2026-2027
Clark County Schools
Student Handbook
Home of the Bobcats

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CLARK COUNTY SCHOOL DISTRICT #161

THIS PAGE MUST BE COMPLETED BY ALL STUDENTS

STATEMENT OF STUDENT RESPONSIBILITY

As a student of Clark County High School, I fully understand that it is my responsibility to:

1. Meet attendance standards set by School District #161 (p.15-16).
2. Be to class on time.
3. Behave in an appropriate manner at all times. (Follow the expectations of Bobcat PRIDE listed on p. 25-27**)**
4. Complete the number of credits set forth on p.10 for graduation.
5. Satisfactorily complete all course requirements of Clark County School District #161.
6. Not use or possess drugs, alcohol, tobacco, or vaping products at any school activity or on school property.
7. Read and comply with the Student Expectations

I further understand that if I fail to meet the responsibilities listed above, my graduation may be delayed. I fully realize that this is my responsibility. Staff members will not be held responsible for my failure to fulfill my graduation obligations.

PLEASE SIGN THIS FORM. PLEASE NOTICE THAT YOUR PARENT'S SIGNATURE IS ALSO REQUIRED.

_____ _____

Parent/Guardian signature (required) Student signature (required)

_____ _____

Grade Date



Clark County School District #161
Internet USE POLICY

Students and Parents/Guardians must read the following rules and sign below.
Rules and Regulations:

- The internet and district devices are to be used as research and learning tools only. Using the Internet and district devices for any other reason is deemed a violation of this policy.
- All Chromebooks are monitored and content filtered by an adult staff member through Go-Guardian.
- Students must listen to and follow the directions of the adult in charge at all times.
- Students must gain adult permission to print material.
- Students must not download any games or programs of any kind on any school technology devices.
- When using the internet, students will not look for anything objectionable. Sites involving sex, pornography and profanity (swearing) are NOT allowed. Searching for sexy pictures of men and women and sites with dirty jokes are NOT allowed.
- All search engines are filtered and tracked through Go-Guardian and are recorded for school records which include screenshots of any violation.
- Students are **never allowed** to use chat rooms at school or on any school device at any time.
- All violations are recorded and signed by the adult giving the warning on the Internet Use Policy Violation form and given to the Technology Coordinator.

1st Violation = Student will receive a warning.
2nd Violation = Internet/computer privileges will be lost for a month.
3rd Violation = Internet/computer privileges lost for the remainder of the school year.

By signing, I (STUDENT) agree to abide by the above rules.

_____
(Student signature)

My son/daughter may use the Internet: _____ Yes _____ No

By signing, I (PARENT/GUARDIAN) agree my STUDENT will abide by the above rules.

_____
(Parent/Guardian signature)

Board of Trustees

Jeri Tavenner: Chairperson	tavennerj@ccsd161.org
Tom Strong: Trustee	strongt@ccsd161.org
Laurie Small: Trustee	smalll@ccsd161.org
----------: Trustee	--------@ccsd161.org
Deena Williams: Trustee	williamsd@ccsd161.org
Lisa Shenton: Board Clerk	shentonl@ccsd161.org

FACULTY and STAFF

Administration 208-374-5215

Eileen Holden, *Superintendent*
Nick Browneller, *Lindy Ross and Jr. Sr. High Principal*
Michelle Ames, *Technology*
Lisa Shenton, *Business Manager*
Dan Hager, *Maintenance Supervisor*
Chastity Crandall, *Food Service Supervisor*
Erica Perez, *Secretary/Athletic/Activity Director*
Jill Grover, *Assistant Athletic Director*

Elementary 208-374-5206

Judith Martinez, *Elem. Secretary*
Jolene Johnson, *PreK and Kindergarten*
Ginger Ward, *1st Grade*
Tyson Schwartz, *2nd Grade*
Karlyn Heeder, *3rd Grade*
J'Mae Orton, 4th Grade
Rusty Stewart, *5th Grade*

Support Staff

Connie Barg, *Bus Driver and Trainer*
Michael Ashby, Bus Driver
Brett Murdoch, Bus Driver
Noe Perez, *Bus Tech*
Margarita Garcia, *Custodian*
Maria Cano, *Custodian*
Paulina Gomez, *Custodian/Food Service*
Violeta Mendel, *Custodian/Food Service*
Amy Mickelsen, *Speech Paraprofessional*
Lindsay Farr, *Paraprofessional*
Myrna DelaCruz, *Paraprofessional/Food Service*
Sierra Patterson, *Library Paraprofessional*
Amanda Mickelsen, Interventionist
Chastity Crandall, *Food Service*
Sierra Patterson *Food Service*

Middle/High School 208- 374-5215

Lorri Clark, *Jr High English/Math/Science*
Cheyenne Jensen, *FFA/Ag./Yearbook/Science*
Jill Grover, *Jr/Sr High Math/Gear Up/Business*
Eileen Holden, *Advanced Math*
William Lower, *Social Studies/Government/History/Sr. Project*
Holly Maraist, *English/Speech/Debate*
Erica Perez, *ESL/Jr. and Sr. High Librarian/Front Office/Homeless Liaison*
Malinda Ricks, *Special Education*
Michelle Stewart, *K-12 Music/Band/JH and HS*
Kirk Summers, *Ag./Shop and Science*
Dee Anne Taylor, *Counselor/Mentor*
Bry Fenske, *Counselor/Test Coordinator/Foster Care Liaison*
Amanda Mickelsen, Science

CCHS MISSION STATEMENT

At Clark Co. School District #161, our mission through the combined efforts of our staff, parents, students, and community members is to promote ***BOBCAT PRIDE*** in all that we do today and in the future.

P= Positive Attitude
R= Responsible and Respectful
I= Integrity
D= Determination
E= Everyone's Safe

THE VISION OF CLARK CO. SCHOOL DISTRICT #161

Educating, Motivating, and Empowering a Community of Learners.

CLARK COUNTY SCHOOL FIGHT SONG

Cheers for Clark High School—Dear old orange and black.
We love our colors—To thee our hearts are true and blue,
We love ev'ry inch of you!
Cheers for Clark High School—Fight boys, never say die.
We love our Bobcats—Our Dear Clark High!!
C – L – A – R – K…… CLARK!

WELCOME

We would like to welcome you to Clark County School District #161 where we are not just neighbors, we are FAMILY! Whether you are new to our District or are returning, we hope you will find this year to be a memorable and exciting learning experience. This student/parent information is a reference to help you learn and feel comfortable with how the High School and Junior High School operate. Cooperation and knowledge are vital keys to success. It is imperative for students and parents to read and understand the contents. This information lets you know what is expected as well as the services and benefits that the school provides. It contains the answers to questions you may have during the school year.

WHAT CAN YOU EXPECT HERE AT CLARK?

Clark County is a warm and inviting community that cares about the successes of today's youth; small class sizes pre-k through 12th grade that provide for individualized instruction; caring, compassionate faculty and staff that are invested in our students both inside and outside of the classroom; high moral and academic expectations and self-accountability; and an administration that encourages and welcomes your feedback. You can expect that your child is our business, and we take our business of kids seriously! It is not only our desire to provide an excellent educational experience for all our students, but our driving force. We firmly believe that **ALL** students can learn, achieve and be successful. Our ***'game day'*** (i.e.: tests) matches our ***'scrimmages'*** (i.e.: practice-tests, classroom activities) that are supported by our targeted ***'practices'*** (i.e.: daily work, homework).

EQUAL EDUCATION OPPORTUNITIES

The Clark Co. School District is committed and dedicated to providing a quality education for each child in our District. Learning styles are accommodated while students are prepared for the future. The right of the students to be admitted to school and to participate in curricular, extracurricular, student services, recreational, or other programs and activities shall not be abridged or impaired because of a student's gender, race, national origin, ancestry, religion, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability.

DIVERSITY

- Cultural diversity can increase students' understanding of different people and cultures
- Each student is a valued individual with unique physical, social, emotional, and intellectual needs.
- Exceptional children require special services and resources.

