

# **Weatherford Middle School**



**Handbook  
2021 – 2022**

**“Focus on Excellence”**

### **Nondiscrimination Statement**

It is the policy of the Weatherford Public Schools to provide equal opportunities without regard to race, sex, color, national origin, religion, age, marital or veteran status or disability in its educational programs and activities. This includes, but is not limited to, admissions, educational services, financial aid and employment. Inquiries concerning application of this policy may be referred to: Compliance Coordinator, 516 North Broadway, Weatherford, Oklahoma 73096, (580)772-3327.

### **Family Educational Rights & Privacy Act (PL 93-380)**

Parents and eligible students have the following rights under the Family Educational Rights and Privacy Act and local school policy:

1. The right to inspect and review the student's educational record.
2. The right to exercise a limited control over the other people's access to the student's file.
3. The right to seek to correct the student's educational record; in a hearing, if necessary.
4. The right to report violations of the Act to the Department of Education, Washington, D.C.
5. The right to be informed about FERPA rights, NOTE: A translation of the FERPA will be provided for non-English speaking families upon request.
6. All rights and protections given parents under the FERPA and School policy shall transfer to the student when he/she reaches 18 or enrolls in a post secondary school. The student then becomes an "eligible student".

NOTE: No records shall be released to any individual, agency, or organization, unless exempt by law, without the WRITTEN consent of either the parent or an eligible student.

### **Weatherford Middle School Mission Statement**

**The mission of Weatherford Middle School is to encourage students to become responsible, respectful, independent thinkers who reach their potential and are able to apply their knowledge to real life.**

Welcome to Weatherford Middle School. It is our goal to provide you with a quality education in a positive school setting. This handbook has been prepared for you and your parents. It states what we can expect from you and what you can expect from school. We must all work together to make our school a safe and productive place to live and learn. We invite you to visit [www.wpsok.org](http://www.wpsok.org) (**click on the Middle School picture**) for weekly lesson plans and school events. We are looking forward to a great year!

Dru Svitak, Principal  
dsvitak@wpsok.org

**WEATHERFORD MIDDLE SCHOOL, 509 N. Custer, Weatherford, OK 73096**

Web Address: [www.wpsok.org](http://www.wpsok.org)  
Facebook Page: @wmseagles  
Follow us on Twitter: @wms\_eagles  
Instagram: Weatherford\_middle\_school  
Office Phone: 580.772.2270  
Office Hours: 7:30am – 4:00pm

**Weatherford Public Schools Board of Education**

Mrs. Jill Henderson, Superintendent of Schools  
Mr. Steven Callen, Assistant Superintendent of Schools  
Mr. Dennis Green, President  
Mr. Bryan Bayless, Vice-President  
Mrs. Dawn Keller, Member  
Mr. Chris Gregston, Member  
Mr. Derek Roper, Member

**Administrators & Office Staff**

Principal	Dru Svitak
Dean of Students	Lindsey Mickley
Counselor	Cynthia McCurdy
Secretaries	Anita Mast & Megan Pappilli

**Weatherford Middle School Staff**

Brooklyn Bell, Special Education	Audrey Loney, Language Arts
Tom Bergman, Social Studies	Brycen Lowe, Science/Soc.Stds./Athletics
Tammie Butler/Deborah Smith, Library	Sheri McCoy, Special Education
Brandy David, English/Language Arts	Alyssa Martinez, English/Language Arts
Jimmie Dobbs, English/Language Arts	Cory Miller, P.E./Athletics
Rebecca Dougherty, Spanish	Amber Morlan, Math
Kim Duerksen, Vocal Music	Deb Morris, Math
Angela Dupree, Art	Krystal Moses, English/Athletics
Dina Falasco, Agriculture	Michelle Olander, Science/Athletics
Lynell Fine, English/Language Arts	Rebecca Orland, Math
Kaleb Fischer, Math/Athletics	Blain Perkins, Science/Athletics
Bryan Flaming, Social Studies/Geography	Shelly Pond, Computers/Athletics
Suzanne Franz, Science	Rocky Powell, P.E./Wellness
Todd Gaunt, Science/Athletics	Toni Ray, Title 1 Reading
Delydia Givens, Social Studies/Athletics	Debora Reynolds, Social Studies
Chrisalyne Hagood, Band	Kimmi Sawatzky, Math/Athletics
Dana Hickman, Social Studies/Athletics	Rocky Shepherd, Technology
Melissa Jarvis, Special Education	Carl Steigman, Math
Darrell Johnson, English/Athletics	

**Moment of Silence: (Senate Bill 815-Section 11 – 101.2 of Title 70)**

The board of education of each school district shall ensure that the public schools within the district observe approximately one minute of silence each day for the purpose of allowing each student, in the exercise of his or her individual choice, to reflect, meditate, pray, or engage in any other silent activity that does not interfere with, distract, or impede other students in the exercise of their individual choices.

**RESPONSE TO COVID-19 PANDEMIC STATEMENT**

Weatherford Middle School will continue to take precautionary measures as outlined in the Safe Return Plan issued by Weatherford Public Schools. This plan is available online at [www.wpsok.org](http://www.wpsok.org) and by request at the Weatherford Middle School office.

**WMS BELL SCHEDULE:**

<b>8<sup>th</sup> Grade</b>	<b>7<sup>th</sup> Grade</b>	<b>6<sup>th</sup> Grade</b>
1 <sup>st</sup> 8:10-8:58 2 <sup>nd</sup> 9:02-9:50 3 <sup>rd</sup> 9:54-10:42 4 <sup>th</sup> 10:46-11:34 Advisory: 11:38-12:08 Lunch: 12:12-12:44 5 <sup>th</sup> 12:48 – 1:36 6 <sup>th</sup> 1:40 – 2:28 7 <sup>th</sup> 2:32 – 3:20	1 <sup>st</sup> 8:10-8:58 2 <sup>nd</sup> 9:02-9:50 3 <sup>rd</sup> 9:54-10:42 4 <sup>th</sup> 10:46-11:34 Lunch: 11:38-12:08 Advisory: 12:12-12:44 5 <sup>th</sup> 12:48-1:36 6 <sup>th</sup> 1:40 – 2:28 7 <sup>th</sup> 2:32 – 3:20	1 <sup>st</sup> 8:10-8:58 2 <sup>nd</sup> 9:02-9:50 3 <sup>rd</sup> 9:54-10:42 Lunch: 10:46-11:16 Advisory: 11:20-11:52 4 <sup>th</sup> 11:56 – 12:44 5 <sup>th</sup> 12:48 – 1:36 6 <sup>th</sup> 1:40 – 2:28 7 <sup>th</sup> 2:32 – 3:20

**General Information:**

**A) Broadway Street:** Students need to exercise caution and use the marked crosswalks with stop signs when crossing Broadway Street and never leave campus until dismissed from school. Students are to use the middle and north crosswalks during school hours.

**B) Bloodborne Pathogens:** Blood and other body fluids are handled using the Universal Precautions approach. A student with clothing contaminated by blood or other body fluids must report to the office immediately.

**C) Change of Address:** If a student changes name, address or phone number, he/she must notify the office.

**D) Class Changes:** Class changes will be permitted in elective classes during the first two weeks of the semester. Changes may not be possible due to limited class sizes and availability. If a student or parent has a question regarding scheduling, an appointment should be made with the counselor. Students are discouraged from making this an alternative to solving problems with a class or teacher. Only the principal may make schedule changes after the first two weeks of the semester.

