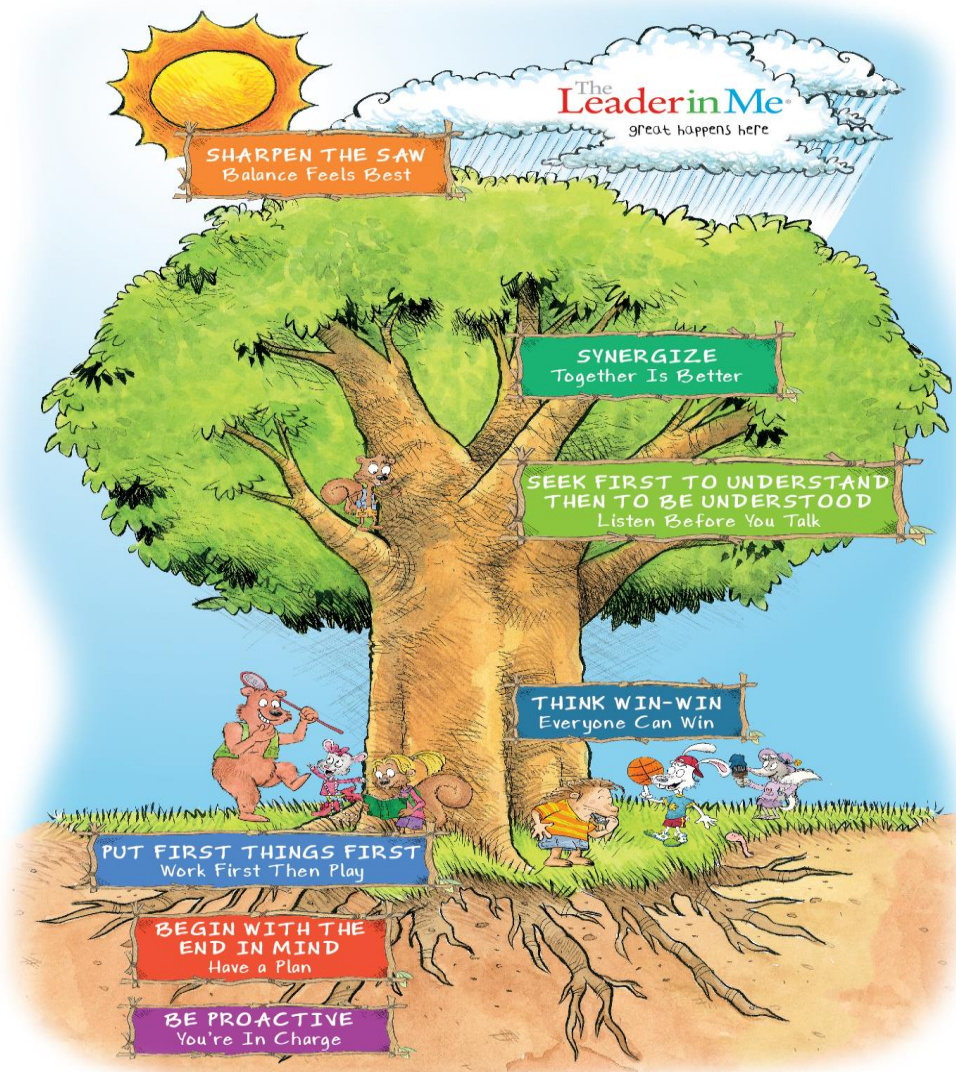


WELCOME to Shoshone Elementary



2024-2025 Parent - Student Handbook

Shoshone School District
Dr. Rob Waite, Superintendent
Mrs. Kelly Wilkins, Elementary Principal



August 20, 2024

Welcome

I look forward to the opportunity to create an amazing year working with you and your child. With all of us working together, we plan on making this an excellent school year. We want our students to be lifelong learners with compassion for others. We continually strive to make Shoshone Elementary a school where parents are proud to send their children.

This will be our 8th year as a *Leader in Me* school. Our staff and students are proud of what we have accomplished so far, and we anticipate another great year! Our goal as a *Leader in Me* school is to continue to cultivate the greatness in all our students so they can have a better future and live in a better world. We want our students to be problem solvers, critical thinkers, and able to work well with others.

It is our goal to create a school climate in which teachers can teach and children can learn effectively. The student behavioral expectations outlined in this book are to be followed on school grounds, at school activities, and on the school bus. Your support is needed for Shoshone Elementary to be a safe and productive learning environment. In order for our school to run effectively, we have organized this handbook to help you understand the policies and procedures for our school.

Please read this information carefully, review the information with your child and then sign and return the attached form to your child's classroom teacher or school office. You and your child's signature indicate you have read and understand the contents of this handbook. If you have any questions, please contact me at 208-886-2381 ext. 136 or by email at kelly.wilkins@shoshonesd.org.

We believe that cooperation between parents and school is essential to providing the best educational opportunities for our students. We invite you to visit your child's classroom; please check in at the office first. Please feel free to contact any member of our school staff with ideas or questions concerning your child's education.

