We Respect Our Past As We Create Our Future

Student Handbook 2018-2019

KAMIAH HIGH SCHOOL
1102 Hill Street
KAMIAH, IDAHO 83536

Telephone: (208) 935-4067

This handbook belongs to:

NAME ______________________________________________________
ADDRESS ____________________________________________________
CITY/TOWN _____________________________ ZIP ________________
PHONE _____________________________________________________
STUDENT NO. ________________________________________________________

PLEASE NOTE: The front cover is sensitive to extreme heat. Do not leave in direct sunlight. Printed on recyclable paper.
The Kamiah School District, a partnership of students, parents, educators, and community members, is committed to ensuring a safe, nurturing environment where people are challenged to academic excellence, individual responsibility, personal success, and life long learning while reflecting community values and respecting diversity.

KAMIAH HIGH SCHOOL STUDENT PROFILE

ENROLLMENT: 140 Students in grades 9-12 (2018-2019)

ACCREDITATION: Kamiah High School is fully accredited by the Idaho State Department of Education and the Northwest Association of Schools and Colleges. Through hard work and self-discipline displayed by the students and staff, KHS has maintained this accredited status for many years. Continued dedication by everyone involved will enable us to steadily improve and to maintain our fully accredited status.

COMMUNITY: Kamiah High School serves Idaho and Lewis Counties

SCHEDULE: Classes meet four times each week. There are seven periods each day. Students in Grades 9-12 must be in seven classes per day.

ADMINISTRATIVE STAFF:
Ms. Peggy Flerchingers, Principal
Mrs. Jeannette Wilcox, K-12 Counselor

HIGH SCHOOL Administrative Assistant
Ms. Terry Law

STUDENT BODY OFFICERS:
Brenden Kiele, President
Silvestre Pineda, Vice President
Hailey Robinson, Secretary
Octavio Serecero, Treasurer
Kati Wilkins, School Board Student Representative
FACULTY

Stefanie Brimacomb       Jody Dow         Mona Farmer
Ben Henderson             Taylie Hopkins    Kari Kopach
Janna Privette           Cheyenne Hudson  John Martin
Jeff Mercer              Janine Wilson    

COACHING STAFF

Football ..................... Nels Kludt
Volleyball ................... Cheyenne Hudson
Boys Basketball .......... Aaron Skinner
Girls Basketball ........ TBN
Track ......................... Janna Privette

MAINTENANCE/CUSTODIAL

Greg Anderson- Transportation
Dale Cooper – Custodian

TECHNOLOGY

Stefanie Brimacomb …. Technology Coordinator

IMPORTANT TELEPHONE NUMBERS

High School Office: 935-4067
Fax: 935-4068
Principal: 935-4066
Guidance Counselor: 935-4069
District Office Fax: 935-4005
District Office Phone: 935-4003

E-Mail Addresses: All teachers have e-mail accounts at Kamiah
High School. You send a teacher an e-mail by using their first initial
and last name. For example jdow@kamiah.org is Jody Dow’s e-mail
address. Teachers also have voice mail at the school. You can access
Kamiah School District’s Web Page address at www.kamiah.org
RESPECT OF FACULTY AND STAFF
we expect every staff member to be treated with respect and
dignity just as the student should receive the respect of the staff.
It is imperative that the teacher be in charge of the class.
Anything less would lead to a poor educational opportunity for
all. A show of disrespect toward a staff member or
insubordination on the part of the student will not, under any
circumstances, be tolerated. The staff is responsible for
supervision of students anywhere on school property and while
at school-sponsored activities.

THE SCHOOL DAY
See attachment.

FEES FOR 2013-2014 SCHOOL YEAR

<table>
<thead>
<tr>
<th>Service</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Locker Maintenance (non-refundable)</td>
<td>$5.00</td>
</tr>
<tr>
<td>Pay to Participate (per activity)</td>
<td>$35.00</td>
</tr>
<tr>
<td>Activity Cards</td>
<td>$40.00</td>
</tr>
<tr>
<td>YearBook</td>
<td>$50.00</td>
</tr>
<tr>
<td>Senior Pass</td>
<td>$40.00</td>
</tr>
<tr>
<td>Single Pass</td>
<td>$50.00</td>
</tr>
<tr>
<td>Couples Pass</td>
<td>$100.00</td>
</tr>
<tr>
<td>Group Pass (Admits up to four family members)</td>
<td>$150.00</td>
</tr>
</tbody>
</table>

Pay for Participation (Athletics) is a District fee of $35.00
Students holding student body offices and/or participating in
an activities program (including band/choir, drama,
academic bowl, all athletics, dance and cheerleading) at
Kamiah High School must purchase an activity card.
Students not purchasing an activity card will not be able to
participate in these activities.
The student body card covers all home events, except
tournaments sponsored by the Idaho High School Activities
Association.

Lockers will be assigned with students responsible to leave the
locker clean inside and out with a proper, functioning and
closing mechanism. If your locker is not working properly,
report it immediately to the high school office.
Do not leave money or valuables in your locker. Turn them into the office for safe keeping. The school cannot be responsible for valuables left in lockers. Locks are available in the office if the student wishes.

