

2019-2020



SSHS Student Handbook

Student Body Officers

President: Colton Fetzer
Vice President: Morgan Wood
Secretary: Alexa Horsley
Reporter: Becca Lau

Senior Class Officers

President: Sadie Gronning
Vice President: Dani Smith
Secretary: Hayley Naef

Junior Class Officers

President: McKenzie Peck
Vice President: Sadie Worthington
Secretary: Caleb Messerly

Sophomore Class Officers

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Vice President: Alea Wood
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Freshmen Class Officers

President: Brigham Renfroe
Vice President: Carly Veile
Secretary: Alexa Mondenhauer

Soda Springs High School

Home of the Cardinals

Student Handbook 2019-2020

300 East 1st North, Soda Springs, Idaho 83276
Phone (208) 547-4308

This handbook was approved on June , 201_ by the Board of Trustees of Soda Springs Jt. School District #150. All persons identified and information included herein was accurate as of that date.

Welcome

This student handbook is informational so that you and your parents may become more fully aware of the rules, regulations, policies and procedures that govern school operations. **Not all policies and procedures are contained within this handbook. Please contact the school office for further details or information.** The faculty and staff are in place to guide you through high school and the many opportunities that await you there.

The school uses cameras to monitor and record common areas on school premises.

Bell/Remind Schedules

<u>Advisory Schedule</u>		<u>Non-Advisory Schedule</u>		<u>Early Dismissal</u>	
1 st Pd	08:00—08:56	1 st Pd	08:00—09:00	1 st Pd	08:00—08:39
2 nd Pd	09:00 — 09:56	2 nd Pd	09:04 — 10:04	2 nd Pd	08:43—09:22
3 rd Pd	10:00 — 10:56	3 rd Pd	10:08 — 11:08	3 rd Pd	09:26—10:05
4 th Pd	11:00—11:56	4 th Pd	11:12—12:12	4 th Pd	10:09—10:48
Lunch	11:56—12:31	Lunch	12:12—12:48	5 th Pd	10:52—11:31
5 th Pd	12:35—1:31	5 th Pd	12:52—1:52	6 th Pd	11:35—12:14
6 th Pd	01:35—02:31	6 th Pd	01:56—02:56	Lunch	12:14—12:47
8 th Pd/Adv.	02:35—03:00	7 th Pd	03:00—04:00	7 th Pd	12:51 – 01:30
7 th Pd	03:04 – 04:00				

Monday will follow “Advisory Schedule” while Tuesday – Thursday will typically follow the “Non-Advisory Schedule.”

Additional Advisory Schedules will be added as needed and sufficient advance notice will be provided.

On occasion bell schedules will be altered to accommodate special events, testing and shortened hours.

Board of Trustees

Alan Erickson, Craig Kenyon, Dan Lau, Jim Stoor, Irene Torgesen

District Administration

Dr. Molly Stein	Superintendent
Mrs. Dawn Beeton	Secretary
Mr. Jonathan Balls	Business Manager
Mrs. Valee Wells	Food Service Director
Mr. Rod Worthington	Special Services Director
TBD	Transportation Director
Mr. Jonathan Balls	Maintenance Supervisor

School District #150 does not discriminate or deny services on the basis of age, race, religion, color, national origin, sex and/or disability.

SODA SPRINGS SCHOOL DISTRICT VISION

The Soda Springs School District, in collaboration with the community, will provide a safe and supportive learning environment combined with educational opportunities wherein each student becomes an educated, responsible, contributing citizen.

SODA SPRINGS SCHOOL DISTRICT MISSION

The Soda Springs School District will:

- Promote success by advocating and sustaining a school culture conducive to student learning incorporating high expectations for teaching.
- Value uniqueness and diversity by fostering respectful relationships and engaging every student through varied learning strategies.
- Prepare students in developing character, physical, social/emotional maturity and a positive work ethic.
- Incorporate relevancy, technology, and critical thinking through rigorous academic learning experiences resulting in higher student achievement.
- Provide and maintain safe facilities which meet the current and future academic needs of the students and the community.
- Demonstrate fiscal accountability and responsible governance.

School Purpose

Soda Springs High School has been established for the purpose of preparing the young adults of Soda Springs for the future. The faculty and staff are trained and dedicated to the goal of making them productive, positive individuals who will help to make the country and communities in which they reside better places.

Mission Statement

Our mission is to help our students to become successful individuals, life-long learners, dependable employees, to have stable families, and to be good citizens of our nation and world.

GOALS (2015-2016)

1. STUDENT ACHIEVEMENT

Promote excellence in teaching, critical thinking, and rigorous academic learning. In doing so, the district will maintain an efficient data management system allowing for frequent progress monitoring, collect all pertinent achievement data, establish a student data management plan, and set achievement targets and expectations for all students.

2. STAFF AND HUMAN RESOURCES

Professional development will be provided to all instructional staff on common core standards, subject matter knowledge, and meeting individual student developmental needs. Meeting these needs will be an integral part of an overall professional development plan.

3. FACILITIES

Based on community and architectural input, the district will complete the planning process relative to future facility needs.

Faculty and Staff

Mr. Jess McMurray	Principal	Mrs. Rebecca Fryar	Family & Consumer Science, English
Mrs. Ann Poulsen	Secretary	Mr. Cody Smith	Coding, Science
Mrs. Deanne Barker	Attendance	Mr. Andy Berg	Art
		Ms. Whitney Tuckett	Agriculture, Welding
Ms. Greshen Clegg	Distance Ed Coord	Mrs. Cassie Cook	Business Education
Mrs. Chris Ledbetter	Counselor	Ms. Terah Jones	English, Debate, Student Council
Mr. Jeff Uskoski	Athletic Director	Mr. Jeff Horsley	Life Sciences
Mrs. Carol Williams	Media Specialist	Ms. Liz James	Spanish
Mr. Austin Robinson	Head Custodian	Mr. Bryan Jensen	Physical Sciences, Math
Mr. Rick Christensen	Custodian	Mrs. Hope Williams	Mathematics
Mr. Rick Christensen	Custodian	Mrs. Jennifer Seamons	Music
Mrs. Patsy Tarbet	Lunchroom Mgr	Mrs. Tricia Brown	English, Speech
Mrs. JuliAnna Lee	Special Education	Mrs. Shawnae Somsen	PE, Health
Mrs. Lori Weaver	Special Ed Aide	Ms. Jennifer Collins	Govenrment
Mrs. Charlene Smith	Special Ed Aide	Mr. Jeff Uskoski	Mathematics
Mrs. Michele Gambles	Special Ed Aide	Mrs. Dawn Worthington	Social Studies, Government, Economics
		Ms. Christine Hauger	Weights, Yearbook

Class Sponsors

Seniors	Mrs. Somsen, Mr. Uskoski, Mr. Horsley, Mrs. Worthington
Juniors	Ms. Tuckett, Mr. Smith, Ms. Collins, Mrs. Williams, Mrs. Lee
Sophomores	Mrs. Fryar, Mrs. Cook, Mrs. Brown
Freshmen	Mrs. James, Mrs. Clegg, Mr. Jensen, Ms. Hauger

Co-curricular Advisors

BPA	Mrs. Cook	Pep Band	Mrs. Seamons
FFA	Ms. Tuckett	NHS	Mrs. Williams
Pops Choir	Mrs. Seamons	Student Council	Ms. Jones
Yearbook	Mrs. Hauger		

Co-Curricular Activities can be defined as those activities outside of, but complementing the regular curriculum. Thus, co-curricular activities may relate to a class that is part of the curriculum, such as most of those listed above, and also have activities outside of the regular school day in addition to the regular curriculum.

