

**Signature Sheet of Understanding**  
**Shoshone Middle/High School**

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

**Parent/Student signature – Each parent/guardian and student is required to sign this after reading the material in this handbook. The student will return to the Secondary office one day after receiving the agenda to be enrolled in school.**

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***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***

**Mission Statement**  
**Shoshone School District #312**  
**“We educate students to be life-long learners and contributing citizens”**

**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 the student’s 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.

**ACCIDENTS**

If an accident occurs involving a student:

1. Notify school personnel immediately
2. The school will notify his/her parents if it is determined necessary by the school

**ADVANCED PROGRAMS**

The district provides opportunities for students to begin earning credit for college and vocational programs while they attend school in the District. The district uses local and state programs in order to provide opportunities for students. The district’s local program helps facilitate college credit for students in high school. Not all students will qualify for these programs. Inquire about these programs with the school counselor. The school counselor will provide further information regarding these programs upon request.

**ALTERNATIVE PROGRAMS**

The following alternative education opportunities are available to Shoshone Students:

1. Independent or online study classes outside of the regular classroom setting through numerous universities, IDLA, and or other online learning institutions. Students will be required to pay for classes. Special arrangements must be made with the administration and the counselor for the exact requirements of the course.
2. If a student is 16 or older he/she may enroll in college classes. Classes are available that will fulfill many high school requirements. Before enrolling in a class, check with the principal or counselor to see what requirements the class will meet. This will prevent duplication of classes and classes that will not meet Shoshone requirements.

### 3. Credit by Examination:

Any student who thinks that he/she has already achieved the level of competence to receive credit for a required course may challenge the course by successfully completing an acceptable examination over the content of the course. The examination will not take more than two and one-half hours to complete and will be comprehensive enough to cover the entire course of study. The student must receive a grade of 80% or higher to successfully challenge the course and receive credit. If a student receives 90% or above he/she will get an "A"; 80% - 90% a "B", below 80% will be an "F". If the student wishes to enroll in the class, he/she will be given the higher of the two grades between the test or the class. Students will not be allowed to challenge a course that they have previously taken but failed.

### 4. Credit for Off-Campus Experience:

These learning experiences are supervised by someone other than district employees in a setting removed from regular school buildings and grounds. The experiences must align with the standards for the class as outlined in the course statement.

Students may be placed in any of the Shoshone educational options if the Principal (or committee formed by the Principal) believes the placement is in the best interest of the student. Alternative programs are an extension and a part of the educational program of the Shoshone School District. Students or the student's family may also request an alternative placement.

Contact the principal or counselor for specific enrollment procedures.

## **ALTERNATIVE SCHOOLS**

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 extra-curricular 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, FFA, and clubs.
2. Be subject to regulation of the Idaho High School Activities Association.
3. Meet district eligibility standards including:
  - a. Be passing five out of seven or six out of eight subjects each semester term.
  - 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 prior to leaving for or participating in the activity. Exceptions must be approved in advance by the principal.
  - 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. Exceptions must be approved in advance by the principal
  - f. Be responsible for the timely and appropriate completion of all schoolwork missed as a result of extra-curricular participation.
4. 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 90% attendance rule and attendance committee decision.

### **ATTENDANCE**

The following requirements must be met for credit in the middle and high school:

1. A student must obtain an academic level as established by the grading system in use.
2. A student must be in class attendance at least 90% of the scheduled class meetings. Attendance will account for 45 minutes of the class period. 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% (7 days) per semester.**

3. 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.
4. Absences over 90% will be required to make up time. (See make up time below)
5. If a student has lost credit due to extenuating circumstances of excessive absences, the student with parent/guardian must communicate with the building principal when the situation has arisen.
6. The loss of credit can be appealed to the attendance committee. A letter of explanation must be turned in to the building principal two weeks after notification of lost credit.

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 parents' responsibility to insure the child's attendance at school, the school shares this responsibility with the parents. The school may not condone certain parentally approved absences.

A phone call the morning of an absence is requested followed by documentation when returning to school. Prearranged absence forms are required with three or more consecutive absences. Parental excuses will be considered for one week after the student's absence. The school will initiate NO further contact after this time.

**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: " Indian Pride Points, and drawings; 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 VI 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
Cheating on final exam/major project	Use or possession of drugs/alcohol/tobacco/look-alike/electronic devices
Stealing	Making False Allegations
Sale or supply of drugs/alcohol/tobacco/look-alike	Possession of a weapon (law requires 1 year expulsion in most cases)
Any major violation aggravated by racially/sexually derogatory behavior	

II. Teachers will deal with the 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. The student will be **warned** and if the behavior does not change the teacher may assign a **detention and a parent will be contacted** or have the student complete a problem-solving form, which may be sent home to be signed and returned.