**KAMIAH BREAKFAST AND LUNCH PROGRAM**
Kamiah Schools provide a breakfast and lunch program. Costs are as follows:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>High School Breakfast</td>
<td>FREE</td>
</tr>
<tr>
<td>Adult Breakfast</td>
<td>$2.75</td>
</tr>
<tr>
<td>High School Lunch</td>
<td>FREE</td>
</tr>
<tr>
<td>Adult Lunch</td>
<td>$3.85</td>
</tr>
</tbody>
</table>

Kamiah Joint School District #304 is participating in the Community Eligibility Provision. All children will receive free meals, both breakfast and lunch.

The school lunch program has a vital place in school because it contributes to the learning experiences of each child who uses its facilities. It is a part of the total educational program for your child. The school lunch program provides nutritious food. If children are well fed, they are better prepared to learn. The lunch program also affords opportunity for a coordinated effort of teachers and lunch personnel in teaching about nutrition.

Parents are welcome to join their children for lunch. If you would like to join us, for lunch, please notify the office by 9:00AM on that day.

**KAMIAH ATTENDANCE POLICY:**
All students are encouraged to have his/her parent/guardian call the school the day they are absent. If the parent has not called to excuse the absence, the student must provide the school with a note the day they return. If no note is provided the truancy secretary will make contact with the parents to clear the absence. **If the absence is not cleared by an adult or the legal guardian the student will be declared truant and will be subject to disciplinary action.**

- **EXCUSED ABSENCES:**
  A. Students will be excused from the school day when
they are ill and/or when illness or a death in their family requires their absence. **Any verification of absences by parents must be received within one day after the student returns to school. Only parents or legal guardians may excuse a student’s absence.** Any medical excuses need to be turned in prior to the end of the semester for which they pertain. Parents may request pre-arranged excused absences in advance for extended absences or important family events subject to approval by the school principal. Make-up work will be provided for classes missed. Students will be given two days for every day missed to make up work. Any work assigned before the absence must be completed upon the student’s return, and any posted or announced quizzes and tests must also be completed upon return unless other arrangements are made with the instructor. **All excused absences count toward the accumulated absences.**

**REGULAR ATTENDANCE IS REQUIRED OF ALL STUDENTS.**

- **B)** Kamiah School District #304 will maintain the 90% attendance policy insofar as it applies to the earning of credit.
- **C)** Cases, as determined by the local Board of Trustees, may not grant credit to any student in the SUBJECT when the student was not in attendance at least 90% of the time. **Absence from any class for any reason including illness or family convenience shall be counted when the percentage of attendance and consequent eligibility for credit is calculated.**

After an accumulation of more than nine (9) absences during any semester the student may lose credit in that class. A student whose attendance at class is less than 90% will have the opportunity to make an appeal in front of the superintendent. Parent(s) or a legal guardian should also be present. For purposes of this requirement, extraordinary circumstances shall include absences which are beyond the control of the student and parent. They generally will not be repetitive in nature.

1. The 90% attendance rule as it applies to earning credits shall be interpreted as allowing only nine (9)
absences per class of the same class per semester.
2. Parents will be adequately informed of excessive absences and the potentiality of loss of academic credit. Such information will take place in the form of a letter mailed out when the student reaches five (5) absences in any given class. *In case the parents wish to contest this decision, they must do so within five (5) school days after the decision to deny credit has been rendered. The parent must request to present information to the Board of Trustees at a regularly scheduled meeting.

- **TARDIES:** A student, who is not in the classroom when the tardy bell rings, and up to 10 minutes past the tardy bell, is considered tardy. **After 10 minutes** the student is considered absent. The following policy will be enforced:
  1. Any three tardies during a nine (9) week grading period will result in detention. Each additional tardy up to and including seven (7) will result in additional time served in detention. On the eighth (8) tardy a one (1) day suspension will be assigned.

- **TRUANCY:** Students who are absent without the knowledge and consent of parents or the school will be classified as truant. This classification shall also apply to any student who fails to report to an assigned class within the school day or who leaves school without authorization from his/her principal. The following rules apply: No make-up work or credit will be given for days classified as truant.

**ADMINISTRATION OF TRUANCY POLICY:**
1. First Truancy: The home will be notified immediately after the first truancy and a conference with the student will be held informing the student of his/her rights and responsibilities by the principal or his designee. Three (3) detentions assigned.
2. Second Truancy: The student will serve five (5) detentions as determined by the principal and a conference will be held between the parent/guardian, student and principal.
3. Third Truancy: A third truancy will result in a three
(3) day suspension from school. When it is determined that a student be expelled for violation of the truancy policy, procedures shall be followed as outlined under Kamiah School District Policy #544, Student Expulsion/Denial of Attendance.

