

# Castle Rock Middle School

*“We Are ROCK Solid”*

## WELCOME

Welcome to Castle Rock Middle School! You are very fortunate to be able to attend Castle Rock Middle School. We feel that our school is one of the very best. Very high standards have been set, and the program that has been planned for you is both exciting and challenging. Take advantage of every opportunity to pursue educational excellence, participate and be active in as many programs as possible.

The information found in this Student Handbook has been carefully prepared to assist you in achieving excellence. You will find that the expectations, respect, and responsibilities that govern our lives here at Castle Rock make it possible for all of us to work together. As a student at Castle Rock, you are expected to know and follow our rules and procedures. I suggest that you become familiar with the contents of your Student Handbook and use it everyday. If you have any questions about the information in this handbook, see your teachers, guidance counselor, administrators, or any other staff member in the building; they will be happy to assist you.

Castle Rock Middle School will be whatever you make of it. Be proud of it. Take good care of it. Become part of it. You have the power to determine your success or failure. Start off on the right foot. Remember: “We are Rock Solid!”

The entire staff joins me in looking forward to a positive, rewarding, and productive school year.

O'Shean Moran  
Principal

**Main Office:** (406) 281-5800  
**Fax Number:** (406) 254-1116

**Attendance Office:** (406) 281-5807  
**Counseling Center:** (406) 281-5804/281-5805

**This planner belongs to:** \_\_\_\_\_

**Daily Schedule**

Home Base Teacher:

Period	Subject	Room #	Teacher
1			
2			
3			
4			
5			
6			

PLEASE INSERT BPS SCHOOL CALENDAR HERE

Mission Statement

To work together to create a learning community which supports, inspires, and motivates all of its members. To strive for excellence in academics, career, and community.

Philosophy

The goal of the Billings Public Schools is to provide quality education for youngsters within an environment which promotes the development of self-discipline and the responsible use of freedom. This goal is best realized when the professional staff of each school works to ensure the orderly conduct of the educational program in order to facilitate learning. It is the aim of the Billings Public Schools to strive for student behavior which is within the guidelines of each school’s established rules and regulations. These guidelines will operate within the broader school district policy provided by the Board of Trustees. School rules and regulations should do the following:

1. Promote the objectives of the school.
2. Be fairly and consistently applied.
3. Protect the rights, safety, and welfare of all persons concerned.

All persons associated with the school have a responsibility for the maintenance of proper school discipline. I am expected to be diligent in my studies and conduct myself in such a way that the rights and privileges of others are not violated. I am required to know and conform to the rules and regulations of the school, to submit to the authority of the school staff, and those provisions of law which apply to the conduct of minors and adults.

Whom to See:

Attendance	Attendance Secretary
Class Schedules	Counselors
Fees, Fines & Payments	Main Office Secretary
Homework Requests	Attendance Secretary
Illness & First Aid	Attendance Secretary
Library Information	Library Teacher
Lockers	Associate Principal
Lost & Found	Attendance Secretary
Lunch Information	Cafeteria
Pre-Arranged Absence	Attendance Secretary
Schedules (Activities/Facilities)	Associate Principal
Withdrawal from School	Attendance Secretary

<p><b>Jeana Lervick Title IX Sexual Harassment Coordinator</b>  415 N. 30th  Billings, MT 59101  (406) 281-5039</p>
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Attendance Procedures

**At Castle Rock, attending school regularly and being on time for classes affect what I learn and are necessary for success in school and on the job later in life.** I may be out of class if the teacher issues a hall pass to me.

When it is necessary for me to miss school for a legitimate reason, my parent should call the attendance office of the school by 10:00 AM. The telephone number is **281-5807**. Excused absences include illness, family emergencies, school-sponsored functions, or other absences approved by the school administration. Some examples of unexcused absences (truancy) include:

- leaving the building without checking out in the office
- oversleeping, car trouble, “missing the bus”
- not reporting to detention

If my parent/guardian cannot make a phone call that morning, he/she should write a note to the attendance secretary. I will give the note to the secretary when I return to school.

All class work may be made up. I am expected to make up work when I have a suspension. Students will be given full credit for all make-up work when it is turned into the teachers on the first day I return to school after the suspension.

If I know in advance that I will be absent, I will take a note from my parent/guardian to the attendance office two or three days before my expected absence. The attendance secretary will give me a clearance slip to take to my teachers to get homework. The clearance slip may be signed by every teacher whose class will be missed.