PBIS at CLARK CO. JR. SR. HIGH SCHOOL—A General Overview

At CCHS, the main focus of Positive Behavioral Interventions and Supports (PBIS) is to provide clear and positive guidelines for all expected behaviors. Through PBIS we will work to create and maintain a positive, productive, and safe environment in which **ALL** school community members (administration, faculty/staff, parents, and students) have clear expectations and understandings of their role in the educational process. The goal of PBIS at Clark Co. Schools is to accomplish the following:

1. ***Behavioral Expectations are Defined*** clearly in the positive, simple Code of Conduct (**PRIDE**):
   - **Positive Attitude** Optimism; Confidence; Expecting the best to happen.
   - **Respect and Responsibility** Treat people, places, and things the way you would like to be treated. Follow through and take control of your success.
   - **Integrity** Total honesty and sincerity. *"...Doing the right thing, even when no one is watching." C.S. Lewis*
   - **Determination** Do your best; Always try; never give up! Follow through with commitments.
   - **Everyone's Safe** Protect everyone's physical and emotional well-being.
2. ***Behavior Expectations are Taught*** to all students at the beginning of the school year and throughout the year as needed.
3. ***Appropriate Behaviors are Acknowledged***. Once appropriate behaviors have been taught, they need to be acknowledged on a regular basis. Through PBIS, we have designated many ways to acknowledge the behaviors to ensure that faculty/staff can consistently recognize and reward students who demonstrate expected behaviors. Some examples: Bobby Bucks, Shout-Outs, notes home, verbal acknowledgments, texts (Remind) or e-mails to parents.
4. ***Behavioral Errors are Corrected Proactively and are recorded.*** Students, faculty/staff, and administrators will be able to predict what will occur when behavioral errors are identified. PBIS Student Behavior forms (Student-Incident Reports or **SIRs**) are a **communication tool** with parents and are used to document and record incidents managed by staff and office/ administration.
5. ***Decisions about Behavior Management are Data Based.*** One of the most important features of PBIS is the use of a data management system to track discipline incidents. The data will be used by the PBIS Team to help determine the type of incidents that are occurring, where, when, and who is involved. The data will eliminate the guesswork from the decision-making process about what is and what is not working in the school's behavior management system. Data reports can enable administration to devote resources and time to the precise people, place, and school day period that need them.

SCHOOL BELIEFS

STUDENT LEARNING

- All students can learn.
- Student learning is the chief priority of the school
- Students learn best when they have appropriate opportunities for success.
- Students' learning needs should be the primary focus of all decisions impacting the work of the school.
- Students learn in different ways and should be provided with a variety of instructional approaches and assessments to support their learning.
- Students need not only to demonstrate their understanding of essential knowledge and skills, but also need to be actively involved in solving problems and producing quality work.
- The **commitment** to continuous improvement is imperative if our school is going to enable students to become educated, motivated, and empowered lifelong learners.
- Students learn to make appropriate decisions given a supportive and challenging learning environment.
- Challenging expectations increase individual student performance.
- Student mastery learning
- A safe (physical and emotional) environment promotes student learning.

SCHOOL AND COMMUNITY

- Our ***'game day'*** (i.e.: tests) matches our ***'scrimmages'*** (i.e.: practice-tests, classroom activities) that are supported by our targeted ***'practices'*** (i.e.: daily work, homework).
- A student's self-esteem is enhanced by positive relationships and mutual respect among and between students and staff.
- Teachers, administrators, students, parents, and the community share the responsibility for advancing the school's mission.
- Schools need to function as a learning organization and promote opportunities for all those who have a stake in the success of the school.
- All stakeholders need to work together as a community of learners.

ACADEMICS

ACADEMIC INTEGRITY/HONOR CODE (*(Board Policy 3335)*

Academic Honesty

All schoolwork submitted for the purpose of meeting course requirements must represent the efforts of the individual student. Any form of academic dishonesty is prohibited. Academic dishonesty includes, but is not limited to: plagiarism, cheating, forgery, copying or stealing another person's work, allowing another person to copy one's own work, doing another person's class work, creating more than one copy of one's work for distribution, intentionally accessing another's material for the purpose of using it as one's own, downloading information from other sources and presenting it as one's own, unauthorized copying of software, unauthorized use of hard copy or software to develop one's own software. Faculty and building administrators will have the responsibility for monitoring the above actions.

Where appropriate, parents shall be contacted as soon as practicable to report any alleged academic dishonesty on the part of students. Teachers are granted authority, with the direction and advice of their principals, to exercise their good judgment in applying a range of academic consequences for violations of this policy. Student and parent appeals of any consequences resulting from violations of this policy should be addressed to building administrator(s).

All teachers, beginning especially at the elementary grades, will educate students as to what constitutes academic dishonesty and what is acceptable and unacceptable behavior in our schools.

Cheating

Cheating is defined as and includes, but is not limited to, the following:

- Copying or attempting to copy another student's homework, quiz, test, essay, or lab report.
- Cheating on tests through such means as cheat sheets, use of unauthorized electronic devices, and discussion of test information with other students.
- Obtaining test questions and/or copies of tests outside the classroom test setting.
- Lending and/or copying from another student's work (homework, tests, projects, assignments).
- Altering or interfering with grading (forging signatures, changing, or inserting answers on work after grading).
- Allowing another student to copy answers during a test situation.
- Collaborating with other students on an assignment in direct violation of teacher's instructions.
- Using books and electronic information in generating an assignment in direct violation of teacher's instructions.
- Accessing, taking, and benefiting from copies of tests and quizzes previously used or to be used by teachers unless provided as study guides by the teacher.
- Submitting work previously presented in this course or in another course.

Plagiarism

Plagiarism is defined as and includes, but is not limited to, the following:

- Copying material from the source, including the Internet, without citing the source, or citing the source but omitting quotation marks.
- Paraphrasing the source without proper citation.
- Copying stories, in whole or part, which appear in books, magazines, television or film.
- Copying directly, without making any changes, alterations or adaptations from a drawing, painting, illustration, photographic image, or graphic symbol without citing the source.
- Submitting papers written in whole or part by someone else, including the Internet.
- Submitting papers on which the student has received substantial assistance from peers and/or adults that dramatically changes the character of the work so that it is no longer the student's own.
- Submitting a paper purchased from a research or term paper service, including, but not limited to the internet.

Disciplinary Action / Consequences

If a staff member determines that a student is in violation of the Academic Integrity/Honor Code, he or she will follow the procedures outlined below. The teacher will investigate the infraction and notify the Principal of all offenses with a discipline referral (SIR).

First Violation - no grade until the work is completed honestly and teacher contacts parent/guardian, 30-minute detention. Assignment is to be worked on during detention.

Second Violation - no grade until the work is completed honestly and teacher contacts parent/guardian, 60-minute detention, Assignment is to be worked on during detention.

Third Violation - no grade until work is completed honestly and teacher contacts parent/guardian, parent/student conference with Principal and teacher. Student will be placed on Academic Probation and will be prohibited from any future position of leadership in any club and/or activity. Future honors and/or AP classes will require department chairperson approval.

AT-RISK WEEKLY GRADE CHECKS

Grades will be checked every Tuesday morning. If a student is ineligible at that time *(sports or extracurricular activity),* the student remains ineligible for the **entire week**. The student's status remains the same until the next grade check the following Tuesday morning. It is the student's responsibility to ensure their IDLA grades are shown on Monday, to their assigned teacher to be updated in Powerschool. Failure to do so, may make them ineligible for the week even if grade is passing.
Students are required to regularly monitor their grades and assignments on PowerSchool during the school year in order to stay off of the At-Risk list and eligible for activities.

DUAL AND/OR COLLEGE CREDITS

Dual and/or college credit classes are available on campus (at CCHS) through IDLA (Idaho Digital Learning Academy) and on-line. They are also offered off-campus in Idaho Falls. Dual/college credits are paid for through Advanced Opportunity Funding *(books and travel are not paid for)*. At the discretion of the dual credit teacher, up to ten (10) points will be added to the final grade (on the high school transcript only) not to exceed 100%.

GRADE POINT AVERAGE (GPA)

The total number of points divided by the number of counted classes equals the Grade Point Average (GPA). All subjects for which a letter grade is assigned will be counted except for teacher's aide, study hall, and office aide. The point system is as follows:

A = 4.0	(93 – 100)	C = 2.0	(73 – 76)
A- = 3.7	(90 – 92)	C- = 1.7	(70 – 72)
B+ = 3.4	(87 – 89)	D+ = 1.4	(67 – 69)
B = 3.0	(83 – 86)	D = 1.0	(63 – 66)
B- = 2.7	(80 – 82)	D- = 0.7	(60 – 62)
C+ = 2.4	(77 – 79)	F = 0.0	(Less than 60)

GRADES

Midterm grades are a combination of daily grades, quizzes and test scores, and other assignments/criteria. They are an indication of how a student is progressing at a certain point during the school year. However, a student's semester grade shall be an accumulation and combination of all grades throughout each semester.

GRADUATION REQUIREMENTS FOR HIGH SCHOOL

A student must meet requirements set by the school board to be eligible for graduation. These requirements must be met prior to receiving a diploma.

Class of 2022 on	# of credits
English	8
Speech or Debate	1
Math (2 during Sr. year)	6
Science	6
US History	2
US Govt.	2
Humanities	4
Geography	1

	# of credits
PE**	1
Health	1
Econ/Fin Lit.	1
Senior Project***	1
Electives*	20
Advisory****	4
TOTAL	58***

* Starting with the class of 2025, include a required technology class, starting with class of 2028 include a digital literacy class in place of technology class, and one less elective

** Each sport equals one(1) credit- up to two (2) credits total

*** Starting with class of 2028 Future Readiness Project replaces the Senior Project.

**** Each 30 minute advisory class is worth ½ credit.

Class of 2025 on 4 advisory credits

HONOR ROLL

An Honor Roll of students will be announced at the close of each semester. To be eligible for the Honor Roll, a student must be carrying a minimum of six (6) academic subjects and achieve a grade point average of 3.350 or higher. To be listed on the honor roll the student must have an average of the following:

HIGH HONORS 3.700 – 4.000 GPA
HONORS 3.350 – 3.699 GPA

LATE WORK/MAKE-UP WORK/INCOMPLETES

A. Late Work: Each teacher has adopted their own late work policy for students to adhere to. This can be found in the class syllabus as well as posted in the individual teacher's classroom.