**GRADUATION REQUIREMENTS**
Graduation requirements for KHS conform to and exceed regulations of the Idaho State Department of Education. The minimum graduation requirements for KHS shall be as follows:

<table>
<thead>
<tr>
<th>SUBJECT:</th>
<th>CREDIT:</th>
</tr>
</thead>
<tbody>
<tr>
<td>English – 4 years</td>
<td>8</td>
</tr>
<tr>
<td>Math – 3 years</td>
<td>6</td>
</tr>
<tr>
<td>Speech – 1 semester</td>
<td>1</td>
</tr>
<tr>
<td>Science – 3 years</td>
<td>6</td>
</tr>
<tr>
<td>U.S. History – 1 year</td>
<td>2</td>
</tr>
<tr>
<td>Government – 1 year</td>
<td>2</td>
</tr>
<tr>
<td>Economics – 1 semester</td>
<td>1</td>
</tr>
<tr>
<td>Health – 1 semester</td>
<td>1</td>
</tr>
<tr>
<td>Physical Education – 1 year</td>
<td>2</td>
</tr>
<tr>
<td>Humanities – 1 year</td>
<td>2</td>
</tr>
<tr>
<td>Careers – 1 semester</td>
<td>1</td>
</tr>
</tbody>
</table>

**Sub Total**

| 32 |

**Elective Credits**

| 14 |

**Total Credits for Graduation**

| 46 |

*Seniors must be enrolled in a minimum of six (6) classes. Only first or seventh hours can be used as free non-instructional hours.*

**Teacher assistants (TA) will be assigned for Junior and Senior level students only.**

*Note: Senior Project required.*

*1 year of math as a Senior.*
HONORS CURRICULUM /DUAL CREDIT CLASSES:
These classes require more hours of study time: Advanced English, Dual Credit History and Chemistry, Anatomy and Physiology, Advanced Math I & II, and Physics. Students can register in dual or concurrent courses as they come available. Advanced Placement course work is available through the Idaho Digital Learning Acadamy.

SCHEDULE CHANGES: Request for schedule changes must be made before the beginning of each semester. Changes, which could not be foreseen, must be made by the 3rd day of class in the new semester. After that time a grade will be given in the course.

SEMESTER TEST POLICY: ALL students are required to take semester tests/ end of course assessment.

STATE MANDATED TESTING: KHS will comply with all testing required by the State of Idaho for graduation purposes. This will include the Idaho Standards Achievement Tests (ISAT). Other tests will be given as deemed necessary by the State of Idaho and Kamiah Schools.

COLLEGE ADMISSION/ PLANNING/ SCHOLARSHIP/ TESTING College admissions differ from the mandated high school graduation requirements in that four-year academic schools will require three years of math (Algebra I and up) and three years of science. It is strongly suggested in the State of Idaho that a foreign language be taken for admission and is required in some other states. The ACT college entrance exam will be given at Kamiah High School four times next year: October, December, February and April. The guidance counselor will have all necessary application materials for this and all other college entrance examinations. The COMPASS test is available upon request and can be scheduled at the student’s and guidance counselor’s convenience.

****College applications may be obtained through the guidance office, or by contacting the school you plan to attend. Application on line is a quick and efficient way to apply, and
some colleges may give a reduced application fee if completed
on line. Also, check the priority deadlines for your college.

**GRADING SYSTEM:** Each school year is divided into two
semesters which consist of two quarters as set by the school
board and administration. Grading is completed as follows:

<table>
<thead>
<tr>
<th>Letter</th>
<th>Percentage Range</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90-100%</td>
<td>Superior</td>
</tr>
<tr>
<td>B</td>
<td>80-89%</td>
<td>Above Average</td>
</tr>
<tr>
<td>C</td>
<td>70-79%</td>
<td>Average</td>
</tr>
<tr>
<td>D</td>
<td>60-69%</td>
<td>Below Average</td>
</tr>
<tr>
<td>F</td>
<td>59% and below</td>
<td>Failure</td>
</tr>
</tbody>
</table>

*I = Incomplete: The letter “I” will indicate incomplete work by
the student. A student will have ten (10) school days from the
issuance of report cards to make up an incomplete grade. Failure
to complete all work will result in the issuance of an “F” grade
for the incomplete. It is the student’s responsibility to clear up
the incomplete with his/her instructor. Kamiah High School uses
the Power School student information system. Parents and their
student(s) will have access to grades and attendance through the
school’s web page. Passwords will be sent out at the beginning
of the year. Report cards will be sent home following each nine
week grading period. Progress reports will be sent out at
parental request only.

Adaptations are made in compliance with the State of Idaho in
reference to the grading of special education students.

**HONOR ROLL**

Honor roll will be calculated and published in the local
newspaper(s). Honor roll cut-offs are as follows:

<table>
<thead>
<tr>
<th>Category</th>
<th>Minimum Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>All A’s</td>
<td>4.0</td>
</tr>
<tr>
<td>High Honor Roll</td>
<td>3.5-3.9</td>
</tr>
<tr>
<td>Honor Roll</td>
<td>3.0-3.4</td>
</tr>
</tbody>
</table>
VALEDICTORIAN AND SALUTATORIAN ARE DETERMINED AFTER 7 SEMESTERS ARE COMPLETED.

CO-CURRICULAR ACTIVITIES: Participation in any co-curricular activity is a privilege, not a right. Student leaders, which include student body officers, class officers, cheerleaders and those students participating in co-curricular activities are expected to set a positive example for the rest of the student body. Rules violations will be handled as per the guidelines set by the Athletic/Activities policy. All students participating in co-curricular programs must read and sign (along with their parents) the Kamiah School District Athletics/Activities Policy. All participants must purchase an activity card. Coaches/advisors will provide policy guidelines for each sport/activity, and coaches/advisors may exceed the code for activities by requiring additional rules and regulations. Injuries will be immediately reported.

