

East Minico Middle School



Student Handbook 2008-2009

Si gusta esta informacion en Espanol, llame a la

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EAST MINICO MIDDLE SCHOOL

Principal's Message

People become educated because of the work they do. To learn we must talk, read, imagine, build, practice, and think. Merely being present while someone else tries to pour something into us does not mean we learn. Learning requires work. The staff of East Minico is continually working to provide a curriculum that meets the needs of our modern world. We will provide a safe and secure environment for all students. Our school must be FREE of fighting, bullying, vulgarity, and drugs. We will achieve these goals with the help and cooperation of parents and students.

Sincerely,
Kevan Vogt - Principal
Mike Hale – Vice Principal
Shelley Merrill - Counselor

Student Body President's Message

Dear East Minico Middle Student Body:

Welcome! I am very excited for the 2008-2009 school year. I hope that we can make this year at East Minico one to remember. In order to do this, we need to work hard to get good grades. We also need to have good citizenship. This means that we show respect for teachers, students, and school property. Another thing we can do is show school spirit. Even if you don't participate in school sports, you can still attend the games and wear our school colors. Get ready for cool dances, fun spirit days, and an all around great school year!

Sincerely,

Chelsea Hepworth
– Student Body President, East Minico Middle School 2007-2008

The mission of the Minidoka County Joint School District is to ensure academic excellence, ethical behavior and personal responsibility in a caring environment.

East Minico Middle School Philosophy/Goals/Beliefs

All students have the right to learn in a safe, secure, pleasant, disciplined and caring environment. Students will be educated to the upper limits of their intellectual potential in a standard-based curriculum. All students will develop knowledge, skills and appreciation of their responsibilities as citizens, workers, and lifelong learners. East Minico Middle School will be a place where academic learning is exciting and challenging. Goals will be clearly stated and expectations will be high. The school will use state-of-the-art teaching methods and technology, allowing teachers to focus on each student's needs. Teachers will help students prepare to perform productively in a global, multicultural environment.

CURRICULUM

Sixth, Seventh and Eighth Grade Curriculum

Required Courses:

Writing-Reading 6th,7th,8th	3 Trimesters	Physical Education 6th & 7th	1 Trimester
Health 7 th	1 Trimester	Mathematics 6th,7th,8th	3 Trimesters
Science 6th,7th,8th	3 Trimesters	Social Studies 6th,7th,8th	3 Trimesters

Elective Courses: Band, Orchestra, Life Skills, Choir, Home Ec, Art, Computer, Shop and Technology

Materials Needed For Notebook Organization:

- **3 Ring Binder:** Canvas or Vinyl covered 1 ½ inch rings preferred
- **Loose-leaf Paper:** Not spiral notebooks
- **Student's Schedule:** Taped inside binder
- **Dividers for Each Subject:** Labeled in the order of the student's schedule
- **Pencil Bag:** To go in front of binder
- **Pencils/Pen/Eraser:** Requirements vary with different teachers. Cap erasers or pink pearl erasers suggested.
- **Student Planner:** This will help each student keep track of homework and assignment due dates

STAFF

<u>Name</u>	<u>Position</u>	<u>Room</u>			
Kevan Vogt	Principal		Larry Goffinet	Custodian	
Mike Hale	Vice Principal		Bavia Gibson	6th Grade	10
Shelley Merrill	Counselor		Dana Gunnell	Writing/Reading 3	
Susi McCall	Bookkeeper		Dennis Haynes	Lang /Coach	205
Linda Watkins	Secretary		Debbie Henscheid	Self Cont. Aide	5
Lara Barfuss	Math	204	Candace Jones	Lang/Publications	3
Rochelle Barfuss	Math	203	Stephanie Jones	Lang	201
Sally Bell	6 th Grade	10B	Grant Killoy	Tech/Coach	104
Matt Bill	Custodian		Julie Koyle	Cook	Kitchen
Doug Brown	Sci/	302	Julie Kraus	Math	1
Steve Buck	Tech/Art	103	Aaron Larson	Computer	8
Janet Cooper	P.E/Dance	Gym	Gwen Leone	6thGrade	10A
Janice Curtis	Home Ec.	207	Ruth Lovelace	Choir	101
Kevin Farnsworth	ESL	7	Elizabeth McFadden	Orchestra	Auditorium
Cynthia Gerfers	Custodian		Terry Merrill	Science/Coach	5A
			Deanna Neiwert	S.A.V.E	0

Rae Patton	Math	9	Thompson, Amber	Soc. Studies	15
Julie Plocher	Music/Band	102	Penny Thompson	6th Grade	11
Sherrie Prien	Librarian	Library	Cheryl Tolman	Lang Arts	206
Debra Robinson	Cook	Kitchen	Nicki Vaughn	Cook	Kitchen
Mary Rogers	Teacher Aide	9	Elva Reyes	Migrant Aide	7
Debra Roundy	Self Contained	5	Mindi Vail	SS; ISAT; Sci.	301
Shelley Coats	Gifted/Talented	301	Patricia Vigil	Pass Room	202
Shirley Sanderson	Cook	Kitchen	James Watkins	Soc. Studies	14
Linda Short	Teacher Aide	206	Mindi Yore	Math	2
Michele Snyder	6 th & 7 th Grade	4			

STUDENT BODY OFFICERS

President.....Chelsea Hepworth
Vice President----Micaela Merrill
Secretary.....Kim Barnes

7th Representatives...
David Child
Drew Christensen

8th Representatives...
C.C. Faux
Sarah Webster

CHEERLEADERS

7 th	8 th
Jenna Ahern	Kimberly Barnes
Samantha Chapa	Yolanda Cruz
Samantha Fisher	Ceci Faux
Thalia Fuentes	Brittnee Harmon

Hunter Garro	Holly Mayer
Makayla Greene	Tayller Phillips
Stacey Sanderson	Sara Webster

Extra Curricular Activities

<u>Sport</u>	<u>Coach</u>	<u>Sport</u>	<u>Coach</u>
Football	D. Pinther	7 th Girls' Basketball	C. Severson
7 th Volleyball	A. Schow	8 th Girls' Basketball	D. Haynes
8 th Volleyball	S. Joyce	7 th Wrestling	J. O'Dell
7 th Boys' Basketball	C. Severson	8 th Wrestling	G. Killoy
8 th Boys' Basketball	T. Merrill	7 th & 8 th Track	T. Merrill
Dance Team	J. Cooper	Cheerleaders	C. Jones
Student Council	T. Merrill	Builder's Club	L. Short/P. Vigil
Renaissance	S. Prien	Galley Club	L. Short/P. Vigil

Any person needing special accommodations to participate in school activities should contact East Minico One (1) day prior to the activity at East Minico Middle School 1805 H St. Rupert, Idaho 83350

All East Minico students with an activity card will be admitted free to most extra curricular activities. If they do not have their card, they will be expected to pay the regular gate fee. All state athletic passes are honored and will admit the person whose name appears on the pass plus one other person.

No student is to take part in interscholastic activities unless he/she has satisfied the following:

- Complies with the requirements and regulations of Minidoka County School District, Minidoka County Athletic Handbook, and Minidoka County School District Policy #503.61.
- Has a physical examination/interim questionnaire approving participation annually and a permit signed by parents/guardians.

- Has taken out athletic insurance through the school or be able to show proof that he/she is covered by a family policy.
- Shall have earned a 2.0 grade point average in the grading period immediately preceding the one in which the extra-curricular activity occurs. For those activities that begin during a trimester of each school year, the eligibility will be determined by the trimester grade immediately preceding the activity.
- Students enrolled in an approved Special Education Program, in which the I.E.P. is the standard of measurement for progress, and the district verifies that the student is making satisfactory progress and passing the “equivalent” of five classes shall be eligible to take part.
- All students involved in any extra-curricular activities are required to purchase an activity card.
- Each coach shall be responsible for the behavior of his/her team members during contests, practices, and traveling time.
- Each coach shall consider student behavior in selecting team and contest participants.

