

BP 5123 PROMOTION/ACCELERATION/RETENTION

The School Board desires to see student's progress with their peers through the school system's grade levels. To accomplish this, instruction should accommodate the varying interests and growth patterns of individual children and include strategies for providing extra attention or assistance when needed.

Promotion

Students shall progress through the elementary grade levels by demonstrating growth in learning the required basic skills.

Progress toward high school graduation shall be based on the student's ability to pass the subjects and electives necessary to earn the required number of credits.

(cf. 6146.1 - High School Graduation Requirements)

Acceleration

Acceleration is possible when high academic achievement is evident. However, the student's social and emotional growth shall be taken into consideration before placing him/her in a higher grade.

Retention

The School Board recognizes that research indicates that very few children benefit from being retained during the elementary and middle grades. The Superintendent shall promote alternatives to retention among certificated staff.

When a teacher believes that retention is necessary to meet a student's needs the teacher shall share this concern with the principal. Then a team comprised of the principal and the student's teacher(s) and parent/guardian shall meet to consider the child's academic, social and emotional performance.

(cf. 6164.5 - Student Study Teams)

(cf. 5121 - Grades/Evaluation of Student Achievement)

(cf. 6141 - Curriculum Development and Evaluation)

(cf. AR 5113 – Absences and Excuses)

Before retaining a student, the principal or designee shall determine that:

1. The attendance has not been met per AR 5113.
2. The student has not met grade-level standards of expected student achievement.
3. Remedial help for the student has not sufficiently prepared the student for advancement.
4. Appropriate treatment targeted to the student's needs will be provided in addition to retention.
5. The student's parent/guardian has been provided the opportunity to participate in decisions regarding alternative intervention and retention.

Parental agreement is suggested, but not required, for retention.

Reviewed 3/2015

Reviewed 5/2018

Reviewed 5/2023

Updated 6/2023

Craig City School District

PROMOTION/ACCELERATION/RETENTION

BP 5123(a)

Note: The following optional policy may be revised or deleted as desired to reflect district philosophy and needs.

The School Board desires to see students progress with their peers through the school district's grade levels. To accomplish this, instruction should accommodate the varying interests and growth patterns of individual children and include strategies for providing extra attention or assistance when needed.

Promotion

Students shall progress through the school district's grade levels by demonstrating growth in learning the required basic skills.

Progress toward high school graduation shall be based on the student's ability to pass the subjects and electives necessary to earn the required number of credits.

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6146.5 - Differential Requirements for Individuals with Exceptional Needs)

Acceleration

Acceleration is possible when high academic achievement is evident. However, the student's social and emotional growth shall be taken into consideration before placing him/her in a higher grade.

Retention

The School Board recognizes that research indicates that very few children benefit from being retained during the elementary and middle grades. The Superintendent or designee shall promote alternatives to retention among certificated staff.

Note: Strategies for reducing retention rates may include reading intervention programs, tutorial programs, and the use of ungraded schools, combination classes, year-round education, and developmentally appropriate primary curriculum designed to meet the needs of children at their own developmental stage.

Note: The following paragraph requires the use of student study team when retention is recommended.

When a teacher believes that retention is necessary to meet a student's needs, he/she shall ask the principal to establish a student study team to consider the child's academic, social and emotional performance. The student's parent/guardian shall be invited to participate on the student study team.

Under the Alaska Reads Act, a student retained due to a reading deficiency must be provided the process set forth in BP 6147 and AS 14.30.765(d) – (m).

Students

PROMOTION/ACCELERATION/RETENTION

BP 5123(b)

(cf. 6164.5 - Student Study Teams)
(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 6141 - Curriculum Development and Evaluation)
(cf. 6147 - Alaska Reads Act Intervention Programs)

Legal Reference:

ALASKA STATUTES

AS 14.30.760 Statewide screening and support

AS 14.30.765 Reading intervention services and strategies; progression

ALASKA ADMINISTRATIVE CODE

4 AAC 06.400 Statewide literacy screening and support

4 AAC 06.405 Reading intervention services and strategies

4 AAC 06.410 Individual reading improvement plan

4 AAC 06.415 Student Progression

4 AAC 06.490 Definitions

Updated 6/2024

AASB POLICY REFERENCE MANUAL

9/92

Meetings

Meetings of the Board are conducted for the purpose of accomplishing district business. A meeting of the Board shall consist of any gathering of the members of the Board when more than three members of the Board, or a majority of the members, whichever is less, are present and collectively consider a matter upon which the Board is empowered to act. As a matter of district policy and state law, meetings ordinarily shall be open to the public. The Board may meet in closed sessions only to discuss certain matters as permitted or required by Alaska's Open Meetings Act.

(cf. 9321 Executive Sessions)

Reasonable public notice shall be given for all meetings of the Board in accordance with law and district practice, and shall be posted at all regular district and school sites before the meeting. Such notice shall include the date, time and place of the meeting and, if the meeting is by teleconference, the location of any teleconferencing facilities that will be used. Agendas will be posted, at a minimum, at the post office and city hall.

(cf. 9012 - Communications To and From the Board)

(cf. 9322 - Agenda/Meeting Materials)

(cf. 9323 - Conduct of Meetings)

Regular Meetings

The Board shall hold one meeting a month on the fourth Wednesday of the month to conduct business unless another date and/or time is mutually agreed upon. Another meeting may be held for workshop purposes on the second Wednesday of the month unless another date and/or mutually agreed upon. These meetings shall be held at 7:00 p.m. at a site to be designated by the Board. Notice of regular meetings shall be posted at least three (3) days prior to the meeting.

Special Meetings

Special meetings of the Board may be called by the presiding officer or a majority of the Board members.

Except in the case of an emergency, notice of special meetings shall be provided at least 24 hours before the meeting. This notice shall specify the date, time, place and, if the meeting is by teleconference, the location of any teleconferencing facilities that will be used. This notice also shall be posted at all regular district and school sites at least 24 hours before the meeting.

Notice of a special meeting shall include a statement of the purpose of the meeting. No business may be transacted at this special meeting, other than that which is specifically stated in the notice of the meeting.

Teleconferences

Recognizing the inherent responsibility and statutory duties of Board members, the Board strongly encourages Board members to attend and participate at meetings of the Board. Though great importance is given to the physical presence of Board members at meetings, the attendance and participation of members by teleconference is authorized whenever physical presence is not practicable. All votes at a meeting of members attending by teleconference shall be taken by roll call.

The Board also authorizes the use of teleconferences for Board meetings when receiving public comment or testimony, and during Board deliberations.

Whenever possible, meeting agendas and supporting materials shall be available at all teleconference facilities used for the Board meeting.

Legal Reference:

ALASKA STATUTES

14.08.091 Administration

14.14.070 Organization of school board

14.14.080 Declaring a school board vacancy

29.20.020 Meetings public

44.62.310 Agency meetings public

44.62.312 State policy regarding meetings

Reviewed 4/2016

Reviewed 9/2020

Revised 4/2023

MEETINGS

Note: Alaska's Open Meetings Act A.S. 44.62.310-.312 requires meetings of the Board to be open to the public except as allowed by law and requires reasonable public notice of such meetings. 1994 revisions to the Act are reflected in this sample policy.

Meetings of the Board are conducted for the purpose of accomplishing district business. A meeting of the Board shall consist of any gathering of the members of the Board when more than three members of the Board, or a majority of the members, whichever is less, are present and collectively consider a matter upon which the Board is empowered to act. As a matter of district policy and state law, meetings ordinarily shall be open to the public. The Board may meet in closed sessions only to discuss certain matters as permitted or required by Alaska's Open Meetings Act. All business of the Board must be conducted at a duly convened meeting of the Board. Poll voting between meetings is not allowed.

(cf. 9321 Executive Sessions)

Reasonable public notice shall be given for all meetings of the Board in accordance with law and district practice, and shall be posted at all regular district and school sites before the meeting. Such notice shall include the date, time and place of the meeting and, if the meeting is by teleconference, the location of any teleconferencing facilities that will be used. Public meetings may not be held in a private home or private business.