Extra-curricular Coaches/Advisors

Baseball	TBD	Boys' Basketball	Mr. Bergholm
Cheerleading	Mrs. Young	Cross Country	Mr. Horsley
Drill Team	Mrs. Wells	Football	Mr. Evans
Girls' Basketball	Mr. Schvaneveldt	INL Scholastic	Mrs. Leatherman
Softball	Mr. Schvaneveldt	Track	Mr. Horsley
Volleyball	Mrs. Somsen	Wrestling	Mr. Garbett
Golf	Mr. Bassett		

Extra-Curricular Activities are those activities for students that are sponsored or sanctioned by the school and which supplement or complement, but are not a part of, its required academic program or regular curriculum. Although not a part of the academic program, extra-curricular activities are considered an integral part of a school's total educational program.

Academics

Graduation Requirements (Policy 610)

The Board of Trustees of Soda Springs Joint School District #150, in conformity with the guidelines of the Idaho State Department of Education, has established the requirements for graduation from Soda Springs High School. Students who successfully complete these requirements will be awarded a Soda Springs High School Diploma. Students must also pass the Language Arts, Math, and Reading portions of the ISAT exams at the proficiency level

Graduation requirements are stated in terms of "credits earned." One credit is awarded for each semester of successfully completed work.

Credits required for graduation are as follows:

Class of...	2019
English	8
Speech	1
Mathematics	6
Science	6
American Government	2
U.S. History	2
Economics	1
Humanities	2
Health	1
Physical Education	2
Senior Project	1
Advisory	1
Electives	15
Total	48

A College Entrance exam will be taken during the Junior year. Students are now required to complete a senior project during their senior year.

Once a student has met with the counselor to make class changes for a semester, any additional class changes will only be done with the student's parent or guardian present.

Students who are juniors or seniors may enroll in a total of two teacher aide or office aide positions per year, and two peer tutor positions per school year.. These positions are electives and receive pass/fail credit.

Students who are taking correspondence courses in order to complete graduation requirements must deliver their final grades and verification of completion to the office at least one week prior to graduation (see Board Policy 618). Schools providing these correspondence credits must be accredited by AdvancEd in order for their credits to be accepted by Soda Springs High School.

No student will be allowed to participate in graduation exercises unless all graduation requirements have been completed. (Policy 614)

Athletic Credits

A student who competes in and completes three seasons of any sport or combination of sports will be awarded two pass/fail PE credits if the coach holds Idaho PE certification.

A student who competes in a sport or sports where the coach does not hold PE certification may have the PE requirement waived and converted into additional elective requirements.

On-line Classes

On-line classes are available at Soda Springs High School to help supplement coarse curriculum. Students may not take on-line courses that are otherwise provided through the regular schedule and meet credit requirements.

Class Rank/Graduation with Honors/Salutatorian/Valedictorian

Class Rank - Everyone in the class who has a GPA of 4.0 or above will be ranked #1. The student with the next highest GPA will be ranked #2. There may be multiple students with the same ranking. If no one has a GPA of 4.0, the student with the highest GPA will be ranked #1. There will be no calculation of GPAs over 4.0 or ranking of students above 4.0.

Graduation with Honors - Graduating Seniors who have a GPA of 3.5 to 3.69 will graduate with Honors and wear a silver chord. Those with a GPA of 3.7 or above will graduate with High Honors and will wear a gold chord. Members of the National Honor Society who have maintained a 3.7 GPA will wear the collar or blue chord.

Salutatorian – the student with the second highest GPA (under 4.0) will be the salutatorian. Equal GPAs would result in multiple Salutatorians.

Valedictorian – Every graduating Senior who has a 4.0 GPA will be a Valedictorian. If no graduating Senior achieves a 4.0, the student with the highest GPA will be the Valedictorian.

College Classes

A three credit college class will earn two high school credits. A two credit college class will earn one high school credit.

Early Graduation (Policy 616)

Any student contemplating graduation prior to their normally scheduled graduation date must submit an “Early Graduation Plan” for approval. In addition to a detailed plan for the completion of all graduation requirements, this plan must include the written approval of the student’s parent/s or legal guardian/s. If a student completes all graduation requirements by the first semester of their normally scheduled senior year and chooses to attend the regularly scheduled graduation ceremony, they are not considered an “early graduate”.

GPA

A student’s GPA will be determined by adding all of the points that they have earned and dividing by the number of graded classes taken. Classes taken for pass/fail credit and released time classes are not included in the GPA calculation. First semester grades will be included in the determination of the final Senior GPA standing for Graduation and Honors Night. The GPA on the final transcript will include second semester grades.

Grades and Report Cards (Policy 688)

Student records are confidential. Access to grades and report cards is limited to administrators, teachers, the student and his or her parent/s or guardian/s.

Deficiency Notices or Grade Reports – The classroom teacher is to make a good faith effort to keep both student and parents informed of deficient scholastic achievement. Notices or reports will be mailed to parents when a student is deficient in class work and may be in danger of failing a course.

Report Cards – Report Cards are issued at the end of each semester and progress reports are issued midway through each semester.

Incompletes – Incompletes are to be completed within two weeks of the end of the semester for which they were given, only the Principal may grant exceptions. Incompletes are only used in the case of extended illness or extraordinary circumstances, not for simple failure to submit assignments.

Withdrawals – Withdrawal from a course after the first five days of the semester will result in a grade of W/F being place on the transcript. Exceptions may be granted for extenuating circumstances, such as special health problems, and will be reviewed on a case-by-case basis.

PowerSchool

Soda Springs High School uses PowerSchool to record and report student progress. PowerSchool is accessible by students and parents by using an individual password that can be obtained from our Media Specialist.