Sincerely,
Kelly Wilkins

Shoshone Elementary

MISSION STATEMENT

We VALUE everyone and
Make CONNECTIONs
We INSPIRE each other
To DREAM BIG.



VISION STATEMENT

Focus Empower Succeed

Elementary Office Hours

Monday-Thursday
7:30 AM – 4:30 PM
(Voice) 208-886-2381 (Fax) 208-886-2778
Mr. Rob Waite, Superintendent

Mrs. Kelly Wilkins, Principal
Kelly.wilkins@shoshonesd.org

Deysi Garcia, Secretary
Deysi.garcia@shoshonesd.org

Stefanie Johansen, Secretary
Stefanie.johansen@shoshonesd.org

Staff List

Kindergarten Teacher	Ms. Hiron	Rm. 129
Kindergarten Teacher	Ms. Longchamps	Rm. 133
First Grade Teacher	Mrs. Logan	Rm. 130
First Grade Teacher	Mrs. Platz	Rm. 132
Second Grade Teacher	Mrs. Call	Rm. 125
Second Grade Teacher	Mrs. Reyes	Rm. 127
Third Grade Teacher	Ms. Knight	Rm. 119
Third Grade Teacher	Mrs. Harding	Rm. 120
Fourth Grade Teacher	Mrs. Olsen	Rm. 117
Fourth Grade Teacher	Mrs. Ballard	Rm. 118
Fifth Grade Teacher	Ms. Jones	Rm. 115
Fifth Grade Teacher	Mrs. Kamplin	Rm. 116
Special Education Teacher	Mrs. Gray	Rm. 112
Speech and Language Pathologist	Ms. Humbach	Rm. 122
Reading Intervention Teacher	Mrs. Schutte	Rm. 126/128
Social Worker/Restorative Justice	Ms. Novinger	Rm. 251
Behavior Specialist	Mr. Jaynes	Rm. 251
Librarian	Mrs. Owens	Rm. 418
Music Teacher	Mrs. Pitcher	Rm. 410
Physical Education Teacher	Mrs. Martin	Rm. 307/502
Physical Education Teacher	Mr. Aoi	
Counselor	Mrs. Christiansen	
Counselor	Ms. Schroeder	Rm. 406
Counselor	Mrs. Garbett	Rm. 130
Child Nutrition Director	Mrs. Naylor	Rm. 122
Transportation Director	Mr. Larson	Rm. 416
Para-Professionals	Mrs. Arizmendi	
	Mrs. Brauburger	
	Mr. Gonzalez	
	Mrs. Guthrie	
	Mrs. Olsen	
	Mrs. Peterson	
	Ms. Pinon	
	Mrs. Silva	

Daily Bell Schedule



<i>Monday-Thursday</i>	
7:30-7:50	Breakfast in Cafeteria
7:50	School Begins
8:05	Tardy bell Rings
9:45-10:00	Recess (K, 1 st & 2 nd)
10:00-10:15	Recess (3 rd , 4 th & 5 th)
10:50-11:10	Lunch (Kindergarten)
10:50-11:10	Recess (1 st and 2 nd)
11:10-11:30	Recess (Kindergarten)
11:10-11:30	Lunch (1 st and 2 nd)
11:30-11:50	Lunch (3 rd)
11:30-11:50	Recess (4 th and 5 th)
11:50-12:10	Recess (3 rd)
11:50-12:10	Lunch (4 th and 5 th)
1:45-2:00	Recess (4 th and 5 th)
2:00-2:15	Recess (Kindergarten and 1 st)
2:25-2:40	Recess (2 nd & 3 rd)
4:00	Dismissal

Accident Procedure

Any student injured at school, no matter how slight, is responsible for reporting it to the teacher or paraprofessional in charge.

Alternative Placement

Alternative settings are an extension of the Shoshone Education program. Students new to the district that have been in alternative settings will be screened by the re-admittance committee to determine placement. The re-admittance committee will consider the following when evaluating the student's readiness to re-enter the regular school setting:

1. Has the student maintained regular attendance with limited/no (minor) discipline issues in the alternative setting?
2. Does the age of the student have an effect on placement?
3. At which placement would the student have the highest likelihood of academic success?
4. How much of an effect would the student's re-entry to the campus have on the students who have been placed on the campus all year?
5. Would the student's re-entry to the campus cause a disruption to either the academic progress of the student or the students currently on campus?
6. Would the student be able to re-enter the campus at a similar academic level of his/her fellow students of the similar age?
7. Has the student had more success at the alternative setting than he/she experienced on campus?

All Students have the right to learn and be safe. If a student interferes with the learning or safety of other students, the principal may place the student in an alternative placement. (Board Policy – 3050)

Attendance

Breakfast is served in the cafeteria from 7:30-8:00 a.m. The tardy bell rings at 8:05 a.m. If your child arrives at school after the tardy bell rings they must check in at the office before going to class.

Absences must be verified in writing or phone call made on the day of absence.

A student must be in class attendance at least 90% of the scheduled day. Attendance will account for two half day increments. All other absences will be counted in the 90% (7 days) per semester.

