

GLENN'S FERRY HIGH SCHOOL

School Song



O, We will go before you orange and the black
 Fairest in football, basketball and track.
 O, we will fight for Ferry as the days go by.
 Three cheers for Ferry—for Ferry High! Rah! Rah! Hey!



Mission Statement: The Glenn's Ferry School District staff and administration, in collaboration with the community, will engage their students in rigorous, creative, real-world academic pursuits that empower them to strive for their dreams, to take ownership of their learning, and to challenge themselves in and out of the classroom. Our students will live the Pilot Way and will continue to evolve and grow as learner and citizens.

Vision Statement: Engage, Empower, Evolve

Core Values: The PILOT WAY- Respect, Responsibility, Commitment, and Integrity

2020 - 2021 SCHOOL CALENDAR

August	19	First Day of School
September	7	Labor Day (No School)
	11	Staff Development
October	22	P/T Conferences 4:00pm–7:00pm (After School)
	22	Mid-Term
	23	P/T Conferences 8am – noon
	23	Staff Development PM
November	20	Staff Development
	25-27	Thanksgiving Vacation (No School)
December	18-Jan 3	Christmas Vacation (No School)
January	4	School Resumes
	14	End of 1 st Semester
	15	Staff Development
February	19	Staff Development
March	11	P/T Conferences 4:00–7:00pm
	12	P/T Conferences 8am – noon
	12	Staff Development PM
	18	Mid-Term
	25-26	Spring Break (No School)
April	30	Staff Development
May	31	Memorial Day (No/School)
June	3	End of 2 nd Semester/Last Day
	4	Graduation 6:00PM
	4	Teacher Work Day (No School)

Bell Schedule

Regular Schedule

Warning	7:56
Period 1	8:00-8:56
Period 2	9:00-9:56
Period 3	10:00-10:56
Period 4	11:00-11:56
Lunch	11:56-12:26
Warning	12:26
Period 5	12:30-1:26
Period 6	1:30-2:26
Period 7	2:30-3:26

Late Start

Warning	9:55
Period 1	9:58-10:37
Period 2	10:41-11:21
Period 3	11:24-12:04
Lunch	12:04-12:34
Warning	12:34
Period 4	12:37-1:17
Period 5	1:20-2:00
Period 6	2:03-2:43
Period 7	2:46-3:26

Glenns Ferry High School

Home of the Pilots

639 North Bannock Telephone: 208/366-7434
 Glenns Ferry, Idaho 83623 Fax: 208/366-2056

STAFF AND FACULTY 2020 - 2021

Mr. Lonnie Funkhouser	Physical Education
Mr. Lucas Arbon	Spanish & ESL
Mrs. Brenda Arellano	Paraprofessional
Mrs. Maira Arizmendi	Paraprofessional
Mrs. Marlene Bauman	Library
Mr. Frank Case	Transportation Director
Mrs. Marria Coriell	Science
Mrs. Brenda Chafin	Administrative Assistant
Mrs. Connie Crawshaw	Lunchroom Director
Mrs. Teresa Dodge	Mathematics
Mrs. Michele Elliott	Business Manager
Mr. Cody Fisher	Superintendent/9-12 Principal
Mr. Jeremy Fugal	Life Skills
Mrs. December Galloska	Paraprofessional
Mrs. Juanita Garza	Paraprofessional & ESL
Mr. Rick Hance	Agriculture Science and Technology
Mrs. Jen Henslee	IDLA Coordinator
Ms. Mary Ellen Hervey	ELL/Gifted & Talented
Mrs. Justine Hill	Paraprofessional
Mrs. Whitney Johnson	Nurse
Mr. Matthew Laurance	Art
Mrs. Kelli McHone	Athletic Director
Mrs. Jamie Merrell	Science/Health
Mr. Adam Mitchell	PK-12 Music
Mrs. Tess Mitchell	District Clerk
Mr. Andrew Moore	Technology Director
Mr. Ed Neuer	Maintenance Supervisor
Mr. Terry Parish	Opportunity Center
Mrs. Lorena Ryan	Resource Room
Mrs. Janelle Sams	Paraprofessional
Mr. Jake Shrum	U.S. Government/History
Mrs. Christina Spriggs	Language Arts
Mr. Rob Spriggs	PK-8 Principal/9-12 Assistant Principal
Mrs. Gay Swan	Paraprofessional
Mr. Efen Valle	Custodian
Mr. Kris Vowell	English/Speech
Mrs. Victoria Wolfe	Business Education
Mrs. April Wootan	College/Career Readiness Counselor
Ms. Emily Wright	Counselor

STUDENT HANDBOOK

Welcome to Glenns Ferry High School. Education is to prepare you for your future. We offer you opportunities to learn, dream, and grow. Take advantage of every opportunity.

We set the bar high because we expect you to work to achieve your goals. The race to educational and future achievement is not to the swift or talented but to those who are persistent. Be persistent.

This Student/Parent handbook is here to guide you and to allow Glenns Ferry High School to run efficiently and effectively. We cannot list every expectation. If you will be honest, work hard, respect the facilities and others, and do your best, you will find that you are following most of these rules. As a student, be an example of the Pilot Way showing respect, responsibility, commitment and integrity.

Please read the handbook. We will continue to improve the education and operation of Glenns Ferry High School. If you have questions or suggestions, please share them. Working together, we will be able to have a productive and enjoyable school year.
Cody Fisher, Principal

ACADEMIC/GRADUATION INFORMATION

High School Graduation Requirements:

English	8	
Speech	1	
Mathematics	8 ¹	
Science	6 ²	
Health	1	
Physical Education	2	
Humanities	2	
U.S. History 11	2	
Economics	1	
American Government	2	
Computer Technology	1	
Required Electives	17	¹ Includes Algebra I or II, Geometry
Total Credits	51	² Includes Earth Science, Biology
US Civics Exam	Pass	
ISAT	Required	
Complete a Senior Project		
SAT, ACT or Compass by the end of the 11 th grade year		



CREDIT MAXIMUMS

The maximum number of credits to be counted toward graduation is:

1. Four athletic fitness class credits in grades 11 and 12.
2. Four service credits in grades 9-12. Service credits include classroom aides, library aides, and office aides. No more than two such credits may be taken in a given year. Must have passed all previous semester classes.

COURSE OF STUDY

In order to meet graduation requirements and take part in the Graduation Ceremony, the student must meet all credit requirements of the state and Glenns Ferry School District. All course work must be completed by the date set by the school principal before graduation. This date may vary from year to year and will allow teachers to enter final grades and notify students before graduation. In addition to required courses, a variety of elective courses are available. Students are encouraged to plan their course of study carefully with the counselor and their parents to make choices and avoid scheduling conflicts.

CREDITS FOR CLASS STANDING

To enter as a sophomore requires 12 credits, to enter as a junior requires 25 credits, and to enter as a senior requires 38 credits. Allowances may be made by the administration for upper class students transferring from other schools who cannot complete these requirements.

CORRESPONDENCE/PASS COURSES

Those students enrolling in a correspondence course to meet graduation requirements must complete all lesson and exam requirements and have a final course grade in possession no later than one (1) week prior to graduation. Seniors failing to meet this requirement will be unable to participate in graduation ceremonies.

In addition to the courses offered here at Glenns Ferry High School, students can also take advantage of the courses offered through Idaho Digital Learning Academy. IDLA offers a full selection of courses in Math, Social Studies, English, Health, Science, Humanities, Advanced Placement, Dual Credit, and a wide variety of other electives, all completed online. Classes can be taken during the school year or over the summer. IDLA classes can benefit students who want to take advantage of Advanced Placement and/or Dual Credit Courses.

HONORS

Valedictorian and salutatorian will be determined on a grade point average using a 4.0 point scale. Grade point average will be carried out until only one valedictorian and salutatorian are found, if mathematically possible. Final determination of valedictorian and salutatorian will be made following the last semester prior to graduation. Transfer students must be in the Glenns Ferry School system for their entire senior year in order to be considered for valedictorian or salutatorian. For honors, a student must have at least a 3.5 grade point average and for high honors a 3.75 or higher.

GRADUATION CEREMONY

All seniors are required to wear caps and gowns for the program, keeping attire appropriate to maintain the dignity of the ceremony. The valedictorian and salutatorian will deliver class addresses. Class officers will work with the principal to plan the graduation program.

GRADING SYSTEM

The evaluation of student achievement is one of the most important functions of the teacher. The accepted marking system is as follows:

A	Excellent (90%-100%) = 4.00	D	Poor (60%-69%) = 1.00
B	Good (80%-89%) = 3.00	F	Failure (0%-59%) = 0.00
C	Average (70%-79%) = 2.00	I	Incomplete

“Pass/Fail” grades will be given in some subjects such as teacher aide, office aide, etc. “Incomplete” assignments on report cards may become an “F” in accordance with make-up policy. Each teacher will have his or her own way of arriving at the final grade. Students should check with the teacher on this matter.

PROGRESS REPORTS AND REPORT CARDS

Student progress reports will be distributed mid-semester. Report cards are issued the week following the end of the grading period. Teachers also provide reports on students whose grades are dropping or reflect marks of D's and/or F's.

FEES

1. Students will be charged for extraordinary wear and tear, damage to, breakage, or loss of schoolbooks, equipment, and materials. Students will be charged replacement costs or the cost to rebind a book.
2. Students who elect to go beyond requirements of a course may be charged for additional materials.
3. The district will purchase arts and crafts items, lumber, metal, etc., for resale (to include sales tax) to students as needed or desired.
4. Students will be required to furnish their own paper, pencils, and other items.
5. Where possible, it is recommended that each student furnish his/her own musical instrument. The school rents instruments on a limited basis.
6. Students may purchase an activity card and/or yearbook at a cost that will be made known at the beginning of each school year.
7. Payment of fines and other fees must be current in order for report cards and transcripts to be released.
8. Fees may increase due to cost increases incurred by the school.

2020 - 2021 Fees and Dues

Activity Cards	\$30.00	
Class Dues	\$10.00	
Locker Rental	\$ 2.00	
Yearbook	\$40.00	
Sports	\$10.00 each	*All Fees subject to change
Clubs	\$5 - \$25	

RELEASE OF STUDENT DIRECTORY INFORMATION

School board policy provides for the release of "directory information" to those persons requesting such information and receiving prior approval from the principal. Directory information is student information that includes name, grade, address, telephone number, date and place of birth, activity participation, weight and height of members of athletic teams, dates of attendance, degrees and awards received, major field of study, and the most recent previous educational agency or institution attended. Students and parents may request in writing that this type of information not be released. Written requests must be submitted to the principal. All other student information (i.e.: official transcripts) will be released only upon specific written request of the parent and/or legally authorized student. If you wish to NOT have your student's name and/or photo posted in social media or other publications, please contact the school in writing and provide specifics.