Student athletes may be subject to drug testing as stated in the Minidoka County School District policy

Admission fees are charged for all extra-curricular events. Punch passes for parents and patrons are available at the East Minico Middle School office.

Daily Bell Schedule

First Bell	8:14
1 st period	8:18 – 9:03
2 nd period	9:07 – 9:52
3 rd period	9:56 – 10:41
4 th period	10:45 -11:30
<u>1st Lunch</u>	<u>2nd Lunch</u>
11:30-11:55	11:59-12:44
5 th period	11:34 – 12:44
6 th Period	12:48 – 1:33
7 th Period	1:37 – 2:22
8 th Period	2:26 – 3:11

Grading Scale

93-100%.....A.....	4.00
90-92%.....A-.....	3.67
87-89%.....B+.....	3.33
83-86%.....B.....	3.00
80-82%.....B-.....	2.67
77-79%.....C+.....	2.33
73-76%.....C.....	2.00
70-72%.....C-.....	1.67
67-69%.....D+.....	1.33
63-66%.....D.....	1.00
60-62%.....D-.....	1.00
Below 59%.....F	

FEES

All School Fees are Optional

1. **Activity:** This fee allows students to enter most extra- curricular school events sponsored and held by East Minico free of charge. These events include the following: athletic, school assemblies, dances, and other activities which may be scheduled by the school. Students who do not pay the activity fee may attend the above events if they pay admission.
2. **Technology Courses, Home EC, and Art:** Payment of fees allows students to keep projects they make in these classes. Students who elect not to pay these fees will make projects assigned by the teacher and the projects will be retained by the school.
3. **Locker:** This fee allows a student the use of a school locker for the school year. A student who does not care to use a locker is not required to pay this fee.
4. **Towel:** This fee provides the use of school towels for students who wish to use school showers after PE or athletic participation. Students who desire not to pay the fee may bring their own towels from home or elect not to shower.
5. **Yearbook:** This fee is to purchase a school yearbook.
6. **Student Planner:** This fee is to purchase a school planner. The planner helps students organize their lessons, assignments and study time.

7. **Life Skills:** This fee is for projects in Mrs. Roundy's classes.

2008-2009 School Fees: (all fees are optional)

Activity Card.....	\$15.00
*Art – 6 th	\$ 8.00
*Art – 7 th & 8 th	\$ 8.00
Band.....	\$15.00 (Per trimester rental for school instrument)
*Home EC. 6 th	\$ 8.00 per trimester + Kit Fee
*Clothing 7 th & 8 th	\$10.00 per trimester + Kit Fee
*Foods 7 th & 8 th	\$12.00 per trimester
*Locker Fee	\$ 1.00 per year
*Technology 7 th & 8 th	\$ 8.00 per trimester + Project Fee
*Technology 6 th	\$ 8.00 per trimester + Project Fee
Towel.....	\$ 4.00 per trimester
Yearbook.....	\$25.00
Life Skills.....	\$15.00 per trimester (Mrs. Roundy)
Student Planner	\$ 6.00

*Includes all industrial classes. **NOTE:** Additional fees will be charged for special projects made in the elective classes based on the student's choice of project and supplies for such.

All East Minico students with an activity card will be admitted free to most extra curricular activities. If they do not have their card, they will be expected to pay the regular gate fee. All state athletic passes are honored and will admit the person whose name appears on the pass plus one other person.

LUNCH & BREAKFAST FEES

Breakfast..... Free

Lunch.....\$?

Students at the middle schools will be allowed three charges. They will be notified at the point of service when Lunch money is needed. Due to the age of students, they are accountable to have money in their account for lunch. A parent that consistently does not provide money or a homemade lunch for their child will be contacted by the principal or school nurse so intervention can occur on behalf of the child. No charging will be allowed the last three weeks of school. Charges not collected will be carried over to the next school year.

ATTENDANCE

1. School Release: The school cannot release students of compulsory school age (seven through sixteen) for hunting, working, going to conferences, travel, etc. Parents assume responsibility for taking their children out of school. Parents should notify the school of their intentions of taking their students out of school for reasons other than illness. It is better to make arrangements in advance so as not to jeopardize the academic standing of the student. The school will cooperate within reason for make-up work. When students are absent from school

the parent/guardian is required to furnish to the school a statement of reason for the absence. Such a statement is to be furnished on the first day the student returns to school and should be signed and dated. Telephone calls to the school office may be substituted for a written statement.

2. Absences: Authorized: An authorized absence will be considered as an illness and or school activity. Students shall be counted as absent on a period by period basis unless they are involved in the following: approved school activities, individual and group counseling activities within the immediate school setting, involvement in discipline proceedings, special education Child Study Team meetings, standardized tests and health related activities within the immediate school setting such as health screening programs and emergency first aid. Parents should notify the school on the day their student is absent or prior to an expected absence. If the principal or designee determines that such absences are questionable, he/she may institute a review as may be needed. District Policy 501.12 states whenever a student is not present in a class at least 90% of the time, credit for the class will be denied. All absences, excused or unexcused count toward the 90% attendance requirement. Parents who wish to appeal the denial of credit may do so. Any such appeal must include reasons for each specific absence, and provide verification from a licensed physician regarding medically necessary absences.

3. Grading Procedure and Make-Up: Students missing a class because of extra-curricular activities, school functions, or an authorized absence must make arrangements for make-up work. For each day absent, two days will be allowed to complete all make-up work. No make-up work or grade will be allowed for truancy, but the student is held accountable for all course material.

4. Returning To School After An Absence: Students are required to bring their excuse to the office if their parents have not already called the school prior to the beginning of school on the day of their return. If a note is not taken to the office or a parent has not called, the student will be required to call home and get an excuse.

5. Homebound Student:

- a. Absence for illness or other extraordinary circumstances that equal ten consecutive days or more will be eligible to place a student on a home-bound instruction program in which the student will not be considered absent. Parents must contact the school if they desire their child to be placed on a homebound program.
- b. The teacher's roll book shall be the official attendance record for the student.

6. Extraordinary Circumstances: Extraordinary circumstances may be defined summarily as one time occurrences, absence or needs for absences which would not normally occur on any type of regular basis. Some examples of extraordinary circumstances are: (a) extended illness or disabilities of such severity that the student cannot attend school regularly; verification of the extended illness must be obtained from a licensed physician; (b) involvement in an accident or other malady which would preclude regular attendance until full recuperation; verification of the need to be away from the school setting until recuperated to be verified by a licensed physician and educational and travel programs initiated by the parents which may or may not be sanctioned or sponsored by the School District.

7. Withdrawals: All students withdrawing from school must ~~present a signed statement~~ have a parent to withdraw. ~~from their parent or guardian, stating the reason for withdrawal. These statements will be given to the counselor who will assist the student to withdraw properly.~~

8. Unauthorized Absences/Truancy:

- a. Occurs when student leaves school without permission after reporting to school.
- b. Occurs when there is an unauthorized absence from any class.

