forensic analysis, procedures and principles of crime scene investigation, physical and trace evidence, and the law and courtroom procedures from the perspective of the forensic scientist. Through online lessons, virtual and hands-on labs, and analysis of fictional crime scenarios, students learn about forensic tools, technical resources, forming and testing hypotheses, proper data collection, and responsible conclusions.

**HEALTH:** This course will cover all aspects of health and your body. Students will learn the importance of physical fitness and nutrition. We will also cover various topics relating to self-esteem, managing stress, the effects of drugs, alcohol and infectious diseases. General safety and first aid will also be covered.

**\*PHYSIOLOGY:** Physiology is a science that deals with the study of form and functions that are carried on within the body. It is an advanced, in-depth study of the bodily systems.

**\*PRE-AP BIOLOGY:** This course will thoroughly cover topics dealing with the science of biology including cells, matter and energy, molecular biology, genetics, evolution, plants and animals. We will investigate these topics through a wide range of activities, lectures, laboratory activities and internet investigations. This course will begin to introduce biology at a college level, and will involve you spending extra time working outside of the classroom and will prepare you for AP Biology.

**\*SCIENCE LAB:** Science Lab will introduce students to the process of scientific investigations and provide them with the prerequisite laboratory skills to succeed in the college level laboratory based course. Topics covered include: Types of scientific studies, measuring and calculating derived units to proper significant figures, laboratory equipment and uses, laboratory techniques, study development, and STEM. Students will also be exposed to medical techniques and procedures used by medical professionals, such as, doctors, nurses, EMTs and paramedics. This class is project based with students' grades dependent on their ability to complete coherent, and scientifically valid, studies and lab reports.

**ZOOLOGY:** Zoology is a laboratory-based course that surveys the nine phyla of the Kingdom Animalia. Morphology, taxonomy, anatomy, and physiology will be investigated. Laboratory activities, research, use of technology and the effective communication of results through various methods are integral components of this course.

## **SOCIAL STUDIES DEPARTMENT**

**ECONOMICS:** Economics presents the basic concepts of economics to students, and it introduces them to the economic way of thinking. Supply and demand, prices, scarcity, opportunity cost, the free-enterprise economic system.

**GOVERNMENT:** This course gives the student a background of how our government is organized and the ways in which it functions.

**OKLAHOMA HISTORY:** A study of the formation of our state, Oklahoma history is a required course for freshmen. Students learn of the state's important cultural and political contributions.

**US HISTORY:** Required for all juniors. This course emphasizes our colonial background, the establishment of our republic, and the expansion of our nation. It further stresses our American social, cultural, political, and economic heritage. Ideals of the American way of life are emphasized.

**WORLD HISTORY:** World history gives the story of mankind from his earliest beginning through our present time. An attempt is made to give the student a fundamental grasp of today's problems and as broad a viewpoint as possible so that the student can make a useful contribution to his educational background.

## **VOCATIONAL EDUCATION DEPARTMENT**

**\*CAD:** The fundamentals of CAD course is designed to develop student skills to perform beginning-level Auto CAD tasks under the supervision of an experienced instructor. Students receive instruction in the basic theory of drafting, using both board and CAD to learn basic applications of board drafting. Students will also cover the CAD commands and functions, create drawing environments, and plot and print/plot CAD drawings and data. Students will use the

software package AutoDesk to design and edit drawings. Drawings will be printed and will be included in a student portfolio.

**INTRODUCTION TO AG POWER AND TECHNOLOGY:** Prerequisite Introduction to Agriscience: This is a one-credit course to develop knowledge and skills in the fundamentals of agricultural mechanics and power equipment. Physical science and mathematics principles will be integrated throughout the course. Major areas of content include the meaning and importance of agricultural mechanics and power; personal and employability safety; identifying, using, and maintaining common hand power tools; planning and organizing facilities and shops; using measuring devices; selecting and using wood and metal materials; using fasteners and hardware; preparing and using simple project plans; metal fabrication; and machinery and engines. FFA and supervised experience will also be included as appropriate.

