

Kamiah High School



We Respect Our Past As We Create Our Future

Student Handbook 2021-2022

Kamiah High School
1102 Hill St.
Kamiah, Idaho 83836
Telephone: (208) 935-4067

This Handbook Belongs To:

Name:

Address:

Phone Number:

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WELCOME TO KAMIAH HIGH SCHOOL

Kamiah High School is organized and administered for the purpose of helping each individual student develop to his or her greatest potential. At this school; students are encouraged to become involved in their own education and take advantage of all of the opportunities offered. It is our desire that they succeed.

This handbook is prepared for you, the parents and students of Kamiah High School, but contains a great deal of information of interest to all members of the community.

Read this handbook carefully. It should serve as a guide to the opportunities, established traditions and student regulations. The school policies listed have been approved by our Board of Trustees. However, this is by no means a complete list of procedures. Those of us who are responsible for the operation of this school believe that practicing good judgment, common sense, courtesy, and respect for others contributes to a wholesome educational environment.

Have a great year and...GO KUBS!

William McFall, Principal

Kamiah High School

1102 Hill St

Kamiah, Idaho 83536

Phone 208-935-4067 Fax 208-935- 4068

<http://www.kamiah.org>

All faculty and staff can be reached by e-mail using the standard form of first initial followed by last name, followed by @kamiah.org (Example: jdow@kamiah.org)

SCHOOL HOURS

Students are permitted inside the school at 7:30 A.M. Before this time, students must be under direct supervision of a staff member. Students need to make arrangements with staff to be in the building before 7:30 A.M. The building will be locked at 4:00 P.M. each day, except for supervised activities.

OFFICE

The office is open from 7:40 AM until 4:00 PM.

Office machines may not be used for personal student use. Students must have permission from a teacher when the copy machine is needed for class requirements.

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 could result in a truancy. ******

VISITORS

Parents are always welcome to visit the school. Visitors are required to check in at the office and obtain a visitors pass and are expected to leave when their business is completed. NO student visitors will be accepted. Exceptions to this policy are when the visitor is actually participating in the class as a guest speaker or when the principal has approved a special request. Persons who loiter about the school will be treated as trespassers and will be reported.

SCHOOL CLOSURE

When school must be canceled or delayed due to severe weather or other emergency situations, announcements will be made on local radio, television stations, and via the blackboard alert system.

BELL SCHEDULE 2021 - 2022 SCHOOL YEAR

2021 - 2022 Kamiah High School Bell Schedule					
Class Period	Warning Bell	Class Start	Class End	Passing Period	Instruction Time
1	7:57: AM	8:00: AM	8:58: AM	0:03	0:58
Advisory (0)	8:58: AM	9:01: AM	9:13: AM	0:03	0:12
2	9:13: AM	9:16: AM	10:14: AM	0:03	0:58
3	10:14: AM	10:17: AM	11:15: AM	0:03	0:58
4	11:15: AM	11:18: AM	12:16: PM	0:03	0:58
Lunch	12:16: PM	12:16: PM	12:42: PM		0:26
5	12:42: PM	12:45: PM	1:40: PM	0:03	0:55
6	1:40: PM	1:43: PM	2:38: PM	0:03	0:55
7	2:38: PM	2:41: PM	3:36: PM	0:03	0:55

Kamiah Mission Statement

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 STUDENT PROFILE

ENROLLMENT: 143 Students in grades 9-12

ACCREDITATION

Kamiah High School is fully accredited by the Idaho State Department of Education and Cognia (formally AdvancED). 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. Seniors with an approved work release during the 7th period must be registered in 6 classes per day. Work release approvals are at the discretion of the High School Principal, and can be revoked if abused.

ADMINISTRATIVE STAFF

Dr. Ben Merrill

Mr. William McFall

Mrs. Jeannette Wilcox

Superintendent

Principal

Counselor

Administrative Assistant

Ms. Mary Arzen

McKinney-Vento Homeless Liaison

Ms. Terry Law

District Nurse

Darra Snyder, RN

HIGH SCHOOL TEACHERS

*Kathryn Chamberlain
Jody Dow
Mona Farmer
Cheyenne Hudson
Kari Kopach
Terry Law
Rich Martin
Janel Mercer
Jeff Mercer
Erin Wing
Elayne Murphy
Aeron O'Brien
Loretta Riener
Janine Wilson
Sarah Spann*

*Music / Drama
Math
Librarian
Social Studies
Math / Science
Liaison
History / English
School Psychologist
Industrial Arts
English
College / Careers
Science
Special Ed.
PE / Health
SPED Aid*

COACHING STAFF

Football
Volleyball
Cross Country
Boys Basketball
Girls Basketball
Track
Baseball
Softball

Nels Kludt
Cheyenne Hudson
Jeff Loewen
Aaron Skinner
Brandon Skinner
Joe Sams
Tom Williamson
Vinnie Martinez

MAINTENANCE / CUSTODIAL

Henry Bailey
Patrick Foy
Sherry Daeges

Maintenance
Transportation
Head Custodian

TECHNOLOGY

Jenna Boggan

Tech. Coordinator

IMPORTANT TELEPHONE NUMBERS

High School Office
High School Fax
Principal
Counselor
District Office

208-935-4067
208-935-4068
208-935-4066
208-935-4069
208-935-2991

E-Mail Addresses

All teachers have email accounts at Kamiah High School. To send a teacher an email 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 Districts Web Page address at www.kamiah.org

FEES FOR 2021-2022 SCHOOL YEAR

Pay to Participate- high school (per activity)	\$ 35.00
Activity Cards	\$ 40.00
YearBook	\$ 50.00
Senior Pass	\$ 40.00
Single Pass	\$ 50.00
Couples Pass	\$ 100.00
Group Pass (Admits up to four <u>family</u> members)	\$ 150.00

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. A second key must be given to the office to be kept in the vault in the event the student forgets or loses his/her key.

