



# TRUE NORTH PREP

## STUDENT HANDBOOK 2025-2026



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Teachers, Parents, and Students - Together for Success  
PARENT VOLUNTEERS  
We need "YOU and YOUR" ideas!  
HOME AND SCHOOL COMPACT

## TRUE NORTH STAFF

|                   |                                     |
|-------------------|-------------------------------------|
| Anderson, Jeanne  | School Nurse                        |
| Canaday, Victoria | Administrative Secretary/Registrar  |
| Castello, Tanja   | Community School Coordinator        |
| Cherry Kristen    | Instructional Coach                 |
| Deluca, Megan     | Science Teacher                     |
| Karina            | Head Custodian                      |
| Green, Jacinda    | Math Teacher                        |
| Hopkins, Chris    | IDLA Coordinator                    |
| Joyner, Stephen   | Principal                           |
| Jungen, Abigail   | ELA Teacher High School             |
| Meade, Gordon     | Counselor                           |
| Nealis, Margo     | Lunchroom Manager                   |
| Rowland, Rebecca  | Social Studies                      |
| Sewall, Bonnie    | Title 1/Mentor Room/Tutor/SPED PARA |
| Reisinger, Amanda | Art                                 |
| Hannah Groom      | Navigation Point Coordinator        |
| Jake Schaefer     | Navigation Point Facilitator        |
| Bethany Cooper    | Math Tutor                          |

### **EMMETT SCHOOL DISTRICT VISION STATEMENT**

Emmett School District implements innovative and best educational practices utilizing cutting edge technology and rigorous curriculum. Passionate, visionary professionals guarantee high level learning across all grades. Our district works collaboratively in state of the art facilities to ensure all students are empowered to succeed in life beyond high school.

### **EMMETT SCHOOL DISTRICT MISSION STATEMENT**

Emmett School District will prepare all students for individual success.

### **EMMETT SCHOOL DISTRICT'S MOTTO**

"Emmett Ensures Educational Excellence"

### **TRUE NORTH MISSION STATEMENT**

At True North, we guide students to discover their purpose, overcome challenges, and build a path to success. With supportive teachers and a flexible approach, we help every student stay on course and reach their goals.

### **TRUE NORTH VISION STATEMENT**

True North graduates are ready for life—whether they choose a job, college, or vocational training—because they leave with the skills, confidence, and direction to succeed.

### **SCHOOL WEBSITE**

<https://bchs.emmettschools.org/>

### **SCHOOL HOURS**

#### **Student Hours**

**M, T, W, Th – 7:35 a.m. to 3:15 p.m.**

First Bell rings at 7:30 a.m.

Tardy Bell Rings at 7:35 a.m.

#### **Friday School Days**

**September 19th**

**7:35 a.m. to 3:15 p.m.**

### **Parent Teacher Conference Dates**

- **Sept 24**
- **Oct 15**
- **Nov 19**
- **Feb 11**
- **April 1**
- **May 6**

**Time: 4pm - 8pm**

# True North

## BELL SCHEDULE

|               |            |
|---------------|------------|
| 7:25 - 7:35   | Breakfast  |
| 7:35 - 8:36   | 1st Period |
| 8:39- 9:50    | 2nd Period |
| 9:53 - 11:04  | 3rd Period |
| 11:04 - 11:34 | Lunch      |
| 11:34 - 12:45 | 4th Period |
| 12:48- 1:59   | 5th Period |
| 1:59 - 2:04   | Nutrition  |
| 2:04 - 3:15   | 6th Period |

# 2025-2026 True North Calendar



Emmett School District 221

[www.emmettschools.org](http://www.emmettschools.org)

| DATE         | EVENT/HOLIDAY                 |
|--------------|-------------------------------|
| August 13    | Open House - Secondary 4-7 pm |
| August 18    | 1-12 First Day                |
| September 1  | Labor Day No School           |
| September 19 | Homecoming (In Session)       |
| September 24 | Parent Teachers Conf. 4pm-8pm |
| October 15   | Parent Teachers Conf. 4pm-8pm |
| October 16   | No School                     |
| November 19  | Parent Teachers Conf. 4pm-8pm |
| Nov 24-27    | Thanksgiving Break            |
| Dec 22 - 31  | Christmas Break               |
| January 1-5  | Christmas Break               |
| Feb 11       | Parent Teachers Conf. 4pm-8pm |
| March 16-19  | Spring Break                  |
| April 1      | Parent Teachers Conf. 4pm-8pm |
| April 2      | No School                     |
| May 6        | Parent Teachers Conf. 4pm-8pm |
| May 25       | Memorial Day No School        |
| June 4       | Last Day for students K-12    |

| August 2025 |    |    |    |    |    |    |
|-------------|----|----|----|----|----|----|
| Su          | M  | Tu | W  | Th | F  | Sa |
|             |    |    |    |    | 1  | 2  |
| 3           | 4  | 5  | 6  | 7  | 8  | 9  |
| 10          | 11 | 12 | 13 | 14 | 15 | 16 |
| 17          | 18 | 19 | 20 | 21 | 22 | 23 |
| 24          | 25 | 26 | 27 | 28 | 29 | 30 |
| 31          |    |    |    |    |    |    |

| February 2026 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| Su            | M  | Tu | W  | Th | F  | Sa |
| 1             | 2  | 3  | 4  | 5  | 6  | 7  |
| 8             | 9  | 10 | 11 | 12 | 13 | 14 |
| 15            | 16 | 17 | 18 | 19 | 20 | 21 |
| 22            | 23 | 24 | 25 | 26 | 27 | 28 |

