

**Clark County Schools**  
**2015-2016**  
**Student Planner/Handbook**

**Home of the Bobcats**

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This planner belongs to:

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone \_\_\_\_\_

## CLARK COUNTY MIDDLE/HIGH SCHOOL

THIS PAGE MUST BE COMPLETED BY ALL STUDENTS

### STATEMENT OF STUDENT RESPONSIBILITY

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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.
2. Be to class on time.
3. Behave in an appropriate manner at all times.
4. Satisfactorily complete (50 credits class of 2016 and beyond) for graduation.
5. Satisfactorily complete all course requirements of Clark County School District #161.
6. Not use or possess drugs, alcohol, or tobacco at any school activity or on school property.
7. Read and comply with the Student Conduct

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 AND LEAVE IT IN THIS BOOKLET. THERE IS AN IDENTICAL FORM IN YOUR REGISTRATION MATERIALS TO BE TURNED IN WHEN YOU REGISTER. PLEASE NOTICE THAT YOUR PARENT'S SIGNATURE IS ALSO REQUIRED.**

\_\_\_\_\_  
Parent/Guardian signature (required)

\_\_\_\_\_  
Student signature (required)

\_\_\_\_\_  
Grade

\_\_\_\_\_  
Date

## TECHNOLOGY USE POLICY

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### Two Steps to Using technology:

1. Students must read the following rules and sign below.
2. A parent or guardian must also read and sign this form.

### Rules and Regulations

- The Internet/computer is to be used as a research and learning tool only. Using the Internet/computer for any other reason is deemed a violation of this policy.
- Students may not use the Internet without being supervised by an adult staff member.
- Students must gain teacher permission to print more than two pages of material.
- Students must not download any games or programs of any kind on school equipment.
- Students must follow the directions of the adult in charge.
- Students are **never allowed** to use chat rooms at school at any time.
- Students are **not allowed to use cell phones** or other electronic devices for personal use during class time. Violation of this rule may result in confiscation of your phone.

1<sup>st</sup> violation, students will receive a warning. The teacher giving the warning will sign this policy. 2<sup>nd</sup> violation, Internet/computer privileges will be lost for a month. 3<sup>rd</sup> violation will result in Internet/computer privileges lost for the remainder of the school year.

I agree to the Technology rules.

\_\_\_\_\_  
(Student signature)

My son/daughter may use the Internet.      \_\_\_\_\_Yes      \_\_\_\_\_ No

\_\_\_\_\_  
(Parent signature)

1<sup>st</sup> Warning: \_\_\_\_\_  
(Signature of Technology Coordinator or Teacher)

2<sup>nd</sup> Warning: \_\_\_\_\_  
(Signature of Technology Coordinator or Teacher)

3<sup>rd</sup> Violation:      The Technology Coordinator will remove the student's user name and password from the server.

## Clark County 2015-2016 Planner/Handbook

### Board of Trustees

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Gear Up Idaho Grant Coordinator

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Paula Gordon, Title 1 Teacher/  
21<sup>st</sup> Century Coordinator

#### Support Staff

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Ginger Ward, Title I Aide  
Susie Shifflett, Technology Coordinator  
Margarita Garcia, Custodian  
Silveria Chavez, Custodian  
Maria Cano, Custodian  
Jennifer Ruiz, Instructional Aide

Jenna Vadnais, LR Library  
Jerry Costner, PSR/Spec Ed  
Bill Locascio, Maintenance  
Suzanne Price, Supervisor,  
Head Cook  
Robin Robinett, Assistant Cook  
Rosa Lopez, Special Ed Aide

Micheal Collins, PSR/Spec Ed

#### Transportation

Dan Lantis, Transp. Dir.  
Sheree Farr, Spencer Route

Connie Barg, Medicine Lodge Rt.  
Brad Eddins, Transp. Maint.

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## **Trustee Scholarship**

All students are eligible to earn the trustee scholarship of \$75.00 per semester beginning in the 7<sup>th</sup> 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**

The work habits' grade is based on employment expectations. (1) The student is on time to class. The student is ready to start work when the bell rings. (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 is prepared and organized. The student brings the appropriate materials to class. (4) The student displays good attitude and behavior. He/she conducts himself/herself in an appropriate manner. (5) The student is able to work with the teacher and other students productively. Work Habits are scored on a rubric of 0 - 10. If the total is below 40, the student will not earn the scholarship.

