

# *Kamiah High School*

Student Handbook



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 lifelong learning while reflecting community values and respecting diversity.

## **KAMIAH HIGH SCHOOL (KHS) STUDENT PROFILE**

**ENROLLMENT:** 134 Students in grades 9 - 12 (2020-2021)

**ACCREDITATION:** KHS is fully accredited by the Idaho State Department of Education and the Northwest Association of Schools and Colleges. Additionally, numerous courses are provided through partnerships with local accredited organizations for dual-credit, predominantly through Lewis-Clark State College. 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:** KHS serves students and families in Lewis and Idaho counties.

**SCHEDULE:** Classes meet four times a week, Monday through Thursday. There are seven class periods each day. Students in grades 9 - 11 must be registered in seven classes per day. Seniors with an approved work release during 7th Period must be registered in six classes per day. Work release approvals are at the discretion of the High School Principal, and can be revoked if abused.

## **ADMINISTRATIVE STAFF**

Superintendent: Dr. Ben Merrill  
Principal: Mr. Bill McFall  
K-12 Counsellor: Mrs. Jeannette Wilcox  
Administrative Assistant: Ms. Mary Arnzen  
MV Liaison: Ms. Terry Law  
District Nurse: Mrs. Darra Snyder, RN  
District Technology: Mrs. Stephanie Brimacomb

## **FACULTY -- TEACHERS**

Mr. Jody Dow	Ms. Kathryn Chamberlain	Mrs. Mona Farmer
Ms. Taylie Hopkins	Ms. Cheyenne Hudson	Ms. Kari Kopach
Mr. John (Rich) Martin	Mr. Jeff Mercer	Mrs. Elayne Murphy
Mr. Bruce Nuxoll	Mr. Martin Smith	Mrs. Loretta Riener
Ms. Janine Wilson		

## **FACULTY -- PARAPROFESSIONALS**

Ms. Julie Mulholland

## **COACHING / ACTIVITIES STAFF**

X-Country	Jeff Loewen
Football:	Nels Kludt / Pat Eades / Dallon Wheeler
Volleyball:	Cheyenne Hudson / Jackie Landmark
Boys Basketball:	Aaron Skinner / Jeff Mercer
Girls Basketball:	Brandon Skinner
Track:	Joe Sams / Nels Kludt / Tim Lee
Baseball:	Tommy Williamson
Softball:	Vincent Martinez
Theater:	Jody Dow / Taylie Hopkins
HOSA:	Darra Synder

## **MAINTENANCE / CUSTODIAL**

Transportation:	Patrick Foy
Custodians:	Henry Bailey

## **IMPORTANT TELEPHONE NUMBERS**

High School Office:	935-4067	FAX: 935-4068
District Office:	935-2991	FAX: 935-4005

## **EMAIL**

All teachers have e-mail accounts at KHS. It is usually the person's first initial and last name, followed by "@kamiah.org". For example, Mr. Dow is [jdow@kamiah.org](mailto:jdow@kamiah.org). Teachers also have voice mail at the school if email is not available. Additional information can be accessed on the district website at [www.kamiah.org](http://www.kamiah.org).

## **ACADEMICS**

**Grading.** Each school year is divided into two semesters which consist of two quarters each as set by the school board and administration. Report cards will be sent following each nine-week grading period. Progress reports will be sent out at parental request only. Grading standards are as follows (note: adaptations are made in compliance with the State of Idaho in reference to the grading of special education students):

A	90% - 100%	Superior
B	80% - 89%	Above Average
C	70% - 79%	Average
D	60% - 69%	Below Average

F	59% and below	Failure
I*	Incomplete	Incomplete

Incomplete grades 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 the work will result in an “F” grade for the incomplete. It is the student’s responsibility to clear up the incomplete with their instructor.

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

All A’s	4.0
High Honor Roll	3.5 - 3.9
Honor Roll	3.0 - 3.4

**PowerSchool.** KHS uses the PowerSchool student information system. Parents and students will have access to grades and attendance through the PowerSchool system. Passwords can be obtained from the school office.