- c. Occurs when any student is absent from school without knowledge and permission of his/her parent/guardian or school authorities.
- d. Occurs when any student is involved in an excessive and consistent number of absences. Not more than three (3) absences of this type in any Semester will be permitted

9. Administration Of Truancy Policy:

- a. The home will be notified immediately after the first truancy and a conference with the student will be held with the principal, counselor, or teacher and parent/guardian.
- b. Upon the second truancy, the student will be temporarily suspended from school.
- c. Upon the third truancy, the student will be considered habitually truant and shall be referred to a school review committee, and or a truancy petition will be filed with the court as per Idaho Code 33-206, which may lead to suspension and/or expulsion from school.
- d. East Minico is a closed campus. Once a student arrives at school, he/she is not permitted to leave the school grounds during regular school hours (this includes lunch). If students must leave the building because of illness or any other emergency, they must sign out with the principal, counselor, or secretary. Not following procedures will be considered truancy.
- e. If a student is not in the classroom when the tardy bell rings, he or she will be considered tardy. Students will be assessed detention for each tardy. (It is the teacher's prerogative to judge if the tardy is excused or unexcused based upon the information available). Also, the student will receive one class absence for each tardies. If a student is out of class without permission it is counted as truant. The parent will be called and they will serve one hour after school detention.
- f. ~~No make-up work will be allowed for truancy.~~

Student Permanent Records: East Minico shall provide parents/guardians access to their student's records maintained by the school district office or the school according to School District Policy.

PROMOTION & RETENTION

It shall be the policy of School District No. 331 to promote a student in grades 1 - 8 to the next grade providing he/she is so recommended by the building principal. The building principal after consultation with parents, teachers, counselors and other pertinent consultants, shall have the prerogative to retain a student.

Whether or not a student remains at a middle school or goes to the High School will be evaluated on an individual basis as to what is best for the student at the conclusion of each ~~trimester~~-school year.

LOCKERS

Students are to use only their assigned lockers and to keep their lock combination confidential. All lockers are to be kept locked! No personal locks are to be placed on lockers. A replacement fee of the value of the lock ~~\$6.00~~ will be charged to a student if his/her assigned P.E. lock is not turned in when requested.

Lockers shall be kept neat and clean. *No stickers, tape, pictures, or writing shall be placed on any part of the locker.* Drinking mugs are not allowed in the school or in the student lockers. *Lockers and desks are school property and remain at all times under the control of the school; however, students are expected to assume full responsibility for the security of their lockers and desks. Authorized school officials may open and inspect lockers and desks when there is reasonable cause that the locker or desk may contain items which may be a threat to safety and security. Such a search may be conducted without a search warrant and without notice or consent.* Lockers are searched several times during the school year.

RENAISSANCE PROGRAM

What is Renaissance? Renaissance is an incentive program that recognizes and rewards students for academic excellence. It is a program in which area businesses reward students for working towards academic excellence via discounts and other incentives.

To participate in the program students must do three things:

- Obtain an activity card or an ID on which to attach their Renaissance sticker.
- Sign a contract.
- Maintain a minimum G.P.A. of 2.75

If you would like more information about the program, please contact Mrs. Prien in the library during school hours. A list of participating businesses will be handed out when first semester stickers are given out.

INTERNET POLICY

Individual users of the Internet have the ultimate responsibility to use Internet resources appropriately. All Internet users are expected to use the network for purposes appropriate to the educational environment at all times. Users must refrain from any use that is not consistent with the policies, purposes, or objectives of the Minidoka County School District. Every student and parent must sign this policy

Any action by a user or any other person that is determined by an administrator to violate district policy or constitute an inappropriate use of the network or to improperly restrict or inhibit other users from using the network may result in disciplinary action and/or loss of access to or use of the network. A user will be required to reimburse Minidoka County School District for any losses, costs, or damages, including attorney's fees, caused by inappropriate use of the network. East Minico requires every student and parent to sign for Internet use in accordance with District Policy number 512.97/412.97. Adopted December 16, 1997

PIRATE ACADEMY

Pirate Academy is an after school homework help program. The student will receive help with his/her home work and missing assignments as well as tutoring in certain subject areas that he/she may be having problems. A snack will be provided at the beginning of class. If the student comes, he/she **MUST** stay the entire time unless the student is picked up and signed out by a parent or other approved individual. This is for the safety of the students. Pirate Academy is from 3:15 – 5:00, Tuesday and Wednesday. There will **NOT** be Pirate Academy on early dismissal days. Stop by the school office to pick up a form to enroll your student.

Student / Staff Rights

Freedom of Expression:

All students enrolled on the active list at East Minico are entitled to their right of freedom of expression as long as the actions are not in violation of State, District, or School Policy.

Search and Seizure:

The Administration reserves the right to both search and seize any material (s) in violation of School Policy. This search and seizure can include a student's person, vehicle, locker, backpack, gym bag, purse, etc. This action can be done at any time, with no prior warning, as search warrants are not necessary to perform this

action in the school setting. Any student found in violation of school policy during any search will be disciplined accordingly, which includes the possibility of legal action.

Assembly of Students:

Students have the right of peaceful assembly in the school facilities generally available to the public at convenient hours that do not conflict with school functions or require staff on duty beyond regular hours, provided that such assembly shall:

1. Be conducted in an orderly manner.
2. Not interfere with the educational process.
3. Not impede the free movement of traffic.

When students participate as members of an approved student body organization (s), they shall assemble as authorized by the Principal or said designee.

STUDENT INJURIES

Even with the greatest precautions and the closest supervision, accidents can and do happen at school. They are a fact of life and a part of the growing-up process children go through.

Parents/guardians need to be aware of this and be prepared for possible medical expenses that may arise should their student be injured at school. The School District does not provide medical insurance to automatically pay for medical expenses when students are injured at school. This is the responsibility of the parents or legal guardians. The district carries only legal liability insurance. The district does make student accident insurance available to families for their individual purchase. Brochures outlining the coverage and premiums are handed out at the beginning of the school year, and are available at the school office. Parents/guardians, please be prepared to pay for your student's possible medical expenses.

STUDENT BEHAVIOR

The law charges every teacher and principal with maintaining order and discipline among students and provides that students who do not comply with reasonable rules may be suspended and further discipline steps will be taken.

Actions taken to control and correct undesirable student behavior should take individual circumstances into account, but always be most concerned for the safety and educational welfare of the majority of the students. It is the principal's responsibility to take actions as necessary to protect students and teachers from dangerous or socially detrimental actions of students. Where there is serious doubt, the student would be suspended until the question is resolved to the satisfaction of the principal.

Fighting: Fighting or assault and/or battery: Definition - A student commits an assault when he or she intentionally, knowingly, or recklessly causes bodily harm to another; intentionally or willingly threatens another with intentional bodily injury; or intentionally or knowingly causes physical contact with another student that is offensive, provocative, or causes serious injury, impairment, disfigurement or deformity. Students are prohibited from assaulting (fighting) anyone on school property, buses, or at school sponsored events. ***DISCIPLINARY ACTION FOR FIGHTING MAY RESULT IN SUSPENSION UP TO 5 DAYS. ANY FURTHER VIOLATION SHALL BE GROUNDS TO INITIATE EXPULSION FROM SCHOOL. IF IT HAS BEEN DETERMINED THAT A CRIMINAL ACT HAS BEEN COMMITTED THE INCIDENT WILL BE REFERRED TO THE POLICE.***

Bullying/Harassment: Any student who is calling names, using abusive language, pushing or shoving, or showing any cruelty to any other student shall be disciplined as follows: ***DISCIPLINARY ACTION FOR BULLYING MAY RESULT IN SUSPENSION UP TO 5 DAYS. ANY FURTHER VIOLATIONS SHALL BE GROUNDS TO INITIATE EXPULSION FROM SCHOOL. IF IT HAS BEEN DETERMINED THAT A CRIMINAL ACT HAS BEEN COMMITTED THE INCIDENT WILL BE REFERRED TO THE POLICE.***