B. Make-Up Work

1. **Excused Absences**: Students will be given 2 school days per **excused** absence for make-up work for full credit and full grade.
   - (Ex: the day the student returns to school, he/she has 2 days to make up assignments from the 1st day missed, then 2 days later the 2nd missed day's assignment is due.
   - ***The student is responsible to go to the teacher and get the make-up work***. A parent may request make-up work be sent to the office to be picked up.
2. **School-Excused Absences**: Arrangements should be made with individual teachers. **The student is responsible** for asking for extensions if needed and may be granted at the discretion of the teacher.

C. Incompletes: Students who fail to meet course requirements as outlined in the class syllabus during a semester may receive a grade of **Incomplete**. The teacher will contact parents of the students explaining the reason for the incomplete. ***It is the student's responsibility to complete the required work and submit it to the teacher***. Upon completion of course requirements, and teacher submission of final grade, the incomplete semester grade will be changed to a letter grade.

- Teachers **may** determine if an Incomplete is applicable for each student based on academic standing in that specific class. If a passing grade is not possible within the required time frame, Incomplete status is not applicable.
- If eligible for an Incomplete, students **may** have eight calendar school days after the end of First semester, and ten business days from the last day of school.

All students are given the opportunity to complete missing requirements before or after school. Students with incomplete or missing assignments may be assigned mandatory after-school help, or Friday School as an academic intervention.

PARENT/STUDENT/TEACHER CONFERENCES

Parent-Student-Teacher conferences are conducted at Clark County High School at midterms. All parents are encouraged to attend with their student and visit with each of their student's teachers. Teachers and students will be available with the necessary information to answer questions and concerns parents may have. Students will have the opportunity to lead the discussion about their academic standings. Student grade checks are distributed to parents during Parent-Student-Teacher conferences at the main office window. In addition, teachers are available for conferences on most school days; parents need to call to make an appointment. Parent-Student-Teacher conferences will be from 3:00 to 7:00 pm on the Thursday following Midterms (*see school academic calendar*).

REPORT CARDS

Official report cards are mailed or emailed out at the end of each Semester. Midterm progress reports are handed out at Parent/Student/Teacher conferences. If parents have questions regarding a student's grade, they should schedule a meeting with the teacher involved.

STUDENT TRANSCRIPTS

The District Office produces student transcripts (record of semester grades). Students may request (on-line or in person) an official transcript be printed and sent for the purposes of employment, college entrance, etc. Transcripts released directly to the student are not considered official transcripts.

TRUSTEE SCHOLARSHIP

All students are eligible to earn the trustee scholarship of $75.00 per semester beginning in the 7th grade. Scholarships will be awarded at graduation. In order to earn the Trustee Scholarship, the student must comply with the following standards:

Academic: The student shall achieve a minimum of 83% in each class each semester.

Attendance: The student shall have no unexcused absences or no more than five (5) absences in each class in a semester for any reason. If a student has an extensive illness or injury that results in more than five absences, the scholarship eligibility may be reviewed for the purpose of allowing the scholarship.

Work Habits: ***Work Habits are scored on a rubric of 0 – 10. If the total is below 40, the student will not earn the scholarship.***

The work habits' grade is based on the following employment expectations:

1. The student is on time to class, prepared and organized. The student is ready to start work when the bell rings with the appropriate materials.
2. The student completes all assignments, course work, and projects on time. All work shall be quality work at grade level or above.
3. The student actively participates in the learning process. They answer questions, participate in class discussions, and ask questions when needed.
4. The student displays good attitude and behavior. They conduct themselves in an appropriate manner.
5. The student is able to work with the teacher and other students productively.

Discipline Referrals (SIRs)

In order to earn the scholarship, the student shall have **NO** Major SIRs (Student Incident Reports) which may include being removed from a class, being suspended from school, or having any other disciplinary action which disrupts a positive learning environment.

Clark County High School Attendance and Graduation
In order to earn the scholarship, the student shall be in attendance at Clark County High School their senior year prior to graduation and shall graduate from Clark County High School.

ACTIVITIES

ATHLETICS/ACTIVITIES *(Board Policy 3380, 3390, 3410)*
It is the intent of the Clark County School District, in conjunction with the students, parents, faculty, staff, administration, and Board of Trustees, to promote **positive and rewarding experiences** for all students in the Clark County School District. The Clark County School District believes the activities program exists to build important life skills and strong personal character. The opportunity to participate in activities is a privilege granted to all students of the district. However, before these characteristics can be developed, a student must make a commitment to follow some basic rules. These expectations and rules are set to improve personal performance, and because students represent their school, community, and families. It is the intention of this code to establish guidelines which are protective of the rights of Clark County students in learning the values of self-discipline and individual responsibility. We believe this code provides the framework necessary to maintain successful activities.

ATHLETIC/ACTIVITY CODE OF CONDUCT
Athletics/Activities Students involved in athletics will receive an **athletic/activity code of conduct.** Students are required to read and adhere to the code. Signatures are required from the student and parent. An athlete/student is not eligible to participate until a signed policy is returned to the athletic director and/or office. A review of the athletic/activity code is an annual event, including continuing athletes.

Students involved in other school activities such as band, choir, FFA, etc. will receive an activity policy. Students are required to read and be aware of the policy. The student must obtain signatures and parent/guardian or they will not be eligible to participate in the school-sponsored event or activity. This requirement needs to be completed annually.

Scope of Code: This code shall apply to all students participating and/or representing the Clark County School District and will be in effect from and throughout their enrollment in Clark County Schools.

Areas Covered by the Activity Code:
1. Criminal misconduct when determined by a court of law.
2. Possession, use or sale of tobacco, alcohol, vaping products, or controlled substance (drugs).
3. Misuse or abuse of over the counter drugs or inhalants of any kind.
4. Attendance at a function where alcohol and drugs are being illegally used shall be a violation of this code if the student does not leave immediately.
5. Possession, use or sale of legend drugs (cocaine, marijuana, steroids, and misuse of prescription drugs).
6. A participant shall not engage in conduct detrimental to the group or school; (language, misconduct, endangerment to self or others, etc.)
7. A participant will follow all eligibility rules including academics and school attendance.

Reporting of Infractions: All infractions will be documented, reported, and investigated.

Issuing and Appealing the Accusation and Consequences:
1. An Activities Review Committee shall review infractions covered by the Activities Code of Conduct and issue appropriate consequences.
2. The Activities Review Committee shall be composed of the Athletic/Activities Director, the Coach/Advisor of that activity, the ASB President, one Student not involved in the activity and one Faculty member selected by the student.
3. The Review Committee will be convened as quickly as possible and will reach a decision by the end of the hearing.
4. Co-curricular students may appeal a decision by the Activities Review Committee to the Activity Appeals Board. The Activity Appeals Board will consist of the Superintendent, one member of the

Board of Trustees, one Teacher not involved in the Activity, one Parent not involved in the activity and one Student not involved in the activity.

5. The student must submit a request for a hearing by the Activity Appeals Board in writing to the principal within three school days of his/her notification of his/her consequences under the rules of the Activity Code.

Student Expectations For Interscholastic and School Activities

All students as members and representatives of the Clark County School District will:

*Be polite and respectful.
*Be considerate and cooperative.
*Conduct themselves in a positive way and follow all school rules (PRIDE).
*Follow district attendance policy.
*Make academics a priority.
*Commit to attending all practices, scrimmages and games and persevere to the end of the season or event.
*Fulfill requirements set by coaches/teachers/leaders.
*Abstain from alcohol, drugs, tobacco, and vaping.
*Use appropriate language.
*Pay all activity fees prior to participation.
*Dress according to appropriate standards established by the school district, coaches, and advisors.
*No public displays of affection.
*Ride to and from activities on school provided transportation unless otherwise arranged and approved.

Levels of Athletic/Activity Competition and Philosophy

It is the philosophy of the Clark Co. School District athletic programs to build important life skills, strong personal character and to develop fundamental physical and athletic abilities of participants. For participants in grades 6-8 and junior varsity (JV) competition, the primary focus is the further development of fundamental skills through application. Participants at these levels should experience the hard work and fun of participation and being a part of a team. Participants will receive close to equal playing time and winning the game should not be the primary focus. Clark Co. School District currently has a no cut policy at all levels up to the varsity level. Whenever participant numbers warrant, additional opportunities for participation will be scheduled if available to accommodate the increased participation levels.

In contrast, varsity level competition requires coaches to assemble and play the best combination of players. Varsity coaches must try to do their best to assemble a plan for competition that will lead their team to success. Being competitive and winning competitions is the ultimate goal for the varsity level programs yet the philosophy is not a "win at all cost" philosophy. The safety and welfare of athletes is most important.