**E) Closed Campus: MIDDLE SCHOOL STUDENTS ARE NOT PERMITTED TO LEAVE THE SCHOOL CAMPUS AT ANY TIME DURING THE SCHOOL DAY.**

**F) Dress Codes/Personal Appearance:** Weatherford Middle School has reason for great pride in the appearance of its student body. It is in the best interest of all concerned that such pride should be maintained. **We expect students to maintain an appearance that is not distracting to teachers, students, or which interrupts the educational process of the school.**

- 1) Students will wear their hair clean and well-groomed. Students may be required to alter their hairstyles to meet the requirements for participating in activities.
- 2) No hats, caps, headscarves, or bandannas shall be worn inside the building except for medical reasons or on special days approved by a principal.
- 3) “Sagging” pants are prohibited at Weatherford Middle School.
- 4) Shorts and skirts must reach the top of the knee.
- 5) **The following are prohibited:**
  - a) Sleepwear
  - b) Tank tops, spaghetti straps, halter-tops and tube tops. Tops must cover lower torso with no skin visible between the top and the pants, shorts or skirts.
  - c) Visible undergarments
  - d) Holes in shirts or holes/see-through frays above the knee in pants are not allowed
  - e) Tights and leggings may be worn only under other garments. These outer garments must cover the front and rear mid-section of the body and should be “fingertip” length.
  - f) Students must wear shoes while in school. House shoes will not be allowed.
- 6) Students may not wear clothing or accessories that display symbols, pictures, lettering or numbering that is profane, vulgar, repulsive or obscene or that advertises or promotes dangerous weapons, tobacco, alcoholic beverages, illegal chemical substances, drug related items or activities that are illegal for the general population or for minors OR WHICH IS DETERMINED TO DISRUPT THE EDUCATIONAL PROCESS OR ENDANGER THE HEALTH OR SAFETY OF PUPILS WILL NOT BE PERMITTED.
- 7) Excessive jewelry i.e. multiple rings with extended mounting, heavy chains, spiked collars, etc. that could potentially be dangerous should not be worn.
- 8) If a bona fide religious belief or health need of a student conflicts with the school dress code, reasonable accommodation shall be provided. Any students desiring accommodation shall notify the school principal in writing of the requested accommodation and the factual basis for the request.
- 9) If any unusual situation arises, which is not specifically covered in the above dress code, the principal shall have the authority to rule on the appropriateness of attire and that ruling shall be final.
- 10) Discipline for dress code violations includes, but is not limited to - detention, suspension, conference with a counselor or principal, Saturday School or In-School Placement. Judgment of a principal or his designee concerning clothing is final.

**The principal’s decision regarding appropriateness of dress is final.**

**G) Elevator:** Students are not allowed on or near the elevator and must use the stairway, unless special circumstances exist that require use of the elevator.

**H) Advisory:** All students will be assigned to an Advisory Hour in which the focus will be to:

1. Increase student's overall performance in school.
2. Develop a positive learning environment for our students and staff.
3. Improve attendance.

**I) Entrance:** Entry into Weatherford Middle School is prohibited until 8:05 a.m. unless the student is attending a prearranged activity. Students are to remain outside or in the cafeteria if not attending a prearranged activity. The cafeteria will be open at 7:35 a.m. with a staff member present. The front doors of the middle school will be locked from 8:15 A.M. to 3:20 P.M. for the safety of your student. Visitors to the building may enter the west office entrance at door #4 marked with an office sign. Morning holding areas before school are (6<sup>th</sup>) Library and 7<sup>th</sup>/8<sup>th</sup> at the NEST.

**J) Lockers:** Students will be assigned a specific locker during enrollment. It is highly recommended that each student have a lock on his/her locker. **Combination locks are best.** The student will provide his or her own lock as desired. Extra keys and combinations may be turned into the office. **THE SCHOOL IS NOT RESPONSIBLE FOR ITEMS LOST OR STOLEN FROM THE STUDENT LOCKERS.** Students should use **ONLY** the locker assigned to them. Decorating the front of the locker is prohibited.

**\*\*\*STUDENTS HAVE NO REASONABLE EXPECTATION OF PRIVACY RIGHTS TOWARDS SCHOOL OFFICIALS IN SCHOOL LOCKERS, DESKS, OR OTHER SCHOOL PROPERTY AT ANY TIME.** (OK 70-24-102)

**K) Lost and Found:** Articles found in and around the school should be turned in to the office where the owner may claim the item by identifying it. The school is not responsible for lost articles.

**L) Medication:** All medications must be checked in at the office with a parental permission note. The student should report to the office when it is time to take the medication. If the student has special needs please contact us and we will be glad to make arrangements.

**UNDER NO CIRCUMSTANCES MAY A STUDENT BRING MEDICATION OF ANY KIND TO SCHOOL OR TAKE MEDICATION OF ANY KIND WHILE AT SCHOOL WITHOUT FOLLOWING THE ABOVE PROCEDURE. STUDENTS FOUND TO BE IN VIOLATION ARE SUBJECT TO DISCIPLINARY ACTION INCLUDING SUSPENSION.**

**M) Parent Messages to Student:** Parents needing messages sent to their child should call the office before 2:10 p.m. We cannot guarantee that a message will be delivered after that time.

**N) School Sponsored Events:** Students who represent the school or who go with school groups to other schools or towns are subject to the authority of WMS faculty/sponsors just as if the students were on campus. All items sold at school are to be approved in advance by a principal. Profit-raising activities not sponsored or approved by the board of education are prohibited.

**O) Telephone Calls:** Students will not be called out of class for a telephone call except for Emergency Calls. A phone is provided in each classroom and the main office for emergency student use.

**P) Textbooks:** The textbooks & workbooks students will be using will be furnished by the school. They must be kept in good condition and turned in at the end of the year or upon withdrawal from school. The student must pay for lost or damaged books.

**Q) Visitors:** All visitors must sign in at the office and receive an identification badge. Because of possible interference, distractions, and insurance regulations, students from other schools are not allowed on the WMS campus during the school day.

**R) Valentine's Day Deliveries to Weatherford Public Schools:**

Weatherford Public Schools will **NOT** be accepting any Valentine related deliveries of items to the school sites for all students and staff. This will include flowers, balloons, gifts, and food items. Issues of concern are safety of students loading and unloading vehicles, safety of students on buses, loss of classroom time for staff and students, disruption of office efficiency, theft of items, damaged/hurt feelings of students, and competition among students. We appreciate your support with this matter.

**S) School Wide Alert Now Communication System:**

We are fortunate to have a communication system that can provide instant messaging. It is very important that the school be kept updated on phone numbers and e-mail addresses if a parent wishes to receive the benefits of this communication system. Text messaging is available. Please contact the school office for more information if necessary.

**T) School Sponsored Trips:** Students cannot be released from a school sponsored trip to anyone other than a parent or legal guardian without written or verbal permission.

**U) Virtual School:** POLICY EHDF (Internet based instruction) – Information and a copy of the policy (EDHF) will be available upon request at the Middle School Principal's Office upon approval of the policy by the Weatherford School Board of Education.

**V) Formal School Events Dress Code and Behavior:** Policy (FMD-R) will be provided to students and available upon request at the Middle School Principal's Office upon approval of the policy by the Weatherford School Board of Education.

### **Weatherford Middle School Student Clubs and Organizations:**

Policy FMS states “The Weatherford Board of Education believes that certain extracurricular and social activities can enhance the learning of our schools. The board of education directs administration to annually notify parents or guardians of students about clubs and organizations sponsored by or under the direct control and supervision of the school district. The annual notification shall include, but is not limited to the following information about each club or organization:

1. Name:
2. Mission or purpose: and
- 3 Name of the faculty advisor, if known

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

**ACADEMIC TEAM:** Opportunities for students to represent Weatherford Middle School in a variety of events with competition against other schools in the State of Oklahoma. Students are tested in a variety of subjects and may earn a berth in the Tournament of Champions. Any student may compete for a position on the Academic team.