Gangs:

Any student whose behavior reflects that of possible affiliation and/or gang membership through any clothing or other clothing apparel, tattoos, showing of signing, vandalism, graffiti, verbal/physical assaults and/or battery (fighting) shall receive prompt and decisive actions which may include police investigation along with suspension and/or expulsion. Gangs may be defined as; youth associating together for serious, possible violent or criminal behavior with special concerns for territory or turf control. ***DISCIPLINE ACTION FOR GANG ACTIVITY MAY RESULT IN SUSPENSION UP TO 5 DAYS. ANY FURTHER VIOLATION SHALL BE GROUNDS TO INITIATE EXPULSION FROM SCHOOL. IF IT HAS BEEN DETERMINED THAT A CRIMINAL ACT HAS BEEN COMMITTED THE INCIDENT WILL BE REFERRED TO THE POLICE.***

Stealing/Theft/Vandalism:

Any student who steals destroys or defaces the personal property of another person while in school or at a school activity shall make full restitution to the owner of the property. The student shall be suspended and may be referred to the police department. Any student, who destroys or defaces District property, enters a locked building or enclosure, of said property shall receive prompt and decisive action. The student may be suspended and/or referred to the police, probation or sheriff's department if circumstances warrant. The student shall not be allowed to continue in attendance unless the problem is satisfactorily resolved. The student and his/her parents shall be held responsible within the limits of the law for restitution for damage to District property. The law provides specifically that parents and student are responsible for instructional supplies and materials loaned to students. Minor damage may be dealt with by the principal in the manner judged most suitable, with a report to the Superintendent of Schools. If the parent does not voluntarily make repayment, a full report of the case shall be referred by the Superintendent of Schools to the District Attorney for advice and assistance in making recovery.

DISCIPLINARY ACTION FOR STEALING/THEFT/VANDALISM MAY RESULT IN SUSPENSION UP TO 5 DAYS. ANY FURTHER VIOLATION SHALL BE GROUNDS TO INITIATE EXPULSION FROM SCHOOL.

Drugs, Alcohol and Tobacco:

For complete District Policy Manual see District Office or East Minico's Office.

Policy number 502.30

Date of Adoption: April 18, 1995

REVISED: July 21, 1998

Minidoka County School District recognizes that substance abuse, the harmful use of drugs and alcohol, and the problems associated with it are becoming increasingly commonplace in our society. We recognize that a student's involvement with drugs and alcohol may cause problems in their daily lives. We also recognize that in many instances a student's involvement can lead to the illnesses of chemical dependency and alcoholism. We support prevention, early intervention, and appropriate referral. Our intent is to identify and document behaviors/appearances that would be considered detrimental to the student. We will be involved in disciplinary

action when a violation of this policy occurs in order to convey the message that drugs, alcohol, tobacco and controlled substance abuse will not be tolerated in our schools.

We believe in the value of training employees to help recognize and to increase awareness levels. We wish to encourage continuing training in this area among employees through the state and district programs and through our employee's own efforts.

Minidoka County School District believes that along with the parents and the community, the school has a role to play in helping students understand the health risks and dangers of alcohol and drug use. Therefore, we will cooperate by acting as a resource to students, parents and teachers. Our intent is to act as an educator, identifier, referring agent to promote the safety, health, and well-being of our students.

Definitions:

1. **Use:** To consume, to take, or to be under the influence of a controlled substance, alcohol or tobacco on district property or at a school sponsored activity.
2. **Possession:** To have controlled substances, drug paraphernalia, alcohol, and/or tobacco products on his/her person or within an area of his/her control including but not limited to car, locker, books, and clothes on or near district property or at a school sponsored activity.
3. **Distribution/sale:** To share and/or sell alcohol, tobacco or other controlled substances to other students or persons on district property or at a school sponsored event.
4. **Controlled Substance:** Include, but are not limited to, opiates, opium derivatives, hallucinogenic substances, including cocaine and cannabis and synthetic equivalents of the substances contained in the plant, any material, compound, mixture or preparation with substances having a depressant effect on the central nervous system, and stimulants.
5. **Drug:** Includes any alcohol or malt beverage, any tobacco product, any controlled substance, any illegal substance or mood altering substance. Any abused substance, any medication not approved and registered by the school authorities and/or any substance which is intended to alter mood.
6. **Alcoholic Beverage:** Any beverage that contains alcohol, including but not limited to beer, wine, wine coolers, and liquor.
7. **Tobacco:** Any substance as defined by Idaho Code 39-5702.
8. **Found:** When school administrators determine the student has involvement in use, possession, distribution of alcohol or controlled substances on school property.
9. **Behavioral Management Team:** A team selected to counsel, advise investigate, students who are having behavioral/substance abuse problems. The team is comprised of the administrators, counselors, the school nurse and the school psychologist. Optional members may include teachers and the Student Resource Officer.
10. **Intervention:** The process by which designated members of the Behavioral Management Team share information and concerns about a student with the student's parent(s) or guardian(s) and make recommendations for dealing with the concern.
11. **School Sponsored Activities:** Any school sponsored event that takes place outside of the regular day and/or a school letter can be earned, i.e. band, choir, dances, debate, drama, school clubs, sports, etc. If the activity event to be missed is counted as part of the academic grade, i.e. band, choir, drama, debate, the student may be given an alternative activity to accommodate the grade.
12. **Voluntary Disclosure:** Any student who voluntarily disclosed using or being under the influence of any controlled substance before he or she is reasonably suspected to be in violation of the law and this policy will be provided anonymity to the extent that:
 - Disclosure is held confidential on a faculty need-to-know basis.
 - Notification is provided to parent/guardian.
13. Available counseling is offered at the school level.

14. Professional Drug/Alcohol Assessment: This assessment will be performed by professional state certified evaluators who are independent of the Minidoka County School District. This assessment is of no cost to the school district and is the financial responsibility of the parent/guardian. This process includes an objective assessment tool which gathers data relevant to major life areas to determine if a substance abuse problem exists and to what extent.

Disciplinary Procedures:

Any student on school premises or on a school sponsored activity found to be under the influence, using, possessing, distributing/selling alcohol or other controlled substances (as defined above) regardless of any previous voluntary disclosure, is subject to evaluation by a qualified counselor, administrator, or designee. Upon completion of the school's evaluation, the building designee may choose to initiate procedures for evaluation by law enforcement. The law enforcement evaluation may result in the transfer of school custodial responsibility to that of law enforcement in accordance with Section 20-516, Idaho Code subject to disciplinary action as outlined in the following manner.

Drug, Alcohol, Tobacco and Controlled Substances Procedure:

First Offense: While in attendance at the middle school level: law enforcement and parents will be contacted immediately upon suspicion of the violation. Upon verification of the offense, the student will complete the following requirements or the student may be recommended for expulsion. The student will receive suspension for the next five (5) school days (additional days may be recommended by the Superintendent of Schools and the Board of Trustees). The student will be ineligible for participation (competitions/performance) in all school sponsored activities for the remainder of the sport season. The student and parent(s) may be required to attend the district's parenting classes and provide verification of completion to the school district. The student may, at their own expense, be required to receive a professional drug/alcohol assessment conducted by a qualified alcoholism/substance abuse counselor and follow recommendations. A release of information to the school district is required. Upon returning to school, the student will be required to follow the readmission conditions as specified by the school level administration.

Second Offense: While in attendance at the middle school level law enforcement and parents will be contacted immediately upon suspicion of the violation. Upon verification of the offense, the student will be suspended from school five (5) days. The student may receive additional day's suspension upon recommendation from the Superintendent of Schools and the Board of Trustees and may be referred for expulsion.

