



Woodward Elementary Schools

2026-2027

Student/Parent Handbook

Adopted by Woodward Board of Education June 8, 2026

SCHOOL OFFICES

CENTRAL ADMINISTRATION

Superintendent	256-6063	Ext: 3144
Deputy Superintendent	256-6063	Ext: 3452
Curriculum Director	256-6063	Ext: 3452
Central Kitchen	256-2512	Ext: 3510
Transportation	256-3245	Ext: 3135
District School Nurse	256-2323	Ext: 3511

HIGH SCHOOL

Principal	256-5329	Ext: 3103	Music	256-6517
Assistant Principal	256-6669	Ext: 3144	Industrial Arts	256-6306
Alternative School	256-8713	Ext: 3405	Gymnasium	256-6489
Counselor	256-8703	Ext: 3107	Kitchen	256-8411
Financial Secretary	256-8703		Vo-Ag	256-6374
Football Stadium	256-4042			

MIDDLE SCHOOL

Principal	256-7901	Ext: 3500
Assistant Principal	256-8322	Ext: 3604
Counselor	256-5263	Ext: 3518
Industrial Arts	256-3854	
Music	256-2408	
Gymnasium	256-7025	

ELEMENTARY SCHOOLS

Cedar Heights	256-6521	Ext: 3201
Highland Park	256-2500	Ext: 3253
Horace Mann	256-2660	Ext: 3304
Woodward Early Childhood Center	256-2561	Ext: 3351

Please check out our district web page (www.woodwardps.net) for important information concerning our district's phone system.

WELCOME

Welcome to Woodward Elementary Schools. This handbook has been designed to answer some of the questions you may have about our schools. If you have any questions, please feel free to call your building principal. We want to work closely with you to provide the best education possible for your child.

The Woodward Public School System does not discriminate on the basis of race, color, national origin, sex/gender, age, or qualified disability.

Tara Burnett, Principal
Highland Park Elementary
Phones: 256-2500

Dawna Fike, Principal
Horace Mann Elementary
Phone: 256-2660

Matt Lambert, Principal
Woodward Early Childhood Center
Phone: 256-2561

Heather Cupp, Principal
Cedar Heights Elementary
Phone: 256-6521

CURRICULUM

Our basic curriculum includes instruction in reading, phonics, language arts, spelling, mathematics, science, and social studies. In addition, children attend physical education classes and music classes. Guidance classes are also offered as per individual site schedules. Our students will utilize the computer lab and the media center resources on a regular basis in conjunction with their basic studies.

MOMENT OF SILENCE

In conjunction with Section 238.1 in the State Laws of Oklahoma, Woodward Public Schools participate daily in a "Moment of Silence." "The board of education of each school district shall ensure that the public schools within the district observe approximately one (1) minute of silence each day for the purpose of allowing each student, in the exercise of his/her individual choice, to reflect, meditate, pray or engage in any other silent activity that does not interfere with, distract, or impede other students in the exercise of their individual choices. (70-11-1-1.2)"

DAILY SCHEDULE

*****Every Monday will be Early Release for all Elementary Sites. (Proposal to eliminate Early Release Mondays...)**

Times will be given to parents at beginning of school.***

- 8:05** School Begins/Tardy Bell Rings at **Woodward Early Childhood Center**
 - 3:05** School Dismissed at **Woodward Early Childhood Center**
 - 8:15** School Begins/Tardy Bell Rings at **Cedar Heights, Highland Park and Horace Mann Elementary Schools**
 - 3:15** School Dismissed at **Cedar Heights, Highland Park and Horace Mann Elementary Schools**
- Students are to be picked up promptly at dismissal times. If a child is not picked up at our dismissal time, the parent/guardian will have to come into the front office to sign that child out.

STUDENT – PARENT/GUARDIAN GENERAL INFORMATION

CALENDAR 2026-27

August 13	First Day of Classes	January 5	Classes Resume
September 7	Labor Day	January 18	MLK Day
September 21	Professional Day	March 5	End of 3 rd Quarter
October 9	End of 1 st Quarter	March 12	Parent/Teacher Conferences
October 15	Parent/Teacher Conferences	March 15-19	Spring Break
October 16-19	Fall Break	March 26	Good Friday
November 23-27	Thanksgiving Break	April 23, 30	Snow Days
December 18	End of 2 nd Quarter	May 7, 14	Snow Days
December 21-31	Christmas Break	May 16	Graduation
January 1	Christmas Break-New Year's	May 18	Last Day of Classes
January 4	Professional Day	May 19	Professional Day

WE ARE HERE TO HELP

From now until the time a child leaves Woodward Elementary School, we will have student progress reports, parent-teacher conferences, and a monthly newsletter to keep parents informed about student progress. Parents are encouraged to call the school offices with any questions or concerns. Our Parent Portal (www.woodwardps.net) can be a helpful resource as well.

STUDENT ENROLLMENT

Parents must provide student information at the time of registration. **This must include a physical mailing address.** This information is used to verify guardianship, custody, and to notify parents in case of an emergency. This information is also included in the student's permanent record. It is imperative that the school office be notified immediately of a change of address, home or office telephone number, or of a change in emergency information during the academic school year.

Any legal court document relating to custody or guardianship should be presented at the time of enrollment/or at the time of activation. In accordance with Oklahoma Law, a power-of-attorney may be utilized within the school district to establish residency so long as the parent/guardian and the person being provided an educational power-of-attorney are legal residents of Woodward Public School District.

Current immunization and birth certificate must be on file for each student enrolled.

It is also very important that the school knows of any physical impairment such as hearing loss, vision problems, allergies, convulsions, hearing defects, etc. Parents should notify the school principal if their child has any existing physical or emotional conditions requiring medication.

VISITORS

Parents are encouraged to visit school and actively participate in the education of their child. **Regular visits to the classroom are disruptive to the educational process and could lead to FERPA issues if parents are visiting during instructional time.** We request that parents avoid conferences with the teacher during such visits, but rather schedule a conference for a mutually acceptable time. **A valid photo identification is required before checking your child out of school.**

For the protection of the students, all visitors must report to the office upon entering the building. You will not be allowed to go directly to the classroom.

If you need to give your child a message, medication, homework, lunch money, supplies, etc., please go to the office. Interrupting class hampers valuable instruction time. Also, standing in the hall while waiting on your child or the teacher may be disruptive to the learning environment. Students from other schools or siblings are not permitted to visit class with your child.

USE OF PHONE

Students will be allowed to use the phone in the office only to contact their parents/guardians in case of an emergency. Students who use the phone must have permission from their teachers, the secretary, or the principal. Long-distance calls that will be charged to the school phone are not allowed. We ask parents not to call their child at school as phone calls interrupt the student's academic learning time. Please make all necessary arrangements for your child ahead of time.