KAMIAH BREAKFAST AND LUNCH PROGRAM

Kamiah Schools provide a breakfast and lunch program. Costs are as follows:

High School Breakfast :	FREE
Adult Breakfast:	\$2.50
High School Lunch:	FREE
Adult Lunch:	\$4.35

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 as 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 then 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 up to a maximum of 8 days, to make up work for excused absences. 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 eight (8) 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 **eight (8)** 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 four (4) 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 ISS 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.

Transportation

Kamiah School District

Transportation Progressive Discipline Plan

The Kamiah Joint School District No. 304 Transportation Department utilizes a progressive discipline process to ensure students and staff remain safe. The use of district transportation by students is a privilege and the right to ride may be removed if behavior of the student results in an unsafe environment or frequent discipline infractions occur. Based on the incident severity and frequency, drivers, transportation directors, and school

administrators follow progressive steps to manage student behavior. The 4 steps below outline the overall process

1. Drivers are encouraged to manage students with Positive Behavior Support including positive praise and practicing student expectations.
2. If a misbehavior arises, drivers will remind students of expectations for safe behavior on the bus. A note may be sent home or a phone call made as a form of communication with the parents from the driver prior to implementation of progressive discipline.
3. Should the behavior continue, a Transportation Discipline Referral will be created and progressive disciplinary action will be taken based on severity and frequency.
4. Should the behavior be critical in nature or frequent, immediate discipline will take place including loss of riding privileges for a designated period of time. All transportation suspensions may be appealed to the District Superintendent and then to the Board of Trustees.

Progressive Discipline reasons are categorized into three groups; Minor, Moderate and Critical. Each bus incident can be different and require a different approach to maintain a safe bus environment. The progressive steps in each group provide guidance and consistency with flexibility within each step to provide students with a positive path of learning and improvement. For each group of reasons there is a defined progression of actions.

A - Minor Reasons

Step 1 (1st occurrence) - The driver will document the 1st occurrence as “minor behavior” on the driver behavior log and date the incident.

The driver will talk to the student and repeat the bus expectations to help educate the student. The driver may send a note home with the student or call parents.

Step 2 (2nd occurrence) - The driver will document the 2nd occurrence as “minor behavior” on the driver behavior log and date the incident.

The driver will talk to the student and repeat the bus expectations to help educate the student. The driver may send a note home with the student or call parents.

Step 3 (3rd occurrence) - If there is a 3rd occurrence within the same semester the driver will document the incident on the driver behavior log as “continued minor behavior” and the following progressive steps will take place.

A Transportation Discipline Referral will be completed by the driver and given to the transportation director.

The transportation director will call the parent to inform them of the incident and ask for assistance in developing an action plan of learning and improvement.

The transportation director may talk to the building administrator to discuss the most appropriate action. This may result in a meeting (in person or over the phone) between the driver, parent, student, and transportation director if appropriate to develop an action plan of learning and improvement.

Further Occurrences - If there are any further "minor behavior" incidents within the same semester the driver will escalate the referral type to "moderate behavior" and the progressive discipline will increase. Note: For "minor behavior" the progression of steps starts over at semester.

B - Moderate Reasons

Step 1 (1st occurrence) - The driver will document the 1st occurrence as "moderate behavior" on the driver behavior log and date the incident.

The driver will talk to the student and repeat the bus expectations to help educate the student.

A Transportation Discipline Referral will be completed by the driver and given to the transportation director.

The transportation director may call the parent to inform them of the incident and ask for assistance in developing an action plan of learning and improvement.

The transportation director may talk to the building administrator to discuss the most appropriate action. This may result in a meeting (in person or over the phone) between the driver, parent, student, and transportation director if appropriate to develop an action plan of learning and improvement.

Step 2 (2nd occurrence) - The driver will document the 2nd occurrence as "moderate behavior" on the driver behavior log and date the incident.

The driver will talk to the student again and repeat the bus expectations and assign a seat in the front of the bus.

A Transportation Discipline Referral will be completed by the driver and given to the transportation director and building administrator.

A School Discipline Referral will be generated, documented into PowerSchool and the building administrator will provide the parent a copy.

A meeting (in person or over the phone) is scheduled with the parent, student, transportation director, driver and building administrator to address the concern and discuss the appropriate action.

The transportation director will call the parent and notify them that the student is removed from the bus until this meeting has occurred. The student should not be removed from the bus longer than 1 day until a meeting is scheduled.

Step 3 (3rd occurrence) - The driver will select the "moderate behavior" referral type.

A Transportation Discipline Referral will be completed by the driver and given to the transportation director and building administrator.

A School Discipline Referral will be generated, documented into PowerSchool and the building administrator will provide the parent a copy.

The transportation director will call the parent and notify them that the student is removed from the bus, progressive action starts at 1-5 days as determined by the transportation director.

The student and parent must have a re-admittance meeting in person with the transportation director, driver and building administrator to reinforce the bus expectations and have a contract signed by all parties that clearly defines the bus expectations and possible future consequences. The meeting will be scheduled and facilitated by the transportation director.

Further Occurrences - If there are any further "moderate behavior" incidents within the same year the student will be removed from district transportation for 4-8 days. Note: For moderate reasons the progression of steps will not start over at the semester. Each time a conduct referral type is completed, the action taken must be progressive from the previous action.

*All Transportation Suspensions may be appealed to the District Superintendent and then Board of Trustees.

C - Critical Reasons

All incidents that fall under the critical reasons category require immediate notification to the transportation director and school administrator. A bus conduct referral type "critical behavior" will also be completed. All actions taken must be clearly communicated to the transportation department and driver.

A Transportation Discipline Referral will be completed by the driver and given to the transportation director and building administrator.

A School Discipline Referral will be generated, documented into PowerSchool and the building administrator will provide the parent a copy.

The transportation director will call the parent and notify them that the student is removed from the bus, progressive action starts at 4-8 days as determined by the transportation director.