1. The student will be ineligible for participation (competitions/performance) in all school sponsored activities for the remainder of the sport season.
2. The student and parent(s) may be recommended to attend the districts parenting classes and provide verification of completion to the school district.
3. The student may be required, at their own expense, to receive a professional substance abuse assessment conducted by a qualified substance abuse counselor and follow the recommendations thereof. A release of information to the school district is required.

The student will be ineligible the remainder of the school year for all school sponsored activities.

Third Offense: While in attendance at the middle school level law enforcement and parents will be contacted immediately upon verification of the offense, the student will be suspended from school five (5) days. The student may receive additional day's suspension upon recommendation from the Superintendent of Schools and the Board of Trustees.

1. The student will be ineligible for participation (competition/performance) in all school sponsored activities for the remainder of the sport season.
2. The student and parent (s) may be recommended to attend the districts parenting classes and provide verification of completion to the school district.

3. The student may receive at the parent's expense a professional substance abuse assessment conducted by a qualified substance abuse counselor and follow recommendations. A release of information to the school district is required.
4. The student will be ineligible for the remainder of the school year for all school sponsored activities.
5. The student may be referred for expulsion.

If an additional offense while in attendance at the middle school level occurs, parents and law enforcement will be contacted immediately upon suspicion of the violation. The student will receive suspension for the next five school days (additional days may be recommended by the Superintendent of Schools and the Board of Trustees). The student will be recommended for expulsion. The duration of the expulsion may be up to three trimesters. Upon return to school, the student will be required to follow the readmission conditions as specified by the school level administrator.

Student Activities Drug and Alcohol Policy: Refer to the District Extra Curricular Activities Handbook.

Discipline of Special Education Students: A violation of prohibitions in this policy by any student who qualifies for special education services under the Individuals with Disability Education Act (IDEA) or Section 504 shall be handled on a case by case basis according to Federal and State laws.

Referral of Possible Substance Abuse to Behavioral Management Team: Whenever a concern is expressed regarding a student's behavior in conjunction with possible use of drugs, alcohol, tobacco, and/or controlled substances, the student will be referred to the Behavioral Management Team.

Controlled Substances Referral to Law Enforcement: Once a student is reasonably suspected of being in violation of the law and this policy regarding controlled substances, regardless of any previous voluntary disclosure, the building principal will immediately notify the local law enforcement agency and will seek a law enforcement evaluation of the student. The evaluation may seek transfer of school custodial responsibility to the state department of juvenile corrections.

Any student exhibiting inappropriate behavior that suggests "using" or "being under the influence" of controlled substances will be immediately escorted by a district employee to an administrative office for interviewing and observation by an intervention-trained specialist. Except in the case of an emergency, the student will not be left unattended and will not be allowed to leave the school premises.

The principal or designee will refer the student to the law enforcement agency upon observing and/or interviewing the student and reasonably suspecting that the student is using or under the influence of a controlled substance. The district employees will cooperate fully with any law enforcement investigation of a violation of this policy, including but not limited to providing access to lockers, desks, and other school property, and providing oral and/or written statements regarding the relevant events.

The principal, and/or any other employee having observed the student's behavior will document his or her observations of the student; the documentation will be provided to the law enforcement agency, and a copy will be placed in the student's discipline record.

Weapons and Dangerous Items: Implements manufactured, used or intended for use as weapons may not be carried at school or on the way to and from school. Students found in possession of weapons shall immediately be referred to the appropriate law enforcement agency and suspended from school until a thorough investigation is made of the circumstances. If there is satisfactory evidence that the student's continued attendance will be dangerous to other persons, expulsion proceedings shall be initiated. The following items are

specifically prohibited: Guns, Ammunition, Snap blade knives, non-closing knives, razors, firearms, fireworks, explosives (including caps and fire crackers), “first loads” and brass knuckles, chains, iron bars, laser pointers, and other objects capable of being used as weapons will be considered as such unless the circumstances indicate contrary. All weapons, whether or not listed herein, are similarly prohibited. The use of any normally non-dangerous implement such as a stone, table fork, board, stick, baseball bat, matches, pins, darts, needles, and toothpicks, as a weapon shall not be brought to school by students. Any of the above mentioned items will be confiscated as evidence and not returned.

Possession, use, or attempt to use on school property or in any school building, anything as a weapon will result in the student being immediately handled in a manner that is consistent with the current school district policies entitled “Suspension” and “Expulsion.”

Specific requirements and laws shall prevail under certain circumstances that relate to Special Education.

ANY STUDENT HAVING IN HIS/HER POSSESSION A WEAPON, AS DEFINED UNDER THE GUN FREE SCHOOL ACT, ON SCHOOL PROPERTY OR IN ANY SCHOOL BUILDING, OR AT ANY SCHOOL SPONSORED ACTIVITY, WILL BE IMMEDIATELY SUSPENDED FROM THE SCHOOLS OF THE DISTRICT AND RECOMMENDED TO THE BOARD OF TRUSTEES FOR EXPULSION. SUCH SUSPENSION WILL BE FOR THOSE DAYS PERMITTED BY LAW UNDER IDAHO CODE 33-205. SEE POLICY #502.41 FOR FURTHER DETAILS

Inappropriate Items for School: Riding skateboards, blade skates, etc, on school property is prohibited. Students who choose NOT to keep this rule will be subject to the consequences defined in the school discipline plan. (See #15 on page 14). The following items have no place on the school grounds: Walkmans, portable radios, cellular telephones, pagers, cameras, cassettes, CD’s, electronic games, game boys, toys, hats, sunglasses, or large amounts of money.

Students choosing to bring any of the above listed items to school do so at their own risk. The school is not responsible for any lost or stolen personal property. The above items are considered to be disruptive to the educational process. Items not previously approved by the teacher for use in the classroom will be confiscated and turned into the office. Confiscated items may be relinquished.

Immoral Conduct: Although students come from homes and social groups with differing moral practices, the school shares responsibility with the homes and other agencies for teaching students what behavior does and does not meet generally acceptable community standards of morality. Children cannot always be sheltered from exposure to immoral influences. However, the principal must exercise judgment and care to prevent exposure of students to harmful influences.

Any student who commits or attempts to induce another student to commit an act or acts of immoral conduct, that in the principal’s judgment may be harmful to others or bring discredit to the District, shall be suspended until suitable corrective action can be determined. If it appears that the law may be violated, the student shall be referred to the police. After study of the problem, the student shall either be (1) readmitted or (2) recommended to the School Board for expulsion.

Hazing and Initiation: There will be no hazing or initiation of students. Students who fail to keep these rules will be subject to appropriate disciplinary consequences.

DRESS POLICY

Policy Number 507.98

Date of Adoption: July 21, 1998

In order to ensure academic excellence, behavior and personal responsibility, dress will be of a nature that sets a school-wide tone of caring about personal pride, and the courteous customs of the society in which we live.

The purpose of this policy is to model and promote a safe, productive, and professional environment for students, staff and the community. This policy will apply equally and without bias based on race, color, religion, national origin, disability.