TRANSPORTATION TO AND FROM SCHOOL EVENTS:
The district will provide transportation to all school-sponsored activities scheduled outside Kamiah Joint School District #304. All student participants are required to ride the bus to and from these scheduled events. Students on such trips are required to comply with the rules and regulations governing daily school transportation.

*In the event a student must travel to an activity from a location other than Kamiah High School, the student’s parent/guardian must make prior arrangements with the school administrator. In the event the building administrator is not available, the coach or athletic director may approve the request. If a student participant wishes to ride home with his/her parent/guardian, arrangements must be made by the parent/guardian directly with the coach, advisor, principal, or athletic director. Only the parent/guardian may transport his/her child.

*Under no circumstances may students transport themselves.

HALL PASSES, CHECKING OUT PROCEDURES & VISITOR PERMITS: All students must possess a proper pass when not in the room assigned for that particular period. Passes will be issued only by teachers, administrators, adult aides, or
office personnel. Hall passes and requests to leave the classroom will be kept to a minimum.

CHECK OUT PROCEDURES: If students must leave school at any time during the day, they MUST check out at the office. If the student returns within the school day, they must check in on the same form at the office.

Failure to properly checkout will result in truancy.

VISITORS: Student visitors will not be allowed during the course of the instructional day. Parents and Guardians are welcome to take part in their student’s education but will be asked to check into the office or make arrangements prior to the day.

TEXTBOOK USAGE: Any student assigned a textbook is responsible to return it in good working condition. A fine will be assessed for abuse or replacement costs to school textbooks.

MEDIA CENTER - COMPUTER USE: The mission of the KHS library media center is to provide useful educational support services for both faculty and student. Available materials can present students with a variety of facts and ideas from differing viewpoints. In addition, students gain access to material in a variety of ways, learning to research in books and periodicals as well as on computers. The library/media center is a member of the VALNET library consortium, providing students access to books and materials at more than 45 other libraries. The library is open for general use before school, during lunch, and after school. During class periods, please enter with a teacher pass. Rules and regulations are as follows:

1. The library is a study zone. Socializing should take place elsewhere.

2. You must sign in when entering: YOU MUST LEAVE YOUR BACKPACK/BAG AT THE FRONT DOOR. This ensures all books will be properly checked out and that no food or drink is accessible in the library.
3. Books may be checked out for a period of four weeks or longer at the librarian’s discretion and may be renewed up to two times.

4. Reference books, periodicals, vertical file materials, and CD-ROMS are for use in the library only; they may not be checked out.

5. Overdue fines are $.05 per day. When using inter-library loan, you must follow the loan/fine policies of the lending institution.

6. Overdue books and/or unpaid fines will result in withholding of report cards.

PRINTING: Students must have print approval. The following limited Internet printing rules must apply: 1) print only selections -not entire documents, 2) black and white copies only unless teacher/librarian approves for color.

COMPUTER USE: Log on/log off, save to Z: drive or flash drive, do not personalize settings or modify computers in any way, do not download software/programs to the computer. The school is not responsible for lost or deleted work on a student’s Z drive. Students will not share or permit the use of their username and password with anyone.

INTERNET USE: Primary purpose is research; no general surfing, no chat rooms, no games, no sites with gratuitous sexual content.

ELECTRONIC COMMUNICATION DEVICES: Students may possess electronic communication devices including, but not limited to cell phones, tablets, etc. during the school day from the first bell to the last bell under the following conditions: Must be turned off, put away, and remain out of sight prior to entering the building. Electronic communication devices may be possessed and used after school, during lunch break, and at school-sponsored or school-related activities. Students in violation of this policy will be subject to disciplinary action, including but not limited to:
• Item is confiscated and returned to the parent only.

• It is the responsibility of the student to inform his/her parent that the cell phone/device is being held in the office.

*Office staff will assist students in contacting a parent in cases of forgotten items, illness or emergencies.*

**STUDENT USE OF STUDENT OWNED COMPUTING DEVICES:** Kamiah Dchool District provides the opportunity for students to bring a personal computing device to school to use as an educational tool. The use of these devices will be at teacher discretion.

1. **Students must obtain teacher permission before using a personal computing device during classroom instruction.** Students using devices will be allowed access to the Internet via the District’s “open” wireless network, where available.

2. Student use of a personal computing device must support the instructional activities currently occurring in the classroom.

3. **Students must turn off and put away personal computing devices when requested by staff.**

4. All use of personal computing devices/cell phone is subject to governance under District Policy including disciplinary actions for misuse.

The Kamiah School District accepts no responsibility for personal property brought to the school by students. Students who choose to bring a personal computing device/cell phone to school assumes total responsibility for the device. Devices that are stolen or damaged are the responsibility of the student and their parents or guardians. Students should take all responsible measures to protect against the theft or damage of their personal device. It is not the responsibility of the Kamiah School District to provide access to charging of personal computing devices.
STUDENTS ARE EXPECTED TO:

1. Ask for permission before using the device and prior to accessing the Internet with a personal computing device.

2. Turn off the device at the request of school personnel.

TECHNOLOGY: Before any student is permitted to use district computers/technology, the student and parent must review the technology policies and sign a Technology Acceptable Use Policy.