Students with excessive absences will:

1. Receive a phone call
2. Receive a letter
3. If absences continue, the principal will contact the prosecuting attorney and/or health and welfare

Extended absences (more than 4 consecutive days) must be verified by a doctor or prearranged through the school office.

Bicycles

The school assumes no liability for stolen or damaged bicycles. Bicycles must be walked on school property.

Bus Riding Privileges

Video cameras are installed in the buses to deter inappropriate behavior and record violations of conduct rules.



Student Conduct on Buses:

1. Obey all requests of driver promptly and courteously with no back talk.
2. No loud talking or profanity
3. No standing while bus is in motion. Keep head and arms inside of bus at all times.
4. No fighting, scuffling or disturbing other students. Keep hands to yourself. Keep feet and legs out of aisle.
5. No eating or drinking on buses on regular routes.
6. Keep feet off seats. Do not wear metal cleats on bus. Do not mark on, cut or puncture bus cushions or backs. Leave screws and bolts alone. Any damage to the bus will be assessed to the student and his/her parent/guardian.
7. Be on time at bus stops. Enter and leave the bus quietly.
8. Remember, the bus driver has the responsibility to get you to and from school safely. Do not do anything that will disrupt his/her concentration while driving. There must be respect for the driver at all times.
9. Throwing of any articles will not be allowed.
10. No items will be allowed on the bus except those necessary for normal school activities.
11. Students who refuse to obey Shoshone School District busing policies may be suspended from riding the bus up to one week. Subsequent violations may result in the loss of riding privileges for the remainder of the school year.
12. The bus driver shall handle discipline problems on the bus.

Consequences for violating bus rules:

1. The bus driver may assign seats.
2. Students will be verbally warned only once by the bus driver.
3. The bus driver, at his/her discretion may issue a violation form requiring parent/guardian signature. In severe cases the transportation director and principal will decide the appropriate level of consequence as determined by their investigation. The principal and the transportation director will be the final authority.
 - a. After one verbal warning, a **first** violation could result in suspension of bus privileges for two school days.
 - b. A **second** violation could result in suspension of bus privileges for five school days. A meeting with the parent/guardian, principal and transportation director may be scheduled to develop behavioral strategies in an effort to resolve the matter
 - c. A **third** violation could result in a meeting with the parent/guardian, principal and transportation to determine additional bus privilege suspension.
 - d. A **fourth** violation would, in all probability, result in cancellation of bus privileges for the remainder of the school year.

It is important that students follow all bus rules at all times!

Breakfast and Lunch

Breakfast is served to students in the cafeteria from 7:30-8:00 a.m. School breakfast and lunch is not free this year. Please see pricing below.



Breakfast prices:
K-5 students- Free

Lunch prices:
K-5 students - Free
Adult - \$5.00
Extra Milk -\$0.75

Thank you for supporting child nutrition. For more information regarding the National School Lunch Program, please contact Ciara Naylor at 886-2381 ext. 122.

Cell Phone or Watch with Phone

Students are not allowed to use cell phones or watch phones during school hours. If parents, choose to send their child with a cell phone to school they do so at their own risk. **Shoshone Elementary School is not responsible for the loss or misuse of a student's phone.** If students have cell phones at school, they are to remain turned off and in the student's backpack. If the student is caught with the cell phone on or out of their backpack, it will be taken away until the end of the school day. If the phone is taken away a second time parents will have to come to school to claim it.

Child Abuse

Idaho law requires school employees to report any suspected child abuse (any physical injury which has been caused by other than accidental means) neglect, or sexual molestation to the police and/or Families Services, who alone may or may not notify parents of an investigation of the suspected abuse. Therefore, if a student is accidentally injured in such a way as to even resemble possible child abuse, parents are advised to notify the principal and explain the injury before such a report is made.

Clothing, Backpack, Personal Property

It is strongly suggested and appreciated that all outerwear such as coats, jackets, hats and gloves and any personal property (lunch boxes) be marked for identification.

Computer, Chrome Book, and Internet Use

Students will have access to school district computers, classroom Chrome books and the internet through the school network, which follows the required Children's Internet Protection Act regulations. Using the school district's computers, Chrome books, and internet is a privilege. All computers and Chrome books will have restrictions enabled in the settings to prevent unallowable internet content. While using the Chrome books students are expected to act in a responsible and ethical manner at all times. If at any time general school rules are not followed Chrome book privileges may be suspended or revoked depending on the seriousness of the offense. By signing the enclosed handbook form students and parents agree to these terms.

Custody of a Son or Daughter

The school does not wish to pry into personal matters, but please discuss with the principal any guardianship matters, which may concern your child during school hours. This is especially important if there is a possibility of problems with the custody. The parent who has custody of a son or daughter should note that the non-custodial parent (ex-spouse) has a legal right of access to the son or daughter at school and to his/her school records, unless there is a court order preventing this. A copy of such an order must be filed with the school if the school is to deny any access to the student or the records.



Dress Code

Students are expected to arrive at school clean and appropriately dressed. If a student's appearance is considered to interfere with the educational process, or his/her clothing poses a health or safety hazard, parents will be notified. Hats are not to be worn inside the building at any time.