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 VI.

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. Class and ASB officers, Club Presidents and other official school leaders are expected to model exemplary citizenship, failure to do so could result in removal from office in addition to other punishments.

VI. 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, an alternative education program, and/or recommendation to the board for expulsion.

#### DISCIPLINE SYSTEM

<p><b>Attendance</b>            First Offense: Detention            Second Offense: Friday School            Third Offense: Suspension</p>	<p><b>Intimidation – Physical or Verbal</b>            First Offense: Friday School            Second Offense: Suspension</p>
<p><b>Damage to Property</b>            First Offense: Detention + Restitution            Second Offense: Friday School + Restitution</p>	<p><b>Rough Housing</b>            First Offense: Detention            Second Offense: Friday School            Third Offense: Suspension</p>
<p><b>Defiance of Authority</b>            First Offense: Friday School or ISS            Second Offense: Suspension</p>	<p><b>Sexual Harassment or Threats of Any Type</b>            First Offense: Suspension</p>
<p><b>Dress Code Violation</b>            First Offense: Warning            Second Offense: Detention            Third Offense: Friday School</p>	<p><b>Tardy Referral</b>             Offense (3 tardies in two weeks): Detention</p>
<p><b>Excessive Lunchtime Detentions</b>            Three lunch Detentions: Friday School</p>	<p><b>Theft</b>            First Offense: Suspension + Restitution</p>
<p><b>Excessive Friday Schools</b>  <b>Two Friday Schools</b> served will result in parent meeting and suspension  <b>Three or more Friday schools:</b> consideration for alternative placement</p>	<p><b>Tobacco/Alcohol/Drugs</b>            First Offense: Suspension</p>
<p><b>Fighting</b>            First Offense: Suspension</p>	<p><b>Vandalism</b>            First Offense: Suspension + Restitution</p>
<p><b>Inappropriate Displays of Affection</b>            First Offense: Detention            Second Offense: Friday School            Third Offense: Suspension</p>	<p><b>Verbal Assault of Staff</b>            First Offense: Suspension</p>
<p><b>Inappropriate Language</b>            First Offense: Friday School            Second Offense: Suspension</p>	

**Repeated office referrals in a period of time will be considered defiance of authority in the following manner: For High school students five discipline referrals in any one semester will result in a minimum of Friday School/ISS, six referrals in any one semester will result in minimum of suspension. For Middle School age students seven per semester will result in a minimum of Friday School/ISS, 8 per semester will result in at least a suspension. Students receiving twelve level two referrals in one semester may be referred to the alternative school or the Superintendent for Expulsion under the classification: Defiance of Authority.**

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 an 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 the day of 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.

### **BUS CONDUCT**

All students using district transportation are expected to follow bus rules approved by the Board of Trustees:

1. Be transported under authority of the bus driver.
2. Not participate in fighting, wrestling, or boisterous activity.
3. Use the emergency door only in case of emergency.
4. Be on time for the bus both morning and after school.
5. Not bring animals, firearms, weapons, or other potentially hazardous material on the bus.
6. Remain seated when the bus is in motion.
7. Be assigned seats, as needed, by the bus driver.
8. Not cross behind the bus, only in front of the completely stopped bus or as directed by the bus driver.
9. Not extend any part of the body through the windows.
10. Have written permission to get on or off the bus at any location other than at home or at school.
11. Converse in normal tones, loud or vulgar language is prohibited.
12. Not open or close windows without permission of the bus driver.
13. Keep the bus clean, and refrain from damaging it.
14. Be courteous to the driver, to fellow riders, and to people outside the bus.
15. Not possess or use tobacco, alcohol, or other controlled substances.
16. Obey promptly the directions of the driver or risk forfeiting the privilege to ride the bus.

The bus driver will issue any student who engages in irresponsible, inappropriate, or destructive behavior a citation. Citation may result in detention, suspension or loss of privilege to ride the bus. Students who have been denied bus-riding privileges due to abuse of bus rules must still attend school. Parents are required by law to get students in this situation to school.

## **CELL PHONES/ELECTRONIC DEVICES- DISTRACTION FREE LEARNING**

At times, cellular phones are an excellent learning tool. Sometimes they are a distraction. Each individual teacher will designate times during which cellular phones are part of the learning. If they are not part of the learning, they are not allowed to be visible in the classroom. At the teachers discretion, they may require students' cellular phones to be stored in the proper storage area for the duration of the period.