| September 2025 |    |    |    |    |    |    |
|----------------|----|----|----|----|----|----|
| Su             | M  | Tu | W  | Th | F  | Sa |
|                | 1  | 2  | 3  | 4  | 5  | 6  |
| 7              | 8  | 9  | 10 | 11 | 12 | 13 |
| 14             | 15 | 16 | 17 | 18 | 19 | 20 |
| 21             | 22 | 23 | 24 | 25 | 26 | 27 |
| 28             | 29 | 30 |    |    |    |    |

| March 2026 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| Su         | M  | Tu | W  | Th | F  | Sa |
| 1          | 2  | 3  | 4  | 5  | 6  | 7  |
| 8          | 9  | 10 | 11 | 12 | 13 | 14 |
| 15         | 16 | 17 | 18 | 19 | 20 | 21 |
| 22         | 23 | 24 | 25 | 26 | 27 | 28 |
| 29         | 30 | 31 |    |    |    |    |

| October 2025 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| Su           | M  | Tu | W  | Th | F  | Sa |
|              |    |    | 1  | 2  | 3  | 4  |
| 5            | 6  | 7  | 8  | 9  | 10 | 11 |
| 12           | 13 | 14 | 15 | 16 | 17 | 18 |
| 19           | 20 | 21 | 22 | 23 | 24 | 25 |
| 26           | 27 | 28 | 29 | 30 | 31 |    |

| April 2026 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| Su         | M  | Tu | W  | Th | F  | Sa |
|            |    |    | 1  | 2  | 3  | 4  |
| 5          | 6  | 7  | 8  | 9  | 10 | 11 |
| 12         | 13 | 14 | 15 | 16 | 17 | 18 |
| 19         | 20 | 21 | 22 | 23 | 24 | 25 |
| 26         | 27 | 28 | 29 | 30 |    |    |

## SCHOOL INFORMATION

- Emmett High School - 208-365-6323
- True North Prep - 208-365-5552
- Emmett Middle School - 208-365-2921
- Butte View Elementary - 208-365-4691
- Kenneth J Carberry Elementary School - 208-365-0839
- Shadow Butte Elementary School - 208-365-0877
- Sweet Montour Elementary School - 208-584-3378
- Ola Elementary School - 208-584-3589

End of Quarter 10/15, 12/18, 3/31, 6/4



- BLUE = Open House
- RED = No School
- YELLOW = First Day of School
- PURPLE = School in session Evening Parent Teacher Conferences

| November 2025 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| Su            | M  | Tu | W  | Th | F  | Sa |
|               |    |    |    |    |    | 1  |
| 2             | 3  | 4  | 5  | 6  | 7  | 8  |
| 9             | 10 | 11 | 12 | 13 | 14 | 15 |
| 16            | 17 | 18 | 19 | 20 | 21 | 22 |
| 23            | 24 | 25 | 26 | 27 | 28 | 29 |
| 30            |    |    |    |    |    |    |

| May 2026 |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| Su       | M  | Tu | W  | Th | F  | Sa |
|          |    |    |    |    |    | 1  |
| 2        | 3  | 4  | 5  | 6  | 7  | 8  |
| 9        | 10 | 11 | 12 | 13 | 14 | 15 |
| 16       | 17 | 18 | 19 | 20 | 21 | 22 |
| 23       | 24 | 25 | 26 | 27 | 28 | 29 |
| 30       | 31 |    |    |    |    |    |

| December 2025 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| Su            | M  | Tu | W  | Th | F  | Sa |
|               | 1  | 2  | 3  | 4  | 5  | 6  |
| 7             | 8  | 9  | 10 | 11 | 12 | 13 |
| 14            | 15 | 16 | 17 | 18 | 19 | 20 |
| 21            | 22 | 23 | 24 | 25 | 26 | 27 |
| 28            | 29 | 30 | 31 |    |    |    |

| June 2026 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| Su        | M  | Tu | W  | Th | F  | Sa |
|           | 1  | 2  | 3  | 4  | 5  | 6  |
| 7         | 8  | 9  | 10 | 11 | 12 | 13 |
| 14        | 15 | 16 | 17 | 18 | 19 | 20 |
| 21        | 22 | 23 | 24 | 25 | 26 | 27 |
| 28        | 29 | 30 |    |    |    |    |

| January 2026 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| Su           | M  | Tu | W  | Th | F  | Sa |
|              |    |    |    | 1  | 2  | 3  |
| 4            | 5  | 6  | 7  | 8  | 9  | 10 |
| 11           | 12 | 13 | 14 | 15 | 16 | 17 |
| 18           | 19 | 20 | 21 | 22 | 23 | 24 |
| 25           | 26 | 27 | 28 | 29 | 30 | 31 |

| July 2026 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| Su        | M  | Tu | W  | Th | F  | Sa |
|           |    |    | 1  | 2  | 3  | 4  |
| 5         | 6  | 7  | 8  | 9  | 10 | 11 |
| 12        | 13 | 14 | 15 | 16 | 17 | 18 |
| 19        | 20 | 21 | 22 | 23 | 24 | 25 |
| 26        | 27 | 28 | 29 | 30 | 31 |    |

## Enrollment is based on the following criteria:

### Academic Readiness & Goals

- Must demonstrate a strong desire to graduate or regain lost credits.
- Must be willing to get on track for a graduation plan.

### Behavioral Expectations

- Must commit to a behavior contract emphasizing respect, accountability, and a positive school culture.