### **Discipline Referrals**

The student shall have no Level II or III discipline referrals which includes being removed from 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 the full senior year prior to graduation and shall graduate from Clark County High School.

## **MISSION**

Achieving Excellence through Education

## **VISION**

The vision of Clark County, in conjunction with the Clark County School District, is to provide a safe, supportive environment which enables each student to acquire the knowledge, skills and values necessary to a lifelong learner and to become a responsible, contributing member of our changing society.

## **SCHOOL BELIEFS**

### **STUDENT LEARNING**

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- Students learn in different ways and should be provided with a variety of instructional approaches and assessments to support their learning.
- 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.
- All students can learn.
- Students need to not only 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 confident, self-directed, and lifelong learners.
- Students learn to make appropriate decisions given a supportive and challenging learning environment.
- Challenging expectations increase individual student performance.
- A safe and physically comfortable environment promotes student learning.

### **SCHOOL AND COMMUNITY**

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- A student's self-esteem is enhanced by positive relationships and mutual respect among and between students and staff.
- Teachers, administrators, 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.

#### **DIVERSITY**

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- 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.

## **DISCIPLINE**

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Students are expected to use good judgment in their actions and activities when attending school and school functions. Students are charged with the responsibility of good conduct while on school property or while participating in any school activity.

### **MINOR OFFENSES - LEVEL 1**

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1. **NONCONFORMITY TO DRESS CODE**
  2. **MINOR DISRUPTION ON A SCHOOL BUS**
  3. **INAPPROPRIATE PUBLIC DISPLAY OF AFFECTION**  
Holding hands is acceptable. Kissing of any kind, body contact, hands on another person's body, sitting on laps, cuddling, etc., is not acceptable in school.
  4. **UNAUTHORIZED ABSENCE FROM CLASS OR SCHOOL**  
See Attendance Policy
  5. **LASER POINTER**  
Laser pointers are not allowed in school and will be confiscated.
  6. **NO FOOD OR DRINKS IN CLASSROOMS UNLESS AUTHORIZED BY THE TEACHER.**
  7. **LEAVING BOOKS AND MATERIALS IN THE HALL**
  8. **ANY OTHER VIOLATION THAT THE ADMINISTRATOR REASONABLY DEEMS TO FALL WITHIN THIS CATEGORY.**
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### **LEVEL I DISCIPLINARY ACTIONS**

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<b>First Offense</b>	Will result in an in-school conference and parental contact when warranted. Specific circumstances may warrant disciplinary action outlined under other disciplinary levels.
<b>Subsequent Offenses</b>	May result in in-school disciplinary action such as detention or in-school suspension. (Note: Circumstances may make consequences more flexible or more stringent.)

## INTERMEDIATE OFFENSES - LEVEL II

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1. **CHEATING/PLAGIARISM**  
A student caught cheating/plagiarizing on any class work will receive a "zero" for that assignment, as well as a disciplinary referral. All students must strive to protect their assignments, computer discs, and files in order to keep them private and not accessible to others.
2. **INTENTIONALLY PROVIDING FALSE INFORMATION TO A SCHOOL DISTRICT EMPLOYEE**  
Deceit is the act of lying, forgery, or any other form of dishonesty by a student.
3. **USING PROFANE OR OBSCENE LANGUAGE, CONDUCT, AND/OR GESTURES**  
Objectionable or obscene literary or pictorial materials are not allowed. This includes garments such as a T-shirts or caps that display or advertise alcohol, tobacco, sexual themes, drugs, or profanity.
4. **GANG ACTIVITY AND SYMBOLS**
5. **EXCESSIVE TARDINESS**  
Repeatedly reporting late to school or class. After the third tardy, students will be given a written referral and receive disciplinary actions as specified.
6. **EXCESSIVE DISTRACTION OF OTHER STUDENTS**  
Any behavior that disrupts the orderly educational process in the classroom or other school functions.
7. **HARRASSMENT IS PROHIBITED**  
Name-calling, put downs, teasing, etc.
8. **STUDENTS' DEFIANCE OF AUTHORITY**  
Any verbal or non-verbal refusal to comply with a lawful direction from a faculty, staff, or volunteer worker.
9. **POSSESSION AND/OR USE OF TOBACCO PRODUCTS OR PARAPHERNALIA**  
Possession on the person, in the locker, in a desk, or in other effects of the student is prohibited.
10. **PETTY THEFT**  
The unlawful taking or concealing of property valued at less than \$100.
11. **POSSESSION OF STOLEN PROPERTY**

