

Signature Sheet of Understanding
High Desert High School

Parent/Student signature – Each parent/guardian and student is required to sign this after reading the material in this handbook. The student will return the agenda to their teacher, Counselor or the Secondary Principal’s office one day after receiving the handbook to be enrolled in school.

I have read the material of this handbook and understand the handbook. I/my student is willing and able to follow the rules of this handbook and policy of the Shoshone Joint School District #312.

Parent/Guardian Signature

Date

Student Signature

Date

High Desert High School

Mission Statement

To provide students a structured and diversified learning environment to grow and become responsible contributing adults with usable skills that can be used throughout their lives and careers.

Student Handbook

The student handbook has been prepared to help students and parents understand the rules and guidelines that govern student participation during school activities.

Students are encouraged to get involved with their school, do their best in the classroom and seek the assistance of the administration, faculty and staff to ensure success.

The majority of students develop self-discipline as a normal part of the maturation process therefore these students' adjustment to society is relatively easy.

Discipline problems do arise from time-to-time. Strict rules with consistently applied penalties are needed to help violators modify their behavior. Helping students become successful, contributing members of a democratic society is the aim of the school program.

The student handbook is not all-inclusive. It is supported by the rules and policies of the Shoshone School District. School policies and rules are available at the school or the District Office.

The school administration and staff want to have an open relation with parents/guardians and students. To that end, please feel free to contact the school at any time that you might have questions.

ALTERNATIVE SCHOOL ENROLLMENT

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. Also, students assigned to alternative placements, may file one hardship per semester to be considered for re-admittance into the regular school setting of the Shoshone School District. 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?

ATHLETIC AND EXTRA-CURRICULAR ACTIVITY ELIGIBILITY

Idaho Code provides that all extra-curricular activities, including athletics, are an earned privilege, not a guaranteed right, therefore all students participating in extracurricular activities shall:

1. Be defined as any school competition that occurs outside the regular classroom setting and usually has no academic credit. These include but are not limited to: athletics, cheerleading and clubs.
2. Be subject to regulation of the Idaho High School Activities Association.
3. Meet district eligibility standards including:
 - a. Must gain 2 out of 3 credits or 6 out of 8 each 9 week term (count by semester)
 - b. Adhere to the district Substance Abuse Policy.
 - c. Obey all appropriate training rules and attend scheduled practices and rehearsals.
 - d. Be in attendance at school for the full time class is held or for the full school day prior to leaving for the activity. Exceptions can be granted by the principal and must be approved in advance.
 - e. Be transported on school-approved transportation to and from all contests, sports events and field trips. Students are not authorized to drive their own vehicles to any "away" contests.
 - f. Be responsible for the timely and appropriate completion of all schoolwork missed as a result of extracurricular participation.
2. Be removed from athletic teams or other activities for:
 - a. Suspension from school.
 - b. Violation of substance abuse policy.
 - c. Removed from activities, as policy requires.
 - d. Conviction of a felony or misdemeanor.
 - e. Committing any Criminal Act.

f. Fighting, profanity, unsportsmanlike conduct, or other violations of the student code of conduct during a game, at school, during practice time, or at school sponsored activities.

g. Have been denied credit due to attendance rule and attendance committee decision.

ATTENDANCE POLICY

High Desert High School Attendance Policy:

The Board of Education embraces the philosophy that regular attendance of students is basic for school success. The Board supports the policy that while it is the parent's responsibility to ensure the child's attendance at school, the school shares this responsibility with the parents.

Students must be in attendance 90% of the time.

- A student must be in class attendance at least 90% of the scheduled class meetings. Educational field trips, school approved travel, or extracurricular activities in which the student participates, will not be counted as an absence for the purpose of the 90% attendance. All other absences will be counted in the 90% (4 days) per quarter.
- The attendance requirement shall apply to each individual class or course of study. These stipulations may be waived for extenuating circumstances due to prolonged illness, accident, or other just reasons as determined by the administration.
- Appeals for withheld credit will be made to an attendance committee made up of staff, school board member and other members as designated by the administration. (3050)

The attendance requirement shall apply to each individual class or course of study. These stipulations may be waived for extenuating circumstances due to prolonged illness, accident, counseling, or doctor appointments or other just reasons as determined by the administration. **All documentation of appointments must be turned into the secondary office within one day of the absences.**

Discipline Infractions: All discipline infractions count against attendance if the punishment is out of school

Tardies - Students are tardy if they are not in their assigned classrooms when the when class is to begin. Students more than fifteen (15) minutes late are considered absent instead of tardy for the designated attendance time. However, if a school

official determines that a student is willfully late more than fifteen (15) minutes to prevent another tardy or for other reasons; he/she may be given additional sanctions.