**INTRODUCTION TO ANIMAL SCIENCE:** Prerequisites: Introduction to Agriscience. The introduction to Animal Science course is a one-unit course structured to provide a sound foundation for advanced courses. The course is designed for students interested in learning the fundamentals of science-based animal agriculture. The content includes the importance and scope of agricultural animals, taxonomy, anatomy, physiology, reproduction, nutrition, health and disease management, facilities and equipment, and production practices of popular species. Evaluation, fitting, showing, and marketing are included. Animal ethics and safety are also included. FFA and supervised experience are integral in the course, as appropriate.

**INTRODUCTION TO HORTICULTURE:** Prerequisites: Introduction to Agriscience. Introduction to Horticulture is a one-credit course that is offered as the first course in the pathway in schools with a horticultural emphasis. It is for students who wish to develop knowledge and skills related to ornamental horticulture, including floristry, landscaping, turf, and greenhouse production. Content includes species and importance of horticultural plants, plant safety, plants as living organisms, sexual and asexual reproduction, plant growth, and cultural practices, including the use of greenhouses and other growing structures. Disease and pest management, plant nutrition, and growth regulation are included. FFA and supervised experience are included as appropriate.

**GRAPHIC DESIGN:** This course is designed for developing student skills in performing advanced-level Graphic Communications tasks under the supervision of an experienced instructor. Desktop Publishing students receive instruction in: layout and design, electronic imaging, digital photography, graphic design, desktop publishing, vinyl sign making, motion graphics, converting print media to the web, and employability skills.

## **OTHER COURSES**

**CAREER TECHNOLOGY:** The following courses are available to students who are a junior or senior at the Career Technology Center in Sallisaw:

Auto Mechanics	Environmental and Spatial Technology (East)
Carpentry	Business & Computer Technology
Air Conditioning	Welding
Health Careers Certification	Service Careers Technology

This has to be approved through the Career Technology Center in Sallisaw, Ok.

**DISTANCE LEARNING:** Offered for college credit through concurrent enrollment.

**DRIVER'S EDUCATION(SUMMER):** A student must be 15 years old to take this course. This course strives to provide the best means by which the student, under guidance, can acquire the basic concepts and skills necessary for safe driving. It emphasizes that being a good driver requires the same qualities of good judgment and cooperative attitude that are needed to be a good citizen. There will also be a \$100.00 charge per student for Drivers Education classes.

**YEARBOOK:** This course includes preparing camera-ready copy using the computer, copyrighting, photography, and use of the darkroom. Students who enroll in yearbook should have a special interest in it and should be willing to work extra hours.

### **SPECIAL PROGRAMS**

**EDUCABLE MENTALLY CHALLENGED:** A class designed to meet the individual needs of the student.

**LEARNING DISABILITIES PROGRAM:** This program is to provide individualized curriculum and alternative learning strategies to compensate for dysfunction.

**SPEECH CORRECTION:** This helps correct or improve communication skills for students who have some specific indication of a dysfunction in communication ability.

**JOHNSON O'MALLEY (JOM) PROGRAM:** The Johnson O'Malley (JOM) Program is a supplemental program for the education of eligible Indian students. Eligible students are verified Indian students or those who have a CDIB card. Cherokee Nation of Tahlequah is the prime contractor of the JOM Programs.

The Roland JOM Program has one (1) JOM representative. Our representative serves as a home school aide/tutor. The JOM Program offers tutoring to any JOM student who needs it, provides assistance in getting CDIB cards, and has school supplies available for the JOM students who need them.

## SECTION 5

## ACTIVITIES AND ATHLETICS

### **INTERSCHOLASTIC ACTIVITIES**

Oklahoma has a no pass, no play rule. To be eligible to participate in any interscholastic activity a student must pass a minimum of five subjects counted for graduation in the previous semester. During the semester he or she must pass all subjects or the student will be placed on probation for one week. Then, if the student does not pass all subjects, the student is ineligible to participate in activities until he or she is passing all subjects. A student cannot be on probation for two consecutive weeks. The eligibility periods will begin on Monday and end on Sunday.

### **ATHLETIC PROGRAM**

Athletics places prime emphasis on aiding young people to obtain a balanced education. As a part of that education, athletics can play a leading role.

**Physically:** Through athletics, young people build a strong body and become more courageous and confident.

**Morally:** Young people learn sportsmanship and respect for their associates.

**Mentally:** The young people are subject to learning assignments and are responsible for carrying them out before thousands of people, plus the fact that they learn to compete.

