



# Student Handbook

## Opp High School 2021-2022

502 North Maloy St.  
Opp, Alabama 36467  
(334) 493-4561



*Spirit*

*Pride*

***ALMA MATER***

Gather Round our banners,  
Jolly comrades one and all;  
Over us it waves so free. Black  
And gold are streaming in the  
Sunlight bright and clear,  
Calling us again to thee!

**CHORUS**

Live on in each heart a love so true;  
Alma Mater, there is none like you.  
From your portals as we pass each day,  
We carry lessons that will last for aye.

OPP HIGH SCHOOL  
**STUDENT HANDBOOK**  
**2021-2022**

**SUPERINTENDENT OF OPP CITY SCHOOLS**

Michael Smithart

**ASSISTANT SUPERINTENDENT OF OPP CITY SCHOOLS**

Emily Edgar

**OPP HIGH SCHOOL ADMINISTRATION**

Aaron Hightower..... Principal

Cindy Alverson ..... Assistant Principal

**BOARD OF EDUCATION**

Dr. Walter Burgess..... President

Dr. Lori Stanfield..... Vice President

Merrill Culverhouse..... Member

Dr. Katie W. Fuller.....Member

Andrew McCord.....Member

Accredited by  
*Southern Association of Colleges and Secondary Schools*  
and  
*Alabama State Department of Education*

502 North Maloy Street  
Opp, Alabama, 36467 Telephone 334-493-4561

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## WHAT DO YOU DO?

### 1. If you know you are going to be absent—

Your parent or guardian should make prior arrangements for make-up work with your teachers.

### 2. If it is necessary to request early dismissal—

A parent or guardian on the approved contact list must come to the office with proper identification to check-out a student prior to dismissal.

### 3. If you have lost something or found something—

See Mrs. McCurley in the main office.

### 4. If you want to see a classroom teacher after school—

Make an appointment with the teacher and keep it. Parent conferences are to be scheduled through the teachers.

### 5. If you feel sick or hurt yourself during school hours—

Report to the nurse in the main office.

### 6. If you need to go to the parking lot—

**You Must Always Have A Pass From An Administrator Prior To Going To  
The Parking Area During School Hours.**

#### Mrs. McCurley

Attendance

Emergency contact information

Buses

PowerSchool login information

Change of Address

Lockers

Check in/Check out

Hang tags

#### Mrs. Cosby

Free/reduced lunch forms

#### Ms. Alverson

Exams

#### Teacher

Textbooks

#### Mrs. Ellis

Enrollment form

Transcripts

Conferences

Schedule Questions

**OHS Students:**

My name is Aaron Hightower and I am excited and honored to have the opportunity to serve as your principal this school year. Danny Thomas said it best, “Success has nothing to do with what you gain in life or accomplish for yourself. It is what you do for others.” Our model for success is to strategically provide you with the best resources to become college and career ready while helping you develop a strong character base. On behalf of the administration, faculty, and staff, we welcome you to the OHS family, and we look forward to BIG memories! “As always, let your faith be bigger than your fear.”

Sincerely,  
 Aaron Hightower  
 Principal, Opp High School

“Striving to help every student reach their full potential....whatever it takes.”

**District Beliefs of Opp City Schools**

- ⊞ High expectations and high performance standards are necessary to achieve goals and to expand opportunities for all.
- ⊞ Education is a shared responsibility of families, schools and the community.
- ⊞ Safe, innovative, student-centered schools are necessary for success.
- ⊞ Leaders, teachers, and staff that are well-prepared, well-resourced and supported are essential for effective schools.
- ⊞ Rigorous, relevant curriculum delivered through effective instruction maximizes student achievement.
- ⊞ Effective schools operate with equity, accountability, and fiscal responsibility.
- ⊞ Successful schools inspire trust, invite collaboration, and promote continuous improvement.

**Vision Statement of Opp City Schools**

*Opp City Schools build the future by preparing college- and career-ready graduates for life- long learning and continued success.*



**OPP CITY SCHOOLS**  
*We Build the Future*

**OPP HIGH SCHOOL  
STUDENT  
GOVERNMENT  
ASSOCIATION**

President.....Sara Kate Rhodes

Vice President. . . . . Pippin Turman

Secretary ..... Sadie Burks

Dear OHS Family,

Welcome to the 2021-2022 school year! I am honored and grateful to represent Opp High School as your Overall SGA President. I am equally excited to have the opportunity to be back in school in-person with all of you this year.

We experience challenges everyday, but none will compare to the challenges COVID 19 presented us with over the past few years. Due to the efforts from our wonderful administration, staff, and students we were able to overcome those unprecedented obstacles. As we enter this upcoming school year I can say, with full certainty, that no matter what we encounter, we will be able to have a successful year together! I am very thankful to be a part of such a terrific school, and even more thankful that I get to be a part of and represent such a (bobcat) strong student body.

As we attempt to re-enter a normal school year, I encourage everyone to look back on the past year with pride, and look forward to the upcoming year with anticipation! I know my fellow SGA members and I are more than willing to help or support in any way we can to make this year as smooth as possible. I pray we all have a successful year together and that we continue to seek opportunities to make the world a little brighter!

Have a wonderful year,

Sarah Kate Rhodes  
Overall SGA President



## ACADEMIC INFORMATION

### Academic Counseling System

A guidance counselor is available to work with students and parents at all times to aid students in maximizing their education opportunities at Opp High School.

Schedule changes will only be made the first week of the year. Changes will only be made for academic reasons. After the first week, students must remain in the class for the remainder of the semester unless approved by the principal.

### Academic Requirements for Graduation

Graduation from senior high school is based upon units earned in grades 8 , 9, 10, 11 and 12. Juniors must take the ACT. Seniors must take Work Keys.

A graduate must pass four (4) years of English, science, social studies, and math—including Algebra I, geometry, and Algebra II (or equivalent course), one credit (1) in P.E., one credit (1) in career preparedness, three credits (3) in CTE and/or foreign language and/or arts education, one half-credit (1/2) in health education and four and a half credits (2 1/2) of electives.

It is the responsibility of each student to understand the requirements for graduation, and he/she should develop a plan designed to meet those requirements. All students must carry seven (7) academic units of work per year. All Required Courses Must Be Successfully Completed.

### Athletic Eligibility

Students entering the 10th, 11th and 12th grades must have passed during the last two semesters in attendance and summer school, if applicable, at least six new c r e d i t s with a minimum composite numerical average of 70 in those six units. Four core courses must be included in those units passed and averaged. English, mathematics, science and social studies are core curriculum courses.

Students entering the 9th grade must have passed during the last two semesters in attendance and summer school, if applicable, at least five new subjects with a minimum composite numerical average of 70 in those five subjects.

Students may regain eligibility at the end of the first semester by meeting the same requirements listed above during their last two semesters in attendance and summer school, if applicable. All first semester work used in regaining eligibility must be completed by the fifth day of the second semester.

### Credits Required for Promotion

From 9th to 10th	6
From 10th to 11th	12
From 11th to 12th	17
To Graduate	24

## Diploma Pathway for Students

### Alabama High School Diploma beginning with Students Starting the 9th Grade in 2013

English	4 Credits	English 9, 10, 11, and 12 or equivalent courses.
Math	4 Credits	Algebra I; Geometry; Algebra II w. Trig or Algebra II or equivalent courses; 1 math elective.
Science	4 Credits	Biology, a physical science, 2 science electives
Social Studies	4 Credits	World History, U.S. History x2, and Government/Economics
PE	1 Credit	LIFE (Personal Fitness)
Health Education	½ Credit	
Career Preparedness	1 Credit	
CTE and/or Foreign Language and/or Arts Education	3 Credits	Students choosing CTE, Arts Education, and/or Foreign Language are encouraged to complete two courses in sequence.
Electives	2.5 Credits	
Total	24 Credits	

**For information about the Essential Skills pathway or the AAS pathway, please see your case manager.**

## Dual Enrollment

The Dual Enrollment Program allows eligible high school students to earn both high school and college credit.