The safety and welfare of student athletes is a higher priority than winning. It is also important for all teams to maintain a high level of sportsmanship and character while representing our School District. Athletic programs should fully develop the potential of each individual participant while developing team unity and dynamics. Athletic competition is a valuable means of developing individuals socially, emotionally, and physically. Athletic competition can also develop valuable relationships among participants and coaches that further enhance the lives of all involved. The experiences gained by participation in athletic programs can also positively enhance results experienced by participants in other aspects of the educational environment. Ultimately, athletic participation should be a positive and rewarding experience for all participants.

ACADEMICS

To be academically eligible a student must be enrolled full-time in his/her school (four classes or more), on target to graduate and have received passing grades in the required number of courses during the previous reporting period *(IHSAA Rule 8)*. If a Clark County student receives one or more F's at the end of a semester *(or has lower than a 2.0 GPA)*, that student is ineligible throughout the next semester unless they complete a credit recovery program over a Summer semester. Previous semester grades will be checked at the beginning of each activity season.

There will be a current grade check at the beginning of each sport season, or prior to other activities, and weekly (At-Risk List) on each Tuesday morning thereafter for all students involved in school activities. If a student is on the weekly at risk list prior to the start of the sport season that will continue on, and not restart

just because a new sport season has started. Grade checks will be done every Tuesday morning when school starts. Due to the timing of some events, the grade check may be moved to Monday, and student will be notified in advance of this change. If a student is ineligible at that time, the student remains ineligible for the entire week until the next grade check. ***(The student's status remains the same until the next grade check!)***
If a student is passing all classes including IDLA then they have unrestricted eligibility.

a. If a student is passing all classes with 70% or above, they have unrestricted eligibility.
b. If a student is not passing all classes with 70% or above, they are immediately put on academic probation.
c. They should plan to attend afterschool tutoring to work on assignments.

After the next weekly grade check (week 2):

a. If the student is passing all classes with 70% or above, they will again have unrestricted eligibility.
b. If the student is not passing all classes with 70% or above, they will remain on academic probation. They should plan to attend afterschool tutoring to work on assignments.
c. They will be eligible to practice, but NOT participate in games, performances, events etc.

After the next Tuesday grade check (week 3):

a. If the student is passing all classes with 70% or above, they will return to unrestricted eligibility
b. If the student is not passing all classes with 70% or above, They will attend afterschool tutoring to work on assignments AND will become ineligible to **BOTH** practice or play/participate.
c. They will remain at this point until a weekly grade check shows passing all classes with 70% or above.

*****Coaches may have more strict rules if they are reasonable and approved by administration*****

SUMMARY:

1st week below 70% = academic probation + attend after school tutoring + can practice and play
2nd week below 70% = academic probation +-attend after school tutoring + practice but NOT play
3rd week below 70% = ineligible + attend after school tutoring + NO practice or play

SCHOOL ATTENDANCE (Concerning Athletics/Activities)

Students absent from class on the day of any activity and/or practice (for any number of periods) are ineligible to participate in practice or competition that day. Thursday's attendance determines eligibility for Thursday, Friday and Saturday practices and scheduled events. IF the absence is pre-arranged by parents, that involves one of the following: bereavement, court appearances (must have note from court clerk), and illness or hospitalization (must have medical note) and approved by the Principal or Athletic/Activities Director or their designee it will not count against the student participating. Any student who receives an out-of-school suspension will be suspended from extracurricular and co-curricular activities for the duration of the suspension. This includes practice, travel, and competition.
*Students returning home late from activities will be expected to attend **ALL** classes the next day.*

Athletic/Activity Event Conduct *(Board Policy 4330)*

A. Students (non-performers) should **not** arrive more than 30 minutes prior to the event (student athletes/performers = 60 minutes). The doors will be unlocked at that time.
B. Students should be in the gym/area and in their seats while the game/event is in progress. (Exceptions buying concessions)
C. Spectators should not be in the hallways. (Exceptions buying concessions)
D. Students are not to sit on the stage unless they are in the pep band and/or performing.
E. Do not cross the floor in front of the stage while the game/event is occurring.
F. Spectators are to stay off the gym floor.
G. Sportsmanship is essential. Students are expected to display a quality of fine sportsmanship. Let's be leaders and examples in our community and conference. Refrain from booing the officials.

Equipment Responsibilities:

A. All school-owned equipment must be returned before a student is allowed to begin practice for another activity.
B. School equipment checked out by the participant is his/her responsibility. He/she is expected to keep it clean and in good condition. Loss or damage to issued equipment beyond normal wear will be the participant's financial obligation.

C. Issued equipment is to be used only while participating with the team in practice, during a scheduled contest, or in situations where permission is given by the coach.
D. Uniforms are to be used only while participating with the team during a scheduled contest.

ATTENDANCE

ATTENDANCE POLICY

Regular attendance is essential to success in school. Time missed cannot be made up and the interactive learning of that day cannot be recreated. Students should not, however, attend school when their health or the health of others may be jeopardized. Attendance will determine, to a large degree, the success or failure of a student in school.

Parental notes and phone calls are needed to excuse an absence from school. **Parents must give permission for a student to leave school.** This must be given **PRIOR** to the student leaving.

Clark Co. School District #161 has a 90% attendance policy. Students must attend each class 90% of the days school is in session to receive credit for a class *(see Board Policy 3050)*. When a student is absent from a class more than 10% of the days in session, the student may possibly lose credit for that class.

**In order to have the credit reinstated, the student and parent(s) will have to appeal to the Credit Review Committee to explain their excessive absences.*
**A student will be allowed seven (7) absences, per class, per semester.*
**Any student with more than 7 absences in a class will be required, along with their parent(s), to go before the Attendance Review Board.*

Parents/guardians are responsible for requiring their children to attend school in compliance with Idaho State Law (Sec. 33-207). Doctor, dental, and other appointments should be scheduled after school, Fridays, or during vacations. If appointments take students from school, they should be kept to a minimum and/or at least scheduled at different times to avoid missing the same course. It is the student's responsibility to turn in make-up work at the proper time *(See pg. 11-12, Make-up Work)*
Students absent from class on the day of any activity and/or practice (for any number of periods) are ineligible to participate that day unless given approval by the Principal or Athletic/Activities Director or their designee. Students returning home late from activities will be expected to attend **ALL** classes the next day.

A. ***Excused Absences***—the following absences shall be excused: personal illness, family emergencies, school sponsored activities, appearances in court when required by law, and absences pre-arranged by parents with notice to school and agreed upon by school authorities one or more day(s) in advance of the absence.
*If the absence is due to illness, a doctor's note is **required** upon return to school.
B. ***School Excused Absences***—those that occur due to school-sponsored activities such as sports events, cheer-leading, music related events, FFA trips, academic field trips, and others deemed co-curricular.
C. ***Unexcused Absences/Truancy***—Students will be marked unexcused if:
*The school does not know where they are or why they are not attending
*The parents do not know where they are or why they are not attending.
*Shopping, hair appointments, **missing the bus**, etc.
*Truancy is against Idaho law and will be dealt with accordingly.
D. Tardiness is against school policy and Idaho code. Three (3) tardies equal one (1) absence and the student will be required to make up time missed. Excessive tardiness will be dealt with accordingly.
*Students will be considered tardy if they are not in their classroom when the tardy bell rings.
A tardy will be considered unauthorized unless the student has been detained for a reason approved by a note from a teacher, counselor, or administrator. If a student has a legitimate pass, there is no tardy situation. Teachers will record tardies each period of the day. A student will be marked absent if more than 7 minutes late to class. It is the student's responsibility to make arrangements to attend.
Skipping an assigned Friday School will result in additional Friday School, and/or in-school or out-of-school suspension.
E. ***Truancy Policy*** Truant (unexcused absence) students will be required to make up twice the time that they were truant from school. Assignments missed cannot be made-up. Time will be served during Friday School, after school, and/or ISS.

ATTENDANCE REVIEW BOARD

The board may excuse children who are temporarily not in proper physical or mental condition to attend school but can be expected to return to school upon termination or abatement of the illness or condition.

GENERAL TOPICS

ADDRESS and PHONE NUMBER CHANGES

Please notify the school immediately if there is a change in your address, phone number, or person to contact in case of emergency. This information is **imperative** in case of illness or injury.

ADULT AT 18

Every student eighteen (18) years of age or older will be deemed to be an adult and will have legal capacity to act as such. Such students, like all other students, will comply with the rules established by the District, pursue the prescribed course of study, and submit to the authority of teachers and other staff members as required by policy and state law. *(Board Policy 3070)*

ADVISORY

The purpose of advisory is for the following:

- Leadership skills
- Social and Emotional Learning and Success (CORE Lessons, Sources of Strength)
- Class and organization meetings (FFA, NHS, Sports, Choir, etc.)
- Gear-up and college-readiness activities
- Assemblies, Awards, Presentations, Guest Speakers
- Additional Math or ELA interventions
- Mentoring time—Extra help with teachers (At-Risk)
- Homework time if nothing else is scheduled.