Types of clothing that are prohibited at school include:

- Clothing or accessories bearing messages that contain obscene statements or pictures, statements advocating immoral or illegal behavior (alcohol, tobacco or other drugs); statements of disrespect against school, the law or other reasonable authority.
- Bare feet
- Bandanas, hairnets, accessories or clothing when they represent a health or safety issue.
- Combinations of clothing or jewelry that are or could be representative of a gang.
- Clothing that is immodest or revealing (tank tops or belly shirts.)
- Shorts: When hands are placed at the side of legs, shorts should be as long as the fingertips.
- Boy's jeans that are excessively baggy.
- Any clothing or accessory deemed to be inappropriate for school.

Decision of the building principal will prevail in questionable situations.

Electronic Devices

Students are not allowed to have electronic devices at school. **Shoshone Elementary School is not responsible for the loss or misuse of a child's electronic equipment.** If the student is caught with an electronic device, it will be taken away for the remainder of the day with a verbal warning given. Subsequent violations will require the parents to come to school to claim it.

Emergency Forms

Upon enrollment parents/guardians are asked to complete an emergency contact form for each child enrolled. Please provide the information requested. If parents/guardians cannot be reached during school hours please list someone near the school that can be contacted by telephone, during the day.

It is VERY IMPORTANT that emergency contact information for your child is kept current. Please notify the office of any changes in status during the school year.

Emergency School Closure

In the event of hazardous weather conditions, school may be cancelled. A decision to close school will be made around 6:30 a.m. and posted on our district website www.shoshonesd.org. Our automated phone system will notify parent/guardian by calling the primary number listed on your child's emergency contact information provided by you at registration. If your telephone number changes, please contact the elementary office. Emergency school closure will also post on our Facebook page [Shoshone Elementary School](#) or [War Whoops](#) and broadcast on local radio stations FM 95.7, 96.5, 98.3 or AM 1310, along with television stations KTVB channel 7 and KMVT channel 11.

Fighting

If a student is being harassed or intimidated, he/she or another student **must report it to a staff member immediately**. Rather than fighting, the only intelligent, acceptable self-defense if someone is trying to start a fight is to walk away and report it, the same as a competent adult would do. So, any persons fighting will **BOTH** be considered guilty. The issue of **who started a fight is null and void**, since it takes two people to fight. Students involved in a fight will be assigned Friday School or suspended from school one to five days.

Financial Hardship

Almost all families run into a period in which money is short. If this happens and if it affects a student's participation in any part of school, please see the principal or superintendent. In certain cases, he/she has the right to waive fees or to arrange ways for costs to be worked out at school. Any contact about financial matters will be kept in strictest confidence.

Friday School

- Friday School hours are: K-2nd, 8:30 – 11:30 a.m., grades 3rd-5th, 8:00 a.m. to Noon – SHARP!
- If a student misses Friday school a parent/guardian will be required to meet with the principal before the student can attend school unless **prior** arrangements have been made by parents or guardians with the principal to attend the **next** Friday School.
- Students who owe Friday school or detention time will be excluded from participating in school activities until the time is made up.
- Attending athletic events **is not** an excusable reason to miss Friday School.
- In an emergency situation, if the principal cannot be reached by phone, please leave a message on the school voicemail system. All messages are time stamped on the system, and all notifications must be made to the school before the 8:00 AM reporting time.

Head Lice

Shoshone Elementary is enforcing a “nit-free” policy that indicates any student found to possess head lice or their “nits” (eggs) will be excluded from school until the situation is treated with a pediculicide shampoo and the “nits” are removed. Students returning to school must check in at the office before re-entry. If nits are found in the hair, students will be sent home.

Immunization

All children enrolled in kindergarten through twelfth grade in Idaho **must** have a current record of immunizations on file at the school. Idaho State Law requires that children receive a series of immunizations before entry to school or continued enrollment in school. In addition, the Idaho School Immunization Law requires schools to enforce immunization requirements, to maintain records of all children enrolled, and to submit annual reports to the Idaho Immunization Program, Department of Health and Welfare. Please make sure your child is up to date on their immunizations. A parent or legal guardian must present to school officials, upon enrollment, the immunization information or a signed Idaho State Certification of exemption. Students that are not current or complete with their immunizations will not be able to attend school until they are up to date and present immunization card to school officials. This is an Idaho State law.

Intimidation or Harassment

No student shall intentionally harass, annoy, or alarm another person, subject another person to offensive physical contact, publically insult another person by abusive or obscene words or gestures, or otherwise conduct himself in a manner likely to provoke annoyance, alarm, or a violent or disorderly response. No student shall intentionally attempt by word, act or conduct, to place another person in fear of imminent bodily injury; to recklessly engage in conduct which creates a substantial risk of bodily harm or injury to another person; or to intentionally cause or attempt to cause bodily pain or injury to any person. Any student seen harassing and/or using intimidation on any person must be reported to the teacher/principal immediately. This will not be tolerated at Shoshone and may result in a suspension or expulsion.