STUDENT RIGHTS AND RESPONSIBILITIES

All students who attend the District's schools shall: 1) comply with the written policies, rules, and regulations of the schools; 2) pursue the required course of studies; and 3) submit to the authority of school staff, teachers, principal, and superintendent. *Glenns Ferry High School provides equal opportunities in education and the delivery of student services, and does not discriminate on the basis of sex, race, creed, or handicap.*

FREEDOM OF SPEECH

Freedom of speech is guaranteed to all citizens, and students must be allowed to exercise their constitutionally protected rights of free speech, petition, and assembly, as long as they do not disrupt the educational process nor interfere with the property or constitutional rights of others.

SCHOOL SPIRIT AND SPORTSMANSHIP

School Spirit is a vital, living thing, and something that is felt by all who come in contact with it. To a great extent, Glenns Ferry High School is known and judged by its school spirit and sportsmanship.

This spirit is a combination of the attitudes, hopes, desires, and determination of all students, faculty members, and school personnel. Each adds or detracts from the spirit of the school. It is the satisfaction of knowing you have prepared each lesson to the best of your ability. It is the enthusiasm for extracurricular activities in all areas of competition, including athletics, music, the arts and sciences, and the preparation for social events.

School spirit is greatest when full support is given to all activities. When the "chips are down," the display of cheers, smiles, and good sportsmanship is perhaps the best indication of school spirit. School spirit is harmony with classmates, teachers, and other school personnel. It is the sadness in the hearts of the seniors at graduation time and the pleasure they feel on returning to see old friends and recall the many memories of the years spent at their high school. We are proud of the spirit at Glenns Ferry High School. The students and faculty are working together to make it a great force for good. It is up to you to keep the wholesome spirit alive.

STUDENT ATTENDANCE

The entire process of education requires a regular continuity of instruction, classroom participation, learning experiences, and study in order to reach the goal of maximum educational benefits for each individual child. The regular contact of the students with one another in the classroom and their participation in instructional activities under the tutelage of a competent teacher are vital to this purpose. This is an established principle of education that underlies and gives purpose to the requirement of compulsory schooling in this and every other state in the nation. The good things that schools have to offer can only be presented to students who are in attendance. With continued emphasis regarding Excellence in Education, all parties involved in attendance can better strive for quality in the classroom. Attendance reflects a student's dependability and is a significant factor on the student's permanent record. Future employers are as much concerned about punctuality and dependability as they are about academic record. School success, scholarship and job opportunity are greatly affected by good attendance.

90 % Attendance

It is the intent of the Board of Trustees to have students attend school on a regular basis. Regular and consistent attendance results in increased learning. It is also the intent of the Board of Trustees to have the regular classroom teacher present whenever possible. A student's presence in the classroom with the regular teacher contributes to time on task, and time on task attributes directly to learning.

All students must be in attendance in each classroom 90% of the time when that class is in session. No credit will be granted to the students missing more than 7 (seven) days per semester.

The ONLY absences that WILL NOT be used in calculating the attendance record

are:

- A. Those that occur due to school-sponsored activities, since these are considered an equivalent educational experience. These exemptions will apply to students participating in GFHS events/trips; music related events, club trips, academic field trips, and other deemed extra/co-curricular;
- B. Bereavement in the immediate family (grandmother, grandfather, father, mother, sibling). Any extended bereavement may be reviewed by the administration;
- C. Subpoenas to appear in court or court-ordered, out-of-district placements for special services; and
- D. Illness or hospitalization verified by a doctor's statement.
- E. ONE day college visit each semester during Junior and Senior years only with proof of visit

Absences which WILL be counted in the 90% limit will include such areas as; family trips, work days, vacations, visiting friends or relatives, in and out of school suspension, watching sports contests when not a participant, hair, medical, dental or photography appointments, skiing, hunting, court appearances, attending concerts, shopping, or any others not mentioned which are unacceptable to the administration.

Loss of Credit

Students who miss more than seven (7) days, including excused or unexcused absences, absences due to tardies, and suspensions, in a given class in any semester will be denied semester credit in that class. Students who miss more than nine (9) days, including excused or unexcused absences, tardies and suspensions in a given class will not be given the opportunity to petition for lost credit.

Students who are denied semester credit in a given class are expected to attend that class for the duration of the semester and acquire the needed skills for them to be successful in future classes. Those students who successfully complete and pass the remaining semester class requirements will receive a "NC" (No Credit) on their transcript instead of an "F". It is noted that an "NC" will not adversely affect the student's grade point average, while an "F" posted to a transcript will negatively affect the student's grade point average. In the event the student does not complete course requirements, a grade of "F" will be posted for that course.

ATTENDANCE REQUIREMENTS

Classes are in session from 8:00 a.m. to 3:26 p.m. When a student is not in the class assigned, s/he is considered absent. Students missing more than 10 minutes in a class during any part of the period will be marked tardy.

Once students report to first period classes, they are not allowed to leave campus during break time, class, or during assemblies without parent permission. The only time they may leave campus without parent permission is at lunch. If a student leaves campus without proper parent and office permission, s/he will be counted as unexcused. The student must have parent permission ahead of time, if possible, to sign out of class during the school day.

Parent permission can be in the form of a note or a phone call. The note or phone call must include the time it will be necessary for the student to leave the school, the reason, and the time the student is expected to return. Notes must also be signed by the parent/guardian. When the student returns to the campus, s/he must report to the office to check in and obtain a pass to class.

A note from the parent, orthodontist, dentist, or doctor, or a call from the parent is required upon arrival in order for the absence to be excused.

Excused Absence

Any absence from school with the knowledge and approval of a student's parent/guardian is an excused absence. In order for the absence to be excused, the parent or guardian needs to notify the school by phone or by note. Parents have two days to provide an excuse. It is recommended that the parent call the school on the day the absence occurs. When a student has a doctor visit, s/he has two days to get the doctor's documentation to the office to excuse the absence. If this time limit is not met, the absence will be unexcused.

Notification letters will be sent to parents each semester when a student reaches four absences in one or more classes. A second notification letter will be sent when the student has seven absences in one or more classes. Students with more than seven absences will receive notification that they have lost credit and must appeal to regain that lost credit.

Unexcused Absence/Truancy

Attendance at school is more than a legal obligation; it is a privilege. Every child of compulsory school age must be in attendance unless otherwise exempted as provided in Idaho Code 33-202,204, 205 or as determined by school authorities.

The absence of a student from class or any portion of a class for any reason other than illness, emergency, or activities which have prior approval of the administration is to be considered an unexcused absence and therefore, any act of truancy.

When a student is absent for any reason except for a school-sponsored or and administration-approved absence, an adequate acceptable excuse must be provided within 2 school days following return to school; other, the absence is classified as unexcused. Parents, guardians, doctors or other responsible persons should provide excuses for all students except married students or those of age 18 WITH a current signed parent consent form on file, who may speak for themselves. An advance excused absence for trips, work, hunting, etc. may be provided to students who are passing. An advance excused absence must be approved prior to the absence by the principal and must include adequate provision to make up class work. Students with poor academic standing or who have been truant in the current or preceding semester are ineligible for advance excuses. An advance excused absence requires the prior approval of each of the student's teachers and the principal.

Any student who is truant for the first time will have the parent contacted and serve 5 days of lunch detention. The second and third truancy will result in a student-parent/guardian conference and the student may be placed on suspension. Four truanies will result in a recommendation to the Board of Trustees for expulsion from school and the prosecuting attorney will be notified for purposes of filing a complaint against the parent, guardian, or other person responsible for the care of the child in a court of competent jurisdiction. Any parent or guardian of a public school pupil who is found to have knowingly allowed such pupil to become a habitual truant shall be guilty of a misdemeanor.

A student who has been expelled for attendance violations may petition to the Board for reinstatement. Such petition may be granted upon presentation of a firm and unequivocal commitment to maintain regular attendance.

Tardies

A student is tardy if s/he is not inside the classroom and not on task when the bell rings. Students more than 10 minutes late will be counted absent rather than tardy.

1st Tardy: Time/work owed to teacher (teacher's responsibility to oversee)

2nd Tardy: Time/work owed to teacher (teacher's responsibility to oversee)

3rd Tardy: Treated as an absence

Each three additional tardies will be treated as an absence.

90% Attendance Appeal Process

If a student has missed more than seven days but less than ten (10) days, including excused and unexcused absences, tardies, out of school suspensions, credit appeals will be made at the building level.

In reviewing written documentation during the appeal hearing, the Board of Trustees will consider the following: (1) attendance for the preceding semester and/or year, (2) grades(s) earned the class(es) where credit was lost and other grades, (3) make-up work completed, and student's attitude toward school, and (4) extenuating circumstances. The Board decision and acceptance or rejection of extenuating circumstances is final.

Make-Up Work

A student with an excused absence has one day for each day of absence plus one day to make up his/her work. If the absence is pre-arranged, work should be obtained before the absence occurs and should be complete when the student returns to school. If the absence is unexcused or out of school suspension, make-up work is not required to be accepted by the teachers. It is the student's responsibility to obtain make-up work from the teacher. Any assignment that is assigned before the absence occurs will be due on the "date due" or the following school day upon arrival back to class regardless of absence.

Credit Recovery

If a student has lost credit do to exceeding the allotted 7 (seven) absences in a course required to graduate s/he will be required to recover the credits in Plato the following semester.

Students who earned a failing grade in courses required to graduate must have earned a minimum of 50% in order to have the opportunity to recover the credit outside of the regular classroom. Students who did not earn a 50% or higher and who did not recover the credit will need to retake the entire course in a regular classroom setting.

STUDENT CONDUCT AND DISCIPLINE

Students have a basic right to attend school and their primary purpose is to engage in learning. Students are expected to conduct themselves in such a manner as not to interfere with the orderly operation of the educational program. According to district policy, the Board of Trustees will not tolerate any disruption or interference through violence, vandalism or seizure of any area of school property, sit-ins, or other methods of disruption that violate another's right to attend school and receive a suitable education.