### Social-Emotional & Community Commitment

- Willingness to engage in social-emotional learning (SEL) and personal development.
- Interest in building connections with peers, staff, and community members.
- Agreement to participate in mentorship, community service, or career-readiness programs.

### Attendance & Work Ethic

- Consistent attendance record or a demonstrated commitment to improving attendance.
- Ability to work independently and stay motivated in an accelerated learning environment.

### Application Process

- Application submission, including a personal statement on educational goals.
- Interview with school staff to assess fit and commitment.
- Review of academic records, attendance, and behavior history.
- Signed student and parent/guardian agreement outlining expectations.

## OTHER HIGH SCHOOL PROGRAMS IN THE DISTRICT

**Emmett High School** is a traditional high school program offering a complete college and career readiness program. Nearly all of the course offerings are delivered face-to-face.

**Payette River Regional Technical Academy** is a public charter high school offering career technical education and other high school courses. Classes are offered in various formats, including face-to-face instruction, blended learning with teacher instruction and online materials, and completely online. PR2TA prepares students for postsecondary studies and employment in high-demand, highly skilled careers.

**Idaho Virtual Prep Academy** is an online school through the Emmett School District.

**Navigation Point** provides an individualized intervention period aimed at helping students meet their behavioral improvement goals.

## TRUE NORTH COUNSELING SERVICES

**Counseling Program:** Professional school counseling is a free service provided at True North designed to help support students while they are at school.. The counseling department's goals are to help students achieve academic success, attain college and career readiness, maintain healthy lifestyles, and interact with others in positive ways. The counseling department uses the following techniques to meet these needs:

- **Individual Guidance:** Individual guidance is available to students by appointment or walk-in, depending on availability. The goal is to provide students with the support they need to be successful in school and the tools needed to eventually solve problems on their own.
- **Schoolwide Activities:** School-wide activities may include guest speakers, guest presentations, college field trips, and assemblies.

**Counseling Questions or Concerns:** Please contact the counselor if you have any questions or concerns, or if there is information you feel the counselor should know about your child. Any information you share will remain confidential unless it regards harm to self or others. If you do not want your child to participate in the guidance counseling services available to all students, please let the counseling department know in writing.

### CURRICULUM

True North utilizes curriculum approved by the Emmett School District and the Idaho State Department of Education. We are committed to a mastery-based learning approach.

### STUDENT ACADEMIC PROGRESS PROCEDURES

Monthly, we evaluate student progress to determine who may need interventions to demonstrate academic progress.

### CREDITS AND GRADING

**Credits:** One credit is earned for each term of a course. Students should set up a plan to earn five credits per quarter. **To earn credit for a class, students must earn a passing grade (70% or greater percentage).**

**Grading:** Students are expected to work at 70% or above for each course. Some teachers may return work for the student to correct and resubmit. Zero (0) credit is given to students who do not complete course requirements.

### GRADUATION REQUIREMENTS

According to state standards, students must meet the requirements for the class that they started the 9<sup>th</sup> grade with, not the class they graduate with, should they graduate early or late. Any coursework taken in the core academic areas that are above and beyond the graduation requirements can count as elective credits.

1. **Earn a total of 48 credits (2027 graduates and beyond must earn 46 credits** (must be earned in institutions accredited or accepted by the State Department of Education): **See checklist on the next page.**
2. **Take all state required testing.**
3. **Complete and pass a Civics exam.**
4. **Complete and pass the senior project**

| Mastery Grading Scale |   |
|-----------------------|---|
| 100% - 90%            | A |
| 89% - 80%             | B |
| 79% - 70%             | C |
| 69% - 0%              | F |

Name: \_\_\_\_\_

**CLASS OF 2026/2027 ONLY**

**HIGH SCHOOL GRADUATION REQUIREMENTS**

|                                    |  |  |
|------------------------------------|--|--|
| <i>English 9</i>                   |  |  |
| <i>English 10</i>                  |  |  |
| <i>English 11</i>                  |  |  |
| <i>English 12</i>                  |  |  |
| <i>US History 1</i>                |  |  |
| <i>US History 2</i>                |  |  |
| <i>US Government</i>               |  |  |
| <i>Required PE</i>                 |  |  |
| <i>Biology</i>                     |  |  |
| <i>Health</i>                      |  |  |
| <i>Speech</i>                      |  |  |
| <i>World History or Humanities</i> |  |  |
| <i>Economics / PFF</i>             |  |  |
| <i>Science</i>                     |  |  |
|                                    |  |  |
| <i>Math</i>                        |  |  |
|                                    |  |  |
|                                    |  |  |
| <i>Electives</i>                   |  |  |
|                                    |  |  |
|                                    |  |  |
|                                    |  |  |
|                                    |  |  |

\_\_\_\_NA\_\_\_\_ SAT or ACT  
 \_\_\_\_\_ Passed Civics Exam  
 Senior Project: \_\_\_\_\_

Additional Requirements:  
 \_\_\_\_\_ ISAT Proficient  
 \_\_\_\_\_ Science EOC  
 Completion Date: \_\_\_\_\_