(cf. 9012 - Communications To and From the Board)

(cf. 9322 - Agenda/Meeting Materials)

(cf. 9323 - Meeting Conduct)

Regular Meetings

The Board shall adopt a yearly calendar specifying the date, time and place of each regular meeting. The local media shall be provided with the annual calendar of regular Board meetings and shall be notified of any changes to the calendar.

The Board shall hold ___ regular meetings each month. Unless changed by the Board, regular meetings shall be held at _____ p.m. at _____. Notice of regular meetings shall be posted at least five (5) days prior to the meeting.

Special Meetings

Special meetings of the Board may be called by the presiding officer or a majority of the Board members.

Except in the case of an emergency, notice of special meetings shall be provided at least 24 hours before the meeting. This notice shall specify the date, time, place and, if the meeting is by teleconference, the location of any teleconferencing facilities that will be used. Such notice shall be given to all Board members, the superintendent and to the local news media. This notice also shall be posted at all regular district and school sites at least 24 hours before the meeting.

MEETINGS (continued)

Notice of a special meeting shall include a statement of the purpose of the meeting. No business may be transacted at this special meeting, other than that which is specifically stated in the notice of the meeting.

Emergency Special Meetings

The Board president or designee shall give notice of an emergency special meeting to the local media by telephone before the meeting. If telephone services are not functioning, the notice requirement is waived. In that event, as soon after the meeting as is practicable, the Board shall notify the local media that the meeting was held and shall describe the purpose of the meeting and any action taken by the Board.

Teleconferences

Recognizing the inherent responsibility and statutory duties of Board members, the Board strongly encourages Board members to attend and participate at meetings of the Board. Though great importance is given to the physical presence of Board members at meetings, the attendance and participation of members by teleconference is authorized whenever physical presence is not practicable. All votes at a meeting of members attending by teleconference shall be taken by roll call.

The Board also authorizes the use of teleconferences for Board meetings when receiving public comment or testimony, and during Board deliberations.

Whenever possible, meeting agendas and supporting materials shall be available at all teleconference facilities used for the Board meeting.

Legal Reference:

ALASKA STATUTES

14.08.091 Administration

14.14.070 Organization of school board

14.14.080 Declaring a school board vacancy

29.20.020 Meetings public

44.62.310 Agency meetings public

44.62.312 State policy regarding meetings

Revised 6/2024

Agenda/Meeting Materials

Construction of Agenda

The School Board president and the Superintendent shall prepare an agenda for each meeting of the Board.

(cf. 9121 - Board President)

Board members may place any item on the agenda no later than three days before the scheduled meeting date.

All agendas shall include the meeting time and place and a description of each business item to be transacted or discussed. All agendas shall be posted for public review prior to the meeting.

(cf. 9320 - Meetings)

Any member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request must be in writing and submitted to the Superintendent with supporting documents and information, if any, at least **five** working days before the scheduled meeting date.

When constructing the agenda, the Board president and Superintendent will decide whether a request is within the subject matter jurisdiction of the Board and whether the agenda item is appropriate for discussion in open or executive session.

The Board shall also give members of the public the opportunity to testify at regular meetings on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board. An agenda item for such input shall be included on Board agendas. The Board shall not take action on such matters at that meeting.

(cf. 9012 – Communications To and From the Board)

(cf. 9323 - Meeting Conduct)

All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.

(cf. 1312 - 1312.3 - Complaints Concerning Schools)

Board Member Preparation

A copy of the agenda shall be forwarded to each Board member at least three days before each regular meeting date, together with the Superintendent or designee's report, minutes to be approved, copies of communications, reports from committees, staff, citizens and others, and other available documents pertinent to the meeting.

When special meetings are called, the secretary and president shall make every effort to get the agenda and support materials to Board members as soon as possible.

Board members shall review agenda materials before each meeting. Individual members may confer directly with the Superintendent or designee to obtain specific information on agenda items.

(cf. 9200 - Board Members)

Legal Reference:

ALASKA STATUTES

29.20.020 Meetings public

Reviewed 4/2016

Reviewed 9/2020

Reviewed 4/2023

AGENDA/MEETING MATERIALS

Note: The following optional bylaw may be revised to reflect district practice and needs.

Construction of Agenda

The School Board president and the Superintendent shall prepare an agenda for each meeting of the Board.

(cf. 9121 - Board President)

Board members may place any item on the agenda no later than five days before the scheduled meeting date.

All agendas shall include the meeting time and place and a description of each business item to be transacted or discussed. All agendas shall be posted for public review prior to the meeting.

(cf. 9320 - Meetings)

Note: A.S. 29.20.020 requires governing bodies provide a reasonable opportunity for the public to be heard.

Any member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request must be in writing and submitted to the Superintendent with supporting documents and information, if any, at least ten working days before the scheduled meeting date.

When constructing the agenda, the Board president and Superintendent will decide whether a request is within the subject matter jurisdiction of the Board and whether the agenda item is appropriate for discussion in open or executive session. The Board president and Superintendent may reject a public request for a matter to be added to the agenda for any reason.

The Board shall also give members of the public the opportunity to testify at regular meetings on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board. An agenda item for such input shall be included on Board agendas. The Board shall not take action on such matters at that meeting.

(cf. 9012 – Communications To and From the Board)

(cf. 9323 - Meeting Conduct)

All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.

(cf. 1312 - 1312.3 - Complaints Concerning Schools)

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When special meetings are called, the secretary and president shall make every effort to get the agenda and support materials to Board members as soon as possible.

Board members shall review agenda materials before each meeting. Individual members may confer directly with the Superintendent or designee to obtain specific information on agenda items.

(cf. 9200 - Board Members)

Legal Reference:

ALASKA STATUTES
29.20.020 Meetings public

Revised 6/2024

VOLUNTEER ASSISTANCE

The wealth of experience available in the community is a resource that should be used in appropriate ways to enrich the educational program and strengthen our schools' relationships with homes, businesses, public agencies and private institutions. By their presence, volunteers also can make school environments safer and more closely supervised. The School Board encourages parents/guardians and other members of the community to share their time, knowledge and abilities with our students.

The Superintendent or designee shall use best practices to establish appropriate controls to protect the safety of both students and volunteers.

Like employees and students, volunteers shall act in accordance with district policies and regulations.

(cf. 0410 – Nondiscrimination in District Programs and Activities)

*Revised 5/2014
Reviewed 11/2020
Reviewed 6/2023*

Volunteer Assistance

BP 1250

The School Board recognizes that volunteer assistance in schools can enrich the educational program, increase supervision of students, and contribute to school safety while strengthening the schools' relationships with the community. The Board encourages parents/guardians and other members of the community to share their time, knowledge and abilities with our students.

The Superintendent or designee may authorize the use of volunteers. The Superintendent or designee shall establish regulations to protect the safety of both students and volunteers.

Note: The following optional paragraph is offered for districts that wish to provide students the greatest possible protection, and should be revised or deleted based on the district's needs and ability to implement this policy.

All persons who wish to volunteer service with or around students must undergo a background check.

Like employees and students, volunteers shall act in accordance with district policies and regulations.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 5141.42 – Professional Boundaries of Staff with Students)

(cf. 4112.5 / 4212.5 / 4312.5 – All Personnel Security Check)

Revised 08/2024

Note: This AR addresses some of the details associated with the use of volunteers.

This regulation provides the procedures for approving members of the public to serve as volunteers, including chaperones.

Responsibilities of Principals:

1. Coordinate the use of school volunteers.
2. Confirm that the school volunteer has completed the volunteer packet.
3. Require updated volunteer packets are received on the schedule set by the District.
4. Keep and maintain a register of volunteer activity at the school.
5. Inform volunteers of school rules and routines, answer questions, and provide volunteer support as appropriate.
6. When required to ensure the safety of students and the smooth operation of the educational program, principals may decline the services of any volunteer.
7. Determine which volunteers are required to complete mandatory reporting training and inform volunteers how to receive the training.

Responsibilities of the District

1. Develop a volunteer packet for individuals to use to apply as a volunteer.
2. Facilitate the volunteer approval process.
3. Verify the identity of the volunteer with a photo id.
4. Maintain the volunteer packet materials in the volunteer's file.
5. Review the background check and make an individualized determination about the volunteer in accordance with BP 4112.5 / 4212.5 / 4312.5.
6. Keep and maintain an approved volunteer list, with the dates that the background check was completed, in order for school principals to verify the eligibility status of volunteers.
7. Notify the volunteer of their eligibility status.
8. Notify volunteers when background checks need renewal.
9. Inform volunteers that they are subject to the District's policies and regulations where applicable.