Requests for clothing and/or appearance change, assignment of discipline referrals and general discipline policies will be used as the enforcement tools of this policy. Pursuant to the above philosophy and in an attempt to create a workable and enforceable standard of dress, the following guidelines are delineated:

- 1. General:** Clothing should always be clean, mended, and suitable to body size and in good taste. Clothing including shirts, book bags, backpacks, accessories (including notebooks and binders) with messages, writing, graffiti, and/ or insignia which advertise, endorse, and/or promote drugs, tobacco, alcohol, profanity, illegal activities, racially derogatory or “hate group” references, Satanism, death or destruction, violence, shock-rock, sadism, gangs, racial separatism, and sexual innuendo are prohibited.
- 2. Clothing:** Pants/slacks are to be worn at the waist. Belts are not required, but if worn, must be in belt loops and are not to hang down. Pants that cannot be held up without a belt are forbidden. Bib type overalls/coveralls shall be worn with the bib up. Clothes must conceal undergarments at all times. Clothing which is unduly revealing or attire which detracts in any way from the educational mission of the school’s instructional program is unacceptable.
- 3. Insignia:** Insignia are prohibited in any form if they contain certain words, symbols, messages, styles or gang symbols, logos, emblems which degrade gender, religion, culture, sexual orientation, ethnic values, obscene symbols, signs, and slogans.
- 4. Head Coverings and Hats:** During school hours, all head coverings are unacceptable for all students and staff with the exception of head coverings for medical purposes or religious observance.
- 5. Accessories:** Belts must be in the belt loops and are not to be hanging from the waist. Accessories having studs or spikes (including metal) are prohibited. All pet paraphernalia is prohibited. Chains, including wallets which have a chain attached are prohibited. Jewelry which could inflict bodily harm, be used for drug paraphernalia, or construed as a weapon is prohibited. No jewelry is to be worn that has references to sex, drugs, alcohol, gangs, or any of other insignias etceteras as outlined in Sections A and C. Shoes must be worn at all times. Visible body piercing that could inflict bodily harm to self or others, or materially interferes with school activities is prohibited. No gang-related, profane or vulgar language, symbols or insignias etceteras (See sections A and C above) are to be cut into hair or tattooed or cut into skin. All permanent marks must be covered. Bandannas are prohibited as attire in the school building.

Final Considerations: This policy will be in effect during all school hours and regular work days and at all school sponsored activities and events. Coaches and teachers, with the approval of the individual school site administration, may impose dress requirements to accommodate the special needs of participants in certain sports, classes, and activities. The administration of the individual school site or district department has the authority to set the mode of attire for “special occasion” days and activities. The administration of the individual school site or district department shall have the discretion to determine if a student’s attire, hair and/or grooming is acceptable and within appropriate standards. The Minidoka County Joint School District #331 Board of Trustees may review this policy annually and has the authority to amend the policy as necessary throughout the year. (Adopted July 21, 1998 and revised July 21, 1999)

6. Dress Code Violation/Consequences:

- 1ST Time: Written warning. Example speeding ticket.
- 2nd Time: Written notice to student and parent, plus 30 minutes after school detention.

- 3rd Time: Written notice to student and parent, plus 60 minutes after school detention.
- 4th Time: Written notice to student and parent: Cannot return to school without a parent. May receive one day Pass Room.
- 5th Time: Written notice to student and parent: Cannot return to school without a parent. May receive suspension in school or out up to 5 days.

DISCIPLINE PLAN

1. School Wide/Classroom Discipline Plan: In order to guarantee your child and all the students in our school the excellent educational climate they deserve, we have developed a School wide/Classroom Discipline Plan that will be in effect at all times.

2. School Wide Rules:

- Follow all rules for good conduct.
- Be present and on time to class unless excused with a hall pass from a teacher.
- No alcohol, illegal drugs or tobacco.
- No swearing, obscene language or gestures.
- Fighting, stealing, disrespect to staff or any action where the safety or welfare to yourselves or others is involved is not permitted.

3. Classrooms:

- When in the classroom, students must comply with the following rules:
- Follow directions first time they are given, and always be on task.
- Do not leave assigned area without the teacher's permission.
- No disruptions or disrespectful behavior. Keep hands, feet, and objects to yourself.
- Be prepared, and ready to work when the bell rings. Bring book(s), paper, pencil, & assignment (s).
- No cheating. Any student caught cheating or allowing one to copy work will receive an appropriate discipline.

4. Consequences For Classroom:

- First Time - Student is given a warning.
- Second Time - Student is given 2 minutes after class.
- Third Time - Student is given 30 minutes after school detention.
- Fourth Time - Student is given 1 hour after school detention, and parent/guardian is notified of improper behavior.
- Fifth Time - Student is sent to office.
- Severe Clause - If student is severely disruptive, such as violent or insubordinate, consequences 1 - 4 will be disregarded and the student will be sent directly to the office.

5. Outdoors, Hall And Lunchroom:

- No crowding in the lunch line. No throwing food. Eat and visit in an orderly manner.
- No running. No loud noises. No tackle football.
- Keep hands and feet to yourselves. No horseplay.
- Be courteous. Do not disrupt classrooms, from inside or outside.
- The back playing field, trees, and parking lots are off limits during school.

6. Auditorium And Gym:

- Students enter and leave in an orderly manner.
- Students are courteous to performers.
- Students are dismissed from the gym by grade level.

7. Consequences For Halls, Lunchroom, Outdoors, Auditorium, And Gym:

- Warning
- ½ hour after school detention
- 1 hour after school detention
- 1 hour after school detention
- Severe Clause - Refer to the office

8. Disciplinary Consequences For Tardiness:

- First tardy - Student is held for 2 minutes after class.
- Second tardy - Student is given 30 minutes after school detention.
- Third tardy - Student is given 1 hour after school detention, and parent is notified, and 1 absence is assessed to the office.
- Fourth tardy - Student is given 1 hour after school detention.
- Fifth tardy - A parent conference will be held in the office.

9. Disciplinary Consequences For Out Of Class Without Permission/Unexcused Tardy:

- Automatic one hour after school detention assigned by Administration.
- **School Bus Discipline:** Safety is of prime importance for our boys and girls as we transport them to and from school. This depends upon safety alertness on the part of the bus drivers and good conduct on the part of the students being transported. Rules and regulations will be enforced by the bus driver. Parent/guardian and teachers can cooperate to make the bus ride a safe one. We ask that parent(s)/guardian(s) discuss good bus conduct with their children and to assume responsibility for good conduct. The administration, the principals and the teachers will also do their best in promoting good school bus conduct. Loud talking, swearing, pushing, general nuisance, and pranks cannot be tolerated on a school bus to distract the attention of the drivers. We will appreciate the cooperation of all to aid in good safety habits.

10. Severe Clause: Written notice will be issued to student and the parent will be notified (call or written notification) Suspension, in school or out issued may be up to 5 days. A continually defiant student may be referred to Expulsion Committee.

Requests for clothing and/or appearance change, assignment of discipline referrals and general discipline policies will be used as the enforcement tools of this policy.

11. Insubordination/Inappropriate Language/Disrespect To Staff: Any student who refuses to obey a member of the school staff or uses obscene or profane language or gestures in the presence of a staff member are subject to automatic one-hour after school detention and up to an including suspension/expulsion from school.

12. Students' Display of Affection: Any kissing, necking, embracing, or other undue public display of affection in school, on school grounds, or when a student is in any school-sponsored activity is not appropriate. Students who fail to keep these rules will be subject to appropriate disciplinary consequences.

13. Sexual Harassment: Sexual Harassment whether verbal or physical of students and/or employees is prohibited and will not be tolerated. Sexual harassment may include but not limited to inappropriate touching (patting), implied sexual favors; suggested sexual activity; verbal harassment or abuse that is gender oriented. Any person who believes he or she has been a victim of sexual harassment should report the alleged acts immediately to an appropriate teacher, counselor, and supervisor, principal or

superintendent. The Board of Trustees believes that students and employees of the Minidoka County School District #331 have the right to learn and work in an atmosphere which is conducive to the achievement of their fullest potential. Complaints will be investigated following procedures of the School District Policy (502.13)

14. Cheating: To cheat is defined by Webster's Dictionary as follows: 1) to defraud, swindle; 2) to be dishonest or deceitful. The teachers and administrators at East Minico consider cheating or taking another's work as unacceptable behavior. Any student caught cheating or allowing one to copy will receive a zero for the assignment and receive the appropriate discipline. A minimum consequence of one hour after school detention will be assessed.