**If I am absent for more than two (2) days, the Attendance Office will collect my assignments from my teachers and get the needed books from my locker (please call the Attendance Office at 281-5807 by 10:00 AM to request assignments). I will have one day per absence day to make up my missing assignments.**

Eagle PRIDE

The mission of Eagle Pride is to promote and celebrate our students’ academic excellence and behavior. As part of this mission we hope to create a school environment where academic achievement, continuous improvement, and citizenship are promoted and recognized. With this belief in mind, we have developed an academic program to increase student performance. Our objective is to motivate all students to improve academically, not just reward already successful academic achievers. We believe this component of Eagle Pride develops a positive “academic attitude” with our students. Students will be rewarded with various items, opportunities, and discounts. The higher the grade point average, the greater the reward. To recognize the academic achievement of our students, they will have the opportunity to earn the following:

1. Special award (for example: PE bag, water bottle).
2. Various special activities throughout the year.
3. Discounts at local businesses.
4. Early release to lunch.
5. Free and reduced admission to dances.

The students are rewarded in one of the following levels:

- Blue (3.7-4.0)
- Silver (3.3-3.69)
- White (3.0-3.29)

**Report Cards and Mid-Terms**

Report cards will be issued four times a year in all subjects and are distributed the week following the end of the quarter through a designated class period. Midway through each quarter, a mid-term will be issued by your teachers to help you and your parents stay up to date on your progress in school. Mid-term reports will be signed by your parents and returned to the teacher who issued them. Mid-terms and report cards will be issued on the following dates:

Quarter	Mid-Terms	Report Cards
1ST QTR	9/30/16	11/4/16
2ND QTR	12/9/16	1/20/17
3RD QTR	2/24/17	3/31/17
4TH QTR	4/28/17	6/9/17 (mailed)

**Honors Tea**

Students are honored for achieving seven consecutive quarters of honor roll by attending the Honors Tea. Castle Rock rewards students for their outstanding academic achievement by allowing the students to attend the Tea. To achieve this honor, students must attain a GPA of 3.5 or higher for seven consecutive quarters at Castle Rock Middle School.

**Year-End Awards Assembly**

In the Spring, an Awards Assembly is held to recognize outstanding student achievement in activities, attendance and leadership. A major component of this assembly is the Pins and Letters Program. **To earn Pins and Letters, I must earn 120 points from participation in activities, athletics and academics, music, etc.**

**Academics, Clubs/Activities**

Honor Roll	Math Club	Spelling Bee
Merit Roll	Geography Bee	Student Council
IQ Club	Beta Club	Fly Fishing Club
Book Club	Math Counts	Technology Club
Builder's Club	Card Club	Native Nations Club
Card Club	Lego Robotics Club	

**Music**

Solo and Ensemble Festival, Jazz Band, Silhouettes, Orchestra

**Athletics**

Cross-Country	Football	Softball	Wrestling
Basketball	Volleyball	Track	

**Pins & Letters Guidelines**

- a. The pins and/or letters will be given at the year-end Awards Assembly.
- b. Points are earned yearly and do not carry over from year to year.
- c. Points can be achieved in the following manner:
  1. Honor Roll/Merit Roll = 20 points each quarter.
  2. Athletics = 20 points each
  3. Clubs/Activities = 10-40 points each

**CASTLE ROCK MIDDLE SCHOOL DRESS CODE**

The Castle Rock dress policy is designed to provide an appropriate, distraction-free learning environment. Just as adults are required to dress appropriately for work, students are expected to dress accordingly for school. School is the student equivalent to work: what is okay for fun with friends is not necessarily okay for school. Also, please page 3 in the District handbook.

In order to maintain a positive and safe learning environment, students follow these guidelines **while on school grounds or while attending activities:**

1. Shirts must not show any part of the torso, stomach or midriff (shirts must **cover** the top of the waistband when walking).
2. Sleeveless shirts and tank tops are acceptable IF the shoulder straps **cover** the width of the shoulder and the neckline/back provides reasonable coverage. No racer back shirts.
3. Shorts and skirts should not be shorter than the fingertip of the student's hand when the arms are hanging at the student's side. This guideline will be enforced, regardless of the height, length of arms, etc. of the student. An alternate to shorts are pants and capris.
4. See-through and fishnet fabrics are not permitted.
5. Undergarments must not be visible (bra, underwear, etc.).
6. Students must wear shirts/blouses. Off the shoulder, halter-tops, muscle shirts, bro shirts, tube tops, low-cut tops, or spaghetti strapped shirts or dresses are not allowed, **including concerts**.
7. No slippers or pajamas are allowed at any time.
8. Leggings are discouraged unless a long shirt, tunic, or dress is worn over them. All leggings are not created equal—very thin or see through leggings are not made to be worn without something over them that is finger tip length.
9. Suggestive/inappropriate slogans, advertisements for drugs/tobacco/alcohol are prohibited.