KAMIAH SCHOOL DISTRICT TECHNOLOGY / INTERNET USE DISCIPLINE PROCEDURE:
District computers and other technologies are provided to students for educational purposes only. The following is prohibited on district and personal devices: gaming, shopping, social networking, streaming music and videos, personal email, and other non-school related internet access. Consequences for violating the district’s technology policies will be consistent with seriousness of the violation and with each school’s discipline policies. Student violations will be handled using the following steps but not limited to:

1st Violation: Verbal warning by a district staff member.

2nd Violation: Referral to the building principal, parent notification of the infraction. The building principal may add additional consequences at his/her discretion.

3rd Violation: (9) Week account suspension. All internet will be prohibited. Access to computers/technology may be granted by building principal permission only. Exceptions can be made by the building principal’s discretion on a case by case basis. At the end of the (9) nine weeks the student will have an opportunity to use
district computers/technology as determined by the building principal.

** The building principal shall have the final authority to decide whether a student’s privileges will be limited, suspended, or revoked based upon the circumstances of the particular case, the student’s prior disciplinary record, and any other pertinent factors.

**SOCIAL ACTIVITIES AND DANCE REGULATIONS:** The various classes, clubs and organizations hold social functions throughout the year, which will be scheduled and arranged as follows: The faculty advisor and/or president of any group wishing to plan a social function, money-raising event etc. will obtain permission prior to the planned event. At this time, the date of the event will be written on the school calendar and cleared with the principal. Appropriate forms must be completed for all activities and turned into the principal for final approval.

**SOCIAL PROBATION:** Students that are failing a minimum of five of their seven classes may be subject to social probation. Social probation will restrict the students from attending any after school activity until their grades have recovered to a satisfactory level.

**FIRE DRILL PROCEDURES:** Fire drill procedures, routes and exits are posted in each classroom. The exit used will depend on the location of the fire.

**PROVISIONS FOR DISCIPLINARY ACTION:** Violations of school, civil, or state laws, or acts which bring discredit to the school, students, faculty, and administration will be grounds for discipline. Due process shall be afforded any student before any disciplinary action may be taken. Administration will be responsible to afford that due process and issue necessary disciplinary action.
FORGERIES: A student who takes the liberty of forging a faculty member’s signature, a parent’s signature or another person’s signature can be suspended up to five (5) school days.

SCHOOL BUS DISCIPLINE POLICY: Safety is of prime importance for students being transported to and from school and for school-sponsored activities. Bus safety depends on bus driver alertness and courtesy as well as good conduct by students, parents/guardians and school personnel.

The Kamiah Board of Trustees may deny transportation to any student on any equipment operated by the district. When transportation is denied, written notice will be given to the student’s parent or guardian.

All students transported by district buses shall abide by safety regulations as interpreted by the drivers. Failure to comply will be sufficient reason for suspension of riding privileges.

The Kamiah School District Board of Trustees has adopted the following regulations governing pupils riding school buses to and from school and on school sponsored activities.

**Regulations Governing Pupils Riding Buses**

1. Pupils being transported are under the bus driver’s authority.
2. Fighting, wrestling or boisterous activity is prohibited on the bus.
3. Pupils will use the emergency door only in case of emergency.
4. Pupils shall be on time for the bus, both morning and evening.
5. No animals, firearms, weapons, or other potentially hazardous material are allowed on the bus.
6. Pupils shall remain seated while bus is in motion.
7. The bus driver may assign pupils to seats.
8. When necessary to cross the road, pupils shall cross in front of the bus or as instructed by the bus driver.
9. Pupils shall have written permission to leave the bus other than at home or at school.
10. Pupils shall converse in normal tones; loud or vulgar language is prohibited.
11. Pupils shall not open or close windows without the driver’s permission.
12. Pupils shall keep the bus clean and must refrain from damaging it.
13. Pupils shall be courteous to the driver, fellow pupils, and passers-
14. Pupils who refuse to promptly obey the driver’s directions or refuse to obey regulations may forfeit their riding privileges.

**1st offense:** The principal will meet with the student to discuss the problem. A copy of the incident report will be mailed home to the parents/guardians.

**2nd offense:** The principal will set a meeting to discuss the problem with the student, bus driver, transportation supervisor, and the parents/guardians. A copy of the incident report and the basis for the suspension will be hand delivered or mailed to the parents/guardians. ***Consequence for second offense- transportation student may be denied riding privileges for up to five (5) days.

**3rd Offense:** The principal will set a meeting to discuss the problem with the student, bus driver, transportation supervisor, and parents/guardians. A copy of the incident report and the basis for the suspension will be hand delivered or mailed to the parents/guardians. ***Consequence for third offense- transportation student may be denied for up to the remainder of the school year. The decision to remove a student for the balance of the school year may be appealed to the Board of Trustees if the appeal is made within ten (10) school days of the decision to deny transportation. A written appeal must be submitted to the superintendent requesting a hearing.