Grading Scales (Policy 684)

Grading Scale		
Grade	%	Points
A+	97-100	4.0
A	90-96	4.0
B+	87-89	3.4
B	83-86	3.0
B-	80-82	2.7
C+	77-79	2.4
C	73-76	2.0
C-	70-72	1.7
D+	67-69	1.4
D	63-66	1.0
D-	60-62	.7

Graduation Speakers (Policy 615)

At the end of the 1st semester of students' senior year, beginning with the Class of 2020 and beyond, cumulative GPAs (unweighted, 4.0 scale) will be evaluated. Those students reaching a 3.85 cumulative GPA and higher will be pooled and evaluated for Valedictorian and Salutatorian status. Valedictorian and Salutatorian will be determined from the following criteria:

1. Highest cumulative GPA
2. Highest ACT/SAT conversion score
3. Number of rigorous high school classes with points deducted for free hours (above and beyond the one allowed each semester), Teacher's Aids (TAs), and Tutors
4. Work Ethic

Rigorous classes will be established by faculty and staff, and a list will be created each year for each graduating class. From the faculty and staff list, graduating seniors will vote for those classes they feel are the most rigorous. A new list of rigorous classes will be developed, and students will be evaluated from the list.

Work Ethic will be voted on by all teachers and administration.

A Valedictorian and Salutatorian Committee will be formed, consisting of two (2) teachers (rotating every year), administration and school counselor. Each student will be ranked with the given criteria above. In the event there is a tie, the committee will evaluate students on the variety of courses taken during their high school career. In the event that another tie occurs, it will be determined that the graduating class may have more than one valedictorian and/or salutatorian.

Honor Roll

The Honor Roll is based on semester grades. Students will be included on the Honor Roll if they have a semester GPA of at least 3.3, from a minimum of 6 graded classes, and have no outstanding Incompletes or "No Credits" (NC). If a student has an Incomplete or NC, it is their responsibility to see that it is cleared and that a grade is turned in to the office.

Registration

1. Students, with parental approval, are to pre-register in the spring and may change classes up until the end of the first week of class in the fall. It is strongly suggested that students adhere to their registration plan so that their progress toward graduation is not jeopardized.
2. Schedule changes for the second semester are allowed during the first week of that semester with parent approval.
3. A conference between student, parents, counselor and teachers will be held to consider any proposed schedule change that occurs after the first week of class. Such changes must also be approved by the Principal.
4. Administrative changes may be made at any time during the semester in order to balance classes or when it becomes evident that a student's behavior is disrupting the learning process of other members of the class.

Released Time Attendance (Policy 678)

Students may be scheduled for released time upon receipt of an application from the parent or guardian. Written requests by the parent will be included in the student's permanent record.

Released time will not exceed four (4) periods per week or 150 hours during the year unless approved by the principal. This means that students are limited to one class period of released time for two semesters per school year. The school is not liable for any injury, act or event that occurs while the student participates in released time.

Tech Prep Concurrent Credit

Tech Prep classes may qualify for concurrent credit. Students may articulate college credits up to two years after completion of a qualifying course if they earned a grade of B- or higher. Students will be required to pay a small fee in order to have these credits included on their college transcripts.

Semester Exams

All students will take culminating exams in each class. The test, or End of Course Assessment, will be given on the last day of each semester.

Attendance

Attendance Policy (Policy 522)

Regular and punctual patterns of attendance are expected of each student enrolled at SSHS. While it is recognized that absence from school is necessary under certain circumstances, every effort should be made by students, parents or guardians, teachers, and administrators to keep absences and tardiness to a minimum.

Student attendance at school is the responsibility of the student and their parents or guardians. Every effort will be made by school personnel to keep parents or guardians informed of student absences.

An adequate and comprehensive system of attendance records shall be maintained for each student. Each teacher is responsible for the accurate reporting of daily attendance in his or her classroom. The building principal is responsible for maintaining attendance records of all students and submitting attendance information to the superintendent.

Except in extraordinary cases, the policy of School District 150 is that students in grades 9-12 will not be given credit in a subject should they be absent more than seven (7) days per semester.

If a student has missed eight or nine sessions of a particular class and has a passing grade for that class, they will be able to recover credit by attending credit recovery sessions after school or on Fridays as assigned by the Principal.

Students who have ten or more absences may appeal to the Principal's Attendance Committee (consisting of the student, the student's parent/guardian, the Principal, Counselor, Attendance Secretary, and at least one educator) for consideration of any extraordinary circumstances relative to the student's attendance record. Note: An Attendance Committee meeting will not be held unless BOTH the student and his/her parent/guardian are present.

This committee may deny credit or may establish further criteria for credit recovery. These criteria may include completion of a subsequent semester with eight or fewer absences in all classes, completion of assigned make-up time and payment of fees assessed. This option is not available to Seniors in their final semester. Under an unfavorable decision, an appeal may be made to the Superintendent, and then to the School Board.

The following guidelines will be used to help students recover credits they have lost due to excessive absences according to District Policy 522. The first step the attendance review committee will take is to determine how much educational loss the student's absences have cost her/him by putting them in either Group A or Group B as described below.

Group A: Students in this group have all assignments and assessments made up in the time allowed by the teacher and high school policies. When this student knows they are going to be absent, they get their work in advance and have it turned in on time. When these students don't know in advance about their absences, they get their work while they are at home sick and/or when they return to school and it is completed in a timely manner as allowed by their teachers and high school policies. These students have minimal educational loss as a result of their absence history.

Group B: Students in this group have not made up their work in the time allowed by their teachers and high school policy. As a result, they have zeros or dashes for some grades. They have not been proactive in getting assignments ahead of time when applicable and/or they have not made up assignments and assessments in a timely manner when they returned.

Note: If a student in Group A and a student in Group B have the exact same number of absences, the student in Group B has suffered a much greater educational loss *regardless of the reason for the absence*.

Credit Recovery:

Students in Group A may be credited with up to half of the credit recovery hours required for that class. We are essentially giving the student credit for time spent making up missing work. The remaining "educational loss" hours will be made up as outlined below. Students in Group B may also be given consideration for classes where they have made up their work in a timely manner. However, if a student has zeroes and dashes in a class then all hours above 8 must be made up as outlined below.

1. Maximize Grade:

Make-up work, remove all zeroes and dashes, retakes, extra credit, etc. as allowed by each classroom teacher that can still improve the student's grade. We will use credit recovery time to improve grades in all classes possible, including those that a student may not have excessive absences in. Our goal is to help these students in any way we can!

2. Improve Content Knowledge:

The student's grade has been maximized but there is still "educational loss."

A. We will assign topics/units using online curricula.

B. If the student has an Aleks account, we will give the student credit for one hour of

credit recovery time for every 8-10 topics a student completes *in addition to what the student's math teacher has assigned*.

- C. If the student is not reading at grade level, we will use reading strategies to help get the student up to grade level.

- 3. **Recover Classroom Contribution:** Students have helped their own education as much as possible, and now they have the opportunity to make up for missed *contribution* to their classes due to absences. Students at this stage, who have an area of expertise can use their specialty to help other students. One hour of time spent helping students will receive two hours of credit recovery time.