AFTER-SCHOOL ACTIVITIES GUIDELINES

A supervising adult must be present before practice/activity begins. **Students must be supervised for the duration of the activity. Students are representing our school, teachers, and community. Bobcat PRIDE expectations are in place:**

A. Show ***Positive Attitude*** during after-school activities by using quiet voices and appropriate language. We demonstrate good sportsmanship to both teams.
B. Show ***Respect and Responsibility*** during after-school activities by being in assigned areas and by being friendly to visiting teams and their fans. We follow posted procedures for after-school activities. We clean up after ourselves.
C. Show ***Integrity*** during after-school activities by being truthful with others. We only go where we are allowed.
D. Show ***Determination*** during after-school activities by doing our best. We encourage others to participate and never give up. Commit to attending all practices, scrimmages and games and preserve to the end of the season or event.
E. Show ***Everyone's Safe*** during after-school activities by protecting everyone's physical and emotional well-being.

ARRIVING/RELEASING STUDENTS FROM SCHOOL

Students who walk or provide their own transportation to school are asked not to arrive before 7:35 a.m. If a student must arrive prior to 7:35 a.m., please contact the Principal or teacher so that arrangements can be made.

If early dismissal is necessary for medical appointments, etc., please stop and sign in at the office. Your student will be called to the office to meet you. Students leaving during the school day are required to have permission from parents/guardians or be picked up by parent/guardian. Students entering/leaving the building during the day must sign in/out at the office.

ASSEMBLIES

School time may be allotted for assembly programs. Attendance of each student is required.

CAFETERIA/LUNCH GUIDELINES (PRIDE)

Students are expected to continue following the PRIDE Student Code of Conduct on the way to and from the cafeteria. Jr. High students are NOT allowed to ride to the cafeteria in a high schooler's vehicle (with the exception of a sibling), nor are Jr. High Students allowed to go anywhere except to the cafeteria. Students driving to the cafeteria for lunch must park in the designated area on the south side of the football field. Students should enter the lunchroom via the outside entrance. This year our district will be offering free breakfast and lunch to ALL students K-12.

MEAL PRICES: **ALL** Clark Co. Students K-12 1st Meal **FREE**

Guest Student or 2nd Breakfast	$3.10	Adult Breakfast	$3.10
Guest Student Lunch	$5.30	Adult Lunch	$5.30

CELL PHONES and ELECTRONICS

Cellular phones, electronic devices, etc. are to be used only before class, at passing (between classes), lunch-time, and after-school hours. Electronics (phones, earbuds, etc.) are **NOT** allowed to be used during class time, with the exception of the teacher's permission. Cell phones are not allowed in locker rooms or restrooms at any time (before, during, or after school) because of picture taking abilities. Cell phones are not allowed during detention or after school tutoring. All students using their own technology devices (laptops, cell phones, etc) for school purposes must complete a BYOT permission form signed by parent/guardian(s) and student(s). Devices must be turned off unless the student is directed to use them by the classroom teacher. *(Board Policy 3260, 3260F, 3265)*

Confiscated Electronics

***1st violation**, students will receive a warning. Items may be taken and returned at the end of class. The teacher will document using a SIR.*

***2nd violation**, cell phone, headsets, iPod, etc. may be retrieved from the office at the end of the day.*

***3rd violation**, a parent/guardian must retrieve cell phone, headsets, iPod, etc. from the office.*

***4th violation**, loss of privilege for the rest of the school year.*

Other Prohibited Materials

Any weapons, drugs, alcohol, gang, or pornographic material confiscated from a student will not be returned any time. Items depicting gangs, drugs, alcohol or tobacco, or sexual themes will be confiscated. Other objectionable garments may also be confiscated.

CLASS CHANGES

Students may make changes the first week of each semester. Arrangements for class changes must be approved by a School Counselor and/or principal.

COMMUNICATIONS

It is the intent of the District to keep students and parents informed of events and activities at school. Information coming home may be from individual classroom teachers or from the office announcing special events. The school district utilizes ParentSquare for communication of major events with parents. Events can also be found on the school website, the marquee by the city building, newsletters, and the Clark County Bobcats Facebook page.

Parents, staff and students are encouraged to schedule an appointment with the secretary to meet with the principal. Parents are welcome to call or visit school with questions or concerns. Student announcements occur first thing in the morning and at the beginning of Advisory. Students should listen carefully to these announcements.

A. Contacting your student's teacher
Parents, please keep in touch with your student's teacher. Teachers welcome communication with parents. Each teacher welcomes phone calls before or after school. You can also leave a message at the office or via e-mail (see website for teacher e-mail: www.clarkcountyschools161.org.) Appointments are highly encouraged for face-to-face meetings with teachers due to the importance of blocking adequate time to discuss your child. Please avoid "dropping in" during school hours.

B. Parent-Student-Teacher conferences Conference time is from 3-7 p.m. Parents **and** students are highly encouraged to attend. Report cards are available at the office prior to parent/student/teacher

conferences. Parents are also invited to contact teachers on an individual basis by making an appointment at a mutually convenient time.

C. **Progress reports/At-Risk List** *(see pg. 18-19).*
Progress reports *(At-Risk list)* will be available weekly to parents/guardians of students to report negative academic progress *(D's and F's).* A report that indicates a repeated failing grade will make the students ineligible for extra- curricular activities. Parents are expected to sign the report acknowledging they have seen the grade, and the student is to return it the following day.

D. **Parent Square texts**
Please make sure the office has your current cell phone number so you will receive the texts about school information and classroom assignments.

E. **Messages**
The office is willing to deliver messages to students but will only get students out of class in the event of an emergency**.**

DANCES

Only Clark Co. School students and guests are allowed. Guests need to be enrolled in a High School to attend and Clark County HS needs to be notified of the guest's name for attendance and safety purposes. All attendees (guests and CCHS students) must follow CCHS code of conduct (PRIDE). No one under the influence of alcohol or drugs will be allowed in the building, nor is drinking allowed in the building or on school property (including parking lots). There will be no smoking/vaping in the building or on school grounds. Certain dances may be held exclusively for Clark Co. School students and students/guests from outside may be excluded. Once students come to a dance, they may not leave and then return without prior permission from the advisor and then only under certain circumstances.

DISCIPLINE *(Board Policy 3340-3340P)*

When a student violates behavior expectations, SIRs *(Student Incident Reports, pg. 39),* are used as a form of communication with students and parents as well as to document and record incidents managed by the teacher in the classroom. SIRs are also used to refer major incidents or chronic disruptions to the administration. Some of the follow-up decisions made are:

- Time out (given a break, sensory accommodations)
- Conference with student (problem-solving, mediated student conversation)
- Instruction (Teach correct behavior, re-teach, behavior plan)
- Parent contact and/or conference
- Restitution (Apology, community service)
- Loss of privilege(s)
- ISS (In-School Suspension) or OSS (Out of School Suspension)

DRESS and PERSONAL APPEARANCE *(Board Policy 3255)*

Student attire impacts the teaching and learning environment. It can either promote a more effective educational environment, or it can disrupt the educational climate and process. Student attire that is acceptable for some social settings may not be acceptable for the educational environment of school. Shoes must be worn for health and safety reasons. The administration has the option of giving him/her temporary replacement clothing until school ends.

Students will be allowed to wear hats in the school building under the following guidelines: Worn in the appropriate manner, with teacher permission in the classroom, and must be removed during the pledge of allegiance, or at any time when asked by staff to do so. No hoods on sweatshirts (hoodies) or on other tops, may be worn on the head at any time in the school building.

When attending classes or participating in school related activities, students will **NOT** be allowed to wear the following:

**Clothing that advertises alcoholic beverages, tobacco, illegal drugs, or weapons; or displays obscene, immoral, or indecent pictures, slogans or statements*

**Underwear as outerwear*

**Clothing that reveals the midriff (when arms are raised no bare skin is exposed - tank tops may be worn underneath such tops)*

**Clothing that reveals underwear*
**Clothing that promotes gang activity or any criminal activity*
**Shorts and skirts shorter than a credit card (length wise) from the top of knee (leggings must be worn under shorter shorts, skirts, or pants with holes above credit-card length)*

1st violation: Warning and change of attire required (return home to change and incur a tardy **or** use school-issued clothing).

2nd violation: SIR and change of attire required (school-issued clothing will be provided and the student may return home to change during lunch period)

3rd violation: SIR (major) and conference with parents. (Friday school may also be assigned).

****For more details, refer to pg.26-28, Minor/Major Dress Code***

DRUG DOG POLICY *(Board Policy 3370, 3370P)*

The school board has adopted a policy for the Administration to elect to use specifically trained dogs to alert to the presence of controlled substances or other contraband. The use of a drug dog shall comply with district policy, procedure, and applicable law.

DRUG DOGS

The District reserves the right to use drug detection canines accompanied by law enforcement officials for purposes of exploratory sniffing of the outside of lockers, vehicles parked on school property, and any other areas of school property deemed appropriate. This activity will be carried out on a random or periodic basis and/or when reasonable suspicion exists. The specifically trained dogs will be present for the purpose of detecting controlled substances or other contraband in lockers, personal items, or vehicles on district property.