**Graduation Requirements.** One of our primary goals is to see each and every student successfully complete High School. The requirements for graduation, as set by the Idaho State Department of Education and the Kamiah Board of Trustees are:

English -- 4 years	8 credits
Math -- 3 years (1 of which will be in student’s senior yr)	6 credits
Science -- 3 years	6 credits
Careers -- 3 semesters (includes Senior Project rqmt)	3 credits
US History -- 1 year	2 credits
Government -- 1 year	2 credits
Humanities -- 1 year	2 credits
Physical Education -- 1 year	2 credits
Speech -- 1 semester	1 credit
Economics -- 1 semester	1 credit
Health -- 1 semester	1 credit
Subtotal --	34 credits
Elective credits --	12 credits
Total Required for Graduation --	46 credits

**Honors Curriculum.** KHS offers both honors and dual-credit courses for advancing students. These classes require more hours of study and preparation. The following courses are considered Honors:

- Dual Credit Advanced English (Seniors)
- Dual Credit US History
- Dual Credit Chemistry
- Dual Credit Pre-Calculus
- Dual Credit Probability and Statistics

Dual Credit Geology  
Anatomy and Physiology  
Calculus  
Physics  
Dual Credit or Advanced Placement Courses through Idaho Digital Learning Academy

**Valedictorian and Salutatorian Requirements.** Valedictorian and Salutatorian students will be determined after seven (7) complete semesters. In order to compete for Val/Sal in High School.

**Honors Curriculum:**

The honors curriculum includes Advanced English, Calculus I, Calculus II, Physics, Chemistry, Anatomy and Physiology, and Psychology. If at any time additional classes are deemed necessary, they may be included at a later time.

**To be eligible for Valedictorian or Salutatorian (in addition to highest GPA):**

- Must take: advanced english (2 credits)
- Must take: Calculus 1 or Advanced Math or a dual credit Math class (2 credits)
- Must take: 2 out of 3 science classes - Physics, DC Chemistry, DC Geology, Anatomy and Physiology (4 Credits)
- Must take ` additional class from the remaining honors classes: one more honors science class, Psychology, dual credit US History or Calculus II (2 credits)
- These classes must also be taken from a Kamiah High School instructor unless a scheduling conflict prevents it, and the equivalent online or distant learning class is approved by the high school school administration.

Also:

Students will only be allowed a total of 4 credits earned as a T.A. or Work Study to be eligible for valedictorian or Salutatorian.

Must be a student at Kamiah High School their Junior and Senior year

Discretion of Principal if reduction in classes offered.

**College Admissions Planning, Scholarships, and Testing.** College admissions differ from the mandated high school graduation requirements in that four-year academic schools will require higher levels of math, science, and humanities. It is strongly recommended in the State of Idaho that a foreign language be taken for admission, and is often required in other states. Students who desire to pursue college-level education are encouraged to plan 4 years of math, 4 years of science, 2 years of humanities, and at least 1 year (preferably 2 years) of a foreign language.

The ACT college entrance exam is typically proctored at KHS twice each year (in October and April). The COMPASS test is available upon request and can be scheduled at the

student's and guidance counselor's convenience. College applications and registration for college entrance exams is done through the guidance counselor.

**Class Scheduling.** Students will enroll in classes at the beginning of each semester. Requests for schedule changes should 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.

**Senior Schedule.** Seniors not pursuing college enrollment must be enrolled in a minimum of six (6) classes. Only the first or seventh hour (no other hour, and not both) can be used as a non-instructional hour, and only with the approval of the KHS principal.

**Testing.** All students are required to take end-of-semester and end-of-course tests. Additionally, KHS will comply with all testing required by the State of Idaho for graduation purposes. This will include the Idaho Standards Achievement Tests (ISATs), and the SAT. Other tests will be given as deemed necessary by the State of Idaho, the Kamiah School, and individual teachers.

**Textbooks.** Any student assigned a textbook or other educational learning aid is responsible to return it in good condition (or good working condition). A fine for repair or replacement will be assessed for abuse or lost items.

**EXPECTED BEHAVIOR.** Students of Kamiah Joint School District #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. KHS will use a system of discipline that can range from issuing simple detentions 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 one category, or combination of categories, will result in more severe sanctions. More details about specific actions follow the set of expectations below.

**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, and that faculty members be in charge of common areas including hallways, lunchrooms, outdoor play areas, sports venues, etc.. Anything less would degrade the educational opportunities for all. A show of disrespect towards a staff member, or insubordination on the part of the student, will not be, under any circumstances, tolerated. The staff is responsible for supervision of students anywhere on school property, and while at school-sponsored activities.