The school board, administration, and staff believe that the primary obligation for developing self-discipline, responsibility, and respect for others rests with the parents and the home. The school will complement this effort. Glens Ferry High School staff will seek to assist students in developing attitudes, habits, and behaviors that will promote a proper climate for learning. School personnel will strive to work cooperatively with parents in the students' development. In order to meet this shared responsibility of providing a safe and orderly learning environment, parents, teachers, and administrators have developed the following discipline plan.

ADMINISTRATIVE DISCIPLINE PLAN

1. All teachers will maintain a classroom management plan. The plan will include expectations for student behavior, classroom consequences for inappropriate behavior, and provisions for student conferencing and parent contact. If the behavior becomes excessive, the student will be sent to the principal to support the teacher's classroom management plan.
2. A disciplinary file will be initiated for each student referred to the office. A record of each violation, as well as the step assigned, will be maintained. Parents will be notified in writing of violations resulting in referral to the office.

Consequence #1 Lunch Detention or one to three day in-school suspension.

Consequence #2 One to five day in-school or out-of-school suspension, possible loss of eligibility for extracurricular/sport participation, and develop a behavior management plan with parent and student.

Consequence #3 Immediate five day out-of-school suspension, pending expulsion hearing before the school board. Superintendent may extend out-of-school suspension to an additional ten days.

When students are suspended from school, they may not be on school grounds or participate in school activities during any portion of the day or days listed on their suspension notice. If a student is suspended on a Thursday or Friday before the weekend and/or Monday or Tuesday after the weekend, s/he may not participate in school activities until school resumes or suspension has been completed.

Lunch Detention

Lunch Detention will be held during lunch hour in the main office unless otherwise noted. Students are to bring a sack lunch or pay for a lunch that will be delivered to the office. Students must report by 12:00 p.m. or 12:08 p.m. on late start days.

INAPPROPRIATE BEHAVIORS AND CONSEQUENCES

Students in the Glenns Ferry School District are expected to abide by accepted standards of good conduct and discipline based on their grade level and age. This responsibility applies while on school grounds, while participating in any school function or activity, and while riding the bus to and from school.

You throw, YOU GO

Fighting, possession of a weapon, and/or possession or use of alcohol or tobacco products will result in immediate suspension, and possibly a citation from a law enforcement officer and/or subsequent expulsion by the school board.

A. STUDENT-TO-STUDENT RELATIONS

1. Threatening or Intimidating Acts: The act of verbally, or by gesture, threatening the well-being, health, or safety of any student on school property, or en route to or from school. *Consequence 1-2*
2. Showing Disrespect Toward Other Students: The act of insulting, calling derogatory names, using obscenity toward, dishonoring, or, in any other manner, abusing verbally or in writing any member of the student body. *Consequence 1-2*
3. Shake Down: The act of extorting things of value from a person in the school under pressure of either implied or expressed threats. *Consequence 2* (referral to police when appropriate)
4. Fighting: The act of involving hostile bodily contact in or on school property, or going to or from school, including any activity under sponsorship. *Consequence 2* (referral to police when appropriate)
5. Assault: Any willful attempt or threat to inflict injury upon another person,

when coupled with an apparent present ability to do so, and any intentional display of force such as would give the individual reason to fear or expect immediate bodily harm. An assault may be committed without actually touching, or striking, or doing bodily harm to another person. *Consequences 2-3* (policy requires immediate suspension)

6. Disrespect of other students and/or their property:
Property damage or theft: *Consequence 1-2*, based on the violation or cost of item damaged (parent contacted and restitution required)
7. Sexual Harassment: Any type of unwelcome or unwanted conduct of a sexual nature committed by any student. Conduct can be verbal, nonverbal, physical, written, etc. Public display of affection is offensive to others and is considered a form of sexual harassment. *Consequence 2-3*
8. **Bullying: Bullying in any form will not be tolerated.** A simple rule to follow to keep from being a bully is to show respect. If you give people respect, you will get it in return. Consistently making fun of others and verbally, physically, or emotionally attacking others are examples of bullying. Teasing, or saying negative comments towards others can become bullying when there is:
 - An Intent to harm by the perpetrator.
 - An increase in the intensity and duration of the teasing or comments.
 - An abuse of power.
 - An isolation and lack of support for the victim.
 - A behavior change for the victim and consequences. *Consequence 1-3*
9. **Cyber Bullying:** includes, but is not limited to the following misuses of technology: harassing, teasing, intimidating, threatening, or terrorizing another person by sending or posting inappropriate and hurtful e-mail messages, instant messages, text messages, digital pictures or images, or website postings, including blogs through the District's computer network and the Internet, whether accessed on campus or off campus, during or after school hours. In the situation that cyber bullying originated from a non-school computer, but brought to the attention of school officials, any disciplinary actions shall be based on whether the conduct is determined to be severely disruptive of the educational process. In addition, such conduct must also be in violation of a school policy or state law. Administration shall in their discretion contact local law enforcement. *Consequence 1-3*

B. **STUDENT-TO-STAFF RELATIONS**

1. Insubordination: The act of willfully failing to respond to, or carry out, a reasonable request by authorized school personnel. (This includes, but is not limited to: not responding to staff pertaining to PDA, dress code and not responding to staff when using inappropriate language and gestures on school property.) *Consequence 1-3*, depending on violation
2. Threatening or Intimidating Acts: The act of verbally or by gesture threatening the well-being, health, or safety of any member of the school staff. *Consequence 3* (referral to police and charges filed when appropriate)
3. Physical Attack: The act of physically assaulting any member of the school staff on school property or at any activity under school sponsorship. *Consequence 3* (referral to police when appropriate)
4. Disrespect: The act of insulting, calling derogatory names, dishonoring,

making gestures, or in any other manner abusing verbally or in writing any member of the school staff. *Consequences 2-3*

5. Disrespect for the Property of a Member of the School Staff:
 - a. Damage or Theft: *Consequences 2-3* (restitution required through parental contact and referral to police when appropriate)
 - b. Major Theft/Damage: *Consequence 3* (restitution required/referral to police when appropriate)
6. Sexual Harassment: Any type of unwelcome or unwanted conduct of a sexual nature committed by any student toward a school staff member. Conduct can be verbal, nonverbal, physical, written, etc. *Consequence 2-3*

C. **SCHOOL PROPERTY**

1. Vandalism: The act of willfully destroying public property. (restitution required)
 - a. Misuse of Printed Material: The act of destroying or defacing magazines, books, or other printed material. *Consequence 1-2*
 - b. Defacing/Abuse of School Property: The act of damaging property requiring cleaning or repair. *Consequences 1-2* (restitution required)
 - c. Destruction: The act of rendering property unusable. *Consequence 2-3* (restitution required and referral to police when appropriate)
2. Theft
 - a. Minor Theft: Not serious enough to report to police. *Consequence 1-2* (restitution required)
 - b. Major Theft: Considerable enough to be reported to police. *Consequences 2-3* (restitution required and referral to police when appropriate)
3. Littering: Littering in the parking lot or anywhere else on school grounds is illegal and punishable by clean up of school property and fine of up to \$50.

D. **PROTECTION OF THE PUBLIC SAFETY**

1. Detonation of Firecrackers or Other Explosive Devices: *Consequences 2-3* (referral to police when appropriate)
2. False Alarms: The act of initiating a fire alarm or initiating a report warning of a fire or other catastrophe without just cause. *Consequence 2* (referral to police when appropriate)
3. Bomb Threat: *Consequence 3* (referral to police when appropriate)
4. Arson: The act of willfully and maliciously burning or attempting to burn any part of any building or any property of the school or of its staff and students. *Consequence 3* (referral to police and fire department chief when appropriate)
5. Weapons: The act of having a weapon or other dangerous item on person, in vehicle, in locker, etc. *Consequence 2-3* (referral to police when appropriate)

"The Glenns Ferry School District has a 'zero tolerance' for students who bring weapons or other objects/substances to school which are a threat to the health and safety of other students, staff members, or visitors. Students in possession or use of these objects at school or at any school activity without prior permission of school authorities will be suspended and may be expelled for no less than one year.

E. **ALCOHOL, TOBACCO, AND OTHER DRUGS** (Board Policy 3320)

1. Alcohol and Drugs: The use, possession, or distribution of any alcoholic beverage, illegal drug, controlled or simulated controlled substances, on or near school property. or at any school function, is prohibited by law and school policy. In all cases, the parent will be notified. Students will be referred to the school's intervention specialist, will satisfactorily complete the district-approved drug/alcohol information class, and will get a district-approved drug/alcohol assessment by an outside agency and comply with the recommendations of that assessment. The following consequences apply to the first offense:
 - a. Possession: *Consequences 1-3* (Parent notified, referral to police when appropriate, and/or referral to intervention specialist)
 - b. Selling or Transmitting: *Consequence 3* (parent notified, referral to the police when appropriate, and/or referral to intervention specialist for informal assessment and appropriate services)
 - c. Observed Use or Noticeably Under the Influence: *Consequences 2-3* (parent notified, referral to police when appropriate, and/or referral to intervention specialist for informal assessment and appropriate services)
Failure to comply with all requirements will result in the student being subject to the provisions outlined in the Glenns Ferry School District Policy #3320.
In addition to the consequences listed above, students found in violation of the District's Drug, Alcohol and Tobacco Use Policy for a second time will be dismissed from all extra-curricular activities for the remainder of the school year. A student found to be in violation a third time may be dismissed from all extra-curricular activities for the remainder of his/her high school career and/or brought before the Board of Trustees for possible expulsion.
2. Tobacco: The use, possession, or distribution of any tobacco product on or near school property, or at any school function is prohibited by law and/or school policy. In all cases, the parent will be notified. Students will be referred to the school's intervention specialist and will have perfect attendance and satisfactory completion of the district-approved drug/alcohol information class. The following consequences apply to the first offense:
 - a. Possession: *Consequences 1-2* (the tobacco substance will be confiscated)
 - b. Use or Distribution: *Consequence 2* (referral to police when appropriate)
(Tobacco use shall be defined as the use and /or possession of a lighted or unlighted cigarette, cigar, pipe, smokeless tobacco in any form, and other smoking products specifically including electronic cigarettes, electronic nicotine delivery systems, or vaporizer smoking devices.)

F. **OTHER DISCIPLINARY INFRACTIONS**

1. Repeated or Serious Classroom Disruption: *Consequence 1*
2. Cheating: The act of stealing a test, tampering with the teacher's grade book, copying work, plagiarism, etc. *Consequence 1*, a zero on the test/assignment, and parent/guardian will be notified.
3. Forgery: The act, written or spoken, of misrepresenting the truth (i.e. forged passes, parent signatures, false phone calls, misinformation to school personnel, etc.) *Consequences 1-2* and parent/guardian will be notified.

