

Lakeside High School 2025-2026



Student & Parent Handbook

Table of Contents

Introduction.....	4
School Contact Information	4
Lakeside High School Vision Statement:	5
Lakeside High School Pathways Vision Statement:	5
Lakeside High School Faculty Directory:	6
Lakeside Student Council and ASB Officers 2025-2026	7
ASB Advisor:	7
ASB Officers:	7
Lakeside High School Regular Bell Schedule.....	8
Lakeside High School Early Release Bell Schedule	9
Admittance to Lakeside High School	10
Attendance Policies and Procedures.....	10
Electronic Device Policy	13
Student ID Numbers and Email Addresses	15
Skyward – Grades and Attendance	15
Schoology – Learning Management System	16
Food Service Information	16
Cafeteria Guidelines:	16
Lunchtime Open Campus Privileges:	16
School Policies and Related Discipline.....	17
Daily Announcements	17
Bullying/Harassment.....	17
Cheating and Plagiarism.....	17
Classroom Policy.....	17
Discipline Code for Elected Student Leaders	17
Public Display of Affection.....	18
Drug, Alcohol, Tobacco, and Illegal Substances Policy	18
Student Locker Policy	19
Lost and Found	19
Gang Related Behavior	19
Littering	19
Vandalism.....	20
Sexual Harassment.....	20
Visitors and Loitering	21
Bathroom Policy.....	21
Hallway Policy.....	22
Parking Lot Offences	23
Dress Code.....	23
Student Records	24
Counseling & Guidance	24
Students with Disabilities	25
Federal Discrimination Law.....	25
Affirmative Action Policy Statement	25
Corrective Procedures.....	26
Grievance Policy	26
Freedom of Expression	26
Safety Drills	26
Personal Transportation Devices (Skateboards, Scooters, Heelys).....	26
Throwing or Kicking Objects on Campus.....	27
Student Safety and Pedestrian Conduct	27
General Guidelines – Discipline Violations	27
Academics.....	29
Idaho High School Graduation Requirements	29

College Entrance Exams	30
Final Exams	30
Make Up Work Policy	30
IDLA/Online Course Policies	31
Dual Credit Courses	31
Dropping/Changing Classes	31
Early Graduation.....	32
Failed Classes	32
5 th Year Seniors.....	32
Repeating a Class	32
Sequence of Classes/Prerequisites	32
Office/Teacher Aide/CTE Aide Courses	32
Library Policy	32
Work Release.....	33
Lakeside High School Events/Activities.....	33
Freshmen/New Student Orientation	33
Parent/Teacher Conferences.....	33
Lakeside High School Graduation	33
Senior Awards Night	34
Sporting Event Admission	34
Assemblies.....	34
College Visits and Field Trips	34
Prom, Homecoming, and Other Dances	34
Lakeside Medieval Arts and Melodies Gala – A Fundraiser for the Arts!	35
Fundraising Policy.....	35
Awards and Honors	35
Athletic Letters	35
National Honor Society	35
Graduating with Honors.....	35
Semester Awards	36
Student of the Month	36
Scholarships.....	36
Graduation Honor Cords	36
Idaho Top Scholar.....	36
NISTAR	37
Valedictorian and Salutatorian	37
Extracurricular Activity Guidelines.....	37
ASB Cards	37
Activities and Clubs	37
Activity Trips	37
Activity Funds	37
Activity Related Meetings	38
Eligibility	38
Additional Guidelines	39
STUDENT & PARENT HANDBOOK AGREEMENT FORM.....	41
OFF-CAMPUS WAIVER FORM – LAKESIDE HIGH SCHOOL 2025-2026.....	42

Introduction

Dear Students, Parents, and Guardians,

It is with great excitement and sincere gratitude that I welcome you to the 2025–2026 school year at Lakeside High School. I am honored to serve as your new principal and look forward to continuing my journey with this incredible community. While this is my first year in this role, I have had the privilege of teaching in our district for the past eight years, and I am deeply committed to the success and well-being of our students.

Our school has a proud tradition of academic excellence, student growth, and community support. As principal, my goal is to build on that strong foundation while fostering a safe, inclusive, and engaging learning environment for every student. Together with our dedicated staff, I am committed to helping each student reach their full potential—both in and out of the classroom.

This handbook contains important information about school policies, expectations, and resources. I encourage both students and families to review it carefully and keep it as a reference throughout the year. Clear expectations and strong communication between school and home are key to a successful educational experience, and I am confident that, working together, we can make this year one of growth, achievement, and meaningful connection.

I'm looking forward to partnering with you in support of our students. Please don't hesitate to reach out with any questions, ideas, or concerns throughout the year. My door is always open.

Wishing you a fantastic start to the school year!

Sincerely,
Carly Green
Principal
Lakeside High School

School Contact Information

Phone: (208) 686-1937 Fax: (208) 686-2207

Plummer/Worley School District #44 Website: www.pwsd.com

Lakeside High School Vision Statement:

“Commitment to excellence through education.

It’s a Lakeside thing!”

Lakeside High School Pathways Vision Statement:



Learning Today, Leading Tomorrow!

Lakeside High School Faculty Directory:

Lakeside High School Contact Information:			
Administration/Office Staff			
Tara Lere	Superintendent	Ext 2222	lere.tara@lakesidesch.org
Carly Green	Principal	Ext 2200	green.carly@lakesidesch.org
Devyn Moore	Office Manager	Ext 2201	moore.devyn@lakesidesch.org
Jaclynn Watson	School Counselor	Ext 2193	watson.jaclynn@lakesidesch.org
Carson Rossi	Technology Director	Ext 2117	rossi.carson@lakesidesch.org
Mariah Morris	School Nurse	Ext 2115	morris.mariah@lakesidesch.org
Instructional Staff			
Rebecca Debski	Special Education	Ext 2168	debski.rebecca@lakesidesch.org
Jim Giulio	PE/Health	Call Devyn	giulio.james@lakesidesch.org
Michella Davenport	Media Technology/Photography	Ext 2179	davenport.michella@lakesidesch.org
Joe Libby	Technology and Digital Literacy	Ext 2179	libby.joe@lakesidesch.org
Bailey Gerhart	HS English	Ext 2191	gerhart.bailey@lakesidesch.org
Valerie Hayes	HS Math	Ext 2181	hayes.valerie@lakesidesch.org
Alyssa James	Art	Ext 2162	james.alyssa@lakesidesch.org
Julie Miller	Family & Consumer Science	Ext 2172	miller.julie@lakesidesch.org
Tyler Petty	HS English	Ext 2164	petty.tyler@lakesidesch.org
Glenn Sailors	Agriculture & Natural Resources	Ext 2161	sailors.glenn@lakesidesch.org
Brian Smith	Social Studies	Ext 2173	smith.brian@lakesidesch.org
Cheffrey Sailto	Coeur D'Alene Language	Ext 2158	cheffrey.sailto@cdatribe-nsn.gov
Crystal Sperber	HS Math	Ext 2187	sperber.crystal@lakesidesch.org
Chester Lawrence	General Science	Ext 2157	lawrence.chester@lakesidesch.org
Support Staff			
Cheryl Copeland	Upward Bound	Ext 2143	copeland.sheryl@lakesidesch.org
Karen Hood	Paraprofessional		hood.karen@lakesidesch.org
Dawn Sifford	Library Paraprofessional	Ext 2155	sifford.dawn@lakesidesch.org
Corin Peone	Paraprofessional		peone.corin@lakesidesch.org
Eli Harris	Custodian		
Tyler Petty	Athletic Director	Ext 2156	petty.tyler@lakesidesch.org

**Lakeside Student Council
and ASB Officers
2025-2026**

ASB Advisor:

Bailey Gerhart

ASB Officers:

President: Julian Moffitt

VP: Phoenix Sepulveda

Secretary: Jayna Parr

Treasurer: Isabelle Clark

Senior Officers:

President: Tylah Lambert

VP: Alberta Stensgar

Lakeside High School Regular Bell Schedule

Bell Schedule with 49 minute periods/4 minute passing periods. School is out at 2:40 pm

Period	Time	Duration
Period 1	8:00 - 8:49	49 min
Passing	8:49 - 8:53	4 min
Period 2	8:53 - 9:42	49 min
Passing	9:42 - 9:46	4 min
Period 3	9:46 - 10:35	49 min
Passing	10:35 - 10:39	4 min
Period 4	10:39 - 11:28	49 min
Passing	11:28 - 11:32	4 min
Period 5	11:32 - 12:21	49 min
Lunch	12:21 - 12:51	30 min
Passing	12:51 - 12:55	4 min
Period 6	12:55 - 1:44	49 min
Passing	1:44 - 1:48	4 min
Period 7	1:48 - 2:40	49 min

Lakeside High School Early Release Bell Schedule

Bell Schedule with 35 minute periods/4 minute passing periods. School is out at 1:00 pm

Period	Time	Duration
Period 1	8:00 – 8:35 AM	35 min
Passing	8:35 – 8:39 AM	4 min
Period 2	8:39 – 9:14 AM	35 min
Passing	9:14 – 9:18 AM	4 min
Period 3	9:18 – 9:53 AM	35 min
Passing	9:53 – 9:57 AM	4 min
Period 4	9:57 – 10:32 AM	35 min
Passing	10:32 – 10:36 AM	4 min
Period 5	10:36 – 11:11 AM	35 min
Passing	11:11 – 11:15 AM	4 min
Period 6	11:15 – 11:50 AM	35 min
Passing	11:50 – 11:54 AM	4 min
Period 7	11:54 – 12:29 PM	35 min
Lunch	12:30 – 1:00 PM	30 min

Admittance to Lakeside High School

At the beginning of each school year, students and their parent/guardians must complete an enrollment packet. Copies of birth certificates and immunization records are required of students who have never attended Lakeside High School.