The search will not take place in the immediate physical proximity of students or non-administrative personnel. If a room, hallway, or area with general public access is to be searched all students and non-administrative personnel will be relocated to a different area. Only the trained dog handler will determine what constitutes an alert by the dog. A dog's alert constitutes reasonable suspicion for the Administration to search the lockers, personal items, or vehicles. A dog's alert also constitutes probable cause for any present law enforcement personnel to search the locker, personal item(s) or vehicles. Such a search by the Administration or law enforcement may be conducted without notice or consent, and without a search warrant. The following procedures will apply regarding the use of canine units:

1. Canines may be used without prior notification to students and/or school personnel;
2. Canine personnel may be called by the Superintendent, School Resource Officer, or designee;
3. In the event of a substantiated suspicion, the locker, vehicle or other area will be searched further;
4. Any unauthorized, illegal, or contraband materials discovered during the search will be removed and turned over to law enforcement. *(Board Policy 3370-3370P)*

EARLY DISMISSAL

In the event of a snowstorm or other emergency conditions that result in an early school closing, parents will be contacted via a Parent Square text and/or phone calls. Parents are encouraged to have a plan for children to follow when the school day is altered. A question for parents to ask themselves is, "Will the children be able to get into our house if I am not home?" Be sure to update emergency information and contacts at the office.

The District does not initiate an early dismissal unless there is a serious danger or situation at school or it is anticipated that the buses will be unable to get children home safely at the usual dismissal time.

FIRE AND LOCK-DOWN DRILLS *(Board Policy 8320)*

Fire drills will be conducted on a monthly basis to prepare occupants for quick evacuation of the building. If the fire alarm sounds, please follow these procedures:

1. Close doors and windows.
2. Move rapidly but in controlled order to an assigned exit.
3. First people out of the exit doors will hold them open.
4. Move away from building *(50 ft.)* until all cleared signal.
5. Stand facing away from the building in case of explosion/flying glass, etc.

Exit routes are provided in each classroom. Teachers will go over these expectations with students. Anyone creating a false alarm will be referred to the civil authorities and prosecuted under Idaho law; students may be suspended or expelled from school.
Lock-Down drills will be conducted as scheduled by the administration. If you have any questions or concerns, please contact the office (208-374-5215).

FUNDRAISING ACTIVITIES

Most of the activities, clubs, organizations, and classes conduct fund-raising activities during the school year. These must be approved in advance by the administration, and all funds collected are dispersed to the Student Body Fund according to established financial guidelines. Money needs to be turned into the office the day following the fundraiser. Students collecting money for school organizations must turn in the money to the faculty advisor/sponsor. Fundraisers need to be planned well in advance, approved, and calendared—ideally scheduling only two (2) fundraisers per month. *(Board Policy 3420)*

HARASSMENT/BULLYING/HAZING

The Clark County School District shall maintain and ensure an environment free of harassment, bullying and/or intimidation. Harassment, bullying and hazing are not acceptable behaviors and will not be tolerated. These behaviors are punishable by law.
Harassment and/or bullying is defined as: repeated and unwelcome physical, verbal, or psychological behaviors directed toward another person. Hazing is the practice of a student or a group of students subjecting other students to abusive language, tasks, tricks, punching, etc. These behaviors substantially interfere with student performance and create an intimidating, hostile, or offensive school environment. Anyone who believes that he/she is being or has witnessed another person being subjected to harassment, bullying or hazing should report this behavior to the Principal or designee. There will be an immediate investigation and appropriate measures will be taken. *(Board Policy 3295, 3295F, 3295P)*

HEALTH AND WELLNESS POLICY

If a student is injured or becomes ill (fever, vomiting, diarrhea, rash, or too ill to be at school), efforts will be made to notify the parents. If parents cannot be reached, then the persons who have been designated to be called in an emergency will be notified. Please advise the school of any changes in telephone number, places of work, or emergency contacts.

Illness or Injury

In the event of serious illness or injury, the Clark County paramedics may be notified to assess the student's condition and transport to the emergency room if they determine it is necessary. Every effort will be made to contact the parent who may then meet the student at the emergency room or at school. It is the parent's responsibility to pay for the medical services including transportation to the emergency room. If your student has a chronic or acute condition, please contact the school.

Medications *(Prescription and Over-the-Counter)*

Any medication taken by students needs to be stored and dispensed in the office. A written release needs to be on file with the school administration office indicating the following:

1. Name of medication.
2. Doctor's name.
3. Reason for taking and length of time.
4. Parent's signature. *(Board Policy 3510-3510 F2)*

Immunizations

In accordance with Idaho Code 39-4801, the school district requires parents to submit a copy of their child's immunization status to the school office. The law states that every student will be properly immunized for the health of the student, school, and the community. Exemptions for religious, personal, or medical reasons can be made; forms are available in the school office. If an outbreak of a contagious disease occurs, students not immunized will be excluded from school attendance. *(Board Policy 3500)*

Automated External Defibrillator (AED) An AED has been placed between the concession stands and the maintenance office. It is clearly marked with an AED sign. The AED is an alarmed cabinet. When the

cabinet door opens, a loud alarm will sound. This alerts everyone that there is a potential emergency. *(Board Policy 8310)*
A number of staff members, as well as students, have been trained to assist with an emergency during regular school hours. Do not hesitate to use the equipment if you have had proper training. After school hours, call 9-1-1 in case of an emergency.

EMERGENCY CONTACTS
It may be necessary for the school to contact you throughout the year. It is important that the office has updated Emergency Contact information with a working phone number including an emergency contact person in case you are unavailable. Promptly submit any changes to the school secretary.

INTERNET ACCESS
Students are granted access to the Internet automatically. If a parent does not want their child to access the Internet, they can opt out from Internet access on the form located at the end of this handbook entitled: Student Opt-Out Form for Network Resources. The Technology Use Policy Agreement is located at the beginning of this handbook and also at registration (high school office). Internet access is a privilege and abuse will result in disciplinary action. *(See page 4)*

LACK OF DILIGENCE
A lack of diligence is defined as an accumulation of behaviors that indicates the student does not want to attend school or participate in the learning process.
Behaviors include, but are not limited to any of the following:

- excessive absences or tardiness;
- lack of cooperation in class;
- rude or discourteous behavior;
- continual lack of preparation for class (i.e. assignments, materials, paper, pencils, etc.)

Upon receiving excessive absences from a student within the compulsory attendance age (7 – 16), the board shall contact the prosecuting attorney and request that a petition be filed against the parents. Additionally, if a student consistently displays a lack of diligence and that lack of diligence disrupts the school's instructional effectiveness or the discipline of the school or whose presence in a public school compromises the safety of others, the student may be suspended/recommended for expulsion to the Board of Trustees.

LOCKERS
The District, for the convenience of the student, provides a student locker. It is the student's responsibility to keep said locker clean and clutter free. Students are advised not to jam their lockers in any way. Personal belongings and materials for classes should be kept in lockers. The locker assigned to a student is the property of the Clark Co. School District. The School District does not relinquish control of these lockers at any time. If a student chooses NOT to lock the assigned locker or shares the combination with classmates, the likelihood that items in the lockers will remain undisturbed is greatly reduced.
School authorities, for any reason, may conduct periodic general inspections of lockers. These inspections may happen at any time, without notice, without student consent, and without a search warrant. Any unauthorized, illegal, or contraband materials discovered during the search, will be removed and turned over to local law enforcement.

MOMENT OF SILENCE
One minute of silence at or near the beginning of each school day will be observed in accordance to Idaho Code 33-1639. During this minute, students may sit quietly, reflect, meditate, pray or engage in any silent activity that is consistent with school rules and District policy, provided it does not distract from or interfere with other students. The District encourages parents and guardians to discuss with their child how they may choose to use this minute for quiet reflection or another appropriate silent activity.

NATIONAL HONOR SOCIETY (HIGH SCHOOL)
The National Honor Society is a selected group of students for grades 11th or 12th. To be selected, a student must have a grade point average of 3.5 on a 4.0 scale, be exemplary in service to the school and community, exercise leadership in the school, and show positive behavior and good character. Being selected to the National Honor Society is one of the highest awards a student can achieve in his/her high school career.

PARENTAL PERMISSION. Students are recognized publicly for the wonderful things they do. In reporting these events, the District needs parent permission to be able to release the following information: student name, parent name, dates of attendance, previous school, activities or organizations and photos/videos. No other information would be released without written permission. Permission papers will be available at registration. A parent not wanting such information released must make such a request in writing to the principal by the second Thursday in September. This permission is valid for the current school year only.