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.

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/restrooms. Students are not allowed to use photographic phones or devices to take inappropriate pictures of any type during any school function or activity. 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, teacher discretion of a grade of "0" assigned for the work and opportunity to make up the work at a maximum score of 60%, 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.

## **CLASSES**

It is the belief that class time is a time for students to learn and teachers to teach. Respect is shown by all parties, by being prepared, attentive and creating an educational atmosphere.

Class changes are to be made no later than one week after the start of the semester, unless approved by the counselor. Most core classes, and some electives, are scheduled for a full year.

### **CLASS MEETINGS AND ASSEMBLIES**

Students are expected to report to school activities, meetings, or assemblies when scheduled. These functions are part of the regular school day and student attendance is mandatory. Appropriate behavior including respect for the performers, participants, or officers conducting meetings is expected at all times.

### **CLOSED CAMPUS**

A student may not leave school grounds during class time unless permission is obtained through the main office. High School students may leave campus during the lunch break for the purpose of obtaining lunch. Middle School students, grades 6-8 are not allowed to leave campus.

### **COLLEGE ENTRANCE EXAM**

All juniors are required by the State of Idaho to complete a college entrance exam. The State of Idaho covers the cost for students to take the SAT. The assessment is given in April.

### **COMPUTER/CHROMEBOOK USE**

State and federal law and district policy prohibits any unauthorized person from tampering with the district's computers, computer operating systems, software programs, or existing data files.

Any student who knowingly accesses the main operating system of any district computer to alter it any way, who tampers with the operation of any software application, or who purposely alters the contents of any existing district data file without district authorization is in violation of the law and district policy and subject to appropriate discipline procedures including possible expulsion.

Students are required to sign and have their parents sign the district Network/Internet Use Contract before being allowed access. Students activities can and will be monitored through school district protection software and reports.

### **DANCES/SCHOOL SPONSORED ACTIVITIES**

The sponsoring class or organization must have an activities request form approved by the Student Council, the Activities Director(s), and the High School Principal. Dances and social events are school activities and all school rules are in effect.

### **DIRECTORY INFORMATION**

The District may release certain directory information regarding students. Directory information may include: name, address, gender, grade level, birth date and place, parents'/guardians names and addresses, academic awards, degrees and honors, information in relation to school sponsored activities, organization and athletics, major field of study, and period of attendance in school. Parents may prohibit such a release by notifying the school.

### **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 straps must be 2 fingers wide, 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 Shoshone Schools. Teachers will make students aware of evacuation procedures and post an exit map in the classroom. 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.

### **EQUIPMENT/LOCKERS/TEXTBOOKS**

Textbooks, lockers, athletic equipment, and other school equipment is loaned to students on the condition that it is reasonably well cared for and returned in appropriate and usable condition. Books, lockers, or other equipment that is substantially damaged or lost while in the possession of the student must be replaced/repared at the expense of the student.

### **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.

## **FOOD SERVICES**

Breakfast is free to all students. Students will be served breakfast between 1<sup>st</sup> and 2<sup>nd</sup> period. It will be an “on the go” breakfast to be eaten during the break period.

Lunch applications should be filled out at the beginning of each year. All paying participants are expected to pay bills within the month of purchase.

Good table manners and behavior are required in the lunchroom. Begging for or forcing other students to give up their food is not allowed. Food is not allowed to be taken from the cafeteria 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 the penalty of law.

## **FRIDAY SCHOOL**

Friday school hours are from 8:00 a.m. to 12:00 p.m. – SHARP! If you miss Friday school, you will be required to meet with the principal and you will be suspended from school on the next school day, unless your parents or guardians have made **prior** special arrangements with the principal for you to attend the **next** Friday school. Students who owe Friday School time or detention time will be excluded from participating in activities until the time is made up.

Athletic events are not excusable reasons 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, excusing your student from Friday School. All messages are time stamped on the system and all notifications must be made to the school before the 8:00 a.m. student reporting time.

## **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 50 units of credit must be earned in grades 9-12 and a senior project must be completed for a student to qualify for a Shoshone High School diploma. **No student will participate in graduation exercises that do not meet the requirements for a Shoshone 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 Science
  3. 1 Speech
  4. 6 Math
  5. 2 Humanities
  6. 7 Social Studies (4 U.S. History, two of Government and one Economics)
  7. 2 Physical Education
  8. 1 Health
  9. 2 Senior Project
  10. 15 Electives.
  11. ISAT participation
  12. Pass Civics Assessment
- 50 units required for graduation

Shoshone High School operates a 7 course per day plus advisory schedule. Each student should have an academic plan that is designed before entering their freshman year and should be reviewed by the counselor and parents/guardians each year. Contact the Counselor for additional information, current credit standing and scores on current tests: ISAT, PSAT, ACT, and SAT.