At Shoshone Elementary, we are thrilled to be a *Leader in Me* school. *The Leader in Me* is an innovative, school-wide model that increases teacher effectiveness, student engagement, and academic achievement, while preparing students to be leaders in the 21st century. From the [FranklinCovey website](#):

The Leader in Me process also helps to create a common language within a school, built on proven principle-based leadership skills found in Dr. Stephen R. Covey's best-selling book, *The 8 Habits of Highly Effective People*:

- Habit 1: Be Proactive® • You're in Charge
- Habit 2: Begin With the End in Mind® • Have a Plan
- Habit 3: Put First Things First® • Work First, Then Play
- Habit 4: Think Win-Win® • Everyone Can Win
- Habit 5: Seek First to Understand, Then to Be Understood® • Listen Before You Talk
- Habit 6: Synergize® • Together Is Better
- Habit 7: Sharpen the Saw® • Balance Feels Best
- Habit 8: Find Your Voice® • Find

We are excited about the journey we are taking as we implement the 8 Habits in our lives at school and at home. Students and staff will LEARN and LIVE the 8 Habits of Highly Effective People. We believe that every student is a leader and provide opportunities for EACH and EVERY child to shine!

Leaving School Grounds

No child has permission to leave the school grounds during school hours, except to go home for lunch. In that instance, written parental permission is required.

- Children that need to be picked up for dental/medical or other appointments need to be signed out and picked up at the office. Parents/guardians, it is important that you designate who may pick up your child from the school.
- Your child will NOT be released to anyone NOT included in your child's emergency contact information, without a signed note from the parent/guardian. If the person who is picking up your child is NOT recognized or known to the office staff, photo ID will be required.
- Phone calls will NOT be accepted if a new person is to pick up your child, we will need a written and signed note.
- **Excessive early check out will result in a conference with the principal. It is important for your child to remain in school until the end of the day.**

Lost and Found

Please check lost and found regularly. Unclaimed items will be kept until the end of the grading period and then items will be donated to a local thrift store. Lost and found is located in the elementary hallway.

Medications



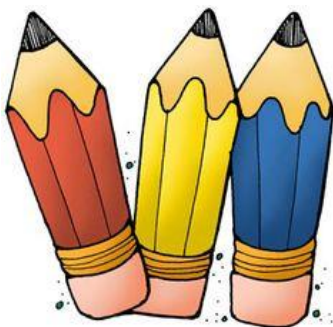
The school will not dispense prescription medication of any kind unless a “Physician Medication Order for Administration” form is completed and placed on file in the school office.

- Students will not be allowed to take medication without the supervision of office staff.
- Students should not bring any type of non-prescription medication to school unless they have written permission from a parent informing the office of the type of medication, dosage, and reason for it to be taken.
- Prescription medication dispensed by the school must be brought to school in the original prescription container with the student's name on it. If your child has a specific health problem or needs regular medical attention, please notify the school office in writing. All medication will be kept in a locked cabinet in the elementary office.

Money

Students should not bring large amounts of money to school.

The school cannot be responsible for lost money.



Parent Involvement

Shoshone School District encourages parents to be involved in their child's education. Numerous opportunities for involvement are available. We encourage input on district and building level policy and procedure decisions. In addition to more formal school involvement, we also encourage the following research based activities to help with educating the child.



Get kids to attend school

Feed your child

Routine health care

Promote "skill acquisition"

(reading/numbers, game playing creates a stable/stimulating environment)

Have a positive attitude towards education and learning

Encourage students to connect with the teacher

(Connecting students to teachers helps them to adapt instruction to individual strengths and weaknesses.)

Have parent-child discussions, valuing of children's opinions and conversation, and social interaction, i.e. "the curriculum of the home."

Supplement your children's education with enrichment activities, such as libraries, museums, and family hobbies.

Reduce stress in a child's life

Ensure parental encouragement of older children's self-reliance and autonomy.

Parent Visitation

Parents/guardians are encouraged to visit their child's classroom and to be directly involved in their child's education!

- All visitors must read and sign the visitor orientation and information sheet.
- All visitors must **check in at the office, prior to visiting the classroom.** Visitors to the school will receive a **VISITOR'S PASS**. The purpose of your visit should be pre-arranged with the classroom teacher.
- Due to the schedule and instructional responsibilities of the teacher, time does not allow for the teacher to take time out during visitations to conference with a parent. Parents desiring to conference with a teacher should set up an appointment.

Physical Education

Physical education is a required class. If parent/guardian wishes their child be excused from P.E. they must provide a written note. Missing 3 or more days of P.E. will require a note from the child's physician.

Playground and Building Rules

Objectives: The playground will be a safe, non-threatening, fun environment in which all students can practice good social interaction with their fellow students.

House Rules and Ground Rules: It is the intent of Shoshone Elementary school to provide a safe and respectful environment for ALL students. We do not have a great deal of rules. The "rules" listed below are specific to various areas of the complex. Students will be required to accept responsibility for their actions and realize there are consequences for their behavior.

Playground Expectations

Our students have at least 3 playground recesses each day and are provided with balls and other equipment to use during that time. We have established Shoshone Elementary playground expectations which are based on the 8 Habits of “The Leader in Me”. These expectations are taught to all students at the beginning of the school year during their physical education (P.E.) class.