15. School Bus Discipline: Bus drivers will report all cases of violation of bad conduct to the Principal(s) and the Director of Pupil Transportation. The student will be given a notice of violation of bad conduct. The following will be necessary:

The "first" note is only a warning that the above has taken place. (This note must be signed and returned to the driver the next morning in order for the student to ride the bus).

The "second" note will bring disciplinary action and possible suspension of bus riding privileges from one (1) to four (4) days. Parent/guardian must be contacted by the Director of Pupil Transportation to see if a solution to the problem can be reached. If a solution is not agreed upon, the conference is held with the Superintendent or his representative.

The "third" note may bring suspension from one day to complete suspension from riding the bus. Parent/guardians must meet with the bus driver, the Director of Pupil transportation and the Principal (s) if the student is to be allowed to ride the bus after the temporary suspension periods. The Principal(s) may suspend students from riding the bus from one (1) to two (2) weeks. Students recommended for permanent suspension must be referred to the School Board for official action.

The bus driver will not exclude a student from the bus as it goes to or from the school unless an emergency endangering the safety of the other children demands immediate exclusion of the violator. In all cases, except emergencies, exclusion of the violator will come after the parent/guardian has been properly notified under the above regulations for first, second and third notices.

16. With Law Enforcement Agencies: Schools are obliged to work closely with law enforcement agencies in the control of student behavior. In general, these agencies will be called on to assist in handling instances of theft or physical danger, and situations requiring involuntary searching of students.

UP-STEP PROGRAM

5th & 10th Discipline Notices/Behavior Reports:

- Upon receiving the 5th notice, a conference will be held with all of the student's teachers to review the student's status in all classes.
- Upon receiving the 5th notice, a parent conference may be required with all of the student's teachers and principal(s). The student will be up-stepped to 1 hour in all classes. Probation time from all school activities will be assigned by school vice-principal. Students may earn back activities by not receiving any more detentions during said probation time.
- A parent conference includes teachers (if possible) with the principal(s).
- Students can receive 5 more notices at 1 hour after school detention.

- Upon receiving the 10th notice, a conference will be held with all of the student's teachers to review the student's status in all classes.
- With the 10th notice, another parent conference is required with all of the student's teachers and principal(s). A parent conference includes teachers, if possible with principal(s). Student is up-stopped to Automatic Office Referral in all classes. Teacher cues student to be on task. Failure to follow instructions results in possible removal from class to office.
- Principals will issue discipline action, which may lead to suspension in school or at home and/or expulsion. Probation may be extended or given again.
- ***ANY FURTHER NOTICES WILL BE REVIEWED BY THE SCHOOL ADMINISTRATION FOR POSSIBLE SCHOOL SUSPENSION AND EXPULSION.***

After School Detention Plan: If a student is given a detention, he/she will take a copy of the detention notice home. The student must bring the notice signed by parent/guardian into the after school detention room or he/she will not be admitted. The detention notice will inform you of the reason for the detention, the date the detention is to be served, the length of the detention, and the teacher who issued it.

By your awareness of the detention, it is our hope that together we might impress upon the student the importance of obeying each teacher's classroom rules. By obeying the rules, the students will not be assigned any detention time and this is the goal desired by both the school and the parents.

If a student does not serve his/her detention on the assigned date, the teacher has the right to increase the amount of time to serve. The only exception to this is if the student had an excused absence on the date of the detention. If this is the case, the student will be required to make up the detention on the next detention date that the student is present.

Detentions are served after school 2 times per week, Tuesday, Wednesday. The student must be in the detention room by 3:15 p.m. The school reserves the privilege of dismissing students from detention if they are disruptive or if they do not come with proper materials. It is the student's responsibility to have transportation following detention and students are to leave school immediately following dismissal from detention.

Rewards!!

Included in our School wide/Classroom Discipline Plan are ways to positively reinforce students who behave appropriately. We will reward students individually and as a class. Some of these rewards are:

- Cookout
- Ice cream treats
- Special assemblies
- Detention Free Parties at end of each trimester.

In order for this plan to have its greatest effect, we need your support. Thank You for your cooperation.

STUDENT AWARDS

Honor Roll: Students who receive a grade point average of B+ (3.5) or higher are placed on the Honor Roll after each grading period.

Straight A's: Each student who earns or maintains straight A's for the school year will receive a special certificate.

Perfect Attendance: Each student with perfect attendance for the school year will receive a perfect attendance certificate.

Special Awards: Students may receive a special award for outstanding performance and contribution to the school.

COUNSELOR

Do you need help? Do you have a problem? Do you need to talk to someone?
Is someone bothering you? Did you see or hear something that bothered you?

The following people can help you!!!

1. **Your teachers:** Your teachers will take time to listen and make sure you get the help you need.
2. **Your counselor:** Mrs. Merrill is interested in your problems and is available in the office to help you. Tell one of the secretaries you want to see her.
3. **The principal:** Mr. Vogt is interested in keeping the school safe and pleasant for everyone. He wants to hear your concerns and know about any problems in the school. Tell one of the secretaries if you need to see him.
4. **Your parents:** If you feel you can not talk to anyone at the school tell your parents and they can call the school and talk to any of the people above.
5. **The school resource officer:** Wants the school to be safe for everyone. Please see the resource officer if you have any problems or suggestions.

Remember: If you have a problem or a concern and do nothing, nothing will change!!!!

MISCELLANEOUS POLICIES

Sick Room: Students will use the sick room only with permission from the principal, teachers or secretaries. Students who use the sick room without permission will be considered out of class without permission or truant. The principal or secretaries will be informed when a teacher sends an ill student to the office.

Visitors: All visitors are required to sign in at the school office and obtain a visitor pass. Because of problems in the past, students from other schools may not visit during regular school hours. **This will not be allowed in any case.**

Courtesy: Students at East Minico are expected to be courteous to teachers, school employees, other students and visitors. Each of us should strive to be considerate of all others. Keep halls and stairways open to others by walking to the right. Do not block traffic by standing in groups. Do not push or run in the halls. Students should be respectful to all people presenting assemblies. Whistling, booing, and stamping feet are considered bad manners.

Telephone Calls: Office phones are to be used for illness and emergencies only. All other calls are to be made at the pay phones.

Personal Possessions: Students should mark all personal items for identification.

Backpacks: Students are NOT allowed to carry their backpacks to and from each class. They must be put into their locker before school and remove it after school.

Building Hours: The school building will be open to students at 7:45 a.m. Students are to leave the building by 3:30 p.m. unless involved in supervised activity.

SCHOOL NURSE

The Idaho Department of Education requires that formal classroom instruction on Sexually Transmitted Disease and HIV/AIDS be presented in Middle School. All seventh grade students will be asked to participate in a program called Sex Respect. Sex Respect is a Minidoka County School Board Approved Curriculum. Sex

Respect is taught by certified educators with the option of utilizing a Registered Nurse. The program involves approximately fifteen class periods. The program is taught in a coed classroom setting.

The goals of the Sex Respect curriculum are to enable each individual to develop responsible behavior, positive self-esteem, and respect for others as they make decisions involving their use of sexual freedom. The students will realize that true sexual freedom includes the freedom to say “NO” to sex outside of marriage.