- A. Tutoring students who are behind in various classes.

- B. Partner reading with students who are not reading at grade level.

SCHOOL EXCUSED ABSENCES:

According to District Policy 522 school approved activities such as athletics, FCCLA, BPA, FFA, band, Soda Pops, etc. should also count towards the maximum of 8 absences that a student can have before losing credit. We do believe there is educational value in all of these school approved activities, however, the student has still suffered academic educational loss any time they are not in the classroom. Therefore, because there is other educational value in these activities, these school excused absences will not count against the maximum number of absences allowed *if the student has made up all assignments and assessments in the time allotted by the teacher and high school policies*. However, if a student does not make up the work they missed due to a school excused absence in the time allotted by the teacher and high school policies, then that absence *will* count towards the maximum number of absences allowed before a student loses credit.

Attendance Guidelines

- 1. It is the responsibility of the parent to see that their child is in attendance (Idaho Code 33-207). The school's responsibility is to make a good faith effort to notify parents of a student's absences.
- 2. It is the responsibility of students to be in class from the first day of the semester. Each semester class has at least 56 minutes of learning time per day. Taking school time off for vacations and other social opportunities has a major impact on student learning.
- 3. If changes are made to a student's schedule, all previous attendance is forwarded to the new class.
- 4. Teachers are to take roll at the beginning of class. Students who are more than 5 minutes late to class are to be marked extended tardy.
- 5. The teacher's roll book is the official record of student absences.
- 6. The school attendance secretary's record is the next official record of student absences.
- 7. Chronic tardiness will result in disciplinary consequences.
- 8. A School Excused Absence is an absence attributed to a school activity or approved school business. It is not counted against the student as part of the 7 day limitation because these students are considered to be in school.
- 9. Truancy Absence.
 - A. Students who have left the classroom or school without proper school authorization.
 - B. Absence without the prior knowledge of the parent or the school.
 - C. Failure of a student to bring a note from the parent or guardian upon return to school following an absence.

10. Habitual Truancy will be defined as when any student has more than six trancies.
11. Parents must contact the office in order to check-out a student to leave campus.
12. Students who may be late or that are returning to classes must check-in at the office before returning to class.
13. Notes received from parents describing the circumstances of an absence will be placed in the student's attendance file. If the student was absent for any health related appointment, a doctor-verified note will be accepted for up to 48 hours after the time of re-admittance and will be evaluated by the attendance committee team. The Attendance Committee may or may not allow some "doctor's excused" absences to be made up for credit recovery.
14. Students will lose credit on their eighth absence. Parents are encouraged to check PowerSchool on a regular basis to review student grade and attendance records.
15. After the tenth absence a letter will be mailed to parents offering a time for students and/or parents to meet with the Principal's Attendance Committee.
 - A. Notes will be taken at All Principal's Attendance Committee meetings.
 - B. Records of Principal's Attendance Committee meetings will be kept in the student's attendance file.
 - C. Both the student and the student's parent/guardian must be present for Attendance Committee meetings and will sign the Attendance Committee's plan for credit recovery if a plan for credit recovery is granted.
16. At nine (8) absences the grade for the affected class will automatically revert to a No Credit (NC). If the student earned a failing grade for the semester, the attendance policy is moot and the student will receive a Fail (F).
17. At nine (9) absences the student will be expected to remain in class under the following conditions:
 - A. No class disruptions or behavior problems will be tolerated.
 - B. The student will continue to do all classroom assignments with the understanding that no credit will be given.
18. Persistent attendance problems may result in the student being referred by the Principal to the School District Disciplinary Review Committee with the recommendation of scheduling an expulsion hearing before the School Board.

College Days

Seniors are allowed one school excused absence to visit colleges. A document, which is signed and dated by a college official must be returned to the High School in order for the absence to be school excused.

Make-Up Policy

Students are allowed one day of make-up time for each day of excused absence. Assignments given in advance of the absence are due on the original due date. Students suspended from school retain make-up privileges. Students on In-School-Suspension are responsible for assignments just as if they were in class.

Released Time Attendance (Policy 678)

Students may be scheduled for released time upon receipt of an application from the parent or guardian. Written requests by the parent will be included in the student's permanent record. Released time will not exceed four (4) periods per week or 150 hours during the year. This means that students are limited to one class period of released time for two semesters per school year. The school is not liable for any injury, act or event that occurs while the student participates in released time.

Semester Exams

All students will take culminating exams in each class. The test, or End of Course Assessment, will be given on the last day of each semester.

Discipline

Discipline Policy (Policies 540-553)

It is the function of Soda Springs High School to attempt to meet the educational needs of every child by working with the parents and the community. To be effective, schools must have a standard of discipline. The rules and regulations in this handbook are established to give all students the opportunity to attend school in a positive and safe atmosphere.

All students enrolled in School District 150 are charged with the responsibility of abiding by accepted standards of good conduct and discipline. Whenever the student's behavior violates the standards adopted by School District 150, action will be taken which may deny the privileges and rights of participation in activities and/or school attendance.

Students have a right to freedom of expression. However, when the message expressed infringes upon the rights of others, or is offensive, or is considered insubordinate, students will be subject to the disciplinary code of the school.

The following rules will be observed by all students at all times while on campus.

1. Do not run, push or shove in the school building.
2. Students are not to cuddle, kiss, hug, sit on laps or otherwise participate in excessive displays of affection.
3. Students are to be courteous to faculty, staff and other students.
4. Students are not to be in the school building or on school premises, after hours, unsupervised.
5. Students are to have a hall pass to be outside of class during class time.
6. Students will cooperate with faculty and staff at all times.
7. Students will not use foul or vulgar language.
8. Portable communication and gaming devices are not to be turned on or used in the classroom, detention room or at assemblies without teacher permission. This includes cell phones (see also **Cell Phones**, page 18), picture phones, PDAs, handheld gaming devices and music players (with or without earphones).
9. The Internet and e-mail systems are to be used solely for educational purposes. Use of these tools is a privilege, not a right, and may be revoked at any time for inappropriate use. See the school's Acceptable Use Policy for more information on this topic.

Discipline – Consequences

Detention - To aid teachers in maintaining discipline in class, a school-wide detention program will be administered by the office. Students who fail to abide by classroom and/or school rules may be placed in detention as a consequence for their actions. Detention will be held Monday through Thursday after school. Students who fail to serve assigned detention may be suspended.

Modified In-School Suspension (MISS) – Students will be allowed to attend all classes, however, all electronic devices including cell phones, ipads, etc. will be turned in at the office before first period begins. Students will be allowed to pick up their devices at 4:00 pm. If a teacher is using ipads in class that day, the student may check out an ipad from the library to be used in class only. Students are not permitted to use electronic devices belonging to other students. Students will not be permitted to leave campus for lunch. If a student does not comply with MISS, then they will be upgraded to In-School Suspension the following day.