The student and parent must have a re-admittance meeting in person with the transportation director, driver and building administrator to reinforce the bus expectations and have a contract signed by all parties that clearly defines the bus expectations and possible future consequences. The meeting will be scheduled and facilitated by the transportation director.

Further Occurrences - If there are any further "critical behavior" incidents within the same year the student will be removed from district transportation until a meeting is held with the Superintendent. The Superintendent may remove the student from all district transportation for the remainder of the year. Note: For critical reasons, the progression of steps will not start over at the semester.

*All Transportation Suspensions may be appealed to the District Superintendent and then Board of Trustees.

BUS CONDUCT REFERRAL REASON DEFINITIONS

REASON	DEFINITION
A1- Boarding the bus with prohibited items	The following items are not allowed on the bus: Breakable containers (e.g. glass bottles, aquariums). All forms of animal life, with the exception of service animals. Other articles (such as balloons) which could adversely affect the safety of the bus and passengers (i.e. things that cannot be safely secured or causes a distraction to the driver).
A2- Distracting the driver	It is important to not distract the driver while the bus is in operation, except in emergencies.
A3- Eating or drinking on the bus	Eating, drinking and/or chewing gum is prohibited.
A4- Not disposing of trash properly	Any trash should be taken off the bus or placed in the trash can.
A5- Not following rules at the bus stop	Students are not to engage in horseplay and are to respect the property of the homeowners in the area.
A6- Not keeping out of the bus aisle	Students are to remain seated, facing forward while the bus is in operation with their feet, body and all possessions out of the aisle.
A7- Not keeping your hands to yourself	Overly aggressive play or touching another person.
A8- Not maintaining proper voice level	No screaming, yelling or other loud noises are allowed that would distract the driver.

A9- Not obeying the bus driver or monitor	The driver is in full charge of the bus and riders at all times. Students are expected to be kind and respectful to fellow students, and the driver.
A10- Not sitting properly	Students are to remain seated, facing forward while the bus is in operation.
A11- Not using appropriate language	Swearing, vulgar comments or inappropriate use of words.
A12- Other	Other items not specifically listed.

B1- Getting off the bus at the wrong stop	Students must only get off at their assigned bus stop unless a signed bus pass is given to the driver.
B2- Not keeping your head or hands inside bus	Bus windows are only opened with the driver's permission and are limited to 2 notches. Hands, arms, heads and legs are to be kept inside the bus at all times.
B3- Not riding the assigned bus	Students must only ride their assigned bus unless a signed bus pass is given to the driver. Parents must call the building to notify the secretary of a change to bus assignment or drop off location.
B4- Spraying an irritant on the bus	Spraying or applying perfume, deodorants or anything with a strong odor while on the bus.
B5- Throwing items on or out of the bus	Throwing objects of any kind on, out, in or near the bus is prohibited.
B6- Other	Other items not specifically listed.
C1- Destruction of district property	Deliberately impairs the usefulness of property/destruction of property (tearing, ripping or poking holes in seats/graffiti...)
C2- Destruction of personal property	Deliberately impairs the usefulness of personal property/destruction of personal property.
C3- Fighting	Serious physical contact/injury between two or more students.

C4- Harassment, Intimidation, and Bullying	To control, embarrass or harm others with taunting words or physical actions. Imbalance of power (physical strength, popularity, ganging up on...)
C5- Sexual Misconduct, Inappropriate Touching	Sexual statements, harassment, or touching someone in an unwanted sexual way. Showing someone an inappropriate sexual image or exposing oneself.
C6- Using or possessing alcohol, tobacco, or other drugs	Possessing or use of tobacco, vapes, alcohol, or illegal drugs / substances.
C7- Weapon brought on the bus	Possession of knives or guns (real or look alike), including chemical weapons or other protective devices/objects capable of causing an unsafe or perceived unsafe environment or harm.
C8- Other	Other items not specifically listed.

Academics

ICU (Response to Intervention)

Response to Intervention

Response to Intervention is a program that identifies students that need an academic intervention to help with understanding material and concepts in a subject/class. The indicators can be missing assignments in a specific classroom that would normally be a check for understanding. If students are missing assignments then the student is added to the database and is required to meet with a teacher. The teacher will check in with the student and encourage the student to complete assignments or speak to the subject teacher to get additional help in completing the assignment. Kamiah High School uses a program called ICU for our RTI process.

ICU Objectives

Students are expected to complete assignments in classes and earn a grade for understanding of acquired knowledge and application of content obtained from a class. We recognize that some students need extra time completing assignments or catching up on work in the classroom. Students that attend the ICU process have the opportunity to be successful in completion of missing work and understanding. If students are placed into the ICU database, parents will receive email notification and possibly a phone call for each missing assignment that is entered. The notification will give the parent an opportunity to ensure that the student completes the assignment and turns in that assignment.

ICU is intended to provide students an opportunity to focus on missing work, and not accept a zero for an assignment. The teachers at KHS do not want to see students get zeroes, and will provide this opportunity for students to work on the assignment and turn it in. It is up to the teacher that assigned the work to decide if he/she will dock points for late work. All teachers will accept late work turned in by a student engaged in ICU.

Friday School

If a student has 5, or more, missing assignments on the ICU list, that student will be informed that he/she needs to attend Friday School (when school is typically closed) to complete all assignments that are missing without the worry of additional work being given in classes. If a student is recommended for Friday school and does not attend; the teacher that has those missing assignments will proceed to assign a zero (0) grade to all of the missing assignments and the student will not be allowed to make up that work.

Consequences

Students listed in the ICU database as well as being on the ICU list will be required to attend ICU at the beginning of lunch. ICU begins promptly at the start of lunch. Students will be allowed to attend lunch halfway through lunch hour. ICU will occur at 12:16pm and end at 12:30pm; followed by lunch at 12:30 until 12:42pm.