ANIMALS AT SCHOOL

For legal reasons, only federally acceptable service animals will be allowed at school.

CHANGE OF ADDRESS AND PHONE NUMBER

Parents are required to inform the school of changes in address, phone numbers, or persons to contact in case of an emergency. **It is absolutely necessary to have phone numbers available to reach parents.** In the event, none of the contacts listed on your child's enrollment sheet can be reached then the school may enlist assistance from other agencies., the school resource officer.

CHANGES IN TRANSPORTATION

Parents **must** send a note with their child if there will be a change in transportation for that day. Please send a note if you know ahead of time that your child will be going home in an alternate way. If you cannot make transportation plans ahead of time, **please call the office BEFORE 2:00 p.m.** If there is no note or phone call by 2:00 p.m. the student will follow regular transportation procedures. There is no need to call if you have sent a note. If your child rides our district transportation, the 'yellow school bus,' **any changes** to their regular routine **must be cleared through the Director of Transportation.**

COMMUNICATIONS

Woodward Public Schools has access to the computer messaging system for our families. We will utilize this calling process to alert our families to any changes and/or events within their student's day.

When severe weather creates hazardous conditions, the regular school schedule may be suspended to ensure students' safety. It is the parent/guardian's responsibility to monitor news reports via television and radio stations and/or school Facebook pages.

Should school be postponed due to inclement weather, announcements will be made on Woodward schools calling system, local radio stations, or television channels 4, 5, or 9 in the morning between 5:30 and 7:00 a.m. During this time an announcement will be made if classes are to be canceled. If Woodward Public Schools are NOT mentioned in the closings, the school will go on as usual. School will continue the following day unless otherwise noted on radio or TV.

ELECTRONIC DEVICES

Cell phones and other electronic devices will fall under the guidelines of the "District Technology Usage Agreement" set forth by Woodward Public Schools. Students in possession of these devices must have on file a signed usage agreement. **Students are not to have in their possession any type of laser light. Any laser light that is in sight during the school day will be confiscated. THE SCHOOL IS NOT RESPONSIBLE FOR ANY LOST OR STOLEN CELL PHONES AND/OR ELECTRONIC DEVICES.** Unauthorized or inappropriate use of cell phones/electronic devices will result in disciplinary action, which could include In-School Detention (ISD) and/or Out of School Suspension (OSS) depending on the severity and circumstances.

MONEY/VALUABLES

All cash/checks must be sent to school in an envelope labeled with the student's name, the teacher's name, and the purpose for the money. Do not send large amounts of money with your child. The school has no way of making change and cannot accept responsibility for it. If children bring toys, games, cell phones, electronic devices, or other valuable items to school, they could be damaged or stolen. If brought to school, these items will be confiscated and disciplinary action will follow. Physical education/playground equipment is supplied by the school district and items such as footballs, baseballs, etc., should not be brought to school

LOST AND FOUND

A "Lost and Found" box is kept at each school site. **PLEASE BE SURE ALL ITEMS OF OUTERWEAR CLOTHING HAS YOUR CHILD'S NAME CLEARLY MARKED ON THEM.** All items left at the end of the school year will be donated to a local charity.

LUNCH PRICES

Breakfast begins at 7:40 a.m. and ends at **8:00 a.m.** at the Early Childhood Center. Breakfast begins at **7:45 a.m. and ends at 8:05 a.m. at Cedar Heights, Highland Park, and Horace Mann Elementary Schools.** Breakfast may be purchased for \$2.00 and adults are \$2.75 for breakfast. Students may purchase a hot lunch for \$2.50 and adults \$4.50 which includes milk. Students who bring a sack lunch may purchase milk for \$.40. To help our breakfast/lunch program operate efficiently, it is requested that your child's meals be purchased on a weekly or monthly basis. Free and reduced meal prices are available to students who qualify. Forms may be obtained in the school office. Extra milk is \$.40. *Breakfast/lunch prices are subject to change by Board approval.*

LUNCHROOM: NO FOOD OR DRINK MAY LEAVE THE CAFETERIA.

LUNCH (OFF CAMPUS)

Only a parent/guardian may check their student out for lunch during the scheduled lunchtime for their class. Please notify the school office to schedule. Your student will be excused only for their scheduled lunchtime. Additional time is considered as unexcused absence time.

Lunch can be brought in only for your student. You may bring lunch for your child if you plan to stay and eat. Otherwise, no outside food.

RETURN OF SCHOOL PROPERTY

Students/parents will be held accountable for lost/damaged books, property, etc.

FUNDRAISING PROJECTS

The Woodward Elementary Schools encourage all students to contact only family and friends when participating in any fundraising event and not to go 'door-to-door'. Please remember participation in any fund-raising event is optional. Students and parents are held accountable for any money/products collected for fundraising activities. Students who fail to return and or abuse any school property (EX: books, fundraiser products, uniforms, etc) **will not be allowed to participate in fundraisers or extracurricular activities until the property is returned or funds are paid to the school.**

PARTIES

We have two parties per year. Surprise parties or birthday parties during class time are not permitted. If you would like to bring treats for birthdays or some other special occasion, you must make prior arrangements with your child's classroom teacher. Please no balloons or treat sacks. These items can cause disruptions and behavior problems on our school transportation. All treats need to be either pre-packaged or commercially prepared. **No party invitations may be delivered at school or on the school bus.**

*****DELIVERY OF FLOWERS, GIFTS, BALLOONS, ETC.:** Sending items, (i.e. flowers, gifts, balloons) to students at school is often disruptive and can cause problems among students. Therefore, it is the policy of Woodward Elementary Schools that **such items can not be delivered to school.**

PROMOTION & RETENTION POLICY

If the teacher recommends a student be retained in the present grade level, the parent(s) may appeal the decision to the superintendent or his/her designee within five (5) calendar days after the grades have been issued by the teacher(s). The parent(s) may appeal the decision of the superintendent or his/her designee to the Board of Education. The decision of the Board of Education shall be final. The parent(s) may prepare a written statement to be placed in and become a part of the permanent record of the student stating the reason(s) for disagreeing with the decision of the board.