ELA Math  
 48

Name: \_\_\_\_\_

Graduation Year: \_\_\_\_\_

**TRUE NORTH PREP GRADUATION REQUIREMENTS -  
46 credits needed for 2029 and beyond**

|                       |  |  |
|-----------------------|--|--|
| English 9 A/B         |  |  |
| English 10 A/B        |  |  |
| English 11 A/B        |  |  |
| English 12 A/B        |  |  |
| US History 9          |  |  |
| US History 10         |  |  |
| US Government A/B     |  |  |
| PE (2)                |  |  |
| Biology A/B           |  |  |
| Physical Science A/B  |  |  |
| Health                |  |  |
| Speech w/ Digital Lit |  |  |
| Economics w/ PFF      |  |  |
| Humanities (2)        |  |  |
| Science (4)           |  |  |
|                       |  |  |
| Math (6)              |  |  |
|                       |  |  |
|                       |  |  |
| Electives (17)        |  |  |
|                       |  |  |
|                       |  |  |
|                       |  |  |
|                       |  |  |
|                       |  |  |
|                       |  |  |

**Additional Requirements:**

Passed Civics Exam \_\_\_\_\_ Senior Project: \_\_\_\_\_ Completion Date: \_\_\_\_\_

**46 Credits**

## **TRUE NORTH PREP CREED**

- Be RESPECTFUL to all people and the school.
- Be RESPONSIBLE for yourself and others.
- Be HERE mentally and physically.
- Be APPROPRIATE in language, behavior, and dress.
- NAVIGATE your own path.

## **WEBCAMS AND VIDEOCONFERENCING EQUIPMENT**

The district makes use of digital technologies that automatically capture and send still and/or video images through the Internet. Students may be involved in activities where their image, or an image of their work, will be digitally transmitted to other people, including those outside the school district. Specific conditions of use may be seen in Policy #694.

## **SCHOOL CLOSURE**

In the event of severe inclement weather or emergency situations which could result in the closing of the schools or the changing of start or dismissal times, the information will be provided to parents via email, text messages, posted on Facebook and sent to local radio and TV stations. Please check your email and Facebook for the quickest update. We also provide information to the following stations: TV – Channel 2 KBCI, Channel 6 KIVI, Channel 7 KTVB, AM Radio: 670 KBOI, 630 KIDO, and 1140 KGEM, FM Radio: 105 KJOT, 106 K106, 104, KLITE, 103.3 KHEZ, and 90.3 KBSU.

## **VISITORS**

ALL visitors - whether parent, brother, sister, other relative, or friend - MUST check-in at the office and receive and wear a visitor's badge. Do not take a student from school without checking him/her out in the office. Students from other schools will not be permitted to visit during the school day. This restriction is due to space limitations, insurance requirements, and legal liability. Student activities are for only our students only. There will be no exceptions.

## **BUS POLICY**

Students are not allowed to ride the bus to any other location. No food is allowed on the bus. **Refer to the Bus Riding Contract for bus guidelines and expectations.**

## **CHROMEBOOKS**

All Chromebooks are supplied by the Emmett School District and are issued by the school. As soon as a Chromebook is issued to the student, the responsibility for it becomes the student's. Loss of, or damage to, the Chromebook will result in a fee sufficient to repair or replace it.

## **PARENT/TEACHER COMPLAINT PROCEDURE**

When there are issues/problems between a parent or student and an employee, every effort should be made to solve the problem between them. Parents and/or students should first bring the matter to the teacher for resolution. If the matter is not resolved, a conference with the principal may then be requested. Please follow this procedure as this will create more issues by not first going to the lowest level possible.

## **WITHDRAWING FROM SCHOOL**

If it is necessary for a student to withdraw, obtain a withdrawal form from the office. This form and all textbooks must be presented to the students' teachers. Secure all required signatures on the form and return it to the office BEFORE withdrawing from school.

## LOST AND FOUND

Lost and found items are to be turned in at the office. If you notice clothing missing, check our lost and found outside the cafeteria. Each year items are left unclaimed. All unclaimed items left at the end of each quarter are donated to a local charity.

## EMERGENCY DRILLS/FIRE DRILLS, LOCKDOWNS, EVACUATIONS

Fire drills, lockdowns, and evacuations are conducted, unannounced, several times during the school year. Students exit the building through specific routes, depending on the room they are in at the time. Students are to walk out in single file and remain in line quietly throughout the drill including the return to classrooms. Teachers have detailed instructions and will cover them with each of their classes.

## CHANGE OF ADDRESS AND/OR PHONE NUMBER

Please keep the school informed of your correct home address, home phone number, business, and emergency contact numbers. Changes occurring during the year need to be reported to the school office to insure that we will be able to contact you in case of an emergency.

## DRESS AND APPEARANCE

Extremes in dress and/or appearance can detract from the learning environment or become safety issues, and, therefore, should be avoided at school. Any type of personal adornment that becomes a disruptive influence in the school will be disallowed. Clothing and appearance should be appropriate to the season and within accepted community standards for the school environment.

**Shirts, pullover, Hoodies, Sweater, Sweatshirt:** Style and color is a personal choice.

- ❖ NOT ALLOWED
  - Clothing associated with gang affiliation, advocates violence or discrimination.
  - Clothing with words or images of alcohol, tobacco, or drugs
  - Clothing with vulgar, profane, or obscene words or images

**Bottoms:** Style and color is a personal choice.

- ❖ Dress code mandates that skirts, skorts, dresses, and shorts must extend to fingertip length when the individual's arms are relaxed at the sides of their body.
- ❖ NOT ALLOWED
  - Anything deemed inappropriate by the administration.

**Coats and Jackets:** Style and color is a personal choice.

- ❖ NOT ALLOWED
  - Gang symbols, colors or affiliations, and trench coats

**Accessory Policy:** Each teacher will set the policy for accessories within their own individual classroom. Any students wearing accessories that may cause a distraction or disruption will be asked to remove the accessories. All accessories must meet the dress code outline.