If students skip the ICU process; then that student will be given detention for the refusal to attend ICU. If the student skips detention then they will be in defiance of the detention and could receive additional detentions or an In School Suspension.

Our goal is to have students and parents be responsible for their education. Kamiah staff will give the students opportunities to be successful within the classroom with the idea that there are consequences if there is a breakdown in the process.

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:

KAMIAH HIGH SCHOOL GRADUATION REQUIREMENTS

English	8 semester credits
Math	6 semester credits
Speech	1 semester credit
Health	1 semester credit
Science	6 semester credits
College and Careers	1 semester credit
U.S. History	2 semester credits
U.S. Government	2 semester credits
Economics	1 semester credit

Senior Projects	2 semester credits
Physical Education	2 semester credits
Humanities	2 semester credits
Electives	12 semester credits
Total	46 semester credits

In accordance with state requirements all seniors must take two semesters of math during their senior year.

A third year of Science is also required for graduation and for admission to Idaho’s Public Colleges and Universities. ACT or SAT scores are required for admission to all academic programs. It is required that students take the ACT or SAT during the spring of their junior year to meet Idaho graduation requirements. They may retake the test the fall of their senior year in order to improve their scores if necessary.

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

*Note: Senior Project-**required**.

*1 year of math as a Senior.

VALEDICTORIAN AND SALUTATORIAN ARE DETERMINED AFTER 7 SEMESTERS ARE COMPLETED.

HONORS CURRICULUM /DUAL CREDIT CLASSES

These classes require more hours of study time: DC English, , Dual Credit History and DC Chemistry, Anatomy and Physiology, DC PreCalculus. DC Calculus, DC Stats, and DC Physics. Students can register in dual or concurrent courses as they come available. Advanced Placement course work is available through the Idaho Digital Learning Academy.

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.

****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 per semester as set by the school board and administration. Grading is completed as follows with pluses “+” or minuses “-“ added to the letter grade:

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: 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:

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

COLLEGE PLUS DUAL CREDIT PLAN

Kamiah Joint School District College Plus Dual Credit Plan

Idaho Advanced Opportunity programs provide students an opportunity to enroll in college courses during high school and earn high school and college credit concurrently. Students can complete some or all of their general education requirements for their bachelor's degree around the time they graduate from high school, and some are able to complete an Associates Degree. That, combined with the remarkably cheap price tag for these courses (double digits as opposed to triple or quadruple digits) means these students have the potential to significantly reduce the cost of a typical 4-year degree.

Dual enrollment courses give students access to resources most don't have at a high school. Because they're actually enrolled in college, dual enrollment students have access to their professor's office hours, the college library, research databases, and any other resources that a college typically provides.

Our small high school has an impressive offering of math, science, English, and other classes like music or shop. But even our local college (Lewis-Clark State College) offers a much broader array of classes to choose from. Opening these classes to our students enables them to explore different possible majors/careers while still in high school, saving both time and money.

Kamiah High School (KHS) is currently partnering with local colleges to further expand our dual-credit offerings by making some college courses available online or on site. In addition to the dual-credit courses offered at KHS, and the dual-credit offerings through the Idaho Digital Learning Alliance (IDLA), on-campus and/or online courses provide variety and quality for a select number of prepared and motivated students. This program will require students to work either directly with these colleges through on-line courses or travel to participate in on-campus courses.

Student Status and Requirements to Complete HS while off campus

1. Students must meet the graduation requirements set by KJSD. If students engage off-campus (online or physically at a college campus) prior to their seventh semester, *students will remain eligible for Valedictorian and Salutatorian honors if all requirements are met.*
2. This program is designed for students entering their senior year however younger students may participate if they are at least 16 years of age. All students (or students' families) will be responsible for their own transportation, and have a signed parent liability waiver on file. Students can attend college classes online from a location off KHS campus or attend face-to-face classes at the college.

3. Students must have a cumulative 3.0 GPA, pass all core classes taken to date, and be on-time or accelerated to take classes off campus. These classes will be transcribed as Dual Credit classes provided the college/student provides KHS with appropriate documentation.
4. Students must meet the state requirement of 5 credits per semester. Each off campus class would constitute 1 credit per semester transcribed to a Dual Credit KHS class. Students will need to meet with the counselor to ensure that all requirements are being met for graduation. NOTE: if students test out of English 101; the student will receive 1 English credit for their Senior Year. Students will need to complete English 102 to meet state requirements for graduation.
5. Students who desire to participate in student government at Kamiah High School should plan to spend a minimum of 5 class periods physically at KHS daily, as being involved in the student body leadership requires time, energy, and familiarity with the issues of the day.
6. Students must provide KJSD an official transcript, sent to the counselor **each semester**, for the class to be transcribed as dual credit.
7. In addition to the above, students must:
 - a) Complete the admissions process to the college where classes will be taken, be accepted into that college program, and provide proof of acceptance to the guidance counselor no later than October 1st (for students who plan to start in Spring Semester) or March 1st (for students who plan to start in Fall Semester).
 - b) Complete and keep up to date each semester an application package detailing their involvement in the program. This package will include (at a minimum):
 - i) An updated 4-year plan to ensure students will meet graduation requirements.
 - ii) A semester schedule that includes proposed classes to be taken at Kamiah HS, classes to be taken on a college campus, and classes to be completed online. The schedule must include any school-sponsored activities and include appropriate transportation times to/from Kamiah HS.
 - iii) Parental waiver for long-distance transportation during scheduled school hours.
 - iv) Final (or anticipated) grades for any off-campus classes completed in the prior term (official transcripts must be submitted before classes can be transcribed).
 - c) Students must inform Kamiah High School counselors of their class schedule prior to school starting. If a student drops a class from the college or university, the student must inform the counselor immediately to ensure the student remains on track for graduation.
8. Students can make arrangements to complete Senior Project class requirements online to accommodate class scheduling offsite to ensure that KJSD requirements are met for graduation.