Transfer students will be evaluated for academic progress and placement, and any discipline or other unique circumstances. All transfer students must provide a copy of their transcript, current classes/grades, and a completed checkout sheet from their previous school prior to admittance.

If a student transfers from another district and is not living with his/her parents, then he/she must meet with the building principal and make a formal application to attend school and be approved by the school board. Prior to admittance, students not living with their legal guardians must provide the school with Power of Attorney or a notarized statement showing guardianship.

Homeschool Policy

Under Idaho's homeschooling laws, parents are responsible for their child's curriculum and can issue both transcripts and a high school diploma. Children under the age of 16 are not allowed to graduate from a homeschool program. It is advised that when parents are designing their high school curriculum, they check with the college or university that their child may wish to attend and ensure that the coursework required for admissions is incorporated in their curriculum.

Regarding returning to Public School after homeschooling, parents will need to provide Lakeside High School with the child's coursework and records for review. Through a review process by the school's & district's admittance team, a decision will be made on placement of an appropriate grade level & which credits will transfer. To ensure that credit is given to student coursework, it is advised that the homeschool curriculum is approved by an accredited program through the Idaho State Department of Education.

Attendance Policies and Procedures

Lakeside High School expects students to attend school consistently. Excessive absences or trancies may result in the withholding of academic credit. All absences are subject to administrative review, and recurring patterns of unexcused or excessive absences may lead to credit denial for affected courses.

90% Attendance Policy

Students are required to maintain at least **90% attendance** in each class. Exceeding **eight (8) absences** in a semester may result in **credit being withheld**.

Administrative Procedures for Attendance

1. Parents/guardians will be notified if a student accumulates more than six (6) absences.
2. Students with persistent attendance issues will be referred to administration for review and appropriate action.
3. Credit may be withheld if a student has exceeded eight (8) absences in any class.
4. Students may appeal a credit denial to the **Lakeside Attendance Committee**.
5. An **attendance contract** may be implemented, allowing students to recover credit if a **90% attendance goal** is met.
6. If an appeal is submitted, the student and/or parent must provide substantial documentation demonstrating:
 - o Verification of previously unverified or unexcused absences.
 - o Extenuating circumstances that contributed to excessive absences.

- Health or legal issues that prevented regular school attendance.
7. The appeals process will be reviewed with the student and parent by administration when necessary.

Reporting and Excusing Absences

If Your Child is Absent: Parents/guardians (including for students 18 or older) must communicate with the school to ensure the absence is excused:

- Call the school as early as possible on the day of the absence.
- Send a note or email on the day the student returns to school.
- Notify the school in advance if the student will be absent.

If Your Child Needs to Leave School Early: Parents/guardians must:

- Call the school before the scheduled release time, OR
- Provide a written note granting permission for the student to check out.

Important: All students must check out through the office before leaving school for any reason. Failure to do so will result in the absence being marked as truancy and may lead to disciplinary action.

Leaving School Grounds Without Permission

Students who leave the school grounds without checking out through the front office will be considered truant. Students may not leave campus between classes or before their last class without proper authorization. To check out, students must have a note or phone call from a parent/guardian. Upon returning, they must check in at the office. Failure to follow this procedure may result in a referral to law enforcement.

Deliveries During School Hours

To minimize classroom disruptions, the office will not deliver food or drink items to students during class unless there is a documented medical necessity. Students may only pick up food deliveries during their lunch period or passing periods. If a student repeatedly disregards this rule, the school will no longer accept deliveries on their behalf. Free breakfast is available every morning before 7:55 a.m.

Student Drop-Off and Pick-Up

For student and staff safety, please refrain from driving past street closure signs. Students should be dropped off and picked up in front of the main high school building.

Attendance Categories & Procedures

Administrative Excused Absences

Regular attendance is essential for students to gain the full benefit of their education. However, certain educational opportunities outside of school may be considered for an Administrative Excused Absence. To apply, students must:

- Submit a request at least one week in advance.
- Obtain assignments from teachers before the absence.
- Complete all assigned work during the absence.
- Submit a completed Pre-Arranged Absence Form to the principal.
- Maintain a C or better in each class.
- Receive approval from the principal, ensuring the experience holds equal educational value to school attendance.

Excused Absences

Absences must be excused within 48 hours by a parent, court, doctor, or administrator through the attendance office. These absences count toward the 90% attendance policy. Parents/guardians may call the attendance office at (208) 686-1937 or send a written note to excuse an absence.

Pre-Excused Absences

Students who know they will be absent in advance must:

- Notify teachers before the absence to obtain assignments.
- Have the absence cleared by a parent/guardian through the principal.
- Complete all assigned work before returning to school.

Pre-excused absences count toward potential credit loss under the 90% Attendance Policy. The principal and/or teacher may deny approval if concerns arise regarding the absence.

Unexcused Absences

Absences not excused within 48 hours by a parent/guardian may be considered truancy and may result in disciplinary action.

Appealing for Credit

Students who have lost credit due to excessive absences may appeal to the Attendance Review Board for reinstatement of lost credit if there is unusual or extraordinary cause/circumstance for the absences.

Appeal forms should be picked up in the office two weeks prior to the end of the semester for which the student has excessive absences. In accordance with the Idaho Code, Section 33-202, all children between the ages of seven and sixteen are required to attend the entire school day, every day that school is in session, unless the absence is approved or excused.

Excessive Tardies

A student is considered tardy if they are not in their assigned classroom and prepared to work when the bell signals the start of the class period. Excessive tardiness will not be tolerated and may result in consequences including, but not limited to, lunch detention, detention, in-school suspension (I.S.S.), parent shadowing, and/or out-of-school suspension, possible loss of credit.

Truancy

A student is considered truant when absent from school or class without the consent of a parent/guardian or school officials. Truancy includes, but is not limited to, extended restroom breaks, wandering the halls, or sitting in the library during class time without permission. Additionally, students who arrive late without checking in with the school secretary or leave campus without signing out will be marked truant.

Students who leave school grounds without checking out at the office will be considered truant. Leaving school between classes or before the last class period without proper authorization is prohibited. To check out, students must provide a note or have a phone call from a parent/guardian. Upon returning, they must check in at the office. Failure to follow this procedure may result in a referral to law enforcement.

Parents/guardians cannot excuse truancies. The district reserves the right to refer any truancy case to the magistrate court in accordance with **Idaho Code 33-206**. The following disciplinary actions will be taken for truancy violations:

- **First Truancy** – Parents will be notified, and the student will serve detention or equivalent lunch detentions as specified in a student notification letter.
- **Second Truancy** – Parents will be notified, and the student will serve one day of **In-School Suspension (ISS)**.

- **Third Truancy** – Parents will be notified, and the student will receive either an additional day of ISS, an **Out-of-School Suspension (OSS)**, or be required to participate in a **Parent Shadow Program**.
- **Subsequent Truancies** – The student and parents will be referred to the prosecuting attorney, and the student will face progressive discipline, including multiple days of OSS.

In accordance with district policy, students with three or more major disciplinary infractions may be subject to **suspension**.

Students 16 and Older

All enrolled students, regardless of age, are subject to district attendance policies. Truancies involving students **16 years or older** may be referred to the **magistrate division of the district court** under Idaho Code 33-206.

If a student over 16 formally withdraws from school with **parental consent** under **Idaho Code 33-202**, the district is required to report the withdrawal to the **Idaho Department of Transportation**, which may result in a **driver's license suspension** under **Idaho Code 49-303A**.

Electronic Device Policy

Lakeside High School (LHS) recognizes the importance of technology in education, but personal electronic devices, particularly cell phones, pose significant distractions to the learning environment. A growing body of evidence suggests that unrestricted access to such devices negatively impacts students' emotional well-being and academic growth. Therefore, the use of personal electronic devices, including cell phones, is prohibited during the school day, with the exception of lunchtime.

Definitions:

- **Device:** Any personal electronic communication device, including but not limited to cell phones, smartphones, smartwatches, earbuds, headphones, video recording devices, PDAs, iPods, iPads, laptops, and similar devices used for communication or entertainment.
- **School Day:** The period from the official start of school until dismissal, including class periods, passing periods, and assemblies.

Device Use and Storage:

Students are required to store their cell phones in a locked box provided by their first period teacher at the start of each school day. Cell phones are not to be accessed during school hours, with the exception of the following:

- **If a student is being checked out early**, the office manager will notify the teacher, and the student may retrieve their phone before leaving campus.
- **During lunch**, students may access their phones but must store them with their sixth period teacher **immediately upon returning from lunch**.

Students may retrieve their phones at the **end of the school day**.

District-issued devices (e.g., laptops or tablets) may be used during the school day as directed by teachers for instructional purposes.

Consequences for Policy Violations:

If a device is visible, on a student's person, or turned on during the school day, it will be confiscated by an LHS employee.

- **1st Offense:** The device may be retrieved from the front office at the end of the school day.
- **2nd Offense:** A parent or guardian must pick up the device from the front office.
- **3rd Offense:** A meeting will be scheduled with administration to discuss an action plan moving forward.