**ATHLETICS:** Competitive sports programs are offered for students in 7<sup>th</sup> and 8<sup>th</sup> grade.  
Males: Football, Basketball, Wrestling, Baseball, Track, Soccer, Cross-Country- after school  
Females: Basketball, Track, Softball, Soccer, Cross-Country and Volleyball- after school  
\*students may change from athletics to PE during off-season, if enrollment allows.

**AGRICULTURE:** 8<sup>TH</sup> Grade Agriculture is a course designed to introduce students to the world of Agriculture. Students will have the opportunity to learn about plants, animals, leadership, public speaking, and communications. All students must be members of the Weatherford FFA Chapter. As a member of the FFA organization students will be able to participate in all FFA sponsored activities.

**BUILDERS CLUB:** Builders Club is an international student-led organization providing members with opportunities to perform service, build character and develop leadership. This organization is open to all students.

**STUDENT COUNCIL:** Student council promotes school unity, school activities and strive to improve student life. Students are elected by the student body each year. During student council elections, students are prohibited from handing out campaign stickers of any kind. All campaign posters must be preapproved by a principal before hanging up.

**TECHNOLOGY EDUCATION:** Tech Ed provides students with daily hands-on experiences enabling them to develop technological literacy, and explore career opportunities. Student experiences include robotics, electronics, lasers, animation, aerospace, and mass production. Activities capitalize on each individual’s potential for reasoning and problem solving, imagining and creating, and for construction and critical thinking through the use of tools and materials related to technology.

## Attendance Policy

One of the most important factors contributing to success in the school is attendance. Prompt and regular attendance is a must if a student expects to succeed in the work assigned.

### Tardy

WMS Students will be considered tardy if they are not inside the classroom when the tardy bell finishes ringing.

**Tardiness: (OK 706-114)** Students are expected to be punctual in arriving at assigned areas. Excessive tardiness will be handled according to the discipline policy as outlined below. Any student who misses more than 15 minutes of class will be recorded as absent and absence regulations apply.

### **TARDINESS REGULATIONS AND DISCIPLINE (Per Semester)**

1. The teacher will record and determine any discipline for the **first two** (2) tardies.
2. On the third tardy and each tardy thereafter, the office will notify the student and determine the discipline.
3. Discipline for excessive tardiness may include detention, ISP, Saturday School or other action as determined by a principal.

### **Types of Absences:**

#### Excused Absence

An excused absence occurs when the student is absent with the knowledge and approval of the guardian and school. The guardian must notify the school of the student's absence. Guardians are asked to call the school early the day the student is absent. Failure to do this could result in an unexcused absence and/or admittance problems to class for the student when they return to school. Students will be responsible for making up all work missed for full credit. If a student goes to a doctor or court appearance, documentation must be brought to the office when returning to school. Funerals in the immediate family will be an *excused absence* and marked as bereavement. Four (4) absences per semester with knowledge and approval of the guardian and school will be excused absences. Any absence beyond four (4) excused absences per semester will be marked unexcused unless the parent or guardian provides proper medical documentation.

#### Truant/Unexcused Absence

A truant/unexcused absence occurs when the student is absent from school without the knowledge and approval of the guardian and school. The student will be allowed to make up all work missed for full credit. However, students will be subject to disciplinary action.

**Unexcused absences may result in disciplinary action and/or referral to authorities for truancy.**

#### Activity Absence

An *activity absence* is given when the student is engaged in a school sponsored activity sponsored by a school official or other activity sponsored by an outside agency/organization when approved by school administration, providing the student meets eligibility requirements. Students with an absence coded as

school activity are responsible for obtaining assignments and turning in missed work for full credit. ***Assignments or tests will be due or taken upon return to class. The instructor may grant additional time to complete work.***

### **Absence due to out-of-school Suspension**

A suspended student will be given all assignments for the period of suspension. All work is due in the office on the day the student returns to school.

**Homework Assignments When Absent:** Students are expected to make up all work missed. A student will have one make-up day for each day absent. Example: A student gone on Tuesday, back on Wednesday, has all work due Thursday. **It is the student's responsibility to make arrangements with the teacher to make up the work.** Visit our website at [www.wpsok.org](http://www.wpsok.org) for weekly lesson plans and important events. Homework assignments will be on the student's SCHOOLGY page. Students need to access their SCHOOLGY account in order to see what they missed.

### **Excessive Absence**

Excessive absence is defined as a student with 10 or more absences per semester in a class for any reason except school activity absences **or weather days.** **All students who** acquire 10 absences **or more** in a semester **may or may not be given** credit for classes and/or **promoted** to the next grade level. The Attendance Review Committee **will review all cases and review documentation on file in the school office.** The principal will appoint the members of the committee. **It will consist of an administrator, counselor, and 3 classroom teachers.** The school will pursue the legal obligation of the parent/guardian to compel the student to attend school as required by law if necessary.

### **Excessive Absence Appeal Process**

**When** a student accumulates 10 or more absences **and the Attendance Review Committee determines further explanation is needed to determine if special circumstances exist which should be considered to allow for credit for classes and/or promotion to the next grade,** the student and parent/guardian may request a hearing for consideration of the granting of credit/promotion. Such a request must be in writing and presented to the building principal.

The student's Attendance Review Committee (consisting of an administrator, counselor, and 3 classroom teachers) will schedule a hearing when classes are not in session on a regular school day. The hearing will be scheduled to allow the student **and/or parent or guardian** a minimum of five (5) school days in order to gather evidence, (such as hospital records, doctor reports, etc.) contact witnesses, and prepare his/her case and that supporting documentation must be submitted to the school office two (2) school days prior to the hearing.

The student **and/or parent or guardian** will be allowed to present his/her case **at** the hearing before the **Attendance Review Committee.** Following the presentation of evidence, the **committee** will make a decision on the granting of credit and/or promotion by majority vote of the **committee.** **The results of the committee votes will be kept on file for one year.**

The decision of the hearing **Attendance Review Committee** will be final and no other agency within the structure of Weatherford Public Schools will have the authority to overturn that decision

## **Oklahoma Laws on School Attendance**

*“If a child is absent without valid excuse four (4) or more days or parts of days within a four-week period or is absent without valid excuse for ten (10) or more days or parts of days within a semester, the attendance officer shall notify the parent, guardian or custodian of the child and immediately report such absences to the district attorney in the county wherein the school is located for juvenile proceedings pursuant to Title 10 of the Oklahoma Statutes.” (70-10-106)*

### Section 229. Neglect or Refusal to Compel Child to Attend School

*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 other means of education are provided for the full term the schools of the district are in session or the child is excused as provided in this section.*

*B. It shall be unlawful for any child who is over the age of twelve (12) years and under the ages 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.*

*C. Any parent, guardian, custodian, child or other person violating any of the provisions of the section, upon conviction, shall be guilty of a misdemeanor. Each day the child remains out of school after the oral and documented or written warning has been given to the parent, guardian, custodian, child or other person or the child has been ordered to school by the juvenile court shall constitute a separate offense.*

### **Reporting Requirements of School**

Custer County has established a truancy court. If a child is absent without a valid excuse four (4) or more days or parts of days within a four (4) week period or is absent without valid excuse ten (10) or more days or parts of days within a semester, the school is required by law to notify the District Attorney. (A valid excused absence occurs when the student is absent with the knowledge and approval of the guardian and school.) Upon receiving notice, the District Attorney will generally place the case on the Truancy Docket although the law gives the District Attorney other options.