Expectations: *Include others when you play, problem solve, use win-win way, own your choices, accept feedback, use equipment appropriately, put equipment away, be proactive, be friendly, synergize, be safe, respond to the bell or whistle, use appropriate language and dress for the weather.*



Most recess problems are dealt with on the playground by a teacher or para-professional using a reminder of playground rules or quick time out while the offender thinks about what they have done, how to fix it or prevent it from happening again. Children who are blatantly disrespectful to authority, engage in harassment, bullying, physical assault, fighting, or illegal activities will be immediately removed from the playground and taken to the office for consequences.

Recess Policy

Please make sure your child is dressed appropriately for daily weather conditions (coat, hat, gloves, and boots). Please do not send a note to school asking that your child stay indoors during recess unless it is absolutely necessary; if your child is well enough to come to school, he/she is well enough to go outside. In cases of extremely cold weather, the following procedure will take place:

1. The office staff will monitor the weather report via a local internet site. This site will not only report precipitation levels, it will also report current temperatures, including wind chill factor.
2. If the temperature is +10 degrees or below (with or without the wind chill) students will remain inside. Above +11 degrees all students will go outside.

Potty Training

Students need to be potty trained before attending school. Lack of potty training is a health hazard to our other students, and staff. Our school district policy is to rely on the advice of our school health nurse regarding steps to take to mitigate potential health hazards. It is possible, if not likely, that extreme potty training issues will preclude attendance at school until the situation is resolved to the satisfaction of the school nurse.

School Property

Students are expected to respect and keep school property clean by not marking, scratching or vandalizing anything. Desks belong to the Shoshone School District and can be searched when it is necessary.

Search and Seizure

Students in the District have the right to privacy and security against arbitrary invasion of their personal property by school officials. However, the Board of Trustees must maintain an atmosphere conducive to the pursuit of its educational goals, including the right to search students' personal belongings when it is in the interest of the overall welfare of other students or is necessary to preserve the good order and discipline of the school. Body searches will be conducted only if deemed necessary; parents and/or law enforcement will be notified prior to the search.

School lockers, desks, computers, electronic devices, and the computer network are the property of the Shoshone School District. At no time does the Shoshone School District relinquish its exclusive control of lockers and electronic hardware/software provided for the convenience of students. Periodic, general inspections of lockers, technology files, access points to the internet and electronic uses may be conducted by school authorities for any reason, at any time, without notice, without student consent, and without a search warrant.

Lockers shall be opened or other searches conducted by no less than two members of the professional staff. The network administrator and/or administrators will conduct periodic reviews, report inappropriate use to school authorities or will conduct searches at the request of school administration.

Self-Directed Learning

In accordance with Idaho law, self-directed learning opportunities are available. Should this interest you as a student, please see the counselor and/or Principal to discuss the options.

Shoshone Elementary Behavior Policy



We believe that all children can and should behave appropriately at school. We believe parents want their children to be in well organized, controlled classrooms. Therefore, we will tolerate no student stopping the teacher from teaching and/or any student from learning. Respect for self, others, and property is important.

“*Appropriate Behavior*” is the behavior of leaders. A major goal at Shoshone Elementary is to have all students be leaders. We will try to recognize all students who demonstrate mature, appropriate behavior during school. Our leaders will be recognized in many ways throughout the school year such as; *good behavior tickets, awards assembly, positive notes home, phone calls home, verbal praise and special treats.*

While our goal at Shoshone Elementary is to recognize and praise good behavior, at times we will have to deal with those who choose to exhibit inappropriate behavior. Corrective actions taken will be determined by the classroom teacher or principal, using best professional judgment, based upon knowledge of the student's age and maturity, the seriousness of the behavior, the Shoshone School Board Policy, and the State of Idaho Laws. The decision shall be based on careful investigation of the facts.

Teachers will have a set of classroom rules posted in their rooms. They will discuss these rules with their students. These rules will be enforced by the teacher, who has the right to discipline the student that makes the choice to break the rules. After a verbal warning to the student concerning their bad behavior the following inappropriate behaviors may result in refocus, Friday school, lunch detention, or suspension. Parents will be notified by phone to discuss their child's bad behavior and a refocus form or behavior citation will go home for parent signature.