Responsibilities of Volunteers

1. Complete the volunteer packet.
2. Obtain and pay for a background check.
3. Submit to the background check every two years.
4. Self-report any convictions that occur in the intervening time between background checks.
5. Recognize that they are neither employees nor an independent contractor and serve at the discretion of the District.

Mandatory Reporting Training

Volunteers who interact with children for more than four hours per work are required to complete mandatory reporting training. This direction will be provided by the school principal.

Note: Pursuant to AS 47.17.020(a)(9), “volunteers who interact with children in a public or private school for more than four hours a week” must report child abuse and child neglect. AS 47.17.020(a) requires school districts to provide training to such volunteers on the recognition and reporting of child abuse and neglect.

Created 08/2024

AR 1250 VOLUNTEER AND CHAPERONE ASSISTANCE

The Superintendent or designee shall use best practices to establish appropriate controls to protect the safety of both students and volunteers/chaperones.

Use of school volunteers/chaperones shall be coordinated through the school principal or designee to ensure that their services are used in a manner that enriches student programs. The principal or designee will answer questions and provide support as appropriate, as well as ensure that volunteers/chaperones are informed of school rules, expectations, and routines. To ensure the safety of students and the smooth operation of the educational program, the principal or designee may decline the service of any volunteer/chaperone.

A CCSD Volunteer/Chaperone Application and Background Check shall be required for all individuals, prior to serving as a District volunteer/chaperone. A master register of all approved volunteers/chaperones will be kept by the District. To ensure the safety of students, the District reserves the right to remove any volunteer/chaperone from the master register at any time. A register of all volunteer/chaperone activity will be kept in the office at each school. All volunteers/chaperones are required to check-in and sign-in as well as check-out and sign-out in the appropriate school office each time they volunteer/chaperone during the instructional school day. Additionally, all volunteers/chaperones are required to wear a volunteer/chaperone badge when providing services during the instructional school day.

A convicted sex offender or child kidnapper is prohibited from serving as a school volunteer/chaperone. They are also prohibited from acting as a school or classroom guest speaker or instructor, serving on any School, District, or Board-appointed committee, and will not represent the District or its schools in any capacity. Recognizing that all students have the right to a public education in a safe and positive environment, the Board prohibits any sex offender or child kidnapper from being on District property, except as authorized by CCSD Board Policy 3515.5. In no event will entrance onto District property be allowed if prohibited by court order. The District will contact law enforcement when a convicted sex offender or child kidnapper violates District policy, regulation, or procedure.

Individuals acting as volunteers/chaperones in the school, classrooms, or other instructional settings, as well as in co-curricular or extra-curricular activities/events, must be supervised by school personnel. The specific conditions of supervision will be approved and monitored by the school principal or designee.

Like employees and students, volunteers/chaperones shall act in accordance with all District policies and regulations.

Current, working District employees acting in a volunteer/chaperone capacity are exempt from the Volunteer/Chaperone Application given they already have an application and approved background check on file with the District. Former, non-working District employees shall abide by the procedures above and set forth by AR 1250.

(cf. 0410 – Nondiscrimination in District Programs and Activities)

Added 9/2024



Craig City School District

VOLUNTEER/CHAPERONE APPLICATION

Name: _____

Physical Address: _____

Mailing Address: _____

SS#: _____ DOB _____

Emergency Contact (required): Name: _____

Phone #: _____

Applicant Signature _____ Date _____

Superintendent or Designee Signature _____ Date _____

Office Use Only

BACKGROUND CHECK VERIFIED AND APPLICATION APPROVED		
	YES	NO

Application is subject to yearly review

CODES OF ETHICS

As per board policy 4119.21, CODES OF ETHICS, you agree to the same Codes of Ethics as the employees of Craig City School District are expected to follow. The School Board expects district employees to maintain the highest ethical standards, to follow district policies and regulations, and to abide by state and national laws. Employee conduct should enhance the integrity of the district and the goals of the educational program.

The Board encourages district employees to accept as guiding principles the codes of ethics published by professional associations to which they may belong.

Members of the teaching profession are obligated by law to abide by the code of ethics and professional standards adopted by the Professional Teaching Practices Commission (20 AAC 10.010). Employees who violate provisions of the code of ethics and professional standards may be subject to disciplinary action, up to and including termination. The district may report any violation of the code of ethics to the Professional Teaching Practices Commission.

SCHOOL SPONSORED TRIPS GUIDANCE

- 1) Students on approved trips are under the jurisdiction of the Board and subject to school rules and regulations.
- 2) Teachers or volunteers/chaperones shall accompany students on all trips and shall assume responsibility for their proper conduct.
- 3) Before the trip, teachers shall provide any adult volunteers/chaperones who may accompany the students with clear information regarding their responsibilities.
- 4) Volunteers/chaperones shall be 21 years of age or older.
- 5) Volunteers/chaperones shall be assigned a prescribed group of students and shall be responsible for the continuous monitoring of these students' activities.
- 6) Teachers and volunteers/chaperones shall not consume alcoholic beverages or use controlled substances while accompanying and supervising students on a trip.
- 7) When a trip is made to a place of business or industry, the teacher shall arrange for an employee of the host company to serve as conductor.

I have read the above, and agree to abide by the Codes of Ethics policy and School Sponsored Trips Guidance set forth by Craig City School District.

Volunteer/Chaperone Signature

Date

DRUG FREE WORKPLACE

NOTICE TO VOLUNTEERS/CHAPERONES

YOU ARE HEREBY NOTIFIED that it is a violation of District Policy for any volunteer or chaperone to unlawfully manufacture, distribute, dispense, possess, or use alcohol or any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, or any other controlled substance, as defined in schedules I through V of section 202 of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation at 21 C.F.R. 1300.11 through 1300.15.

WORKPLACE includes any place where work is performed, including a school building or other school premises; any school-owned vehicle or any other school approved vehicle used to transport students to and from school or school activities; and off school property during any school-sponsored or school-approved activity, event, or function, such as a field trip or athletic event, where students are under the jurisdiction of the District. In addition, the workplace shall include all property owned, leased, or used by the District for any educational purpose.

YOU ARE FURTHER NOTIFIED that you will comply with District Policy, and will notify the Superintendent of your conviction under any criminal drug statute for a violation occurring not later than five (5) days after such conviction.

Any volunteer or chaperone who violates the terms of the District's drug-free workplace policy in any manner is subject to dismissal and/or prosecution.

I have been provided with a copy of this Notice to Employees/Volunteers for my review and signature. I understand that a signed copy will be filed in the district office of Craig City School District.

Signature

Date

CRAIG CITY SCHOOL DISTRICT

WAIVER OF LIABILITY FOR VOLUNTEERS/CHAPERONES

NOTE: *The Craig City School District from time to time provides opportunities for members of the community to volunteer services to the school district. However, the school district does not provide liability insurance coverage to non-district personnel serving in voluntary positions with the school district. The purpose of this waiver is to provide notice to prospective volunteers that they do not have insurance coverage by the school district and to document the volunteer's acknowledgement that they are providing volunteer service at their own risk.*

By executing this waiver, the volunteer/chaperone:

Acknowledges that the Craig City School District does not provide insurance coverage for the volunteer for loss, injuries, illness, or death resulting from the volunteer's unpaid service to the school district;

Agrees to assume all risk for death or any loss, injury, illness or damage, of any nature or kind, arising out of the volunteer's supervised or unsupervised service to the school district;

Agrees to waive all claims against the Craig City School District, or its officers, School Board members, employees, agents or assigns, for loss due to death, injury, illness or damage of any kind arising out of the volunteer's supervised or unsupervised service to the school district.

Agrees that this waiver is effective whether the death, loss, damage, illness or injury is the result of the negligent, intentional or unintentional acts of the district, any district employee, officer, School Board member, or agent, or that of any other volunteer working for, or on behalf of the Craig City School District, and further agrees to waive any and all claims against the school district, of any nature of kind, for damages arising out of the volunteer's service to the school district.