Classroom and Testing Procedures:

If a device is seen during a test or class, the student may receive a zero for the assignment or test.

District Provided Electronic Devices:

While personal electronic devices like headsets, laptops, and desktop computers may be provided to students on campus, students are expected to use these devices for school related and appropriate purposes only. These devices may not be used to surf the web, browse YouTube, play games, or chat/message other students or individuals outside of our school unless told otherwise by a school employee. Students will be responsible for taking care of their district provided technology. Students will also be responsible for reporting any hardware or software concerns to the District Technology Director right away. Any misuse of the laptop during the school year will be referred to administration for discipline. Any laptop damage will result in a fine as determined by the District Technology Director.

All district laptops and computers are equipped with Senso, a cloud-based safeguarding, monitoring and device management software with a strong emphasis on student well-being. Senso ensures students stay safe on their school-owned devices both in and outside the classroom by monitoring and tracking student activity.

Communication with Parents/Guardians:

Parents/guardians should not expect to communicate directly with their children via personal devices during the school day. In case of an emergency, parents should contact the school office, where staff will communicate the nature of the emergency to the student. If necessary, students may request permission from a teacher or staff member to use a school phone to contact parents or guardians.

Internet Use:

Internet access is available to students and teachers in the Plummer-Worley School District. We are pleased to bring this access to the district and believe the Internet offers vast, diverse, and unique resources to both students and teachers. Our goal in providing this service to teachers and students is to promote educational excellence in schools by facilitating resource sharing, innovation, and communication.

Access to telecommunications will enable students to explore thousands of libraries, databases, and bulletin boards while exchanging messages with people throughout the world. The Board believes the benefits to students from accessing information resources and collaboration opportunities exceed the disadvantages. But parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources.

The following are not permitted:

- Sending or displaying offensive messages or pictures.
- Using obscene language
- Harassing, insulting, or attacking others
- Damaging computers, computer systems or computer networks

- Violating copyright laws
- Using another person's passwords
- Trespassing in another person's folders, work, or files
- Intentionally wasting limited resources
- Employing the network for commercial purposes

Sanctions: Any user violating these provisions, applicable state and federal laws or posted classroom and district rules is subject to loss of network privileges and any other district disciplinary options, including criminal prosecution. School and district administrators will make the final determination as to what constitutes unacceptable use, and their decision is final.

Student ID Numbers and Email Addresses

Upon enrollment in the Plummer-Worley School District, each student is assigned a unique student ID. The student ID consists of the first letter of the student's first name, the first letter of their last name, followed by a 6-digit number.

Example: **az123456**

Student email addresses are formatted using the student ID, followed by **@lakesidesch.org**.

Example: **az123456@lakesidesch.org**

Students will use their student ID and the password **Student1234!** to log into their school computers. They may change their password after their initial login if desired. To access their school email, students can visit **www.outlook.com** and sign in using their school email address and password. It is important for students to check their school email regularly to stay informed about important announcements and opportunities.

Skyward – Grades and Attendance

We encourage both parents and students to actively monitor grades and attendance and recommend reviewing this information regularly. Should you have any questions, please contact the high school office.

Parents may access their student's grades online by following these steps:

1. Go to www.skyward.com
2. Click "Login" in the top right corner
3. Choose "Idaho" for state and type "Plummer" for district
4. Next to "Family Access Login" choose "Go"
5. If it is your first time logging in, click "Forgot your Username or Password?"
6. Type in your email that you provided the school at registration and click "Submit"
7. Log into your email account to receive password reset instructions.
8. Jot down your login information for the future

Students may access their grades and attendance online by following these steps:

1. Go to www.skyward.com
2. Click "Login" in the top right corner
3. Choose "Idaho" for state and type "Plummer" for district

4. Next to “Family Access Login” choose “Go”
5. Choose “Sign In with Microsoft Skyward Sign In” (this will only work if a student is signed in on a district device. If a student is on a personal device, they will need to remember their username and password).

Schoology – Learning Management System

Many of our teachers utilize Schoology as their learning management system. Schoology is linked with Skyward and automatically creates online courses that students are assigned to. Teachers utilize Schoology often to distribute resources, assignments, assessments, discussion boards, and more. Students can access Schoology at lakeside.schoology.com.

Parents may also have access to their child’s Schoology courses if they are listed as a parent/guardian in Skyward and have provided the school district with an email address.

Parents will use their email address and the password: **Student1** to sign in at lakeside.schoology.com. If a parent/guardian is having trouble logging in, please contact the school for assistance.

Food Service Information

Plummer-Worley School District provides all students with free breakfast and lunch. For questions regarding the breakfast or lunch program, please contact the food services coordinator at the district office. Breakfast is served daily before the first period.

Cafeteria Guidelines:

The lunchroom is a space for promoting good relationships and respect. Students are expected to follow basic rules of courtesy and maintain cleanliness. Students may bring their own lunches to school. Key guidelines include:

- Plastic trays must remain in the cafeteria at all times
- If students would like to eat their lunch somewhere other than the cafeteria, they must obtain permission from the adult that will be supervising them and ask for their lunch on a disposable tray
- Observe good dining habits
- Keep the area clean and orderly
- Return trays to the designated area
- Dispose of trash in the proper receptacle

Lunchtime Open Campus Privileges:

Lakeside High School allows open campus privileges during lunch **with parental permission on file in the high school office**. Open campus privileges are limited and do not apply during class time, assemblies, or when a substitute teacher is present.

Be aware that during the student’s exercise of the open campus privilege, the school administration may not know the destination, whereabouts, and/or activity of the student; however, **the student is still bound by the rules and regulations pertaining to personal conduct as outlined in the student handbook and will be subject to disciplinary action for violations**. It is the student’s responsibility, when using this privilege, to return to school on time. ****See attached Open-Campus Waiver Form for more details.**

Emergency Contact Protocol: 3550P: Removal of Student During School Hours:

Prior authorization from a custodial parent or guardian is required for the release of a student into someone else's custody, unless an emergency justifies a waiver.

Middle School and Elementary School Campus Restrictions:

Students are not permitted on middle school or elementary school grounds during the school day (with the exception of lunch in the middle school cafeteria or PE/Weights in the middle school accompanied by a teacher/staff member). Students who pick up siblings must wait in a designated area as determined by the middle/elementary principals, maintaining exemplary behavior at all times.

School Policies and Related Discipline

Daily Announcements

Lakeside High School ASB will read the announcements during the first 5 minutes of first period. The announcements will include the Pledge of Allegiance, upcoming events, menu items, and important reminders. Please be sure to listen to the announcements each day.

Bullying/Harassment

Lakeside is dedicated to maintaining a safe and respectful school environment that fosters academic success. Harassment, intimidation, and bullying undermine this environment and will not be tolerated. Any form of harassment, teasing, intimidation, threats, or cyberbullying will be addressed by the high school administration and, when necessary, law enforcement.

Cheating and Plagiarism

Lakeside High School expects students to uphold the highest standards of honesty and integrity in all academic pursuits. Consequences for academic dishonesty, including cheating and plagiarism, will be determined at the teacher's discretion. Repeated violations will be referred to administration for further disciplinary action and may result in the loss of academic credit(s).

Classroom Policy

The classroom is a distraction-free environment where all students have the right to learn. Ongoing disruptions to the educational process will be referred to administration for further action.

Each class has its own set of policies and procedures tailored to that particular learning environment. Please refer to the individual class syllabi for specific guidelines.

Discipline Code for Elected Student Leaders

Student body officers are expected to serve as role models for their peers, and their behavior should reflect the highest standards of conduct. All Associated Student Body (ASB) officers must adhere to the established Code of Conduct. The eligibility requirements, conduct expectations, and responsibilities outlined in this code apply to all ASB members throughout their term. Membership in ASB is valid for the duration of the school year, and officers must reapply for membership at the end of each school year.

In addition to the Code of Conduct, students serving as elected student government officers at Lakeside are also held to the expectations set forth in the extracurricular code of conduct.

Public Display of Affection

Excessive physical contact or public displays of affection are not permitted on school grounds, on school buses, or at school events. Violations will result in disciplinary actions, which may include parent notifications, detentions, in-school suspensions, or out-of-school suspensions. School administrators will determine what constitutes excessive behavior, and their decision will be final.

Drug, Alcohol, Tobacco, Kratom, and Illegal Substances Policy

Use of, being in possession of, being under the influence of, or trafficking in illegal drugs, look- alike drugs, or alcoholic beverages results in serious consequences. The following may be considered usual treatment for violations. However, the principal will decide upon the most appropriate action.

Smoking and chewing tobacco and kratom are against the law for people under 21 years of age and carries long-term health risks. This also includes vapor cigarettes or E cigarettes. The possession and use of tobacco is prohibited at school even if the person is 21 years or older. A student's person and/or personal belongings (purse, book bag, etc.) may be searched when a school official believes the student has illegal or unauthorized materials.

Desks and lockers are school property, and school authorities may make reasonable regulations regarding their use. Lockers are subject to inspection and search by school officials if it is determined there is probable and reasonable cause. Lakeside has installed security cameras for the safety of our students and staff. These cameras will be used to investigate violations.

First Offense:

The principal will hold a conference with the student. Parents or guardians will be notified of the offense, and a meeting with them will be arranged. Disciplinary action includes 3 days of out of school suspension for tobacco, alcohol, and kratom and 5 days of out of school suspension for illegal substances. Law enforcement authorities will be contacted as necessary.