**Socially:** Athletes are in daily contact with other young people with whom they must cooperate. More people know them, or about them and they are in a position to make friends with many people.

**Self-Discipline:** First, athletes learn to get along in a democratic situation; second, they gain confidence through skill improvements; third, they develop an attitude of continual self-improvement; fourth, they are encouraged to think and act rationally; fifth, they learn that group and individual interests are coordinated to a common goal; sixth, they learn the equalization factor of bad versus good breaks, winning versus losing; seventh, they learn to apply the situations to everyday life.

We hope, too, that the fine young people representing our city, their fine parents, our student body, and all of us will continue to exemplify the type of moral conduct, mental attitude, character and spirit that makes possible the fine record of which every interested fan is proud.

## ADMISSION PRICES FOR HOME ATHLETIC EVENTS

	STUDENTS	ADULTS
High School Football games	\$3.00	\$5.00
Junior Varsity Football games	\$2.00	\$3.00
Junior High Football games	\$2.00	\$3.00
High School Basketball games	\$3.00	\$5.00
Junior Varsity Basketball games	\$2.00	\$3.00
Junior High Basketball games	\$2.00	\$3.00

## ROYALTY

The football homecoming queen nominees are selected by the football team. These nominees must include at least two (2) sophomores, two (2) juniors and three (3) seniors. The queen is elected by a vote of the student body. There will be a senior queen and six (6) attendants selected according to the number of votes.

The band queen must be a senior member of the band and will be voted on by band members by secret ballot. Attendants will be chosen from any rank of the band to include a senior, junior, sophomore, and freshman.

The basketball homecoming queen is voted on by the student body. All senior basketball girls are in the royalty. The senior with the highest number of votes will be the queen. Voting will be by secret ballot and all ballots will be kept in a safe place. The winners will be announced on the night of the Homecomings and Band Night.

Please Note: The same senior girl may not hold more than one (1) Queen's honor in Band, Football or Basketball Royalty.

The flower girl/crown bearer for football and basketball homecoming will be selected by the Senior Queen candidates. Each Senior candidate may nominate one (1) boy and one (1) girl from Pre-K through 3rd grade. In the presence of the senior queen candidates, the teacher in charge of the ceremony will draw one boy's name and one girl's name.

## **CLASS OFFICERS**

Each class will elect officers at a general class meeting. Officers must maintain a "C" average.

## **STUDENT COUNCIL**

High School will elect student council officers as follows:

**President**--must be a member of the junior or senior class and must have and maintain a "B" average

**Vice-President**--must be a member of the junior or senior class and must have and maintain a "B" average

**Secretary**--can be from the sophomore, junior, or senior class and must have and maintain no grade lower than a "C".

**Representatives** from each class must have a "C" average. There will be a boy and girl representative elected from each class: sophomore, junior and senior.

## **CLUBS**

### **TECHNOLOGY STUDENT ASSOCIATION**

The Technology Student Association (TSA) is a national, nonprofit organization for middle and high school students with a strong interest in technology. Since TSA was chartered in 1978, over 2,000,000 students have participated. The mission of TSA is to "prepare its student members for the challenges of a dynamic world by promoting technological literacy, leadership, and problem solving skills, resulting in personal growth and opportunities."

TSA teaches students leadership and responsibility. Members are required to meet official dress requirements, attend chapter meetings (after school), participate in fundraisers, and assist in the yearly community service project. Members attend local, state, and national conferences throughout the year. Conferences host competitive events for members that include events such as: Graphic Design, Structural Engineering, Film Technology, Technical Research & Report Writing, Prepared Speech, Medical Technology, Mechanical Challenge, and Problem Solving.

### **FUTURE FARMERS OF AMERICA**

FFA is a national organization with a membership of over 500,000 with members in all fifty states, Puerto Rico and the Virgin Islands. Oklahoma has the fourth largest membership in the nation with over 23,000 members.

FFA makes a positive difference in the lives of students by developing their potential for premier leadership, personal growth, and career success through Agriculture Education.

There are three components to the FFA and Agriculture Education: Classroom/Laboratory Instruction, Supervised Agricultural Experience (SAE), and FFA.