By my signature below, I hereby certify that I have carefully read this waiver, and that I am making this waiver knowingly, without coercion or duress.

Signature of Volunteer/Chaperone

Date

Printed Name of Volunteer/Chaperone

Witnessed by

Added 9/2024

BP 5111.2 PART-TIME ENROLLMENT

Note: AS 14.03.095 requires school districts to allow part-time enrollment of students enrolled in private school, correspondence, or home school programs. However, part-time enrollment is not required if enrollment would be denied even if the enrollee were a full-time student. Enrollment may be denied to full-time students only for the following reasons: a physical or mental condition that creates a risk to others or renders the child unable to benefit from the school program; continued willful disobedience of school authority; behavior injurious to the welfare or safety of others; or conviction of a felony which is injurious to the welfare of others. AS 14.30.045.

Enrollment may also be denied if it would result in the expenditure of public funds for the direct benefit of a private school.

Note: All districts are required to provide the Alaska Department of Education with the names, addresses, social security numbers, and percentage of full-time equivalency for each part-time student enrolled in the district.

The School Board encourages all school age students who reside within the district to take advantage of the educational opportunities available at our schools. School aged children who are primarily enrolled in private school, correspondence school, home school, or other programs of that nature are eligible to enroll as part-time students in the district.

Note: AS 14.03.095 states that a School Board may not discriminate between part-time and full-time students or require that part-time students be enrolled after full-time student enrollment is complete.

Definition of Part-time Student

A part-time student is a pupil who attends a district school for a length of time each day which is less than the full school day. A part-time student may be primarily enrolled in a private school, correspondence program, home school, or other program of a similar nature and also seek enrollment in the district in order to take advantage of classes and other programs offered in a single district elementary school, middle school or high school.

A child between the age of seven and sixteen years is required to be enrolled full-time in a public school or other state approved educational program. A child will not be permitted to enroll as a part-time student unless the child is also enrolled in a private school, correspondence program, or home school program, unless part-time enrollment is otherwise authorized by law.

Transportation

Part-time students may use the district's pupil transportation system on the same basis as full-time students. In all other circumstances, the part-time student and/or his or her parent/guardian will be responsible for the student's transportation to and from school.

Extracurricular and Cocurricular Activities

Note: A district is not required to permit a private school, correspondence, or home schooled student to participate in the district's interscholastic or extracurricular student activities, in absence of a request for part-time enrollment in the district's academic program.

A part-time student may participate in extracurricular and cocurricular activities provided that the student meets all eligibility requirements of the district and the Alaska School Activities Association. It is the responsibility of the parent/guardian to obtain and make available to the district all necessary report cards/transcripts/grades and/or other indicators that are required by the district to determine eligibility for extracurricular and cocurricular activities.

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6145.2 - Interscholastic Competition)

(cf. 6145.21 - Sportsmanship)

Legal Reference:

ALASKA STATUTES

AS 14.03.095 *Part time school attendance*

AS 14.30.010 *When attendance compulsory*

AS 14.30.045 *Grounds for suspension or denial of admission*

AS 14.30.125 *Immunization*

ALASKA ADMINISTRATIVE CODE

4 AAC 05.035 *Part-Time Enrollment in a Public School*

4 AAC 09.040 *Counting of Correspondence Students and Part-Time Public School Students*

4 AAC 06.055 *Immunizations Required*

Added 9/97

Revised 9/98

9/92

AASB Policy Reference Manual

AR 5111.2 PART-TIME ENROLLMENT PROCEDURES

1. Enrollment requests will be received by the building administrator.
2. Applications for part-time enrollment will be available at the district schools ten (10) days prior to the first day of each semester.
3. Parents/guardians of part time students will follow all related district enrollment procedures and must provide transcripts, birth certificate, and immunization records as required by Alaska law 4 AAC 06.055.

(cf. 5141.31 - Immunizations)

4. The application for part-time enrollment must include a signed statement by the student and parent/guardian that they will comply with the policies and procedures of the district, including those rules governing student conduct. The application must also contain a signed statement by the parent/guardian that the part-time enrollment does not result in the expenditure of public money for the direct benefit of a private school. The application may contain other requirements as established by the Superintendent or designee.

5. Part-time enrollment applications will be processed on a first-come, first-served basis.

6. The building administrator will notify the Superintendent or designee as to the enrollment of students who are primarily enrolled outside of the district.

Transcripts Grades

Parents/guardians of students who are not primarily enrolled in district schools will be responsible for obtaining the necessary report cards/transcripts and/or other indicators of academic progress and providing them to the district.

Part-time students will receive grades based on impartial, consistent observation of the quality of the student's work in the course(s) in which the student is enrolled. Part-time students will be graded by use of the grading procedures utilized for all students enrolled in the district.

(cf. 5121 - Grades evaluation of Student Achievement)

Added 9/97

Revised 9/98

9/92

AASB Policy Reference Manual

BP 6146.1 HIGH SCHOOL GRADUATION REQUIREMENTS

The Superintendent or designee shall prepare for Board approval a plan consisting of district graduation requirements. Students shall receive diplomas of graduation from high school only after meeting the following district graduation requirements, as well as successful completion of any required high school competency examination:

Graduation Requirements for Craig High School

<u>Subject</u>	<u>Units of Credit</u>
Language Arts	4
Social Studies	3 (.5 credit AK History / see *Note below) (1 credit American History) (.5 credit American Government)
Mathematics	3
Science	3 (1 credit Physical Science)
Health	.5
Physical Education	.5
Electives	<u>11</u> 25

Graduation Requirements for students enrolled PACE (Personal Academic Choices in Education) Statewide Homeschool

<u>Subject</u>	<u>Units of Credit</u>
Language Arts	4
Social Studies	3 (.5 credit AK History / see *Note below)
Mathematics	3
Science	3
Health	.5
Physical Education	.5
Electives	<u>7</u> 25

*Note: The three units of credit in social studies must include one-half unit of credit in Alaska history or demonstration that the student meets the Alaska history performance standards. This requirement will not apply to a student who (1) transfers into your school after the student's second year of high school; or (2) has already successfully completed a high school state history course in another state. 4 AAC 06.075.

*Note: Fulltime CHS seniors are required to be enrolled in six on campus classes.

*Note: Students may schedule a **maximum combination of two** of the following: work study (available to juniors and seniors) and/or teacher's aide (available to juniors and seniors).

(cf. 5127 - Graduation Ceremonies and Activities)

(cf. 6164.2 - Guidance and Counseling Services)

(cf. 6146.3 - Competency Testing)

(cf. 6184 - Virtual/Online Courses)

Legal Reference

ALASKA STATUTES

14.03.075 *College and career readiness assessment; retroactive issuance of diploma*

ALASKA ADMINISTRATIVE CODE

4 AAC 06.075 *High school graduation requirements*

4 AAC 06.721 *College and career readiness assessment waivers*

4 AAC 06.755-790 *State wide assessment program for students with disabilities*

Revised 1/12

Reviewed 10/2015

Reviewed 6/2020

Reviewed 5/22

Edited 5/22

Updated 5/2024

BP 6146.1 HIGH SCHOOL GRADUATION REQUIREMENTS

Note: Transfer students who have earned 13 unit credits in another district may, at the district's discretion, be excused from the district's subject area units-of-credit requirements. 4 AAC 06.075.

Note: The following sample policy reflects the minimum graduation requirements specified in 4 AAC 06.075 and should be revised to reflect district philosophy and needs. Unless otherwise stated in a student's IEP, the district shall require all students in grade 11, and all students in grade 12 who have not previously done so, to take a college and career readiness assessment described in 4 AAC 06.717. However, failure to take one of these assessments shall not be grounds for withholding a diploma from an otherwise qualified student. At the request of a student, the district shall retroactively issue a high school diploma to a student who did not receive one because of failure to pass all or a portion of the previously required High School Graduation Qualifying Exam and instead received a certificate of achievement, provided the person takes a college and career readiness assessment. AS 14.03.075. A person may satisfy the assessment pursuant to the regulations in 4 AAC 06.718. The district is to mail a notice of this option to each such student who qualifies for a diploma to the student's last known address.