1. Students must successfully complete grade 9 prior to registration for a unit of Dual Enrollment.
2. Dual Enrollment students are responsible for completing the appropriate forms during the registration period with Mrs. Ellis. If a student plans to withdraw from a dual enrollment course, they should notify the Mrs. Ellis. Failure to obtain an ‘official’ withdrawal will result in failing the class.
3. Dual Enrollment guidelines are determined by the Alabama State Department of Education.

### Exemption from Term Exams

As a reward for good attendance and academic achievement, students who meet the criteria listed below will be eligible to exempt exams according to the following chart.

Grade	Exams
9	2
10	2
11	2
12	2(1 <sup>st</sup> Term) / 4(2 <sup>nd</sup> term)

1. No more than three (3) excused absences (including absences due to check-ins/check-outs but excluding school functions) with an “A” average in the class to be exempted;
2. No more than two (2) excused absence (including absences due to check-ins/check-outs but excluding school functions) with a “B” average in the class to be exempted;
3. No absences (including absences due to check-ins/check-outs but excluding school functions) with a “C” average in the class to be exempted.
4. No more than five (5) tardies to the class whose exam is to be exempted. Tardies to a class count for that class only.
5. Approved school activities are not counted as absences.
6. An absence from a class is defined as more than forty-five (45) minutes missed from that class. An absence from a class counts as an absence from that class only. In blocks 4a and 4b, an absence is define as more than 25 minutes missed from the class.
7. Students who have been suspended or placed in alternative school are not eligible for exemptions.
8. Students who qualify and are approved to exempt an exam DO NOT have to attend class during the exam time. This applies to all grading periods. The only exception is senior exams for second semester. Seniors will have to attend due to it being a regular school day. If a student exempting an exam is on campus, he/she must report to his/her assign class.

9. Students enrolled in AP classes may or may not take the AP Exam. If an AP student chooses not to take the AP Exam, then he/she by default will follow the exemption format listed on the prior page.
10. In addition to exams exempted by attendance and achievement, students who benchmark on the State’s ACT Test in any of the four areas will be allowed to exempt an exam in the area/areas in which he/she benchmarked. The benchmark scores are as follows: English – 18, Mathematics – 22, Reading – 22, Science – 23, and STEM – 26. English or Reading benchmark exemption will be applied to English course exemption.
11. In addition to exams exempted by attendance and achievement, students who obtain a credential during a career tech course will be allowed to exempt the final exam for that course.

### Senior Retakes of Term Exams

A senior may retake a final exam one time if the following conditions exist:

1. Failure of a final exam results in course failure.
2. Credit for the course in question is required for graduation.

The date and time for the retake will be determined by the course teacher. Any appeals for exceptions to this policy will be made to an appeals committee composed of the principal, counselor, and the teacher of the course in question.

## TERM EXAMINATION SCHEDULE 2021-2022

Students should follow the exam schedule each morning. Students are not allowed in the halls during exam periods.

### First Term –

12/14/21 .....	4a/4b given during class
12/15/21.....	1 <sup>st</sup> and 2 <sup>nd</sup> Block
12/16/21 .....	3 <sup>rd</sup> and 4 <sup>th</sup> Block

### Second Term—

5/23/22.....	4a/4b given during class
5/24/22.....	1 <sup>st</sup> and 2 <sup>nd</sup> Block
5/25/22 .....	3 <sup>rd</sup> and 4 <sup>th</sup> Block

**SENIORS WILL TEST May 11-13, 2022. SENIORS WHO MEET ALL REQUIREMENTS LISTED ON PAGES 7-8 WILL BE ABLE TO EXEMPT ALL SECOND TERM CLASSES. SEE TOP OF PAGE 8 FOR AP EXAM REQUIREMENTS. SENIORS WILL BE ON REGULAR SCHEDULE**

## **FOR SECOND TERM EXAMS.**

### **Gifted Education**

Gifted students are those who perform at or who have demonstrated the potential to perform at high levels in academic or creative fields when compared to others of their age, experience, or environment. These students require services not ordinarily provide by the regular school program. Students possessing these abilities can be found in all populations, across all economic strata, and in all areas of human endeavor. Teachers, counselors, administrators, parents or guardians, peers, self, or any other individuals with knowledge of the students' abilities may refer a student. Additionally, all second grade students will be observed as potential gifted referrals using a gifted behavior checklist. For each student referred, information is gathered in the areas of Aptitude, Characteristics, and Performance. The information is entered on a matrix where points are assigned according to established criteria. The total number of points earned determines if the student qualifies for gifted services.

To make a referral, contact the counselor at your child's school.

### **Grading Scale**

90—100	A
80 — 89	B
70 — 79	C
60 — 69	D
Below 60	F

### **Grade Point Averaging and Grading Scale**

The GPA will be calculated by averaging all required course work. Courses are weighted differently in calculating grade point averages. Upon successful completion of course:

1. Advanced Placement (AP) courses are weighted 10 points.
2. Academic Dual Enrollment courses are weighted 10 points.
3. Pre-AP courses are weighted 5 points.
4. A GPA will be provided on the transcript using the 4 point scale for college admission purposes only.

### **Graduated**

- Meet all qualifications for the Alabama High School Diploma

### **Honor Graduate Policy**

To be designated as an Honor graduate, a student must:

- Meet all qualifications for the Alabama High School Diploma or the Alabama High School Diplomas with Advanced Academic Endorsement
- Maintain a cumulative numeric weighted average of 90 or above on all coursework from grades 9-12.
- Must have taken a minimum of 3 Advanced Placement courses or core dual enrollment.

To be designated as a High Honors graduate, a student must:

- Meet all qualifications for the Alabama High School Diploma or the Alabama High School Diplomas with Advanced Academic Endorsement

- Maintain a cumulative numeric weighted average of 95 or above on all coursework earned in grades 9-12.
- Must have taken a minimum of 3 Advanced Placement courses or core dual enrollment.

### **Honors Banquet**

A special Honors Banquet designed to honor all senior students who have excelled academically will be hosted by the school faculty and administration during the 2<sup>nd</sup> term of the school year. Participation in this banquet is based on a student's GPA.

### **PowerSchool**

Parents and students can and are encouraged to view grades, class schedules, attendance records, discipline reports, activity announcements and notes from teachers by accessing the school system's web site [www.oppcityschools.com](http://www.oppcityschools.com). At the beginning of the school year, a student number and personal identification number will be assigned to each student. Parents may contact Mrs. McCurley in the our office for more information.

### **Progress Reports**

Academic progress reports will be sent home every 4 1/2 weeks. For specific dates that the progress reports will be sent home, contact the school's main office.

### **RTI (Response to Intervention)**

The RTI team is a team of teachers, counselors, and administrators who work together to improve the academics or behavior of students who are in need of assistance. This is not a special education process, but this process must be implemented prior to a special education referral. The RTI team meets to address the needs of students who have been referred. The team members assist in the identification of the area of need for a student and determine what interventions should be implemented. Classroom teachers implement these interventions and provide periodic feedback to the RTI team to determine the effectiveness of the interventions. Students and parents are often called in to take part in meetings. RTI is mandated by the Alabama Department of Education. For more information, see the Department of Education's website at [www.alsde.edu](http://www.alsde.edu).