12. **TRESSPASSING**  
Willfully entering or remaining in any structure, conveyance, or property without being authorized, licensed, or invited; or having been warned by an authorized person to depart and refusing to do so.
13. **VANDALISM**  
Intentional action resulting in injury or damages of less than \$100 to public property or the personal property of another.
14. **FIGHTING**  
Any physical conflict between two or more individuals including causing, attempting to cause, or threatening to cause physical injury to another person.
- Fighting will not be tolerated under any circumstances. Students who fight may be suspended for not less than three and up to five days. Students who continue to get into fights may be referred for expulsion. Students who either encourage a fight to continue or incite a fight through teasing, harassing, or intimidating another student are subject to the same suspension as those who are actually fighting. Police may be contacted which may result in citations being issued (i.e. for assault and battery, disturbing the peace, etc.). Students are encouraged to utilize the counseling, administrative, or teaching staff to help resolve differences that may lead to a fight.
15. **POSSESSION AND/OR IGNITING OF FIREWORKS**
16. **THREATS, EXTORTION**  
Malicious written or verbal threat of injury to the person, property, or reputation of another, with the intent to extort money or any monetary advantage whatsoever, or with intent to compel the person threatened, or any other person, to do any act or refrain from doing any act against his/her will.
17. **RACIAL/ETHNIC/SEXUAL HARASSMENT POLICY**  
State law and Clark County School District board policy prohibit any form of racial or ethnic harassment by any student which is meant to demean, degrade, embarrass or

cause humiliation to any student or staff member. Any student found to be in violation of this policy will be suspended. It is the policy of Clark County School District #161 to maintain learning and working environment that is free from sexual harassment. It shall be a violation of this policy for any student to harass a staff member or another student through conduct or communications of a sexual nature. Sexual Harassment shall be defined as conduct involving any unwelcome sexual advances or request for sexual favors or comments or innuendoes of a sexual nature.

18. **INCITING TO RIOT OR UNAPPROVED ASSEMBLY**
19. **ANY OTHER VIOLATION THAT THE ADMINISTRATION REASONABLY DEEMS TO FALL WITHIN THIS CATEGORY**

#### **LEVEL II DISCIPLINARY ACTIONS**

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<b>First Offense</b>	Parental contact and suspension and/or detention before or after school and/or required attendance at Friday School and/or suspension for 3-5 days. That student will reimburse any school properties damaged or destroyed by student to the school.
<b>Subsequent</b>	Required attendance at additional Friday School, or Suspension for 5-10 days. Special circumstances may warrant a recommendation for expulsion. That student will reimburse any monetary loss the school incurred by the actions of the student. (Note: Circumstances may make consequences more flexible or more stringent.)

*The following non-inclusive list of items will not be tolerated and may result in suspension and/or expulsion from school, a parent conference, and/or police intervention:*

#### **MAJOR OFFENSES - LEVEL III**

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1. **BATTERY**  
Intentionally causing bodily harm or the use of a weapon.
2. **ASSAULT OF STUDENT**  
The intentional unlawful threat by word or act to do violence to another student combined with an apparent

ability to do so, or doing an act which creates fear in a person that such violence is imminent

3. **ASSAULT OR BATTERY ON SCHOOL DISTRICT EMPLOYEES** The intentional, unlawful threat by work or act to do violence to the person of an employee, coupled with an apparent ability to do so, and the doing of some act that creates a well-informed fear in such person that violence is imminent.

4. **POSSESSION OF AND/OR DISCHARGING ANY FIREARM, SUCH AS PISTOL, RIFLE, SHOTGUN, AIR GUN OR ANY SUCH DEVICE. THERE WILL BE ZERO TOLERANCE FOR GUNS OR WEAPONS ON SCHOOL PROPERTY**

Use or possession of weapons that pose a threat or potential threat to students or staff such as knives (Including all pocket knives) or guns.

**WEAPONS**

Weapons are defined as any device, which may be used to cause either temporary or permanent harm to a person or property. Such a device may also include those items that appear to be weapons, but are in fact toys or look-alikes. Weapons of any kind or device are not allowed on school grounds unless it is being used for a demonstration. Such demonstrations must be arranged with the teacher and school administration in advance. The weapon or device shall be stored in the administration offices until its use and then returned there until taken home at the end of the day. School authorities, at their discretion, may dispose of weapons left in the school.