The School Board intends that all District students graduate high school ready for college or a career. The Superintendent or designee shall prepare for School Board approval a plan consisting of district graduation requirements. Students shall receive diplomas of graduation from high school only after meeting the following district graduation requirements, as well as taking a college and career readiness assessment or receiving a waiver from the School Board.

<u>Subject</u>	<u>Units of Credit</u>	
Language Arts	4	
Social Studies	3*	
Mathematics	2	- For students graduating from high school on or before June 30, 2017 .
Mathematics	3	- For students graduating from high school on or after July 1, 2017
Science	2	
Health/Physical Education	1	
Electives	9	

*Note: The three units of credit in social studies must include one-half unit of credit in Alaska history or demonstration that the student meets the Alaska history performance standards. This requirement will not apply to a student who (1) transfers into your school after the student's second year of high school; or (2) has

already successfully completed a high school state history course in another state. 4 AAC 06.075.

(cf. 5127 - Graduation Ceremonies and Activities)

(cf. 6164.2 - Guidance and Counseling Services)

(cf. 6146.3 - Competency Testing)

(cf. 6184 - Virtual/Online Courses)

Legal Reference:

ALASKA STATUTES

14.03.075 College and career readiness assessment; retroactive issuance of diploma

ALASKA ADMINISTRATIVE CODE

4 AAC 06.075 High school graduation requirements

4 AAC 06.717 College and career readiness assessments

4 AAC 06.718 College and career readiness assessment after student received a certificate of achievement

4 AAC 06.721 College and career readiness assessment waivers

4 AAC 06.755-790 State wide assessment program for students with disabilities

Revised 3/2017

9/92

GRADES/EVALUATION OF STUDENT ACHIEVEMENT

The Board believes that students and parents/guardians have the right to receive course grades that represent an accurate evaluation of the student's achievement. Teachers shall evaluate a student's work in relation to standards which apply to all students at his/her grade level, not in relation to the work of other students.

Grades should be based on impartial, consistent observation of the quality of the student's work and his/her mastery of course content and objectives as demonstrated through classroom participation, homework and tests.

(cf. 5113 - Absences and Excuses)

(cf. 5123 - Promotion/Acceleration/Retention)

(cf. 5124 - Communication with Parents/Guardians)

(cf. 5125.3 - Challenging Student Records)

(cf. 6154 - Homework/Make-up Work)

Students in kindergarten through third grade shall receive narrative performance or skill-based evaluations rather than letter grades.

The Superintendent shall establish and regularly evaluate a uniform grading system. Principals shall ensure that student grades conform to this system. Teachers shall inform students about the class grading system at the beginning of the semester.

Unexcused Absences

If a student misses classes as a result of unexcused absences, a zero will be recorded for the work missed. The student may arrange with his/her teacher to make up the work in accordance with the individual teacher's grading policy.

Revised 8/03

Reviewed 3/2015

Reviewed 5/2018

Reviewed 12/2020

Reviewed 10/2021

GRADES / EVALUATION OF STUDENT ACHIEVEMENT

BP 5121

Note: The following sample policy may be revised as desired.

The School Board believes that students and parents/guardians have the right to receive course grades that represent an accurate evaluation of the student's achievement. Teachers shall evaluate a student's work in relation to standards which apply to all students at his/her grade level, not in relation to the work of other students in one particular class.

Grades should be based on impartial, consistent observation of the quality of the student's work and his/her mastery of course content and objectives as demonstrated through classroom participation, homework and tests. The student's behavior and effort shall be reported in separate evaluations, not in his/her academic grade.

(cf. 5113 - Absences and Excuses)

(cf. 5123 - Promotion/Acceleration/Retention)

(cf. 5124 - Communication with Parents/Guardians)

(cf. 5125.3 - Challenging Student Records)

(cf. 6154 - Homework/Make-up Work)

Note: The following optional paragraph requires performance or skill-based evaluations rather than letter grades for children in the early elementary grades and may be revised as desired to reflect district philosophy and needs.

In order to promote self-esteem and experiences of success, students in kindergarten through third grade shall receive narrative performance or skill-based evaluations rather than letter grades.

The Superintendent or designee shall establish and regularly evaluate a uniform grading system. Principals shall ensure that student grades conform to this system.

Unexcused Absences

Note: The following optional policy authorizes teachers to modify grades for students who have excessive unexcused absences and may be revised or deleted as desired. While the use of academic penalties for truancy is probably permissible, districts must bear in mind that academic penalties are a severe form of sanction with the potential for permanent harm. In adopting such a policy, several precautions should be followed. First, the school policy must be applied fairly and consistently among students; there should be no question about arbitrary or capricious enforcement. Second, the severity of the academic penalty should correspond to the gravity of the offense. Third, students should be warned ahead of time of all requirements and consequences pertaining to the use of academic penalties. Finally, students should be accorded due process before penalties are consummated, including an opportunity for the student to explain his or her conduct.

If a student misses class without an excuse and does not subsequently turn in homework, take a test or fulfill another class requirement which his/her missed, the teacher may lower the student's grade for nonperformance. Teachers shall inform students about the class grading system at the beginning of the semester.

Revised 09/2024

Students

AASB POLICY REFERENCE MANUAL
9/92

WITHHOLDING GRADES, DIPLOMA OR TRANSCRIPTS

When school property has been willfully damaged or not returned upon demand, the Superintendent or designee shall inform the parent/guardian in writing of the responsible student's alleged misconduct and the reparation that is due.

This notice shall include a statement that the district may withhold grades, progress reports, diploma or transcripts from the student and parent/guardian until reparation is made, except that records will be released to another school district to which the student has transferred.

(cf. 5131.5 - Vandalism, Theft and Graffiti)
(cf. 6161.2 - Damaged or Lost Instructional Materials)

Upon notification that grades, diploma, and/or transcript will be withheld, the student, parents or guardian may request an opportunity to meet with the appropriate school official to receive an explanation of the evidence of property damage and to provide their own evidence disputing the cause of the property damage and/or the amount of damage. This meeting must be requested within five (5) school days of the student/parents' receipt of the notice, or the right to a meeting is waived.

If the student and parent/guardian are unable to pay for the damages or return the property, the Superintendent or designee shall provide a program of voluntary work for the student. When this voluntary work is completed, the student's grades, diploma or transcripts shall be released. Alternatively, at the Superintendent's discretion, the district may release grades, diploma, or transcript if the student and parent/guardian are unable to pay reparations due to severe financial hardship.

Nothing in this policy is intended to prevent inspection of a student's records by his or her parents or guardians, or by the student if 18 or older.

*Legal Reference:*ALASKA STATUTES*09.65.255 Liability for acts of minors**14.03.115 Access to school records by parent, foster parent or guardian**14.30.710 Required records upon transfer*UNITED STATES CODE*20 USC 1232g, Family Educational Rights & Privacy Act*CODE OF FEDERAL REGULATIONS*34 C.F.R. 99.10, Parent inspection of education records**Revised 9/11**Reviewed 3/2015**Reviewed 1/2019**Reviewed 11/2021*

STUDENTS

BP 5131.1

BUS/VAN CONDUCT

Bus/van transportation is a privilege extended only to students who display good conduct while preparing to ride, riding or leaving the vehicle. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a student to be denied transportation.

The Superintendent or designee shall inform parents/guardians and students regarding regulations related to bus/van conduct, driver authority, and the suspension of riding privileges.

(cf. 3540 et seq. - Transportation)

*Added 12/96
Reviewed 3/2015
Reviewed 1/2019
Reviewed 11/2021*

Students

Bus Conduct

BP 5131.1

Positive, civil, and respectful behavior contributes to the safety and well-being of school bus passengers, drivers, and others. While preparing to ride, riding, or leaving the bus, students are required to observe school behavioral rules, bus safety regulations, and standards of conduct that provide for their safety and welfare, and the safety and welfare of others. Serious and/or repeated disciplinary problems on the bus may result in a student having their riding privileges suspended.

The Superintendent or designee shall inform parents/guardians and students of regulations related to bus conduct, bus driver authority, and the suspension of riding privileges.