HEALTH AND SAFETY

Children should not come to school when they are ill, have an elevated temperature (100 degrees or above)

or a suspected contagious condition. **Children must be fever-free or not showing any signs of illness for 24 hours before returning to school.** This is for the protection of all students. Students will be sent home if they have elevated temperatures, head lice, are vomiting, have diarrhea, have an undiagnosed skin rash, or have red inflamed eyes. **Parents are required to call the school offices by 9:00 a.m. if their child will be absent or tardy.**

FIRE AND EMERGENCY RESPONSE PLANS

Exit plans for fire and emergency situations are posted in each classroom. Teachers are to discuss pathways and alternate routes with students. Emergency Action Plans provide teachers with definite steps to follow for specific emergencies. An elementary school crisis response team has a step-by-step plan ready should a crisis occur.

PRESCRIBED MEDICATION AT SCHOOL

If a child is to receive any medication during the school day, the parent or guardian must fill out a “Parental Authorization to Administer Medication” form, which must be signed by your family physician. The medicine to be dispensed will be kept in the office and dispensed according to the doctor’s instructions. The medication must be properly labeled and in the original container. Parents must always bring the medication to school along with the authorization form. **Never send medication with your child.** Students should not bring cough drops or any over-the-counter medication to school. Refer to school medication information on the following two pages.

IMMUNIZATION

Immunization of school-age children is a very important way of protecting and promoting the health of children in Oklahoma. In accordance with Oklahoma State Law, students entering school during the 2017-18 school year must have the following immunizations:

Preschool/Pre K	KDG thru 9th
4 DTP/DTaP/Td	5 DTP/DTaP/Td*
3 Polio	4 Polio
1 MMR	2 MMR
3 Hep B	3 Hep B
2 Hep A	2 Hep A
Varicella	Varicella

*If the 4th dose of DTP and/or 3rd dose of polio vaccine is administered on or after the child’s 4th birthday, then the 5th dose of DTP and/or the 4th dose of polio vaccine are not required.

**If a child has had the Varicella (chickenpox) virus, immunization is not required – parent/guardian must complete and sign a “Statement of History of Disease” form available in the school office.

STUDENTS WILL NOT BE ALLOWED TO ATTEND SCHOOL IF THEIR IMMUNIZATIONS ARE NOT CURRENT AND THE SCHOOL NURSE DOES NOT HAVE AN UPDATED IMMUNIZATION RECORD ON FILE. A STUDENT WAIVER MAY BE COMPLETED FOR IMMUNIZATIONS.

HEAD LICE

The school nurse will examine students for head lice (Pediculosis) at the start of the year and as necessary,

thereafter. Students identified as positive for head lice will be excluded from school in accordance with the Oklahoma Department of Health recommendations and Woodward School District's "NO NIT POLICY." Students that are excluded for head lice will be readmitted after clearance through the school nurse's office located at Woodward Early Childhood Center.

MEDICATION ADMINISTRATION POLICY

See district policy on self-administration of medication and state law located on our District Woodward Public Schools website under board policy FFACA-FFACA-E2. The Consent for Administering Medication Form can be obtained in Board Policy as well or at each Elementary Office.

CONFERENCES AND REPORT CARDS

Parent/Teacher conferences will be held twice during the school year. Teachers must be notified if a conference appointment cannot be kept. The teacher will schedule another appointment. A student must be present for 20 days to have grades recorded.

GRADING SCALE

A:	90-100	
B:	80-89	S: Satisfactory
C:	70-79	N: Needs Improvement
D:	65-69	U: Unsatisfactory
F:	0-64	

WECC GRADING SCALE

S:	Consistently knows this skill
N:	Needs help with this skill
U:	Unable to perform skill
Blank:	Not assessed at this time

STUDENT CODE OF CONDUCT

Woodward Elementary Schools believe that every person deserves to be treated with dignity and respect. In order to establish a climate of cooperation, it is necessary to establish guidelines for behavior. Therefore, each student is expected to follow five basic rules. Teachers will discuss these rules, as well as special classroom rules, with all students at the beginning of the school year.

1. I will treat others with respect and courtesy.
2. I will come prepared to work and follow directions.
3. I will respect the property and rights of others and myself.
4. I will complete and return homework assignments.
5. I will conform to the rules of student conduct.

Each teacher will send home a copy of the classroom rules/behavior plan to be read and signed by each student's parents/guardians. If you have any questions, please contact your child's teacher.

POLICY ON DISCIPLINE AND CONTROL

Discipline: All students enrolled in Woodward Public Schools will be expected to abide by the rules and regulations set forth by the administration, teachers, and the board of education. **The teacher or administrator shall have the same right as a parent or guardian to control and discipline a child while the child is in attendance in school, in school vehicles to or from the school, or while attending or participating in any school function authorized by the school district. Any student who is found in violation of the rules or showing disrespect for any school employee and/or school property will be subject to disciplinary action. The disciplinary action taken will depend on the severity of the violation and the number of infractions.**

PLAYGROUND RULES

Playground rules must be followed for the safety of all children. Classroom teachers will discuss the playground rules with all students and the duty personnel will ensure that all rules are followed. Students may enter the building **ONLY** with permission from the person on duty and with a playground pass. **NO electronic devices, remote control toys, or skateboards are allowed at school or on the playground. Personal items from home will not be allowed on the playground.**

PLAYGROUND CONSEQUENCES

Any violation of these rules could result in the following: 1. Verbal warning. 2. Repeat violators will be referred to the student's classroom teacher. 3. Severe infractions will be referred to the principal. **Note:** Fighting is a suspendable offense and can result in a one to three-day suspension for the first offense. **Important reminder:** *Students are not allowed to visit with anyone along the fence.* If a parent comes to school, students will go to the office to visit with them.

DRESS CODE

Please have your child dress for the weather, appropriate for outdoor play. Also, please mark all outer garments with your child's name inside so that they can be returned if lost. Students will be expected to keep themselves well-groomed and neatly dressed at all times. All attire should be modest and appropriate for elementary school students. **Any form of dress that materially or substantially disrupts the education process will not be permitted.** Failure to abide by the rules may constitute disciplinary action.

1. **Tennis shoes are required for P.E.**
2. There will be no bare backs, bare midriffs, or undergarments showing.
3. Apparel with reference to drugs, alcohol, tobacco, or any vulgarity, offensive or disruptive to the learning environment will not be allowed.
4. **No headgear, hats or caps will be worn inside buildings.**
5. Doo-rags and/or bandanas are not to be worn to school for any reason. **Exceptions will be made for religious or medical reasons.**
6. Students may not wear earrings that pose a safety threat.
7. Students will not be allowed to wear pants below the waistline (sagging or bagging), or the new low-rise jeans for girls. (These are not regular hip huggers, but ultra low-rise jeans.)
8. Shorts are permissible if they are of appropriate length. No cutoff shorts, boxer shorts, or tight shorts (bike shorts) are allowed. ***A good rule of thumb on length is shorts and skirts is to put arms to the side and if shorts/skirts are longer than tips of fingers, the shorts/skirts are long enough to be appropriate for school attire.
9. The midriff area should be covered at all times. If the student's hand is raised and stomach shows, then the shirt is too short or pants are too low.
10. **No skates or shoe skates allowed at school.**
11. Students should not write on each other's bodies or clothing during school.