9. Students who do not meet these minimum requirements may request a waiver from Kamiah High School/Kamiah Joint School District Administration.

10. Idaho's Fast Forward program allocates \$4125.00 per student. If those funds are depleted, then the cost for the classes will be the responsibility of students and their families at the same rate (currently \$75 per college credit). Fast Forward monies will not be available to be used for repeated classes. The program may also require the student and their families to reimburse the fund for failed classes, and/or to cover drop or withdrawal fees.

11. In order to maintain the quality and viability of this advanced opportunity program, students wishing to participate must secure approval from the Kamiah Joint School Board of Trustees.

COMPUTERS AND ONE TO ONE DEVICES

STUDENTS POLICY

3275

Students Allowed to Take Devices Home District Provided Mobile Computing Devices

The Kamiah Joint School District #304 is committed to providing a safe, rigorous, and engaging learning environment that prepares all students to be career and college ready. Accessing and using technological resources is one of the cornerstones of a 21st century education. This document describes the rules for acceptable use of District-issued mobile computing devices on and off District premises. Using these resources responsibly will promote educational excellence by facilitating resource sharing, fostering creativity, and promoting communication in a safe, secure environment for all users.

Distributing Mobile Computing Devices

Before they are issued a mobile computing device, each student must submit an executed Student Agreement for Mobile Computing Device Use and a copy of the Internet Access Conduct Agreement. Each form must be signed by the student and by their parent or guardian if they are less than 18 years of age.

The District may provide parent orientations on the mobile computing device program. A student's parents/guardians are encouraged to attend an orientation before the student takes a device home with them.

Students may take the devices out of Idaho at the discretion of the building principal. The District directs the Superintendent to establish procedures for students to request permission to take the device with them.

At the end of the school year, the school will collect all devices from students. At the school's discretion, students may be issued devices to support summer school programs.

The Superintendent shall establish procedures for the maintenance of records regarding the devices, including tracking device inventory and which device is issued to which student.

Care and Safety

Students are responsible for the general care of the device they have been issued by the District and are expected to observe the following precautions:

1. No food or drink is allowed next to a device while it is in use;
2. Insert and remove cords, cables, and removable storage devices carefully;
3. Shut down the device when not in use to conserve battery life;
4. Stickers, drawings, or permanent markers may not be used on the device;
5. Do not vandalize the devices or any other school property;
6. Devices must never be left in any unsupervised area;
7. Students are responsible for keeping their device's battery charged for school each day;
8. Do not place anything near the device that could put pressure on the screen;
9. Clean the screen with an anti-static cloth or any other soft, dry cloth;
10. Devices should not be stored in a student's vehicle, or anyplace else subject to extreme temperatures.

The Superintendent will designate an individual or office at the school level where the devices must be taken if they break or fail to work properly.

Use at School

Devices are intended for use at school each day. Students are responsible for bringing their device to all classes, unless specifically advised not to do so by their teacher. Devices must be brought to school each day in a fully charged condition. Power cords must stay with the device at all times. Repeat failures to comply with these requirements will result in disciplinary action.

If students leave their device at home, they may phone their parent/guardian to bring it to school. Students without a device will use a computer in the classroom or a device from the lending pool depending upon availability and at the administrator's discretion. This includes students whose devices are undergoing repair.

Sound must be muted or headsets must be used at all times unless the teacher directs otherwise.

Students may use printers in classrooms, the library, and computer labs with teachers' permission during class or breaks. All printing should be limited to educational purposes.

Personalizing Mobile Computing Devices

Students may not add options or upgrades to the device, change the operating system, or add unauthorized software or safety controls.

Should students or parents/guardians place personalized items on the device in violation of this policy such items may be accessed or viewed by District staff at any time, for any reason, including randomly selected device reviews. No content placed on District provided devices is privileged or confidential.

Managing Files

Once details are known about the availability of file space that is shared or is backed up automatically, the Superintendent will set a procedure for where students and teachers should save important documents.

Students should also back up their work frequently using removable file storage or by e-mailing important documents to themselves. It is the student's responsibility to ensure that work is not lost due to mechanical failure or accidental deletion. Device malfunctions are not an acceptable excuse for not submitting work.

Software

The software originally installed by the District must remain on the device in usable condition and be easily accessible at all times. From time to time the school may add or update software applications. The licenses for this software sometimes require that the software be deleted from devices at the completion of a course. Periodic reviews of devices will be made to ensure that students have deleted software that is no longer required in class and that the school has not exceeded its licenses.

All devices will be equipped with anti-virus protection software which will be upgraded regularly.

It is the responsibility of individual students to be aware of additional software programs and files loaded onto their device which are required for classes or school activities. Students wishing to load additional software onto a device must first obtain the permission of the school's technology department. Any additional software must be appropriate for the school environment and comply with the Internet Access Conduct Agreement. Violent games and device images containing obscene or pornographic material are banned. The technology department shall determine whether a game is

violent, and the student may appeal this decision to the principal. Each student is responsible for ensuring that only licensed software is loaded onto his or her device.

Inspection and Filtering

Filtering software will be used to prevent access to material considered inappropriate or harmful to minors.

Students may be selected at random or for cause to provide their device for inspection. If technical difficulties occur or unauthorized software or any other violation of District policy is discovered, all files and the hard drive may be reformatted. Only authorized software will be installed. The District does not accept responsibility for the loss of any software or other materials deleted due to a reformat and reimage.

Electronic mail, network usage, and all stored files shall not be considered confidential and may be monitored at any time by designated District staff to ensure appropriate use. The District will cooperate fully with local, State, or federal officials in any investigation concerning or relating to violations of law.

Remote Access of Devices

Devices may be equipped with the ability to be accessed remotely in the case of technical problems requiring remote assistance, missing or stolen devices, or other for any other appropriate District purpose. A student does not need to be asked for permission prior to remote software maintenance.