### **Standard and Credit Recovery**

1. Students who qualify for Standards Recovery must have an average that falls between 40-64%.
2. Students must complete an application to request placement in a credit recovery program.
3. Students who miss more than two full days will be dismissed without

refund or credit.

4. Credit recovery programs may charge tuition.
5. There is no guarantee that all core courses required for graduation will be served through a credit recovery program.
6. The final semester grade for all recovered coursework will be 70%.

## **Summer School**

Courses will be offered in summer school and will be open to students while have lost credit for a course. Courses are completed through a software program. Up to 8 weeks will be allowed for courses to be recovered.

## **TESTING INFORMATION**

### **Use of Digital Device During the Administration of a Secure Test**

The possession of a digital device (including but not limited to cell phones, MP3 players, cameras, Fitbit or other telecommunication devices capable of capturing or relaying information) is strictly prohibited during the administration of a secure test. If a student is observed in possession of a digital device during the administration of a secure test, the device will be confiscated.

If a student is observed using a digital device during the administration of a secure test, testing for the student will cease, the device will be confiscated and is subject to search, the student will be dismissed from testing, and the student's test will be invalidated.

### **Test Information for Students**

Students will participate in standardized state testing and optional national testing. Information concerning testing is available in the Guidance Office.

### **Advanced Placement Tests**

Opp High School has been designated an advanced placement school. Any student who would like to take AP courses should contact Mrs. Ellis, Guidance Counselor and School Test Coordinator. AP tests will be administered in May. Most colleges will accept AP credit. Cost: Approximately \$98.00 per test.



**OPP HIGH SCHOOL 2021-2022 TEST SCHEDULE**

**ASVAB** **September 15, 2021**

**ACT WORK KEYS** **Oct. 25-28, 20 21**

All students enrolled in grade 12

**Pre-ACT Testing** **Oct. 14, 2021**

All students enrolled in grade 10

**PSAT**

Optional for students enrolled in grade 10 and 11

(Students: Please see Mrs. Ellis if you are interested in taking the PSAT.)

**ACT Testing** **April 12, 2022**

All students enrolled in grade 11

**Advanced Placement Tests** **May, 2022**

- Recommended for students enrolled in Advanced Placement Courses
- Morning tests unless otherwise noted

**AP Language**

**AP Calculus**

**AP Biology**

**AP Chemistry**

**AP History**

## ATTENDANCE

The student's attendance record is available on-line at INOW. However, it is ultimately the responsibility of the parent or guardian and the student to ensure that the school's attendance requirements are met.

### Absences

1. Being present at school on a daily basis is critical to academic success. Therefore, if a student has any unexcused absences, he or she will not be able to exempt any final exam during the term an unexcused absence occurs. Students with unexcused absences will be given a zero for all missed work, and they cannot make it up without written permission from the principal.
2. When a student is absent from school, the student's family will be contacted the following all-day absence notified by automated school messenger.
3. State law 290-3-1-.02(7)(c)3.(i) requires that after the fifth unexcused absence or tenth questionable excused absences(absences which have not been satisfactory explained) students will be referred to Early Warning Program.
4. Thereafter, if the student reaches the seventh unexcused absence or if the student is suspended for an additional time for misconduct, the superintendent or principal may file a complaint against the parent(s), guardians(s) or legal custodian(s) for violation of Alabama Code Section 16-28-12. This is a misdemeanor criminal charge with carries a maximum fine of \$100.00 and possible jail sentence of up to 90 days.
5. Excused absences include those outlined by OCS board policy. Days absent due to administrative disciplinary decisions (suspension, alternative school, time-out, etc.) will not count toward the days absent.
6. In the event that a student is absent, he or she should report to Mrs. McCurley in the office to code the attendance the next school day before school (7:00-7:50am.). Students do not return absence excuses to teachers. An absent student will have TWO school days to return an excused note to Mrs. McCurley's office in order that it may be coded. Notes turned in afterward may not be accepted and may result in unexcused absences for the dates missed. Check-outs from classes will also count toward the absence total permitted.
7. Parent notes are accepted as long as it does not exceed five parent notes per year. After five parent notes, your child's absences will be marked as unexcused unless you provide a doctor's excuse.

### **Check-ins and Check-outs**

**NO STUDENT IS TO LEAVE CAMPUS WITHOUT FIRST CHECKING OUT THROUGH THE MAIN OFFICE, AND HE/SHE WILL NOT BE ALLOWED TO LEAVE SCHOOL UNLESS A PARENT, GUARDIAN, OR PARENT-APPROVED EMERGENCY CONTACT PERSON IS PHYSICALLY PRESENT IN THE SCHOOL'S OFFICE AND PRESENTS A VALID PICTURE ID.**

- **Checking-Out:** Checking-out will only be approved after an office visit by a parent who must speak with the secretary or an administrator on the day of the check-out or in advance of the check out. **Each check-out will require a parent to come to the check-out office before the student will be released from class.** Any student who leaves campus without adhering to this policy may receive punishment.
- **Checking-In:** Students must always check-in through the main school office when arriving to school any time during the day after first period has begun.

If a student is present for at least 45 minutes of 1<sup>st</sup>, 2<sup>nd</sup>, or 3<sup>rd</sup> block , he/she will be considered present for that specific block as it pertains to exemption consideration.

If a student is present for at least 25 minutes of block 4a or 4b , he/she will be considered present for that specific block as it pertains to exemption consideration.

**A parent must accompany the student after the fifth check-in.**

## College Visits

Two (2) one-day college visits for seniors may be scheduled through the Guidance Office where forms are available. Forms must be signed by an administrator prior to the visit. After the visit, forms are to be completed and returned to Mrs. McCurley.

## Early Dismissals for Driver's License Test

Students will be given an excused absence to take their driver's license test. A Student Enrollment Verification Form, an original birth certificate, social security card, and \$28.00 cash (\$5.00 for written test and \$23.00 for license) is required at the time of the driving exam. You must take your learner's permit with you, proof of insurance, and tag receipt on the vehicle that you will be taking your driving test with.

## School Function

Students who are away from school on a school-related activity are coded as School Function. While these students will miss class(es), the nonattendance days do not count as absences nor do they count toward the students' exam exemption status. Each student will be responsible for making up any missed work.

## Tardy Policy

Class time is valuable and has to be protected as much as possible. For that reason, all students must be seated in their desks by the time the tardy bell stops ringing. All teachers are expected to enforce the tardy policy.

1. The final determination as to whether a student is or is not tardy rests with the teacher.
2. Teachers will manage the excessive tardy problem according to the school wide tardy policy. Students will be allowed three tardies to each class. Students will receive teacher assigned consequences prior to being referred to the office.
  - 4<sup>th</sup> tardy-Teacher will notify parent**
  - 5<sup>th</sup> tardy- 1 day of principal's detention**
  - 6<sup>th</sup> tardy- Saturday School**
3. On the seventh and subsequent tardies to any given class, the student will be sent to the Assistant Principal.
4. The tardy policy will end with the conclusion of first term and starts over with the beginning of the second term.
5. Students must always check in through the Mrs. McCurley's office when arriving to school after 7:50 AM.

**Tardy Referrals and Consequences** — Students must remember that once the referral process begins for tardies, it is the number of times referred that determines the consequences, not the number of tardies accumulated in each class.