4. Abusive or Offensive Language: The act of using such language in the presence of staff members and/or students, including written notes and published material as well as vocal. *Consequence 1-2*
5. Gang Activities: Includes, but is not limited to, wearing, possessing, using, distributing, displaying, or selling any clothing, jewelry, emblem, badge, symbol, sign gestures, codes, or other things which are evident membership of affiliation in any gang. *Consequences 2-3*
6. Driving Carelessly on School Grounds: The act of driving without regard to the safety and well-being of those around. "Spinning out," speeding, and/or etc., in the parking lot is considered dangerous to others in the area. *Consequences 1-2* (Parents will be notified. Loss of driving privileges.)
7. Gang Activities: Includes, but is not limited to, wearing, possessing, using, distributing, displaying, or selling any clothing, jewelry, emblem, badge, symbol, sign gestures, codes, or other things which evidence membership of affiliation in any gang. *Consequences 2-3*
8. Any situation not specifically covered by the above procedures will be dealt with on an individual basis and the penalty will be determined by the administration to fit the offense.
9. Sensory Tools: Including but not limited to; fidgets, finger tools, chew stixx, and bouncy balls are not allowed in the classrooms unless designated by a student's individual IEP or 504 plan.

INFRACTIONS WHILE ON OUT-OF-SCHOOL TRIPS

During an out-of-school trip, if the authorized person in charge of the activity determines that a student should be sent home early because of criminal conduct, drug use, or a major infraction, the Superintendent's designee will notify the parent and ask him/her to take charge of the return of the student. The parent/guardian will assume any expenses incurred for the return of the student.

DRESS CODE

Good judgment should dictate what appropriate attire is for a particular occasion. Students are encouraged to dress in ways that contribute to school pride and school morale. Failure to meet the dress code will result in the following: the student being asked to change his or her attire, which may result in the parents being called to bring a change of attire or a change of attire will be provided for you. Failure to comply with the dress code will be considered insubordination.

Dress or items not allowed:

- Disruptive, including offensive language, or gang-related clothes, including jewelry, tattoos, and accessories
- Clothing advertising for or related to tobacco, alcohol, drugs and/or weapons
- Clothing or accessories that pose a safety concern
- Chains (neck, pocketbook, etc.), spikes, or other similar metal items
- Hats or any head covering in the school building from 7:00 a.m. to 4:30 p.m. on school days, except on authorized days
- Bare feet
- Pajamas, slippers, or other sleep wear and accessories (i.e. blankets or pillows)
- Pants, shorts, and skirts must be worn at hip-level or higher with no excessive bagging or sagging and no underwear visible

- Shirts must have a modest neckline (no cleavage) and be long enough to cover the midriff (front and back). Cutoff shirts that expose the sides, any part of chest, midriff or torso are not to be worn.
- No spaghetti straps, tank tops, tube tops, off-the-shoulder tops, halter tops, muscle shirts, backless tops, strapless tops, half tops, or mesh fabric clothes are to be worn. The width of straps must exceed two (2) of the student's fingers and must cover undergarments.
- Length of skirts dresses, and shorts must exceed the students fully extended fingertips when the student is standing relaxed.
- Spandex, tights, leggings, jeggings, yoga pants and/or other similar form fitting attire must be covered with appropriate attire listed above.

SEARCH AND SEIZURE

It is permissible for authorized school personnel to search students, their personal property, their cars parked on school grounds, lockers, or desks when there are reasonable grounds for suspecting that the search will turn up evidence that the student has violated or is violating either law or school rules. Searches must be approved and conducted/supervised by the principal or superintendent.

STUDENT PARKING

During school hours and activities, the parking area in the front and rear of the building is for teachers and staff only. Students are to park in the student parking lot on the southeast corner of the school grounds. Vehicles are to remain parked there unless the student is leaving campus or has been authorized to transfer their vehicle to the shop area. Parking must be in marked areas only. No parking is allowed on the sidewalks or in fire lanes. Students are to enter and exit the parking lot through the single southeast entrance on Bannock Avenue. No students are permitted to exit or drive through the gravel area by the bus barn or on the road behind the main school building separating the main building from the sports complex. Speed limit for driving on school grounds is 5 miles per hour. Driving violations may result in loss of parking privileges and/or referral to law enforcement resulting in citations being issued. Excessively loud music is not permitted in the parking lot. Littering in the parking lot or anywhere else on school grounds is illegal and punishable by a fine of up to \$50.

LOCKER ASSIGNMENTS

Students receive their locker assignments during registration. Once students are assigned lockers, they are expected to continue using that same locker. Changing lockers is permitted ONLY with permission from the high school office. Lockers should be closed and secured at all times. Students are responsible for their lockers, and will be fined for damage to them. Students are encouraged to leave expensive and valuable items, such as all phones, MP3 players, tablets or other mobile electronic devices at home so as to prevent damage to or loss of personal property.

TEXTBOOK CARE AND REPLACEMENT

Students are responsible for textbooks issued to them. Students will be fined for lost or damaged books. Replacement cost will be assessed for lost books.

BICYCLES, SKATE BOARDS, AND ROLLER BLADES

Skateboards, roller blades, and bicycles are not permitted in the school building, nor may they be used on sidewalks or in other areas on campus because of safety issues.

BUS POLICIES

The school district assumes responsibility for the student once s/he boards the bus

in the morning. That responsibility ends once the student is delivered to the bus stop at the close of the day. The right of the student to ride on the school bus is a condition of their good behavior and observance of the bus rules and regulations:

1. Follow directions the first time they are given.
2. Stay in your seat and keep hands, feet, and belongings to oneself.
3. Be respectful--no loud talking, rude gestures, swearing, teasing, or fighting.
4. Keep all harmful objects and substances off the bus.
5. Maintain the bus—do not eat, drink, litter, write on, or damage the bus.

Consequences:

1. First Offense: Warning. Driver verbally warns the student.
2. Second Offense: A bus conduct report is completed and given to the Transportation Supervisor and he will conference with the student.
3. Third Offense: A bus conduct report is completed and submitted to the Transportation Supervisor. The parent is notified and results in a 1-week loss of privileges.
4. Fourth Offense: A bus conduct report is completed and given to the Transportation Supervisor. He will convene a conference with the student, superintendent, bus driver and parents. The student will have an Indefinite suspension of bus privileges. School board action may be taken.
6. Severe Clause: An action taken at any time against a student if the student goes beyond means of any bus or school rule. This may mean an indefinite suspension and/or school board action.

FOOD AND DRINK

Students may consume food and drink before school, after school, during lunch, and during their breaks. Food and drink are not to be consumed in class without the teacher's permission. Every effort should be made to keep the facility clean and free from litter.

CAFETERIA POLICIES

1. Talk quietly.
2. Be respectful—No throwing, spitting, playing with, or dropping food or drinks.
3. Walk, don't run.
4. Place trash, trays, and utensils in their proper place.
5. Stay seated until finished eating.

ACADEMIC SUPPORT SERVICES

COUNSELING

The purpose of the counseling program in our school is to help provide each student with the ability to reach his/her greatest potential. This is provided through individualized planning with students, parents, and teachers in the areas of personal/social, education, and career development. The delivery of this program is by way of counseling, consultation, orientation, testing, and referrals.

STUDENT ASSISTANCE PROGRAM

Students who are concerned about their involvement or the involvement of another person with drugs or alcohol, or other personal issues, are encouraged to ask a staff member for assistance. This staff member will help the student contact appropriate resources while keeping the greatest level of confidentiality.

STUDENT HEALTH ASSISTANCE

Sick students must check with the office when it is necessary to leave school or take any form of doctor-prescribed medication. In case of emergency due to accident or illness, the student's parents will be notified. Idaho law states that students in grades

K-12 shall be immunized. Students will not be admitted to classes unless they have written documentation of immunization status on file with the school office.

LIBRARY SERVICES

The library will be open at 8:00 a.m. and remain open throughout the day until 3:45 p.m. Students are encouraged to use the library as much as possible. Students visiting the library during class time must first get written permission from his/her teacher. Upon entering the library, the student should present the note and inform the librarian of his/her particular needs.

STUDENT GOVERNMENT

To be eligible for a student government position, a student must be enrolled full-time, having received passing grades and earned credits in all seven (7) full-credit subjects in the previous semester. To be academically eligible to campaign for or hold a student government position, a student must maintain passing grades in all subjects throughout the year.

Student Council provides for student activities, serves as a training experience for both elected leaders and followers, promotes the common good, gives students a share in the management, develops high ideals of personal conduct, acts as a clearing house for student activities, seeks to interest students in school affairs, and helps solve problems that may arise. Members of the student council are your representatives and have direct access to the school administration.

NATIONAL HONOR SOCIETY

Glenns Ferry High School students are eligible to be inducted into the Glenns Ferry High School Chapter of the National Honor Society during their sophomore or junior year. Students must be enrolled at Glenns Ferry High School one semester prior to induction. To meet the requirements for induction, the student must have a cumulative grade point average of at least 3.50, must complete a student activity information form by a set deadline, and meet eligibility under the areas of scholarship, leadership, service, and character. A faculty council will review all materials. Candidates receiving a majority vote of the faculty council will become eligible for induction. Rules and regulations governing eligibility will come from the by-laws of the National Honor Society and the Glenns Ferry Chapter of the National Honor Society.

YEARBOOK

The school principal has the authority to give prior approval to what goes into the school yearbook in order to promote an acceptable book or document.

GENERAL INFORMATION

ANNOUNCEMENTS

The school office will provide a daily bulletin. Announcements for the bulletin must be submitted to the office before the warning bell rings. The bulletin will be on Google Drive and shared with staff. The bulletin will be read at daily. Announcements brought to the office after the warning bell will not be read throughout the day without administration approval.

ASSEMBLIES

At all times student behavior should be refined and courteous. Whether guests are present or not, each student is personally responsible for the impression made by the school as a whole during assemblies. Unacceptable conduct would include whistling, excessive clapping, boisterousness, and talking during a program. Removal from or loss of privileges for assemblies may result from misbehavior.