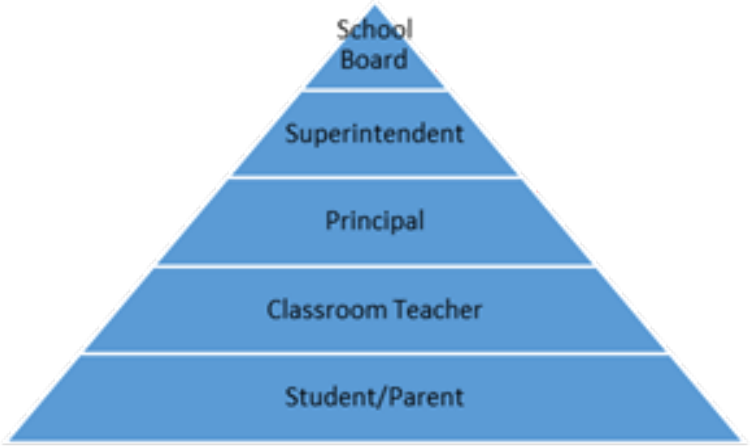
PASSING TIME/HALLWAYS

Students are expected to demonstrate courteous behavior and proper language in halls at all times. This includes passing times between classes, trips to lockers, office, other classrooms, locker rooms, and restrooms. Classroom teachers will control students leaving and entering their classrooms.

PHYSICALS Students participating in athletics must have a physical every other year and/or their 6th, 8th, 9th and 11th grade years.

PROBLEMS/CONCERNS/QUESTIONS

If you have a question, or a problem that concerns you, the best thing to do is talk to the teacher closest to the situation. If the issue deals with grades, transportation, another student, coach, teacher, bus driver, or any other situation, it's best to talk with the person(s) directly involved. If a problem, concern or question persists, the next step is to talk with an administrator. Principals deal with student attendance, transportation, discipline, and activities. If at any time you are not satisfied with the resolution of a problem, you may contact the Superintendent. The School Board is the final authority in dealing with appeals for policy issues—a formal appeal process is available at the office. See the chain of command pyramid below:



RESTROOM EXPECTATIONS

Students are to use the restroom during the passing time between classes. Teachers control the students exiting or entering the classroom. Students must obtain permission from the classroom teacher to leave the classroom for any reason. Parents are to provide documentation for any medical conditions that require special privileges for restroom use.

BELL SCHEDULE

SCHEDULES

JUNIOR HIGH		HIGH SCHOOL
8:00 am— 8:55 am	1st period	8:00 am— 8:55 am
8:59 am— 9:54 am	2nd period	8:59 am— 9:54 am
9:54 am—10:30 am	Advisory	9:54 am—10:29 am
10:33 am—11:28 am	3rd period	10:33 am—11:28 am
11:28 am—12:03 pm	**Jr. Sr High lunch**	11:28 am—12:03 pm
12:08 pm— 1:03 pm	4th period	12:08 pm— 1:03 pm
1:07 pm— 2:02 pm	5th period	1:07 pm— 2:02 pm
2:06 pm— 3:01 pm	6th period	2:06 pm— 3:01 pm
3:05 pm— 4:00 pm	7th period	3:05 pm— 4:00 pm

STUDENT COUNCIL (ASB) and CLASS OFFICERS

Associated Student Body (ASB)

The purpose of the Student Council is to give experience in leadership, to coordinate student activities, and to act in any capacity where the student body as a whole may be represented. It serves as an intermediary with the school administration, is a means of reflecting student opinion, and gives the student some measure of determination in matters delegated to them by school authorities.
Students who want to run for an office must file candidate papers. Papers are to be signed by at least 10% of the class members. Members of the council are to be elected by their peers. Meetings will be held at the discretion of the council with advisor approval. *(Board Policy 3230)*

CLASS OFFICERS

The various classes may elect class officers soon after school resumes in the fall *(if elections were not held the previous spring)*. Students who want to run for an office must file candidate papers. Class officers include president, vice-president, secretary and treasurer. The Class President will represent his/her class on the Student Council.

STUDENT PARKING (HIGH SCHOOL)

Students who drive to school must park in designated student parking. Please park on the west side of the school (off of Oakley St.) or in the designated area along Center street north of the school. NO parking on the north side of 2nd South (across from the front—north side of the school). The six (6) parking spots by the front entrance are for staff and visitors. *(Board Policy 3450)*

TELEPHONE

All staff members have phones in their classroom or office. The phones in the classrooms may be used by students with the permission of the staff member. The phone in the office may be used with permission from the Secretary or Administrator for legitimate reasons only. Personal electronic devices are NOT to be used during the school day for personal phone calls.

TEXTBOOKS AND LIBRARY BOOKS

Library books and textbooks are valuable and expensive. Books are to be checked out of the library and returned each week to allow for circulation. Assessments will be made for damaged or lost library books. Classroom textbooks are issued to students. Students are responsible for the care and return of books and library holdings. Assessments for damaged or lost books and textbooks must be paid before another book is issued. *(Board Policy 3440)*

TRANSPORTATION (BUS)

Students participating in school athletics and school activities must use the mode of transportation provided by the District. A student's parent/ guardian may transport their student if they leave a signed note with the office in advance of the activity. *(Board Policy 8105)*

BUS TRANSPORTATION *(Board Policy 8140)*

It is important to read and discuss the following Bus Transportation guidelines with your children. Students are expected to follow PRIDE expectations and behave in a respectful manner while on the bus or at bus stops. Students who choose not to behave stand to lose the privilege of riding the bus. The parent/guardian will then be responsible for transporting the students to/from school. Parents will be notified in advance of such exclusion. Regulations will be enforced.
Students that ride the bus are expected to ride the bus in the morning and afternoon. If other arrangements are to be made, please call the school office or send the child's teacher a written request signed by the parent. Emergency communications with the District's two buses is possible by two-way radio from the High School office.

VISITORS and PARENTS

Visitors and parents are required to check in at the office upon entering and exiting the building (sign in on the log book and wear a visitor's pass). For security reasons, and in case of an emergency, it is important for the Principal and others to know who is in school, and the purpose of the visit. *(Board Policy 4140)*

STUDENT BEHAVIOR EXPECTATIONS

Behavioral expectations for students are essential to accomplishing the goal of quality education. Two areas of concern are:

1) **Behaviors disrupting the learning environment so that others cannot learn** AND

2) **Acts that endanger the safety or well-being of the student or other students, whether in the classroom or going to/from school.**

It is the responsibility of school personnel to develop and maintain a learning environment, which reflects good decision-making, respectful attitudes, and high levels of achievement.

If a student or group of students' behavior or misconduct disrupts the teaching process, other students are denied the right to learn. Therefore, no student has the right to interfere with another student's learning, interfere with a teacher's instruction, or interfere with a safe and healthy environment.

The majority of children follow rules and directions from school staff. However, the disruptive conduct of some pupils makes it necessary to establish standards of behavior and disciplinary procedures. School personnel are responsible for using preventive, and when necessary corrective discipline action to increase positive choices from students. Parents are to be aware of children's activities, performance, and behavior in school and are to cooperate and work with the school to prevent, or correct problems. *(Board Policy 3330)* *(See pg. 7, PBIS Introduction)*

Positive Attitude = participating actively with a friendly demeanor.

Respectful and Responsible = treating people the way you would like to be treated and following school expectations

Integrity = being honest and upright at all times

Determination = accomplishing your goals, not giving up, and demonstrating commitment

Everyone's Safe = everyone supports the achievement and well-being of others

STUDENT INCIDENT REPORTS (SIRs)

A SIR is a way to communicate and document behaviors with parents, teachers, students, and administration. When a student does not follow the expectations, he/she may receive a Student Incident Report (SIR). This form is aligned with the District Discipline Code and divides infractions into MINORS and MAJORS.

Our goal is to teach children expected behaviors, so that all children can learn and work in a school that is safe, fun, free from distraction, and allows all students to reach their maximum learning potential. Students and staff have contributed to describe what behaviors are expected at certain places in the school (or at all times), and what that behavior might look like.

Using our Bobcat PRIDE expectations, the following matrix has been created:

	At All Times	Classroom
Positive Attitude	*Follow cell phone policies. *Use appropriate language. *Never give up. *Use common sense.	*Actively participate. *Offer to help.
Respectful and Responsible	*Follow directions. *Keep noise levels at an acceptable volume. *Clean up after yourselves and others if necessary. *Be considerate of yours and others personal space.	*Raise your hand. *Politely state your opinion. *Take turns speaking and listening. *Complete assignments on time.
Integrity	*Follow technology policies. *Own up to what you do. *Dress appropriately for school.	*Submit original work. *Give credit where credit is due.
Determination	*Listen to adults and try to understand.	*Be to class on time. *Be prepared for class.
Everyone's Safe	*Keep your hands and feet to yourself. *Be where you are supposed to be. *Report any and all problems.	*Protect others' physical and emotional well-being.

	Cafeteria	Bathrooms
Positive Attitude	*Be kind to lunch monitors and classmates. *Invite others to sit with you. *Sit and talk with new kids.	
Respectful and Responsible	*Exhibit good table manners. *Remember to say please and thank you.	*Do your business and leave. *Flush the toilet. *Wash hands.
Integrity	*Enter and take the next place in line.	*Have permission to leave class. *Respect the privacy of others.
Determination	*Enter through the assigned lunchroom door.	*Leave the classroom only when necessary.
Everyone's Safe	*Wait in line for your turn. *Clean up after yourself and notify someone of any spills.	