## **DISCIPLINE POLICIES**

### **Alternative School**

Students who are assigned to Alternative school have:

1. Failed to respond to classroom teacher's attempts to correct behavior.
2. Failed to respond to administrator's attempts to correct behavior.
3. Committed an offence that requires immediate assignment (fighting, possession of tobacco, etc.)

Note: Parents of students who are assigned Alternative School will be contacted and informed of circumstances and consequences as well as procedures for Alternative School.

Procedures:

1. Students will be isolated from student body.
2. There will be no recess.
3. Lunch is eaten in classroom.
4. No extra-curricular activities.
5. Student must report to Alternative classroom upon arrival.
6. No transportation is provided.
7. There is a No Tolerance Policy for misbehavior of any kind while serving in Alternative School. Minor violations may add time to the length of the assignment. More severe violation will lead to immediate suspension from school, administrative hearing, or expulsion.
8. Alternative school hours are from 8:00-2:00.

### **Cell Phones/Electronic Devices**

The Opp City Schools policy on cellular telephones is designed to ensure that the use of cell phones does not interfere with teaching and learning during the school day.

1. Student involved in before or after school academic programs shall observe school hour rules during these programs.
2. A cell phone may be in the student's possession. However, the use of cell phones for any purpose – including phone calls, text messaging, games, and other functions – is not permitted during the school day or in the building at any time without teacher permission.
3. Cell phones must be turned completely off (not simply on silent or

- vibrate mode) during the school day.
4. Student use of electronic devices is prohibited on school buses on regular routes before and after school.
  5. Students participating in field trips, extracurricular activities, and athletic events must get permission from their coach or sponsor for using a cell phone after school hours or on after-school bus trips.
  6. At all times, the use of camera phones is strictly forbidden in private areas, such as locker rooms, washrooms, dressing areas, classrooms, and offices. When necessary, camera phone violations may be treated as Level II or Level III offenses. Such use may also be in violation of the criminal code of Alabama.
  7. Any phone communication during the instructional day will take place on school telephones with permission from office personnel with the exception of emergency situations deemed by the principal. **Parents should continue to call the school for any emergency situation.**
  8. Students are not to bring cell phones into a classroom where standardized testing is taking place. Teachers will collect any student cell phones in classrooms where standardized testing is occurring. If the device is used during the administration of a secure test, the students' test will automatically be invalidated. Phones will be returned in accordance with school policy.
  9. Possession of a cell phone by a student is a privilege, which may be forfeited by any student not abiding by the terms of this policy. Students shall be personally and solely responsible for the security of their cell phones. The Opp City School System shall not assume any responsibility for theft, loss, or damage to a cell phone, or unauthorized calls made on a cell phone.

### **Violations of Cell Phone Policy**

Confiscated cell phones are subject to search by school officials.

**Cell phones may be picked up from the office before or after school only.**

**1st Offense** — Cell phone confiscated and returned to parent.

**2nd Offense** — Cell phone confiscated. The parent can pick up the phone after 10 days after a conference with school administration.

**3rd Offense** — Cell phone confiscated. The parent can pick up the phone after 30 days after a conference with school administration.

**Any Following Offense** — Cell phone confiscated. The student and parent will attend a meeting with the principal before returning to school.

We believe good behavior is a cooperative effort and requires good common sense. If all students adopt the policy that the main purpose of attending school

is to receive an education and strive toward that goal, disciplinary problems would be nonexistent.

If approved in advance by the administration, a teacher's classroom rules and policies will be supported. The students will receive copies of the rules, or they will be visibly posted in the classroom.

### **Dress Code and General Appearance**

The Opp City Board of Education and administration recognize the effect that student dress and grooming have upon student behavior and commitment to learning. The Board and administration further recognize the role of parents in assisting their children in making appropriate choices regarding clothing, accessories, and personal appearance. In order to maintain an atmosphere conducive to learning, it is required that all students exercise good taste with regard to their personal appearance. Attire considered disruptive or that could present a health or safety problem is not appropriate.

Any clothing, appearance, or personal hygiene and grooming practices that draw an inordinate amount of attention to the individual student are considered inappropriate for school. The dress and/or grooming style of any student must not interfere with the educational process of other students.

**All dress must adhere to the standard of neatness, appropriateness and modesty expected of all students in Opp City Schools. Therefore, ANY clothing determined by the school administration to be revealing or disruptive to the education process is prohibited.**

1. Students must wear shoes at all times, however cleats are not allowed.
2. Students may not wear clothing with profanity, suggestive remarks or pictures, racial pictures or symbols (such as Malcolm X or Rebel Flags), wrestling symbols, pictures and insinuations or other inappropriate attire including alcohol and tobacco product advertisements. This apparel may be offensive to other students and may disrupt the education process at OHS.
3. Holes above the knee must be six inches from kneeling position. Frays above the knees will be allowed as long as there is no visible skin or fabric showing. If skin is showing in regards to frays the reader needs to refer back to the holes above the knee requirement. Patches are only allowed if it is on the outside of the jeans, pants, or shorts. Also, tape may not be placed over holes to cover them up. In addition, any clothing determined by the school administration to be revealing or disruptive to the education process is prohibited.
4. Students who do not exhibit proper standards of modesty, cleanliness, and neatness will be notified by their teachers and will be expected to immediately correct such improper standards.
5. Students may not wear short shirts, halter-tops, or tank tops to school. If tank top jerseys or muscle shirts are worn, there must be a T-shirt worn under them. Sleeveless tops must be 2 inches wide. If students wear

miniskirts, they must be no more than four inches from the floor in the kneeling position. If leggings are worn under a skirt, the skirt must still be no more than four inches above the knees. Shirts must be long enough to tuck in pants.

**6.** Jeggings and leggings must be worn with an appropriate skirt, dress, or tunic. T-shirts are prohibited with jeggings or leggings.

**7.** Clothing that is designed for underwear must not be showing as outer clothing, and underwear may not be visible. Students may not wear sleeping apparel.

**8.** Students will not be allowed to wear or possess any known gang- related or wrestling clothes, accessories, symbols, paraphernalia or literature on the campus of Opp High School at any time.

**9.** Students may not wear headgear (caps, hats, headbands, sunglasses, hoodies etc...) inside the building unless prescribed by a physician. These items must be stored in locker during school hours.

**10.** Students may wear shorts or skorts with appropriate length (6 inches from a kneeling position). No cutoffs, bike shorts, boxers, or spandex pants are permitted.

**11.** No towels, shirts, bandanas or other objects may hang from pants or shorts pockets. If pants are designed for a belt then a belt must be worn.

**12.** Shorts must have pockets and meet required length (athletic/gym shorts are prohibited).

**13.** Pants, shorts, skirts, etc. must be worn at the natural waist. Sagging of pants is forbidden. Wind pants, sweat pants, joggers, and athletic short are prohibited.

**14.** Clothing must be worn the way it was designed to be worn and should not be altered. Examples, jeans should be worn over boots as they are designed to be and pants should not be tucked into socks or bound.

**15.** For safety reasons, large or long bulky jackets and/or coats must be removed when students enter the building.

**16.** Any adornment or piercing attached to exposed body parts other than the ears must not be a distraction to learning or a safety concern.

**17.** No picks or other sharp objects may be worn in hair.

**18.** Male students' shirts, if not tucked in, must not fall below the bottom of the pants pocket.

**Principal and assistant principal shall have the authority to send a student home whose appearance is such that it will interfere with his/her school work or to distract other students from their work. The student shall be counted as absent until he/she returns to school with an acceptable appearance. Parents will be contacted when their child comes to school dressed inappropriately.**

#### **Actions for dress Code Violations:**

**1st** — Administrator's Warning

**2nd** — 1 days Detention

**3rd** — Saturday School

**4th** — Saturday School



After the fourth violation, the administration of Opp City Schools maintains the absolute authority in making subjective judgments concerning student dress and personal appearance and the punishment that will follow.