(cf. 3540 et seq. - Transportation)

Revised 09/2024

AASB POLICY REFERENCE MANUAL
9/92

VANDALISM, THEFT AND GRAFFITI

The School Board considers vandalism a very serious matter. Vandalism includes the negligent, willful, or unlawful damaging or theft of any district-owned real or personal property, including the writing of graffiti.

(cf. 3515.4 - Recovery for Property Loss or Damage)

Any district student who commits an act of vandalism shall be subject to disciplinary action, reparation for damages, and may be reported to law enforcement. If reparation of damages is not made, the district also may withhold the student's grades, diploma and/or transcripts.

(cf. 5125.3 - Withholding Grades, Diploma or Transcripts)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

Legal Reference:

ALASKA STATUTES

09.65.255 Liability for acts of minors

14.33.130 Enforcement of approved program [school disciplinary & safety program]; additional safety obligations

Revised 10/11

Reviewed 04/2015

Reviewed 1/2019

Reviewed 11/2021

Students

VANDALISM, THEFT AND GRAFFITI

BP 5131.5

The School Board considers vandalism a very serious matter. Vandalism includes the negligent, willful, or unlawful damaging or theft of any district-owned real or personal property, including the writing of graffiti.

(cf. 3515.4 - Recovery for Property Loss or Damage)

Any district student who commits an act of vandalism shall be subject to disciplinary action, reparation for damages, and may be reported to law enforcement.

(cf. 5144.1 - Suspension and Expulsion/Due Process)

Legal Reference:

ALASKA STATUTES

09.65.255 Liability for acts of minors

14.33.130 Enforcement of approved program [school disciplinary & safety program]; additional safety obligations

Revised 9/2024

BP 5131.6 ALCOHOL AND OTHER DRUGS

Because the use of alcohol and other drugs adversely affects a student's ability to achieve academic success, is physically and emotionally harmful, and has serious social and legal consequences, the School Board intends to keep district schools free of alcohol and other drugs.

Alcohol, marijuana, and other controlled substances are prohibited for use or possession by students. The School Board desires that every effort be made to reduce the chances that our students will begin or continue the use of alcohol and other drugs. The Superintendent or designee shall develop a comprehensive prevention program that includes instruction, intervention, recovering student support, and enforcement/discipline. The Superintendent or designee shall clearly communicate to students, staff and parents/guardians all School Board policies, regulations, procedures and school rules related to this prevention program. Special efforts shall be made to ensure that these materials are understood by parents/guardians and students of limited literacy or limited English proficiency.

Specifically, the Board prohibits the actual or attempted sale, distribution, use, or possession by a student of alcohol, prohibited drugs or inhalants, drug paraphernalia, substances that are designed to look or act like prohibited drugs or alcohol, or substances purported to be prohibited drugs or alcohol. Prohibited drugs are defined as:

1. Drugs that are illegal if possessed by those under 21, under any local, state, or federal law; or any drug that can be legally obtained but which has been obtained through illegal means.
2. Alternatives to illegal drugs such as designer or synthetic drugs, whether or not prohibited by law, which are purported to, designed to, or which do impair, restrict, or alter normal cognitive function when absorbed, ingested, injected, or inhaled.
3. Prescription drugs that are not legally obtained or prescribed, are not being used for the prescribed purpose, are being used in excess of the prescribed amount, are being used by other than the person to whom prescribed, or are being sold, traded or distributed.

Recognizing that keeping schools free of alcohol and other drugs is a concern common to the district and community, the Board supports cooperation among schools, parents/guardians, law enforcement and other appropriate community organizations involved in preventing alcohol and other drug abuse.

(cf. 1410 - Interagency Cooperation for Student & Staff Safety)

To obtain the widest possible input and support for district policies and programs, the Board shall appoint a district-wide school-community advisory committee the PTSA as the Board's advisory committee to make recommendations related to the prevention of alcohol and other drug abuse.

(cf. 1220 - Citizen Advisory Committees)

Instruction

The district shall provide preventative instruction which helps students avoid the use of alcohol, marijuana, or other drugs and teaches students how to influence their peers to avoid and/or discontinue the use of alcohol or other drugs. Instruction shall be designed to answer students' questions related to alcohol and other drugs.

The instructional programs will help students obtain and use current and accurate information, develop and maintain a positive self-concept, take positive actions to cope with stress, and use appropriate social and personal skills to resist involvement with alcohol and other drugs.

students at their respective grade levels. All instruction and related materials shall stress the concept of "no unlawful use" of alcohol or other drugs and shall not include the concept of "responsible use" when such use is illegal.

The Board encourages staff to display attitudes which make them positive role models for students with regard to alcohol, marijuana, and other drugs. Staff should help students see themselves as responsible partners in efforts to maintain a safe, constructive school climate.

The Board recognizes that children exposed to alcohol or other drugs prior to birth may have disabilities requiring special attention and modifications in the regular education program. The Superintendent or designee shall provide appropriate staff training in the needs of such students as required by law.

(cf. 6142.2 - AIDS Instruction)

(cf. 6143 - Courses of Study)

(cf. 6159 - Individualized Education Program)

Intervention

The Board recognizes that there are students on our campuses who use alcohol and other drugs and can benefit from intervention. The Board supports intervention programs that include the involvement of students, parents/guardians and community agencies/organizations.

School personnel should be trained to identify symptoms which may indicate use of alcohol and other drugs. The Superintendent or designee shall identify responsibilities of staff in working with, intervening, and reporting students suspected of alcohol and other drug use.

Students and parents/guardians shall be informed about the signs of alcohol and other drug use and about appropriate agencies offering counseling.

Nonpunitive Self-Referral

The Board strongly encourages any student who is using alcohol or drugs to discuss the matter with his/her parent/guardian or with any staff member. If the student is uncomfortable doing this, he/she is encouraged to ask a friend to discuss the problem with a parent/guardian or staff member. Students who disclose past use of alcohol, marijuana, or other drugs when seeking help from an intervention or recovery program shall not be punished or disciplined for such past use.

However, a violation of the Alaska Student Activities Association (ASAA) Play for Keeps, Tobacco, Alcohol and Controlled Substances (TAD) Policy, will be reported as required by membership in ASAA and students will be subject to the ASAA-mandated penalty as outlined in the most current ASAA Handbook. Before returning to practice, students must submit, at their own expense, a negative drug/alcohol test.

Recovering Student Support

The Board recognizes the presence of recovering students in the schools and the necessity to support these students in avoiding re-involvement with alcohol and other drugs. The Board shall provide ongoing school activities which enhance recovery.

The Superintendent or designee shall take appropriate action to eliminate possession, use or

or in any situation in which the school is responsible for the conduct and well-being of students. Students possessing, selling and/or using alcohol, marijuana, or other drugs or related paraphernalia shall be subject to disciplinary procedures which may result in suspension or expulsion.

(cf. 5144.1 - Suspension and Expulsion/Due Process)

School authorities may search students and school properties for the possession of alcohol, marijuana, and other drugs as long as such searches are conducted in accordance with law.

(cf. 5145.12 - Search and Seizure)

Legal Reference:

ALASKA STATUTES

04.16.080 Sales or consumption at school events

14.20.680 Training required for teachers and other school officials

14.30.360 Curriculum (Health and Safety Education)

14.33.110-.140 Required school disciplinary and safety program

17.38.010-900 The regulation of marijuana

47.37.045 Community action against substance abuse grant fund

UNITED STATES CODE

Elementary and Secondary Education Act, 20 U.S.C. §§ 7116, 7163, as amended by the No Child Left Behind Act of 2001 (P.L. 107-110)

Revised 10/2015

Revised 1/2019

Reviewed 11/2021

Reviewed 08/2022

Adopted: December 1, 2022

Craig City School District

ALCOHOL AND OTHER DRUGS

BP 5131.6(a)

Note: Districts must have in place written standards to address the needs of students for whom mental health or substance abuse may be a contributing factor to noncompliance with the school disciplinary and safety program. AS 14.33.120(a)(6). In addition, districts receiving funds for prevention programs pursuant to the Drug-Free Schools and Community Act of 1986, as amended by the Every Student Succeeds Act, are required to have a policy on drug abuse prevention instruction and procedures for eliminating the sale or use of alcohol and other drugs. ESSA also requires that those districts inform and involve parents in violence and drug prevention efforts. Districts must make reasonable efforts to inform parents of the content of safe and drug-free school programs and activities other than classroom instruction. If a parent objects in writing, the district must withdraw the student from the program or activity. AS 14.30.360 encourages districts to provide K-12 health education, including alcohol and drug abuse education. The following sample policy may be revised as appropriate.