Students who become members of the FFA at Roland receive instruction in Animal Science, Agronomy and Plant Science, Horticulture, Natural Resources, Leadership, and Agriculture Mechanics. Members have the opportunity to attend conventions, leadership camps and conferences, career development events, speech events, livestock shows, and participate in numerous community activities throughout the year.

## **SPANISH CLUB**

Spanish Club is for high school Spanish students (current and past). The purpose of Spanish Club is to learn more about hispanic culture through food and craft activities. Meetings will be held after school twice a month.

## **FCCLA**

The mission of the FCCLA is to promote personal growth and leadership development through Family and Consumer Sciences education. Focusing on the multiple roles of family member, wage earner and community leader, members develop skills for life through:

- Character development
- Creative and critical thinking
- Interpersonal communication
- Practical knowledge
- Vocational preparation.

The Program Emphasis:

- Is the only in-school student organization with the family as its central focus.
- Is a career and technical student organization that functions as an integral part of the Family and Consumer Sciences Education curriculum and operates within the school system.
- Provides opportunities for active student participation at local, state and national level

## **QUIZ BOWL**

High school quiz bowl competes in the fall starting in September and ending at the end of the first semester. The purpose of quiz bowl is to allow students the opportunity to expound on the knowledge they have gained during their educational experience and apply it in a competitive format. Roland public schools offer a Varsity and Junior Varsity team for grades 9th, 10th, 11th, and 12th. The matches are played on Tuesday nights and three games are played each Tuesday. OSSAA districts for the Varsity team are played on a selected week day in October. Regional, Area, and State competitions may be held on a Saturday. The spring quiz bowl season for both Varsity and Junior Varsity may consist of a NAQT Regional qualifier held at Oklahoma State University.

Junior High quiz bowl is also offered in the spring for 7th, 8th, and 9th grade students. It is a shorter season held during the spring semester in which a district, regional, and state competition is conducted. All students are eligible and encouraged to apply for the quiz bowl team.

An upper elementary quiz bowl program is offered in the spring with a district, regional, and state competition.

## **HONOR CLUB**

Honor Club is a service organization, open to students in grades 10 through 12 who meet the requirements below. The club participates in tutoring, they have collected food for Thanksgiving dinners for needy families, raised money and shopped for Christmas angels, made ornaments for the Pre-K 4 year olds, worked at tournaments, made appreciation gifts for the faculty, support personnel, and administration, gone on field trips, coached little league teams, and much more. For students to be part of the Roland High School Honor Club, the following requirements must be met:

Sophomores - must be currently enrolled in one (1) honor class

Juniors - must be currently enrolled in two (2) honor classes or have an accumulation of three (3)

Seniors - must be currently enrolled in three (3) honor classes or have an accumulation of six (6)

A member must have a minimum of 12 hours of community service completed by April of their current year. Forms are to be filled out and turned to their individual class representative to receive credit.

All students must maintain an overall "B" average to be and to stay a member of Honor Club.

## **NATIONAL HONOR SOCIETY**

The National Honor Society (NHS) is the nation's premier organization established to recognize outstanding high school students. More than just an honor roll, NHS serves to honor those students who have demonstrated excellence in the areas of Scholarship, Leadership, Service, and Character. These characteristics have been associated with membership in the organization since its beginnings in 1921.

Membership in the Roland Chapter of the National Honor Society is both an honor and a responsibility. Students selected for membership are expected to demonstrate and continue to demonstrate the qualities of scholarship, leadership, service, and character.

If you would like to apply for membership in the Roland Chapter of the National Honor Society, you need to:

- 1) be a junior or senior
- 2) obtain and fill out the application
- 3) attach one letter of recommendation (can not be from a family member or teacher, someone outside the school setting)

- 4) have a 3.5 or better GPA (accumulative from the ninth grade and on)
- 5) return application and letter of recommendation to the adviser

\* If accepted, a minimum of 5 community service hours must be completed and submitted at the end of each nine weeks.

Applications will be available in April with a deadline to return in May. Announcements will be made when applications are available.

## **SECTION 6**

## **GENERAL PROCEDURES**

### **BUS RIDER RULES**

#### **I. Previous To Loading (on the road and at school)**

1. Be on time at the designated school bus stops -- keep the bus on schedule.
2. Stay off the road at all times while waiting for the bus. (Bus riders conduct themselves in a safe manner while waiting.)
3. Wait until the bus comes to a complete stop before attempting to enter.
4. Be careful in approaching bus stops.
5. Bus riders are not permitted to move toward the bus at the school loading zone until the bus has been brought to a complete stop.