	School Grounds	Buses
Positive Attitude	*Be patient and courteous when driving. *Use your signals when driving.	*Greet and thank the bus driver. *Enter and exit in an orderly fashion. *Help carry gear.
Respectful and Responsible	*Respect others' property. * Keep grounds clean.	*Stay seated while the bus is moving. *Wait in line. *Share seats.
Integrity	*Park appropriately in designated areas. *Obey traffic and school rules. *Leave school grounds after dismissal or signing out.	*What you bring on to the bus, you take off of the bus.
Determination	*Obey fire drill procedures.	*Listen to the bus driver. *Follow bus driver's rules.
Everyone's Safe	*Use equipment correctly.	*Keep phones below seat- level. *Keep your body and belongings inside the bus. *Keep aisles clear. *Use ear buds.

	Assemblies/Extracurricular Activities	Hallways
Positive Attitude	*Be polite and positive. *Be ready to participate.	*Be friendly and supportive in the hallways. *Be quiet in hallways while students are in class.
Respectful and Responsible	*Listen and learn from the presentation. *Respond appropriately.	*Use your own locker.
Integrity	*Be a positive role model.	*Keep track of your belongings and keep them in their appropriate place.
Determination	*Enter and exit quietly.	*Go straight to your destination. *Be ready with materials for the next class.
Everyone's Safe	*Stay with your group.	*Walk on the right when halls are crowded.

PBIS MINOR/MAJOR BEHAVIOR INFORMATION

Note: Repeated Minor Behaviors will be treated as **Major Behaviors.**

	MINOR: (Teacher Managed)
Lying/ Cheating	Lying/cheating Dishonesty Copying others work Exaggerations (White lies) Omissions
Disrespect	Not working/unfinished work Not participating in group work Making faces/rolling eyes Arguing/defiance-inappropriate response to teacher request Uncooperative behavior Talking back Leaving assigned area Minor object stealing
Disruption	Making inappropriate noises or noises at inappropriate times Constant talking Yelling out or blurting Disruption during instruction Throwing objects Out of seat Not listening or not following directions Tardy to class or leave early
Dress Code	Shoulder straps must be at least 3 in wide Skirts, dresses, shorts must be no higher than 3 in above the knee Leggings must be worn with tunic tops Low-cut top Exposed midriff/waistline Holes in jeans above mid-thigh/shirts Overly suggestive or violent clothing
Inappropriate Language	Negative talk Name calling or teasing Verbal argument/disagreement Impolite talk/talking back includes swearing Dishonesty/lying Peer conflict (balance of power) Mean comments that hurt feelings
Property Damage/ Misuse	Defacing books, pencils, pens, crayons, supplies, PE equipment Minor vandalism (such as writing on desk or other's property) Stealing minor items Graffiti

Physical Contact	Bumping into another person Play hitting/horseplay Touching someone else/poking Pushing/shoving Tripping Reckless physical behavior such as: play hitting/horseplay/flicking/pinching/ teasing-messing around intent
Technology Violation	Texting at inappropriate times Cell phone on during class/ringtone audible Earbuds in at inappropriate times Cell phone out when not authorized Off task computer behavior On website without permission

	<u>MAJOR</u> (Office Managed)
Disrespect	Blatant or excessive non-compliance or defiance "F-you", flipping off, etc. Repetitive minor incidents that normal classroom consequences are not addressing Leaving campus/hiding from staff Forgery Theft of major objects or pattern of minor stealing that is ongoing
Disruption	Screaming/yelling excessively Teacher cannot teach and/or Students cannot learn Out of control behavior in the extreme Throwing objects with the intent to cause harm Excessive pattern of absence, tardy or truancy
Dress Code	Gang related apparel Drug or alcohol related apparel Ongoing pattern of Dress Code violations
Inappropriate Language	Blatant or excessive swearing Offensive/harassing language Excessively vulgar language Severe verbal threats against anyone Gang harassment Harassment (racial, sexual, religious, gender, ability, sexuality, identity) Intimidation (imbalance of power)
Property Damage/ Misuse	Excessive defacing of peer/teacher/school property Vandalism (breakage, spray paint or permanent damage Use of combustibles (firecrackers, snaps, etc.) Stealing major items from peers/adults Pushing over furniture Setting fires
Lying/ Cheating	Repeated Violation of: Plagiarism (includes copying homework from another student) Taking Test for other students Using prohibited materials
Technology Violation	Refuses to give tech equipment to the staff member Accessing "off limit" and inappropriate websites on school computer Harassment type messages on school tech equipment
Physical Contact	Fighting Loss of control out of anger Hitting and/or punching with intent to harm Physical intimidation Spitting/scratching/biting with intent to harm-anger related Sexual misconduct Physical aggression/assault Repeated minor physical contact/aggression
Other ***Specify in brief note**	Bomb threat Alcohol/drug/tobacco/vaping products possession Possession of weapons Repeated "minor offenses" in any category listed

APPEAL POLICY

Only students facing an out-of-school suspension (OSS) may request an appeal hearing before the Superintendent with the parents attending if he/she desires.

1. The student must present a written request of appeal to the Principal within one (1) school day of the assignment of the suspension;
2. Only appeals that legitimately challenge the facts of the situation will be considered. Frivolous appeals will be denied;
3. The exclusion from school and activities will continue unless the principal waives this requirement. The principal has the discretion to continue or not continue the suspension pending any appeal;
4. If the person appealing is dissatisfied with the decision of the Superintendent, he/she may present a written request for an appeal hearing to the school board. This written request for an appeal hearing to the school board must be received within two (2) school business days after receiving the decision from the Superintendent. The request must state the reason(s) for the appeal. Only appeals that legitimately challenge the facts of the situation will be considered. Frivolous appeals will be denied.

SCHOOL COUNSELING PROGRAM

PHILOSOPHY OF SCHOOL COUNSELING PROGRAM

The school counselor of Clark County School District # 161 believes that all students:

*have the ability to achieve academically, socially, personally, and in careers.
* are shown dignity and support and can maximize her/his potential.
*have equal access to school counseling program.
*have their needs, learning styles, abilities, goals, and interests considered when developing and implementing the school counseling program.

School Counseling Program:

*is available to every student and is age appropriate.
*will be administered by a certified professional school counselor.
*will be developmental.
*selects measurable student competencies based on need.
*is preventative and responsive.
*has a delivery system that includes school guidance curriculum, individual planning, responsive services and system support.
*includes a plan for intentional guidance for under-served students.
*monitors student progress .
*seeks improvement each year based on data.
*will utilize community resources.

Counselor will:

*abide by the American School Counselor Association (ASCA) Ethical Standards for School Counselors.
*continually participate in professional development activities essential to maintaining a quality school counseling program.
*collaborate with school professionals.
*actively involve school personnel to monitor students' results.
*be evaluated by a counseling supervisor.
*use data to drive counseling program development and evaluation.
*use every opportunity to discuss academic, career, and personal/social development. *(Board Policy 2300)*

Title 1 Program

The Title 1 program is a federally funded program to meet the needs of children who qualify based on teacher referral based on classroom assessments and parent interviews. Automatic eligibility includes students who attended programs by Head Start or Even Start, Early Reading First, Title 1 Pre-school, Migrant education, or who are homeless or living in a facility for delinquent or neglected children.

Federal law requires that school districts receiving Title 1 funds notify parents of each student attending any school receiving these funds that information regarding the professional qualifications of their child's classroom teach(s) may be requested.

As a parent of a student attending Lindy Ross Elementary School or Clark County Jr. Sr. High School, which receives federal program funds, you have the right to know:

- Is my child's teacher licensed to teach the grades and subject(s) assigned?
- Is my child's teacher teaching with a provisional license meaning the state has waived requirements for my child's teacher?
- What is the college major of my child's teacher?
- What degree or degrees does my child's teacher hold?
- If there are instructional aides working with my child, what are their qualifications?
- If my child is or will be taught for 4 or more consecutive weeks this year by a teacher who is not highly qualified, will I be notified in a timely manner?

To request the state qualifications for your child's teacher(s) or instructional aide(s), please contact the district office at 208-374-5215.

Required Annual Notices

Parents/Guardians are required to be informed of the following policies, procedures and forms. These can be found on the District Website under Parent Resources at https://www.clarkcountyschools161.org/

2140, 2140F	Student and Family Privacy Rights
2425	Parental Rights
3280	Equal Education, Nondiscrimination, and Sex Equity
3295P	Hazing, Harassment, Intimidation, Bullying, and Cyber Bullying
3320	Substance and Alcohol Abuse
3330	Student Discipline
3335	Academic Honesty
3500	Student Health/Physical Screenings/Examinations
3570F1	Student Records
3575	Student Data Privacy and Security
4160	Parent Right-to-Know Notices
5120	Equal Employment Opportunity and Non-Discrimination
5265	Employee Responsibilities Regarding Student Harassment, Intimidation, and Bullying
8200	Local School Wellness
8245	Unpaid School Meal Charges