Second Offense:

The principal will hold a conference with the student and notify the parents or guardians. A meeting with the parents or guardians will be scheduled. During the meeting, the administration will outline possible consequences for future violations. Disciplinary actions may include extended out-of-school suspension. Law enforcement authorities will be contacted.

Third Offense:

The principal will hold a conference with the student and notify the parents or guardians in writing within 24 hours by registered mail. Out-of-school suspension and formal expulsion proceedings may be initiated before the Board of Trustees. Law enforcement authorities will be contacted.

Drug Free Zone

Idaho State Law 37-27398, provides for a fixed MINIMUM SENTENCE of 5 YEARS OF CONFINEMENT in drug trafficking convictions within a 1,000-foot radius surrounding the property of a public or private, elementary or secondary school, or in those portions of any building, park, stadium, or structure or grounds which were, at the time of the violation, being used for any activity sponsored by or through such a school as stated in the District Discipline Policy.

Student Locker Policy

Each student is assigned a school locker for storing books and personal belongings. Additionally, students enrolled in physical education classes will be provided a designated P.E. locker.

Locker Use & Responsibilities:

Students are responsible for keeping their lockers closed and securely locked at all times. The school is not responsible for lost or stolen items; students are advised not to store money or valuable possessions in their lockers. Locker combinations or keys should be kept private and not shared with others. Any locker change must receive prior approval from the main office.

Locker Inspections & School Authority:

The school reserves the right to inspect and search student lockers as part of routine school procedures. Regular locker inspections will be conducted throughout the school year to ensure compliance with school policies.

Lost and Found

To maintain a responsible and organized school environment, Lakeside High School provides a Lost and Found service for misplaced belongings.

Reporting & Turning in Found Items

Any item found on school grounds that appears to be lost should be turned in to the main office as soon as possible. Valuable items (e.g., electronics, wallets, jewelry) should be immediately reported to office staff for secure storage.

Claiming Lost Items

Students may check the Lost and Found during school hours to reclaim lost belongings. To retrieve a lost item, students may be asked to provide a description or proof of ownership.

Unclaimed Items

Lost and Found items will be stored in the main office until the end of each semester. Any unclaimed items will be donated to a local charity or thrift store at the end of each semester. High-value items that remain unclaimed may be turned over to law enforcement or a local charitable organization.

Gang Related Behavior

Corrective action may be taken for any student wearing, carrying, or displaying gang-related apparel, exhibiting behavior or gestures associated with gang membership, or engaging in activities that intimidate or impact the attendance of another student.

Littering

We expect students to take pride in the building, grounds, and facilities of Lakeside High School. A clean and well-maintained campus creates a positive learning environment and leaves a good impression on the community. Students who intentionally litter in the building or on school grounds will face appropriate disciplinary action by the administration.

- **Verbal Warning:** For a first-time or minor offense, a verbal warning may be issued, reminding the student of the importance of maintaining a clean campus.

- **Detention:** The student may be assigned detention to complete tasks such as picking up litter around the school or performing other community service tasks that reinforce the importance of cleanliness.
- **Community Service:** The student may participate in a campus cleanup event or help maintain school grounds as a consequence for their actions.

Vandalism

Vandalism of any kind, including damage, destruction, or disturbance of school or personal property, is strictly prohibited. Students found responsible for such actions will face disciplinary measures, which may include, but are not limited to:

1. **Restitution:** The student may be required to pay for the repair or replacement of the damaged property.
2. **Detention:** The student may be assigned detention as a consequence of their actions.
3. **In-School Suspension (ISS):** The student may be placed in in-school suspension for a designated period.
4. **Out-of-School Suspension (OSS):** In more serious cases, the student may face out-of-school suspension.
5. **Loss of Privileges:** The student may lose access to certain school privileges, such as participation in extracurricular activities or events.
6. **Referral to Law Enforcement:** If the damage or destruction is severe or meets legal criteria, the student may be reported to law enforcement authorities, and criminal charges may be pursued.

Each case will be evaluated individually, and consequences will be determined based on the severity of the vandalism.

Sexual Harassment

Sexual harassment, in any form, is unacceptable and will not be tolerated at Lakeside. It can occur in various ways, including physical, verbal, and non-verbal actions. The following outlines the different forms of sexual harassment:

- **Physical Sexual Harassment** refers to any unwanted sexual physical contact. This includes actions such as grabbing, touching, or rubbing against someone's body or clothing without consent, kissing or holding someone against their will, or impeding someone's movement or freedom.
- **Verbal Sexual Harassment** involves offensive comments or remarks made either privately or publicly. Examples include making sexual jokes, commenting on someone's body parts, rating someone's body, or spreading sexual rumors or threats. It may also involve the use of sexual orientation as an insult.
- **Non-Verbal Sexual Harassment** includes actions such as staring or pointing at someone's body inappropriately, making obscene gestures, displaying sexual material on social media, in lockers, or on computers, or writing sexual remarks, suggestions, or drawings in public spaces.

Harassment by Adults and Teenagers:

Sexual harassment is wrong in any context, but it is particularly egregious when it involves an adult and a young person. If an adult engages in sexual activity or attempts to engage in sexual behavior with a minor, it may constitute illegal sexual abuse or molestation.

You have the right to reject any unwanted sexual attention from an adult. If you are subjected to sexual advances, inappropriate touching, or offensive comments, it is important to know that you are not at fault. The

adult is in the wrong.

Such incidents should be reported immediately to a trusted adult or school administrator.

Lakeside is committed to providing a safe and respectful learning environment for all students, and any incidents of sexual harassment will be taken seriously and addressed promptly.

- **Verbal Warning:** For minor or first-time offenses, the student may receive a verbal warning, along with education about what constitutes inappropriate behavior and the importance of respecting others.
- **Written Warning:** A written warning may be issued, noting the nature of the harassment, the impact on the victim, and the student's obligation to adhere to the school's code of conduct.
- **In-School Suspension (ISS):** The student may be placed in in-school suspension to remove them from the regular school environment while still receiving academic work.
- **Out-of-School Suspension (OSS):** For more serious or repeated offenses, the student may face out-of-school suspension.
- **Mandatory Counseling:** The student may be required to attend counseling or educational programs on harassment, respect, and personal boundaries to better understand the impact of their actions and learn how to behave appropriately in the future.
- **Loss of Privileges:** The student may lose privileges, such as participation in extracurricular activities, sports, or school events, for a determined period of time.
- **Parental Notification and Conference:** Parents or guardians will be notified of the offense, and a meeting may be scheduled to discuss the student's behavior and future expectations.
- **Behavioral Contract:** In cases of repeated harassment, a behavioral contract may be established, outlining specific expectations for the student's behavior and consequences for future violations.
- **Expulsion:** For severe or repeated offenses, particularly those involving physical harassment or harassment of a serious nature, expulsion proceedings may be initiated.
- **Referral to Law Enforcement:** If the harassment is criminal in nature, such as sexual assault or other illegal actions, the incident will be reported to law enforcement authorities, and legal consequences may follow.

These consequences should be tailored based on the specific situation, and the severity of the harassment should always be taken into account. The school will always ensure that the victim receives appropriate support and protection throughout the process.

Visitors and Loitering

Students will not be allowed to have visitors on campus while school is in session. Law prohibits loitering in the school building or on the school grounds. Section 33-512: "A person who disrupts the educational process or whose presence is detrimental to the morals, health, safety, academic learning or discipline of the pupils or who loiters in school buildings or on school grounds, is guilty of a misdemeanor."

Bathroom Policy

To ensure our school bathrooms remain clean, safe, and accessible for everyone, students are expected to follow the guidelines below:

1. **Respect Occupancy Limits:** Students must always follow posted occupancy signs. Bathroom capacity ranges from 1 to 4 people, depending on the location.
2. **Use Time Wisely:** Remember the basics — *Go, Flush, Wash, Leave*. Bathrooms are not a place to socialize or use cell phones.

3. **Maintain Cleanliness:** Students are responsible for flushing toilets, disposing of trash properly, and keeping the space clean for the next person.
4. **Respect the Space and Each Other:** Use the facility only for its intended purpose. Treat school property with care and speak in a quiet, respectful tone.
5. **Time Restrictions:** Students may not use the restroom during the first or last 10 minutes of class.
6. **Sign In/Out Procedures:** Students must sign in and out when leaving during class time. Only one student may be out of the classroom at a time.
7. **Be Prompt and Responsible:** Students are expected to return to class promptly and not linger in hallways or restrooms.
8. **Follow School-Wide Expectations:** All school rules apply in the bathroom. Students are expected to show respect for others and report any concerns, such as damage, inappropriate behavior, or lack of supplies.
9. **Be Aware of Your Surroundings:** Make wise choices. Don't put yourself in a situation where you could be seen as being in the wrong place at the wrong time. If something doesn't feel right — walk out.

By following these expectations, we can ensure the bathroom remains a safe, respectful, and functional space for all students.