## MEDICATIONS

**When a student needs to take medicine at school, whether daily all school year or just a few days, the following guidelines must be followed:**

- Any medication brought to school must come in the original container.
- Prescription medication must be in the current prescription bottle with the correct label that includes the student's name, name and dose of the medicine, directions for taking the medicine, doctor's name, pharmacy's name, and current date. Most pharmacies will give you 2 bottles, one for home and one for school.
- When medication doses change, the current prescription bottle needs to reflect the new dosage.

- “Over the counter” medicine must be in the original container with a note from the parent/guardian giving directions that include what the medicine is for, when, how much is to be given, and signed by a parent. If parent directions do not follow the guidelines written on the label regarding frequency and dose, the medicine will not be given.
- Written consent for giving medication from a parent/guardian must accompany any medicine brought to school.
- For long-term medications (those given at school for longer than a week) a parent/guardian must complete the Medication Consent Form and it must be returned to the nurse before any medication is given to the student.
- Short term medications, like antibiotics given for just a few days at school, must come with a written note from a parent/guardian that includes consent for the School Nurse or her designee to give the medicine to the student and directions for when and how much is given. For the safety of your student, no medication of any kind will be given to a student unless it comes in its original container. Medicine that comes in baggies, envelopes or any improperly labeled container will be sent home without being given.
- **Asthma Inhalers:** The same medication guidelines will be adhered to for asthma inhalers. Should a student be required to carry an inhaler at all times, the student’s name is to be on the inhaler and a physician’s order (stating the student must carry the inhaler at all times) must be on file in the office. Please inform office personnel of any medical concerns or health problems your student may have.
- Medications that are taken 3 times per day or less can be administered at times outside of school hours. Unless specifically directed by your doctor, give it before school, as soon as the student arrives home, and at bedtime.
- \*Should your child have a health concern that you feel school personnel need to be aware of, please contact our school nurse. Every effort will be made to accommodate the needs of children’s health issues while attending our school.

### **INJURY OR ILLNESS AT SCHOOL**

Staff can administer simple first-aid. We are not equipped to handle more serious health concerns or injuries. The School nurse or nurse designee may provide care for your child temporarily until you are notified. Please be sure the school has at least 2 local emergency contacts to call in case of illness or injury if parents cannot be located.

### **EMMETT SCHOOL DISTRICT GUIDELINES FOR KEEPING SICK CHILDREN HOME**

**Each day many parents are faced with a decision: Should they keep their sick child at home or send them off to school? Often the way a child looks and acts can make the decision an obvious one.**

**Please consider these guidelines:**

- **Colds:** Please keep your child at home if he/she has a fever over 100.4° F or is experiencing discomfort that would interfere with his/her ability to perform in school. (i.e. uncontrollable coughing, severe lack of energy). If your child experiences green nasal discharge that continues throughout the day, or a cough lasting longer than ten days, or is accompanied by fever or chills and is productive of discolored sputum, consider a physician consultation.
- **Contagious Disease:** While regular attendance is extremely important, the health of all children is also important. Many contagious childhood diseases, including Covid, are contracted at this young age. If your child is ill with a contagious disease, please notify the school. Please do not send your child to school if he/she has a contagious illness, rash, fever, or has vomited. We ask that children be fever free for 24 hours before returning to school. We want to limit the spread of contagious illnesses.
- **Conjunctivitis (pink-eye):** Following a diagnosis of bacterial conjunctivitis, your child may return to school after an effective prescribed medication has been started. Students with viral infection may return when eyes are clear, usually after 48-72 hrs.
- **Diarrhea/Vomiting:** A child with diarrhea and /or vomiting **must** stay at home and return to school only after being symptom-free for 24 hours.
- **Fever:** The child should remain at home with a fever greater than 100.4° F. The child can return to school after he/she has been fever free for 24 hours (without fever-reducing medicine such as Tylenol or Motrin).

- **Hand Foot & Mouth Disease** (CoxsackieVirus): A child may return to school when lesions are dry and crusted over and fever is gone.
- **Head Lice:** Head lice is closely monitored by the School Nurse. Any child with an active case of lice or nits will be isolated in the nurse’s office until they can be picked up. They will not be allowed to return to school until they are “nit free” and the problem is resolved.
- **Ringworm:** If you are not able to cover the areas affected by ringworm your child should be kept home until adequate treatment is started. If you are able to cover the spots of ringworm, then your child may return to school. Infected children should be excluded from wrestling, swimming pools, and contact sports until completely cured.
- **Rashes:** Common infectious diseases with rashes are most contagious in the early stages. A child with a suspicious rash should return to school only after a healthcare provider has made a diagnosis and authorized the child’s return to school.
- **Strep Throat:** A child with strep throat may return to school 24 hours after antibiotic treatment has begun. A doctor’s note or proof of prescription is recommended.

**A sick child cannot learn effectively and is unable to participate in classes in a meaningful way. Keeping a sick child home prevents the spread of illness in the school community and allows the child an opportunity to rest and recover.**

### Immunizations

#### **Minimum Immunization Requirements for School Entry (Preschool & K-12)**

|                                |   |
|--------------------------------|---|
| Children entering Kindergarten | (5) Diphtheria, Tetanus, Pertussis (DTaP) |
|                                | (2) Measles, Mumps, and Rubella (MMR)     |
|                                | (4) Polio                                 |
|                                | (3) Hepatitis B                           |
|                                | (2) Varicella (Chickenpox)                |
|                                | (2) Hepatitis A                           |

### Student Health Insurance

The school district does not provide medical insurance to automatically pay for medical expenses when students are injured at school. This is the responsibility of the parents or legal guardians. The district does make student medical insurance available to families for their individual purchase. Brochures outlining the coverage and premiums are distributed at the beginning of the school year and are also available at the school office.