In-School Suspension (ISS) - Students who fail to comply with school policies and procedures may be assigned to in-school suspension. Any student being so placed will be removed from the regular classroom and placed in a monitored room where they will do classroom assignments and/or other work for a period of time as deemed appropriate by the Principal. Students will not be allowed to use any electronic devices during ISS. Students will not be released during times when other students are normally out of class (passing periods and lunch).

Out-of-School Suspension (Policy 543)

The superintendent or principal may suspend any student for misconduct. A suspension by the principal will not exceed five days in length. The superintendent and school board may add additional days of suspension as per Idaho Code.

Prior to suspending a student, an attempt will be made to contact the parent or legal guardian.

The parent or legal guardian will be given the opportunity for a corrective conference.

Suspended students may make up class work missed during a suspension.

Students who are suspended or expelled are not to be on school grounds at any time. If they are found to be on school grounds, law enforcement officials may be contacted and citations for trespass may be issued.

A student may be readmitted upon the completion of reasonable conditions as prescribed by the principal or superintendent.

Expulsion (Policy 544)

The Superintendent will give written notice the parent or guardian of the student.

The notice will state the grounds for the proposed expulsion and the time and place where the parent or guardian may appear to contest the action of the Board to deny school attendance.

The notice will also state the rights of the student to be represented by council, produce witnesses, and to submit evidence on his or her own behalf, and to cross-examine any adult witnesses who may appear as witnesses against him or her.

Within 5 -10 days of delivery of the written notice the Board of Trustees will grant a full and fair hearing.

Unless the student is a danger to others, he or she will be afforded an alternative educational setting pending a final determination by the school authorities.

When a student is expelled within the age of compulsory attendance (7-16) the authorized representatives or the Board must file notice to the proper authorities.

Readmission to school following expulsion - The School Board may readmit a student who has been expelled. The parent or guardian may petition for a hearing before the end of each semester to request that the Board consider readmission.

Misbehavior

Overview/Warning. The classroom instructor is to warn a student of inappropriate behavior and its consequences. This warning may take place at the first of each semester when rules are discussed. No further warnings are necessary. Each student should become familiar with the student handbook. If additional information is needed, full copies of the School and District policies can be obtained in the office. Each student is responsible for his or her behavior.

Students cannot be deprived of a fair procedure to determine whether or not the misconduct occurred. Due process means that students will have an opportunity to present their side of the story. The requirements of due process are:

Notice of charges either written or oral.

Investigation completed by a school official.

An opportunity for a hearing.

A good-faith effort will be made by the school to inform the parent or guardian of any inappropriate student behavior. Administrative interviews with students will normally take place without parents being present.

Restraint and Seclusion (Policy 553)

As a part of the emergency procedures in place in our schools, any student who poses an imminent risk of injury to him/herself or others may be physically restrained and/or placed in seclusion by school staff in accordance with school board policies. These could occur along with other emergency actions such as calling the police. Significant violations of the law including assaults on students and staff will be reported to the police. The parent/guardian will

be informed when any of these actions have occurred as soon as possible after any such incident. These policies will be available with other school board policies to all parents electronically via our website or as a hard copy on request.

Sexual Harassment (Policy 506)

Sexual harassment is a form of discrimination that is inappropriate at school. Sexual harassment is behavior or words that are directed at a person because of his or her gender and which are unwanted, unwanted, and unwelcome. This may cause a person to feel uncomfortable or offended, create an environment that makes learning difficult. It may be offensive whether repeated or a one-time occurrence.

Physical sexual harassment is any unwanted sexually oriented physical act. For example: grabbing or touching someone, especially his or her sexual parts, pulling someone's clothing, purposely bumping or rubbing against a person, kissing or holding a person against his or her will.

Verbal sexual harassment means offensive words or comments. For example: comments about body parts, sexual suggestions or threats, spreading sexual rumors or stories, sexual jokes, using sexual orientation (homosexuality or bisexuality) as an insult.

Nonverbal sexual harassment includes staring or pointing at a person's body, making obscene gestures, displaying obscene sexual material or placing it in someone's work area, writing people's names along with sexual remarks, suggestions, or drawings.

The consequence for sexual harassment ranges from verbal reprimand to expulsion from school, dependent on the magnitude and type of incident.

Bullying

It is the policy of this district to maintain a safe school environment for all students while attending school, riding the school bus, and attending district-sponsored activities on school premises or at other locations. Bullying, regardless of the specific nature of the students' behavior, is disruptive to a safe school environment and will not be tolerated. Bullying is defined as misconduct by a student(s), which is characterized by the aggressor(s) repeatedly engaging in negative actions against another student(s) in an attempt to exercise control over the victim. Bullying is generally characterized by aggressive or intentionally harmful behavior, which is carried out repeatedly over time.

Students attending district schools are prohibited from engaging in the following behaviors:

1. Physical abuse against a student, including, but not limited to, hitting, pushing, tripping, kicking, blocking, or restraining another's movement; sexual misconduct; causing damage to another's clothing or possessions; and taking another's belongings.
2. Verbal abuse against a student, including, but not limited to, name calling, threatening, sexual misconduct, taunting, and malicious teasing.
3. Psychological abuse against a student, including, but not limited to, spreading harmful or inappropriate rumors regarding another, drawing inappropriate pictures or writing inappropriate statements regarding another, and intentionally excluding another from groups, or similar activities.
4. Cyber bullying, including, but not limited to, using any electronic communication device to convey a message in any format (audio or video, text, graphics, photographs, or any combination thereof) that intimidates, harasses, or is otherwise intended to harm another individual.

Our District's Tip Reporting Service

SafeSchools Alert is a tip reporting system that allows students, staff, and parents to submit safety concerns to our administration four different ways:

1. **Phone:** [855.713.0330](tel:855.713.0330)
2. **Text:** **Text your tip to [855.713.0330](tel:855.713.0330)**
3. **Email:** 1422@alert1.us
4. **Web:** <http://1422.alert1.us>

You can easily report tips on bullying, harassment, drugs, vandalism or any safety issue you're concerned about. You can submit a tip anonymously online or by telephone. More information, including the SafeSchools Alert Terms of Use and Privacy Policy, is available online at <http://1422.alert1.us>.