***** A few other things to remember about dress: *****
No jeans or shirts with large holes.
No sunglasses, house shoes or slippers, or sleepwear.

STUDENT APPEARANCE VIOLATION

A student found to be in violation of the dress code would be required to change the article of clothing. The violation will be documented and the parent is to be notified.

DISRUPTION OF SCHOOL

A student who fails to comply with directions of teachers, student teachers, substitute teachers, teacher aides, principals, or other authorized school personnel during any period of time when he/she is properly under the authority of school personnel, shall be in violation of school rules and regulations.

THREATS

NO VERBAL OR WRITTEN THREATS WILL BE TOLERATED. Verbal or written threats towards teachers, students, school personnel, or school property could result in short-term or long-term suspension; depending on circumstances. **Law enforcement will be notified of any verbal threat or an act of threatening behavior which may have the potential to endanger students, school, personnel, or school property.**

BULLYING/HARASSMENT/INTIMIDATION

See district policy on bullying referenced on our Woodward Public Schools District Website under Board Policy FNCD.

FIGHTING

All students have the right to feel safe while in attendance at school. Fighting will not be tolerated at Woodward Elementary Schools. Fighting offenses may be subject to filing a police report. Discipline will be determined by the building principal.

WEAPONS AND DANGEROUS INSTRUMENTS

A student shall not possess, handle or transmit any object that may be considered a weapon. For the purposes of understanding, the term “dangerous weapon” shall mean pistol, revolver, any instrument or knife, sharpened metal file, comb of any length with a handle pointed and sharpened, billy club, loaded cane or club, metal knuckles, razor, hand chain or other offensive weapons. Each incident involving a weapon or facsimile weapon will be subject to the appropriate Oklahoma Statutes.

- A. **Students who possess or use any firearms or dangerous weapons real or facsimile during school time, on school premises, on school buses, or during school-sponsored activities may be subject to suspension. Suspension for a firearm may be for one calendar year. Suspension for any other weapon can be for the time remaining in the existing semester plus one semester.**
- B. **Students who possess or use any dangerous or annoying device or item that could be used as a weapon or other weapons used for assault during school time, on school premises, on school buses, or during school-sponsored activities may be suspended for the remaining time in the semester and one additional semester.**
- C. **Any reported case of possession of a dangerous weapon shall be turned over to the**

appropriate law enforcement agency for investigation.

DRUGS, ALCOHOLIC BEVERAGES, STIMULANT, AND DESIGNER DRUG POLICY

Refer to our district policy on bullying referenced on our Woodward Public Schools District Website under Board Policy FFBA and CKDA.

ASSAULT/BATTERY

Assault defined: Intentional creation of a reasonable apprehension in the mind of the victim of imminent bodily harm which could include verbal threats.

FIRST OFFENSE: In School Detention (ISD) or Out of School Suspension (OSS) for a length of time-based on the circumstances. Report to authorities on first and/or subsequent offenses where appropriate. School Resource Officers may be notified and a ticket could be issued.

Battery defined: An offensive, unconsented touching of another person. Includes fighting, throwing objects, etc.

FIRST and SUBSEQUENT OFFENSES: Out of School Suspension (OSS) commensurate with the offense including the current and subsequent semester. Report to authorities when appropriate. School Resource Officers may be notified and a ticket could be issued.

ASSAULT ON A SCHOOL EMPLOYEE

A school employee shall mean any duly appointed person, employee, or employees of a firm contracting with the Woodward school system for any purpose, including such personnel not directly related to the teaching process and board members during board meetings. Every person who, without justifiable or excusable cause, knowingly commits any assault, aggravated assault, battery, or aggravated battery upon the person of a school employee is punishable by imprisonment and/or fine. (70 O.S. S 5-146;)

VANDALISM AND PROPERTY DAMAGE

Students who destroy or vandalize school property may be required to pay for losses or damages. If students destroy school property, suspension and subsequent expulsion may be necessary. If you happen to damage something by accident you should report it to a teacher or the office immediately.

PROFANITY/OBSCENITY

The use of obscene language constitutes a serious offense and is in direct violation of school policy. A student who engages in such acts will receive severe discipline such as In-School Detention (ISD), suspension, or expulsion from school.

PRINTED MATERIAL

All printed material, signs, or posters not sponsored by Woodward Public Schools must have clearance through the superintendent's office.

SEXUAL HARASSMENT

Sexual harassment of students, employees, or volunteers is unlawful under both Oklahoma and federal law and is contrary to the commitment of this school district to provide an effective learning environment. The school district will not tolerate sexually harassing behavior as defined by law and/or by district policy, false reports of sexual harassment or retaliation against persons reporting allegations of sexual harassment or cooperating in the investigation of such complaints. *Sexual Harassment is prohibited and is defined as* (1) Unwelcome sexual advances; (2) Requests for sexual favors; or (3) Other verbal or physical conduct or communication of an intimidating, hostile or offensive sexual nature.

Forms of Prohibited Sexual Harassment

(1) Verbal; (2) Nonverbal; and (3) Physical

SEXUAL HARASSMENT COULD RESULT IN SHORT TERM OR LONG TERM SUSPENSION.

Sexual Harassment Complaint Procedure

A student who believes that he/she has been subjected to sexual harassment should promptly notify the building principal or guidance counselor. Complainants are encouraged to report any conduct, statements, or physical contact, which make them feel uncomfortable

SEARCHES

To maintain order and discipline in the school and to protect the safety and welfare of students and school personnel, school authorities may search a student; student's desks under the circumstances outlined below and may seize any illegal, unauthorized, or contraband materials discovered in the search. Student desks are school property and remain at all times under the control of the school district. Students should not expect privacy regarding items placed in school property because school property is subject to search at any time by school officials. School authorities for any reason may conduct periodic general inspections of desks at any time without notice, without student consent, and without a search warrant. A student's failure to permit searches and seizures as provided in the policy will be considered grounds for disciplinary action. **The Superintendent, Principal, Teacher, or School Security Personnel may search a student or the personal effects if reasonable suspicion exists that the student involved is in possession of illegal or unauthorized materials. State law requires that the person conducting the search be of the same gender as the student who is being searched. A witness shall be of the same gender if possible. No clothing can be required to be removed other than cold weather outerwear.** If a properly conducted search yields illegal or contraband materials, such findings shall be turned over to proper legal authorities for ultimate disposition. **The student will be disciplined in accordance with the school discipline code.**

The following rules shall apply to the search of school property assigned to a specific student (desk, etc.) and the seizure of items in his/her possession:

1. There should be reasonable suspicion for school authorities to believe that the possession constitutes a crime or rule violations.
2. General searches of school property may be conducted at any time.