Any violation of a serious nature may result in denial of transportation immediately. Any vandalism or destruction of school bus property will result in payment for damages and may result in automatic forfeiture of all school bus privileges for one (1) calendar year (365 days from date of occurrence).

**SECURITY IMAGING SYSTEM:** The Board holds safety of every student, employee, and visitor as its highest priority. Additionally, the Board is responsible for the protection of property on District property. As such, the Board authorizes the Superintendent or designees to implement the use of security imaging systems on District property in response to clearly defined safety and security needs or upon reasonable suspicion of Board policy violations and/or criminal activity. A no tolerance policy has been adopted in conjunction with tampering with Video Surveillance System equipment. Any student found
violating this policy will automatically receive a minimum five (5) day suspension.

**STUDENT PARKING:** Student parking is designated in the parking lot at the football field. Senior only parking is on the east section in front of the high school building. ALL OTHER PARKING IS DESIGNATED FOR STAFF AND VISITORS. Due to safety issues, no student is allowed to park behind the school during the regular school day.

**DRESS CODE:** Inappropriate Dress/Disruptive Dress: The responsibility for the dress and grooming of a student rests primarily with the student and his or her parents and guardians. Attire or grooming depicting or advocating violence, criminal activity, use of alcohol or drugs, pornography or hate speech are prohibited. Kamiah High School asks that the students adhere to the following expectations……

1. All undergarments will be covered.

2. Hats, stocking caps, hoods, bandanas and sunglasses cannot be worn in the buildings.

3. Sleep wear cannot be worn during the school day or activities unless part of a celebration event.

4. Shorts/skirts/dresses must be mid thigh length.

5. No clothing that exposes the abdomen.

6. Chains on jeans are not allowed.

A student’s attire or grooming should not be grounds for seclusion from his or her participation in school classes or programs or in school-related activities. If however, the attire or grooming of a student poses a threat to the health or safety of any other person, or to be disruptive to the educational process, an appropriate solution will be issued.

*** the above policy is based upon the wording found in the Portland Public Schools Dress Code Policy.
**PRESCRIPTION DRUG POLICY:** Students that are taking any prescription medication during the school day must have the medication checked in at the office where it will be distributed by the secretary. Any student found in violation of this policy will be subjected to discipline in accordance of the district drug and alcohol policy. All medication must be brought to the school and picked up by the parent or guardian.

**BACKPACKS:** For the safety of our students and staff, backpacks/bookbags will not be allowed in the classroom.

**WEAPONS POLICY:**

NEW POLICY – SEE ATTACHMENT

**EXPULSION:** Denial of attendance at any single subject, class, activity, or any full schedule of subjects, classes, or activities for an indefinite period of time. An expulsion also may include a denial of admission to, or entry upon, real and personal property that is owned, leased, rented, or controlled by the school board. The Board of Trustees may deny attendance at any of its schools by expulsion for just cause.

“No pupil shall be expelled without the Board of Trustees having first been given written notice to the parent or guardian of the pupil, which notice shall be the grounds for the proposed expulsion and the time and place where such parent or guardian may appear to state the right of the pupil to be represented by counsel, to produce witnesses and submit evidence on its behalf, and to cross-examine any adult witnesses who may appear against him.” (Section 33-205, Idaho Code) Due process procedures will be followed in all expulsions.

The handicapping condition of an identified special education student will be taken into consideration prior to initiating the expulsion of the student.

**CORPORAL PUNISHMENT:** Corporal punishment (spanking) can/will be administered for flagrant acts of disobedience and behavior that are detrimental to the students and/or total school environment and/or when other less severe modes of discipline have failed to effect improvement. Students
shall not be maltreated or abused. In no case will corporal punishment be administered in the presence of students, but will always be in the presence of another adult and in an area specified by the principal. Parents or guardians will be notified, if possible, in all cases of corporal punishment.

**HARASSMENT, THREATS & INTIMIDATION:** Any student causing, attempting to cause or threatening to cause physical injury to another person on school property, or during a school sponsored activity, may be suspended and/or recommended for expulsion.

Harassment is defined to include ethnic slurs, racial jokes, verbal or physical abuse or other offensive or persistently annoying conduct directed at someone’s sex, race, color, national origin, age, religious beliefs, ethnic background, or disability that:

- **Has the purpose or effect of creating an intimidating or hostile environment.**
- **Unreasonably interferes with an individual’s educational performance.**
- **Otherwise adversely affects an individual’s educational opportunities.**

Harassment also includes an act of retaliation taken against (1) any person bringing a complaint of harassment, (2) any person assisting another person in bringing a complaint of harassment, or (3) any person participating in an investigation of an act of harassment.

Physical violence will be referred to Law Enforcement as deemed necessary by the principal.

**SEXUAL HARASSMENT:** It is the policy of Kamiah School District to maintain a learning and working environment that is free from sexual harassment. The School District prohibits any form of sexual harassment. Sexual harassment is a form of misconduct that undermines the student’s relationship with educators and with other students. No student, male or female, should be subject to unasked for or unwelcomed sexual overtures or conduct, either verbal or physical. Sexual harassment does not refer to occasional compliments of a socially acceptable nature. Sexual harassment refers to sexual overtures or conduct that is not welcome, that is personally offensive, that affects
morale, that may create a hostile environment, and that, therefore, interferes with a student’s ability to study or participate in school activities.

