

BKHS Student Handbook Changes for the 2020-2021 school year

Page #2 Addition of Information

Building Philosophy

Everyone will learn every day, all day!

Everyone will make a difference in the lives of others!

Page #6 Addition of Information

Graduation requirements

High School students at Belmont-Klemme must complete 26 Units of Credit. It will include 4 years of English: (English 9 or [Honors English 9](#), English 10 or [Honors English 10](#), English 11 or [Honors English 11](#) and 1 year of Elective English Senior Year), 3 years of Math (taken during their high school career, and have them taken in consecutive years), 3 years of Science, 3 years of Social Studies: (U.S. History, World History, U.S. Government, and a semester of Elective Social Studies), 8 Semesters of Physical Education or equivalent (with the opportunity for athletic/academic waivers), and a semester of Financial Literacy.

Page #7 Deletion of Information

National Honor Society Steps for Induction

1. 2. The high school faculty ~~and head coaches~~ are asked to carefully read each applicant's letter and application. Then they rate each student who they have in their classes or activities, using a rubric that identifies scholarship, character, leadership, and service.
2. 5. A committee of faculty ~~department heads~~ gets together and reviews each

Page #8 Addition of Information

Quarterly/Semester Report Cards/Mid-Terms Grades

The Belmont-Klemme Jr./Sr. High School has moved to a paperless process of reporting student progress. Parents will continue to have access to their student's progress reports and reports cards through the Infinite Campus Parent Portal; however, the practice of printing hard copies of semester report cards will be discontinued. Parents may print a progress report card via the parent portal in Infinite Campus.

The directions for printing the progress report card can be found in the Infinite Campus section of the District website. If you need assistance accessing the parent portal in Infinite Campus, visit the Infinite Campus section of the District website for directions. If you are unable to access the parent portal please, contact trish.morris@bkcsd.org. If you are unable to print a progress report card, one may be obtained by calling the building secretary at the school. At any time during the school year, parents are encouraged to contact their student's teachers for an update on their academic and behavior progress. Interim student progress reporting is paperless, and student progress reports at the 4.5 week and 13.5-week periods can be accessed by parents and students

via the Infinite Campus Parent Portal. A hard copy of a student's progress report can be printed at home from the Infinite Campus Student or Parent Portal. Generally, students who receive an incomplete final grade in a class must complete the classwork within two weeks following the end of the semester. Extensions may be granted by the teacher with the permission of the principal. Failure to finish an incomplete may result in a failing grade and loss of credit.

Page #9 Moving Mid-term ineligibility to align with Quarter eligibility for consistency
BKHS Rules

During the semester students in both the Junior High and High School will become ineligible at the mid-term of each quarter if they are failing any class. Grades will be checked at the beginning of the ~~week~~ **second week and each week thereafter** to confirm that students are in a passing status after mid-term grades are finalized. If a student is not eligible after the **two-week** ~~one-week~~ check-in, the student's grades will be checked in one-week increments to check for eligibility. If a student is failing any classes at Quarter 1 or Quarter 3, they are automatically ruled ineligible for 2 weeks and must be passing all classes at the two-week mark in order to become eligible.

Page #14 Change to clarify a specific situation
Conflicts

If the investigator is a witness to the incident **or named in the complaint**, the alternate investigator shall investigate **or another neutral investigator will be appointed**.

Page #15 To align with current practices
School Day

Students may be present on school grounds before 7:30 a.m. or after 3:30 p.m. only when they are under the supervision of an employee or an extracurricular activity sponsor/coach. Other students here prior to 7:30 a.m. or after 3:30 p.m. need to be in the student center. If school is dismissed early, students are expected to leave the school grounds within 20 minutes of dismissal. **If the school is doing an online learning day, students are expected to start working with their instructors at 8:30 am or must make alternative arrangements with the principal or designee.**

Arrival at School To align with current practices

Before school starts, students may enter the building by the auditorium doors on the Northside of the building or the front doors on the Southside of the building. Students are not to enter the building by the main office until after 8:20 a.m. Students are required to sit in the cafeteria until a bell rings at 8:20 a.m. and will have 10 minutes to go to their lockers and then their first-period class. Students are not to be in the hallways or any other part of the building. Students that gain teacher permission are allowed to go to classrooms prior to 8:20 a.m. School begins at 8:30 a.m. Students who are not seated in their 1st-period class seats by 8:30 a.m. are considered tardy and will be marked as tardy for attendance purposes. ~~They are to go straight to their 1st-period class if tardy during the 1st period.~~ **Students are required to get a pass from the office if they have arrived tardy to their first-hour class.**

Page #17 Change to clarify a specific situation

School Attendance for extra-curricular and club activities

All students who are scheduled to participate in an extracurricular activity on any day that school is in session must attend a full day of school on the day of the activity, unless excused directly by the Principal, or designee. A full day is defined as attending all periods of the day. Students are expected to be on time for the first period of the day unless prior permission from the principal or designee to be late has been obtained. If there are weekend activities, the student must attend the full day the last day of school before the weekend starts **or be excused for a portion of the day by the principal or designee (doctors note is recommended to assist the principal in determining just cause)**. Students must attend 4 periods (last 1/2 day of school) to practice each day. Medical appointments, dental appointments, and illnesses are excusable if the Principal, or designee determines by having the students note from the doctor's office. Juniors and Seniors visiting colleges and vocational schools shall be deemed excusable if so deemed by the Principal or designee. The Principal, or designee, has the sole discretion in determining whether an absence/tardy will be excused.

Page #33 Change to clarify a specific situation

III. ADMISSION

- E. Admission may be **denied anyone** based upon the sponsor's or principal's judgment based on having due cause.

Page #41 Change in personnel

Due Process Grievance Procedure

CO-EQUITY COORDINATORS:

Tiffany Landrum & Claudia Guerrero

Page #46 Change in personnel

Homelessness Change in personnel

Additional services provided. Contact, Homeless Coordinator, **Holly Friederich** at 641-444-4300 ext. 1124.

Page #60 Change to align to current practice

HIGH SCHOOL

Class officers and student body elections are held in the spring. The full council is composed of Student Body President, Vice President, Secretary, Treasurer, and three representatives from the Freshman, Sophomore, & Junior classes. ~~Seniors must run for a specific position (i.e. Student Body President, Vice President, Secretary, and Treasurer).~~ **The senior with the most votes will be given the position of president, the senior with the second most votes will be the vice-president, the senior with the third most votes is the secretary and the senior with the fourth most votes is the treasurer.**

Students who have violated the Good Conduct Code policy prior to the election will not be eligible to participate in the student council. Similarly, students who violate the Good Conduct Code while holding office will forfeit their office.