Unless arrangements have been made in advance as described above, a student who has a weapon on school grounds will yield the weapon to school authorities, be suspended from school, and possibly be recommended for expulsion from school as per Board Policy of Clark County School District #161.

5. **ILLEGAL DRUGS**  
Possession, transfer, use or sale of drugs, drug paraphernalia, or alcoholic beverages.  
**DRUG AND ALCOHOL NOTIFICATION**

The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the District high school and elementary schools. Any student found in violation of such prohibition will be suspended, may be required to complete an established drug assistance and/or rehabilitation program, or may, at the discretion of the Board of Trustees, be expelled.

6. **ARSON**  
The willful and malicious burning of any part of a building or its contents.
7. **STEALING**  
The unlawful taking or concealing of property valued at \$100 or more.
8. **CRIMINAL MISCHIEF**  
Willful and malicious injury or damages at or in excess of \$100 to public property or to real or personal property that belongs to another.
9. **INCITING OR PARTICIPATING IN MAJOR STUDENT DISORDER** Leading, encouraging, or assisting in major disruptions that result in destruction or damage of private or public property or personal injury to participants or others.
10. **EXPLOSIVES**  
Preparing, possessing or igniting on school district property explosives likely to cause serious bodily injury or property damage.
11. **BOMB THREATS**  
Any such communication to a school district employee that has the effect of interrupting the educational process.
12. **SEXUAL ACTS**  
Acts of a sexual nature, including, but not limited to intercourse, attempted rape, or rape.
13. **EXTORTION**  
The carrying out of a threat that causes the victim either to comply with demands or to suffer the results of the threat for noncompliance to demands made with the intent to extort money or any financial advantage whatsoever.
14. **BULLYING**

15. **ANY OTHER OFFENSE THAT THE ADMINISTRATION MAY REASONABLY DEEM TO FALL WITHIN THIS CATEGORY.**

### **LEVEL III DISCIPLINARY ACTIONS**

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Suspension and recommendation for expulsion by the school administrator, as authorized in the procedures outlined in Board Policy. Pending final determination of the matter by the school board, the school may request a two-day extension of the allowed five-day suspension policy of the school. (Note: Circumstances make consequences either more flexible or more stringent.)

## **CLARK COUNTY SCHOOL DISTRICT ACTIVITY CODE**

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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 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 right 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.

### **STUDENT EXPECTATIONS FOR INTERSCHOLASTIC & SCHOOL ACTIVITIES**

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

- No public displays of affection.
- Be polite and respectful.
- Be considerate and cooperative.
- Conduct themselves in a positive way and follow all school rules.
- Follow district attendance policy.

- Make academics a priority.
- Abstain from alcohol, drugs and tobacco.
- Use appropriate language.
- Pay all activity fees prior to participation.
- Dress according to appropriate standards established by the school district, coaches and advisors.
- Ride to and from activities on school provided transportation unless otherwise arranged and approved.

#### **Levels of Athletic Competition & Philosophy**

It is the philosophy of the Clark County 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 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. Winning the game should not be the primary focus. Clark County 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 the educational environment. Ultimately, athletic participation should be a positive and rewarding experience for all participants.

#### **CODE OF OFFENSES AND CONSEQUENCES**

**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 throughout the calendar year.

**Reporting of Infractions:** All infractions will be 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 that he/she is to be punished under the rules of the Activity Code.

**Areas Covered by the Activity Code:**

1. Criminal misconduct when determined by a court of law.
2. Possession, use or sale of tobacco, alcohol, 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; i.e., language, misconduct, endangerment to others, etc.

7. A participant will follow all eligibility rules including academics and school attendance.

**Consequences for infractions:**

**A. Category I:** Language, eligibility rules, misconduct while representing the school, etc.

**First infraction** - Activities Review Committee will set the consequences up to 30 calendar day suspension from all activities.

**Second infraction** - Activities Review Committee will set the consequences up to the remainder of the season but not less than 30 calendar days.

**Third infraction** - Activities Review Committee will set the consequences up to the remainder of the school year but not less than one full season.

**Fourth infraction** - Suspension from all participation for the district for one full calendar year from the date of the infraction.