3. Search of an area assigned to a student should be for a specific item and be in his/her presence in most situations.
4. Illegal items (firearms, knives, weapons) or other possession reasonably determined to be a threat to the safety or security of others may be seized by school authorities.
5. Items, which are used to disrupt or interfere with the educational process, may be removed from student possession.

PROHIBITION OF GANGS AND GANG-RELATED BEHAVIOR/INCIDENTS

Gang-related incidents in our school create an atmosphere of intimidation and harm. The mere presence of such conditions is disruptive and potentially dangerous. It is, therefore, the policy of Woodward Elementary School that gangs and gang-related behavior or incidents are prohibited in Woodward Elementary School.

Possession, wearing, use, distribution, or display of any sign, symbol, badge, color or another item that is evidence of affiliation with or membership in a gang. Students will not be permitted to wear their pants below the waistline (sagging or dragging) or wear their caps, bandanas, handkerchiefs, or any other items associated with gang-related behavior.

Participation in any act, either verbal or nonverbal, to include gestures, expressions, handshakes, etc., that may indicate an affiliation with or membership in a gang.

Participation in writing, painting, or inscribing gang-related graffiti to include messages, symbols, or signs on school property.

Assembling or congregating as a gang or members of a gang for any purpose.

TRANSPORTATION REGULATIONS

BUS CONDUCT: Bus transportation to and from school is a privilege. It is the responsibility of each bus rider to behave in an orderly and courteous manner to ensure the safety and well-being of all passengers.

Students must obey the bus driver at all times and treat them with the same courtesy they show their classroom teacher. Bus rules are posted and students should review these rules regularly. Parents will be notified if there is misconduct by a Woodward Elementary School student on the bus. If such misconduct continues, school authorities may suspend the student's bus riding privilege.

Bus Discipline: Bus discipline must be maintained to ensure a safe environment on the school bus. Misbehavior, which distracts the driver, could lead to an accident and harm to the students; therefore it will **not** be tolerated. Generally, a driver will take the following approach in handling unsafe conduct problems on the bus.

- For disruptive behavior such as not remaining seated, name-calling, bullying, etc. a student may receive the following:
 1. Verbal Warning by the driver
 2. Assigned seat
 3. Bus ticket

First Ticket:

- A. Tickets must be signed by the parent/guardian and returned to the driver before the student will be allowed to ride a bus again.
- B. A letter will be mailed to the parent/guardian by the Transportation Director.

Second Ticket:

- A. Suspension from riding any bus for 15 school days
- B. Ticket must be signed by parent/guardian and returned to the driver before the student will be allowed to ride a bus again
- C. A letter will be mailed to the parent/guardian by the Transportation Director
- D. Parent/Guardian may be contacted by School Building Principal and or Transportation Director

Third Ticket:

- A. Suspension from riding any bus for the rest of the semester – if less than 30 school days remaining the suspension will extend into the next semester
- B. Same as B, C, D

Fourth Ticket:

- A. Suspension from riding any bus the remaining school year
- B. Same as B, C, D

Additional days of suspension may be added at the discretion of the School Building Principal and the Transportation Director.

NOTE: If in the opinion of the Transportation Director and the School Principal a violation by the bus rider is of sufficient magnitude, any of the above steps may be skipped resulting in the loss of riding privileges for the involved student. For major disruption that directly jeopardizes the safe operation of the school bus, or directly challenges the authority of the driver, a bus ticket and immediate suspension determined by the School Building Principal and the Transportation Director will be applied including suspension from activity trips during the course of the school day. Destruction of property such as cutting, tearing, or writing on the bus will result in automatic suspension from any and all buses regardless of the student's age.

CHANGES IN TRANSPORTATION DUE TO MISCONDUCT ON SCHOOL BUS

If a student has been suspended from the bus, Parents **must** make alternate transportation arrangements. Parents must let the office know of alternate arrangements. If the bus suspended student is not picked up by 4:00 pm. the city police will be called to take custody of that student.

ATTENDANCE POLICY

The Woodward Public School District believes there is a strong correlation between regular classroom attendance and academic achievement. It has become imperative that students maintain regular school attendance to give them the best opportunity to achieve required levels of proficiency according to the Oklahoma State Standards. The district cannot educate students or provide them with support and assistance when they are absent from school. **It is a shared responsibility of the school and the home to**

assist students to develop habits of punctuality and attendance. State laws of Oklahoma require compulsory school attendance for anyone who has not reached the age of eighteen (18), graduated from high school, or furnishes satisfactory written evidence as to why the student should not attend school. Students in Grades Pre-K through Fifth are required to attend school 90% of each quarterly grading period. **Excessive absences can result in the student's failure to pass to the next grade level.**

Absences will not be recorded as excused or unexcused but as an absence. Medical notes do not dismiss the absence. Parents will need to keep documentation of doctor's visits, and illnesses and contact the child's teacher to make up assignments whenever their child is absent. All makeup work must be completed within the framework of days missed. If a child is absent one (1) day then they have one (1) day to make up work, if absent three (3) days, they have three (3) days to complete makeup work, etc.

TARDY POLICY

Tardies are considered to be absences. Tardies cause students to miss the critical introductory component of the day's instruction. Time lost from class is irretrievable. Studies show that attendance is directly related to student success in school. Attendance records are also a part of a child's permanent record. A student's absence or number of minutes tardy will be recorded daily. Woodward Elementary School staff will work in partnership with parents to promote consistent student attendance.

The elementary "instructional day" begins when the tardy bell rings.(8:05 ECC; 8:15 Elementaries) Students need to be in their seats, ready to learn, when their instructional day begins. Any student arriving after that time will be considered tardy/absent. When a student arrives after 9:15 a.m. they will be counted absent for the entire morning session (1/2 day). Students will be counted absent when they are not in attendance for at least 2 1/2 hours for the afternoon session. When a student leaves school early, the student will be counted as absent for that afternoon session if it represents more than one-half of the session. **If a student leaves within the last hour of the day, it will be counted as a tardy due to loss of instructional time.**

Any child arriving after tardy bell rings **must be accompanied by a parent and/or guardian and** report to the office. Students who are late disrupt instruction. Repeated instances of tardiness may result in:

1. The student may be required to make up time in an after-school program with the parent responsible for picking up the child.
2. As per board policy, three (3) tardies count as one (1) absence. Absences contribute to truancy.