Acceptable Use

Access to the devices is a privilege and not a right. Each employee, student, and parent will be required to follow the Internet Access Conduct Agreement and the Acceptable Use of Electronic Networks Policy. Violation of these policies, whether by the student or another party, while the device is in student custody may result in disciplinary action for the student, possible revocation of device privileges, and/or contacting law enforcement authorities.

Protecting and Storing Devices

Students are expected to password protect their devices and shall keep their password confidential.

When students are not using their devices, the devices should be stored in their lockers. Students are encouraged to take their devices home every day after school.

Under no circumstances should devices be left in unsupervised areas. Unsupervised areas include the school grounds, the cafeteria, computer lab, locker rooms, library, unlocked classrooms, dressing rooms, and hallways. Unsupervised devices will be confiscated by staff and taken to the building principal's office. Disciplinary action may be taken for leaving a device in an unsupervised location.

Repair of Devices

Students are to report all device problems to the building principal.

The Superintendent will issue a document clarifying student or parent responsibility for lost and damaged devices when the details of the District's insurance policy are known.

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 students. 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 IN YOUR LOCKER. 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 color.

COMPUTER USE

Log on/log off, save to personal 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 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 classroom or stored in holders in the room.*** 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:

1. Detention for use during class
2. Items are confiscated and students pick them up at the end of day in the office.
3. Items are confiscated and returned to the parent only.
4. It is the responsibility of the student to inform his/her parents 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 School 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 phones 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.

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: Up to a (9) Week account suspension. All internet access 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 and all protocols will be followed.

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.

FIRE DRILL

When the fire alarm sounds:

- A. Stop work immediately. Leave books and materials at your desk.
- B. Students are to walk in single file quickly (but not run) out of the room and proceed to the safety area designated for that classroom.
- C. Students should line up in the safety area so that their teacher can make a count of the group.
- D. The fire alarm will ring continuously until the building is cleared. This will take about one minute. After the alarm stops, wait for a signal on the regular school bell, and then return with the teacher to the classroom.

LOCKDOWN PROCEDURES

- A. First person to notice an intruder (person with a weapon or person who is upset or acting out of control) will notify the principal.
- B. “This is a lockdown” will be announced.
- C. Students should sit on the floor out of line-of-sight of windows and doors.
- D. Do not use phones or intercom unless your room is called or there is a life threatening emergency in your room. Keep all lines of communication clear of non-emergency talk!
- E. No noise or talking during this time.
- F. Once the area is secure, do not let anyone in your room before confirming their identity.
- G. Students in the hallway should go to the closest available classroom.
- H. Students at outside PE classes or recess will follow the directions of the instructor or duty person.

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.

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.

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 during school hours 7:40am to 4:00pm:

Established by staff, school board. Any student violating the dress code policy may be given a change of clothes, or sent home to change if necessary. Parents or guardians will be notified each time a student is asked to leave because of inappropriate attire. Students who are insubordinate or refuse to change the improper attire, or repeat dress code violations shall be subject to disciplinary action up to and including suspension, depending on all the facts and circumstances, for violating the standards of student conduct.

1. Undergarments may not be visible (i.e. Boys – underwear/boxer; girls – bras, or underwear).
2. Hats, stocking caps, hoods, bandanas and sunglasses can not be worn in the main building.
3. Sleepwear can not be worn during the school day or activities unless part of a celebration event.
4. While standing, shorts/skirts/dresses must be no shorter than 4 inches above the knee. If shorter, leggings must be worn.
5. Shirts must be long enough that when raising the arms the abdomen is not exposed. Shirts with cutouts are not permitted. Tank tops must have a strap width of at least 1 inches.
6. No clothing that is sheer (see through), or does not cover the side, back or chest/cleavage.
7. Students must wear shoes.

8. Attire or grooming depicting or advocating violence, criminal activity, use of alcohol or drugs, pornography or hate speech are prohibited.

9. No blankets or pillows in the classroom unless these are needed for a class activity.

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.

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 by the parent or guardian.

BACKPACKS

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

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.

HAZING, HARASSMENT, INTIMIDATION, BULLYING CYBERBULLYING

Repeated malicious or Intentional Harassment is defined to include direct and indirect ethnic slurs, racial jokes, verbal or physical abuse, hazing or other offensive or persistently annoying conduct directed at someone's sex, race, color, national origin, age, religious belief, ethnic background, sexual orientation or disability that:

- Creates an unfair match with 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 or mental, social/emotional wellbeing.

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.

Kamahia schools are committed to providing a positive and productive learning environment. Hazing, harassment, intimidation, cyber bullying, or bullying by students or third parties is strictly prohibited and shall not be tolerated. This includes actions on school grounds, school property, school buses, at school bus stops, at school sponsored events and activities, and through the use of electronic technology or electronic communication equipment on school computers, networks, forums, or mailing lists and actions at locations outside of those listed above that can be reasonably expected to materially and substantially interfere with or disrupt educational environment of the school or impinge on the rights of other students at school.

Kamahia schools expect all students to treat each other with civility and respect and not to engage in behavior that is harmful to another student or the property of another student. Kamahia schools expect students to conduct themselves in keeping with their level of maturity, with a proper regard for the rights and welfare of other students, for school personnel, and for the educational purpose underlying all school activities.

Discipline

Students whose behavior is found to be in violation of this policy will be subject to discipline and graduated consequences, up to and including expulsion.

Students or third parties may also be referred to law enforcement officials.

Reporting

Any student who has witnessed, or has reliable information, that a student has been subject to harassment, intimidation or bullying, should report the incident to the designated school official in accordance with District. The reporter will be required to fill out a statement that will be placed into a confidential file.

Knowingly submitting a false report could be subject to disciplinary actions up to and including suspension or expulsion.

The building principal and/or their designee shall be responsible for receiving complaints alleging student harassment, intimidation, and bullying and will ensure that documented complaints will be maintained as a confidential file.