#### **II. While On The Bus**

1. Keep hands and head inside the bus at all times after entering and until leaving the bus.
2. Assist in keeping the bus safe and sanitary at all times.
3. Remember that loud talking and laughing or unnecessary confusion diverts the driver's attention and may result in a serious accident.
4. Treat bus equipment as you would valuable furniture in your own home. Damage to seats, etc., must be paid for by the offender.
5. Bus riders should never tamper with the bus or any of its equipment.
6. Leave no books, lunches or other articles on the bus.
7. Keep books, packages, coats and all other objects out of the aisles.
8. Help look after the safety and comfort of small children.
9. Do not throw anything out of the bus window.
10. Bus riders are not permitted to leave their seats while the bus is in motion.
11. Horseplay is not permitted around or on the school bus.
12. Bus riders are expected to be courteous to fellow pupils, the bus driver and the patrol officers or driver's assistants.
13. Keep absolutely quiet when approaching a railroad crossing stop.
14. In case of a road emergency, children are to remain in the bus.
15. Principals may assign seats on the buses.

### **III. After Leaving The Bus**

1. When crossing road, go at least ten feet in front of bus, stop, check traffic, watch for bus driver's signal, then cross road.
2. Students living on the right side of road should immediately leave bus and stay clear of traffic.
3. Help look after the safety and comfort of small children.

### **IV. Extra-Curricular Trips**

1. The rules previously mentioned will apply to any trip under school sponsorship.
2. Pupils shall respect the wishes of a chaperone appointed by school officials.
3. Drivers for activity trips will be qualified, licensed drivers.

### **MOTOR VEHICLES**

Students who drive automobiles to school will park them in one of the designated areas. No parking is permitted for students in front of the high school gym, the band building or the south side of the high school. **Students will not be permitted to return to these vehicles throughout the day for any reason without permission from the office.** Roland Schools has a closed campus and students will not be allowed to sit in or drive their vehicles at noon. Once a student drives his/her vehicle on campus, they must park and exit their vehicle and may not leave without permission. (This rule also applies to motorcycles.) Students walking or riding in private vehicles must wait until the 3:15 p.m. bell. This expedites the loading of buses and makes for a much safer situation.

### **DRIVERS LICENSE STATE LAW**

You will need to have the following at the Driver License Examiner:

- Two forms of documentation to show proof of identification for a United States citizen
- Your Social Security card
- Documentation of legal name change (if applicable)
- If you are under 18 years old:
  - A Parent or Legal Guardian must be present
  - Documentation of school enrollment or attendance in a secondary/vocational school and a document of completion for the 8th Grade Reading Proficiency Test are required
- For ages 15½-16, documentation showing current enrollment in a driver ed course, a contract from a commercial school, or a Parent-Taught Driver Education (PTDE) affidavit is required. Once you purchase First Time Driver Oklahoma Parent-Taught Driver

Education, you will receive an e-mailed registration receipt that can be used as proof of enrollment. If you are over 16 years old, driver ed is not required but is recommended.

The principal must send a form to the Department of Public Safety listing any student who misses 10 consecutive days or 15 days in a semester. This may cause a student's driver's license to be withdrawn. **Students dropping out of school will lose their driver's license.**

## **VISITORS**

All visitors must check in at the office. No one will be allowed to attend school with students. Only parents/guardians will be allowed to eat lunch with students.

## **FAMILY INVOLVEMENT**

The Board of Education believes that the education of children should be a joint effort between the school and the parent. While the school system accepts the primary responsibility of the classroom, we believe that the training and education of children should begin and continue in the home.

Therefore, it is the policy of this board to promote cooperative relationships between students' families and the guardians to become active partners in education. The superintendent is directed to develop and implement activities to:

1. Keep parents/guardians thoroughly informed about their children's school and education.
2. Encourage involvement in their children's school and education.
3. Establish effective two-way communication between all families and the school board and district personnel.
4. Seek the advice of parents/guardians on school governance issues and methods to fulfill the district's educational mission.
5. Inform parents/guardians on how they can assist their children's learning. The superintendent shall periodically report to the board on the implementation of this policy.