**B. Category II:** Drugs, alcohol, endangerment to others, court convictions, etc.

**First infraction** - Activities Review Committee will set the suspension consequences but not less than 30 calendar days. When participants are removed from a team/activity for possession of or use of alcohol or drugs, they must meet with the alcohol/drug counselor for an assessment. If additional counseling or other action is recommended by the alcohol/drug counselor, the athlete is required to complete those recommendations as a condition for being allowed to participate on an athletic team or school activity.

**Second infraction** - Activities Review Committee will set the suspension consequences but not less than the remainder of the school year or 90 calendar days.

**Third infraction** - Suspended from participation in all activities for the remainder of the student's high school career.

Infractions and consequences for violators in grades 9-12 will begin at the start of their freshman year and will accumulate through their senior year.

Infractions and consequences for participants' in grades K-8 will be on a year to year basis. Records will be erased at the end of his/her eighth grade year.

## 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 an accumulative grade point average of less than 2.0, that student will be ineligible throughout the next 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 and two weeks before other activity events take place. Current grades will also be checked each Monday thereafter throughout the duration of the season or activity.

Students will be responsible to turn in a completed grade check form at the end of the first school day of each week.

1. If a student is passing all classes with 70% or above, he/she has unrestricted eligibility.
2. If a student is not passing all classes with 70% or above, he/she is immediately put on academic probation. They must attend an assigned study group after school, or Friday school, to remain eligible to practice or play.
3. After, the next weekly grade check,
  - a. If the student is passing with 70% or above they will again have unrestricted eligibility.
  - b. If the student is not passing with 70% or above they will remain on academic probation and must continue to attend an assigned study group after school, or Friday school. They will be eligible to practice, but not participate in games, performances, etc.
4. After, the next weekly grade check,
  - a. If the student is passing with 70% or above they will return to unrestricted eligibility.
  - b. If the student is not passing with 70% or above they must continue to attend an assigned study group after school, or Friday school, and will become ineligible to practice or play

Summary:

1<sup>st</sup> week below 70%-academic probation-attend study group-can practice & play

2<sup>ND</sup> week below 70%-academic probation-attend study group-can practice but not play

3<sup>rd</sup> week below 70%-ineligible-attend study group-cannot practice or play

**Coaches may have stricter rules if they are reasonable and approved by the administration.**

### **SCHOOL ATTENDANCE:**

- A. 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/Athletic/Activities Director or his/her designee. Students returning home late from activities will be expected to attend **ALL** classes the next day.
- B. 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.
- C. Students will be marked unexcused if a) the school does not know where they are or why they are not attending and b) the parents do not know where they are or why they are not attending. Truancy is a Level 1 offense and will be dealt with accordingly.
- D. Tardiness is against school policy and Idaho code. Three tardies equal one absence when appealing for credit. Excessive tardiness is a Level 2 offense and will be dealt with accordingly.

### **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 and uniforms are 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.

### **MISCELLANEOUS:**

Due to the type of schedules of the various activities, each coach/advisor will set his/her activity's specific curfew. Violations shall result in disciplinary action by the participant's coach/advisor.

### **DANCE RULES**

Only Clark County High School students and guests are allowed. No students may attend from another school unless he/she is a guest. 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 in the building or on school grounds. Guests are expected to follow the same rules as Clark County High School students. Certain

dances may be held exclusively for Clark County High 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 and with the Principal's permission.**

## ACADEMICS

### GRADUATION REQUIREMENTS

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.

<u>Class of 2016</u>	<u>Credits</u>	<u>Class of 2017</u>	<u>Credits</u>
English	8	English	8
Speech	1	Speech	1
Math	6	Math	6
Science	6	Science	6
US History	2	US History	2
US Govt.	2	US Govt.	2
Humanities	3	Senior Project	1
PE	1	PE	1
Health	1	Health	1
Economics	1	Economics	1
Senior Project	1	Humanities	3
Foreign Lang.	2	Foreign Lang.	2
<u>Electives</u>	<u>16</u>	<u>Electives</u>	<u>16</u>
	50		50
<u>Class of 2018</u>		<u>Class of 2019</u>	
English	8	English	8
Speech	1	Speech	1
Math	6	Math	6
Science	6	Science	6
US History	2	US History	2
US Govt.	2	US Govt.	2
Senior Project	1	Senior Project	1
Economics	1	Economics	1
P.E.	1	P.E.	1
Health	1	Health	1
Humanities	2	Humanities	2
Foreign Lang.	2	Foreign Lang.	2
Geography	1	Geography	1
<u>Electives</u>	<u>16</u>	<u>Electives</u>	<u>16</u>
	50		50

### **MAKE-UP WORK**

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A student will have 2 school days to make up work that he/she has missed during an absence. A parent may request make-up work to be sent to the office for them to pick up. The student is responsible to go to the teacher and get the makeup work.