1 Students who believe they are being harassed should report the situation to school personnel.

2 Any employee of the school district receiving a report of harassment from another student will report the matter to a school administrator immediately.

The school district will act to investigate all complaints, formal or informal, verbal or written, and to discipline or take appropriate action against any student who is found to have violated this policy.

**CHEATING:** Students who are caught cheating on assignments or tests will receive a zero on that assignment or test. Repeated occurrences of cheating may result in loss of credit.

**PLAGIARISM:** Plagiarism means presenting someone else’s words or ideas as your own. It is a form of stealing and is a serious offense. You must credit your sources for any ideas you use that are not common knowledge and are not your own. Work submitted containing plagiarized materials for credit will result in a zero. Repeated offenses may result in loss of credit for the course.

**DISCIPLINE:** Students of Kamiah Joint School District No. 304 are expected to conduct themselves in such a manner so as not to interfere with the orderly operation of the educational program, and are expected to obey the reasonable requests and directives of teachers and other adults authorized by the district. Kamiah High School will use a system of discipline that can range from issuing simple detention to expulsion from the educational system. Consequences can and will be progressive in nature and each repeated offense will result in more severe sanctions. Repeated offenses in any one category, or combination of categories, will result in more severe sanctions.
NOTES:
1. Suspension/Expulsion: Any student who is suspended/expelled is not allowed to come on school property at any time (24 hours/day, 7 days/week).
2. Principals (or their designee) may suspend up to five days per incident. Length of suspension is at the discretion of the building Principal. The Superintendent or School Board may also extend the days of suspension assigned by the principal (or designee).
3. Students who are suspended (out of school) or expelled will not receive credit for assignments/tests missed during the period of suspension or expulsion. However, students are encouraged to keep current with their work, so that they are not behind when they return to school.
4. Students on in-school suspension will be allowed full-credit, for all work done, if all work is turned in upon return to regular classes. In-school suspension will be utilized for doing school work.
5. Detention sessions are held after school on any day deemed appropriate by school personnel. Students will be required to serve the assigned time and will not be allowed to leave without parental request. Failure to show up for detention will result in additional time or referral to the building principal.
6. Length of expulsion will be determined by the Board of Trustees based on a recommendation made by the building principal, except for those areas indicating “one calendar year”.

23
<table>
<thead>
<tr>
<th>OFFENSE</th>
<th>Detention</th>
<th>Suspension</th>
<th>Expulsion</th>
<th>Notification</th>
</tr>
</thead>
<tbody>
<tr>
<td>The following list is not exclusive of other behaviors for which a</td>
<td></td>
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<tr>
<td>student may be disciplined up to, and including, expulsion and</td>
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<tr>
<td>notification of non-school agencies.</td>
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</tr>
<tr>
<td>1. Alcohol: Possessing, using, or being under the Influence of alcohol,</td>
<td>Up to 15</td>
<td>2nd - 1 Calendar year</td>
<td>X</td>
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<td>at school, school functions, or activities</td>
<td>days &amp;</td>
<td></td>
<td></td>
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<td></td>
<td>Counseling</td>
<td></td>
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<td>2. Arson: Knowingly or recklessly cause a fire or explosion which is</td>
<td>1ST -1</td>
<td></td>
<td>X</td>
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<tr>
<td>dangerous to human life; or damages or threatens damage to any structure</td>
<td>Calendar year</td>
<td></td>
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<td>or vehicle.</td>
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<tr>
<td>3. Assault and or battery, harassment, threats or abuse of district</td>
<td>1st</td>
<td></td>
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<td>personnel: Interfering with the discharge of the official duties of</td>
<td>Up to -20 days with</td>
<td>2nd</td>
<td>X</td>
<td></td>
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<tr>
<td>district personnel by intimidation, force, or violence.</td>
<td>Counseling</td>
<td></td>
<td></td>
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<tr>
<td>4. Grevious Assault and/or battery on students: Assaulting another with</td>
<td>1st</td>
<td></td>
<td></td>
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<tr>
<td>intent to inflict substantial or great bodily harm, or</td>
<td>Up to -20 days with</td>
<td>2nd</td>
<td>X</td>
<td></td>
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<tr>
<td>knowingly inflicting substantial or great bodily harm by any means.</td>
<td>Counseling</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>5. Burglary: Entering or remaining unlawfully in a district building</td>
<td>Up to 20</td>
<td></td>
<td></td>
<td>X</td>
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<tr>
<td>with intent to commit a crime.</td>
<td>days</td>
<td></td>
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</tbody>
</table>
6. Cheating: For example, copying, plagiarism, using crib notes etc.

<table>
<thead>
<tr>
<th>1st -zero on assignment</th>
<th>2nd -drop letter grade for each repeated offense</th>
</tr>
</thead>
</table>

7. Controlled substances: (See Drug/Alcohol/Tobacco Policy) Possessing, using, or being under the influence of drugs, inhalants, or controlled substances, or in possession of drug paraphernalia

| 1st | 2nd -1 Calendar year |
| Up to -15 days and Counseling | X |

8. Controlled substances: Selling or distributing controlled substances

| 1 Calendar year |
| X |

9. Over the counter medicines: Sharing or distributing (See medication policy)

| Up to 5 days |
| X |

10. Tobacco Use or possession: See Drug and Alcohol policy. Use or possession of any tobacco products including storing or maintaining such products in lockers, on self, or on property of the district or at school sponsored events.