**National, State, Civil and School Laws / Policies.** Violations of school policies, or of civil, state or national laws, or acts which bring discredit to the school, students, faculty, or administration will be grounds for disciplinary action. Due process shall be afforded any student

before any disciplinary action may be taken. Administrators will be responsible to afford due process and issue necessary disciplinary action.

**Harassment, Threats, and 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 or recommended for expulsion (NOTE **physical violence will be referred to Law Enforcement as deemed necessary by the principal**).

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 any person bringing up a complaint of harassment, any person assisting another person in bringing up a complaint of harassment, or any person participating in an investigation of an act of harassment.

**Sexual Harassment.** KHS policy is to maintain a learning and working environment free from sexual harassment. The 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.

- Students who believe they are being harassed should report the situation to school personnel
- Any employee of the school district receiving a report of harassment from a 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.

**Forgeries.** A student who takes the liberty of forging a faculty member, parent, or other person's signature can be suspended for up to five (5) school days.

**Academic Performance.** Students are expected to pass the classes they are in. Failure to maintain good academic standing will result in restrictions for extracurricular activities. Athletics follow the policies of the Idaho High School Activities Association. Additionally, students who do not hold passing grades in at least half of their classes are restricted from attending school-sponsored social events or school activities until their grades improve.

**Cheating and Plagiarism.** 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 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.

**Attendance.** Regular attendance is required of all students.

Students are encouraged to have their parent/guardian call the school on any day(s) they will be absent. If the parent/guardian has not called to excuse the absence, the student must provide the school a note the day they return. If no note is provided, the truancy secretary will make contact with the parents/guardians. **If the absence is not cleared by a parent or legal guardian the student will be declared truant and will be subject to disciplinary action.**

**Tardies.** A student who is not in the classroom when the tardy bell rings, but who enters within the next 10 minutes, is considered tardy. The accumulation of 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. The accumulation of eight (8) tardies will result in one (1) day suspension.

**Absences.** A student who is not in the classroom when the tardy bells rings, and who either does not enter during the class period, or enters more than 10 minutes late, is considered absent.

**Accumulated Absences and Loss of Credit.** Kamiah School District will maintain the 90% attendance policy insofar as it applies to the earning of credit. Students who fail to meet the 90% attendance level may not be granted credit in any subject where the 90% requirement was not met. The local Board of Trustees will determine the final outcome of any cases. Absence from 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 eight (8) absences in any single class during any semester, the student may lose credit for that class. Students may appeal to the superintendent for situations concerning extraordinary circumstances. Parent(s) or legal guardian(s) should be present. Generally, extraordinary circumstances include absences beyond the control of the student and parent, and are not generally repetitive in nature. NOTE: parents or legal guardians will be informed via letter when the student reaches five (5) absences in any given class.

Parents or guardians may contest the superintendent's decision before the Board of Trustees, but must provide intent to do so within five (5) school days of the superintendent's decision to deny credit. The parent(s) or guardian(s) must request to present information to the Board at a regularly scheduled meeting.



**Excused Absences.** Excused absences count toward the accumulated 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 guardians must be received within one day after the student returns to school. Only parents or legal guardians may excuse a student's absence.**
- B) Medical excuses (doctor's notes) must be turned in prior to the end of the semester for which they pertain.

**Truancy.** Students who are absent from school, or from any assigned class within the school day, without the knowledge and/or consent of parents or guardians will be classified as truant. Students who leave school during a school day without authorization from the principal are also classified as truant.

First truancy -- The home will be notified immediately, and the student will be required to hold a conference with the principal or designee where the student will be reminded of their rights and responsibilities. Three (3) detentions will be assigned.

Second truancy -- The principal will hold a conference with the parent(s) or guardian(s) and the student. Five (5) detentions will be assigned.

Third truancy -- Three (3) day suspension from school. Additionally, the student may be evaluated for expulsion from the school for violation of truancy policy. In these cases, procedures shall be followed as outlined in Kamiah School District Policy #544, Student Expulsion/Denial of Attendance.