LOITERING

Non-students or suspended students are not permitted to loiter on school grounds. Persons who do not leave when asked to do so or return after having been asked to leave will be turned over to local law enforcement agencies and charges will be filed.

VANDALISM

Students who deface Kamiah school property will be required to pay for repairs. In cases of willful destruction, charges will be filed with law enforcement agencies. **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.

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 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. The 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 at lunch 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 may result in additional time or referral to the building principal who will determine if additional time is necessary.
6. Length of expulsion will be determined by the Board of Trustees based on a recommendation made by the building principal.

CO-CURRICULAR ACTIVITIES AND ATHLETICS

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 sign with parents the district drug policy in which participants will be tested for but are not limited to: alcohol, tobacco, nicotine, marijuana, cocaine, amphetamines and morphine.

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 must be immediately reported and documented on the School Accident Report and given to the building administrator.

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 superintendent 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.

Mandatory Drug / Alcohol / Nicotine Testing

Kamiah School District conducts a mandatory drug-testing program for students who participate in athletic activities, grades seven through twelve. Its purpose is threefold: (1) to provide for the health and safety of all students who participate in athletic activities; (2) to undermine the effects of peer pressure by providing a legitimate reason for students to refuse to use illegal drugs or misuse of prescription drugs; and (3) to encourage students who use drugs to participate in receiving an assessment from a State certificated substance abuse counselor, of which all costs will be the responsibility of the parent or legal guardian. All students participating in athletic activities who test positive will have the custodial parent or legal guardian notified so he/she can obtain an assessment from a state certificated substance abuse counselor and follow the recommended program completely. All costs associated with the assessment and the recommended programs are the responsibility of the parent or legal guardian. This policy is in effect from the first day of fall practice and ends after arriving home from the last event in the spring. Students are responsible to abide by the provisions of this policy from the first practice date, as established by the IHSAA to the end of the athletic season. Seasons and activity programs may overlap.

DISCIPLINARY ACTIONS CHART

<u>OFFENSE</u>	<u>Detention</u>	<u>Suspension</u>	<u>Expulsion</u>	<u>Notification</u>
The following list is not exclusive of other behaviors for which a student		In-school	Emergency	

may be disciplined up to, and including, expulsion and notification of non-school agencies.	Detentions determined by Administration	Out- of -School		Non-School Agency &/or Law Enforcement
1. Alcohol: Possessing, using, or being under the influence of alcohol, at school, school functions, or activities.		Up to 10 days & Counseling	2 nd OFFENSE 1 Calendar year	Notification of Law Enforcement
2. Arson: Knowingly or recklessly cause a fire or explosion which is dangerous to human life; or damages or threatens damage to any structure or vehicle.			1 ST OFFENSE 1 Calendar year	Notification of Law Enforcement
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.		1 st OFFENSE Up to 10 days with Counseling	2 nd OFFENSE 1 Calendar year	Notification of Law Enforcement
4. Assault and/or battery on students: Assaulting another with intent to inflict substantial or great bodily harm, or knowingly inflicting substantial or great bodily harm by any means.		1 st OFFENSE Up to -10 days with Counseling	2 nd OFFENSE 1 Calendar year	Notification of Law Enforcement
5. Burglary: Entering or remaining unlawfully in a district building with intent to commit a crime.		1 st OFFENSE Up to 10 days	2 nd OFFENSE 1 Calendar year	Notification of Law Enforcement
6. Cheating: For example, copying, plagiarism, using crib notes etc.	Detentions determined by Administration	All OFFENSES Zero on assignment		
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		1 st OFFENSE Up to -10 days and Counseling	2 nd OFFENSE 1 Calendar year	Notification of Law Enforcement
8. Controlled substances: Selling or distributing controlled substances		1 st OFFENSE Up to 10 days and Counseling	2 nd OFFENSE 1 Calendar year	Notification of Law Enforcement
9. Over the counter medicines: Sharing or distributing (See medication policy)	Detentions determined by Administration	1 st OFFENSE Up to 5 days	2 nd OFFENSE 1 Calendar year	

<p>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.</p>		<p>1st OFFENSE -1 day suspension, notification of Law Enforcement</p> <p>2nd OFFENSE -5 day suspension, notification of Law Enforcement</p> <p>3rd OFFENSE -10 day suspension, notification of Law Enforcement</p>	<p>More and 3 OFFENSES</p> <p>Up to 1 year</p>	<p>Notification of Law Enforcement</p>
<p>11. 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.</p>	<p>Detentions determined by Administration</p>	<p>All OFFENSES</p> <p>Up to 5 days</p>		
<p>12. Disruptive Behavior: Conduct which interferes with the educational process, disruptive behavior in school, assemblies, school activities or on busses.</p>	<p>Detentions determined by Administration</p>	<p>2nd OFFENSE</p> <p>Up to 5 days</p> <p>3rd OFFENSE</p> <p>10 Days</p>	<p>4th or more OFFENSES</p> <p>Up to 1 year</p>	
<p>13. 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.</p>	<p>Detentions determined by Administration</p>	<p>1st OFFENSE</p> <p>Up to 10 days and Counseling</p>	<p>2nd OFFENSE</p> <p>1 Calendar year</p>	
<p>14. Fighting: The act of quarreling involving any physical altercations</p>	<p>Detentions determined by Administration</p>	<p>1st OFFENSE</p> <p>Up to 5 days</p>	<p>2nd OFFENSE</p> <p>Up to 10 days and Counseling</p>	
<p>15. Forgery: Fraudulently using in writing the name of another person, or falsifying times, dates, grades, addresses, or other data.</p>	<p>Detentions determined by Administration</p>	<p>1st OFFENSE</p> <p>Up to 5 days</p>	<p>2nd OFFENSE</p> <p>Up to 10 days and Counseling</p>	
<p>16. Harrassment: 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.</p>	<p>Detentions determined by Administration</p>	<p>1st OFFENSE</p> <p>Up to 5 days</p> <p>2nd OFFENSE</p> <p>Up to 10 Days</p>	<p>3rd or More OFFENSES</p> <p>Up to 1 Year</p>	<p>Notification of Law Enforcement</p>