## **TELEPHONE CALLS AND MESSAGES**

Except in an emergency, no one will be called to the phone or given a message while he/she is in a class.

## **CELL PHONES**

Cell Phone usage will not be permitted during class time. Cell phones must be turned **OFF** during class time; placing phones on silent mode is not acceptable. Cell phones may **ONLY** be used before school, during breaks, lunch, and after school. If a teacher sees your cell phone during class time for any reason, they are to take the phone and turn it into the office.

Cell phones that are improperly used during class time will be taken for a minimum of three (3) days or until a parent/guardian can pick it up from the office, for the first offense. For the second or subsequent offenses, a parent/guardian must pick up the phone from the office.

## **CAFETERIA**

The Roland Public School feels that it is imperative for all students to eat well balanced meals to get the maximum benefit in the learning experience. We encourage students to maintain a healthy body and mind with good nutrition.

The Community Eligibility Provision (CEP) provides an opportunity for schools and local educational agencies (LEAs) in high poverty areas to provide free breakfast and lunch to all students without the burden of collecting and processing school meal applications for free and reduced price meals. CEP was a key provision of the Healthy, Hunger-Free Kids Act (HHFKA) of 2010. Rather than taking school meal applications to make individual eligibility determinations, Roland Public School has adopted CEP, **all students will receive free breakfast and lunch.**

\* Our district is not guaranteed to have this program every year. This program operates on a year-by-year basis.

You can still see the history of meals on your student's/students' gradebook account by going to the school website, [www.rolandschools.org](http://www.rolandschools.org) and then the gradebook tab to the login screen (or directly at <https://ok.wengage.com/Roland/Login>).

Previous years unpaid lunch balances will be collected. Ultimately, unpaid accounts could be turned over to a collection agency. For balance information and other inquiries, contact Trina Bush at 918-427-4601.

## **LIBRARY BOOKS AND TEXTBOOKS**

Textbooks are purchased and furnished to the schools by the state of Oklahoma and, therefore, are the property of the state. These books are expensive and large sums of money are spent each year so that students in the state may have free textbooks. Pride should be taken in the care and maintenance of books. Students should not write or mark in them in any way. Books should not be left in the study hall or other places. Students will assume full responsibility (financial or otherwise) for all lost, stolen, misplaced or abused books. Students will also be required to pay for lost library books that are checked out to them. Fines will be assessed for library books that are not returned before or on the date due.

## **LOCKERS**

Lockers are issued each year for the convenience of the students. Locks are provided for protection of personal belongings and textbooks. All lockers in the school should be kept closed at all times. Students are not permitted to use locks brought from home. No student will be allowed to change lockers without clearance from the office. Lockers remain the property of the school and will be periodically inspected by the office.

## **PICTURES**

Each year school pictures are taken shortly after the opening of school. All students must have pictures taken so that the yearbook will be complete; however, no one is obligated to purchase the pictures. Seniors must have their pictures taken by the school photographer for the Yearbook and the large panel in the foyer.

## **FIRE DRILL / TORNADO DRILL**

At different times throughout the school year, drills will be conducted. Students will exit the building as instructed during drills.

## **CAMPUS LOCKDOWN/ INTRUDER DRILL**

We will perform several lockdown drills per year.. Lockdown can be used in a number of cases such as an intruder on campus, a threat made to our school or an incident in town that would cause our students to need protection. **Depending on the severity of the situation, parents may not be allowed to pick up their children during a lockdown.**

## **NOTICE OF NONDISCRIMINATION**

The Roland Public Schools, in compliance with Title VI of the Civil Rights Act, Section 504 of the Rehabilitation Act, Title II of the American Disabilities Act, Title IX of the education amendments and Age Discrimination Act, does not discriminate on the basis of race, color, national origin, sex, age, or disability in any of its programs and activities and provides equal access to the Boy Scouts and other designated youth groups.

The Board directs the superintendent of schools to prepare necessary rules, regulations, and procedures to insure that all local, state, and federal laws, regulations, and guidelines are followed.