The school administrator or designee will investigate any allegations of misconduct that are reasonably characterized as bullying. At the discretion of the school principal and/or superintendent, the alleged perpetrator(s) may be suspended pending the outcome of the investigation. Students who engage in bullying will be disciplined as determined to be appropriate, up to and including suspension and/or expulsion. **The school administrator may refer allegations of bullying to law enforcement if he/she reasonably believes that the student has engaged in criminal conduct.**

School District Policy No. 506.50

Harassment and Bullying Reporting Procedure

Any person who believes he or she has been the victim of bullying or any person with knowledge or belief of conduct that may constitute bullying shall report the alleged act(s) immediately to the building principal (or designee). A student may report bullying anonymously. A teacher, school administrator, or other school employee shall be particularly alert to possible situations, circumstances, or events that may constitute bullying. Any such person who receives a report of, observes, or has other knowledge or belief of conduct that may constitute bullying shall inform the building principal immediately.

Teacher's Discipline Plan

The teacher's classroom Assertive Discipline Plan involves the application of rules of conduct in the classroom. Students will be prepared for class.
Students will be courteous to others.
No food, candy, pop or hats in the classroom without teacher permission.
Cheating, including plagiarism is prohibited.
Students will be responsible for their actions and be cooperative with others.

Minor Disciplinary Problems

Unnecessary disruptions in the classroom or in the building by noise, annoying action, inappropriate language, profanity, vulgarities, name calling directed at another student, inappropriate behavior, inappropriate dress, excessive display of affection, rudeness, loudness, horseplay, disruptions of the classroom by a student in the hall or outside the building, campus driving violations, etc. These problems disturb the concentration of students in the classroom and disrupt the educational effectiveness of the teaching environment and interfere with the orderly environment of the school.

Procedure: Depending on the severity and frequency of the problem, the instructor may assign detention for minor disciplinary problems. An appropriate discipline form will be filled out and mailed to the parent or guardian. Three "minor" disciplinary referrals equal one "major". Minor referrals are cumulative for one school year.

Students who receive three minor disciplinary referrals in one class have shown by their behavior that they are not serious about changing their behavior are repeatedly disruptive, may be removed from that class by the Principal and the student will receive a No Credit (NC) grade.

Major Disciplinary Problems (Policies 506,506.5,541,548,549,550,551,552)

Examples: Defiant behavior (refusal to comply with a reasonable request), vandalism, theft, malicious injury to another person, throwing rocks, coins, snowballs, or any object that could injure, bullying, fighting, abusive language, profanity, vulgarity, name calling directed at a staff member, threatening language, harassment, sexual harassment, intimidation, alcohol, tobacco, or drugs on campus during school or events at the school, threats against another person or property, threats to harm the school, habitual truancy, criminal acts, possession of dangerous weapons, guns, knives, firecrackers, materials or devices to cause a fire or explosion, laser pointers, possession or control of pornographic material, inappropriate use of the computers or the Internet, e-mail, etc.

Procedure: Following an investigation of the incident by school personnel, written or oral charges may be brought against the student. The student will have the opportunity to present his or her side of the incident (due process). The parent or guardian will be notified by phone or by mail. If necessary, a conference will be held with the student, parent or guardian, principal, and other necessary school personnel. The discussion, which may be held over the telephone, will cover the details and seriousness of the incident along with possible consequences which may include: suspension from a class period, in-house suspension, suspension, referral the Building Disciplinary Review Committee, or other consequences. Final determination of the consequences rests with the school officials involved.

If the seriousness of the problem warrants, a student may be immediately referred to the Building Disciplinary Review Committee, or to the School Board for Expulsion. Major disciplinary problems are cumulative for a student's entire career at SSHS.

Building Disciplinary Review Committee

The Building Disciplinary Review Committee shall consist of three teachers who have not been previously involved with the incident.

1. The Principal is to notify the student and parent or guardian that the hearing has been scheduled.
2. The Principal will present the history of the student's disciplinary infractions and consequences that have led the student and school to this point.
3. The student and his or her parent or guardian will have an opportunity to present their side of the incident and any concerns.
4. The BDRC is empowered to hear the case and make recommendations which may include: Reinstatement, Transfer, Referral to a behavior class, or Referral to the School Board with a recommendation for expulsion
5. The Principal will notify the student and their parent or guardian of the decision rendered by the BDRC.

If the BDRC recommends expulsion, the student and their parent or guardian will be notified in writing that the student is being referred to the School Board for an expulsion hearing.

Drug, Tobacco, and Alcohol Policy (Policy 551) (Policy 578 for Athletics)

The use, possession, distribution or sale of alcohol, tobacco, or drugs while in school or at any school sponsored event is prohibited. Occasionally, a dog trained to locate drugs will be used in the school parking lot or in school buildings for locker and classroom searches. If a student is found to be using, possessing, or distributing or selling drugs, tobacco, or alcohol, the following disciplinary steps will be taken.

Tobacco/Vape

First Offense

The parent or guardian will be notified of the violation and a conference will be held.

If the student is vaping they will be required to complete an online vape education course.

The student and parent or guardian will be advised of the consequences of a second offense.

The student will be suspended for a period of time to be determined by the Principal.

Second Offense

The parent or guardian will be notified of the violation.

Law enforcement will be notified.

The student will be suspended for a period of time to be determined by the Principal and may be referred to the Building Disciplinary Review Committee which may result in a referral to the School Board for expulsion.

Alcohol and Drugs

First Offense

The parent or guardian will be notified of the violation.

Law enforcement will be notified.

The student will be suspended for a period of time to be determined by the Principal.

The student will be referred to the Building Disciplinary Review Committee to consider reinstatement versus referral to the School Board for expulsion.

Second Offense

The student will be referred directly to the School Board with a recommendation for expulsion.

Student Life

Athletic Game Pass and Player Fees

Students may also purchase an athletic game pass for \$15.00. With their current athletic game pass in their possession they will be admitted to home athletic events at no cost (excluding tournaments) and will be admitted to games away from home at a reduced rate.

The cost of a yearbook is not included in the student activity fee.

Participants in extra-curricular activities will pay a Players Fee of \$100.00 per sport or activity to help defray the costs of the activity.

Assemblies

Assemblies are an integral part of school life. These will include pep, school, outside talent, and special occasion assemblies. Students should show proper respect to those performing at all times. When assemblies are held in the auditorium students are to sit in the area designated for their current teacher. When assemblies are held in the Gymnasium, freshmen, sophomores, juniors, and seniors will sit in the area assigned to their class.

Students who chose not to attend assemblies and wish to go home must make prior arrangements with the office by bringing in a note from their parent or guardian.

Bus Policy (Policy 730)

Students are charged with the responsibility of conduct which will result in safe transportation, respect for school personnel and other students. Failure to abide by the following school bus rules, to show proper respect to others, or to comply with reasonable requests made by school personnel may result in a suspension from or denial of bus transportation. Listed below are specific rules that will guide students toward good bus conduct. This list is not intended to be all-inclusive but it is representative of the types of behavior that will be expected

1. Students must not attempt to board the bus or leave their seats on the bus until the bus is fully stopped.
2. Articles of an injurious, objectionable, or distracting nature must not be taken onto the bus (any type of weapon, large bulky item which might obstruct the aisle, flammable items, water guns or other spray apparatus, noise makers, throwable objects, etc.)
3. Live animals will not be permitted on the bus.
4. Students must remain seated while on the bus except when loading or unloaded.