17. Inappropriate Display of Affection	Detentions determined by Administration	1 st OFFENSE -1 day suspension, 2 nd OFFENSE -2 days suspension, 3 rd OFFENSE -3 days suspension		
18. 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.	Detentions determined by Administration Students will be asked to change at home or a change of clothes provided.	1 st OFFENSE -1 day detention 2 nd OFFENSE -2 days detention, 3 rd OFFENSE -3 days detention		
19. Lewd Conduct/Indecent Exposure: Behavior that is either obscene, such as mooning, exposing oneself, sexual misconduct etc.		1 st OFFENSE Up to 10 days	2 nd OFFENSE 1 Calendar year	Notification of Law Enforcement
20. Possession of Stolen Property: Knowingly receiving, retaining, possessing, concealing, or disposing of stolen property.		1 st OFFENSE Up to 10 days	2 nd OFFENSE 1 Calendar year	Notification of Law Enforcement
21. Robbery: Taking another's property by force or threat of force.		1 st OFFENSE Up to 10 days	2 nd OFFENSE 1 Calendar year	Notification of Law Enforcement
22. Theft: Stealing		1 st OFFENSE -1 day suspension, 2 nd OFFENSE -5 days suspension, 3 rd OFFENSE -10 days suspension	More than 3 Up to 1 Year	Notification of Law Enforcement
23. Trespass: Entering or remaining unlawfully in school buildings, property, grounds, or at school-sponsored events/or refusing to leave when asked.		1 st OFFENSE Up to 5 days	2 nd OFFENSE Up to 10 days	Notification of Law Enforcement
24. 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.		1 st OFFENSE Up to 5 days	2 nd OFFENSE 1 Calendar year	Notification of Law Enforcement
25. 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.)			1 st OFFENSE 1 Calendar year	Notification of Law Enforcement

26. Truancy: Unexcused absence(s)	<p>Detentions determined by Administration.</p> <p>Equals 150% of time missed.</p>			Notification of Law Enforcement
<p>27. Tardiness: Being late to a class or school without a valid excuse.</p> <p>(Handled by principals at building level)</p>	<p>3 Tardies equals 1 Detention</p> <p>7 tardies equals 2 detentions</p>	<p>8 or more Tardies</p> <p>1 day suspension</p>		

KAMIAH HIGH SCHOOL
2021 - 2022

HANDBOOK ACKNOWLEDGEMENT

I hereby acknowledge receipt and review of the Kamiah High School Handbook. I understand the information and policies as explained in the handbook.

Student Signature

Date

As a parent/guardian of the above signed student, I hereby acknowledge receipt and review of the Kamiah High School Handbook.

Parent/Guardian Signature

Date

ACCEPTABLE COMPUTER AND NETWORK USE CONTRACT

I understand and will abide by the Internet Use Agreement as published in the Kamiah High School Student Handbook.

I further understand that any violation of the regulations is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges will be revoked, school disciplinary action may be taken, and/or appropriate legal action.

Student Name (Please Print)

Date

Parent/Guardian Signature

Date

PICTURE RELEASE

I hereby grant permission for my child to be photographed or videotaped while in activities connected with Kamiah High School. Pictures and videotape may appear in newspaper articles, Kamiah web pages, Local television stations, brochures, or publications approved by school administration.

Parent/Guardian Signature

Date

HIGH SCHOOL STUDENTS INFORMATION RELEASE

1. _____ I give consent for my student's basic contact information to be given to military and college recruiters. (For high school students only)

2. _____ I do not give consent for my student's basic contact information to be given to military and college recruiters. (For high school students only)

Parent/Guardian Signature

Date

Rules of Conduct
Intra Curricular and Extra Curricular Field Trips

I will accept and respect the authority of the supervisors and advisors in charge of the trip. I will be courteous at all times and respect the rights of others.

I will care for motel/hotel property and respect the rights of other guests of the motel/hotel. I will not damage or remove hotel property. I will not enter any person's room for which I do not have the permission of the advisor/chaperone/supervisor.

I will not purchase or have in my possession any kind of tobacco or vaping materials, alcoholic beverage, drug or fireworks. I will not violate any local, state or federal laws. Police may be called if warranted by breaking any law.

I will work for the good of Kamiah High School in all activities, doing my best to get along with each person involved and accepting the decisions reached.

I will turn my cell phone/computer off by curfew, leaving it off for the remainder of the night and only use my cell phone/computer when the advisor in charge deems it appropriate. If requested I will give my cell phone/computer/or other devices to the advisor in charge until it is appropriate to be returned.

I will be in my assigned room by curfew, allowing only my assigned roommates to enter, remain there during the night, and will be appropriately dressed and out of my room by the established time each day.

I will adhere to the standard of dress established by the advisor/chaperone/supervisor for activities, traveling and other trip activities, which shall reflect on me and my peers in a positive and respectful manner.

I will do my best, in acting as a mature adult, in all the situations that may confront me while representing my parents, my school and my community during my participation in Kamiah High School activities. I will abide by my school and advisors policies at all times and will report immediately to the advisors in charge of any infraction of the rules.

I UNDERSTAND THAT BREAKING ANY OF THESE RULES, WRITTEN OR APPLIED, WILL BE SUFFICIENT CAUSE FOR ME TO BE SENT HOME AT MY OWN EXPENSE. DISCIPLINARY ACTION FOR THE STUDENT MAY FOLLOW IN ACCORDANCE WITH PROGRAM OR SCHOOL POLICY, LOCAL AND STATE LAW IF WARRANTED.

Student's Signature

Date

Parent/Guardian's Signature

Date