**Discipline:** It is the responsibility of building administration, operating under administrative guidelines, to determine the appropriateness of student clothing and accessories, especially as clothing, apparel, accessories—particularly group or gang related ones—may vary and change from year-to-year. Failure to cooperate with the dress code policy will result in one or more of the following:

- 1) Change to appropriate clothing of the student's, or from the schools collection;
- 2) Parent notification to bring appropriate clothing to school;
- 3) Disciplinary consequence.

#### Tardy Procedure

A student will be considered tardy if not in the classroom and/or seat when the tardy bell rings 1st period, or at the start of class the rest of the day.

#### Tardy Policy:

1. Two tardies will be allowed for each class for the quarter without any penalty. The teacher will notify students when the third tardy is received.
2. The third tardy will result in one, 30-minute detention. A 24-hour notice will be given and a parent notification will be sent home.
3. The fourth tardy will result in one, 1-hour detention. A 24-hour notice will be given and students will be referred to their counselor for intervention.
4. The fifth tardy will result in one day of In-School Suspension (ISS) and administrative intervention.
5. The sixth tardy and subsequent tardies will result in a day(s) at the Truancy Center or OSS and administrative intervention.

#### Note:

1. Students will be considered absent, not tardy, if they are over five (5) minutes late for class. This will result in disciplinary action.
2. Students who have no tardies for the quarter will receive special recognition.
3. Students will be given a fresh start each quarter. If students abuse the tardy program, the 6th tardy may result in being placed on the Step Plan.

#### Medication

**The school nurse or school staff does not dispense medication of any kind, including over-the-counter medications. Over the counter medications may be kept at the attendance office with the appropriate form on file.** If I need to take medication during school hours, I will notify the nurse or attendance. I will leave my prescription medicine in the attendance office in the original container with only the required number of doses to be taken at school, and will go to the office at the prescribed time to take my medicine. My parent or guardian must sign a parent permission slip for the school to store my medication.

#### School Grounds and Appointments

I understand that I am to remain on school grounds from the time I arrive in the morning until school is dismissed in the afternoon. If I need to leave school for an appointment, I will bring a note to the school on the morning of the appointment and give it to the attendance secretary. If I arrive to school late because of a morning appointment, I will bring a note to school and check in with the attendance secretary. A parent or guardian must sign me out at the attendance desk to clear me to leave the building. If I choose to leave campus without permission, I realize there will be disciplinary action.

#### Visitors

My parents and authorized adults are always welcome to visit the school. It is helpful that all parents make an appointment prior to their visit. All visitors are asked to report to the office before going anywhere else in the building. All visitors will be issued a visitor's badge which needs to be worn. To avoid disruptions, we do not allow students to bring student visitors to school.

#### Before & After School

I do not need to come to school earlier than necessary. If I need extra help, or have questions on an assignment, I am encouraged to sign in outside the cafeteria in the morning (7:40-8:00 AM) to see my teachers. Teachers are also available after school. I need to be out of the building by 3:25 PM unless I am staying for activities under the supervision of a teacher, or I am waiting for the bus to arrive.

#### Buses

Students are asked to stand behind the designated yellow lines while waiting for their bus. Disciplinary behaviors on the bus will result in consequences both with the bus company and at school.

#### Lunch

I will be assigned to one 30-minute lunch period during the school day. I will be responsible for depositing my breakfast or lunch money before school in the cafeteria, and can choose from a hot menu or the salad bar. Castle Rock uses a keypad for purchasing meals. Students must know their student ID number. While in the cafeteria I will wait courteously with others and will not "cut" in line. I may eat my lunch only in the cafeteria and realize that it is important that no food or drink leaves the area. When we have finished eating, my friends and I will take responsibility for cleaning our table area and taking our trash to the garbage cans.

#### Restaurant/takeout delivery orders are not allowed to be received at school.

**Castle Rock has a closed campus, which means I cannot leave for lunch unless it is a very special occasion. I must bring a note, or my parents must call and I must be gone with my parent only for the lunch time. I may take one friend with me for lunch. My friend must also bring a parent note to be excused at lunch time. The school needs to be notified the day before, or the morning of.**

Telephone

As a Castle Rock student I may use the phone located at the main desk, or in the classrooms with teacher permission. If I call home from a school phone, I will be sure to leave a message! This way, my parents won't wonder why the school called.