Consequences for NOT following Bathroom Policy:

- Verbal Warning
- Positive Practice
- Parent Contact
- Office Referral/Detention

Hallway Policy

To promote a safe, respectful, and efficient school environment, all students are expected to follow these hallway expectations during passing times and class time transitions:

1. **Keep Hands, Feet, and Belongings to Yourself:** Respect personal space at all times.
2. **Use Appropriate Language:** Speak respectfully to and about others.
3. **Maintain a Level 2 Voice:** Use a calm, conversational tone (CHAMPS Level 2) while in the hallways.
4. **Keep Moving:** Transition directly from one area to another. Avoid standing, lingering, or blocking traffic.
5. **Be On Time and Ready:** Arrive to class promptly and be prepared before instruction begins.
6. **Phones Away:** Cell phones should be stored in pockets or backpacks while in the hallway.
7. **Be Respectful and Courteous:** Treat all students, staff, and school property with kindness and care.
8. **Walk, Don't Run:** Move safely through the hallways at all times.
9. **Clean as You Go:** Pick up after yourself and place backpacks to the side to keep pathways clear.
10. **Help When You Can:** Assist others in finding their classrooms or directions when needed.
11. **Passes During Class Time:** Students must have an official classroom pass when in the hallways during instructional time.

By following these expectations, we can maintain a positive and productive atmosphere for everyone in our school community.

Consequences for NOT following Hallway Policy:

- Verbal Warning

- Positive Practice
- Parent Contact
- Office Referral/Detention

Parking Lot Offenses

Students must park in the designated student parking lot. Students cannot access their vehicle during the school day unless they are checked out and leaving campus. Student must show proof of driver's license & car insurance to park in the parking lot.

To maintain a safe and orderly environment, the following parking lot rules must be observed:

- Parking in faculty-designated areas will result in the loss of parking privileges. On the second offense, the student's vehicle will be towed at the owner's expense, with a minimum fine of \$50.
- A first violation will result in a warning. A second violation will result in the vehicle being towed at the owner's expense.
- Handicapped parking, fire lanes, and driveways must remain clear at all times. Parking in these areas is prohibited.
- Reckless driving or speeding in the parking lot will not be tolerated. Students caught speeding or driving recklessly will face citations and may lose the privilege to park on school property for a minimum of 30 days, with the possibility of suspension for up to one year.
- The bus entrance and exit areas must not be used during school hours.
- Students caught driving without a license will be referred to law enforcement.
- Students may not sit in their car in the parking lot during school hours. This will be considered truancy.

Failure to comply with these rules may result in disciplinary action, including towing, suspension of driving privileges, or further consequences.

Dress Code

The responsibility for proper dress and grooming resides primarily with the student and student's parents/guardians. The school may impose a dress code to preserve the safety of students, to minimize the disruption of the educational process and to prevent a threat to the learning environment.

Students are to dress in clothing that is clean and in a manner that would satisfy and be acceptable to future employers. Personal grooming is an expression of inner attitudes and is a part of any recommendation to employers. For certain CTE programs or laboratory classes at Lakeside, protective clothing appropriate in employment must be worn in the class period.

DRESS CODE GUIDELINES

In general, the following provides reasonable dress guidelines which students are expected to follow:

- Shirts must cover the chest and back; the neckline and backline cannot fall below the armpit line.
- All undergarments are covered.
- Clothing, head coverings, and jewelry displaying words or pictures that represent alcohol, tobacco, drugs, gangs, weapons, vulgarity, or a topic that would be inflammatory or offensive is not permitted.

- Hats, hoodies, and other head coverings (except bandanas) are subject to the individual classroom teacher's rule. They are permitted in the hallways and commons area. The gym and office areas will fall under the individual classroom rule. (Failure to show respect to any staff that is enforcing the hat policy may result in a loss of hat privileges)
- Bandanas and other gang related attire are not permitted.

Student Records

Students and their parents/guardians may request access to student records by contacting the principal.

Transcript Requests:

- Current students may request transcripts directly from the high school.
- After graduation, transcripts will remain available through the high school.
- To obtain a transcript, please contact the high school office manager.

Student Withdrawal Process:

Students transferring from Lakeside to another school district must complete the following steps at least one day prior to their departure:

- 1. Meeting with Administration:**
 - The student and their parent/guardian must meet with the principal to discuss the reason for withdrawal and the student's next school placement.
- 2. Obtain a Withdrawal Slip:**
 - The student must pick up a withdrawal slip from the office.
- 3. Return School Property & Settle Obligations:**
 - All loaned materials, including textbooks, library books, laptops, and chargers, must be returned.
 - Any outstanding dues or fines must be paid in full.
- 4. Submit the Completed Withdrawal Slip:**
 - The withdrawal slip must be returned to the office for final processing.
- 5. Transcript Request & Release:**
 - Upon request from the receiving school, transcripts and cumulative records will be sent via fax or mail. Transcripts will not be released until all obligations to Lakeside have been fulfilled.

For further assistance, please contact the school office.

Counseling & Guidance

School Counselor: Jaclynn Watson

The school counselor is here to promote educational performance, providing each student with the opportunities to acquire the academic, career, personal and social competencies necessary to achieve quality learning and life-long success in a safe environment.

To meet with the school counselor, have your teacher contact her to see if she is available. If she is, please get a hall pass from your teacher. Upon returning from the counselor's office, please turn in your hall-pass to your teacher.

Other ways of contacting to set up an appointment are:

Email: Watson.Jaclynn@lakesidesch.org

Phone: (208) 686-2193

Out of courtesy for your peers & to maintain confidentiality, please do not knock on the counselor door when it is closed and do not look through the office windows. If the door is closed and it is an emergency, please go immediately to the building administrator.

Students with Disabilities

Under the Individuals with Disabilities Education Act (IDEA) and Section 504 of the Rehabilitation ACT of 1973, the Plummer-Worley School District is prohibited from discriminating against students based on a disability. Plummer-Worley School District provides a free and appropriate public education to each student within its authority regardless of the nature or severity of the disability. The school district ensures that students who need or are believed to need special education or related services will be identified, evaluated, and provided with appropriate educational services.

Section 504 also stipulates those students with disabilities have the right to participate in school- sponsored or extra-curricular programs and activities to the maximum extent appropriate to their needs. Under Section 504 and IDEA, students with disabilities have the right to be placed in the least restrictive educational environment to the maximum extent appropriate for the needs of the student. Plummer-Worley School District will educate students with disabilities within its regular school program.

Students with disabilities and their parents have many rights and protections. Questions or requests for assistance or information about services for students with diagnosed or suspected disabilities should be directed to the Special Education Director.

Federal Discrimination Law

Federal Law prohibits discrimination on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, or marital or family status in any educational programs or activities receiving federal financial assistance. (Title VI and VII of the Civil Rights Act of 1964; Title IX of the Educational Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; Americans with Disabilities Act of 1990.

EQUITY STATEMENT

Grievances may be filed with the following administrators:

Title II & IX of the Civil Rights Act – HR (Human Resources) Director, Kaylee Giulio

504 Policies – Special Education Director, Shaun Haggett

Other – Building Principal, Carly Green

Affirmative Action Policy Statement

The Board of Trustees of School District #44 commits itself to an Affirmative Action Program that will provide for equal opportunities in educational programs, extracurricular programs, and the delivery of educational services. The program's intent is to ensure equal educational opportunities to all students in the district and equal treatment of all employees, recruitment, employment, training, and promoting other personnel practices. The District Affirmative Action Program focuses on all students and employees in the district, with a particular focus on all racial and ethnic minorities, women, those with disabilities, and older persons.

Corrective Procedures

In the event a student violates school attendance, discipline, or bus transportation regulations, the principal shall take such action as is deemed appropriate and most effective to rehabilitate the student and maintain continuity for fellow students, teachers, school officials, and school property. This may include, but shall not be limited to, detention, suspension, required conferences with parents/guardians, revoking the student's privilege to attend or participate in school activities, and requiring make-up work during or after school hours. The principal or her designee shall notify the parents or guardians of the violation and inform both the student and parents/guardians of what action may be expected in the event of future violations.

Grievance Policy

Lakeside High School follows the established Plummer-Worley School District #44 policy and procedure for resolution and redress of allegations of violations of their civil rights. This policy governs the organizational protocol between school officials, district employees, patrons, parents, and students. Organizational contact order if an allegation of violation occurs:

- Teacher
- Counselor
- Building Principal
- Superintendent of School
- Plummer-Worley Board of Trustees

Allegations that fall within the areas of Title II and Title IX of the Civil Rights Act should be directed to the Special Programs Coordinator of Plummer-Worley School District #44 Policy Manual under Administrative Regulations, Personnel Complaints and Grievances under code number JCE/KN/GAI, and under Student Complaints and Grievances, code number JCE.

Freedom of Expression

Students are protected in the exercise of their First Amendment rights at Lakeside. The exercise of such rights, however, must be conducted in a manner that does not disrupt the educational process. Lakeside High School will not tolerate any remarks, graffiti, clothing, or action that degrades any nationality or culture.

Safety Drills

Safety drills are required at regular intervals by law and are an important safety precaution. It is essential that when the first signal is given, everyone obey promptly all instructions and when necessary clear the building by the prescribed route as quickly as possible. Students are to remain outside the building until a signal is given to return to the building.

Personal Transportation Devices (Skateboards, Scooters, Heelys)

Skateboards, scooters, Heelys, and similar personal transportation devices are not permitted for use inside school buildings, including hallways and classrooms. Upon arriving at school, these items must be placed in lockers or designated storage areas immediately and remain there for the duration of the school day. Failure to follow this policy may result in the item being confiscated.

Throwing or Kicking Objects on Campus

Throwing or kicking items—such as snowballs, coins, or any other objects—is strictly prohibited on school grounds or inside the building. These actions, including activities like “snowballing” or “coin flipping,” can lead to injury or property damage and will result in disciplinary consequences. Students are expected to maintain a safe and respectful environment at all times.