FIRE DRILLS

Fire drills will be held throughout the school year. They are an important precaution and should be taken seriously as if an actual emergency existed. When the fire alarm is sounded, everyone is to clear the building and proceed to designated safety zone areas located in the front of the school, west of the tennis court, and inside the track area. In an actual emergency or in the case of inclement weather, transportation could be provided from those areas to a temporary shelter. Before the students return to the building during a drill, an all-clear bell will be sounded to indicate that it is safe to return.

HALL CONDUCT

While class is in session, any student out of a classroom must have a valid pass from their assigned classroom teacher. Students without an official pass will be escorted to their current class.

LOST AND FOUND

Articles found in and around the school should be turned over to school personnel so the owners can claim their property after properly identifying it.

RECRUITERS

Students who need to meet with an armed services or campus recruiter will be allowed only one visit during school time. The length of meeting time is at the discretion of the principal. The school counselor coordinates visitations.

VISITORS AND VISITING STUDENTS

All visitors are to report to the high school office to request a visitor's pass. Glenns Ferry High School will not accommodate students from other schools during the school day. Requests for exceptions will be made through the principal. Requests for visiting students must be made a minimum of 24 hours in advance of the visitation.

ACTIVITIES

Participation in the activities program at Glenns Ferry High School is a privilege, not a right, and each participant shall abide by all school rules and regulations.

- Function Request to Student Council. Any group or organization wanting to sponsor a school related activity, such as a dance or other type of social event, must complete a Function Request to Student Council form, have it signed by appropriate officers and advisors, and submit it to Student Council for approval two weeks prior to the activity.
- Dances. Dances sponsored by an organization of Glenns Ferry High School are considered school activities and the normal standards of expected behavior should be followed. Individuals who are not Glenns Ferry students will not be permitted to attend unless they have the pre-approval of the principal. Students who leave a dance will not be re-admitted to the dance. Middle school students may not attend high school dances and vice versa.
- Senior Sneak. While this activity can be viewed as a "rite of passage," it is also a privilege and one that must be earned. Students must demonstrate positive behavior and must meet academic standards in order to participate. Students with behavioral referrals in the month preceding the Sneak may be denied participation.
- Purchase Orders. Any purchase of supplies for student activities must be made with a purchase order signed by the advisor and principal in advance of the purchase. Those purchases made without proper authorization may be denied reimbursement.

ORGANIZATIONS

Bible Club

Business Professionals of America

Drama
National FFA Organization
Future Hispanic Leaders of America
National Honor Society
Speech

Rodeo Club
Ski & Snowboarding
Travel Club
Yearbook
Journalism

Extracurricular and Co-Curricular Participation Policy

Extracurricular and co-curricular activities are supplements to the regular instructional programs and afford students opportunities for enrichment. **However, participation in extracurricular and co-curricular activities is a privilege, not a right.** I.C. 33-512(12). As representatives of their school and District, students participating in such activities are expected to meet high standards of behavior throughout the school year.

It shall be the policy of the Board of Trustees that rules of conduct and training shall be established for all activities of an interscholastic nature. These rules will be rigorously and impartially enforced. It is further realized that coaches, administrators, and board personnel are not policemen and that the primary responsibility for out-of-school supervision resides with the parents. It shall therefore be the duty of the High School principal to see that each parent or guardian of the participant is notified of the school policy and to request their cooperation. The board directs all coaches and supervisors that: 1) no exception may be made in enforcing rules; 2) all reasonable and desirable supervision is employed; and 3) all reports are fairly and impartially investigated.

ATHLETIC PHYSICALS

Students participating in Glenns Ferry High School IHSAA sponsored athletics are required to get a physical examination prior to participation their freshman and junior years.

SCHOOL INSURANCE

School insurance is available to all students. Forms may be obtained at the office for each student on the first day of school. Insurance is optional for students. Athletic participants will be notified by their respective coaches and the athletic director concerning the need to have insurance.

Academic Eligibility

- In order to be eligible, students must meet all IHSAA academic requirements.
 - This includes being enrolled in school full time and having passed at least 5 out of 7 classes the previous semester.
- Additionally, the following academic eligibility policy will be enforced:
 - Athlete's grades will be checked every 2 weeks. (Grade check dates will be available in the office)
 - To be eligible, athletes must have a minimum 2.0 simple GPA with no failing grades (current semester grades—not accumulative).
 - If an athlete's GPA is lower than a 2.0, or he/she has any failing grades, then the athlete is ineligible for a week. There will be no warning weeks.
 - After 1 week of ineligibility, the athletes with ineligible grades will have their grades checked again. If they have a 2.0 simple GPA with no failing grades, they will be eligible to participate. If they

have not gotten their GPA to a 2.0, or are failing any classes, then they will be ineligible for another week.

- All missing work must be submitted to the teacher by Thursday before the grade check. Work turned in after Thursday will not be counted until the following grade check.
- If an athlete is ineligible for 3 weeks at anytime throughout the season, they will be dismissed from the team.
- When a child becomes ineligible, parents will be notified by either a Power Announcement or by their child. The child will be expected to call home from the office when they are informed they are ineligible.
- Home schooled students who are dual enrolled in Glenns Ferry School District and wish to participate in extra-curricular activities, must agree to adhere to this policy. They must be able to show proof that they have a 2.0 GPA with no failing grades on the designated grade check dates. If a grade report is not provided, the athlete will automatically be ineligible for a week.

Attendance Eligibility

- Students who participate in an interscholastic contest or extra-curricular activity must attend at least five (5) class periods the day of the contest, unless they have the principal's permission a minimum of one day prior to the absence to be absent. If there is a contest on a non-school day, the student must attend five (5) class periods the school day before the contest.
- Students who participate in an interscholastic contest or extra-curricular activity, must attend at least five (5) class periods in order to attend practice unless they have the principal's permission a minimum of one day prior to the absence to be absent.

Extracurricular Athletics and Activities "Be a Part of the Team" Procedure

Joining an extracurricular activity or athletic team is a valuable part of a student's educational experience and can increase school pride and ownership.

Making a full commitment to this team, the school, and to the community to represent Glenns Ferry High School with pride as a part of the activity or athletic team is of the utmost importance. By joining and then following through with the season, you as a student are showing respect, responsibility, commitment, and integrity as a part of your personal character.

We, as a staff believe this is important enough to have the following procedure in place for all extracurricular activities and athletics.

- When a student becomes a part of an athletic team or activity and stays with that program through the first competition in which they are eligible to participate and then quits, they will not be eligible to compete for the next athletic team or activity they join for six calendar weeks from the start of practice for that program.
 - Ex. Student A goes out for Volleyball in the fall and decides to quit the team after the first match from the point they joined the

team. Student A does not join any program until the spring when they decide to run track. They would not be eligible to compete on the track team in meets until six calendar weeks after the first day of practice.

- A student in this situation would be allowed to travel with a team to show follow through on their commitment, but would not be allowed to dress down in any competitive clothing or gear until the six week time period has elapsed.
- If a student quits a second team after serving the six week probationary period, they would have to serve another six week time period where they would be ineligible for the next team they decide to join.
- If a student, under the coach's discretion and team policy, needs to be dismissed from an activity or athletic team due to violating team rules, they will not be eligible to compete for the next activity or athletic team they decide to join for a period of six weeks also.
- This procedure will roll over from one school year to the next.

Extracurricular or Co-Curricular Activity Suspension

The board believes that the safety and welfare of other students may be adversely affected when students who are involved in extracurricular or co-curricular activities commit major infractions or repeated minor infractions at school or during school activities, and/or abuse drugs, alcohol, or tobacco in any location.

At the beginning of each semester, teachers or coaches of co-curricular courses will identify for students how participation in the co-curricular activity impacts their course grade. Co-curricular students who are suspended as a result of this policy will have the co-curricular course grade affected only if the reason for the suspension was related to course work or course expectations. Students who miss a co-curricular activity because of a suspension may ask to do, or be required to do, alternative assignments or special projects to make up the missed activity.

Activity Suspension as a Result of a School Suspension

A student will be immediately suspended from all extracurricular and co-curricular activities when he/she receives a suspension from school for any reason.

Consequences:

1. The activity suspension is automatic. The Principal has the discretion to impose the suspension for the duration of the school suspension or longer, up to a total of nine (9) school days, and it runs concurrent with the school suspension.
2. Students who have been suspended, either in school or out of school, may not travel with their team or compete in extracurricular or co-curricular competitions, games, or activities.
3. Students who receive in school suspension may practice with their team after the regular school day has ended.
4. Students who are suspended out of school may not participate in any practice or team function until their suspension is completed.
5. This type of activity suspension cannot be appealed.

Activity Suspension for Repeated Minor Infractions or a Major Infraction including, but not limited to: Use of Drugs, Controlled Substances, or the Possession of Drug Paraphernalia in Any Location During the Enrolment Period

A student may be suspended from extracurricular and co-curricular activities when he/she has been involved with drug paraphernalia, controlled substances, or drugs, including alcohol or tobacco, **in any location, either on or off campus**, during the enrollment period, in any of the following ways: attempting to secure or purchase; using or having reasonable suspicion of having used; possession; intending or attempting to sell or distribute; selling or giving away; or being knowingly present when any of the above are used, possessed, or consumed.

Due Process:

1. The incident will be reviewed and investigated by the administration pursuant to the informal hearing process of this policy.
2. The student has the right to an informal hearing with the administration to explain the situation.
3. If the student admits to the violation, or if there is sufficient proof of guilt, the following consequences will be imposed:

Consequences:

A. Knowingly Present In Season

1. First violation: When a student violates the “knowingly present” prohibition of this policy for the first time during a scholastic year, the school resource officer (“SRO”), principal, or athletic director:
 - ❖ will hold a conference with the student;
 - ❖ will notify the student’s parent/guardian and the student of the violation;
 - ❖ may arrange a conference with the parent/guardian and the student; and
 - ❖ will inform the student and parent/guardian of consequences for future violations of the policy.
2. Second violation: When a student violates the “knowingly present” prohibition of this policy for the second time during a scholastic year, he/she is subject to the consequences outlined below in part B “Major Infractions In Season” of the policy.