Students with three (3) tardies will receive a sanction of one lunch detention. If a student is habitually tardy, a conference with parents will take place.

Excessive absences for students under the age of sixteen may result in school officials pursuing a truancy petition (Idaho Code 33-207).

BEHAVIOR POLICY

It is expected that students make their own choices about the behavior they display. They will also learn that there are consequences for both appropriate and inappropriate behavior.

"Appropriate behavior" is the behavior of winners, and a major goal at Shoshone Schools is to have all of our students be winners. Our goal is to recognize all students who demonstrate that they are mature enough to use appropriate behavior in their day to day lives. Our winners will be recognized in many ways throughout the year such as: " Positive notes home; phone calls home; verbal praise; special treats; extra or special privileges, for good citizenship, etc.."

While our goal at Shoshone is to recognize and praise appropriate behavior, at times we will have to deal with those who choose to exhibit inappropriate behavior. What constitutes inappropriate behavior often depends upon the age and maturity of a student. For example, a first grader spitting on another student may result in a talk and some minor punishment. Should a senior lose control and spit on another person, he/she would, at a minimum, be suspended.

I. The following acts may get an office referral. The consequences may be but are not limited to:

Detention, loss of privileges, police citation, parent conferences, and suspension or recommendation for expulsion for repeated violations of these rules (for more specifics, see V below):

Repeated Tardiness	Repeated unexcused absences
Repeated Truancy	dress code violations
Insubordination	Inappropriate/obscene language or gestures
Disruptive behavior	Obscene, slanderous, or threatening notes
Cheating/Plagiarism	Illegal behavior
Harassment/Bullying	Physical violence

Damage to school property	Behaviors that places others at risk
Unprepared for class	Overt displays of affection

The following may result in suspension and, in some cases, a recommendation for expulsion:

Repeated major violations	Fighting (zero tolerance)
Gang behavior	Defiance of authority
Failure to serve detention	Cheating on final exam/major project
Stealing	Use or possession of drugs/alcohol/vape-electronic device
Sale or supply of drugs/alcohol	Making False Allegations
Any major violation aggravated by racially/sexually derogatory behavior	Possession of a weapon (law requires 1 year expulsion in most cases)

Teachers will deal with consequences for acting out in the classroom. Teachers will teach their rules to their classes. These rules will be enforced by the teacher, who has the right to punish according to the age of the student and the severity of the misbehavior.

III. Out-of-class referrals: when a particular student continues to cause disturbances or is having to be reprimanded often, he or she may be referred directly to the principal, based upon the adult's judgment as to what would be best for the student. The principal will apply one or more of the consequences listed in V.

IV. In case of need, "reasonable" physical force may be used to control a student and/or to prevent a student from injuring him/herself or another person.

V. PRINCIPAL'S ALTERNATIVES FOR INAPPROPRIATE STUDENT BEHAVIOR:

The corrective actions to be taken will be determined by the 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 School Laws. The decisions shall be based on a careful and reasoned investigation of the facts as best can determine them to be. In rare cases, make exceptions to the guidelines or add alternative consequences, if necessary, based upon professional judgment as to what is best for the student and/or the school. Some of the consequences for inappropriate behaviors are: Verbal correction, problem solving form, parent letter or conference, behavioral contract, counseling, cooling-off or time out, assigned work/duties, withdrawal of privileges, removal or ban from extracurricular activities, detention, probation, notification to or referral to an outside agency or authority, confiscation of an item, out-of or

in-school suspension, Friday school, and/or recommendation to the board for expulsion.