### **15-Day Activity Absences Rule**

The student’s first obligation should be academic and to maintain a strict attendance in that program. The limitation by the State Board of Education for activity absences should be considered when enrollment is considered. Student should attempt a program of study that will afford them maximum educational opportunities and experiences for a successful year.

In accordance with the guidelines set by the State Board of Education, the Weatherford Public School Board of Education has approved the increase of 5 additional activity absences per student. The maximum number of absences for activities, whether sponsored by the school or outside agency/organization, which removes the student from the classroom will be fifteen (15) days for any one (1) class period of each school year.

District, Regional, Area, and State (requiring an earned invitation) contests do not count against the fifteen (15) days. By limitation of the State Board of Education, there are no exceptions to this rule.

It is the responsibility of the parent/guardian to notify the school when a student is absent. If a phone call is not possible, the student must bring a note signed by a parent/guardian when returning to school.

Any absence not cleared by a parent/guardian will be entered as an unexcused absence. Each student is responsible for making arrangements with teachers for the instruction missed during any absence. Lessons may be obtained at [www.wpsok.org](http://www.wpsok.org) or by calling the WMS office to request assignments.

#### **Checking Out of School for Part of the Day:**

Students are permitted to leave the campus during school hours only when the parent/guardian or person designated by the parent/guardian comes in person to the school's office to sign the student out. When a student needs to leave school for any reason during the school day, she/he must first report to the office.

### **Student Behavior**

Weatherford Middle School's discipline policies are made to protect persons and property and to help young people accept responsibilities and consequences of their behavior. Students need to remember that they are citizens of a school community and have duties as well as rights. Students are responsible for knowing and following the rules and accepting the consequences for misconduct.

#### **A) Campus-Wide Rules:**

The following procedures and rules apply to the entire Weatherford Middle School Campus:

1. **FOOD AND DRINKS:** Students are allowed to purchase beverages and snacks from teachers during specified times. No outside food or drinks allowed away from the cafeteria. However, this is a privilege that can and will be removed if misuse occurs. Students are not allowed to have open drinks in the halls of the main building. Teachers may prevent the consumption of candy and soft drinks in their room.
2. **ELECTRONIC DEVICES AND TOYS** such as a radio, tape, & CD player, mp3 players, I-pods, video games, lasers, fidget spinners, etc. are not allowed to be used on campus without special permission. Any disruption caused by an electronic device or toy may result in disciplinary action, including confiscation of the item.
3. **THE USE OF CELL PHONES OR OTHER COMMUNICATION DEVICES** is not allowed during school hours (8:05 a.m. – 3:20 p.m.). Any disruption caused by the use of a cell phone **or communication device** is a violation. Cell phones **and communication devices** should be out of sight and turned off during the school day. **Permitted locations for cell phones during the school day include the student's backpack, locker, or checked-in to the front office. Smart Watches are considered a communication device.** A parent or guardian **may** be required to come pick up a cell phone, as it **may** not be handed back to the student. Violation of the rule may result in temporary confiscation of the item and/or other disciplinary action.

4. **PUBLIC DISPLAY OF AFFECTION:** WMS emphasizes that students do not show any types of public display of affection while on school grounds, at school events or functions.

**B) Discipline administered by a Principal:**

Students referred to the principal's office are subject to the following disciplinary actions: WMS detention (7:30am-8:05am or 3:25 pm-4:00 pm), work duty, lunch detention, parent contact, search of student or property, police notification, In-School placement, Saturday school, suspension *or other action as determined by a principal.*

**NOTE - IT IS THE RESPONSIBILITY OF THE STUDENT TO NOTIFY A PARENT AND MAKE TRAVEL ARRANGEMENTS IF ASSIGNED A DETENTION .**

**C) Classroom Discipline:**

Each teacher will discuss with his/her students the Classroom Discipline Plan for that class. Behaviors that fail to respond to the Classroom Discipline Plan will result in the student being referred to the office. A teacher may implement his or her own detention. The length of a classroom detention will be determined by the teacher. Students failing to attend a classroom detention assigned by a teacher will be subject to further disciplinary action determined by the principal. A reasonable time frame to complete the detention will be allowed.

**D) Emergency Suspension:**

A principal shall have the authority to immediately suspend any pupil who is guilty of any of the following acts, some of which have previously been stated.

1. Possession, threat, or use of dangerous weapons as defined.
2. Assault upon any staff member or student.
3. Possession or use of any narcotic drug, stimulant, barbiturate, or alcohol.
4. Conduct which jeopardizes the safety of others.
5. Conduct calculated to disrupt the operations of the school.

**E) Immediate Referral to the Office:**

THE FOLLOWING BEHAVIORS MAY RESULT IN IMMEDIATE REFERRAL TO THE OFFICE. DISCIPLINE MAY INCLUDE, BUT IS NOT LIMITED TO, PARENT CONTACT, DETENTION, WORK DUTY, SUSPENSION, CORPORAL PUNISHMENT, ALTERNATIVE PLACEMENT OR EXPULSION:

1. **DRUGS/ALCOHOLIC BEVERAGES (OK 63-201):** Any pupil found to be in possession of controlled dangerous substances; selling, possessing or using any type of intoxicant including but not limited to, beer or other alcoholic beverage, marijuana, prescription or non-prescription medicines and inhalants, may be suspended for the rest of the semester and the succeeding semester. SEARCHES BY TRAINED DOG-WMS may use specially-trained dogs to sniff for concealed contraband, drugs or alcohol on school property.
2. **DESTRUCTION OF PROPERTY/VANDALISM:** Students who destroy or vandalize school property will be required to pay for losses or damages. If students willfully destroy school

property, In-School Placement, or suspension may result. If you should see any damage to WMS property, please report it to a teacher or the office.

3. **FIGHTING OR ASSAULT:** Fighting or assault may result in parent contact, police notification, alternative placement, corporal punishment, counseling, suspension, or expulsion. Any student suspended for a fight or assault will be subject to charges being filed with the police department.
4. **HAZING:** No student organization or any student associated with any organization sanctioned or authorized by the Board of Education shall participate in hazing. Hazing is defined as harassment by physical punishment, verbal criticism, or ridicule, or assignment of unnecessary or disagreeable work as part of initiation as a condition of membership in any student organization.
5. **PUSHING, HITTING, KICKING, RUNNING (Horseplay)** in congested areas, or other excessively rough actions.
6. **SPITTING**
7. **STEALING/THEFT**
8. **BULLYING:** Intimidation of another student or staff through threats, insults or aggressive behavior. Any form of unwelcome behavior imposed upon a student by another person may be considered harassment. **Any student who exhibits "threatening behavior" is subject to immediate suspension, police notification, counseling, and parent contact. Threatening behavior as defined by school policy is that in which a student portrays that another person or persons may or will be harmed or killed.**
9. **THROWING/PROJECTING OF OBJECTS THAT MAY INJURE ANOTHER PERSON.**
10. **UNRULY CONDUCT AND/OR INSUBORDINATION** -Defiance, being disrespectful, or argumentative, written or verbal use of profane language or gestures or failure to comply with a reasonable request.
11. **TOBACCO (OK 21-1341):** The possession or use of tobacco in any form on the school grounds or in the school building is strictly forbidden. Disciplinary action may include confiscation of the tobacco, parent notification, police notification, detention, corporal punishment, in-school placement or suspension. Vapes and/or vape juice is prohibited on campus. **Students caught with tobacco or a vape will be subject to a fine of up to \$200 through the Able Commission. Failure to pay this fine will result in the suspension or non-issuance of your driver's licence.**
12. **WEAPONS (OK 21 1271)(OK 70 24-102)** Any pupil found to be in possession of a firearm at school or a school event, or found to be responsible for bringing a firearm to school or a school event, shall be in violation of the Federal Gun-Free Schools Act.