Note: Despite the passage of AS 17.38, effective February of 2015, which authorizes the use of marijuana under certain conditions, all use, possession and distribution of marijuana by those under 21 is illegal. In addition, as a recipient of federal funds, the district is obligated to maintain a drug-free workplace consistent with federal law, which prohibits the manufacture, distribution, possession and sale of marijuana for all individuals, regardless of age. For purposes of the district's policy and legal obligation, marijuana is prohibited.

(cf. E 4020 – Drug and Alcohol – Free Workplace Notice to Employees)

Because the use of alcohol and other drugs adversely affects a student's ability to achieve academic success, is physically and emotionally harmful, and has serious social and legal consequences, the School Board intends to keep district schools free of alcohol and prohibited drugs.

Alcohol, marijuana, and other controlled substances are prohibited for use or possession by students. The School Board desires that every effort be made to reduce the chances that our students will begin or continue the use of alcohol and other drugs. The Superintendent or designee shall develop a comprehensive prevention program that includes instruction, intervention, recovering student support, and enforcement/discipline. The Superintendent or designee shall clearly communicate to students, staff and parents/guardians all School Board policies, regulations, procedures and school rules related to this prevention program. Special efforts shall be made to ensure that these materials are understood by parents/guardians and students of limited literacy or limited English proficiency.

Note: Drug use by students is not limited to illegal drugs and can also include abuse of prescription drugs and over-the-counter medications. There is also a growing problem of youth using what are commonly referred to as designer or synthetic drugs. Designer or synthetic drugs come in various forms and may be a chemical compound, a plant-based substance, or a combination. Common names for these drugs include bath salts, K2, spice, salvia, and synthetic marijuana. These drugs have serious and dangerous effects. Synthetic marijuana is an illegal substance in Alaska. AS 11.71.040-.050, 11.71.160. The following optional language prohibits the possession, use, or distribution of "prohibited drugs," which includes all dangerous substances that pose a risk to district students.

Specifically, the Board prohibits the actual or attempted sale, distribution, use, or possession by a student of alcohol, prohibited drugs or inhalants, drug paraphernalia, substances that are designed to look or act like prohibited drugs or alcohol, or substances purported to be prohibited drugs or alcohol. Prohibited drugs are defined as:

1. Drugs that are illegal if possessed by those under 21, under any local, state, or federal law; or any drug that can be legally obtained but which has been obtained through illegal means.

2. Alternatives to illegal drugs such as designer or synthetic drugs, whether or not prohibited by law, which are purported to, designed to, or which do impair, restrict, or alter normal cognitive function when absorbed, ingested, injected, or inhaled.
3. Prescription drugs that are not legally obtained or prescribed, are not being used for the prescribed purpose, are being used in excess of the prescribed amount, are being used by other than the person to whom prescribed, or are being sold, traded or distributed.

Recognizing that keeping schools free of alcohol and other drugs is a concern common to the district and community, the School Board supports cooperation among schools, parents/guardians, law enforcement and other appropriate community organizations involved in preventing alcohol and drug abuse.

(cf. 1410 Interagency Cooperation for Student & Staff Safety)

Note: Districts are required to establish a citizen advisory committee in order to receive Public Law 99-570 funds. Additionally, AS 14.33.110 requires that the school disciplinary and safety program maintain community standards of school behavior that are developed by members of each school, including students, parents, teachers, school administrators, and other responsible persons.

To obtain the widest possible input and support for district policies and programs, the School Board shall appoint a districtwide school-community advisory committee to make recommendations related to the prevention of alcohol and other drug abuse. The committee should make its recommendations based on input from students, parents, teachers, school administrators, and community members. The School Board also encourages the use of site-level advisory groups in this area.

(cf. 1220 - Citizen Advisory Committees)

Opioid Overdose Protection

In accordance with AS 14.30.145, the Superintendent shall ensure that:

- 1) A person trained to administer an opioid overdose drug is on site when the main school building of each school in the school district is open to students or staff, including periods when the school building is open before and after school hours and during weekend activities; and during each school-sponsored event conducted on school grounds.
- 2) The main school building of each school in the school district has at least two doses of an opioid overdose drug available on site; and
- 3) At least one dose of an opioid overdose drug is available during a school-sponsored event conducted on school grounds.

Per AS 14.30.145, a school district, school, or individual is not liable for civil damages for an injury to another individual resulting from a failure to possess or maintain an opioid overdose drug as required by the statute.

Instruction

The district shall provide preventative instruction which helps students avoid the use of alcohol, marijuana, or other drugs and teaches students how to influence their peers to avoid and/or

discontinue the use of alcohol or drugs. Instruction shall be designed to answer students' questions related to alcohol and drugs.

The instructional programs will help students obtain and use current and accurate information, develop and maintain a positive self-concept, take positive actions to cope with stress, and use appropriate social and personal skills to resist involvement with alcohol and drugs.

The curriculum will be K-12, comprehensive and sequential in nature and suited to meet the needs of students at their respective grade levels. All instruction and related materials shall stress the concept that alcohol and prohibited drugs can be dangerous and should never be used when such use is illegal.

The School Board encourages staff to display attitudes and behaviors which make them positive role models for students with regard to alcohol, marijuana and other drugs. Staff should help students see themselves as responsible partners in efforts to maintain a safe, constructive school climate.

The School Board recognizes that children exposed to alcohol or other drugs prior to birth may have disabilities requiring special attention and modifications in the regular education program. The Superintendent or designee shall provide appropriate staff training in the needs of such students as required by law.

Note: AS 14.20.680 requires training for teachers, administrators, counselors and specialists on the needs of students with alcohol or drug-related disabilities, including medical and psychological characteristics, family issues, and specific educational needs.

(cf. 6142.2 - AIDS Instruction)

(cf. 6143 - Courses of Study)

(cf. 6159 - Individualized Education Program)

Intervention

The School Board recognizes that there are students on our campuses who use alcohol and other drugs and can benefit from intervention. The School Board supports intervention programs that include the involvement of students, parents/guardians and community agencies/organizations.

School personnel should be trained to identify symptoms which may indicate use of alcohol and other drugs. The Superintendent or designee shall identify responsibilities of staff in working with, intervening, and reporting students suspected of alcohol and other drug use.

Students and parents/guardians shall be informed about the signs of alcohol and other drug use and about appropriate agencies offering counseling.

Nonpunitive Self-Referral

The School Board strongly encourages any student who is using alcohol or drugs to discuss the matter with his/her parent/guardian or with any staff member. Students who self-disclose past use of alcohol or other drugs in order to seek help to quit using shall not be punished or disciplined for such past use. State and local extra-curricular activities eligibility rules may apply further conditions related to the admission of drug or alcohol use.

Enforcement/Discipline

The Superintendent or designee shall take appropriate action to eliminate possession, use or sale of alcohol and prohibited drugs and related paraphernalia on school grounds, at school events, or in any situation in which the school is responsible for the conduct and well-being of students. Students possessing, selling and/or using alcohol, marijuana or other drugs or related paraphernalia shall be subject to disciplinary procedures which may result in suspension or expulsion.

(cf. 5144.1 - Suspension and Expulsion/Due Process)

School authorities may search students and school properties for the possession of alcohol, marijuana and other drugs as long as such searches are conducted in accordance with law.

(cf. 5145.12 - Search and Seizure)

Legal Reference:

ALASKA STATUTES

- 04.16.080 Sales or consumption at school events*
- 14.20.680 Required alcohol and drug related disabilities training*
- 14.30.145 Opioid overdose drugs*
- 14.30.360 Curriculum (Health and Safety Education)*
- 14.33.110-.140 Required school disciplinary and safety program*
- 17.38.010-900 The regulation of marijuana*
- 47.37.045 Community action against substance abuse grant fund*

UNITED STATES CODE

Elementary and Secondary Education Act, 20 U.S.C. §§ 7116, 7163, as amended by the Every Student Succeeds Act, P.L. 114-95

Revised 9/2024

Students

HEALTH EXAMINATIONS

BP 5141.3

The School Board recognizes the importance of periodic health examinations. To determine the health status of students, facilitate the removal of handicaps to learning, and determine whether special adaptations of the school program may be necessary, the School Board shall require vision and hearing screening examinations upon entry into school or as soon as practical. All personnel employed to examine students shall exercise proper care of each student being examined and shall ensure that the examination results are kept confidential.