Behavior Policy

Fighting	Verbal Assault	Stealing/Vandalism or Damage to Property
1st offense Friday school or suspension 2nd offense Suspension	1st offense Friday school or suspension 2nd offense Suspension	1st offense Friday School/Restitution 2nd offense Suspension/Restitution
Rough Housing	Bullying/Harassment	Overt Displays of Affection
1st offense Lunch detention 2nd offense Friday School 3rd offense Suspension	1st offense Friday school 2nd offense Suspension	1st offense Lunch detention 2nd offense Friday school 3rd offense Suspension
Foul Language	Defiance of Authority	Illegal Substance
1st offense Lunch detention 2nd offense Friday school 3rd offense Suspension	1st offense Lunch detention 2nd offense Friday school 3rd offense Suspension	1st offense Automatic suspension <u>Illegal Weapons</u> 1st offense Suspension/Expulsion
Threats	Cheating	Obscene/Threatening Notes
1st offense Friday school or suspension 2nd offense Suspension	1st offense Lunch Detention 2nd offense Friday School 3rd offense Suspension	1st offense Friday School 2nd offense Suspension
Refocus Forms	Extreme Behavior Policy	
1st-3rd offense Call home, loss of recess (<i>will stay in their classroom</i>) 4th-6th offense Call home, lunch detention (<i>lunch detention in office</i>) 7th-9th offense Call home, in school suspension (<i>in school suspension in office</i>) 10th offense Call home, suspension (<i>days of out of school suspension to be determined by principal</i>)	<p>Unfortunately, there are some behaviors that are so extreme that they must receive special consideration. In cases were a student’s behavior interferes with other students’ ability to learn, the student will be sent home. If the behaviors continue after four (4) times of being sent home, the student will be asked to stay home for ten (10) school days. The student will still be responsible for the school work which the school will provide. There will be additional consequences as the school sees fit if the behavior continues after the ten days at home.</p> <ul style="list-style-type: none"> • Behaviors that place self and others at risk. • Physical violence • Extreme disruptive behavior 	

Student Privacy

Safeguarding the confidentiality of individual student information is the responsibility of any and all organizations and individuals, who collect, maintain, access, transfer, or use education records.

Because students have certain rights regarding control of student records, surveillance videotapes (or other media) with information about a specific student, including likeness, are considered education records if they are kept and maintained by the school system. As such, these records that contain information about individual students, such as images must be treated as educational records. What this means is that under most situations, surveillance footage will not be shown to individual parents wishing to see it. This is done to protect all students' privacy.

Parents have a right to expect a certain level of protection and privacy for their children while they are in the care of Shoshone School District. As a protective measure, parents and others who are not school employees are not allowed to photograph, videotape or audiotape students in school or on school grounds during the regular instructional times using smart phones, cell phones or other devices. This does not apply to photographing, videotaping or audio taping during extracurricular activities, such as public concerts and athletic events. Classrooms, lunchrooms, etc. are not open public property and the principal has the right to control public access. Repeat violations may result in the issuance of a no trespassing letter.

In the course of school activities, Shoshone School staff or organizations working with Shoshone School District occasionally photograph, video record, or audio record students, and/or publish their names, likenesses or school work in media intended for a public audience. Parents/ guardians may request that their child/ children not be included in this media by filling out the Media Release section on the Family File.

Toys

Toys can only be brought to school for show and tell and are not allowed on the playground. The school will not be held responsible for lost or broken toys or other personal property. Toys that can be dangerous to others are prohibited; i.e. darts, toy guns, knives, bows and arrows, etc.



Vandalism

We are proud of our school and facilities and want to keep them as clean, fresh and inviting as possible. Vandalism is not tolerated and will result in possible suspension.

Weapons

Any device that can be used in a harmful way or as a weapon such as; guns, knives, fireworks, explosive caps, sling shots, matches, ammunition, etc. are not to be brought to school at any time. Under Federal

law and District policy, any student that brings these types of weapons to school or has possession of them is subject to immediate suspension or expulsion from the school district for one year.

Title 1 School

A Program to Help Students Learn

What is Title I Schoolwide?

A Title I Schoolwide program allows funds from Title I, Part A of the Elementary & Secondary Education Act (ESEA), along with other Federal and non-Federal program funds and resources, to upgrade, reform, or improve teaching and learning in schools with the highest levels of poverty.

How was this school chosen to participate?

This school provides Title I assistance to all students, based on overall economic need.

Which students in the school participate in the Title I Schoolwide program?

In a School wide program, identification of specific individual children is not required. Instead, at-risk groups within the whole school are identified for intervention. A school is ultimately responsible for the academic success of every member of its population.

How is a student chosen to participate?

All students may participate. Student need is based on a variety of assessments, including the Idaho State Assessment Test (ISAT), and the Idaho Reading Indicator (IRI), to determine their level of proficiency.

How does the program work?

Title I, Resource, ELL teachers, Instructional Coaches, and paraprofessionals provide reading and/or math assistance. Paraprofessionals may work in the classrooms with small groups of students under the classroom teacher's direction. Some students may work in the Title I, Resource, or ELL room with a support teacher or paraprofessional on skills needed to bring them to grade level.

How does this benefit my student?

All students benefit from increased teaching manpower and small group instruction. Through the use of certified teachers and paraprofessionals, every student is targeted for Title I assistance and has the opportunity to receive intensive instruction. Students are accelerated so that they will be able to meet or exceed district and state standards.

What is a school-parent compact/partnership?

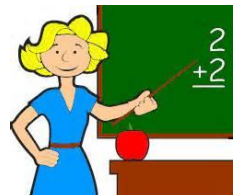
Under Title I federal law, all schools receiving Title I funds have developed a compact (a type of agreement) between the home and school where all parties agree to work together to provide the best possible education for their student.

From parent to parent: The existence of the Title I School wide program in our schools provides valuable opportunities for our students. Title I is a federally funded program and there is a need for local oversight and parental input into how the program should operate. You are urged to find out more about Title I and to become involved in the education of your student.