DISCIPLINE SYSTEM

<p><i>Defiance of Authority</i> First Offense: Friday School or ISS Second Offense: Suspension</p>	<p><i>Theft</i> First Offense: Suspension + Restitution</p>
<p><i>Verbal Assault of Staff</i> First Offense: Suspension</p>	<p><i>Damage to Property</i> First Offense: Detention + Restitution Second Offense: Friday School + Restitution</p>
<p><i>Inappropriate Displays of Affection</i> First Offense: Detention Second Offense: Friday School Third Offense: Suspension</p>	<p><i>Vandalism</i> First Offense: Suspension + Restitution</p>
<p><i>Inappropriate Language</i> First Offense: Friday School Second Offense: Suspension</p>	<p><i>Tobacco/Alcohol/Drugs/Vaping</i> First Offense: Suspension</p>
<p><i>Rough Housing</i> First Offense: Detention Second Offense: Friday School Third Offense: Suspension</p>	<p><i>Fighting</i> First Offense: Suspension</p>
<p><i>Sexual Harassment or Threats of Any Type</i> First Offense: Suspension</p>	<p><i>Intimidation - Physical or Verbal</i> First Offense: Friday School Second Offense: Suspension</p>
	<p><i>Dress Code Violation</i> First Offense: Warning Second Offense: Detention Third Offense: Friday School</p>

From time to time, the severity of the act may be such that it will be treated as a second or third offense even if it is the first time a student has committed the error in judgment. If a student continues to violate the code beyond the number of offenses listed in the handbook, it may lead to a recommendation for expulsion. **Failure to show up on time for detention and/or Friday School will be considered defiance of authority.**

Students on IEP plans and/or 504 plans must be disciplined according to regulations contained in the IDEA act of 1997.

Students may not attend any school function that day or days that they have been suspended from school for disciplinary reasons, in addition to any other consequences.

NOTE: School rules apply while traveling to or from school, at school and when going to or from and while attending any authorized school function.

CELL PHONES/ELECTRONIC DEVICES

Students may possess cellular phones at school. Inappropriate student use of the phone or device during class time may result in confiscation of the device by the teacher. Electronic devices are not forbidden in the school; however, the use in the classroom is up to the discretion of the teacher.

To minimize interference to classroom instruction, all telephone messages for students will be taken by the office staff and relayed to students as appropriate. No personal calls will be made or received by students during class time.

Students are not allowed to possess photographic phones or devices in or around the locker rooms or restrooms. Students are not allowed to use photographic phones or devices to take inappropriate pictures of any type during any school function or activity or without the permission of the person in the picture. Violations of this rule will result in a minimum of suspension and may include consequences up to and including expulsion.

CHEATING and PLAGIARISM

The Shoshone School District faculty and administration believe honesty and trustworthiness are basic characteristics of a citizen in a free society. We also believe whatever learning a person achieves as a result of his/her own efforts is an accomplishment in which he/she can take pride and which will be useful and beneficial.

In this belief, and as an expression of the value we place on the integrity of a student's work, we will not accept plagiarizing, copying the work of others, doing another student's work for him/her, giving another student answers to tests or assignments, using Ai, nor doing any other activity which falls into the classification of cheating.

The consequence for such action will be a minimum confiscation of materials, a grade of "0" assigned for the work, no opportunity to make up the work, and notification of parents by letter or telephone. Additional consequences may include but are not limited to detention, Friday school, suspension, or expulsion.

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.

CLOSED CAMPUS

A student may not leave school grounds during class time unless permission is obtained. If a student leaves campus without permission during class time it will be categorized as *Defiance of Authority (SUSPENSION)*

DRESS CODE (3260)

Students' dress and grooming shall be in keeping with accepted health, sanitary, safety practices and community standards. Dress should not disrupt the educational process.

Guidelines for dress are at the discretion of the school staff. Guidelines for acceptable dress are:

1. Outer clothes must completely cover underwear.
2. Faces may not be obscured by heavy makeup, face paint, sun glasses, bandanas, etc
3. No excessively revealing clothing such as (but not limited to) exposed cleavage, short shorts or miniskirts (above mid-thigh), off the shoulder, spaghetti strings- must be two finger width, strapless or halter tops, bare midriff tops, (see item 2), sagging pants, transparent or see through items, or clothing with revealing holes or gaps.
4. Clothing, jewelry, and/or grooming habits that are unsafe, represent a health or safety hazard, advertise illegal substances, or depict illegal, lewd, obscene, indecent and/or offensive behavior or ideas are prohibited.
5. Any clothing, jewelry, or grooming habits that are disruptive to the educational process are prohibited.