**Policies for Make-Up Work for Excused Absences.** Students will be given two days for every day missed, up to a maximum of 8 days, to make up work for excused absences. Any work assigned before the absence must be completed on time, or upon the student's return, whichever is later. Posted or announced quizzes and tests administered during the student's absence must be completed upon return unless other arrangements have been made with the teacher.

**Hall Passes, Visitor Permits, and Students Checking Out Procedures**. 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.

Student visitors will not be allowed during the course of the instructional day. Parent(s) or guardian(s) 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/period of visitation.

If students must leave school at any time during the day, they **must** have parent(s) / guardian(s) permission and 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 check out will result in a truancy.**

**Lunch Open Campus.** KHS observes an open campus during the scheduled lunch period only. Students leaving the campus during the lunch period are not considered truant, and do not need special permission as long as they are back in order to attend fifth period class on time.

**Dress Code.** Inappropriate dress and disruptive dress is not appropriate for educational activities. The responsibility for the dress and grooming of a student rests primarily with the student and their parent(s) or guardian(s). Attire or grooming depicting or advocating violence, criminal activity, use of alcohol or drugs, pornography, or hate speech are prohibited. KHS asks that students adhere to the following:

- All undergarments will be covered
- Hats, stocking caps, hoods, bandanas, and sunglasses can not be worn in the buildings during school hours or activities (except sporting events)
- Sleepwear cannot be worn during the school day or at school activities unless part of a celebration event
- Shorts, skirts, and dresses must be mid-thigh length or longer
- No clothing that exposes the abdomen is allowed
- Chains on jeans are not allowed

A student's attire or grooming should not be grounds for seclusion from their 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 is found to be disruptive to the educational process, an appropriate solution will be issued.

\*\*\* the above policy is based on the wording found in the  
Portland Public Schools Dress Code Policy

**Media Center / Library.** The mission of the KHS library / media center is to provide useful educational support services for both students and faculty. Available materials provide students with a variety of facts and ideas from differing viewpoints. Students can gain access to material in numerous ways, including books and periodicals, through inter-library loans, and via computers. The library / media center is a member of the VALNET library consortium, providing student access to books and materials at more than 45 other libraries.

The library is open for general use before and after school, and during lunch. During class periods, students not assigned to the library must possess a teacher pass to enter. The following rules apply:

- The library is a study zone -- socializing should take place elsewhere.
- No food or drink are allowed in the library
- Books may be checked out for up to 4 weeks and may be renewed twice
- Reference books, periodicals, vertical file materials, and CD-ROMS are for in-library-use only and may not be checked out.
- Overdue fines are \$0.05 per day. When using inter-library loan, you must follow the loan/fine procedures for the lending institution.
- Overdue books and/or unpaid fines will result in withholding of report cards.

**Computer Use, Internet Use, and Printing.** Many students will have routine access to school computers. Before any student is permitted to use district technology, the student and parent or guardian must review the technology policies and sign a Technology Acceptable Use Policy. Students with access will:

- Log on and log off appropriately
- Save documents to the Z (shared) or Google Drive, not the computer hard drive (Note: the school is not responsible for lost or deleted work. Students are encouraged to make backup copies of important documents.
- NOT modify computers in any way, or personalize settings
- NOT download software or programs to the computer
- NOT share their username or password with anyone
- NOT allow others to use their account or account settings
- Print only with approval
- Print only necessary sections (not entire documents)
- Print only black and white (teacher/librarian may approve limited color printing)
- **Use the internet for assigned educational purposes only.**
  - No general surfing, shopping, or streaming music or videos
  - No chat rooms or social media networking
  - No games
  - No personal email
  - No sites that are not school appropriate
- Students are responsible for their online activities while they are logged in to school computers. Failure to adhere to the above guidelines may result in disciplinary action. The following is a guideline for disciplinary action; consequences may be more severe if the infraction warrants.
  - 1st Violation -- Verbal warning by staff member (depending on the severity)
  - 2nd Violation -- Referral to the building principal, parent or guardian notification
  - 3rd Violation -- Suspension of technology access for nine (9) weeks. NOTE: exceptions may be made by the principal on a case-by-case basis.