5. Activities that distract the bus driver or cause problems in the bus are prohibited.
6. Students are not permitted to open or close windows without the permission of the bus driver.
7. Students must keep their hands and all other parts of their bodies inside of the bus.
8. Fighting, pushing, tripping, or scuffling types of behavior are not permitted on the bus or at bus stops.
9. Students will obey the bus driver.
10. Loud and disruptive noise is not permitted on the bus.
11. Throwing objects in, into or out of the bus is not permitted.
12. Students must not tamper with bus equipment.
13. Lighting matches, spitting, littering, and the use of tobacco are prohibited on the bus.
14. Students will refrain from rude, discourteous, and annoying conduct.
15. Destruction or defacing of the bus or its furnishings is prohibited.
16. Students will not bother other students or the belongings of those students.
17. The consumption of food or drink is not permitted on the bus.
18. Students will behave in a manner that promotes safety,
19. The deliberate destruction or defacing of the interior or exterior of the bus by a student will result in the immediate loss of bus transportation privileges for a minimum of one week and possibly for the remainder of the school year.

The Principal will decide on the suspension of a student's bus riding privileges. The bus driver will not exclude a student from riding the bus as it goes to or from school unless an emergency that endangers the safety of other riders demands immediate exclusion of the violator. In all situations except for emergencies, exclusion will come after the principal, under the aforementioned regulations, has properly notified the parent or legal guardian.

Cafeteria (Policy 770)

For the 2018-2019 school year the cost of each lunch is \$3.00. Payments to lunch accounts will be accepted in the cafeteria each morning before school begins. The cafeteria will only accept cash or checks that are to be credited to a student's lunch account and only in the amount to be credited to the lunch account. Once monies are deposited to an account, they will not be refunded. Students without money on account will not be able to charge meals, if a student's account becomes overdrawn, the student will need to pay the overdrawn amount before being able to purchase additional lunches. A student purchasing two lunches in one day will need to pay for the second lunch with cash. Students from families whose income falls below a certain limit may be eligible for free or reduced price lunches. Application forms may be picked up in the office. Breakfast is served daily from 7:30 a.m. to 8:00 a.m.

Cell Phones (Policy No: 553)

Cell phones have become a significant disruption in our classes. We request that family members and friends refrain from calling students during class time.

If a cell phone is being used during class for a nonacademic purpose without the teacher's permission:

1st offense: Cell phone is confiscated by classroom teacher and taken to the office.

Student may retrieve their phone from the office at the end of the day.

2nd offense: Cell phone is confiscated by classroom teacher and given to the office.

Parent may retrieve phone from the office.

3rd offense: Cell phone is confiscated by classroom teacher and given to the office with notification that this is the student's 3rd offense. Parent may retrieve phone from the principal and will be notified that the student will not be allowed to bring their phone to school or be in possession of any phone for the next week.

If a student is in possession of a cell phone during the time they are not permitted to have a cell phone of any kind, they will have one day of ISS (cell phones are never permitted during ISS) and their cell phone ban time will start over the next day. Subsequent offense's will lengthen the time the student is not permitted to have a cell phone at school for any reason.

Damage to School Property (Policy 548)

Vandalism: A person or persons found to be willfully destroying school property will be turned over to law

enforcement and avenues will be sought to obtain adequate compensation for damages. In the event of damage due to failure of a student to follow school rules or to use necessary caution, the student will be assessed for financial remuneration of damages. Report cards, grades, etc. will be held until damages are paid.

(Policy 517)

Students at Soda Springs High School are expected to come to school clean, neat and dressed in a manner that is accepted as being in good taste. Clothing which distracts from or disrupts the educational process is not acceptable. Students are prohibited from wearing clothing that exposes their breasts, midriff, or buttocks. As a general rule, shorts should have a minimum inseam length of 3.5 inches so long as buttocks are not exposed. Clothing printed with obscene or vulgar expressions is not allowed. When questions arise as to the appropriateness of clothing, the principal will be the final determiner. Because Soda Springs High School is a Drug Free School, clothing items depicting drugs, alcohol and tobacco, either in words or images will not be allowed.

Students who do not meet these outlined standards of dress will be asked to change their clothes or will be sent home to change. They will be readmitted to class when they comply.

Driving and Parking on Campus

Properly licensed cars and motorcycles may be used as transportation to and from school. Students are permitted to drive and/or park in school parking lots as a matter of privilege, not a right and must register their vehicles in the office. While driving on campus students should respect pedestrian right-of-way, drive in a courteous manner and keep their seat belts fastened.

Students are not to use cars parked on campus as a substitute for a locker. Students are only to be in the parking lot when arriving or leaving campus per their regular schedule. School officials are authorized to conduct routine patrols of school parking areas. The interiors of vehicles parked on school premises may be inspected by school officials when there is reasonable suspicion that they may contain illegal materials or contraband, evidence of a crime or violation of district policy, or items that may be a threat to safety or security. Such searches may be conducted without notice, without consent, and without a search warrant.

Students are to park in the south parking area. Other areas, including the paved areas on the north side of campus (the area between the gym and the Art/Ag building, behind the auditorium and computer labs, etc.) and the area immediately in front of the office are reserved for school faculty and staff. Parking in non-paved areas is prohibited. The east parking area will be available after school on game days.

Cars and/or motorcycles may be ticketed, fines may be assessed and students may be restricted from driving or parking on campus due to:

- Parking in more than one space
- Parking in faculty parking areas
- Parking by Vo-Ag buildings (shop/greenhouse)
- Failure to register the vehicle with the office
- Unsafe or illegal driving practices
- Driving between classes (other than lunch time)

FERPA (Family Educational Rights and Privacy Act) (Policy 510, 680.50)

Parents and students have a right to inspect and review records kept by the school. Parents may request that the records be amended if they are found to be inaccurate, misleading, or otherwise in violation of a student's rights.

The school will release student directory information to individuals or groups requesting name, address, telephone number, participation in classes or school activities and sports, grade level, photograph, weight and height, and awards received. This information will be released without notice or consent unless a parent or student opts out of the directory.

Fund Raising

Fund raising activities on school ground or at school activities are limited to those sponsored by school organizations and must receive prior approval from the Principal. Students may not sell items in the school either for

their own benefit or for a non-school organization.

Guidance Services

Your counselor has one major goal, to help you to receive the maximum benefit possible from your years at Soda Springs High School. Information about occupations, careers, scholarships, colleges, technical training as well as various college tests (ACT, SAT, etc.) is available from the counselor. The Counselor also facilitates group counseling sessions on topics including anger management, coping skills, etc. Each year the counselor will meet with individual students to review their registration and four-year plans.