Student Safety and Pedestrian Conduct

To ensure the safety of all students while walking to and from school or transitioning between campus areas, the following expectations must be followed:

1. **Use Crosswalks and Corners:** Always cross streets at designated corners and use marked crosswalks.
2. **Stay on Sidewalks:** Use sidewalks whenever available and avoid walking in the street.
3. **Keep a Steady, Safe Pace:** Walk calmly and purposefully to class. Running or pushing is strictly prohibited.
4. **Be Alert When Crossing Streets:** Look both ways and remain attentive to your surroundings at all times.
5. **Watch for Vehicles:** Do not assume drivers see you or will yield the right of way. Stay alert and cautious.
6. **Do Not Approach Vehicles:** For your safety, never approach or interact with any vehicle, especially those with unknown drivers.

These guidelines are in place to protect students and promote a secure school environment. Failure to follow them may result in disciplinary action.

General Guidelines – Discipline Violations

The following may be considered as usual treatment for major disciplinary violations. However, the principal or her designee can treat each student individually in the appropriate and most effective manner. In case of a major disciplinary violation:

First Offense: A conference shall be held by the principal or her designee with the student. The parents or guardians shall be notified in writing of the offense, and a conference with the parents/guardians may be arranged. In School Suspension, detention, parent shadow or out-of-school suspension may be initiated.

Second Offense: A conference shall be held by the principal or her designee with the student. The parents or guardians shall be notified in writing of the offense, and a conference will be requested by the principal or her designee with the parents or guardians. At such a conference, the student will be informed of actions the administration may require and of the action that may be expected in the event of future violations. In School Suspension, detention, parent shadow or out-of-school suspension may be initiated.

Third Offense: A conference shall be held by the principal or her designee with the student. The parents or guardians will be notified in writing of the offense. Out-of-school suspension and/or formal expulsion proceedings before the Board of Trustees may be initiated.

The following are examples of Major Disciplinary Violations:

- Threats or intimidation (verbal or physical)

- Fighting or physical aggression
- Possession of drugs, alcohol, or weapons
- Vandalism or property destruction
- Bullying/harassment (including sexual or racial)
- Stealing/Theft (major)
- Leaving campus without permission
- Major defiance/refusal to comply after multiple redirections
- Chronic disruption (after Tier 2 interventions)
- Inappropriate use of technology (e.g., accessing pornographic/violent content)
- Academic dishonesty on major assignments/tests
- Possession or use of tobacco, vape, or other contraband
- Severe profanity directed at staff or students
- Using items as weapon (putting students in harms way)
- Verbal Abuse-i.e. swearing at a teacher/vulgar names.
- Spitting on others
- Inappropriate Touching/Touch/Hit Private Parts/Exposure/Pantsing
- Reference to weapons or acts of violence (conversation, writing, pictures)
- Repeated Level I or II Behavior that does not respond to consequences (**documentation required**)

Whenever a school administrator believes a student is involved in any such activities, the following proceedings may be initiated:

- Informal (including emergency) or formal suspension proceedings
- Expulsion proceedings
- Referral to the proper law enforcement authority

Minor Offenses

Staff members or administrator may assign students to morning detention, lunch detention or after-school detention for minor offenses. Examples of such minor offenses are being in hallways, gymnasiums, or locker rooms without authorization, or any action deemed offensive by teachers. **Three repeated minor offenses will be treated as a major offense.**

The following are examples of Minor Disciplinary Violations:

- Repeated defiance or noncompliance
- Repeated cell phone/electronics misuse
- Repeated off-task/disruptive behavior
- Disrespectful tone or sarcasm directed at staff
- Leaving class without permission (but still on campus)
- Academic dishonesty (e.g., copying homework)
- Mild verbal conflicts between students
- Throwing objects (not intended to harm)
- Inappropriate or suggestive comments/jokes
- Repeated tardiness
- Skipping detention or teacher-assigned consequences
- Repeated inappropriate language/swearing
- Stealing/Theft (minor)
- Misuse/Abuse of School Property (minor)

- Spitting- (not on others)
- Low-level property damage (items belonging to student e.g., pencil, pen, paper etc.)
- Repeated Tier I Behavior that does not respond to Tier I consequences (3x in a day or week)

Out-Of-School Suspension

Students whose behavior is considered disruptive or who have a continued non-resolved behavior problem may be suspended out of school. This action is deemed serious and will require a parent-student-administrator conference before reinstatement can take place. The intention of the staff at Lakeside High School is to provide a continuous, uninterrupted education for all students. Students who are suspended out of school for inappropriate behavior will be expected to maintain and complete their work in all classes. Inappropriate behavior warranting out of school suspension includes fighting, habitual tardiness, flagrant truancy, or inability for self-control. Any areas considered disruptive, or a continuous non-compliance of school regulations could result in an out-of-school suspension.

Students on out-of-school suspension will not be allowed to attend any extra-curricular activity or practices related to activities on the days of suspension. All coaches and advisors will be notified of the suspension.

Out-of-school suspension may be given for unexcused absence from I.S.S or lunch detention.

EXPULSION – By School Board

Expulsion proceedings will be initiated by the school principal and conducted through the School Board. During the expulsion term, students are not allowed on any school grounds or to attend any school event. The decision of expulsion made by the School Board is final.

Academics

Idaho High School Graduation Requirements

State requirements include that all students:

- Take a minimum of 47 high school credits, which include 29 credits in core subjects
- Complete a Future Readiness Project
- Complete a Government and Civics Proficiency
- Take six (6) credits of math
- Take six (6) credits of science
- Take eight (8) credits of Language Art
- Take one (1) credit of Communications (Speech)
- Take five (5) credits of Social Studies
- Take two (2) credits of Fine Arts or World Languages
- Take one (1) credit of Health/Wellness & CPR Training
- Take one (1) credit of Digital Literacy
- Take seventeen (17) elective credits

The rule also requires school districts to offer students at least one advanced opportunity, such as concurrent credit, Advanced Placement, or tech prep courses.

The Plummer-Worley School District has also set graduation requirements in addition to those listed above. These include:

- One (1) credit of Physical Education
- The completion of a college entrance exam
- Students must also take at least one beginner and one intermediate Pathway course

College Entrance Exams

It is a graduation requirement to take college entrance exams. Students who receive free or reduced lunch should see the counselor for information regarding test fee waivers.

PSAT will be in October (Free for all 10th grade students to take on PSAT school day in October.)

SAT will be in April (It is free for 11th grade students to take on SAT school day in April)

Final Exams

Final exams are required of all students in all subjects.

Early Final Exams - Students may not take final exams at a time other than the designated final exam date without prior approval of the teacher and principal.

Make Up Work Policy

Lakeside's Make-Up Work Policy applies to all students and is designed to support academic responsibility and fairness.

- **Timeframe for Make-Up Work:** Students are allowed **one school day to make up work for each day of excused absence**, unless otherwise arranged with the teacher.
- **Planned Absences for School Activities:** If a student will miss class due to a **school-sponsored activity**, they are expected to **contact the teacher before the absence** to collect assignments. Work is due **before the absence or on the day the student returns** to class. Students are responsible for making up all missed work and assessments.
- **Prior Knowledge Exception:** If a student was aware of a **test, project, or assignment** before their absence, and is absent on the due date, the **work is still due or the assessment must be taken on the day the student returns**.
- **Unforeseen Absences:** For absences not planned in advance, students must **collect missed work on the day they return to school and submit it the following school day**, unless otherwise arranged.
- **Unexcused Absences and Suspensions:** Make-up work **may not be permitted for unexcused absences, truancies, or suspensions**. In such cases, **full or partial credit may be granted at the discretion of the teacher**, as outlined in the individual class syllabus.
- **Responsibility and Support:** It is the **student's responsibility** to follow up on missing assignments and instructional content. Teachers are available to provide clarification and support, but students are expected to take initiative in completing their work.
- **Extenuating Circumstances:** In the event of **extended absences or exceptional situations**, students and families are encouraged to meet with the teacher to create a reasonable plan for completing missed work

IDLA/Online Course Policies

IDLA/Online or correspondence courses may be used by students who wish to earn credit outside the regular high school classes.

- The cost is \$75 per credit. If the student or course does not meet the requirements for Advanced Opportunities funding, students must pay for the course before enrollment.
- To ensure that correspondence or online credits apply toward Lakeside graduation requirements, each class taken must receive prior counselor or principal approval.
- Students who decide not to complete the class must provide written notice to both the online provider and Lakeside school counselor. Students are responsible for knowing and meeting drop deadlines, or the class will be considered failed.
- All grades from online and correspondence classes will be added to the Lakeside transcript and included in GPA calculation.
- A student who fails or withdraws from an IDLA course will be required to pay \$75.00.

Dual Credit Courses

Students are charged \$75.00 per credit for classes taken for dual credit at Lakeside High School.

Covering the student dual credit fee of \$75/credit: Through Advanced Opportunities, students can request funds to cover this fee. Advanced Opportunities allocates students in grades 7-12 attending public school in Idaho \$4,125 to use towards cost of: overload courses, dual credits, and exams.

Note: A student who fails a dual credit course will be required to pay for an equivalent dual credit course. After passing the self-paid course, Advanced Opportunities will continue to fund additional dual enrollment classes.