This law provides that the student shall be expelled from school for a period of not less than one year.

Possession or use of any other kind of weapon may result in severe disciplinary action including long-term suspension or expulsion.

Weapons are identified in two categories:

1. Items commonly used or designated to inflict bodily harm and/or intimidate other persons. (Example-knife)

2. Items designed for other purposes but which could easily be used to inflict bodily harm or intimidate. Examples include, but are not limited to, belts, scissors or other sharp objects, rocks or sticks.

### 13. **GANG AFFILIATION/ACTIVITY**

Weatherford Middle School is committed to maintaining a school environment that is safe for students, personnel, and patrons, and to ensure an optimum learning environment. Gangs and gang-related activities disrupt the orderly operation of the schools and inhibits/detracts from a school setting that is conducive to learning.

Organization, groups, or individuals, which initiate or advocate activities which threaten the safety and well-being of persons or property on school facilities or at school sponsored events are detrimental to the educational purpose of the Weatherford Middle School and will not be tolerated. Students involved in such activities are subject to suspension or expulsion.

The use of hand signals, and the presence of any apparel, jewelry, accessory, book, graffiti, manner of dress, or manner of grooming which by virtue of its color, arrangement, trademark, symbol or any other attribute denotes membership in such a group creates a clear and present danger on school premises or at school sponsored events, and/or the substantial disruption of the orderly operation of the schools. Symbols of gang affiliation are prohibited and students involved are subject to suspension or expulsion.

Weatherford middle School further prohibits activities that promote recruiting, initiation, hazing, intimidation, assaulting, and/or related activities to gang affiliation. Students who sponsor or participate in such activities shall be suspended or expelled.

**F) Off-Campus Conduct:** STUDENTS ARE SUBJECT TO SCHOOL DISCIPLINE, UP TO AND INCLUDING SUSPENSION, EVEN IF THE MISCONDUCT OCCURS OFF SCHOOL PROPERTY DURING NON-SCHOOL TIME.

SCHOOL DISCIPLINE MAY RESULT:

1. If the incident was initiated on-campus.
2. If, after an off-campus incident, there is a concern that the student(s) will cause a disruption or be a threat to the safety or welfare of staff, other students, or school property.

## Grades and Grading:

### **A) Grading Scale:**

90-100	A
80-89	B
70-79	C
60-69	D
59 & below	F

**B) Eligibility for Extra-Curricular Activity:** A student must meet all eligibility requirements in order to represent the school in any extra-curricular activity.

### **C) Eligibility for Interscholastic Athletic Competition:**

Weatherford Middle School is a member of the Oklahoma Secondary School Activities Association (OSSAA) and abides by its rules of eligibility. No student can participate in athletics until a PHYSICAL EXAM and a PARENTAL CONSENT FORM are on file in the WMS office. The physical exam is required each year.

### **D) Entrance Criteria for Honors Courses:**

ENGLISH: (must have two of the following to qualify)

- 1) 90% or above in total language AND total reading on most recent achievement test or score Exceeding in English and reading on the ACT Aspire Summative Test.
- 2) 95% or above in current regular English class or a class grade of at least 80% in an Honors class.
- 3) Recommendation from current English teacher

MATH: (must have two of the following to qualify)

- 1) 90% or above in total math on most recent achievement test or score Exceeding in math on the ACT Aspire Summative Test.
- 2) 95% or above in current regular Math class or a class grade of at least 80% in an Honors Class.
- 3) Recommendation from current Math teacher.

**\*\*\* All Honors classes require a student to maintain at least an 80% average per semester to remain enrolled in an Honors class. \*\*\* Students not maintaining at least an 80% average per semester will require a team meeting to determine continuance in the class.** \*\*Contact the principal if you have questions or concerns about the criteria.

### Semester Test Policy

Weatherford Middle School requires students to complete a semester/benchmark exam in every subject area at the end of each semester. **In fairness to all students, no semester test will be given early.**

### Awards

**Masonic Student of Today:** Awarded to one eighth grade boy and one eighth grade girl for scholarship, leadership, and personal/academic development. This award is voted on by WMS faculty and staff.

**Citizenship Award:** Awarded to one eighth grade boy and one eighth grade girl who displayed overall good citizenship while at WMS. This award is voted on by WMS faculty and staff.

### **Honor Roll**

There are two honor rolls based on semester grades of required classes. The Principal's Honor Roll is for students with a Grade Point Average of 3.5 to 3.9. The Superintendent's Honor Roll is for 4.0 Grade Point Average. Computation of honor roll is based upon actual letter grade earned. NOTE: letter grades for honors classes carry no additional grade point weight.

The Oklahoma Middle School Honor Society is for students in grades six, seven, and eight. Membership will be based upon work done during the first semester of the current year and the second semester in the preceding year. Sixth grade counts first semester only.

### **Proficiency Based Promotion Policy**

Weatherford Public Schools offer students the opportunity to bypass a grade or subject in one or more areas of the core curriculum. Testing is offered twice per year at designated times. If you should have further questions, contact your school site or Administration Office.

### **Transportation**

**A) Athletic Shuttle Bus:** Any 7<sup>th</sup> or 8<sup>th</sup> grade student who participates in athletics may be required to ride a shuttle bus to & from the high school. Disruptions on the shuttle bus will result in a referral for discipline being sent to the office. WMS discipline policy will be followed.

**B) Bicycles and Motorcycles:** Students may ride bicycles or motorcycles to school. They must be parked in the cycle parking area only and may not be moved during the school day. The school will not be responsible for the theft or vandalism of bicycles and motorcycles. The student must be a licensed driver in order to have a motorcycle. Students may not give rides to any other student.

A STUDENT DRIVING A MOTORCYCLE TO WMS MUST REPORT TO THE OFFICE AND PRESENT A VALID LICENSE. 8th GRADERS DRIVING TO ATHLETICS AT THE HIGH SCHOOL MUST TURN IN A SIGNED PARENTAL CONSENT FORM.

**C) Bus:** Bus riding is a privilege that may be removed for disciplinary reasons. After a student gets on the bus he/she is under control of the bus driver. In the event of a discipline problem on the bus, the driver will file a conduct report. Discipline may include loss of riding privilege or other action as determined by a principal or his designee.

### **Website**

Weekly lesson plans, school events and important messages are available at [www.wpsok.org](http://www.wpsok.org). You can select a campus site at the top of the page. Parents are encouraged to view our website and email questions or concerns to our faculty and administration.

### **Student Directory Information**

This school district will maintain and release "directory information" without the parent's prior written consent, unless the parent informs the school that any or all of the following information should not be released without prior consent.

The following information is designated as “**directory information**”: student’s name, address, telephone listing, and date and place of birth; parent or lawful custodian’s name, address and telephone listing; grade level classification; student’s participation in officially recognized activities and sports.

### **Meal Prices & Information**

**Due to Waiver #85-COVID-19 Child Nutrition response #85 all students will be eligible to receive one free breakfast and lunch each school day. The following prices will only be used in the case a student chooses to purchase a second meal.**

#### **Meal Prices-Middle School**

Breakfast \$1.50

Lunch \$2.85

#### **Breakfast Information:**

The school offers breakfast each school day from 7:35 a.m. to 8:05 a.m. Consumption is allowed only in the cafeteria. 7<sup>th</sup> Grade athletes may purchase a breakfast at the end of 1<sup>st</sup> period.