### **Valedictorian and Salutatorian**

Valedictorian and Salutatorian are selected by the administration based on a student's 4-year grade point average. They shall be selected from the students who have the highest grade point averages and have completed state and district requirements for graduation with six (6) credits in math and six (6) credits in science during their four years of high school. The math classes must progressively move forward and must include the classes from the following list: Algebra I/Math I, Geometry/Math II, Algebra II/Math II and above.

### **Dual Credit College Courses**

- Classes 100 level or above are on an elevated grade scale. A-5 pts, B-4 pts, C-3 pts, D-2 pts, F-0

### Rule of residency

The rule for residency requirements in order to receive a Shoshone High School Diploma is that you complete at least your last year as a full time student at Shoshone High School. As a guideline, this means that you complete at least 10 credits that are either residency, Shoshone Dual Credit or Shoshone College Credits during your final year of High School. (see below for definitions)

Residency credits: credits earned directly from Shoshone High School.

Shoshone Dual Credit: credits from dual programs that have a partnership with Shoshone High School and whose sign up is processed through the High School.

Shoshone College Credits: college credits from programs that have a partnership with Shoshone High School and whose sign up is processed through the High School.

### **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.

### **HOMELESS**

The McKinney –Vento Homeless Assistance Act ensures that all children and youth who are homeless receive a free appropriate public education and are given meaningful opportunities to succeed in schools. (see attached forms)

### **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 after school in order to be prepared for class or attend Friday study hall.

### **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.

### **HUMAN SEXUALITY INSTRUCTION**

As per Idaho law, instruction addressing human sexuality will only be delivered to students whose parents opt in to such instruction via a signed permissions form. Permission forms will be available no less than 2 weeks before the instruction is to take place.

### **ISAT PARTICIPATION**

Juniors are required to participate in the ISAT English Language Arts, Mathematics and the Science in order to graduate.

## **MAKE-UP WORK**

Students are responsible for the timely completion of any assignments missed due to illness or other unavoidable absence. 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.

## **MAKE UP TIME**

According to Idaho law, students cannot receive a credit for a class without at least 60 hours of time in class. In addition, Idaho law says that students that are "chronically absent" cannot receive credit for a class unless "extenuating circumstances" occur. This is not a local Shoshone School District policy or decision, it is law. We are bound to follow the law.

Several times over the last few years, students have lost credit due to not meeting the minimum requirements in the law. It is our hope and desire that all students will attend class enough to meet the minimum requirements as regular attendance is highly correlated to school success.

We also want our students to obtain enough credits to graduate. In order to offer a lifeline to students that have exhibited spotty school attendance we have analyzed what some other districts are doing. We have decided to implement an option for students to help them meet the minimum hour requirements to receive the credit by adding an opportunity to "make up" time missed in class.

Every Friday, with the exception of holidays, we will offer staffed Friday school as an option for students to "make up" missed class time if needed to meet the minimum requirements. Friday school will be on campus from 8:00-12:00. Make up time is an hour to hour proposition. For example, if you have missed 4 hours of school you should attend 4 hours of Friday school to "make up the time."

It is the student's responsibility to make up the hours. Little can be done to receive the credit without making up the hours, as again, it is the State law that they must meet the minimum hour requirement. This is an opportunity to help students meet the minimum requirements.

## **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. Any prescription medication that is brought by students must be held in the office to protect the student and school.
2. Do not offer or invite services to administer medication to students.
3. 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.

### **MIDDLE SCHOOL CREDIT SYSTEM**

In an effort to better prepare middle school students for high school, Idaho schools are required to provide opportunities of remediation to Middle School students. Our plan is as follows:

1. Students shall be required to attain a minimum of 80% of their credits in order to be promoted to the next grade level. (12 of 14 classes)
2. Students will not be allowed to lose a full year of credit in one area (i.e. a student would not be able to fail a full year of math) and automatically move on to the next grade level.
3. Students not meeting (or in jeopardy of not meeting) credit requirements will be given an opportunity to recover credits or complete an alternate mechanism in order to be eligible for promotion to the next grade level.
  - Online course
    - Class taken in deficiency area-tuition paid by parent
  - Summer School
    - Class taken in deficiency area
4. Attendance is a factor either in the credit system or the alternate mechanism or both. (90% attendance)

### **NON-STUDENTS**

In order to help protect students and school property and to prevent disruptive activity, school officials must be promptly notified of the presence of any person inside the building or on the grounds who is not a member of the staff or student body.