Counseling/Social Services

My student counselors provide counseling and informational services to individual students and small groups. They provide group guidance in a number of classes throughout the year. There are two counselors on our staff. Parents, too, may request a meeting with school counselors concerning problems related to their children by calling 281-5800.

Ms. Toney      281-5804    6th & 7th Grade  
Mr. Virostko   281-5805    6th & 8th Grade

Library Media Center

The library media center offers students and faculty a wide variety of resources including print, electronic, and non-print media, picture files, and access to materials from other libraries. We are encouraged to use these resources whenever possible. The library media center opens each school day at 8:00 a.m. and closes at 3:30 p.m. I may use the library before and after school if I wish, but once regular classes are in session, I will need a pass signed by a teacher to come to the library. Upon leaving the library to return to class, I will have the librarian note the time and sign the pass. I understand that a book may be checked out for a TWO week period of time and renewed if no one has reserved it. I will do my best to return books on or before the due date since other students may need them.

Lockers

Because I expect my locker to be treated with respect, I will respect the lockers of others. This means I:

- ◆ will keep my combination to myself.
- ◆ will not write on lockers & will clean the outside of my locker should it become dirty or marked.
- ◆ will only use my own assigned locker.
- ◆ will not keep valuables or money in my locker. If it is necessary to bring a large sum of money to school for some reason, I will deposit it in the office during the day.
- ◆ realize that my locker is the property of the school district and, under certain circumstances, may be inspected by school authorities.
- ◆ will talk with my home base teacher should any problems arise.
- ◆ will be financially responsible for any mistreatment of my assigned locker.

iPods, Cell Phones, Hand-held Electronic Game Devices, Laser Pens, Skateboards, Coats, Hats, Squirt Guns

Students are encouraged not to bring items such as iPods, cell phones, hand-held electronic game devices, laser pens, skateboards, etc. to school. **If at school, these items will be placed in my locker before the 8:10 bell and will remain there until after the 3:10 bell. Cell phones, or other electronic devices, will be turned off.** Electronic devices are used only when a teacher in a classroom has given permission to use them for an academic purpose. Students may not use their technology in the halls or lunch. The school will not be responsible for the loss or replacement of these items. Students texting each other, or parents texting their children, is a distraction from instruction. If there is an emergency, please call the main office to contact your child. Skateboarding is not allowed at any time on school grounds. Students cannot have laser pens/lights, squirt guns, firecrackers, etc. while at school. Students are not allowed to wear hats, coats/jackets to class for any reason. Backpacks, shoulder bags, purses, etc. are to remain in lockers from 8:10 AM to 3:10 PM. Drawstring nylon bags are acceptable to take clothes to/from P.E. We do allow students to wear hats during the school day on "Hat Day", which is the first Tuesday of each month.

General Behavior Expectations

Castle Rock students are expected to show excellence, respect, and responsibility at all times. You are expected to respect the authority of administration, staff, and all adults in the building. This means you will be courteous, use an appropriate tone of voice, and follow directions immediately, without argument. You are also expected to treat your peers with respect and politeness. Please do not call others names, spread rumors, push in the halls, make fun of another student, or be unkind in general. We all have a responsibility for making Castle Rock a safe and enjoyable place to be every day. Excellence, respect, and responsibility are the Castle Rock standard and apply to all areas of life at Castle Rock. The Castle Rock standard on the next page includes, but is not limited to, the areas and expectations listed.

**EXTRA-CURRICULAR ACTIVITES**

	<u>START</u>	<u>END</u>
Cross-Country	8/23/16	10/17/16
Football	8/23/16	10/17/16
Softball	8/23/16	10/17/16
Girl's Basketball	10/24/16	12/9/16
Wrestling	10/24/16	12/9/16
Boy's Basketball	12/12/16	2/3/17
Volleyball	2/6/17	3/24/17

**INSERT CASTLE ROCK BEHAVIOR  
MATRIX HERE**

**INSERT PG. 2 OF BEHAVIOR MATRIX  
HERE**



## **EXCEPTIONS—Continue Level II Infractions**

**There are certain behaviors that are more severe and will not be tolerated at Castle Rock Middle School. These behaviors include, but are not limited to:**

### **STEALING OR EXTORTION**

- A. Detention/partial day in-school suspension
- B. One day in-school suspension to ten days out-of-school suspension to be served at the Truancy Center.
- C. Emergency suspension pending a long-term suspension hearing which may lead to a recommendation to the Board of Trustees for expulsion.
- D. Referral to School Resource Officer or other law enforcement personnel.