TRUANCY

Being absent without permission is an unexcused absence and an act of truancy. There is no legitimate reason for cutting class or skipping. Cutting class will result in one day of In-School Detention (ISD) for every day truant. The severity of discipline will depend on the record of the student and the frequency of the offense. A parent conference with a school official may be required before admitting a student who has been truant. Physician's note and/or court representative note will be the only excuse accepted for an absence.

ANY UNEXCUSED ABSENCE MAY RESULT IN A TRUANCY REPORT BEING FILED WITH THE DISTRICT ATTORNEY AND/OR POLICE DEPARTMENT.

DISCIPLINE AND PENALTY ALTERNATIVES

DISCIPLINE VIOLATION LEVELS

Level I (Minor Violations)

Could include:

- | | |
|----------------------|---|
| 1. Dress code | 4. Possession of Non-Educational Material |
| 2. Gum/Candy/Pop Use | 5. Bullying |
| 3. Tardies | |

Level I Violations – Students are subject to but not limited to:

Verbal Warning, Detention (before school, after school, or at lunch).

Students who abuse these violations will be moved to Level II.

Level II (Major Violations)

Could include:

- | | |
|------------------------------|---|
| 1. Truancy | 5. Disorderly Conduct |
| 2. Cheating | 6. Leaving School Grounds without Permission |
| 3. Foul Language or Gestures | 7. Internet/Computer Violation |
| 4. Bullying | 8. Writing, passing, reading, or being in possession of notes |

Level II Violations – Students are subject to but not limited to:

Detention (before school, after school, or at lunch), In-School Detention (ISD), or Out of School Suspension (OSS). Students who abuse these violations will be moved to level III.

THESE INFRACTIONS ARE SUBJECT TO HAVING A POLICE REPORTS FILED.

Level III (Serious Violations)

Could include:

- | | |
|-------------------------------|--|
| 1. Sexual Misconduct | 6. Disrespect/Disobedience/Insubordination |
| 2. Possession of Pyrotechnics | 7. Fighting/Assault/Battery/Threatening |
| 3. Vandalism/Theft | 8. Possession of Weapons/Explosives/ Facsimile |
| 4. Drugs/Alcohol/Tobacco | 9. Notes of Threatening Nature/Profanity |
| 5. Bullying | 10. Internet/Computer Violation |

Level III Violations – Students are subject to but not limited to:

In-School Detention (ISD), Out of School Suspension (OSS)--Short Term Suspension, Long Term Suspension or Permanent Expulsion.

THESE INFRACTIONS ARE SUBJECT TO HAVING A POLICE REPORTS FILED.

PENALTY ALTERNATIVES:

Lunch Detention: A form of student discipline requiring students to spend the entire lunch period at a designated area. ~~and loss of noon recess.~~(NEW STATE LAW)

Teacher Assigned Detention: A detention assigned by a classroom teacher. The detention is served in the teacher's classroom.

After School Detention: A detention requiring students to remain at school after regular school

hours. Parents will be required to provide transportation.

In-School Detention (ISD): A detention in which students are removed from the regular school program for a designated period of time. Failure to successfully complete in-school detention (ISD) may result in out-of-school suspension (OSS).

Suspension: After investigation, if deemed necessary by the principal, he/she may order a student to be suspended from class or from school for a period up to and including ten (10) days and possible suspension for the remainder of the semester and the succeeding semester. A pupil who has been suspended from a public or private school in the state of Oklahoma or another state for a violent act or an act showing deliberate or reckless disregard for the health or safety of faculty or other pupils shall not be entitled to enroll in a public school of this state, and no public school shall be required to enroll such pupil until the terms of the suspension has expired. The student is not permitted to attend or participate in any school activities while he/she is suspended.

DUE PROCESS

I understand that I have the right to appeal the principal's decision to the suspension appeal committee before I may be suspended out-of-school (OSS). The decision of the appeal committee is final.

An evidentiary hearing will be held by an administrator for any student who might face suspension. No evidence will be needed if the student admits to the charges; only alternative punishments need to be considered, and, if the suspension is determined to be appropriate, the length of suspension needs to be determined. For a suspension of ten (10) days or less, the student or parent may make an appeal to a committee. Any request for such an appeal must be received within three (3) days of the initial suspension decision by the administration. Unless the appeal committee can meet quickly to determine whether the suspension will be upheld, modified, or overturned, the committee will meet to determine the appropriate placement of the student prior to the hearing, keeping into consideration the best interest of the student body and other appropriate alternative placements. If the student is allowed to remain in school, pending the appeal and the initial suspension is upheld, the number of days the student remained in school shall be added at the conclusion of the suspension.

The appeal committee shall determine the guilt or innocence of the student and reasonableness of the term of the Out of School Suspension (OSS.) The decision of the committee shall be final. The student may present any written arguments or documentation to the appeals committee for its consideration. No witnesses will be heard unless desired by the committee.

For suspensions of more than ten (10) days, any requested review of the initial decision to the administrator must be submitted to the principal in writing within three (3) days. An assigned administrator will conduct the review. If the assigned administrator does not withdraw the suspension, the student may request an appeal before the Board of Education. The Board of Education shall review the documentation of the administrative hearings and determine the guilt or innocence of the student and the reasonableness of the punishment. The student may submit any written documentation or arguments to the Board of Education for its consideration. The appeal to the Board is an appeal, not a new hearing and thus there will be no hearing of witnesses upon the appeal unless requested by the Board of Education. **Students who are suspended for more than five days shall be provided an education plan in accordance with state law. The school administration shall provide the student with an education**

plan designed for the eventual reintegration of the student into school which provides only for the core units in which the student is enrolled. A copy of the education plan shall also be provided to the student's parent or guardian. For the purposes of this section, the core units shall consist of the minimum English, mathematics, science, social studies, and art units required by the State Board of Education for grade completion in grades Kindergarten through eighth and for high school graduation and shall address academic credit for work satisfactorily completed.

WOODWARD PUBLIC SCHOOL DISTRICT GRIEVANCE PROCEDURE

GRIEVANCE PROCEDURE

The Woodward School District recognizes that parents and other school patrons have a fundamental right to discuss grievances that they might have with the district. However, it is also recognized that there must be an orderly procedure for carrying out the grievances.

POLICY STATEMENT

The school district of Woodward does not discriminate against pupils on the basis of sex, race, national origin, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability or handicap in its education programs or activities. Federal law prohibits discrimination in employment on the basis of age, race, color, national origin, sex, or handicap.