### **Drug Use**

The possession or use of alcoholic beverages or any controlled substance (drugs) by a student at school or prior to coming to school or while involved in a school function or activity is a serious violation of school policy and will result in immediate indefinite suspension and/ or placement at the Alternative School. **The Opp City Police Department Will Be Notified.**

### **Fighting**

The following consequences are the maximum penalties for all fights that occur at Opp High School or at any Opp High School activity:

**1st Offense** - Student will receive a five (5) day suspension. The student will be allowed to make up any assignments missed during the suspension. The student is required to schedule an appointment to meet with his/her teacher to discuss the missed assignments.

**2nd Offense** - Student will receive an alternative school placement for ten (10) days.

**3rd Offense** - Students will receive an alternative school placement for up to forty five (45) days and a possible referral to Youth Services.

The Opp City Police Department may be notified and a written report made by an officer. If the fight warrants a more severe response, the officer will be asked to take further action.

### **Gambling / Gambling Paraphernalia**

Cards, dice, sports gambling squares, and other gambling paraphernalia are not permitted on campus. These items will be confiscated and held pending disposition of individual offenses. Reminder—gambling is a serious violation of school policy and subject to stern disciplinary action.

### **Suspensions**

Students may be suspended out of school (OSS) for committing infractions of school rules and policies. A parent/guardian conference is required before a student may return. Suspended students may forfeit their right to hold major school or club offices. **A student assigned OSS cannot participate in any school activity during the day or night, nor can he/she be on campus.**

### **Tobacco**

Students and employees are not allowed to use any form of tobacco, nicotine or nicotine alternative during the school day or while on campus. Neither are they permitted to carry tobacco/nicotine or nicotine alternative products, e-

cigarettes, vapes, cigarette lighters, matches, or similar devices. Students caught using any such product, including but not limited to juuls, vapes, cigarettes, skoal or similar products in the school building, on campus, or at any function sponsored by the school will be subject to appropriate disciplinary action.

### **Weapons and Fireworks**

Any student who uses, threatens to use, or is in possession of a knife, club, or any dangerous weapon will be subject to immediate indefinite suspension from school. Any student using or in possession of fireworks is also subject to indefinite suspension. **The Opp City Police Department Will Be Notified And Proper Charges Filed When Appropriate.**

**CONSEQUENCES FOR ALL ACTIONS THAT ARE NOT COVERED IN THIS HANDBOOK AND INTERPRETATION OF ALL RULES WITHIN THE HANDBOOK SHALL BE DECIDED AT THE DISCRETION OF THE SCHOOL ADMINISTRATION.**

## **EXTRACURRICULAR ACTIVITIES**

### **Clubs and Organizations**

Students are encouraged to develop an interest and become active participants in the extra-curricular programs offered at OHS. **Students interested in any of these activities may request a meeting with any sponsor, director, or coach to learn more about the activity. All interested students are encouraged to apply for the extra-curricular program of their choice.**

## **FACILITIES**

### **Fire Drills/Severe Weather Drills**

Fire and severe weather drills will be held periodically. These guidelines must be observed by all students during a drill or for an actual emergency:

1. Stop all work immediately.
2. Remain silent for instructions.
3. Follow the evacuation plans given; take book bags, purses, and other personal items with you.
4. Move quietly and promptly to your designated area.
5. Remain with your teacher/class.
6. Remain in designated area until an all clear signal is given to return.
7. Return to the classroom in the same manner and through the same exit as you departed.
8. Disruptions during drills or actual procedures will result in very firm disciplinary action.

## **Physical Facilities**

Students should take pride in the school facilities available for their use. Students and employees share the responsibility for upkeep and security.

## **Foyer and Hallways**

Move through the hallways and foyer as quickly as possible without running or making unnecessary noise. There should be no stopping or loitering in the hallway. Students in violation of this policy are subject to consequences.

## **Media Center**

The Opp High School Media Center (MC) houses print and audio-visual materials as well as an internet lab for students and teachers. The MC will serve as a learning laboratory in all phases of course work offered at Opp High School. The librarians encourage all students to take advantage of the services and materials offered in the MC. The following procedures should be observed at all times when using these facilities:

1. The Media Center will be available for students from 7:30 a.m. until 4:00 p.m.
2. Students desiring to use the MC before school or during the school day must have a written pass with an appropriate teacher's signature. Always check in at the main desk when entering the MC. The librarian must sign each pass before students are allowed to leave the MC to return to class.
3. Books, other than reference books, may be checked out for a two-week period and re-checked out by presenting the book at the MC desk to be recorded. Students are responsible for the care of all materials on leave from the MC. Periodical and reference books may be checked out for one day.
4. A fine of ten cents (\$.10). a day will be charged for overdue books. Lost or damaged books must be paid for by the person who checked them out from the MC.
5. Students are not allowed to check out books or other materials for other students.
6. Students must display proper behavior at all times when in the MC.

## **Parking**

**Parking on campus may be limited to juniors and seniors. Once students arrive on campus they should lock their vehicles and immediately leave them when they arrive. Loitering In The Parking Lot Is Strictly Prohibited. Students are not to be in their cars or the parking area at any time during the day and cannot leave campus at any time without checking out in the office.**

1. **All Students Who Drive And Park On Campus Are Required To Purchase a \$10.00 Parking Permit. Any lost or damaged hang tag will require a student to purchase another hang tag at regular price.**
2. Any student operating a motor vehicle in the school area must have a valid driver's license, tag receipt, and insurance card.

3. Motor vehicles brought to school by students must meet the Alabama State Requirements for safety factors.
4. Any student who violates good, safe driving standards or who fails to abide by the school's driving/parking regulations may be forbidden to use his/her vehicle in the school area for an indefinite period of time and may be subject to disciplinary action.
5. The school reserves the right to make necessary adjustments to parking/driving regulations at OHS. Refusal to observe these regulations could result in the revocation of parking and/or driving privileges and appropriate disciplinary action being taken.
6. No student-driven vehicle shall use an illegal muffler, air horn, or other noise-making device in the school area.
7. Parking permits must always be displayed on the interior rearview mirror while on campus.
8. Seniors have first choice for reserved parking in the parking lot.
9. Parking permits will be sold at OHS during published, designated times.
10. A senior may not buy a parking permit for an underclassman. Students found guilty of this offense may have their parking privileges revoked. When purchasing parking permits, students must have in hand their driver's license and proof of insurance coverage for the vehicle.
11. Students must comply with all parking signs or markings. The following are NO PARKING areas:
  - a. Grass areas on campus.
  - b. Curbs in front parking lot.
  - c. Area next to band room.
  - d. Curbs on drive in front & rear of building.
  - e. All curbs painted yellow.
  - f. Handicap parking spots.
12. Violations of parking regulations may result in the vehicle being towed at the owner's expense.
13. **The school assumes no responsibility for damages to vehicles parked on the campus.**

### Visitors

Permission will not be granted to bring visitors to OHS during the school day. We do not allow friends, former students, or others to visit our students at any time. This includes the lunch hour. **REGARDLESS OF THEIR BUSINESS IN THE BUILDING, ALL VISITORS MUST REPORT TO THE OFFICE BEFORE CONTINUING TO ANY OTHER AREA OF THE BUILDING OR GROUNDS.**

Parents are invited and encouraged to visit the school, and parent-teacher conferences are most important in improving the learning atmosphere. Conferences with teachers before or after school must be scheduled through the main office.