Gym and Gym Lockers

The school Gym is only to be used for regularly scheduled class activities. Likewise the Gym Locker Rooms are only to be used for storing clothing and equipment used for PE classes and Athletic Activities. Items needed for other classes are to be stored in hallway lockers.

Insurance (Policy 573)

The school makes available to students the purchase of a low cost insurance policy to protect the student in the case of accident or injury. It is especially advisable to consider this low cost coverage if the student has no insurance coverage. This insurance will cover all school sponsored athletics except football. A separate insurance policy is available for football players. If players desire to have this coverage (evidence of insurance is a requirement to participate in all athletic activities) they must purchase this insurance prior to the first day of practice. It is advisable to look over this policy even if a player has another health insurance policy.

Lockers (Policy 542)

Lockers assigned to students are the property of the school and remain under the control of the school at all times. School officials may randomly open and inspect lockers for any reason at any time. School officials may open and inspect lockers when there is reasonable suspicion that lockers contain illegal materials or contraband, evidence of a crime or violation of district policy, or items that may be a threat to safety or security. Searches of lockers by School officials may be conducted without notice, without consent, and without a search warrant.

Every student may be issued a locker (with a pre-installed lock) at the beginning of the school year. This will be the student's locker until such time as the student has received permission from the office to change to a different locker. It is the responsibility of each student to take care of his/her locker. If a lock or locker is damaged it will be the responsibility of the student to pay for any necessary repairs or replacement. It is important to keep lockers locked and to keep your locker combination private. Never leave money or valuable personal property in an unlocked locker. These items may be checked into the office for safekeeping. If school property, textbooks, etc., are stolen from a locker, the student is responsible for the replacement of those items.

Media Center (Library)

The Media Center is open Monday through Thursday from 7:30 am to 4:30 pm.

The Media Center will close for faculty meetings on alternating Tuesday mornings.

Books may be checked out for two weeks.

Computer and Internet access are available in accordance with district policy.

Evening hours for special projects may be scheduled by appointment with the media specialist.

Computers are available for approved web-based courses.

Online periodicals are available for home use.

Phone Calls

Students will not be called out of class to answer a phone call except in the case of an emergency. Messages will be taken and delivered to students so that they may return calls at more convenient times.

Posters

All posters or announcements to be displayed in the school or on school ground are to be pre-approved by the office. Care is to be used to avoid causing damage to walls and other surfaces. All event-related signs and posters are to be removed the day after the event. Do not hang posters on fire extinguisher glass cases or over drinking fountains.

School Closure (Policy 354)

Should there be a need to close the school due to weather, mechanical problems, or health reasons, the school will notify local radio stations for public broadcast of the closure. Signs announcing the closure will also be posted at the major entrances to the school building.

In the case of a long-term school closure, staff will endeavor to contact students via the internet and/or telephone in order to continue, to the extent possible, educational services for our students.

Shuttle Bus

Bus transportation is provided for students working as tutors at the middle school and/or elementary school. Students who miss the bus without a valid reason may be counted as absent. Students are not to drive to or ride in vehicles driven by other students to off campus class assignments, doing so may result in removal from the class and loss of credit.

Visitors

Visitors, including parents and former students, must receive permission at the office in order to be in the High School building or on the High School grounds during the hours when school is in session. This includes lunch time and the normal gathering time before school and departure time after school. Class visitors (high school students) are permitted to attend class for up to one half-day only if they have received prior approval from the principal. Anyone found in any of the school buildings or on school premises without specific approval of the administration will be asked to leave.

Withdrawing or Transferring to Another School

It shall be the responsibility of the student to take a withdrawal form, pre-signed by the parent, to each of his/her teachers for their signatures and clearance. All school materials, books, locks, etc. must be turned in and all bills taken care of. Unpaid bills and school items not turned in may be recorded on the student's permanent record until cleared. Final transcripts or report cards will not be issued until a student has settled his/her debts with the school.

Yearbook

A yearbook will be made available at a cost of \$69.00 (including tax). Prices may vary if the yearbooks are requested to be personalized. Yearbook orders may be placed at the beginning of the school year. Be sure to pay attention to ordering deadlines to ensure availability. Yearbooks cover the entire range of school activities and are published during the summer for distribution at the beginning of the next school year.

Athletics

Athletic Credits

A student who competes in and completes three seasons of any sport or combination of sports will be awarded two pass/fail PE credits if the coach holds Idaho PE certification.

A student who competes in a sport or sports where the coach does not hold PE certification may have the PE requirement waived and converted into additional elective requirements.

Eligibility Rules (Policies 572 and 578)

The Idaho High School Activities Association has established eligibility regulations for high school activities. In order to be eligible for athletics, the participant must pass and be enrolled in a minimum of six (6) full credit classes each semester. Grades will be checked weekly. Students must maintain a 2.0 with no "F's" and no "NC's" to remain eligible. Students having incompletes will be ineligible until a passing grade is posted in the office. Early graduates can finish the season of the sport or activity they are involved in but are ineligible for any activities thereafter. Additionally, students may be dismissed from any athletic team or extracurricular activity by the principal for behavior problems.

Insurance (Policy 573)

The school makes available to students the purchase of a low cost insurance policy to protect the student in the case of accident or injury. It is especially advisable to consider this low cost coverage if the student has no insurance coverage. This insurance will cover all athletics except football and rodeo. A separate insurance policy is available for football players. If players desire to have this coverage (evidence of insurance is a requirement to participate in all athletic activities) they must purchase this insurance prior to the first day of practice. It is advisable to look over this policy even if a player has another health insurance policy.

Sportsmanship Guidelines

Respect for others and sportsmanship are synonymous. If you display one, you will display the other. We should treat other people with courtesy and respect at all times. Play with dignity, skill, and courage, and then regardless of the score, you will have won.

The following guidelines have been established to promote good sportsmanship at all athletic contests.

We will show school spirit by cheering for our team.

We will not yell at or against the opposing school, players, or the officials.

Derogatory cheers/taunts will not be used.

We will be respectful during the introduction of opposing players and coaches.

We will treat our visitors with courtesy and respect.

Remember, cheer for, not against. Our school has class!

Principals have the authority as well as the responsibility to control the crowd and to insure good sportsmanship at all athletic contests. (Idaho High School Activities Association By-Laws 2-6).

Transportation To and From School Activities (Policy 575)

Students involved in off-campus school activities shall travel to and from these events by means of school transportation unless the parent or guardian has made prior arrangements with the school principal or his/her designee. A student may be released to their parents or guardian at the site of the activity for the return trip. Students will not be released for the return trip to a person or persons other than their own parent or guardian. Once a student is released to their parent or guardian, the parent or guardian assumes responsibility for the student and the mode of transportation that they choose.