The following statement will be included in all course announcements, bulletins disseminated to all students, materials used for recruiting or describing programs and training, application or enrollment forms, brochures, and catalogs: "The Roland Board of Education does not discriminate on the basis of race, color, religion, national origin, sex, age, qualified handicap, or veteran status."

For explanation of filing, processing and resolution of alleged discrimination Complaint, please contact Title IX, 504 and ADA Coordinator of Roland Public Schools.

Any person or persons having questions regarding this nondiscrimination policy should contact:

Charles H. Morton  
TitleDC and 504 Coordinator  
Roland Public Schools  
300 Ranger Blvd, Roland, OK 74954  
(918) 427-4601

**\* \* \* SEARCH AND FIND \* \* \***

The Individuals with Disabilities Act and Section 504 of the Rehabilitation Act requires the Roland Public Schools to provide a free appropriate public education to all children with disabilities residing within its boundaries.

In full agreement with these concepts, the Roland Public Schools offers a variety of services for these students. We have special education programs designed for children with disabilities, and related services, such as speech therapy.

If you live in the Roland District and have a handicapped child who is not being presently served by the school, please contact Charles Morton, Asst. Superintendent, for further information (918) 427-4601.

**NOTIFICATION REGARDING ASBESTOS CONTAINED MATERIALS**

In response to the Asbestos Hazard Emergency Act, P.L. 99-5519, and EPA regulations, Roland Public School has completed a three (3) year re-inspection of our buildings that contained asbestos building materials.

As a result of our re-inspection, we are pleased to announce that areas that contain asbestos pose no health problems. The management plan and the results of re-inspection will be available for your viewing during office hours in the office of the Superintendent. Please call for an appointment.

## **PARENTS RIGHT-TO-KNOW**

In accordance with the *No Child Left Behind Act of 2001* (NCLB), Section 1111 (h)(6) PARENTS' RIGHT-TO-KNOW, this is a notification from the Roland Public School District to every parent of a student in a Title I school that you have the right to request and receive information in a timely manner regarding the professional qualifications of your student's classroom teachers. The information regarding the professional qualifications of your student's classroom teachers shall include the following:

- If the teacher has met state qualification and licensing criteria for the grade level and subject areas taught.
- If the teacher is teaching under emergency or temporary status in which the state qualifications and licensing criteria are waived.
- The teachers baccalaureate degree major, graduate certification, and field of discipline; and
- Whether the student is provided services by paraprofessionals, and if so, their qualifications.

In addition to the above information you will be notified if your student has been taught for four or more consecutive weeks by a teacher that is not highly qualified.

If you have any questions or concerns, please feel free to contact your building principal.

## **INTERNET AND OTHER COMPUTER NETWORKS ACCEPTABLE USE AND INTERNET SAFETY POLICY**

The Roland 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 the 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 parent or guardian 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 the policy 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 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. Do not 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, do not 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 user 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. Do not use access to make, distribute, or redistribute jokes, stories, or other material that is based upon slurs or stereotypes relating to race, gender, ethnicity, nationality, religion, or sexual orientation.

C. Do not assume that a sender of email is giving his or her permission for the user to forward or redistribute the message to third parties or to give his/her email 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 email (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 that 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 MySpace (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 Roland 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 of 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 student 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 the user's 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 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 Sonicwall 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, 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 their own 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, costs, claims, or damages resulting from the user's access to its computer network and Internet, including but not limited to any fees or charges incurred through purchases of goods or services by the user. The user or the 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, their 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.

## **STUDENT INSURANCE**

Roland School does not carry insurance on the student body due to the large increase in premiums over the last few years. There is insurance available to the parent to insure their child at the parent's own cost. These insurance packets are available in the principals' offices. Students who participate in athletics must turn in to the coaching staff a signed waiver releasing the school of responsibility before the student may participate in any sport.

## **ANNUAL NOTICE OF FERPA RIGHTS TO ROLAND SCHOOL PATRONS**

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. They are:

1. The right to inspect and review the student's education records within 45 days of the day the District receives a request for access.

Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask the District to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his/her professional responsibility.

(Optional) Upon request, the District discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. (NOTE: FERPA requires a school district to make a reasonable attempt to notify the student of records request unless it states in its annual notification that it intends to forward records on request).

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office, U.S. Department of Education, 600 Independence Avenue, SW, Washington, D.C. 20202-4605