## **STUDENT SERVICES**

The guidance counselor offers individual counseling, group counseling, transcript evaluation, and registration information to all students and parents.

## **PARENTAL RESPONSIBILITIES**

In order to regularly monitor student progress, parents may view grades, class schedules, attendance records, discipline reports, activity announcements and notes from teachers by accessing the school system's web site [www.oppcityschools.com](http://www.oppcityschools.com) (please refer to page 10). The Opp High School administration believes that the ultimate responsibility for a student's behavior rests with the student and his/her parent or guardian. Students are to respect adult authority, which includes adherence to all school rules, regulations and procedures. OHS anticipates that parents will monitor their child's progress in all areas and be concerned and cooperative in dealing with any academic and behavioral concerns which may arise. OHS expects this concern and cooperation to be made apparent to the child.

## **SCHOOL PROCEDURES**

### **Arrival and Departure**

Students must arrive to school prior to the first bell and report to their designated areas. All car riders and walkers must enter and exit through the front entrance of the school.

Students should report to the gym and sit in their designated area. All students are welcome to report to the cafeteria for breakfast. Students must remain in either the cafeteria or gym until the first bell.

### **Bulletins - Posters**

All advertisements, posters, bulletins, etc., must be approved by the club sponsor and the principal before they can be placed within the school or on the school campus.

### **Other Electronic Devices**

Other electronic devices such as, but not limited to, digital cameras, camcorders, PDA's, MP3 players, and headphones may not be visible during the instructional day. All items not picked up at the end of the school year will be donated or discarded.

### **Dances**

Only OHS students and their dates will be allowed to attend school

dances. Names of dates who are not OHS students must submit information to administration one week prior to dance. See administration for information. All school rules and regulations apply at all school dances. Students who leave the dance will not be readmitted.

### **Guests**

1. Guest forms are due one week prior to dance.
2. Only juniors and seniors (as classified by the number of credits earned) are allowed to bring someone who is not an OHS student.
3. No middle school or middle school-aged students are allowed.
4. No one over the age of 20 is allowed.

### **Tickets**

1. Students must purchase their own tickets. Students may not purchase a ticket for other students. With permission of school officials, parents may purchase their child's ticket.
2. Tickets are non-transferable.
3. Tickets are non-refundable.
4. Ticket sales will not be limited.

### **Passes Out**

1. Once students enter the dance, they are not allowed to leave and re-enter, even if they pay again.

### **Dress Code**

1. School Dress Code rules apply for all OHS dances. Guidelines are printed in the Student Handbook.

### **Rules**

1. Objects that are prohibited at school (such as firearms, weapons, cigarettes, any type of drugs or alcohol) are also prohibited at all OHS dances.
2. Lewd, obscene, and vulgar dancing is prohibited at OHS dances.

**Expenses (subject to change)**

Breakfast.....	\$1.00
Lunch.....	\$2.25
Agribusiness .....	\$15.00
AJAS .....	\$10.00
AP Exam.....	approximately \$94.00
Band.....	\$40.00
Beta Club .....	\$20.00
Biology (AP).....	\$10.00
Career Exploration .....	\$5.00
Chemistry (goggles).....	\$5.00
Cosmoteen .....	\$5.00
Digital File Preparation .....	\$15.00
FBLA.....	\$15.00
FFA.....	\$15.00
Horticulture.....	\$10.00
Intro to Graphic Arts .....	\$15.00
Lockers .....	\$5.00
Mu Alpha Theta .....	\$8.00
Offset Press Operaion .....	\$15.00
<i>Opptimist</i> (Yearbook).....	\$50.00
Parking Fee .....	\$10.00
P.E. Lockers.....	\$1.00
Pep Club .....	\$5.00
School Pictures .....	Package Choices
Senior Cap and Gown Pictures .....	Package Choices
Student Basketball Ticket (Purchased at School).....	\$5.00
Student Football Ticket (Purchased at School).....	\$5.00
VIE .....	\$15.00
Welding .....	\$25.00

**Financial Obligations**

Students must meet all financial obligations before participating in field trips, choral trips, band trips, and athletic camps. Seniors must clear all debts before receiving caps and gowns.

## **Internet and Other Instructional Technology**

Access to the Internet and other instructional technology programs allows the availability of material that may not be considered to be of educational value in the context of the school setting. This school system has taken many precautions to restrict access to controversial materials. However, on a global network it is impossible to control all materials which might be found purposely or inadvertently. Therefore, all students beyond the primary grades in the Opp City Schools who use the Internet will be required each school year to sign an Internet Ethical Use Agreement which must be co-signed by parents or guardians.

### **Rules and Conditions for Use**

- The transmission of any material in violation of any United States and/or State regulation is prohibited.
- The transmission of any copyrighted material, threatening or obscene material or material protected by trade secret is prohibited.
- The use of the Internet for commercial activities, product advertisement, or political lobbying is not allowed.

### **Network Etiquette**

- Do not reveal your personal address or phone numbers of students or colleagues unless approved by those individuals. E-mail addresses are frequently shared and may be used.
- Be polite. Do not use abusive language in any communication.
- Do not use the network in such a way that you would disrupt the use of the network for others.
- Note: Electronic Mail is not guaranteed to be private. People who operate the system have access to all mail.

Messages relating to illegal activities may be reported to authorities and may result in the loss of use privileges as well as other disciplinary actions.

### **Controversial Material**

Users may encounter material which is controversial and which users, parents, teachers or administrators may consider inappropriate or offensive. It is the user's responsibility not to initiate access to such material. Users who voluntarily access such material may be prohibited from using Internet services.

### **Consequences for Violation of this Ethical Use Agreement**



The first violation of the Ethical Use Agreement will be considered a Type I violation of the Student Code of Conduct. A second violation and subsequent violations will be considered Type II violations of the Code of Conduct.

### **Lockers and Book bags**

Lockers will be assigned to students as soon as possible. They should be kept neat, orderly, and locked at all times. Students should report all malfunctions or problems concerning lockers to the Principal's office. Do not give your combination to anyone, and do not leave money or valuables in your locker. The school will not be responsible for items stolen from your locker.

Book bags and or/totes may be brought to school but must be left in lockers during the school day. No book bags and/or totes are permitted in classrooms, gym or gym locker area or hallways. Book bags must be placed in locker before first period and remain there until the student is ready to leave campus. Book bags with wheels are not permitted.

**The School Reserves The Right To Search Any Locker Whenever Necessary.**

### **Loitering**

Loitering is not allowed in any hallway or on campus during the day as well as before or after school hour. After school, students are expected to leave campus promptly unless they are under the supervision of a staff member. Violators of this policy will be subjected to disciplinary action. **Students are expected to be out of the building and off school grounds by 3:45 p.m.**

### **Breakfast/Lunch**

#### **SPECIAL DIETARY NEEDS PROCEDURE**

Our cafeteria prepares nutritious meals at school that are in compliance with the dietary guidelines recommended by U.S.D.A. If a student has a special diet or needs due to a physical or medical condition, please contact the Opp City Schools Child Nutrition Supervisor for information. A diet prescription and instructions will be required from your child's physician.