If the administration determines that a student's attire is disruptive of the educational atmosphere or is detrimental to the health and safety of the student or other students, or otherwise violates this policy, that student will be asked to change their clothes (if possible) at school, or they will be sent home to change into suitable clothing before coming back to school. All time missed from classes for failure to adhere to this policy will be deemed unexcused absences. Students failing to meet these requirements may be assigned Detention, Friday School or Suspension.

DUE PROCESS

All students are entitled to due process under district policy and state and federal standards. Students involved in disciplinary action will be afforded the formal and informal hearings outlined in district policy.

EMERGENCY PROCEDURES & CLOSURES

An Emergency Preparedness Manual is in use at the Shoshone School District. Evacuation drills will be conducted periodically.

In the event of hazardous weather conditions, school may be canceled or started late. A decision will be made, usually about 6:30 AM, to close or delay school. SCHOOL DELAY/CLOSURE INFORMATION WILL BE POSTED ON THE DISTRICT WEBSITE AND BROADCAST OVER RADIO and TELEVISION STATIONS. When parents believe weather conditions in their area are too hazardous for travel to school, they may choose to keep their son or daughter at home.

FOOD SERVICES

Breakfast and Lunch are free to all students.

Good table manners and behavior are required. Begging for or forcing other students to give up their food is not allowed. Food is not allowed to be taken from the room unless approved by the principal for a special situation, such as detention or in-school suspension

FREEDOM OF EXPRESSION AND ASSEMBLY

First Amendment guarantees of free expression apply to students but do not provide license to disrupt the school's educational process, to force others to participate in that expression, units of credit nor to violate the rights of those who disagree with a given point of view.

Student speech, press, or symbolic expression is subject to disciplinary action by school officials if it is slanderous, if it clearly incites property damage or physical harm to any person, if it advocates activities that are illegal for students, or if it substantially interferes with normal operation of school.

A person who disrupts the educational process or whose presence is detrimental to the morals, health, safety, academic learning or discipline of the pupils is subject to penalty of law.

GRADUATION REQUIREMENTS

The graduation requirements in Shoshone School District #312 are designed with the purpose of assuring that every high school student obtains a basic educational experience. Every student is encouraged to take advantage of the high school

curricular opportunities for acquisition of life skills and knowledge. All students must earn credit from a high school, an accredited institution, or an approved course or curriculum.

A unit of credit is earned when a student satisfactorily completes an approved subject in the curriculum for one semester.

A minimum of 46 units of credit must be earned in grades 9-12 and a senior project must be completed for a student to qualify for a High Desert High School diploma. No student will participate in graduation exercises that do not meet the requirements for a High Desert High School Diploma.

Any deviation from these requirements will require the recommendation of the school administration and the approval of the School Board.

Units of credits required for graduation are as follows:

1. 8 English
2. 6 Mathematics credits required
3. 1 Speech
4. 6 Science credits required
5. 2 Humanities
6. 5 Social Studies (4 U.S. History, 2 Government and 1 Consumer Economics)
7. 2 Physical Education
8. 1 Health
9. 15 Electives
10. Senior Project
11. Test Graduation Assessment proficiency in Language Arts and Mathematics

46 units required for graduation

High Desert High School operates a 4.0 course per day schedule. Each student should have an academic plan that is designed when entering the program reviewed by the counselor and parents/guardians each year. Contact the Counselor for additional information, current credit standing and scores on current tests: SBAC, PSAT, ACT, and SAT.

HAZING

Hazing is prohibited at Shoshone Schools. Hazing is defined as an activity that recklessly or intentionally endangers the mental and/or physical health or safety of a student for the purpose of initiation or membership in or affiliation with any organization recognized by the Board of Trustees during school hours or during a

school activity. Hazing, whether by an individual or a group, shall be presumed to be a forced activity, even if a student willingly participates.

HOMEWORK

The Shoshone School District views homework as a very important part of academic training. Students will be responsible for turning in all required homework assignments in a timely and appropriate manner as required by each individual teacher. Students not completing homework assignments may be required to make up time in order to be prepared for class.