### Cafeteria

The cafeteria is available to those students eating hot or cold lunch. Good manners and polite behavior are expected in the cafeteria; inappropriate behavior will not be tolerated. Students whose behavior is inappropriate may be removed from the lunchroom. All food and drink must be consumed in the cafeteria. Parents are welcome to eat lunch with their child. Families who are financially unable to furnish meals for their child may apply for free or reduced lunch and/or breakfast. An application form may be picked up in the school office or cafeteria. See schedule for breakfast and lunch times.

### Child Nutrition District Services Policy

1. No more than five (5) accumulative charges may be allowed at any one time unless arrangements have been made prior to serving, with the kitchen manager.
2. After the first (1st) charge, the manager notifies students verbally.
3. After the second (2nd) charge, parents will be notified by phone or in writing.
4. After the fifth (5th) charge, students may receive a peanut butter sandwich, fruit, and milk with a charge of \$.50 that may be added to the students’ account.

Breakfast and lunch are served daily at this School. Breakfast and lunch will be available for all students, however, students will need to pay for meals or qualify for free and reduced meals for the 2025-2026 school

year. Your school office has the application for free or reduced meals or you can find it on Infinite Campus under benefits. The application must be completed each year and is confidential.

**\*These prices are subject to change.**

### CURIOUS ABOUT SCHOOL DISTRICT POLICIES?

Find all of the Emmett School District policies online here, starting with [emmettschools.org](http://emmettschools.org) and then click on the Simbli Board Minutes/Policies link as noted below in the image.



### STUDENT PROGRESS

If you have questions about your student's progress or how the school meets each student's needs, please contact your student's teacher or principal.

**Q: What is my role?**

A: Support your student by showing an interest in his/her learning.

- Talk to your student's teacher to have a better understanding.
- You may also be asked to join a meeting.

**Q: How do I monitor my student's performance?**

A: You are always encouraged to contact your student's teacher anytime throughout the school year. In addition, upon request, you will be given access to Infinite Campus and to Summit Learning. We highly encourage you to take an active role in your student's progress by discussing their grades, attendance, and performance with them on a regular basis.

### STATE ASSESSMENTS

Accurate assessment of student achievement is essential in ensuring academic growth for all students. Emmett School District #221 utilizes state and district-developed assessment tools to ensure that a full range of assessment data is available for parents and school personnel. These data are used in determining placement, participation in extension and remediation programs, and communication of progress as measured against Idaho Core Standards and district curricula. Students are required to participate in State and local assessments. Idaho Law requires schools to administer state assessments to all students annually.

### POLICY 3050: DISTRICT ATTENDANCE POLICY

**Adopted on:** 12/31/2021

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

permanent record. Future employers are as much concerned about punctuality and dependability as they are about academic record. School success, scholarship, and job opportunities are greatly affected by a good attendance record.

### **90% ATTENDANCE**

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

**All students must be in attendance in each classroom 90% of the time when that class is in session. No credit will be granted to students missing more than nine days per quarter or six days per quarter, whichever is applicable. The administration shall adjudicate absences where the total number of days is brought below nine days through doctor's excuses and legitimate illness.**

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

1. Those that occur due to school-sponsored activities, since these are considered an equivalent educational experience. These exemptions will apply to students participating in sports events, cheerleading, music related events, FFA trips, academic field trips, and others deemed co-curricular;
2. Bereavement in the immediate family (grandmother, grandfather, father, mother, sister, brother). Any extended bereavement may be reviewed by the Board;
3. Subpoenas to appear in court or court-ordered, out-of-District placements for special services; and
4. Illness or hospitalization verified by a doctor's statement.

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

### **TRUANCY**

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

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

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

Any student who is a truant for the first time will have their parent contacted and serve one Friday night school. The second truancy will result in a student-parent/guardian-principal conference and the student may be placed on suspension. Four truantries will result in a recommendation to the Board of Trustees for expulsion from school and the prosecuting attorney will be notified for purposes of filing a complaint against the parent, guardian, or

other person responsible for the care of the child in a court of competent jurisdiction. Any parent or guardian of a public school pupil who is found to have knowingly allowed such pupil to become a habitual truant shall be guilty of a misdemeanor.

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

#### **90% ATTENDANCE APPEAL PROCESS**

If a student has lost credit due to excessive absences and the parent/guardian feels there is an extenuating circumstance, they may appeal to the Board of Trustees.

**In reviewing written documentation during the appeal hearing, the Board of Trustees will consider the following:**

1. Attendance for the preceding quarter and/or year;
2. Grade(s) earned in the class(es) where credit was lost and other grades;
3. Make-up work completed and the student's attitude toward school; and
4. Extenuating circumstances. The Board decision and acceptance or rejection of extenuating circumstances is final.

#### **TARDY, LATE ARRIVAL, EARLY DEPARTURE DEFINITIONS**

*See Attendance Policy above.*

Attendance for Infinite Campus is based on minutes. There are 370 minutes in a whole school day and 300 minutes for the Early Release Wednesday's. If a student must leave school during the day due to illness, doctor or dentist appointment, or other reasons, check out through the office. When the student returns, check back in through the office.

1. The tardy bell rings at 7:40. Students may be considered tardy if he/she is not in class and prepared by the tardy bell.
2. Student will be considered absent for at least a half day if he/she misses more than 2.5 hours of the school day.
3. Students who leave early, but miss less than 60 minutes of attendance for the day, will be issued an Early Departure.