#### **Lunch Information:**

The school provides lunches each day. All meals must be paid for in advance. Students may pay for lunches before school in the cafeteria. Please do not attempt to pay for lunch while in line as this results in a slow-moving lunch line. Businesses are not permitted to deliver food to students at any time. Students are to stay in assigned areas during lunchtime and are to report to the cafeteria immediately during their designated lunch time. **There will be no outside lunches brought in for students. Parents may check their student out for lunch if they wish.**

### **Safety Drills**

Weatherford Middle School will conduct a minimum of ten (10) safety drills each year. The ten (10) drills shall consist of the following:

1. Security drills. A minimum of two security drills will be conducted during each semester with a minimum of four for the school year. Security drills will be conducted for the purpose of securing the school building to prevent or mitigate injuries that may result from a threat on or near the school.
2. Fire drills. A minimum of two (2) fire drills will be conducted each school year. Each fire drill shall be conducted within the first fifteen (15) days of each semester.
3. Tornado drills. Two tornado drills shall be conducted during the school year. Tornado drills are required to be conducted in the months of September and March.
4. Bus Evacuation drills. A minimum of two (2) bus evacuation drills will be conducted each school year. Each bus evacuation drill shall be conducted within the first fifteen (15) days of each semester.
5. Safety drills. As required by policy a minimum of two (2) safety drills per year will be conducted. A safety drill can consist of any of the aforementioned drills.

### WMS Social Media

Twitter will be used to update students, parents, and the community about events, schedules, and the great things that are happening at the middle school. You can get these updates by following our Facebook Page: @wmseagles, Instagram: @weatherford\_middle\_school or our Twitter handle: @wms\_eagles

### DISTRICT INTERNET AND E-MAIL RULES

Students are responsible for good behavior on school computer networks just as they are in a classroom or a school hallway. Communications on the network are often public in nature. General school rules for behavior and communications apply.

The network is provided for students for educational purposes. Access to network services is given to students who agree to act in a considerate and responsible manner. Parent permission is required. Access is a privilege - not a right. Access entails responsibility.

Individual users of the district computer networks are responsible for their behavior and communications over those networks. It is presumed that users will comply with district standards and will honor the agreements they have signed. Beyond the clarification of such standards, the district is not responsible for restricting, monitoring or controlling the communications of individuals utilizing the network.

Network storage areas may be treated like school lockers. Network administrators may review files and communications to maintain system integrity and insure that users are using the system responsibly. Users should not expect that files stored on district servers will always be private.

Within reason, freedom of speech and access to information will be honored. During school, teachers of students will guide them toward appropriate materials. Outside of school, families bear the same responsibility for such guidance as they exercise with information sources such as television, telephones, movies, radio and other potentially offensive media.

As outlined in Board policy and procedures on student rights and responsibilities, copies of which are available in school offices, the following are **not** permitted:

- Sending or displaying offensive messages or pictures.
- Using obscene language.
- Harassing, insulting or attacking others.
- Damaging computers, computer systems or computer networks.
- Changing settings of computers without permission of teacher.
- Violating copyright laws.
- Using another's password.
- Trespassing in another's folders, work or files.
- Intentionally wasting limited resources.
- Employing the network for commercial purposes.
- Use of chat rooms.
- Checking personal email accounts not assigned by school officials.

**VIOLATIONS MAY RESULTS IN A LOSS OF ACCESS AS WELL AS OTHER DISCIPLINARY OR LEGAL ACTION.**

**EARLY RELEASE FOR WEATHER, POWER OUTAGE, ETC.** Should Weatherford Public Schools have to release school early for weather, power outage, etc., the following procedures will take place to ensure an orderly check-out procedure from the middle school. Students in 6<sup>th</sup> grade will be checked out of the choir room; students in 7<sup>th</sup> grade will be checked out of the library. Eighth grade students will be checked out from the cafeteria. If a student is a bus rider, we will make arrangements for transportation depending on the situation, and this will be communicated via an Alert Now Message.

### **Parent Right-to-Know Letter**

Dear Parents and Guardians:

In accordance with Parents Right-to-Know requirement under Every Student Succeeds Act – ESSA, Section 1112 (e)(1)(A) this is a notification from Weatherford Public Schools to every parent/guardian of a student in a Title I school that you have the right to request and receive in a timely manner:

- o Information 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 teacher’s baccalaureate degree major, graduate certification, and field of discipline; and
  - Whether the student is provided services by paraprofessionals, and if so, their qualifications [ESSA, Section 1112(e)(1)(A)(i)-(ii)]
- o Information regarding any State or local educational agency policy regarding student participation in any assessments mandated by section 111(b) (2) and by the State or educational agency, which shall include a policy, procedure, or parental right to opt the child out of such assessment, where applicable. [ESSA, Section 1112(e)(2)(A)]
- o Upon request, parents of an English learner may:
  - have the child immediately removed from an English Learner (EL) program; [ESSA 1112(e)(3)(A)(viii)(i)]
  - decline the child’s enrollment in an EL program, or choose another program or method of instruction, if available; [ESSA, Section 1112(e)(3)(A)(viii)(iii)]
  - receive assistance in selecting among various programs and methods of instruction, if more than 1 program or method is offered by the eligible entity. [ESSA 1112(e)(3)(A)(viii)(iii)]
- o 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 who does not meet the applicable state certification for licensure requirements at the grade level and subject area in which the teacher has been assigned. [ESSA, Section 1112(e)(1)(B)(ii)]

If you have any questions or concerns, please feel free to contact me at 580-772-2270.

Sincerely,

Dru Svitak, WMS Principal

**WEATHERFORD PUBLIC SCHOOLS  
ACTIVITY STUDENT DRUG TESTING POLICY**

**STATEMENT OF PURPOSE AND INTENT**

The Weatherford Board of Education in an effort to protect the health and safety of its extra-curricular activities students from illegal and/or performance-enhancing drug and/or alcohol use and abuse, thereby setting an example for all other students of the Weatherford Public School District, proposes to adopt the following policy for drug testing of activity students.

Although the Board of Education, administration, and staff desire that every student in the Weatherford Public School District refrain from using or possessing illegal drugs and/or alcohol, district officials realize that their power to restrict the possession or use of illegal drugs, performance-enhancing drugs and alcohol is limited. Therefore, this policy governs only performance-enhancing, illegal drug and alcohol use by students participating in certain extra-curricular activities. The sanctions imposed for violations of this policy will be limited solely upon limiting the opportunity of any student determined to be in violation of this policy to a student's privilege to participate in extra-curricular activities. No suspensions from school or academic sanctions will be imposed for violations of this policy. This policy supplements and complements all other policies, rules, and regulations of the Weatherford Public School District regarding possession or use of illegal drugs, performance-enhancing drugs and/or alcohol.

Participation in school-sponsored interscholastic extracurricular activities at the Weatherford Public School District is a privilege. Students who participate in these activities are respected by the student body and are representing the school district and the community. 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, sportsmanship, and training, which includes avoiding the use or possession of illegal drugs, performance-enhancing drugs and/or alcohol.

The purposes of this policy are five-fold:

1. To educate students of the serious physical, mental and emotional harm caused by illegal drugs, performance-enhancing drugs and alcohol use.
2. To alert students and parents/legal guardians with possible substance abuse problems to the potential harms that drug use poses for their physical, mental, and emotional well-being and offer them the privilege of competition as an incentive to stop using illegal drugs, performance-enhancing drugs and alcohol.
3. Ensure that students adhere to a training program that bars the intake of illegal drugs, performance-enhancing drugs and alcohol.
4. To prevent injury, illness, and harm for students that may arise as a result from illegal drugs, performance-enhancing drugs and alcohol use.
5. To offer students practices, competition and school activities free of the effects of illegal drugs, performance-enhancing drugs and alcohol use.