### **LATE WORK POLICY**

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Late work will receive one (1) Letter Grade reduction in grade earned for each day such work is late.

### **FINAL EXAM POLICY**

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- Every teacher will give an exam on the testing days that will count toward the student's final semester grade.
- If a student has an A, he/she may not have to take the exam.
- Each semester exam will last the entire class time. Teachers will hold their students for at least that amount of time regardless of when the student completes the final.
- Students with an excused absence during the testing period will be given permission to take the test when they return. Only two school days will be given when they return.
- Early testing will only be done with Administrative approval.
- A student who chooses to miss the exams without following the guidelines indicated will have a "zero" averaged into his/her grade for the class.

### **GRADES**

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Quarter 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

### **GRADE POINT AVERAGE**

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

### **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

### **REPORT CARDS**

Report cards are issued to students four (4) times each year: October, December, March and May. Report cards will be mailed to the parents. If parents have questions regarding a student's grade, they should call the teacher involved.

### **STUDENT TRANSCRIPTS**

The District Office produces student transcripts (record of semester grades). Students may request 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. There will be a charge of five dollars for the first transcript issued and a reduced fee for subsequent transcripts.

### **PARENT-TEACHER CONFERENCES**

Parent-Teacher conferences are conducted at Clark County High School at the four week progress report time during the first, second, third, and fourth grading periods. All parents are encouraged to attend and visit with each of their student's teachers. Teachers will be available with the necessary information to answer questions and concerns parents may have. Student grade checks are distributed to parents during Parent-Teacher contacts at the main office window. In addition, teachers are available for conferences on most school days; parents need to call to make an appointment. Dates, location, and times of Parent-Teacher contacts will be announced.

### **ATTENDANCE**

#### **ABSENCE POLICY**

It is important that each student attend school regularly. 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. Doctor appointments and other appointments which may take students from school should be kept to a minimum and/or at least scheduled on different periods to avoid missing the same courses.

Clark County 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. When a student is absent from a class more than 10% of the days in session, the student will lose credit for that class. In order to have the credit reinstated, the student will have to appeal to the credit Review Committee to explain their excessive absences. Credit Review Committee decisions may be appealed to the Board.

Parental notes and phone calls are needed to excuse an absence from school. Excuses must be received within two school days or the absence will not be excused.

Parents must give permission for a student to leave school. This must be given PRIOR to the student leaving.

Class-work continues when a student is absent. Students have the responsibility to check with the teacher for work missed and to set up a time that work is to be completed. Students will have 2 school days to hand in any work they missed while absent.

#### **TARDY POLICY**

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Students will be considered tardy if they are not at their workstation 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. More than 3 tardies in a semester will result in parental contact after the third tardy, an After School Detention or Friday School. 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 After School Detention or Friday School. Skipping Detention or Friday School will result in additional Friday School, in-school suspension, or recommendation for expulsion

#### **TRUANCY POLICY**

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Truant 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.

## **GENERAL RULES REGARDING PERSONAL ITEMS**

### **CELLULAR PHONES**

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Cellular phones, electronic devices, etc. are not allowed to be used for personal use during class time. Cell phones are not allowed in locker rooms or restrooms at any time (before, during or after school) because of picture taking abilities.

### **HEADSETS/RADIOS/IPODS**

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Headsets/radios/i-pods are not permitted to be used for personal use during class time.

### **CONFISCATED MATERIALS**

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Headsets/radios/i-pods and cell phones will be returned to parent only. On the second offense they will not be returned. 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.

### **LOCKERS**

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Students are assigned lockers at the beginning of the year. The locker then becomes the student's responsibility and is to be kept clean. Students are advised not to jam their lockers in any way. Personal belongings should be kept in lockers. It is important that students do not leave money or valuables unlocked in the physical education area. The school will not accept responsibility for lost or stolen money or valuables. Lockers may be inspected by the administration as deemed necessary and may occur on schedule or randomly.