Highly Qualified Teachers

Federal law requires that each school district receiving Title 1 funds notify parents that professional qualifications of their child's classroom teacher(s) may be requested. As a parent of a student attending a school receiving federal program funds, you have the right to know:

1. Is my child's teacher licensed to teach the grades and subject(s) assigned?



2. Is my child's teacher teaching with a provisional license, meaning the state has waived requirements for my child's teacher?
3. What is the college major of my child's teacher?
4. What degree or degrees does my child's teacher hold?
5. If there are instructional aides working with my child, what are their qualifications?
6. If my child is or will be taught for 4 or more consecutive weeks this year by a teacher who is not highly qualified, will I be notified in a timely manner?

To request the state qualifications for your child's teacher or instructional aide, please contact Shannon Harris at 208-886-2381 ext. 311.

Title I Parental Involvement Policy

Statement of Purpose

Shoshone Elementary teachers and staff are committed to creating a positive, respectful, collaborative, and intellectually stimulating environment made up of professional staff, students and parents working towards our common goal of high student achievement in all areas.

We believe when school and parents work together children succeed in school and throughout life. Neither home nor school can do the job alone. Parents play an extremely important role as children's first teachers. Their support for their children and for the school is critical to their children's success at every step along the way.

To ensure that basic skills and knowledge are taught, we will hold educators accountable for effective teaching, hold students accountable for learning, and encourage parental involvement in their children's education. We will continually assess student growth in order to provide timely interventions and evaluate our instruction. Additionally, Shoshone teachers and staff will work collaboratively with parents and our community in the development, evaluation, and refinement of our Title I program.

Annual Meeting for Title I Parents

We will convene an annual meeting during the beginning of the year. The Title I staff will describe our Title I program and requirements. We will also discuss parent rights and how they may be involved in the program. A copy of the Shoshone Parent Involvement Plan will be provided in an opening packer at Parent-Teacher-Student orientation.

Shoshone Elementary will conduct parent involvement meetings at a flexible time to encourage parent participation in our program. For example, parents will be invited to review our Parent Involvement Policy, Student-Parent-School Compact and participate in our PTO.

Parents will be invited to all meetings in their native language through letters, announcements in our newsletter and posts on our school website. The meetings will be conducted in English and Spanish as needed.

School-Parent Compact

The responsibilities of the school, parents, and children in increasing student learning and achievement are identified in our Student/Parent/School Compact. The compacts are provided upon registration.

Types of Parental Involvement

There are many ways in which parents can become involved with their children's education at home or in the classroom. Parents can volunteer and help classroom teachers on a daily basis, along with any special events that may occur throughout the year. Parents are encouraged to help their children establish a regular homework routine and read nightly. Parents learn about these opportunities through our school's newsletter, teacher contact, and posting on the website.

Staff-Parent Communication

Parents will receive timely information on their children's progress through parent-teacher conferences, report cards, teacher phone calls and letters sent home. Parents of children in kindergarten through third grade will be informed in writing of their child's progress on the Idaho Reading Indicator

(IRI) two times per year. Parents of children third through fifth grade will be informed of their child's progress on the Idaho Standards Achievement Test (ISAT).

Evaluation

In the Spring, parents will have the opportunity to take a survey asking their opinion on how they feel the Title I program is running and what they see needs improvement. The surveys will be used to help identify areas of improvement. Title I will then take the parents' concerns and level the improvements by highest need.

School District No. 312 Notice of Information Designated as: "Directory Information"

To: Parents/Guardians and Students of School District No. 312

Notice is hereby given that the following designated as "directory information" may be published.

Student name, picture, address, telephone number, date and place of birth, major field of study, participation in officially organized sports and activities, weight and height of members and awards received, the most recent previous education institution attended and similar information.

You may, as a parent/guardian of a student, refuse to have any or all of such information relative to your child designated as directory information by informing; Shoshone Elementary School, 61 E. Hwy. 24, Shoshone, Idaho 83352.

Your desire to refuse such designation must be given in writing within in ten (10) days of the date of this notice.

Notification of Rights under FERPA

The Family Educational Rights and Privacy Act (FERPA) afford parents and students over 18 years of age ("eligible students") certain rights with respect to the student's educational records. They are:

The right to inspect and review the student's educational records within 45 days of the day the District receives a request for access. Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) that they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

The right to request the amendment of the student's educational records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask Shoshone School District to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed and specify why it is inaccurate or misleading. If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible students of the decision and advise them of their right to a hearing regarding the request for an amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

The right to consent to disclosures of personally identifiable information contained in the students' educational record, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosures to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as attorney, auditor; medical consultant, or therapist); or a parent or eligible student serving on an official committee, such as a disciplinary or grievance committee or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the District discloses educational records without consent to officials of another school district in which a student seeks or intends to enroll. [Note: FERPA requires a school district to make a reasonable attempt to notify the student of records request unless it states in its annual notification that it intends to forward records on request.]

The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
600 Independence Avenue, SW
Washington, D.C. 20202-1605