No individual may loiter in or near a school building or grounds. Loitering means not having any relationship involving custody of or responsibility for a student, or not having a specific legitimate reason for being present.

All visitors must immediately report to the main office where a visitor's pass may be issued during school hours. Parents and legal guardians are welcome to visit. Their presence and purpose is to be known to the administration and staff. Approval must be obtained from the principal.

Student visitors are **not** allowed to attend classes and are not encouraged to come to school unless an emergency exists.

### **PROGRESS REPORTS**

Progress reports can be obtained in the student management system; Powerschool. Parents and students are assigned logins. The system can be accessed on any computer with internet capabilities. Parents will be mailed a progress report every two weeks for students who have a failing grade in a class.

### **SCHOOL HOURS**

Students will attend school on a four-day schedule. The school will open at 7:30 a.m. each day and the first period bell will sound at 7:50 a.m. Buses will run at 4:05 p.m. 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, 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 will conduct periodic reviews, report inappropriate use to school authorities or will conduct searches at the request of school administration.

### **SENIOR PROJECT**

The senior project is career based. Students will build a portfolio demonstrating academic skills, school involvement, and community service. During the senior year, the student completes field experience, completes a portfolio and gives a summary presentation of the senior project.

### **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.

### **STUDENT GOVERNMENT/CLUBS**

Shoshone High School Student Government is conducted under the guidelines of the Student Association Constitution. A copy of the constitution is available from the main office. All student body officers and class officers must have at least a 3.0 GPA at the time of their selection and maintain at least a 2.5 for the duration of their term in office. Officers must adhere to all district rules/regulations governing student behavior.

Student clubs may be formed for the purpose of sharing common interests, performing services, or recognizing achievements. Clubs must be chartered in accordance with the student constitution and with the approval of the principal. Each club must have a faculty supervisor.

### **STUDENT INJURIES**

Even with the greatest precautions and the closest supervision, accidents can and do happen at school. They are a fact of life and a part of the growing-up process our children go through.

Parents need to be aware of this and be prepared for possible medical expenses that may arise should their child be injured at school.

The school district does not provide medical insurance to automatically pay for medical expenses when students are injured at school. This is the responsibility of the parents or legal guardians. The district carries only legal liability insurance.

The district does make student medical insurance available to families for their individual purchase. Brochures outlining the coverage and premiums are handed out at the beginning of the school year and are available at the school office.

### **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 and alcohol. Smoking on campus or at school functions 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.

### **TARDIES**

A student is considered tardy if he/she is not in his/her designated seat when the tardy bell rings. After 10 minutes of a class period – being late will be counted as an absence. Not reporting to the class will be declared truancy. Three (3) tardies will equal one (1) unexcused absence. Three (3) tardies in one class will result in a detention.

**Students arriving late to school must check in through the office before going to class.**

### **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. Not reporting to the class will be declared truancy. Truancies will automatically be counted against the 90% attendance rule. 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 a student's vehicle during school hours, other than lunch, must be obtained through the office.

<b>Superintendent</b> Dr. Rob Waite	<b>Principal</b> Kelly Chapman	<b>Counselor</b> Shelli Schroeder
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**FACULTY/STAFF**

Caleb Aoi	Shelly Larson	Jodi Pavkov	Joshua Stearns
Ellen Bennett	Brandee Lewis	Michael Perry	Victoria Stearns
Jamie Bowler	Lacey Loughmiller	Terryn Pitcher	Garr Ward
Cassie Boyer	Melisa Martin	Sonia Rangel	Norene Weber
Brent Edwards	Jailene Morales	Laura Russell	Bob Wilkins
Eli Gough	Julie Nordstrom	Amy Sant	Jillea Young
Amanda Huddleston	Jackie Owens	Mark Sant	
Joana Juarez	Melissa Owens	Micah Smith	

**Secondary Bell Schedule**

Period	High School Schedule
<b>Pre-Bell</b>	7:50
<b>1</b>	7:53-8:52
<b>2</b>	8:56-9:57
<b>3</b>	10:01-10:58
<b>4</b>	11:02-11:59
<b>5</b>	12:03-12:30
<b>6</b>	1:05-2:02
<b>7</b>	2:06-3:03
<b>8</b>	3:07-4:04