#### **EXCUSED ABSENCES**

If doctor or dental appointments must be made during school hours, parents should prearrange the absence. A doctor should verify any prolonged illness. Excessive absences without a doctor's note verifying illness could result in the student being declared habitually truant.

#### **CLASSIFICATION OF ABSENCES**

*See Attendance Policy above.*

**Excused absences occur when a student is absent from school with the parent/guardian's knowledge and consent.**

- A. Excused absences may include, but are not limited to: student illness, medical or dental appointments, illness of a family member, family conveniences, or pre-arranged absences.
- B. Excused absences will be counted when computing the percentage of attendance (90%) and consequent eligibility for promotion or credit is being considered.

**Exempt excused absences occur when a student is absent from school to attend an appointment with professional personnel and the appointment is confirmed with documentation from the professional.**

- A. Professional appointments include medical doctors, dentists, counselors, attorneys.
- B. Exempt excused absences will not be counted when the percentage of attendance (90%) and consequent eligibility for promotion or credit is being considered.

**School release absences occur when the student misses class(es) due to school-approved activities.**

- A. School release absences may include, but are not limited to: class field trips, meeting sessions with school personnel, approved sports events, etc.
- B. School release will not be counted when the percentage of attendance (90%) and consequent eligibility for promotion or credit is being considered.

**Truancy absences will result when any student is absent from school or class(es) without the knowledge and permission of his/her parent/guardian or school authorities.**

- A. Truancy will be counted when the percentage of attendance (90%) and consequent eligibility for promotion or credit is being considered.

**Extraordinary absences may result in some circumstances.**

- A. Extraordinary absences may include, but are not limited to: long-term, verified illness or medical treatment, and death of a family member or a close friend.
- B. Extraordinary absences will be counted when the percentage of attendance (90%) and consequent eligibility for promotion or credit is being considered.

### **DISMISSAL**

School administrators must be able to account for all students during school hours.

**The following dismissal procedures must be adhered to:**

- No student shall be permitted to leave school prior to the regular dismissal time except by permission of the Principal. All children are required to sign out through the office for any early dismissal.
- No student will be permitted to leave the school at the request of, or in the company of, anyone other than a school employee, police officer, the parent or the parent designee, and then only with the Principal and parent(s) knowledge and consent.
- School hours will be maintained unless decreed otherwise by the Superintendent. Teachers shall not dismiss any class from school attendance prior to scheduled dismissal time.

### **Academic Progress and Support Plan**

#### **Monitoring Academic Progress**

Students who are struggling or failing a course will be closely monitored and placed in a support program to help them improve. Weekly grade checks and updates will ensure that progress is being made.

- **Grade Checks:** Weekly grade updates will be provided to monitor student progress.
- **Response to Declining Academics:** If a student's grades are slipping, the first response will be tutoring.
- **Tutoring Requirements:**
  - Students who need tutoring will be those who are at risk of failing or are not meeting the required mastery level in a course (e.g., a grade of C or above).
  - The tutoring plan will help students meet their academic goals and prevent further decline.

#### **Addressing Academic Decline**

If students refuse to do the work or show a lack of effort, they will transition into the discipline aspect of the program.

- **Discipline Program:** If academic struggles are due to refusal to participate, the student will be moved into the discipline side of the program.
- **Teacher Support:** Teachers can assist in identifying and addressing students' needs, and we will assess if it's realistic to utilize specific staff members, such as the counselor, to provide additional support.

### **Academic Intervention System (RTI)**

For students who are struggling academically, an individualized monitoring system will be implemented.

- **Data Monitoring:** Based on academic performance and teacher input, students will be tracked for progress.
  - **Response to Intervention (RTI):**
    - RTI will be implemented on a timeline that aligns with the school's quarter or semester system.
    - Data and teacher observations will guide RTI decisions.
    - A key focus will be differentiating between students who need help versus those who may be unmotivated.
- 
- 

## **Navigation Point Process**

### **1. Referral Process**

#### **Initial Referral**

- Students are referred to **MTSS/RTI** or a **School Administrator** for **moderate/non-severe inappropriate behavior**.

#### **Severe Behavior**

- Students exhibiting **severe behavior** are referred **directly to the District Discipline Review Team**.

#### **Administrator Contact**

- In both cases, the **School Administrator contacts the Navigation Point Coordinator (NPC)**.

#### **Moderate/Non-Severe Behavior Intervention**

If the behavior is moderate or non-severe:

- The **NPC meets with the School Administrator and the student** to:
  - Prevent further inappropriate behavior
  - Develop a **prevention plan** with the student, guardian, and administrator

### **Ongoing Behavior Issues**

- If inappropriate behavior continues, the student is referred to the **District Discipline Review Team**.

## **2. Navigation Point Program Overview**

### **Purpose**

- Navigation Point provides a **short-term individualized intervention** period to support students in meeting behavioral improvement goals.

### **Unique Plans**

- Each student receives a **customized intervention plan** developed with:
  - The student
  - The guardian
  - Based on the nature of their infraction

### **Placement Decision**

- The **District Discipline Review Team** determines placement in Navigation Point based on:
  - Incident severity
  - Individual student needs

### **Expectations During Placement**

Students are expected to:

- Complete **discipline-specific assignments** to learn behavioral regulation strategies
- Stay current with **academic work from their home school**
- **Failure to meet expectations** may result in:
  - Additional disciplinary actions

- Referral back to the District Discipline Review Team

### 3. Attendance and Program Limits

#### Attendance Requirements

- Students must maintain **adequate attendance**.
- Poor attendance may lead to **additional disciplinary actions**.