Illegal drugs, performance-enhancing drugs and alcohol use of any kind is incompatible with the physical, mental, and emotional demands placed upon participants in extra-curricular activities and upon the positive image these students project to other students and to the community on behalf of the Weatherford Public School District. For the safety, health and well being of students in extra-curricular activities the Weatherford Public School District has adopted this policy for use by all participants in interscholastic extra-curricular activities in grades 7-12.

The administration may adopt regulations to implement this policy.

### **I. Definition**

**"Activity Student"** means a member of any middle school or high school Weatherford Public School District sponsored extra-curricular organization which participates in interscholastic competition. This includes any student that represents Weatherford Schools in any extra-curricular activity in interscholastic competition, such as FFA, FCCLA, Academic Team, Band, Vocal, Pom Pon, Cheerleader and Athletics.

**"Drug use test"** means a scientifically substantiated method to test for the presence of illegal or performance-enhancing drugs or the metabolites thereof in a person's urine, saliva and/or breath.

**"Random Selection Basis"** means a mechanism for selecting activity students for drug testing that:

A. results in an equal probability that any activity student from a group of activity students subject to the selection mechanism will be selected, and

B. does not give the School District discretion to waive the selection of any activity student selected under the mechanism.

**"Illegal drugs"** means any substance which an individual may not sell, possess, use, distribute or purchase under either Federal or Oklahoma law. "Illegal drugs" includes, but is not limited to, all scheduled drugs as defined by the Oklahoma Uniform Controlled Dangerous Substance Act, all prescription drugs obtained without authorization, and all prescribed and over-the-counter drugs being used for an abusive purpose. "Illegal drugs" shall also include alcohol.

**"Performance-enhancing drugs"** include anabolic steroids and any other natural or synthetic substance used to increase muscle mass, strength, endurance, speed or other athletic ability. The term "performance-enhancing drugs" does not include dietary or nutritional supplements such as vitamins, minerals and proteins which can be lawfully purchased in over-the-counter transactions.

**"Positive"** when referring to a drug use test administered under this policy means a toxicological test result which is considered to demonstrate the presence of an illegal or a performance-enhancing drug or the metabolites thereof using the standards customarily established by the testing laboratory administering the drug use test.

**"Reasonable suspicion"** means a suspicion of illegal or performance-enhancing drug use based on specific observations made by coaches/administrators/sponsors of the appearance, speech, or behavior of an activity student; the reasonable inferences that are drawn from those observations; If it is determined a

student is under the influence of an illegal substances at school or a school function, the student will face disciplinary actions outlined in policy F-17 and it will be considered a positive test.

## **II. Procedures**

Each activity student shall be provided with a copy of the "Student Drug Testing Consent Form" which shall be read, signed and dated by the student, parent or custodial guardian and coach/sponsor before such student shall be eligible to practice or participate in any extra-curricular activities. The consent requires the activity student to provide a urine or saliva sample: (a) when the activity student is selected by the random selection basis to provide a urine sample; and (b) at any time when there is reasonable suspicion to test for illegal or performance-enhancing drugs. No student shall be allowed to practice or participate in any extra-curricular activities involving interscholastic competition unless the student has returned the properly signed "Student Drug Testing Consent Form."

Prior to the commencement of drug testing each year an orientation session will be held with each Activity Student to educate them of the sample collection process, privacy arrangements, drug testing procedures and other areas which may help to reassure the activity student and help avoid embarrassment or uncomfortable feelings about the drug testing process.

Each Activity Student shall receive a copy of the Activity Student Drug Testing Policy. The head coach or sponsor shall be responsible for explaining the Policy to all prospective students, and for preparing an educational presentation to acquaint the student with the harmful consequences of drug and alcohol use and abuse.

Drug use testing for Activity Students will also be chosen on a random selection basis from a list of all Activity Students who are involved in off-season or in-season activities. The Weatherford Public School District will determine a number of student names to be drawn at random to provide a urine or saliva sample for drug use testing for illegal drugs or performance-enhancing drugs.

Any drug use test will be administered by or at the direction of a professional laboratory chosen by the Weatherford Public School District. The professional laboratory shall be required to use scientifically validated toxicological testing methods, have detailed written specifications to assure chain of custody of the specimens, and proper laboratory control and scientific testing.

All aspects of the drug use testing program, including the taking of specimens, will be conducted so as to safeguard the personal and privacy rights of the student to the maximum degree possible. The test specimen shall be obtained in a manner designed to minimize intrusiveness of the procedure. If at any time during the testing procedure the monitor has reason to believe or suspect that a student is tampering with the specimen, the monitor may stop the procedure and inform the principal/athletic director who will then determine if a new sample should be obtained. The monitor shall give each student a form on which the student may list any medications legally prescribed for the student he or she has taken in the preceding thirty (30) days. The parent or legal guardian shall be able to confirm the medication list submitted by their child following any drug test. The medication list shall be submitted to the lab in a sealed and confidential envelope and shall not be viewed by district employees.

An initial positive test result will be subject to confirmation by a second and different test of the same specimen. The second test will use the gas chromatography/liquid spectrometry technique. A specimen shall not be reported positive unless the second test utilizing the gas chromatography/liquid spectrometry procedure is positive for the presence of an illegal drug or the metabolites thereof. The unused portion of a specimen that tested positive shall be preserved by the laboratory for a period of six (6) months or the end of the school year, whichever is shorter. Student records will be retained until the end of the school year.

### **III. Confidentiality**

The laboratory will notify the principal/athletic director or designee of any positive test. To keep the positive test results confidential, the principal/athletic director or designee will only notify the student, the head coach/sponsor, and the parent or custodial guardian of the student of the results. The principal/athletic director or designee will schedule a conference with the student and parent or guardian and explain the student's opportunity to submit additional information to the principal/athletic director or to the lab. The Weatherford Public School District will rely on the opinion of the laboratory which performed the test in determining whether the positive test result was produced by something other than consumption of an illegal or performance-enhancing drug.

Test results will be kept in files separate from the student's other educational records, shall be disclosed only to those school personnel who have a need to know, and will not be turned over to any law enforcement authorities.

### **IV. Appeal**

An Activity Student who has been determined by the principal/athletic director to be in violation of this policy shall have the right to appeal the decision to the Superintendent or his/her designee(s). Such requests for a review must be submitted to the Superintendent in writing within five (5) calendar days of notice of the positive test. A student requesting a review will remain eligible to participate in any extra-curricular activities until the review is completed. The Superintendent or his/her designee(s) shall then determine whether the original finding was justified. No further review of the Superintendent's decision will be provided and his/her decision shall be conclusive in all respects. Any necessary interpretation or application of this policy shall be in the sole and exclusive judgment and discretion of the Superintendent which shall be final and non-appealable.

### **V. Consequences**

Any Activity Student who tests positive in a drug test under this policy shall be subject to the following restrictions:

These restrictions and requirements shall begin immediately, consecutive in nature, unless a review appeal is filed following receipt of a positive test. Provided, however, a student who on his or her own volition informs (self-refers) the athletic director, principal, or coach/sponsor of usage before being notified to submit to a drug use test will be considered to have taken a positive test. :

Procedures and consequences will start for students at the beginning (first day of school) of the 7th grade year. Consequences will build without resetting until the beginning (first day of school) of a student's freshman year. Once a student begins his/her freshman year all consequences will be sequential starting

with the first offense. If a student has three consecutive negative tests, they will be listed as a one time offender on the consequence list and will be placed back on the random selection list.