### **DRIVING**

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Any student driving during school hours must have administrative and parental consent. Students driving during lunch must follow specific guidelines outlined. Parental consent form must be filed with the office prior to students driving during school hours. Students must park in designated areas only.

### **TEXTBOOKS**

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Teachers distribute textbooks to each student. Students are responsible for the book checked out to them. There is no fee for books returned with normal wear. Lost or damaged books must be replaced or reimbursed by the

student. The student's name will be placed on a fine list until the fee is paid or the book is returned.

### **MESSAGES**

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

### **DRUG DOG POLICY**

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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. 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 when there are not students or employees other than Administration present.

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. Such a search by the Administration may be conducted without notice or consent, and without a search warrant.

## **STUDENT CONDUCT**

### **CAFETERIA**

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The school cafeteria is operated for the convenience of students. Breakfast and lunch are available for all students. Applications for free and reduced breakfast/lunch may be obtained from either the kitchen or the high school office. Students driving to the elementary for lunch must park in the designated area on the south side of the football field along the fence. All students should enter the lunchroom via the outside entrance.

### **HALL EXPECTATION/HALL PASSES**

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Students are expected to demonstrate courteous behavior and proper language in halls. Students must have a hall pass/planner to be in the halls during class time.

### **RESTROOM EXPECTATIONS**

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Students are encouraged to use the restroom between classes. Parents are encouraged to provide documentation for any medical conditions that require special privileges for restroom use.

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## **ASSEMBLIES**

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

## **FIRE DRILLS**

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Regular fire drills are scheduled. 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 or fasten them open.
4. Move away from building (50 ft.) until all students have cleared the exit.
5. Stand facing away from the building in case of explosion/flying glass, etc.

## **FUND-RAISING ACTIVITIES**

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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. Students collecting money for school organizations must turn in the money to the faculty sponsor.

## **LACK OF DILIGENCE**

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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 the following: excessive absences or tardies; lack of cooperation in class; rude or discourteous behavior; and/or continual lack of preparation for class (i.e. assignments, materials, paper, pencils, etc.) If the student is within the age of compulsory attendance, and has excessive absences the board shall contact the prosecuting attorney and recommend that a petition be filed against the parents. Further, if a student continually displays a lack of diligence and that lack of diligence is such as to be continuously disruptive of school discipline, or of the instructional effectiveness of the school, or whose presence in a public school is detrimental to the safety of others, the principal may make a recommendation to Board of Trustees to expel that student.

## **DUE PROCESS**

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All students will be accorded rights as guaranteed under the constitution. When an incident of misconduct occurs, a student shall be given a written or

verbal notice of charges and an opportunity to present his/her version of the incident. Supervisors must give each student the opportunity to defend the charges of misconduct prior to disciplinary action. Such procedures must be reasonable, fair, and lead to reliable determination of the facts. Students will be advised of their right of appeal. This appeal should be handled through the proper channels of authority: First the building principal, then district administrator, and then to the local Board of Trustees as the final appeal.

## **DRESS**

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This is a public institution. Students are expected to wear clothing that is appropriate to the circumstances. Shoes must be worn for health and safety reasons. A student whose dress disrupts the educational process will be subject to appropriate discipline. The administration has the option of giving him/her a temporary replacement until school ends. Dress code is in effect at all school functions, on or off campus. 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
- Underwear as outerwear
- Clothing that displays obscene, immoral, or indecent pictures, slogans or statements
- Clothing that reveals the midriff (when arms are raised no bare skin is exposed) or cleavage
- Clothing that reveals underwear
- Clothing that promotes gang activity or any criminal activity
- Short sleeves shorter than the point of the shoulder
- Shorts and skirts that are above fingertip length when arms are fully extended
- Hats during school hours
- Second offense students will be expected to stay and wash the borrowed clothing

## **ADULT AT 18**

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Though you may turn 18, the school is still required to deal with your parents in matters of attendance, discipline, and reporting.

## **GENERAL RULES REGARDING HEALTH ISSUES**

### **HEALTH AND EMERGENCY POLICY**

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If a student is injured or becomes ill 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 contact.

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.

## **IMMUNIZATIONS**

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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.

## **MEDICATION**

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Any student taking medication should have a written release 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.