AMERICAN WITH DISABILITIES ACT PROCEDURES

The Americans with Disabilities Act of 2008 secures the right of individuals to file a complaint with a school district or other public entity in any instance in which the individual believes that a violation of the ADA requirements related to public entities has occurred. Employees who believe a violation of ADA's requirement, related to the District, has occurred with respect to the employee's employment may utilize the acceptable employee grievance procedure. Employees who believe that a violation has occurred but it does not involve the employee's employment may utilize this grievance procedure to secure a review of a complaint. Likewise, any individual or organization may utilize this grievance procedure to secure a review of a claim, cause, or concern arising under the ADA.

The district's ADA compliance officer or designee shall provide, upon request, a grievance form. The form shall include the person's name, address, and explanation of the grievance, and reference to facts, documents, witnesses or other proof or support for the claim.

Additionally, each person filing a grievance shall state the relief requested and any recommendation for addressing, correcting, or otherwise adjusting the source of the perceived problem, concern or complaint. All grievances shall be confidential and without retaliation to the grievant.

- Level One: If the grievance is directed toward a teacher, the grievant will schedule an appointment to visit with the teacher within 5 days from the incident.
- Level Two: After this initial meeting, if the grievance is not settled, the parent should discuss the grievance with the principal within 5 days of the initial meeting.
- Level Three: if the grievance is not settled at level 2, the District's ADA compliance officer will immediately review the grievance. The compliance officer will determine whether the grievant has supplied the information necessary to permit reasonable investigation of the claim or charge. If an insufficient statement of the grievance is submitted or if additional information is desirable, the compliance officer will inform the grievant. The grievant will have 10 calendar days to supply the necessary information. In the absence of supplemental information, the compliance officer will proceed with the investigation of the

claim.

The compliance officer or designee will investigate the grievance. The investigation shall consist of a review of documents, interviews with appropriate individuals, and other actions consistent with the nature and scope of the grievance.

The investigation must be completed within 30 days of the level one submission of the grievance. In the event the grievant submits additional information pursuant to the request of the compliance officer, the report shall be due within 30 days of the submission of additional information. The compliance officer's report shall state the grievance, the scope of the investigation, findings related to the grievance, and a recommended disposition. A copy of the grievance decision shall be given to the grievant and the Superintendent.

- Level Four: The grievant shall have 10 calendar days from the receipt of the compliance officer's report to appeal the recommendation or findings made to the Superintendent. The Superintendent or designee shall schedule a meeting to consider the report and recommendation of the compliance officer and the objection of the grievant. Following this meeting, the Superintendent or designee may request additional investigation by the compliance officer, enter the Superintendent's own findings, adopt the relief requested by the grievant, or take other action deemed necessary to achieve a reasonable resolution of the grievance.

The decision of the Superintendent shall be final. The Superintendent's decision shall be rendered with 15 calendar days from any meeting scheduled to discuss and consider the grievance.

AMERICAN WITH DISABILITIES ACT GRIEVANCE FORM

1. Name and Address of Charging Party:

2. Date:

3. Phone numbers where I may be reached:
Home
Office
Cell

4. Statement of grievance (please provide as detailed a statement as is possible and feel free to attach supplemental pages if necessary for a complete understanding of your concerns):

5. Please identify any documents or other materials, which support your grievance. If documents or materials are in your possession, please attach copies to this grievance form:

6. Please identify what action or relief you are seeking as a result of the grievance:

Signature of Grievant

IF, AS A RESULT OF A DISABILITY, YOU NEED ASSISTANCE IN COMPLETING THIS FORM, PLEASE CONTACT THE ADA COMPLIANCE OFFICER FOR ASSISTANCE OR ACCOMMODATION.

ADA Compliance Officer
Woodward Public Schools
1023 10th
Woodward, Ok 73801
(580) 256-606

FAMILY EDUCATION RIGHTS AND PRIVACY ACT OF 1974

See district policy referenced on our Woodward Public Schools District Website under Board Policy FL-R.

(Annual Notice to Parents & Eligible Students of Woodward Public Schools is included in this handbook.)

A consent form is included in this handbook.

If you wish to review this form and/or policy, please refer to page 20.

Woodward Public Schools
CONSENT TO RELEASE EDUCATION RECORDS PROTECTED BY THE FAMILY
EDUCATIONAL RIGHTS AND PRIVACY ACT
REV. OCTOBER 2008

I understand that the Woodward School District (1001) may wish to release information about District students for various purposes and to display student-created works on the District's websites and television broadcasts. I also understand that the Family Educational Rights and Privacy Act (FERPA) affords parents and eligible students (students age eighteen or older) the right to consent to disclosures of personally identifiable information contained in student education records before the information is released, except to the extent that FERPA authorizes disclosure without such consent. I understand that this release pertains solely to the release of information for the purposes stated below and does not replace any rights or obligations under FERPA or the District's policies implementing FERPA. I understand that I may revoke this consent in full or revoke this consent as to any specific student work or student-identifying information by providing notice to the Woodward Public Schools, Attn: Superintendent, P.O. Box 668, Woodward, OK 73802.

Part I:

_____ I hereby consent to the District releasing the following education records ("Records"), including but not limited to any information contained in the listed records:

Name and/or Picture Only

to the following individuals, corporation, or entity:

School district newsletters or website, local and state newspapers

for the following purpose(s):

Honors and Achievements Only

_____ I DO NOT consent to the above (Part I) release.

Part II:

_____ I hereby consent to the District using my child's work and the following information about my child for publication on District websites or television broadcasts for instructional, informational, public relations, promotional, and/or publicity:

- Student's photo with full name
- Student's parents' full name(s)
- Student-created works
- Video recordings of student
- Audio recordings of student

_____ I DO NOT consent to the above (Part II) release.

Dated this _____ day of _____, _____

Student's Name (printed)

Parent/Guardian Name (printed)

Student's Grade Level

Signature of Parent/Guardian (or Student if age 18 or older)

Parents Right-To-Know Policy

Woodward Public Schools' right-to-know policy is that any school that receives Title I funds requirements will notify the parents/guardians of each student, that they may request, and we will provide (in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including the following:

- A. Whether the teacher has met State qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
 - a. Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
 - b. The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
 - c. Whether the child is provided services by paraprofessionals and, if so, their qualifications.

- B. In addition, parents may request and a school shall provide to each parent:
 - a. Information on the level of achievement of their child in each of the State academic assessments as required under NCLB; and
 - b. Timely notice that their child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who is not highly qualified.

The notice and information provided to parents under this paragraph shall be in an understandable and uniform format and, to the extent practicable, provided in a language that parents can understand.