### **Medical Marijuana**

Notwithstanding the provisions above, a student extracurricular activities participant in possession of a valid medical marijuana license shall not be considered in violation of this policy based on a positive drug test for marijuana or its metabolites. While on school grounds or participating in school activities a student extracurricular activities participant who is a medical marijuana license holder may be considered in violation of this policy if he or she uses, possesses, sales, distributes, purchases or is under the influence of medical marijuana or medical marijuana product - see policy F-17.

As used in this section, a determination of whether a student or employee is “under the influence of medical marijuana or medical marijuana product” shall be based on the totality of circumstances. Circumstances that may contribute to a determination that the student is under the influence may include, but are not limited to:

- A. Observation of any of the conduct or phenomenon described below:
  - (i) the smell of marijuana on or around the individual;
  - (ii) Disorganized thinking;
  - (iii) Paranoia and/or confusion;
  - (iv) Bloodshot eyes;
  - (v) Increased heart rate;
  - (vi) Increased appetite; or
  - (vii) Loss of Coordination and
- B. Any circumstance that would permit the school district to engage in “reasonable suspicion” drug or alcohol testing of the student under this policy.

Weatherford Public Schools is committed to cooperating with parents/guardians in an effort to help students avoid illegal and performance-enhancing drug use. The Weatherford Public School District believes accountability is a powerful tool to help students avoid using drugs and that early detection and intervention can save lives.

#### A. For the First Offense:

The parent/guardian will be contacted immediately and a private conference will be scheduled to present the test results to the parent/guardian. A meeting will then be set up with the student, parent/guardian, athletic director, their coach(s) and principal concerning the positive drug test. The student will be suspended from participating in all activities covered under this policy for (15) calendar days. The student may not participate in any meetings, practices, scrimmages or competitions during this period. The student will be randomly tested until they are able to complete three consecutive negative tests. The time and date will be unknown to the student and determined by the principal/athletic director or designee. The students must show proof that they have received substance abuse counseling from a qualified drug treatment program or entity. Should the parent/student not agree to these provisions the consequences listed in this policy for the second offense will be imposed.

**B. For the Second Offense:**

The parent/guardian will be contacted immediately and a private conference will be scheduled to present the test results to the parent/guardian. A meeting will then be set up with the student, parent/guardian, athletic director, their coach(s) and principal concerning the positive drug test. Suspension from participation in all activities covered under this policy for (60) school days. The student will be randomly tested until they are able to complete three consecutive negative tests. The student may not participate in any meetings, practices, scrimmages or competitions during this period. The time and date will be unknown to the student and determined by the principal/athletic director or designee. In order to return the student must also show proof that they have completed four (4) hours of substance abuse counseling from a qualified drug treatment program or entity.

**C. For the Third Offense:**

The parent/guardian will be contacted immediately and a private conference will be scheduled to present the test results to the parent/guardian. A meeting will then be set up with the student, parent/guardian, athletic director, their coach(s) and principal concerning the positive drug test. Complete suspension from participation in all extra-curricular activities including all meetings, practices, performances, and competition for one calendar year. Additional counseling/education will be required of the student.

**D. For the Fourth Offense:**

The parent/guardian will be contacted immediately and a private conference will be scheduled to present the test results to the parent/guardian. A meeting will then be set up with the student, parent/guardian, athletic director, their coach(s) and principal concerning the positive drug test. Complete suspension from participation in all extra-curricular activities including all meetings, practices, performances, and competition for the remainder of the students high school career.

**VI. Refusal to Submit to Drug Use Test**

A participating student, who refuses to submit to a drug test authorized under this policy, shall not be eligible to participate in any activities covered under this policy including all meetings, practices, performance and competitions for the remainder of the school year. Additionally, such student shall not be considered for any interscholastic activity honors or awards given by the school.

**Assurances Provided to Participants**

1. Results of student drug tests will not be disclosed to law enforcement.
2. Results of student drug tests will be destroyed when the student graduates or otherwise leaves the Weatherford School District.
3. All positive drug tests of a substance other than marijuana or cocaine will be reviewed by a certified Medical Review Officer (MRO) who will verify whether the positive test was the result of the student taking legally prescribed medicine(s) prior to results being reported to the school district.
4. Legal counsel for the Weatherford Public School District has reviewed and approved this policy.
5. Activities described herein will be carried out in accordance with requirements of the Family Educational Rights and Privacy Act (FERPA) and the Protection of Pupil Rights Amendment (PPRA).
6. There will be no academic consequences resulting from testing under this policy.



**TITLE I  
PARENT PARTICIPATION POLICY  
WEATHERFORD MIDDLE SCHOOL  
2021-2022**

This policy concerns the involvement and relationship between teachers, students, and parents. It has been adopted by Weatherford Middle School.

Weatherford Middle School parental involvement activities include, but are not limited to:

- ❖ Through Open House Night, every parent will be provided with information concerning Oklahoma Academic Standards, state and local assessments, and our schoolwide Title I participation. Parents unable to attend Open House Night will be presented this information through parent-teacher conferences and/or information on Schoology.
- ❖ Parent-Teacher conferences with classroom teachers will be scheduled according to the district's calendar for all students. Other conferences may be scheduled as needed. Conference times will provide guidance for parents in interpreting assessment results and monitoring their child's progress.
- ❖ The School-Parent-Student Compact will be presented before or during the first conference. Compact detail how teachers, parents, and students work together to maximize academic achievement and can guide discussion during conference time. The compact will be reviewed and updated at the annual site Title I meeting.
- ❖ Parents will be kept informed of school activities through newsletters, the school's website, classroom communication applications, the whole school communication application and Schoology.
- ❖ Schoolwide parent activities will be planned at various times throughout the year to involve parents in their child's education.
- ❖ Parents will be encouraged to volunteer in activities deemed appropriate at the site level.
- ❖ Weatherford Middle School will seek to provide reasonable support for parental involvement at a parent's request.
- ❖ Weatherford Middle School will distribute the Parent Participation Policy to parents of our students.
- ❖ The Parent Participation Policy will be reviewed and revised annually by the site's Title I Team with parent representation.

## WMS ACKNOWLEDGEMENT OF HANDBOOK

### **The Student**

This school has provided the information contained in this handbook for your convenience. We hope that you have taken the time to read and study it carefully. Any questions you may have should be brought to the attention of your teacher. He/She will discuss it with you.

We are pleased to have you as part of the Weatherford Middle School Student Body. We sincerely hope that your years at Weatherford Middle School will not only be successful but enjoyable as well.

### **To The Parent/Guardian**

The ultimate responsibility for student behavior rests with the parents/guardians. The following are among their specific responsibilities:

1. Support the schools in requiring students to observe all school rules and regulations and accepting responsibility for any willful misbehavior on their part. Send students to school with proper attention having been given to health, personal cleanliness, and neatness of dress.
2. Maintain an active interest in the student's work. Make it possible for them to complete assigned homework, particularly by providing a quiet place and conditions for study.
3. Comply with the school's requests. This includes reading carefully all communications and signing and returning them as requested.
4. Cooperate with the school in attending conferences set up for planning for its continuous maintenance and improvements.
5. VOLUNTEER! We will have many opportunities for you to help our school out throughout the year. Please Mrs. Svitak with volunteer opportunities.

Thank you for taking the time to read this student handbook. If you have any questions, please contact us at 580.772.2270.

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Signature of Student

Date

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Signature of Parent or Custodial Guardian

Date