### **VIOLATION AGAINST PROPERTY**

- A. Detention/partial day in-school suspension
- B. One day in-school suspension to ten days out-of-school suspension to be served at the Truancy Center.
- C. Emergency suspension pending a long-term suspension hearing which may lead to a recommendation to the Board of Trustees for expulsion.
- D. Referral to School Resource Officer or other law enforcement personnel.

### **FIGHTING**

- A. Detention/partial day in-school suspension
- B. One day in-school suspension to ten days out-of-school suspension to be served at the Truancy Center.
- C. Emergency suspension pending a long-term suspension hearing which may lead to a recommendation to the Board of Trustees for expulsion.
- D. Referral to School Resource Officer or other law enforcement personnel.

### **SEXUAL/RACIAL HARASSMENT THREATS/INTIMIDATION/BULLYING**

- A. Detention/partial day in-school suspension
- B. One day in-school suspension to ten days out-of-school suspension to be served at the Truancy Center.
- C. Emergency suspension pending a long-term suspension hearing which may lead to a recommendation to the Board of Trustees for expulsion.
- D. Referral to School Resource Officer or other law enforcement personnel.

### **USE OF OBSCENE LANGUAGE, BEHAVIOR OR THREATS TO A STAFF MEMBER**

- A. Detention/partial day in-school suspension
- B. One day in-school suspension to ten days out-of-school suspension to be served at the Truancy Center.
- C. Emergency suspension pending a long-term suspension hearing which may lead to a recommendation to the Board of Trustees for expulsion.
- D. Referral to School Resource Officer or other law enforcement personnel.

### **USE OR POSSESSION OF TOBACCO PRODUCTS (Vapor products are considered a tobacco product.)**

- A. Detention/partial day in-school suspension
- B. One day in-school suspension to ten days out-of-school suspension to be served at the Truancy Center.
- C. Emergency suspension pending a long-term suspension hearing which may lead to a recommendation to the Board of Trustees for expulsion.
- D. Referral to School Resource Officer or other law enforcement personnel.

### **SALE OF DRUGS OR ALCOHOL**

**Consequence:** Maximum suspension allowed by law, with possible recommendation to the Board of Trustees for expulsion. (Legal authorities will be contacted.) \*NOTE: Placebo or over-the-counter drugs sold as illegal drugs are subject to above consequences.

### **USE OR POSSESSION OF DRUGS, ALCOHOL, OR PARAPHERNALIA**

**Consequence:** Maximum suspension allowed by law, with possible recommendation to the Board of Trustees for expulsion. (Legal authorities will be contacted.)

### **POSSESSION OF A WEAPON, WHICH INCLUDES KNIFE/FIREARM OR ANY OTHER OBJECT CONSIDERED TO BE A WEAPON**

**Consequence:** Maximum suspension allowed by law, with possible recommendation to the Board of Trustees for expulsion. (Legal authorities may be contacted.)

### **ASSAULT**

**Consequence:** One day out-of-school suspension to maximum suspension allowed by law, with possible recommendation to the Board of Trustees for expulsion. (Legal authorities may be contacted.)

### **EXPLOSIVES/FIREWORKS**

**Consequence:** One day in-school suspension to maximum suspension allowed by law, with possible recommendation to the Board of Trustees for expulsion. (Legal authorities may be contacted.)

### **BOMB THREATS**

**Consequence:** Maximum suspension allowed by law, with possible recommendation to the Board of Trustees for expulsion. (Legal authorities will be contacted.)

**NOTE:** Depending on the severity of the offense, an administrator may advance to any level of disciplinary action that is warranted to promote and ensure an orderly and safe educational atmosphere in the school.

**All out-of-school suspensions will be served at the Truancy Center.**

### Detention/Suspension

If I am sent out of a class, I will be sent to the ISS room. While there I will complete all work given. I know that I will be expected to make up all work or missed assignments because of my behavior and or any days missed because I don't make any effort to return to class. During a suspension, the school will put together all assignments given during an out-of-school suspension. The student can hand in all assignments on his/her first day back at school for full credit. If assignments are handed in after that 1st day, reduction in grades are subject to teacher discretion.

### Language

As a student at Castle Rock, I know that the use of improper or profane language in school and/or at school activities is prohibited.

### Extra-Curricular Activities

Castle Rock Middle School encourages its students to broaden their skills, knowledge, and citizenship by participating in school sponsored extra-curricular activities.