**Electronic Communication Devices.** Students may possess electronic communication devices including cell phones, tables, etc., during the school day. These devices may be accessed before and after school, during lunch, and during passing periods. Students may not possess these devices during class periods; the devices can be properly stored in the classroom cell-phone holders, or in student lockers or vehicles. Students in violation of this policy will be subject to disciplinary action including, but not limited to:

- Confiscation of the item(s), with return to the parent or guardian
- NOTE: it is the student's responsibility to inform their parent or guardian that their device is being held in the office.

**Use of Student-Owned Computing Devices.** Students may use personal computers and computing devices for educational purposes while in school **at teachers discretion.**

- Students must obtain permission from the teacher before using a personal computer during class time
- Students' use of a personal computer must support instructional activities currently occurring in the classroom
- Students must turn off and put away personal computing devices when requested by staff
- All use of personal computing devices is subject to governance under District Policy including disciplinary actions for misuse.

KHS accepts no responsibility for personal property brought to the school by students. Students who choose to bring and use a personal computing device to school assumes total responsibility for the device. Students should take prudent precautions to protect against theft or damage of their personal device(s). It is not the responsibility of KHS to provide access to charging for personal computing devices.

**Bags and Backpacks.** Book bags and backpacks are not allowed in any classroom, library, or computer lab. Each student has a hallway locker to store their belongings, and should take only what they need to each class.

**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 with the district drug and alcohol policy. All medication must be brought to the school and picked up from the school by the parent or guardian.

**Weapons Policy.** See attachment.

**Transportation.** Safety is a prime concern 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.

Kamah 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(s) or guardian(s).

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

The following rules apply:

- Pupils being transported are under the bus driver's authority
- Fighting, wrestling or boisterous activity is prohibited on the bus
- Pupils will use the emergency door only in case of an emergency
- Pupils shall be on time for the bus, both morning and evening
- No animals, firearms, weapons, or other potentially hazardous materials are allowed on the bus
- Pupils shall remain seated while the bus is in motion
- The bus driver may assign pupils to seats

- When necessary to cross the road, pupils shall cross in front of the bus or as instructed by the bus driver
- Pupils shall have written permission to leave the bus other than at home or at school
- Pupils shall converse in normal tones; loud or vulgar language is prohibited
- Pupils shall not open or close windows without the driver's permission
- Pupils shall keep the bus clean and must refrain from damaging the bus
- Pupils shall be courteous to the driver, fellow pupils, and passers-by
- Pupils who refuse to promptly obey the driver's directions or refuse to obey regulations may forfeit their riding privileges

Any violation of a serious nature may result in denial of transportation immediately. Any vandalism or destruction of 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). The following guidelines apply for failure to follow rules:

1st offense -- Copy of the incident will be sent home, and the student will meet with the principal to discuss the issue.

2nd offense -- The principal will meet with the student, driver, transportation supervisor, and parents or guardians. A copy of the incident report and the basis for the suspension will be hand delivered or mailed to parents or guardians. Transportation may be denied for up to five (5) days.

3rd offense -- The principal will meet with the student, driver, transportation supervisor, and parents or guardians. A copy of the incident report will be hand delivered or mailed to the parents or guardians. Transportation may be denied for the remainder of the school year. Parents or guardians may appeal to the Board of Trustees within ten (10) school days of a denial to deny transportation. A written appeal must be submitted to the superintendent to request a hearing.

**Expulsion.** The Board of Trustees may deny attendance at any of its schools by expulsion for just cause. Expulsion is the 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 may also include a denial of admission to, or entry upon, real and personal property that is owned, leased, rented or controlled by the school board.

"No pupil shall be expelled without the Board of Trustees having first been given written notice to the parents 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 expulsion proceedings.

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

Length of expulsion will be determined by the Board of Trustees based on a recommendation made by the building principal, except in those areas indicating "one calendar year." See attached disciplinary table.

**Students how are expelled are not allowed to come on school property at any time (24 hours a day, 7 days a week).**

**Suspension.** A student who is suspended may be suspended in-school, where they remain in the building, but are separated from their respective classes, or out of school, where they are not allowed to be on school grounds. Principals or their designee may suspend for up to five (5) days per incident. The Superintendent or School Board may extend the length of any suspension assigned by the principal. See attached disciplinary table.

- In School -- students will receive credit for classwork if all work is turned in upon return to regular class. Students in in-school suspension will focus on doing school work.
- Out of School -- Students must coordinate with teachers to make up work that teachers deem required.