All students are required to have a signed permission slip from a parent/legal guardian in order to participate in this program.

Parents, we would like to encourage your involvement and interest in your student’s course work. Parent’s manuals are available for you to check out and read so that you can be aware of what your child is studying. If you have any questions or would like to check out a parent manual please call your building principal or contact your child’s teacher. Parents you are welcome to attend one or all of the scheduled classes. If you desire to attend a class you must check in with the Principal or Assistant Principal of the school. You must be on time and attend the entire length of the class; this is done to minimize any classroom disruption.

IMMUNIZATIONS

Immunize Today For A Healthy Tomorrow: The Idaho 1992 Legislature Session amended the 1978 Immunization Law making it mandatory that all children (preschool and kindergarten through twelve) have all their immunizations before they can be admitted to school.

Children without an immunization record will not be admitted to school this fall. To register a student for school, a parent/guardian must present a birth certificate and show records of completed immunizations. Completed immunizations required by the State Of Idaho include:

- 3 Polio
- 4 DPT (Diphtheria, Pertussis, Tetanus)
- 1 MMR (Measles, Mumps, Rubella)
- 3 Hepatitis B (required for children born on or after 11/22/1991)

Parents/Legal Guardians, if your children do not have a completed immunization record, you must take the initiative to have shot records, specific dates, and times of their next inoculation. By Idaho State Law, children will not be registered unless pre-scheduling of needed immunizations has taken place.

Children with medical contradictions of immunization vaccine will be exempted from taking the inoculations. Exemptions are granted on an individual basis.

The rules of “no immunizations--no enrollment” applies to public, private and parochial schools. The State of Idaho felt (specifically measles, diphtheria, and pertussis) they had no choice but to legislate a mandatory immunization ruling. Remember, this legislative mandate affects all school age children. The action of the legislature is to secure a safe and healthy learning environment for all children. Immunization is prevention in action.

Medication Policy

Policy Number 504.17 Date Adopted: July 18, 2005

District Personnel shall not dispense medication except as set forth in this policy.

Guidelines

If a student must take medication during the school day, the following guidelines will be adhered to:

PRESCRIPTION MEDICATIONS

1. If a school is being asked to administer medication, the parent/guardian must submit a completed district Medication Authorization Form which is available at each school office. The prescribing doctor must sign the completed form.
2. The medication must be in the original container and brought to the school office by the parent/guardian. Verification of the quantity of medication in the container will be made by district personnel in the presence of the parent/guardian and logged on the student's charting record.
3. The student's name, prescription number, doctor and directions must be clearly set forth on the container.

NON-PRESCRIPTION (OVER-THE-COUNTER) MEDICATIONS

1. If a school is being asked to administer medication, the parent/guardian must submit a completed district "Medication Authorization Form" which is available at each school office.
2. The medication must be in the original container and brought to the school office.

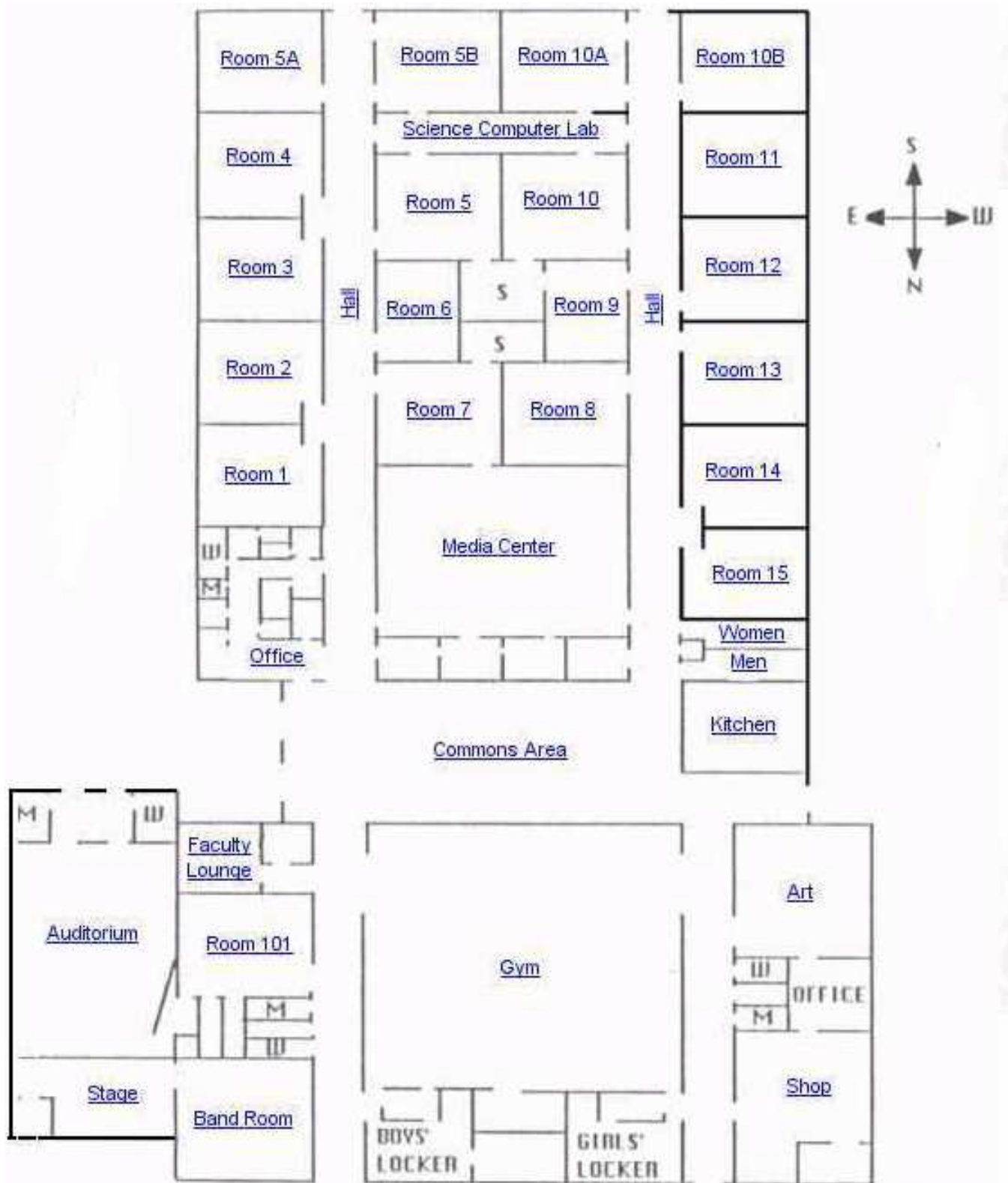
ADDITIONAL GUIDELINES

1. All medications to be administered by District personnel will be stored in a locked cabinet.
2. It is the student's responsibility to come to the office at the appropriate time to take his/her medication, unless the student has a disability and is unable to do so.
3. No medication that a school is being asked to administer will be dispensed without a completed district Medication Authorization Form on file.
4. Non-prescription medications, such as Aspirin or Tylenol, will not be provided to students upon request. Students must supply their own over-the-counter medications.

LEGAL REFERENCE

Idaho Code Sections 33-506(1) and 37-2701 *et.seq.*

PLEASE CONTACT YOUR CHILD'S SCHOOL OR THE SCHOOL NURSE IF YOU HAVE ANY QUESTIONS





Downstairs have these rooms:

Teacher's Lounge

Choir Room

Band Room

Boys' Locker room

Art

Shop

Gym

Girls' Locker room

Upstairs

201

P.A.S.S. Room

Home Economics

205

206

Weight Room

Room 301

Room 302