**Boys' Athletics:** Boys in the seventh and eighth grade have the opportunity to compete in football, cross country, wrestling, basketball, and track. In addition to the interschool competitive program above, all boys at Castle Rock can participate in an instructional basketball program. Boys will practice, learn basic skills, and play games on Saturdays.

**Girls' Athletics:** Girls in the seventh and eighth grade have the opportunity to compete in softball, cross country, basketball, volleyball, and track. In addition to the interschool competitive program, all girls at Castle Rick have the opportunity to participate in an instructional program in basketball and volleyball. Girls will practice, learn basic skills in both sports, and play games on Saturdays.

### Eligibility Guidelines

In order to participate in such school activities a student must maintain a passing grade in all courses in which he/she is currently enrolled. However, if a student receives a deficiency (failing grade), he/she may continue to participate as long as there is improvement in the student's performance from the previous week. This guideline applies to all interscholastic and instructional athletic teams, musical productions, clubs and student government. It will be enforced as follows:

1. Each of the five sport seasons is seven weeks long. The first grade check will be on Monday following the completion of three weeks of practice (which is the instructional/non-competitive portion of the season). The next grade check will be after each week until the end of the season..
2. Grade eligibility checks for clubs, student government, etc. will be on the same dates. Staff members will keep students and coaches informed as to the student's pass/fail status in each class.
3. If a student is deficient (failing in any class), the following will occur:

- a. For the first deficiency, the student will be put on probation and given one week to achieve eligibility. Parents will receive a call from the teacher.
- b. If the deficiency is not corrected at the conclusion of one week, the student will be allowed to practice but not participate in any contest activity. Coaches will call parents regarding this second deficiency.
- c. Individual cases of eligibility will be reviewed by the coach/sponsor, teachers, and an administrator.

### Participation Guidelines

1. No student who is suspended out-of-school will be allowed to practice or participate on the days of the suspension. Students who spend time in ISS will be allowed to practice, but not participate in any game/concert.
2. The suspension rules apply to Friday and Saturday activities.
3. Three unexcused absences from practice will result in the student's suspension from the activity.
4. ALL participants in athletic activities must have a parent consent form, a current physical on file in the main office, and have paid the participation fee before being allowed to participate in any activity.
5. Attendance: Students must attend the last half-day of school on the day of a game or an activity, or receive approval from the principal to participate in an activity on that day. This also applies to Saturday games.

In addition to this Castle Rock Middle School handbook of procedures specific to our school, a district level **Student/Parent Handbook** is included here. It is your obligation as a student in our district to know the contents of both and to understand that both the district's **Student/Parent Handbook** and the school's student handbook carry the weight of and contain adopted policies of the school district. Violations of district policy will be dealt with through disciplinary actions assigned by our building administrator(s) as agents of the Board of Trustees. And, the assurances afforded by district policy will be provided to you by district administration and staff. Both rules and assurances are contained in the district's **Student/Parent Handbook**. The following policies and procedures are found in the district's **Student/Parent Handbook**. In addition, they may be located by accessing the district's website at: [www.billings.k12.mt.us](http://www.billings.k12.mt.us) and clicking on **District Policies**.

### **Contents of Student/Parent Handbook of Board Policies and Procedures**

*(Please find the following policies, procedures and forms in the district's Student/Parent Handbook.)*

Policy 3120 Attendance Policy and Removal of Student during School Day  
Procedure 3120-P1 Compulsory Attendance  
Procedure 3120-P12 Student Attendance  
Form 3210-F1 Equal Educational Opportunity  
Policy 3200 Student Rights & Responsibilities  
Procedure 3200-P1 Student Due Process Rights  
Procedure 3200-P2 Freedom of Expression  
Procedure 3200-P3 Student Publications  
Policy 3205 District-Provided Access to Electronic Information, Services & Networks  
Procedure 3205-P1 Acceptable Use Procedure  
Procedure 3224-P1 Student Dress-Gang Activity or Association  
Policy 3225 Sexual Harassment  
Policy 3235 Video Surveillance  
Procedure 3235-P1 Video Surveillance  
Policy 3250 Student Discipline  
Procedure 3250-P1 Hazing  
Procedure 3250-P2 Student Conduct  
Procedure 3250-P5 Gun-Free Schools  
Procedure 3250-P6 Detention  
Procedure 3340-P1 Chemical Use Policy  
Form 3600-F1 FERPA Annual Notification  
SD #2 Weapon's Contract