**Detentions.** Detentions are primarily held during the lunch period, but can occasionally be after school, or during Friday school. 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. See attached disciplinary table.

**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 mistreated 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.

## **EXTRACURRICULAR ACTIVITIES**

**Activities.** Participation in any extracurricular activity is a privilege, not a right. Student leaders, which include student body officers, class officers, cheerleaders, and those students participating in sports and theater activities are expected to set a positive example for the rest of the student body. Rule violations will be handled as per the guidelines set by the Athletic / Activities policy. All students participating in these activities must read and sign (along with their parent(s) or guardian(s)) the Kamiah School District Athletics/Activities Policy. As noted in the Fees Section, participants must purchase a KHS activity card. Coaches/Advisors will provide policy guidelines for each sport/activity, and coaches/advisors may set more stringent rules or guidelines for participation.

**Injuries.** Injuries sustained during participation in any school-sponsored activity will be immediately reported to the coach/advisor.

**Transportation.** The district will provide transportation to all school-sponsored activities scheduled outside Kamiah Joint School District #304. All students 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 at a location other than Kamiah, the student's parent(s) or guardian(s) must make prior arrangements with the school administrator. The coach or athletic director may approve emergency requests only. Student participants who wish to ride home with their parent(s) or guardian(s) can make arrangements directly with the coach, athletic director, or principal. Only the parent(s) or guardian(s) may transport the student. **Under no circumstances may students transport themselves.**

**Lockers.** Athletic lockers will be assigned to students during specific sports seasons. Students are responsible to leave the locker clean inside and out with a proper, functioning closing mechanism. If the locker is not working, report it immediately to the office. **Do not leave money or valuables in your locker. Turn money or valuables in at the office for safekeeping.** The school cannot be held responsible for valuables left in lockers. Locks are available at the office if a student wishes.

**Social Activities and Dance Regulations.** Various classes and clubs hold social functions throughout the year. The faculty advisor or president of any group wishing to plan a social function or money-raising event will obtain permission prior to the planned event. Once cleared by the principal, the event will be entered on the school calendar. Appropriate forms must be completed prior to approval.

## **MISCELLANEOUS**

**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.**

**Lockers.** Hallway lockers will be assigned to students at the beginning of the school year. Students are responsible to leave the locker clean inside and out with a proper, functioning closing mechanism. If the locker is not working, report it immediately to the office. **Do not leave money or valuables in your locker. Turn money or valuables in at the office for safekeeping.** The school cannot be held responsible for valuables left in lockers. Locks are available at the office if a student wishes.

## **Fees for 2020-2021 School Year**

**Breakfast and Lunch Program.** Kamiah Schools provide a breakfast and lunch program. Kamiah Joint District #304 participates in the Community Eligibility Provision. All children will receive free meals for breakfast and lunch when attending school in the district. The school lunch program has a vital place in school because it contributes to the learning experiences of each child. Students who are well fed are better prepared to learn. Parents are

welcome to join their children for lunch (with prior notification) -- please call the office by 9:00 AM on that day. Costs are as follows:

High School Breakfast	<b>FREE</b>
Adult Breakfast	\$2.75
High School Lunch	<b>FREE</b>
Adult Lunch	\$3.85

**Sports and ExtraCurricular Activities.** KHS requires students to Pay to Participate in High School athletics activities. Additionally, all students who participate in extracurricular programs, including sports, student government, theater, academic bowls, and any other offered program (choir, band, dance, cheer, etc.) are required to purchase an activity card. This student activity card provides entry to all home sports events except tournaments sponsored by the Idaho High School Activities Association.

Pay to Participate -- High School (per activity)	\$35
Pay to Participate -- Middle School (per activity)	\$25
Activity Card (Student)	\$40
Yearbook	\$50
Adult Senior Pass	\$25
Adult Single Pass	\$50
Family Pass (admits up to 4 <u>family</u> members)	\$150

**Fire Drill and other Emergency Action Procedures.** Fire drill procedures, routes and exits are posted in each classroom. The exit used will depend on the location of the fire. Students are expected to participate in fire drills and follow staff directions. In other drills, students are expected to listen to and follow staff instructions.

**Security Imaging System.** The Board of Trustees holds safety of students, staff and visitors as a very high priority. Additionally, the Board is responsible for the protection of property on District grounds. As such, the Board authorizes the Superintendent or designee 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.