B. Major Infractions In Season Or Third Minor Infraction In Season

1. The incident(s) will be reviewed pursuant to the Informal Hearing Process section of this policy. If the evidence supports the accusation, the student will be suspended from all extracurricular and co-curricular events for one (1) calendar year from the date the incident occurred.
 - a. If the student self-reports, the suspension will be reduced to fourteen (14) calendar days from the date that the student self-reports to administration. In the case of drug, alcohol, or tobacco use, the student agrees to and completes the following:
 - 1) Ten (10) hours of community service at the school supervised by school personnel to be completed before the (14) day suspension is over; and
 - 2) Drug/alcohol/tobacco education group provided or facilitated by the school, and/or the community.
 - b. If the student does not self-report, the suspension may be reduced to fourteen (14) calendar days from the date the student admits wrong doing to administration. In the case of

drug, alcohol, or tobacco use, the student agrees to and completes the following:

- 1) Twenty (20) hours of community service at the school supervised by school personnel to be completed before the suspension is over; and
 - 2) Drug/alcohol/tobacco education group provided or facilitated by the school, and/or the community.
2. If no event is scheduled during the period of the suspension, the student will not be allowed to participate in the next scheduled event (this carries over to the next season).
 3. On the occasion of a subsequent infraction during a scholastic year, the student will be suspended from extracurricular or co-curricular activities for a period of one (1) calendar year from the date of the second infraction.
 4. The parent/guardian may appeal the Principal's decision as outlined in the Appeal Process of this policy, with either a first or second offense.

C. Major Infractions Out of Season

1. The incident will be reviewed pursuant to the Informal Hearing Process section of this policy. If the evidence supports the accusation, the student will be suspended from all extracurricular and co-curricular events for one (1) calendar year from the date the incident occurred.
2. The suspension may be reduced to zero (0) days if:
 - a. The student self-reports to the administration before the start of the next extracurricular activity season the student participates in.
 - b. The student completes 10 hours of community service under the supervision of school personnel before the first event of that season. In the case of drug, alcohol, or tobacco use, the student agrees to and completes the following:
3. If the student does not self-report before the start of the next extracurricular activity season, but self-reports during that season, the suspension may be reduced to fourteen (14) calendar days from the date the event is reported to the administration. In the case of drug, alcohol, or tobacco use, the student agrees to and completes the following:
 - a. Ten (10) hours of community service at the school supervised by school personnel to be completed before the (14) day suspension is over; and
 - b. Drug/alcohol/tobacco education group provided or facilitated by the school, and/or the community.

D. Conviction of Criminal Conduct During the Enrollment Period

1. If a student is convicted of a serious crime during the enrollment period, they will be required to complete forty (40) hours of community service before they are allowed to compete in an extracurricular or co-curricular contest, game, or event. Further, students will not be allowed to run for office, be in the homecoming court, prom court, or speak at graduation until the community service hours are completed.
 - a. These service hours must be supervised by school personnel

and are in addition to all other community service hours that resulted from this action.

b. Serious crimes include but are not limited to: DUI, DWI, Theft, Assault, Battery, Vandalism, Larceny, Destruction of Property, and arson.

c. Minor traffic violations will not be considered criminal conduct.

Other Information

Infractions Which Occur on Out-of-School Trips

During an out-of-school trip, if the authorized person in charge of the activity determines that a student should be sent home early because of criminal conduct, drug use or a major infraction, the authorized person will notify the parent/guardian, and require him/her to take charge of the immediate return of the student. The parent/guardian will assume all responsibility and expenses incurred for the return of the student.

Informal Hearing Process

Prior to giving an activity suspension to a student, the principal or athletic director shall grant the student an informal hearing on the reasons for the activity suspension and the opportunity to challenge those reasons unless an emergency activity suspension is necessary. If an emergency activity suspension is necessary, an informal hearing will be held as soon as possible after the emergency ceases to exist.

Student Travel to or from an Extracurricular or Co-Curricular Activity

Unless other travel arrangements are authorized, students will board the bus at the school designated as point of origin for the trip and will return to the point of origin in the bus. There will be no stops along the designated route to pick up or discharge students.

The only variation allowed in this regulation is the release of students to parents in a face-to-face situation at the close of the activity before buses begin the return trip. Such release will require a signed, dated note from the parent and prior approval from the school principal if the parent wishes the student to travel to or from an event by means other than the school district bus.

The activity must provide at least one instructor/coach/or adult sponsor for each bus on a special trip. The bus driver will be responsible for the safe operation of the bus. The sponsor will be responsible for supervision of students and enforcement of bus rules. Any adult designated by the principal as a sponsor will have such authority.

Students must follow all school bus rules with this exception: Food and drink not in glass containers will be allowed on the bus with permission of the principal.

However, any debris must be cleaned up at the end of the trip and before students leave the bus.

If a student causes a disruption or hazard on the bus, a conference will be held with the principal, driver, instructor/ coach/or adult sponsor, parent/guardian and student. The driver, instructor/coach/or adult sponsor, parent/guardian and the student will have the opportunity to share with the principal their perceptions of the problem. If the principal finds that there has been an infraction of bus rules, he will take the following action:

1. On the first infraction, the student will be warned that following any further infraction he/she will be declared ineligible for transportation to the extracurricular or co-curricular activities for one event.

2. On the second infraction during a semester, the student will be declared ineligible for transportation to the extracurricular or co-curricular activity for two events.
3. On the third infraction during a semester, the student will be declared ineligible for transportation to the extracurricular or co-curricular activities for the remainder of the semester.

Based on the severity of the problem as it relates to respect and safety for others, the principal may bypass step #1 and/or step #2 above and immediately declare the student ineligible for transportation for two weeks or the remainder of the semester.

Appeal Process

1. This appeal process may be used by students and their parent/guardian only in those instances where an activity suspension or transportation to an extracurricular or co-curricular activities exceeds nine (9) school days.
2. The parent/guardian must request an appeal in writing within two (2) school days from the notification of the activity suspension decision. This request must be made to the Board of Trustees through the superintendent.
3. The Superintendent will notify the student and the parent/guardian of the date, location, and time of the hearing; the student will have an opportunity to present additional evidence regarding the circumstances of the suspension or reasons to reduce the length thereof. The appeal must be scheduled within four (4) school days of the request.
4. If the Board of Trustees determines that the evidence reviewed at the appeal supports the suspension, the suspension of the student from extracurricular and/or co-curricular activities shall be continued.
5. The student and the parent/guardian will be notified in writing of the Board of Trustees' findings and determination with respect to the student suspension from extracurricular and/or co-curricular activities within two (2) school days of the board of trustees' decision.
6. The Board of Trustees' determination is final.

Extracurricular Activities Drug-Testing Program

The District has a strong commitment to the health, safety, and welfare of its students. Results of studies throughout the United States indicate that education alone, as a preventive measure, is not effective in combating substance abuse. Our commitment to maintaining the extracurricular activities in the District as a safe and secure educational environment requires a clear policy and supportive programs relating to detection, treatment, and prevention of substance abuse by students involved in extracurricular activities.

Purpose

The drug-testing program is not intended to be disciplinary or punitive in nature. Students involved in extracurricular activities need to be exemplary in the eyes of the community and other students. It is the purpose of this program to prevent students from participating in extracurricular activities while they have drug residues in their bodies, and it is the purpose of this program to educate, help, and direct students away from drug and alcohol abuse and toward a healthy and drug-free participation. No student shall be expelled or suspended from school as a result of any verified positive test conducted by his/her school under this program,

other than as stated herein.

Scope

Participation in extracurricular activities is a privilege. This policy applies to all District students in grades 9-12 who wish to participate in extracurricular activities that are listed in the current student handbook and any other school-sponsored extracurricular activities not listed.

Consent Form

It is MANDATORY that each student who participates in extracurricular activities signs and returns the Consent Form prior to participation in any extracurricular activity. Failure to comply will result in non-participation.

Each extracurricular participant shall be provided with the Consent Form (3350F), which shall be dated and signed by the participant and by the parent/guardian. In so doing, the student is agreeing to participate in the random drug-testing program at Glenns Ferry High School.

Testing Procedures

1. The selection of participants to be tested will be done randomly by the principal/administrative designee, and selections will be made from time to time throughout the school year. Names will be drawn from one (1) large pool of those agreeing to be tested. Testing may occur on a different day, Monday through Saturday. This variable schedule will keep students conscious of the possibility of being tested at any time during the year. Each student will be assigned a number that will be placed in the drawing.
2. If the student shows signs of reasonable suspicion, the principal/administrative designee may call the student's parent/guardian and ask that the student be tested. Factors will include, but are not limited to, excessive discipline problems and/or excessive absences from school. Also, a parent/guardian may request testing of his/her student.
3. No student will be given advance notice or early warning of the testing. In addition, a strict chain of custody will be enforced to eliminate invalid tests or outside influences.
4. Upon being selected for a urinalysis test under this policy, either by random draw, reasonable suspicion, a request of a parent/guardian, or a follow-up test, a student will be required to provide a sample of fresh urine, according to the quality control standards and policy of the laboratory conducting the urinalysis.
5. All students will remain under school supervision until they have produced an adequate urine specimen. If unable to produce a specimen, the student will be given up to twenty-four (24) ounces of fluid. If still unable to produce a specimen within two (2) hours, the student will be taken to the principal's office and told he/she is no longer eligible for any of the extracurricular activities. In addition, the parents/guardian will be telephoned and informed the student is unable to produce a sample for the testing procedure and that he/she may be tested at a later date to be reinstated for eligibility.
6. There is a head strip on each of the specimen bottles, indicating the validity of the urine specimen by temperature. All specimens registering

below 90.5 degrees Fahrenheit will be invalid. If this occurs, another specimen must be given by the student.

7. If it is proven that tampering or cheating has occurred during the collection, the student will become ineligible for all the extracurricular activities for the remainder of the school year. This will be reported to the parent/guardian.
8. Immediately after the specimen is taken, the student may return to class with an admit slip or pass with the time he/she left the collection site. The principal/administrative designee must time and sign the pass.
9. All specimens will be initially screened using a laboratory approved panel test. All positive tests will then be turned over to the testing laboratory, and each specimen will be tested for final verification of presence of the indicated substance (which may include all drugs listed as controlled substances under the laws of the State of Idaho). Also, performance enhancing drugs such as steroids may be tested.
10. The laboratory selected must follow the standards set by the Department of Health and Human Services. It must be certified under the auspices of the Clinical Laboratory Improvement Act (CLIA) and the Joint Commission of Accreditation of Healthcare Organizations (JCAHO).