<table>
<thead>
<tr>
<th>1st -1 day suspension, notification of Law Enforcement</th>
<th>2nd -5 day suspension, notification of Law Enforcement</th>
</tr>
</thead>
<tbody>
<tr>
<td>3rd -15 day suspension, notification of Law Enforcement</td>
<td>X</td>
</tr>
</tbody>
</table>

11. Criminal Acts as Defined by Law not otherwise addressed in this policy: Refer to State, County, and Federal criminal codes

<p>| X | X | X |</p>
<table>
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</thead>
<tbody>
<tr>
<td>12. Disrespect and/or Defiance of school authority. (Willful Disobedience): Refusal to obey reasonable directions for requests of any staff member, including volunteers, aides, substitutes, secretaries, custodians, food service workers, or on busses.</td>
<td>5 days</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>13. Disruptive Behavior: Conduct which interferes with the educational process, disruptive behavior in school, assemblies, school activities or on busses.</td>
<td>Up to 3 days</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>14. Extortion, Intimidation, Blackmail, Coercion: Obtaining money or property by violence or threat of violence. Forcing or attempting to force another to do something against his or her will by threat or force.</td>
<td>Up to 20 days with Counseling</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>15. Fighting: The act of quarreling involving any physical altercations</td>
<td>Up to 5 days</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>16. Forgery: Fraudulently using in writing the name of another person, or falsifying times, dates, grades, addresses, or other data</td>
<td>Up to 5 days</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>17. Harassment: Intimidating or harassing a person because of that person’s race, color, sex, religious beliefs, ancestry, national origin, or any other reason. Threat to cause injury, property damage, or physical confinement or</td>
<td>Up to 10 days with Counseling</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Behavior Description</td>
<td>1\textsuperscript{st}</td>
<td>2\textsuperscript{nd}</td>
<td>3\textsuperscript{rd}</td>
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<td>-------------------------------------------------------------------------------------</td>
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<tr>
<td>restraint of the person threatened, or any other act intended to substantially harm the physical or mental health of the person threatened.</td>
<td></td>
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<tr>
<td>18. Inappropriate Display of Affection</td>
<td>1\textsuperscript{st} - 1 day</td>
<td>2\textsuperscript{nd} - 2 days</td>
<td>3\textsuperscript{rd} - 3 days</td>
</tr>
<tr>
<td>19. Inappropriate Dress/Disruptive Dress: Dress or appearance that is either obscene, presents a health or safety problem, causes a disruption of the educational process, or otherwise violates the district dress code.</td>
<td></td>
<td></td>
<td>See Note #8</td>
</tr>
<tr>
<td>20. Lewd Conduct/Indecent Exposure: Behavior that is either obscene, such as mooning, exposing oneself, sexual misconduct etc.</td>
<td></td>
<td>Up to 10 days</td>
<td>X</td>
</tr>
<tr>
<td>21. Possession of Stolen Property: Knowingly receiving, retaining, possessing, concealing, or disposing of stolen property.</td>
<td></td>
<td>Up to 20 days</td>
<td>X</td>
</tr>
<tr>
<td>22. Robbery: Taking another's property by force or threat of force.</td>
<td></td>
<td>Up to 20 days</td>
<td>X</td>
</tr>
<tr>
<td>23. Theft: Stealing</td>
<td>1\textsuperscript{st} - 3 days</td>
<td>2\textsuperscript{nd} - 5 days</td>
<td>3\textsuperscript{rd} - 10 days</td>
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<td></td>
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<td>24.</td>
<td>Trespass: Entering or remaining unlawfully in school buildings, property, grounds, or at school-sponsored events/or refusing to leave when asked.</td>
<td>Up to 5 days</td>
<td></td>
</tr>
<tr>
<td>25.</td>
<td>Use of Obscenity or profanity: Oral, written, gestures, or on computer networks.</td>
<td>1st 1 day 2nd 2 days 3rd 3 days</td>
<td></td>
</tr>
<tr>
<td>26.</td>
<td>Malicious Mischief: Destroying or damaging property, such as: Breaking windows, graffiti, defacing desks or lockers, damaging or destroying other peoples belongings, interfacing with or damaging electronic information systems, etc.</td>
<td>Up to 20 days plus damages If over $300 damage: Expulsion</td>
<td></td>
</tr>
<tr>
<td>27.</td>
<td>Weapons and Explosives: The district has a no tolerance policy of weapons. Possessing or using weapons, explosives, or any other item capable of causing bodily harm, including “fake” weapons that are represented as “real” weapons. (Note: This includes pocket knives.)</td>
<td>1 Calendar year</td>
<td></td>
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<td>28.</td>
<td>Truancy: Unexcused absence(s)</td>
<td>X X X X</td>
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<td>29.</td>
<td>Tardiness: Being late to class or school without a valid excuse. (Handled by principals at building level)</td>
<td>X X</td>
<td></td>
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</tbody>
</table>