Offense -- the following list is not exclusive of behaviors for which a student may be disciplined	Detention	Suspension	Expulsion	Notification
		In-School Out-of-School		



1. Alcohol: Possessing, using, or being under the influence of alcohol at school, school functions, or activities		Up to 15 calendar days & counseling	2nd - 1 calendar year	X
2. Arson: Knowingly or recklessly cause a fire explosion dangerous to human life; or damages or threatens to damage any structure or vehicle			1st - 1 calendar year	X
3. Assault and or battery, harassment, threats or abuse of district personnel; interfering with the discharge of the official duties of district personnel by intimidation, force or violence		1st - up to 20 days with counseling	2nd	X
4. Grievous assault and/or battery on students; assaulting another with intent to inflict bodily harm, or knowingly inflicting substantial or great bodily harm by any means		1st - up to 20 days with counseling	2nd	X
5. Burglary; entering or remaining unlawfully in a district building with intent to commit a crime		Up to 20 days		X
6. Cheating; for example, copying, plagiarism, using crib notes, etc.		1st - zero on assignment 2nd - drop letter grade for each repeated offense		
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 - up to 15 days with counseling	2nd - 1 calendar year	X
8. Controlled substances; selling or distributing controlled substances			1 calendar year	
9. Over the counter medicines; sharing or distributing		Up to 5 days		
10. Tobacco/Vaping use or possession; (see Drug, Alcohol, Tobacco Policy); Use or possession of any tobacco/Vaping products including storing or maintaining such products in lockers, on self, or on property of the district or at school sponsored events		1st - 1 day suspension, notify LE LE  2nd - 5 day suspension, notify LE  3rd - 15 day suspension, notify LE		X
11. Criminal Acts as Defined by Law not otherwise addressed in this policy		X	X	X

12. Disrespect or defiance of school authority (willful disobedience); refusal to obey reasonable directions or requests from any staff member, including volunteers, aides, substitutes, secretaries, custodians, food service workers, or bus drivers		5 days	X	X
13. Disruptive behavior; conduct which interferes with the educational process, disruptive behavior in school, assemblies, activities or on buses.		Up to 3 days	X	X
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 their will by threat or force		Up to 20 days with counseling	X	X
15. Fighting; the act of quarreling involving any physical altercation		Up to 5 days	X	X
16. Forgery; fraudulently using in writing the name of another person, or falsifying times, dates, grades addresses, or other data		Up to 5 days	X	X
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 restraint of the person threatened, or any other act intended to substantially harm the physical or mental health of the person threatened		Up to 10 days with counseling		X
18. Inappropriate displays of affection		1st - 1 day 2nd - 2 days 3rd - 3 days		X
19. Inappropriate dress, disruptive dress; dress or appearance that is obscene, presents a health or safety problem, causes a disruption of the educational process, or violates the district dress code				
20. Lewd conduct/ indecent exposure; behavior that is obscene, such as mooning, exposing oneself, sexual misconduct, etc.		Up to 10 days	X	X
21. Possession of Stolen Property; knowingly receiving, retaining, possessing, concealing, or disposing of stolen property		Up to 20 days	X	X
22. Robbery; taking another's property by force or threat of force		Up to 20 days	X	X
23. Theft; stealing		1st - 3 days 2nd - 5 days		

		3rd - 10 days		
24. Trespass; entering or remaining unlawfully in school buildings, property, grounds, or at school-sponsored events or refusing to leave when asked		Up to 5 days		
25. Use of obscenity or profanity		1st - 1 day 2nd - 2 days 3rd - 3 days	X	X
26. Malicious Mischief; destroying or damaging property such as breaking windows, graffiti, defacing desks or lockers, damaging or destroying other peoples belongings interfacing with a damaging electronic information system, etc.		Up to 20 days plus damages	If over \$300, expulsion	X
27. Weapons and explosives; no tolerance district policy for possessing or using weapons, explosives or any other iden capable of causing bodily harm, including "fake" weapons that are represented as real (note, this includes pocket knives)			1 calendar year	X
28. Truancy; unexcused absences	X	X	X	X
29. Tardiness; being late to class or school without a valid excuse (handled by principals at building level)	X	X		