### **Food Guidelines at School**

In order to meet new State and Federal health requirements, food items and beverages that have sugar or corn syrup as the first, or main ingredient, and/or high calorie foods (high fat) with low nutritional value, cannot be given to students during the school day. We are asking parents to refer to the approved food list, available in the school office, when they send food items to school for various activities. We encourage parents who provide their child's lunch to use these guidelines as they plan menus. Particularly avoid sending carbonated beverages, candies, and large servings of potato chips, etc. to the school.

Students may buy lunches on a daily basis or purchase certain individual items from an a la carte line. Lunches may not be charged.

**STUDENTS MUST BRING LUNCHESES IN THE MORNING OR PURCHASE A SCHOOL LUNCH. COMMERCIAL FOODS MAY NOT BE DELIVERED TO CAMPUS, NOR WILL LUNCHESES BE ACCEPTED IN THE OFFICE. STUDENTS WHO CHECK IN OR OUT MAY NOT BRING A COMMERCIAL FOOD BACK TO CAMPUS WHEN THEY RETURN.**

In accordance with Federal Law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability.

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, or call (800) 795-3272 (voice) or (202) 720-6382 (TTY). USDA is an equal opportunity provider and employer.

**NO FOOD OR DRINK WILL BE ALLOWED ANYWHERE EXCEPT THE LUNCH AREA/BREAK AREA.**

Students who bring their lunches to school will eat in the assigned lunch area. Students are not to carry lunch trays from the lunch area. Students must remain in the lunch area during their assigned lunch period.

### **Non-School Organizations or Activities**

Groups or organizations that are not school-sponsored may not carry on any activity within the school. This policy prohibits selling, soliciting money, posting of announcements, initiations, or meetings during school hours or on the school campus. This policy also prohibits selling products for personal gain.

### **Office Use**

If it is necessary for a student to go to the office, he should have a pass which has been signed by the teacher who has charge of the student for that block. No student should remain in the office unless he/she has been designated as an office assistant during the given period.

**STUDENTS MAY NOT USE THE OFFICE TELEPHONE EXCEPT WHEN GIVEN PERMISSION BY OFFICE PERSONNEL.**

### **Personal Property**

Personal possessions, such as money, clothing, jewelry, etc. are the responsibility of the individual student. These articles should be kept in your possession at all times. It is recommended that students not bring large sums of money or valuable personal property to school. **The school assumes no responsibility for theft or loss of personal property.**

## Physical Education Regulations

Students registered for the physical education program must dress out and participate each day unless a medical excuse is filed with the teacher. If a student is to be excused for a particular day or for a brief period, a written excuse from the parent is required. The P.E. teacher will determine when and if a medical excuse becomes necessary for the student to be excused for non-participation.

### A. Uniforms for Boys' Physical Education

1. T-Shirts
2. Shorts
3. Sneakers
4. Socks or golf socks

### B. Uniforms for Girls' Physical Education

1. T-Shirts
2. Shorts
3. Sneakers
4. Socks or golf socks

- C. Each student is responsible for his own valuables. Check items of value with the teacher in charge. **Do Not Bring Money Or Other Valuables To Class!**
- D. Students must cooperate in keeping the gym, locker rooms, and bathroom facilities clean.
- E. No equipment/apparatus should be used unless a teacher is present.

## Social Functions

Social functions held at Opp High School are for Opp High School students and guests only. Appropriate identification will be required for admittance. The school exercises the same rights of authority at all school sponsored functions as during the regular school day. **All School Rules and Policies Apply At School-Sponsored Activities.**

## Telephone Use (Office)

The office telephone is not to be used by students unless it is an emergency. Except under unusual circumstances, telephone messages will not be delivered to students, and students are not to be dismissed from classes to use the telephone except for an identified emergency.

## Textbooks

All textbooks used by students are state-adopted and are provided by Opp City Schools. Lost or damaged state-owned textbooks must be paid for when the course is completed. Transcripts and official records are not issued until textbooks have been cleared. It is the student's responsibility to return the textbook he/she has been issued.

## Visitations

Students are not to visit other schools during school hours, except for school

sponsored events. Permission will not be granted to bring visitors to OHS during the school day.

## System Policies

### Academic Dishonesty Policy

*Academic Dishonesty is the unauthorized giving or receiving of information.*

Each student should honorably fulfill his or her academic obligations on a daily basis. These obligations include but are not limited to completing all assignments, preparing assignments independently, studying for assessments, avoiding falsifying on any level, completing all assessments without outside assistance (unless expressly approved by the teacher), and maintaining individual integrity.

Examples of Academic Dishonesty:

- **Copying or allowing others to copy classwork/homework.**
- **Using cell phones during testing/assessments.**
- **Looking at other students' papers during individual assessments.**
- **Copying/taking photographs of teachers' answer documents.**
- **Rephrasing an idea or sentence from the Internet and using it on any assignment.**
- **Changing data or results for an assignment.**
- **Any such or relatable offense that may be deemed as Academic Dishonesty by administration.**

The following consequences may be enforced for Academic Dishonesty:

#### **First Offense**

1. Zero for that activity and
2. Parents notified by the teacher;

**Subsequent Offenses** will be referred to the office and may result in suspension. Students will receive a zero for the assignment/activity.

The administration of Opp City Schools maintains absolute authority in making subjective judgments concerning Academic Dishonesty and the consequence.

#### **AMERICANS WITH DISABILITIES ACT SPECIALIST**

The ADA Specialist for Opp City Schools is the Asst. Superintendent for Administration, Ms. Emily Edgar, Opp City Board of Education.

#### **CHILD FIND**

The Opp City Schools is committed to locating and serving students with

disabilities birth to twenty-one within the school system's jurisdiction. If you would like to refer a child for an evaluation for special education services please contact the Special Education Coordinator, Samantha Russell, at Opp City Board of Education.

### **DRUG & ALCOHOL INTERVENTION PROGRAMS**

Students wishing to receive assistance in dealing with drug or alcohol related problems may do so by making appointments with a counselor or an administrator. No disciplinary action will be taken against a student seeking help, and all information will be kept in confidence.

### **OPP HIGH SCHOOL IS A TOBACCO-FREE ENVIRONMENT.**

### **MEDICATION POLICY**

All medications brought to school must be age appropriate and in an unopened, original container, with the child's name, name of the medication, directions and dosage of administering, and expiration date legible on the container. All medications should be taken to the nurse's office for storage and administering. **NO MEDICATIONS ARE TO BE KEPT BY THE STUDENTS OR TEACHER FOR ADMINISTRATION. STUDENTS WHO ARE CAUGHT IN POSSESSION OF MEDICATIONS WILL BE REPRIMANDED FOR FAILING TO COMPLY WITH MEDICATION POLICY.**

The State of Alabama Department of Education School Medication Prescriber/Parent Authorization form must be completed and signed by both prescribing physician and the parent/legal guardian prior to any prescriptive medications being administered to children at school. For non-prescriptive medications, only the parent/legal guardian signature will be required on the above mentioned form. No other form of consent will be accepted.

### **NON-DISCRIMINATION STATEMENT**

The City of Opp Board of Education is an equal opportunity agency and prohibits discrimination or harassment in any of its educational programs, including employment, on the basis of sex, race, religion, national origin, color, age, disability or reprisal in its programs and activities and provides equal access to the Boy Scouts. The Board of Education complies fully with the provisions of Title IX of the Education Amendments of 1972, Section 504 Rehabilitation Act of 1973, as amended, and the appropriate Department of Education regulations.

The following people have been designated to handle inquiries regarding the non-discrimination policies: Ms. Emily Edgar, Section 504, ADA, and Title IX Coordinator; Title VI Coordinator, Opp, AL.