Example: A student failed DE English 101 (3 credits, \$225 course). The student would have to pay up to \$225 worth of continued dual credits before Advanced Opportunities covers additional dual enrollment classes.

Dropping/Changing Classes

Lakeside students will receive a "Schedule Change Request" link in their student email. Students will have 2 days to submit a schedule change.

Students must attend all scheduled courses while requests are being considered. Absences will not be excused.

Change requests will ONLY be approved if it meets the following criteria: (1) incomplete schedule, (2) course duplicated or already taken, (3) incorrect level, (4) course required for graduation.

Change requests will NOT be approved if (1) you want to be with your friends, (2) you do not like the teacher, (3) you are not interested in the subject.

The counselor will consult with the administration regarding all "Other" reasons. You will be notified by email of an "Approval" or "Denial" schedule change request.

Without administrator or counselor approval, there will be no changes in class schedules after 2 days of the start of the semester. Any class dropped after 4 weeks will show as an "NC" on the official transcript.

Early Graduation

Students wishing to graduate early must have a minimum of 32 credits and GPA of 3.5 or better by the end of his/her sophomore year before applying. Students must complete all credit requirements for graduation and have prior approval of the high school administration.

Candidates for early graduation must work with the counselor and apply to the School District 44 Board of Trustees for approval.

Failed Classes

If you fail a core (required) class, you can retake the class on the APPEX credit recovery program, make it up during summer school, and/or take an online course or correspondence for \$75.

5th Year Seniors

It is our hope that most students will complete their high school career in 4 years. However, we recognize that some may not. Lakeside High School will allow students to return and finish their education under the following criteria:

- Must work towards graduation through the quickest possible path.
- Must not violate attendance/discipline policy.
- May not receive a failing grade.

5th Year Seniors will not be in the classroom with current Lakeside Seniors but placed in another room to better focus on their academics and finishing their education on the APEX credit recovery program.

Repeating a Class

A student may not repeat for credit or a higher grade in a class which the student received a “B” or higher the first time the student took the course. A core class may only be repeated once. If the class needs to be repeated, it will need to be taken during summer school or through correspondence. A repeated class will not “replace” the grade. The intended purpose is to increase subject knowledge, obtain credit and/or better grade point average.

Sequence of Classes/Prerequisites

Students should be reminded that they must take classes in sequence. Algebra I must be taken prior to Algebra II, English I before English II. “A” classes must be taken before “B” classes, etc. In addition, students will not be allowed to take two grade levels of a subject during a given semester without administrator or counselor approval.

Office/Teacher Aide/CTE Aide Courses

Students who are teacher or office assistants will receive a letter grade for the period they are in this service. Students enrolled in these classes must be either a junior or senior, have a 2.5 or higher GPA, and must be on track for graduation. Students are limited to one aide course per semester.

Library Policy

Students are welcome to use the library and its facilities and need permission upon entering. The student number is also the library number under which books and other materials will be checked out. Materials are

checked out for a two-week period. Students will be charged replacement cost for any lost items. Students are responsible to pay their fines as soon as possible.

No cell-phone zone, regular classroom policies and procedures will be followed.

While in the library, students are expected to behave quietly and orderly, using respect for the staff, other patrons, themselves, and the materials they use, such as books, magazines, newspapers, games, and puzzles.

Food and drink are **not** allowed in the library.

Everyone is welcome; however, during class time students need to have a library pass from their teacher allowing them to be in the library.

Any student tampering with or destroying any library material will be referred to an administrator.

Work Release

One period of Work Release each semester will be allowed for juniors and two periods of Work Release per semester will be allowed for seniors if they meet the following criteria:

- Be on track for graduation
- Must have parent approval
- Must have principal and counselor approval

During the class period of work release, students are not allowed to loiter on campus.

Lakeside High School Events/Activities

Freshmen/New Student Orientation

This welcome event takes place the week before the first day of school. We strongly encourage all freshmen and new students to attend the orientation. This will be an opportunity to tour the school, meet the staff, and learn about all the opportunities available to you at Lakeside High School.

Freshmen/New Student Orientation will take place August 27, 2025 in Miller Court from 5:00 to 7:00 pm.

Parent/Teacher Conferences

There will be no school during Parent/Teacher Conferences. All students and parents/guardians are encouraged to attend conferences. Lakeside staff will reach out to parents/guardians to schedule a time to conference. Conferences will be held:

November 10th, 2025 – 7:30 am to 7:30 pm

March 26th, 2026 – 7:30 am to 7:30 pm

Lakeside High School Graduation

Lakeside High School Graduation will be held in **Miller Court at 2:00 pm on May 30th, 2026.**

To walk at graduation, seniors must wear approved graduation apparel. This includes a cap, gown & tassel. Our official Graduation vendor is Herff Jones. Herff Jones has been servicing schools in our area for over 40 years and we are proud to partner with them in creating a memorable graduation experience for every

Senior. They will be providing caps & gowns as well as 2026 apparel and memorabilia to ensure that this much anticipated celebration is unforgettable.

Caps, gowns, and tassels can be ordered at <http://www.highschool.herffjones.com/> Be sure to type in Lakeside High School (choose Plummer, ID) and your graduation year. Graduation apparel must be ordered by December 1st.

Senior Awards Night

Senior awards night is a celebration of our graduating seniors. On this night, several scholarships and grants are awarded to our hard-working students. Senior Awards Night will take place on **Thursday, May 28th, 2026 from 5:00 – 7:00 pm in Miller Court.**

Sporting Event Admission

Regular Season Home Games:

- Lakeside Student with Activity Card: **FREE**
- Lakeside Student without Activity Card: \$5.00
- Adults: \$6.00
- Senior Citizen (65+): free

Assemblies

School assemblies are generally sponsored by the student council and faculty of Lakeside High School. These assemblies are part of the total educational program. Skipping an assembly is concerned a truancy and administration will be notified. Students who do not show proper

respect at assemblies will lose their privilege to attend. They will be sent to an alternate location during the assembly and be assigned detention.

College Visits and Field Trips

Students will be expected to conduct themselves in a courteous manner while on college visits & other field trips.

- Respect the Tour Guide (Interact with them, listen while they are talking, no side conversations with peers, keep up with tour group)
- Respect the Facilities and Transportation (trash in trash cans, do not enter areas without permission, leave it better than you found it)
- No cellphones
- Use Appropriate Language
- Wear Appropriate Clothing
- Be on Time
- Be Safe: stay with your group at all times

Prom, Homecoming, and Other Dances

Dances at Lakeside are only for the students and approved guests. Registration forms for non- Lakeside guests are in the office and need to be completed and turned into the office within 1 week of the sponsored dance.

Guests must be enrolled as a high school student, 9-12 with ages no younger than 14 and no older than 19 years of age. Students are fully responsible for their guests' actions. Students may be subject to breathalyzer or wand scans before entry to any dances. Once a student leaves a dance, re-entry is not allowed.

Lakeside Medieval Arts and Melodies Gala – A Fundraiser for the Arts!

This annual fundraiser is a district-wide event. This event will take place on **Thursday, May 21st, 2026 from 5:00 PM to 7:00 PM at Lakeside Elementary and Middle Schools**. This Renaissance-themed event is a fun, family-friendly celebration featuring a variety of art and music activities for everyone!

What to Expect:

- Arts and Crafts Activities for all ages
- Games like bingo and cornhole
- Food Vendors
- Raffles and lots of items for sale

Students will also perform music throughout the evening! All activities require tickets, with 1 ticket for \$1 or 25 tickets for \$20. Most activities will cost 1-3 tickets. All the money raised will support the arts and music programs in our schools, which are traditionally underfunded and benefit every student in our district. This is the only district-wide event of the year, so don't miss it!

Fundraising Policy

All fundraising activities for school-sponsored groups or events must receive prior approval from both the administration and student council.

Awards and Honors

Athletic Letters

Students who participate on a varsity athletic team for the entire season and fulfill team requirements will be eligible to receive a Lakeside High School Athletic Letter.

National Honor Society

Membership in National Honor Society is an honor bestowed on qualified students in grades 10-12. Selection is based on outstanding student scholarship, character, leadership, and service. Candidates become members when inducted into the NHS (National Honor Society) at a special ceremony. Students who wear the blue NHS hood at graduation will have paid their club dues, documented, and submitted the required service hours to the NHS advisor, and maintained a 3.5 cumulative weighted GPA at the end of second semester of their senior year.

Graduating with Honors

To graduate with Honors and be recognized as such, students must have a cumulative weighted GPA of 3.0 or higher in all their core classes up through the second semester of their senior year. These students will receive a gold cord to wear at graduation.

Semester Awards

High Honor Roll: Current GPA of 3.8 or higher

Honor Roll: Current GPA of 3.0 – 3.79

Perfect Attendance: Zero days missed

Student of the Month

One student from each of the following subject areas will be recognized each month of the school year:

- Math
- Social Studies
- Science
- ELA
- Humanities
- Pathways
- Attendance

Scholarships

Some local scholarships for Seniors are not limited to.

- St. Maries Elks National Foundational Scholarship (Due in November)
- Glenda J. Hart Educational Scholarship - Latah Credit Union (April Deadline)
- Olivia K. Pakootas Health Sciences Scholarship (April Deadline)
- Keith & Florence Wilson Scholarship (May Deadline)
- Lloyd Selder Scholarship (May Deadline)
- William (Bill) Siler Memorial Scholarship (May Deadline)
- CDA Chamber of Commerce Scholarship
- Kootenai Electric Scholarship
- "My Educational Dream" Scholarship – (May Deadline)
- Gary Willard Memorial Scholarship - (May Deadline)

Some state scholarships for Seniors are not limited to.