ASBESTOS INSPECTION

In accordance with federal law, all Woodward School properties were inspected for the presence of asbestos-containing materials during September 1991. Periodic surveillance inspections are performed semi-annually with formal re-inspection conducted every 3 years.

Asbestos-containing materials are divided into two categories, friable and non friable. Friable materials are those, which can be crumbled by hand pressure and therefore have the potential to release airborne fibers if the material is damaged or disturbed. Non-friable materials are crushed, pulverized, abraded, or machined in some way.

The complete inspection report and asbestos management plan are available for review during normal business hours in the school administration office. If you have any questions on the asbestos inspections of the school, please contact the Superintendent of Schools at 1023 Tenth and Main.

**WOODWARD PUBLIC SCHOOL DISTRICT ACCEPTABLE USE POLICY FOR INTERNET
AND OTHER COMPUTERIZED RESOURCES**

See district policy referenced on our Woodward Public Schools District Website
under Board Policy EFBCA.

Woodward Elementary Schools Home/School Compact

Pre Kindergarten through Fourth Grade

Student, Parent, and Staff Pledges

2026-2027

As a student, I am responsible to:

- Believe I can learn.
- Respect the school, staff, students, and families.
- Be in each class on time and attend school daily.
- Arrive at school with appropriate materials and ready to work.
- Get adequate sleep and proper nutrition.
- Seek information regarding my academic progress.
- Complete all learning tasks and assignments.
- Utilize a study area at home.
- Limit my television viewing and electronic entertainment.
- Follow the school rules and dress code.
- Dress appropriately for elementary school (not distract from the learning of myself or others).
- Not use a cell phone on the school site at any time during the day.

As a parent, I am responsible to:

- Believe my child can learn.
- Ensure that my child gets adequate sleep, regular medical attention, and proper nutrition.
- Support my child by ensuring that he/she has good attendance, attends school on a daily basis, and arrives at school on time.
- Seek information regarding my child's progress by conferring with teachers, principals, counselors, and other school personnel.
- Strive to develop the parenting skills needed to help my child succeed.
- Participate at school in parent-related activities such as parent meetings, school decision making, volunteering, and/or attending parent-teacher conferences whenever possible.
- Communicate regularly with my child's teacher.
- Provide a quiet time and place for homework, as well as monitor television viewing, limit electronic entertainment activities, and monitor extracurricular activities' impact on school.
- Read or listen to my child read every night.
- Support the school in developing positive behaviors in my child.
- Encourage my child to be independently responsible.
- Support the school's discipline and dress code.
- Respect the school, staff, students, and families.
- Talk to my child each day about his/her activities at school.

As a school staff, we are responsible to:

- Believe all students can learn.
- Come to school each day prepared to teach and learn.
- Participate in school activities.
- Implement good, effective teaching strategies within my classroom by using a variety of methods and tools to teach.
- Set high expectations for all students in my classroom and ensure those expectations are clear regarding academic achievement.
- Encourage daily attendance at school.
- Enforce and be consistent with school policy.
- Provide a safe and productive learning environment in my classroom.
- Create an environment within our school that demonstrates respect and trust for all.

- Show students respect through actions and words.
- Keep the classroom, school office, and school grounds clean and organized.
- Hold students accountable for their actions and words.
- Provide timely and accurate feedback regarding student performance.
- Communicate regularly with the student's parents.
- Model professional behavior and a positive attitude on a daily basis at school

Notice of Non-Discrimination

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

This notice is provided as required by Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990. Questions, complaints, or requests for additional information regarding these laws may be forwarded to the designated compliance coordinator.

Name/Title: Bana Bogdahn, Special Education Director
Office Address: 1023 10th Street, Woodward, OK 73801
Phone Number (Voice/TDD): 580-256-6063
Days/Hours Available: M-F 8:00 a.m. – 12:00 p.m. 1:00 p.m. -4:30 p.m.

For questions regarding this notice, please contact the District Compliance Coordinator.

Procedural Requirements
Title VI, Title IX, Section 504, ADA
July 2000

Aviso De Declaracion No-Discriminatoria

Escuela Publica de Woodward no discrimina raza, color, nacionalidad, genero, edad o incapacidad de admision a sus programas, servicios, o actividades, en acceso a ellas, en el tratamiento a individuos, o en ningun aspecto de sus operaciones. El Escuela Publica de Woodward tampoco discrimina en sus contratos o practicas de empleados.

Esta noticia es provista y requerida por el Titulo VI del Acto de Derechos Civiles de 1964, Seccion 504 del Acto de Rehabilitacion de 1973, Titulo IX de la Enmienda Eduacativa de 1972, en el Acto de Era de Discriminacion de 1975, y el Acto de los Estadounidenses con Habilidades Diferenciadas de 1990. Preguntas, quesjas, o para mas informacion con respecto a estas leyes pueden ser recibidas por el coordinador de quejas.

Nombre/Titulo: Bana Bogdahn, director de personal
Direccion de Oficina: 1023 10th Street, Woodward, OK 73801
Numero Telefono (correro de voz/TDD): 580-256-6063
Dias/Hora de trabajo: M-F 8:00 a.m.-12:00 p.m. 1:00 p.m.-4:30 p.m.

Procedural Requirements
Title VI, Title IX, Section 504, ADA
July 2000

Woodward Elementary School

STUDENT-PARENT HANDBOOK

2026-2027

Grades Pre-K, K, 1st, 2nd, 3rd, 4th

This Student Handbook belongs to

Name: _____

Grade: _____ Bus # _____

Teacher: _____

INTERNET AGREEMENT

STUDENT AGREEMENT:

I have read and understand the Woodward Public School District's Acceptable Use Policy. I agree to follow the rules contained in the policy. I understand that if I violate the rules, my account can be terminated, and I may face other disciplinary measures consistent with the present handbook policy. (Policy outlined on website in board policy)

PARENT/GUARDIAN AGREEMENT:

I have read and understand the Woodward Public School District's Acceptable Use Policy. I hereby release the district, its personnel, and any institutions with which it is affiliated from any and all claims and damages of any nature arising from my child's use of or inability to use the Woodward Public Schools District's Internet access system and other computerized resources. This includes but is not limited to claims that may arise from the unauthorized use of the Internet to purchase products or services.

Student Agreement:

I have read the materials in this handbook and understand my rights and responsibilities as a student.

Student Signature _____ Date _____

Parent Agreement:

I have read and discussed the material in this handbook with my son/daughter.

Parent/Guardian Signature _____ Date _____

This signed page **MUST** be returned to your child's classroom teacher.