Chain of Custody

1. The certified laboratory will provide training and directions to those who supervise the testing program, set up the collection environment, and supervise the chain-of-custody. To maintain anonymity, the student's number, no name, will be used.
2. The principal/administrative designee will be responsible for escorting students to the collection site. The student should bring all materials with him/her to the collection site and should not be allowed to go to his/her locker. (The administrator should not bring all the students drawn from the pool to the collection site simultaneously. Calling four (4) or five (5) students at a time allows the collections to be carried out quickly and will not cause students to wait a long time, thereby creating a loss of important time from class. Athletes may be called after school, perhaps during practice time.)
3. Before the student's urine is tested by the laboratory, students will agree to fill out, sign, and date any form which may be required by the testing laboratory. If a student chooses, he/she may notify the administrator that he/she is taking a prescription medication.
4. A sanitized kit containing a specimen bottle will be given to each student. The bottle will remain in the student's possession until a seal is placed upon the bottle. The student will sign that the specimen has been sealed. The seal may be broken only by the lab testing the specimen.
5. If the seal is tampered with or broken after leaving the student's possession and prior to arriving at the lab, the specimen is invalid. The student will be called again as soon as possible. The student will remain eligible for extracurricular activities subsequent to a retest.
6. The supervisor obtaining the urine specimen will be of the same gender as the student. Students will be instructed to remove all coats and wash

their hands in the presence of the supervisor prior to entering the restroom. The door will be closed so that the student is by himself/herself in the restroom to provide a urine specimen. The supervisor will wait outside the restroom. The student will have two (2) minutes to produce a urine specimen. The commode will contain a blue dye so the water cannot be used to dilute the sample. The faucets in the restrooms will be shut off.

7. After it has been sealed, the specimen will be transported to the testing laboratory by lab personnel. The testing laboratory will report the results to the principal/administrative designee.
8. In order to maintain confidentiality, the container which contains the urine specimen to be tested will not have the name of the student on the container. Instead, the student's random identification number will appear on the container. Also, the results sheet for urinalysis will be mailed to the principal/administrative designee with no name attached; only the student's random identification number will appear on the results sheet.

Test Results

1. This program seeks to provide needed help for students who have a verified positive test. The student's health, welfare, and safety will be the reason for preventing students from participation in extracurricular activities.
2. The principal/administrative designee will be notified of a student testing positive (that is, if the test shows that drug residues are in the student's system after using at least two (2) different types of analyses). The principal/administrative designee will notify the student and his/her parent/guardian. The student or his/her parent/guardian may submit any documented prescription, explanation, or information that will be considered in determining whether a positive test has been satisfactorily explained.
3. In addition, the student or parent/guardian may appeal by requesting that the urine specimen be tested again by the certified laboratory at a cost to the student or his/her parent/guardian.
4. If the test is verified positive, the principal/administrative designee will meet with the student and his/her parent/guardian at the school. The student and parent/guardian will be given the names of counseling and assistance agencies that the family may want to contact for help. The student will be prevented from participating in extracurricular activities until after a follow-up test is requested by the principal/administrative designee and the results are reported.
5. A follow-up test will be requested by the principal/administrative designee after such an interval of time that the substance previously found would normally have been eliminated from the body. If this follow-up test is negative, the student will be allowed to resume extracurricular activities. If a second positive result is obtained from the follow-up test or any later test of that participant, the same previous procedure shall be followed. In addition, the District reserves the right to continue testing, at any time during the remaining school year, any participating student who tested positive and did not make satisfactory explanation.

6. Information on a verified positive test result will be shared on a need-to-know basis with the student's coach or sponsor. The results of negative tests will be kept confidential to protect the identity of all students being tested.
7. Drug testing result sheets will be returned to the principal/administrative designee, identifying students by number and not by name. Names of students tested will not be kept in open files or on any computer. Result sheets will be locked and secured in a location to which only the principal/administrative designee has access.

Financial Responsibility

1. Under this policy, the District will pay for all initial random drug tests, all initial reasonable suspicion drug tests, and all initial follow-up tests. (Once a student has a verified positive test result and has subsequently tested negative from a follow-up test, any future follow-up drug test that must be conducted will be paid for by the student or his/her parent/guardian.)
2. A request on appeal for another test of a positive urine specimen is the financial responsibility of the student or his/her parent/guardian.
3. Counseling and subsequent treatment by non-school agencies are the financial responsibility of the student or his/her parent/guardian.

Confidentiality

Under this drug-testing program, any staff, coach, or sponsor of the District who may have knowledge of the results of a drug test will not divulge to anyone the results of the test or the disposition of the student involved, other than in the case of a legal subpoena being made upon that person in the course of a legal investigation. Once again, this will underscore the District's commitment to confidentiality with regard to the program.

Other Rules

Apart from this drug-testing program, the Idaho High School Activities Association (IHSAA) and the coaching staff/sponsor of each sport/activity have their own training rules and requirements. Coaches/sponsors have the necessary authority to enforce those rules. Any student who violates a rule or requirement as a member of a team or activity will be subject to the consequences as defined in those rules and requirements.

General Definitions for Extracurricular and Co-Curricular Participation Policy Unless the context otherwise requires, in this policy:

"Extracurricular Activities" means district and/or school authorized activities which take place outside of the regular school day and do not involve class credit, including, but not limited to athletics, student groups or organizations, and community activities for which high school letters are awarded.

"Co-Curricular Activities" are district and/or school authorized activities held in conjunction with a credit class, but taking place outside of the regular school day including, but not limited to, debate, drama, drill team, band or choir.

"Activity Suspension or Suspension from Extracurricular or Co-curricular Activities" means that suspended students shall not travel, dress in uniform, associate or participate with the team or group at its scheduled event(s). Suspended students may be allowed to participate in practices/meetings; however, the principal or designee may deem it necessary for students to be withheld from practices/meetings for the duration of the suspension.

“Controlled Substances” include, but are not limited to opiates, opium derivatives, hallucinogenic substances, including cocaine, and cannabis and synthetic equivalents or the substances contained in the plant, any material, compound mixture or preparation with the substances having a depressant effect on the central nervous system, and stimulants.

“Drugs” include any alcohol or malt beverage, any inhalant, any tobacco product including vapor cigarettes, any controlled substances, any illegal substance, any abused substance, any look-alike or counterfeit drug, any medication not approved and registered by the school authorities and/or any substance which is intended to alter mood, and/or any substance which is misrepresented and sold or distributed as a restricted or illegal drug.

“Drug Paraphernalia” is defined as any or all equipment, products and materials of any kind which are used, intended for use, or designed for use, in planting, propagating, cultivation, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling, or otherwise introducing into the human body a controlled substance as defined in this policy.

“Emergency Activity Suspension” is defined as imposition of an activity suspension by a principal or his designee prior to an informal hearing when it is necessary to protect the health and safety of the individual(s) involved and immediate action is appropriate.

“Self-Reporting” is defined as the student admitting to administration a violation of school policy before the administration questions the student about it.

“Event” is defined as a match, game, meet, or other competitive event, including regional and/or state tournaments, competitions. “Event” is also defined as any band or choir performance(s).

“Knowingly Present” shall mean that a student attended a gathering of two (2) or more individuals (excluding parents) at which one or more of the attendees (other than the student at issue) were using or are in possession of drug paraphernalia, controlled substances, drugs, pornography, or alcohol or tobacco and the student knew or reasonably should have known that such use or possession was occurring.

“Minor Infraction” shall mean a minor deviation from acceptable behavior or stated student expectations. Students will be given notification of the first minor infraction. Students and parents will be given notification of the second minor infraction through a conference and will be informed that a third minor infraction may result in activity suspension. Example of a minor infraction would include a student getting kick out of class or sent to the office for behavior.

“Major Infraction” shall mean a material or substantial deviation from acceptable behavior or stated student expectations including but not limited to the use, possession, or distribution of drugs or controlled substances, the possession of drug paraphernalia, insubordination toward or non-compliance with staff members or adults in charge of an activity.

“On any school premises or at any school sponsored activity, regardless of location” includes, but not be limited to buildings, facilities, and grounds on the school campus, school buses, school parking areas; and the location of any school-sponsored activity. “On any school premises or at any school sponsored activity, regardless of location” also includes instances in which the conduct occurs off the school premises but impacts a school related activity.

“Enrollment Period” is defined as the period of time during which a student is enrolled in the Glenns Ferry School District, and shall include summers between school years.

“School Days” include only those days when school is in session.

“In Season” is defined as the period of time in which extracurricular or co-curricular activity has officially started practice through the end of the activities season. If student is participating in the extracurricular or co-curricular activity they are considered “In Season.”

“Out of Season” is defined as the period of time in which a student is not involved in an extracurricular or co-curricular activity.

CELL PHONES AND OTHER PERSONAL ELECTRONIC DEVICES

Cell phones and other personal electronic devices may only be used at school on the student’s personal time outside of scheduled class hours. Personal electronic devices may only be used under the direction of the classroom teacher for educational purposes as stated in board policy 3260 Bring Your Own Device Program. Acceptable times for students to use a cell phone or other personal electronic device for personal purposes are before school, during lunch, between classes, or after school. All cell phones and personal electronic devices must be turned off and put away before the student enters the classroom. Leaving the classroom during class time to conduct personal business on a cell phone or other personal electronic device is considered inappropriate and will result in disciplinary action. Any student found using a personal electronic device outside of the guidelines of the BYOD policy and this handbook will be subject to the following disciplinary actions.

First Offense: The device will be confiscated, held in the high school office, and returned to the student at the end of the day.

Second Offense: The device will be confiscated and held in the high school office until picked up by a parent or guardian.

Third Offense: The device will be confiscated and held in the high school office until picked up by a parent or guardian. In addition, the student will lose BYOD privileges for the remainder of the school year. The unique ID will be obtained from the device the device will be blacklisted from the district network.

TELEPHONE USE

Students wishing to use the school telephone during school hours may do so only in an emergency, and only by using the phone in the high school office with teacher and office staff permission. Parents/guardians wishing to contact their student may do so by contacting the office and leaving a message. Students are not permitted to use classroom phones.

CHROMEBOOKS

Students are not to borrow other students chromebooks. If a student can not find their chromebook or their chromebook is damaged it is the students responsibility to contact the HS librarian or the HS secretary or the Technology director for help locating the missing device. If the device cannot be found or is not usable a loner device may be issued at the discretion of administration. Any student found using, or to have used another student’s device will have their google account suspended for up to two weeks or more if its a repeat occurrence. If a chromebook is damaged and the damage is not reported by the responsible student that student will be charged with the repair or replacement cost of the chromebook.