- Idaho Opportunity Scholarship (Due March 1st)
- Idaho Governor's Cup (Due March 1st)
- Idaho Governor's Cup CTE (Career Technical Education) (Due April 15th) Please see your school counselor for more information on specific scholarships.
- Counselor Leadership Scholarship: Lewis-Clark State College
- Careers That Work! Scholarship

Graduation Honor Cords

- Yellow: Honor Roll
- Yellow/White: Dual Credit/College Ready
- White: 100+ Hours of Community Service
- Red: CTE Pathway Completion
- Blue/White: Trial Team
- Red/White/Blue: TSA
- Blue/Gold: FFA
- Green: FCCLA

Idaho Top Scholar

The top 10% of the Junior class receive the Idaho Top Scholar Award. Students are recognized in an awards banquet in the Spring.

NISTAR

Each year, as part of the NISTAR (North Idaho Student Teacher Achievement Recognition) program, Lakeside High School selects two Seniors based on their academic performance and involvement in extra-curricular activities. They, in turn, each selected a teacher whom they felt had an impact on them during their academic career. Both students and teachers are recognized at an awards banquet in the Spring that includes dinner and the students giving a short speech about their chosen teacher.

Valedictorian and Salutatorian

The counselor, administrator and teachers of the Junior and Senior classes will form a selectin committee for valedictorian and salutatorian. Primary criteria shall be the highest weighted & unweighted GPA for 3.5 years in academic classes and the type, number, and difficulty of courses taken. Academic courses dropped during the senior year will affect the final selection. The committee will avoid naming more than one valedictorian and one salutatorian unless there is an almost identical record on all criteria. All speeches will be reviewed and approved by the administration. Early graduates and transfers of students that have not previously been enrolled in the Plummer-Worley School District after the first semester of grade 11 will not be considered.

Extracurricular Activity Guidelines

ASB Cards

All students participating in any school-sponsored extracurricular activity will be required to purchase an ASB card. ASB cards are \$40 and can be purchased from the Lakeside High School office manager.

Activities and Clubs

Activities under IHSAA (Idaho High School Activities Association) – Tyler Petty (Athletic Director)

ASB/Student Council

FFA

FCCLA

Know Your Government – University of Idaho

Technology Student Association

Trial Team

Activity Trips

Students who participate in out-of-town school related activities must ride to and from the activity on transportation furnished by School District 44. A parent who desires to have his/her child return from an activity with the parent must first get the approval of the principal or activity supervisor.

Activity Funds

All funds from organizations, clubs, classes, and the student body must be deposited with the financial secretary. The office will receive funds and write checks for all student organizations and activities. Students should always get a receipt from the secretary and retain it in their records until the end of the school year. To have money taken from any school fund, a school purchase order must be filled out and signed by the

principal. No charges to any school account are allowed. Student leaders and advisors may meet with the financial secretary to review their organizational accounts

Activity Related Meetings

Class and club meetings will be held either before or after school or at lunch, unless there is an emergency that must be dealt with immediately. Arrangements, if such an emergency arises, must be made through the principal.

Eligibility

Students participating in any school sponsored extracurricular program must maintain the following academic standards:

- Must pass 5 out of 7 full-credit classes during the previous semester and maintain a 2.0 or higher GPA.
- Must be enrolled in school full time.
- Must be academically eligible in the semester in which they are competing.
- Students taking Work Release must pass all other classes they are enrolled in at the high school to remain eligible for extracurricular competition.
- Some organizations may have individual considerations, which require higher standards than listed, however, no organization may have lower expectations or standards.
- For determining student eligibility, the most recent grade for a repeated class will be used to determine overall GPA.

Student Eligibility for Interscholastic Activities

Requirements: To practice or play, a student must adhere to the following requirements:

Age: A student becomes ineligible on his/her twentieth birthday. This rule cannot be appealed to the state.

Forms: All athletes must fill out the following paperwork to be eligible to participate:

*Current Physical

*Athletic Code of Conduct

*Interim Questionnaire

* Insurance Release/Medical Treatment Permission

Ø All forms can be picked up in the office or from the coach.

Ø They must be completed and turned into the athletic director before the first day of practice.

Lakeside High School is a member of the Idaho High School Activities Association and participates in all activities sanctioned by the IHSAA. Head coaches for each activity are:

High School Head Coaches:

Football: Jerry Louie-McGee

Wrestling: Joesph Vallee

Volleyball: Devyn Moore

Track: Avery Brown-Sonder

Boys' Basketball: James Twoteeth

Golf: Jasper Abuan

Girls' Basketball: Chris Dohrman

Additional Guidelines

Amateur Status

A student who represents a school in an interscholastic sport must be an amateur in that sport.

Non-school Sport Participation

A student on any regular team (varsity, junior varsity, or freshman) may not participate on any non-school team in that sport during that sport season.

Practice

A student must have ten days of practice prior to the first interscholastic athletic competition in a sports season. A football player must have four days of practice without pads before practicing with pads. There will be no school sponsored activities or meetings held on Sunday.

Fundraising

The Lakeside ASB must approve all fundraising by school-connected groups. No student or sponsor is authorized to make any contracts or agreements with any salesman or vendor without approval. While fund raising is at times necessary, it is believed that the school has a responsibility to the community to keep such activity at a reasonable level.

Pep Assemblies

Pep assemblies are scheduled in the gymnasium for the improvement of school spirit. Students are required to attend assemblies and are strongly encouraged to participate. At the beginning of each season, the ASB will submit a pep assembly schedule for approval of the principal.

Participation in School Activities

A student must be in attendance for ALL 6 periods of the day of an activity or contest (unless they have a doctor's note for an appointment). Students who are absent from any classes during the day and who wish to participate in school activities that evening must check in with the principal or athletic director before they are allowed to participate. If a student does not check in, they will not be allowed to participate in the next scheduled event. If a student is truant on a Friday, they will not be allowed to participate on Saturday. Truant or suspended students are not allowed to participate in activities during the suspension.

Student Behavior at School Activities

Students in school or involved in school-sponsored activities either on or away from the school premises are expected to obey their school officials, all school rules, and behave to reflect credit upon themselves and their school.

STUDENT & PARENT HANDBOOK AGREEMENT FORM

2025-2026

CELL PHONE/ ELECTRONIC DEVICE POLICY AGREEMENT FORM

I have read the Lakeside High School's "NO CELL PHONE" policy in the classroom, hallway, or bathroom. If a cell phone is visible, I know that it will be seized and turned into the front office. I understand if a cell phone or electronic device is taken during the school day, it will be kept in a secure place until a parent can pick it up from the office.

In addition, I know that if a cell phone is used during class time, the student may also receive a zero on their assignments or tests.

Student Signature: _____ Date: _____

Parent/Legal Guardian Signature: _____ Date: _____

STUDENT & PARENT HANDBOOK AGREEMENT FORM

I have read with my guardian, understand, and will follow the guidelines set forth in the Lakeside High School Student & Parent Handbook to the best of my abilities.

Student Signature: _____ Date: _____

Parent/Legal Guardian Signature: _____ Date: _____

OFF-CAMPUS WAIVER FORM – LAKESIDE HIGH SCHOOL

2025-2026

Dear Parents/Guardians of Lakeside High School,

Lakeside High School is offering all students the opportunity to leave campus during the lunch period once a signed permission form is received. This privilege allows students to leave campus during their lunch period provided they follow the guidelines below. Please review these with your student to ensure they clearly understand the privilege's requirements.

Parents/Guardians Initial the terms of agreement:

_____ Students will return the permission form properly completed and signed by parent/guardian and student. This form will be kept on file in the high school office.

_____ Students will leave within 5 minutes of the beginning of the lunch period and return before the end of the lunch period. If students are consistently late for their 6th period class (more than once in a week or 10 times per semester), they will lose the privilege of leaving campus.

_____ Eligible students may transport themselves and/or be transported by other eligible students. Any decisions related to mode of transportation and destination are to be determined by each student and their parent/guardian.

_____ Students will observe all driving rules, regulations, laws, and applicable restrictions.

_____ Students may not transport ineligible students off campus. This includes students who have not turned in permission forms or signed out in the office, and students who have been restricted due to disciplinary measures.

_____ While off campus, students will follow all school rules, conduct themselves responsibly, and be respectful to homeowners, merchants, and their properties.

_____ Students will remain in the designated areas of the building after they return from lunch.

_____ Students may choose to remain at school during lunch.

_____ Students may lose the privilege of leaving campus for lunch for any disciplinary issues at school including, but not limited to, excessive referrals or tardiness.

_____ Lakeside High School reserves the right to suspend Open Campus Lunch due to inclement or severe weather, in addition to any other conditions which the school leadership deems unsafe.

_____ Students who leave the building without a permission form on file or without signing in and out of the building will be subject to disciplinary consequences.

Terms and Conditions: "Open Campus Lunch" is defined as a student privilege based on the above criteria allowing a student to leave the campus of Plummer Worley School District during the regularly scheduled lunch period only. Be aware that during the student's exercise of the open campus privilege, the school's administration may not know the destination, whereabouts, and/or activity of the student; however, the student is still bound by the policies and expectations pertaining to personal conduct as outlined in the student handbook and will be subject to disciplinary action for violations. Qualifying students who have a