**SAFE SCHOOL POLICY****(1-888-728-5437)**

The Opp City Board of Education and Opp High School personnel believe that a businesslike, orderly and safe atmosphere must be maintained at all times. It is the responsibility of all students and staff members to adhere to self-discipline and conduct themselves with respect and consideration for the rights of others.

Discrimination in regards to race, religion, color, national origin, gender, age or handicap is against all that we believe in and strive to achieve. Sexual harassment is discrimination and is reprehensible. Neither sexual harassment nor sexual assault will be tolerated. **Violent Behavior and Discrimination Have No Place In This School and Will Not Be Tolerated!**

It is the policy of Opp High School to promptly investigate and seek equitable resolution of allegations of any form of discrimination.

**SECTION 504 OF THE REHABILITATION ACT**

Students in need of services through Section 504 of the Rehabilitation Act of 1973 are those known or suspected to have a disability which substantially limits a major life activity. Major life activities are functions such as caring for one's self, performing manual tasks, reading, concentrating, thinking, communicating, walking, seeing, hearing, speaking, breathing, learning, and working. A student who qualifies under Section 504 of the Rehabilitation Act may receive supplementary services within regular education or services under special education. If you would like to refer a child for an evaluation to determine eligibility under Section 504 of the Rehabilitation Act or if you would like to obtain a copy of "Parent/Guardian and/or Student Procedural Safeguards and Rights Under Section 504 of the Rehabilitation Act," please contact the 504 Coordinator.

**Opp City School District**  
**Family Educational Rights and Privacy Act (FERPA)**  
**Annual Notice of Student Education Record Privacy**

Parent/Guardian:

Family Educational Rights and Privacy Act (FERPA) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive federal funds. FERPA gives parents certain rights with respect to their child's education records. When a student reaches the age of 18 or attends a post-secondary school or college, the parent's rights transfer to the student and the student is then an "eligible student" under the law. Under FERPA, parents and eligible students have the following rights:

1. To inspect and review the student's education records maintained by the school within 45 days school's receipt of a written request. The request should identify the record(s) being inspected. The school is not required to provide copies of records and may charge a fee if copies are requested. The following staff person may be contacted to seek access to your child's records: Margaret Fox Telephone 334-493-6332 E-mail Address mfox@oppboe.com. You will be notified of the place and time the record(s) may be available for review.

2. To request that a school correct records believed to be inaccurate or misleading, the request must be in writing and clearly specify: (a) the part of the record requesting to be changed, and (b) why it is inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student has the right to place a statement in requests for grade or disciplinary decisions, opinions of school officials in the education record, or the child's special education determination. The following staff person may be contacted to request an amendment to your child's record: Aaron Hightower Telephone 334-493-6332 E-mail Address ahightower@oppboe.com.

3. To control the disclosure of their child's personally identifiable information from their education record, parents may request that the school, with certain exceptions, obtain their written consent prior to the disclosure of student information. An exception which permits disclosure without consent is disclosure to school staff with legitimate educational interests, such as a person employed by the district: a person serving on the school board; or a parent or student serving on an official committee, such as a grievance or disciplinary committee or assisting another school official; school official has a legitimate education interest if the official needs to review an education record in order to fulfill a professional responsibility. To file a complaint with the U.S. Department of Education concerning alleged failures by the school district to comply with the requirements of FERPA at the following address:

**Family Policy Compliance Office**  
**U.S. Department of Education**  
**400 Maryland Avenue SW**  
**Washington, DC 20202-4605**

**Opp City School District**  
**Protection of Pupil Rights Amendment (PPRA)**  
**Annual Notice to Parents**

Dear Parent/Guardian:

It is very important to us to let you know of your rights regarding district surveys, collection and use of student information for marketing purposes, and certain physical examinations. These rights include:

1. Consent before students are required to complete a survey that concerns one or more of the following protected areas if the survey is funded in whole or in part by a program of the U.S. Department of Education. Political affiliations or beliefs of the student or student's parent; Mental or psychological problems of the student or student's family; Sex behavior or attitudes; Illegal, anti-social, self-incriminating or demeaning behavior; Critical appraisals of others with whom respondents have close family relationships; Legally recognized privileged relationships, such as with lawyers, doctors or ministers; Religious practices, affiliations or beliefs of the student or parents; or Income, other than is required by law to determine program eligibility.

2. Receive notice and an opportunity to opt a student out of – Any other protected information survey, regardless of funding; Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required unless State law; and Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

3. Inspect, upon request and before administration or use- Protected information surveys of students; Instruments used to collect personal information from students for any of the above marketing, sales or other distribution purposes; and Instructional material used as part of the educational curriculum.

When a student reaches the age of 18 or is an emancipated minor under State law, the parent's rights transfer to the student. The district has adopted policies, in consultation with parents, regarding these rights as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales or other distribution purposes. Parents will be notified of these policies at least annually at the start of each school year and after any substantive changes. The district will also inform parents at the beginning of the school year if the district has identified the specific or approximate dates of activities or surveys. For activities scheduled after the school year starts, parents will be provided reasonable notification of the planning activities and surveys and will be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. The following are specific activities and surveys covered under this requirement: Collection, disclosure or use of personal information for marketing, sales or other distribution; Administration of any protected information survey non funded by the U.S. Department of Education; and Any non-emergency, invasive physical examination or screening as described above. Attached, if scheduled at this time, is a "Scheduled Activities and Surveys" notice. For your convenience, we have also attached a "Parent Consent and Opt-Out Response" form that must be returned to the office. To file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of PPRA, contact:

**Family Policy Compliance Office**  
**U.S. Department of Education**  
**400 Maryland Avenue SW**  
**Washington, DC 20202-5901**





# Important Dates

School Pictures	TBA
Miss Optimist	Saturday, August 28
Homecoming (Daleville)	Friday, September 17
Senior College Fair	Monday, September 27
Pre-ACT Test (sophomores)	Wednesday, October 14
ACT Work Keys (seniors)	October 25-28
AHSAA Cheer Regionals	Thursday, November 4
AHSAA Cheer State	Saturday, December 11
ACT Test (juniors)	Tuesday, April 12, 2022
ASVAB	Wednesday, September 15
Prom	Friday, April 8
Class Day	Wednesday, May 18
Graduation	Thursday, May 26, 2022 Channell-Lee Stadium 7:30 PM

## Holidays/Non-Attendance Days

Labor Day.....	September 6 <sup>th</sup>
Columbus Holiday.....	October 11 <sup>th</sup>
Fall Holiday.....	October 12 <sup>th</sup>
Veteran’s Day Observed.....	November 11 <sup>th</sup>
Thanksgiving Holidays .....	November 22 <sup>nd</sup> -26 <sup>th</sup>
Christmas Holidays.....	December 20 <sup>th</sup> -31 <sup>st</sup>
<i>School for students dismisses Dec. 17 &amp; re-opens Jan. 4.</i>	
Martin Luther King’s Birthday .....	January 17 <sup>th</sup>
Winter Holiday .....	February 18 <sup>th</sup>
Presidents’ Day.....	February 21 <sup>st</sup>
Spring Break .....	March 28th-April 1 <sup>st</sup>
Spring Holiday .....	April 29 <sup>st</sup>
Last Day of Classes .....	May 25 <sup>th</sup>

## Reporting Periods & Report Card Distribution

Quarter	Report Card Distribution
First	October 14 <sup>th</sup>
Second	January 6 <sup>th</sup>
Third	March 17 <sup>th</sup>
Fourth	June 1 <sup>st</sup>
Graduation	May 26 <sup>th</sup>