The district will annually notify parents of physical exams or screenings of students, except for routine vision, hearing, or scoliosis screenings.

(cf. 5112.2 - Exclusions from Attendance)

(cf. 5141.22 - Infectious Diseases)

Legal Reference:

ALASKA STATUTES

14.30.065 Supervision

14.30.070 Physical examination required

14.30.127 Vision and hearing screening examinations

ALASKA ADMINISTRATIVE CODE

4 AAC 06.055 Immunizations required

UNITED STATES CODE

42 U.S.C. §§ 12101 et seq. (2014)

20 U.S.C. §§ 1232g (2013) 20 U.S.C. §§ 1232h (2002)

29 U.S.C. § 794(a) (2002) 34 C.F.R. pt. 99 (2011)

Revised 11/2016

Reviewed 09/2019

Reviewed 12/2021

Note: Effective June 30, 2016, districts are no longer required by state law to provide for or require each child to have a physical examination upon entry into school and at regular intervals as determined by the school board. The requirement that school districts provide vision and hearing screening examinations remains. While districts are no longer required to provide for and require physical examinations of every child attending school, the Department of Health may require the district to conduct physical examinations it considers necessary and may reimburse the district for examinations. The following optional policy may be revised or deleted as needed.

The School Board recognizes the importance of and encourages periodic comprehensive physical health examinations, especially upon entry into school at the beginning of the school year. In order to identify barriers to learning, and determine whether treatment or special adaptations of the school program may be necessary, the School Board shall require vision and hearing screening examinations upon entry into school or as soon as practical, and at regular intervals, as necessary.

All personnel employed to examine students shall exercise proper care of each student being examined and shall ensure that the examination results are kept confidential.

Note: If a school district will be using federal money to perform exams or screenings on students, the district must annually notify parents of the exam or screening, except for hearing, vision, or scoliosis screenings. The following language implements federal law.

The district will annually notify parents of physical exams or screenings of students, except for routine vision, hearing, or scoliosis screenings.

Students who wish to participate in certain extracurricular activities may be required to submit to a physical examination to verify their ability to participate in the activity.

(cf. 6145.2 – Interscholastic Competition)

(cf. 5112.2 - Exclusions from Attendance)

(cf. 5141.22 - Infectious Diseases)

Legal Reference:

ALASKA STATUTES

14.30.065 *Supervision*

14.30.070 *Physical examination required*

14.30.127 *Vision and hearing screening examinations*

ALASKA ADMINISTRATIVE CODE

4 AAC 06.055 *Immunizations required*

UNITED STATES CODE

42 U.S.C. §§ 12101 *et seq.* (2014)

20 U.S.C. §§ 1232g (2013)

20 U.S.C. §§ 1232h (2002)

29 U.S.C. § 794(a) (2002)

34 C.F.R. pt. 99 (2011)

Revised 9/2024

IMMUNIZATIONS

Prior to first entry into school, a child must be fully immunized as required by law against diphtheria, pertussis, tetanus, polio, measles, rubella, mumps, hepatitis A, hepatitis B, and varicella. Children over the age of 12 shall not be required to be immunized against rubella (4 AAC 06.055).

Any student who does not show evidence of required immunization or who does not present a letter or affidavit from the parent/guardian or physician, physician’s assistant, or advanced nurse practitioner stating reasons for exemption based on medical reasons or personal beliefs, shall be excluded from school until such time as the immunization is obtained or affidavit of exemption has been filed with the school.

The Superintendent or designee shall exclude those students who fail to meet immunization requirements as required by law.

Provisional Admission

Where regular weekly medical services are not available, the Superintendent or designee may grant provisional admission to students in exceptional circumstances for up to 90 days.

(cf. 5112.2 - Exclusion)

Provisional admissions shall be reported to the Department of Health and Social Services. The Superintendent or designee shall inform parents/guardians of available immunization services and state or federal assistance.

Legal Reference:

ALASKA STATUTES

14.30.065 Supervision

14.30.125 Immunization

ALASKA ADMINISTRATIVE CODE

4 AAC 06.055 IMMUNIZATIONS REQUIRED

Revised 10/11

Reviewed 04/2015

Reviewed 09/2019

Reviewed 1/2022

Students

IMMUNIZATIONS

BP 5141.31

Note: Effective July 1, 2009, school children must be immunized against varicella.

Prior to first entry into school, a child must be fully immunized as required by law against diphtheria, pertussis, tetanus, polio, measles, rubella, mumps, hepatitis A, hepatitis B, and varicella. Children over the age of 12 shall not be required to be immunized against rubella (4 AAC 06.055).

Any student who does not show evidence of required immunization or who does not present a letter or affidavit from the parent/guardian or physician, physician's assistant, or advanced nurse practitioner stating reasons for exemption based on medical reasons or religious beliefs, as set forth in 4 AAC 06.055(b), shall be excluded from school until such time as the immunization is obtained or affidavit of exemption has been filed with the school. Exemptions must be renewed annually. Personal or philosophical objections to immunizations are not permitted per 4 AAC 06.055.

The Superintendent or designee shall exclude those students who fail to meet immunization requirements as required by law.

Provisional Admission

Where regular weekly medical services are not available, the Superintendent or designee may grant provisional admission to students in exceptional circumstances for up to 90 days.

Homeless students, under the definition of the McKinney-Vento Homeless Assistance Act, who do not have a record of required immunizations may be provisionally enrolled for up to 30 days if a parent or legal guardian attests in writing that they have received the required immunizations.

(cf. 5112.2 - Exclusion)

(cf. 5112.6 Education for Homeless Children and Children in Foster Care)

Note: Pursuant to 4 AAC 06.055 immunizations must be provided by state or federal health services if otherwise unavailable in the district or if unaffordable.

Provisional admissions shall be reported to the Department of Health and Social Services. The Superintendent or designee shall inform parents/guardians of available immunization services and state or federal assistance.

Legal Reference:

ALASKA STATUTES

14.30.065 Supervision

14.30.125 Immunization

ALASKA ADMINISTRATIVE CODE

4 AAC 06.055 IMMUNIZATIONS REQUIRED

Revised 8/2024

AASB POLICY REFERENCE MANUAL
9/92

AT-RISK YOUTHS

BP 5141.51

Note: This optional policy may be revised or deleted as desired.

The School Board recognizes that personal, social, economic, and health circumstances of children and families may contribute to students' risk of school failure. District personnel must be concerned for the personal development of students, as well as their academic development. District assessments and evaluations shall be used to identify students performing well below grade-level or at risk of failing to meet district standards.

The Superintendent or designee shall investigate and recommend programs that address the needs of at-risk youths. At-risk youths include, but are not limited to, those students who abuse drugs or alcohol, engage in self-harm or express suicidal ideations, have serious attendance problems, drop out of school, are abused or neglected, are experiencing homelessness, or are pregnant or parenting minors.

Program planning should examine, but is not limited, to the following:

1. Classroom learning experiences and the integration of primary prevention programs into the classroom.
2. Staff professional development.
3. District liability.
4. Community resources.
5. Crisis response/intervention teams.
6. Peer counseling.
7. Parent/guardian education.
8. Student Study Teams.
9. Kindergarten through 12 counseling and guidance curriculum.
10. Attendance and policy procedures.
11. Student discipline.
12. Alternative programs.

(cf. 5131.6 - Drugs, Alcohol and Tobacco)

(cf. 5141.4 - Child Abuse and Neglect)

(cf. 5141.52 - Suicide Prevention)

(cf. 5141.41 - Sexual Abuse, Sexual Assault and Dating Violence Awareness and Prevention)

(cf. 5146 - Married/Pregnant/Parenting Students)

(cf. 5147 - Dropout Prevention Program)

(cf. 5148 - Child Care)

Revised 09/2024