Acceptable Use of Electronic Networks

All use of electronic networks shall be consistent with the District's goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. These procedures do not attempt to state all required or proscribed behaviors by users. However, some specific examples are provided. **The failure of any user to follow these procedures will result in the loss of privileges, disciplinary action, and/or appropriate legal action.**

Terms and Conditions

1. Acceptable Use – Access to the District's electronic networks must be: (a) for the purpose of education or research and consistent with the educational objectives of the District; or (b) for legitimate business use.
2. Privileges – The use of the District's electronic networks is a privilege, not a right, and inappropriate use will result in cancellation of those privileges. The system administrator (and/or building principal and/or Internet Safety Coordinator) will make all decisions regarding whether or not a user has violated these procedures, and may deny, revoke, or suspend access at any time. An appeal of such decisions may be made to the Superintendent within seven (7) days. His/her decision is final.
3. Unacceptable Use – The user is responsible for his/her actions and activities involving the network. Some examples of unacceptable uses are the following:
 - a. Using the network for any illegal activity, or to access websites encouraging illegal activity including violation of copyright or other contracts, or transmitting any material in violation of any U.S. or state law;
 - b. Uses that cause harm to others or damage property;
 - c. Unauthorized downloading of software, regardless of whether it is copyrighted or devirused;
 - d. Downloading copyrighted material;
 - e. Using the network for private financial or commercial activities;
 - f. Wastefully using resources, such as file space;
 - g. Hacking or gaining unauthorized access to files, resources, or entities; uploading a worm, virus, or other harmful form of programming;
 - h. Invading the privacy of individuals, which includes the unauthorized disclosure, dissemination, and use of information of a personal nature about anyone;
 - i. Using another user's account or password or some other user identifier that misleads message recipients into believing that someone other than you is communicating;
 - j. Posting material authored or created by another, without his/her consent;
 - k. Posting anonymous messages;
 - l. Using the network for commercial or private advertising;
 - m. Accessing, submitting, posting, publishing, or displaying any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, harassing, bullying, or illegal material;
 - n. Using the network while access privileges are suspended or revoked;
 - o. Promotion of political, personal, or religious causes in a way that presents such opinions as the view of the District;

- p. Disclosing identifying personal information or arranging to meet persons met on the internet or by electronic communications;
 - q. Any other unacceptable uses as outlined in District Policy 3270.
4. Network Etiquette – The user is expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:
- a. Be polite. Do not become abusive in messages to others.
 - b. Use appropriate language. Do not swear or use vulgarities or any other inappropriate language.
 - c. Do not reveal personal information, including the addresses or telephone numbers, of students or staff.
 - d. Recognize that electronic mail (e-mail) is not private. People who operate the system have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.
 - e. Do not use the network in any way that would disrupt its use by other users.
 - f. Consider all communications and information accessible via the network to be private property.
5. No Warranties – The District makes no warranties of any kind, whether expressed or implied, for the service it is providing. The District will not be responsible for any damages the user suffers. This includes loss of data resulting from delays, non-deliveries, missed deliveries, or service interruptions caused by its negligence or the user's errors or omissions. Use of any information obtained via the internet is at the user's own risk. The District specifically denies any responsibility for the accuracy or quality of information obtained through its services.
6. Indemnification – The user agrees to indemnify the District for any losses, costs, or damages, including reasonable attorney fees, incurred by the District, relating to or arising out of any violation of these procedures.
7. Security – Network security is a high priority. If the user can identify a security problem on the internet, the user must notify the system administrator, Internet Safety Coordinator, or building principal. Do not demonstrate the problem to other users. Keep your account and password confidential. Do not use another individual's account. Attempts to log on to the internet as a system administrator will result in cancellation of user privileges. Any user identified as a security risk may be denied access to the network.
8. Vandalism – Vandalism will result in cancellation of privileges and other disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the internet, or any other network. This includes, but is not limited to, the uploading or creation of computer viruses.
9. Telephone Charges – The District assumes no responsibility for any unauthorized charges or fees, including telephone charges, long-distance charges, per-minute surcharges, and/or equipment or line costs.
10. Copyright Web Publishing Rules – Copyright law and District policy prohibit the republishing of text or graphics found on the internet or on District websites or file servers, without explicit written permission.
- a. For each republication (on a website or file server) of a graphic or text file that was produced externally, there must be a notice at the bottom

- of the page crediting the original producer and noting how and when permission was granted. If possible, the notice should also include the website address of the original source.
- b. Students engaged in producing website pages must provide library media specialists with e-mail or hard copy permissions before the website pages are published. Printed evidence of the status of “public domain” documents must be provided.
 - c. The absence of a copyright notice may not be interpreted as permission to copy the materials. Only the copyright owner may provide the permission. The manager of the website displaying the material may not be considered a source of permission.
 - d. The “fair use” rules governing student reports in classrooms are less stringent and permit limited use of graphics and text.
 - e. Student work may only be published if there is written permission from both the parent/guardian and the student.
 - f. Violation of the copyright web publishing rules may result in denial of access to the network.
11. Use of Electronic Mail.
- a. The District’s electronic mail system, and its constituent software, hardware, and data files, are owned and controlled by the District. The District provides e-mail to aid students in fulfilling their duties and responsibilities and as an education tool.
 - b. Email could be subject to public records requests and disclosures depending upon the subject matter of the contents of the email.
 - c. The District reserves the right to access and disclose the contents of any account on its system, without prior notice or permission from the account’s user. Unauthorized access by any student to an electronic mail account is strictly prohibited.
 - d. Each person should use the same degree of care in drafting an electronic mail message as would be put into a written memorandum or document. Nothing should be transmitted in an e-mail message that would be inappropriate in a letter or memorandum.
 - e. Electronic messages transmitted via the District’s internet gateway carry with them an identification of the user’s internet “domain.” This domain name is a registered domain name and identifies the author as being with the District. Great care should be taken, therefore, in the composition of such messages and how such messages might reflect on the name and reputation of this District. Users will be held personally responsible for the content of any and all electronic mail messages transmitted to external recipients.
 - f. Any message received from an unknown sender via the internet should either be immediately deleted or forwarded to the system administrator. Downloading any file attached to any internet-based message is prohibited, unless the user is certain of that message’s authenticity and the nature of the file so transmitted. Use of the District’s electronic mail system constitutes consent to these regulations.

Internet Safety

1. Internet access is limited to only those “acceptable uses,” as detailed in these procedures. Internet safety is almost assured if users will not engage

- in “unacceptable uses,” as detailed in District policy and procedures, and will otherwise follow District policy and procedures.
2. Staff members shall supervise students while students are using District internet access at school, to ensure that the students abide by the Terms and Conditions for Internet access, as contained in these procedures.
 3. Each District computer with Internet access has a filtering device that blocks entry to visual depictions that are: (1) obscene; (2) pornographic; or (3) harmful or inappropriate for students, as defined by the Children’s Internet Protection Act and as determined by the Superintendent or designee. Students must use the District’s filtered network for all online activities on school grounds or using District equipment.
 4. The system administrator, Internet Safety Coordinator, and/or building principals shall monitor student Internet access.

Student Use of Social Media

Students will be held accountable for the content of the communications that they post on social media locations and are responsible for complying with District policy and procedures for content posted using a District computer, network, or software and/or when posted during school hours when the student is in attendance at school. Student posts on social media locations outside of school hours and school grounds using a personal computer, network, and software shall be private as long as they do not enter into the educational setting and interfere with the orderly operation of the school. Posts to social network sites using a District computer, network, or software may be subject to public records requests. Students may not disrupt the learning atmosphere, educational programs, school activities, and/or the rights of others.

All of the requirements and prohibitions in District policy and procedure apply to the use of social media on school grounds, through the District network or using District equipment, or as part of a class assignment.

INTERNET ACCESS CONDUCT AGREEMENT

I have read, understand, and agree to abide by the terms of the Glenns Ferry School District's policy regarding District-provided Access to Electronic Information, Services, and Networks (Policy No. 3270). Should I commit any violation or in any way misuse my access to the District's computer network and/or the Internet, I understand and agree that my access privilege may be revoked and school disciplinary action may be taken against me.

User's Name (Print) _____ Home Phone: _____

User's Signature: _____ Date: _____

Address: _____

Status: Student ___ Staff ___ Patron ___ I am 18 or older ___ I am under 18 ___

If I am signing this policy when I am under 18 I understand that when I turn 18, this policy will continue to be in full force and effect and agree to abide by this policy. **Parent or Legal Guardian.** (If applicant is under 18 years of age, a parent/legal guardian must also read and sign this agreement.) As the parent or legal guardian of the above-named student, I have read, understand and agree that my child shall comply with the terms of the District's policy regarding District-Provided Access to Electronic Information, Services and Networks for the student's access to the District's computer network and/or the Internet. I understand that access is being provided to the students for educational purposes only. However, I also understand that it is impossible for the school to restrict access to all offensive and controversial materials and understand my child's responsibility for abiding by the policy. I am, therefore, signing this Agreement and agree to indemnify and hold harmless the District, the Trustees, Administrators, teachers and other staff against all claims, damages, losses, and costs of whatever kind that may result from my child's use of his/her access to such networks or his/her violation of the District's policy. Further, I accept full responsibility for supervision of my child's use of his/her access account if and when such access is not in the school setting. I hereby give my child permission to use the building-approved account to access the District's computer network and the Internet.

Parent/Legal Guardian (Print): _____

Signature: _____

Home Phone: _____ Address: _____

Date: _____

This Agreement is valid for the 2020-2021 school year only.

**GLENN'S FERRY SCHOOL DISTRICT #192
EXTRA CURRICULAR AND CO-CURRICULAR CONSENT FORM
2020-2021 School Year**

I have received a copy of the Glenn's Ferry School District "Extracurricular and Co-Curricular Activities Policy", and have read and understand it. I desire that _____ participate in this program and hereby voluntarily agree to be subject to its terms for the entire time in which my child is enrolled in the school district. I accept the method of obtaining urine specimens, testing, and analysis of such specimens and all other aspects of the program. I agree to cooperate in furnishing urine specimens that may be required from time to time.

I further agree and consent to the disclosure of the sampling, testing, and results provided for this program. This consent is given pursuant to all State and Federal Statutes and is a waiver of rights to nondisclosure of such test records and results only to the extent of the disclosures in the program.

Date: _____, 20__

Student Signature
Signature

Parent/Guardian



I, _____, have decided not to participate in any extracurricular activities sponsored by Glenn's Ferry Schools for the remainder of this school year. In order for me to participate in the extracurricular activity program at a later date, I understand that I must submit to urinalysis.

Student Signature

Date

Parent/Guardian Signature

Date