HONOR ROLL

Students who qualify for the honor roll will receive recognition. Qualifications are established by district policy and administered by the high school counselor and administrator. The School District is dedicated to encouraging and recognizing student academic achievement.

MAKE-UP WORK

Students are responsible for the timely completion of any assignments missed due to absences. Makeup time is generally one day to make up work for one day gone. Teachers will have the final discretion on makeup assignment rules for their individual classes. Assignments should be completed prior to being absent for extra-curricular activities, school field trips, pre-planned family outings, etc.

Work assigned prior to an absence will be due on the original due date or upon returning to school.

MEDICINE FOR STUDENTS

The administration of medicines to students by school employees is inadvisable in most cases. In exceptional circumstances when a student is required to take prescribed medication during school hours, the principal or the principal's designee may administer the medication. The following procedures will be followed:

1. Do not offer or invite services to administer medication to students.
2. Approval for administering medicine will be given only in extreme cases and in accordance with the following.
 - a. A written request form must be on file in the school office stating the medication name and dosage schedule, and be signed and dated by the parent/guardian and the physician. (Form available in the office)
 - b. A dosage administration record relative to date(s) dosage is administered must be kept on file in the school office.
 - c. If the dosage of medication is changed, a new form must be filled out and signed.

d. **NO ASPIRIN** will be administered.

SCHOOL HOURS

Students will attend school on a four-day schedule. Students are required to attend from 7:45am to 2:40pm. The school will open at 7:30 a.m. each day. Class will begin at 7:45. Buses will be arranged Monday through Thursday.

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.

School lockers, storage compartments, computers 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/storage compartments and electronic hardware/software provided for the convenience of students.

Periodic, general inspections of lockers/storage compartments, 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/cubbies shall be opened or other searches conducted by not less than two members of the professional staff. The network administrator will conduct periodic reviews, report inappropriate use to school authorities or will conduct searches at the request of school administration.

SEXUAL HARASSMENT (3290)

Sexual harassment is unwanted and unwelcome sexual behavior that interferes with the right of a student to get an education or to participate in school activities. In school, sexual harassment may result from words or conduct of a sexual nature that offend, stigmatize, demean, frighten, or threaten another student. Examples may include but are not limited to: obscene T-shirts, hats or pins, spreading sexual rumors, suggestive or sexual jokes, suggestive or sexual gestures, pictures or language.

Students who believe they have been the victims of sexual harassment should notify a teacher, counselor, principal or other adult and fill out the appropriate forms. Punishment for harassing another student will follow the district policy and may include suspension or expulsion.

SUBSTANCE ABUSE POLICY

Shoshone School District is a drug-free environment. All students and staff are expected to abide by State and Federal laws and district policy regarding the possession and use of tobacco, drugs, and alcohol. Smoking on campus is prohibited. Possession and/or use of illegal drugs are prohibited as is the misuse of prescription drugs or other harmful substances. A drug dog will be brought into the school from time-to-time as part of the district's enforcement procedure.

The use, possession, or being under the influence of alcohol or other drugs while in school or attending any school-sponsored event is expressly forbidden. Any student grades 6-12 found using, possessing, or being under the influence of alcohol or other drugs will be subject to disciplinary actions under the guidelines of the District Policy Manual 3320/3321.

TRUANCY

Truancy is defined as one who stays out of school without permission. Absences shall be considered truant when the school is not notified of absence or student does not check in or out. Truancies shall be considered a severe violation.

Unexcused absences will be handled by the principal and may involve parent conference, suspension, recommendation for expulsion, and /or notification of authorities.

VEHICLES

Regulations concerning the use of vehicles by students for transportation to and from school are enforced to control parking hazards, dangerous traffic patterns, safety and supervision of pedestrians and loiterers.

1. Any student who is a licensed driver may drive a vehicle to and from school under the following conditions.
 - a. Vehicles driven to school must be driven with parent permission.
 - b. Local and state traffic laws and school vehicle regulations must be obeyed and vehicles parked in designated areas in a safe manner.
 - c. Violators are subject to having their vehicle towed away at the owner's expense and appropriate disciplinary action.
 - d. Permission to use student's vehicle during school hours, other than lunch, must be obtained through the office.