#### Length of Stay

- **Minimum:** 2 weeks
- **Maximum per year:** 1 semester (not advised due to academic concerns)

#### Capacity

- **Maximum Capacity:** 12 students
- If at capacity, students will be placed on a **waitlist**.

#### Visit Limits

- Students may attend **up to two Navigation Point visits** per school year.
- Further infractions result in referral to the:
  - **District Discipline Review Team**
  - **Superintendent** for additional consequences

### 4. Monitoring and Reporting

#### Tracking Responsibilities

The **Navigation Point Coordinator** will:

- Communicate with administrators at:
  - Emmett High School
  - Emmett Middle School
  - True North Prep

- Monitor and report:
  - Attendance
  - Behavioral progress
  - Academic performance

### **Back-to-Back Assignments**

Students may receive **consecutive Navigation Point assignments** if they:

- Fail to meet behavior improvement goals
- Receive a major infraction
- Refuse to attend
- Do not complete required assignments

## **5. Reentry to Home School Process**

### **Reentry Meeting Setup**

- The **NPC contacts the student's home school and guardians** to schedule a **mandatory reentry meeting**.

### **Required Meeting Participants**

- Student
- Guardians
- Navigation Point Coordinator
- Home school representatives

### **Student Success Plan**

At the meeting, a **Student Success Plan** is created that includes:

- **Clear student expectations**
- **Staff support**, including scheduled NPC follow-up visits
- **Next steps** if the student does not meet expectations or is unsuccessful in their transition back

## 6. Progression of Discipline 2025–2026

### Overview

These procedures are in alignment with **Emmett School District policies**. Refer to the official district discipline procedures for additional information.

### Behavior Contract and Expectations

Upon enrollment, students will commit to a behavior contract that outlines:

- **Discipline Procedures:**
  - Minor infractions accumulate toward major disciplinary actions.
  - **Two minor infractions = One major infraction (Disciplinary Referral).**
- **Defiance** is defined as refusal to obey rules, authority, or expectations, often expressed by ignoring instructions or openly challenging others.

### Progression of Discipline

| Disciplinary Step                    | Description  |
|--------------------------------------|--|
| <b>1st Major Discipline Referral</b> | Student meets with school staff and administrator. Guardians are contacted and may be required to attend.  |
| <b>2nd Major Discipline Referral</b> | Student is assigned to Navigation Point for a <b>minimum of 2 weeks</b> .  |
| <b>3rd Major Discipline Referral</b> | Student is assigned again to Navigation Point for a <b>minimum of 2 weeks</b> .  |
| <b>4th Major Discipline Referral</b> | Student is enrolled in <b>Idaho Virtual Prep Academy</b> for the remainder of the school year or referred to the <b>Superintendent for expulsion</b> . |
| <b>Reenrollment</b>                  | If the student reaches this stage, they must <b>reapply for enrollment</b> the following school year.  |

### Acceleration of Discipline

Some incidents may **immediately bypass progression steps** due to severity. These include:

- Fighting or physical violence
- Threats or derogatory comments toward staff or students
- Bullying

- Major vandalism or property damage
- Possession of drugs or alcohol
- Escalating behaviors or non-compliance while in the Mentor Room

#### **Disciplinary Responses:**

- **1st Incident:** Immediate referral to the **District Discipline Review Team** and **suspension** (length determined by incident severity)
- **2nd Incident: Recommendation for expulsion**

#### **DISCIPLINE PROCEDURES**

1. Students will demonstrate respect for others and themselves at all times. Harmful or offensive acts, whether verbal, physical, or damage to others' property, will not be tolerated.
2. Students will be required to follow Emmett School District's Personal Electronic Device (PED) policy. Refer to Policy 3265 for details on expectations and discipline procedures.
3. Any food brought/delivered to school must be received and consumed during the breakfast and/or lunch period ONLY (no exceptions). Students will not be allowed to wait for food and/or travel through the hallways with food prior to or after the lunch period.
4. Students will follow all staff directions promptly and without debate.
5. Public Display of Affection (PDAs): Acceptable behavior is limited to hand holding and 3-second hugs.

#### **Reapplication and Reflection**

- **Reapplication for Enrollment:** After meeting the necessary requirements, students may apply for re-enrollment at True North.

#### **Re-Enrollment Process for Students Removed Due to Behavior**

Students who are removed from True North due to behavioral violations may request re-enrollment under the following conditions:

##### **1. Waiting Period**

- A student may apply for re-enrollment. Once this has been done the student will have to wait on the decision of True North's discipline's team.
- During this time, the student is expected to demonstrate improved behavior at another school, in a structured program, or through documented personal growth efforts (e.g., counseling, mentorship, or community service).

##### **2. Re-Entry Application**

The student must complete a Re-Enrollment Application, which includes:

- A reflection statement explaining what led to their removal.

- Steps they have taken to improve their behavior and decision-making.
- Why do they believe they are now ready to follow the school's expectations?

### **3. Behavior Review Meeting**

- The student and a parent/guardian and staff must attend a behavior review meeting with school administration.
- The student will present their reflection and evidence of improvement.
- The administration will discuss expectations moving forward.

### **4. Probationary Period**

- If approved, the student will be placed on a probationary contract for six weeks, which includes:
- Mandatory weekly check-ins with a staff mentor or counselor.
- Zero-tolerance for repeat violations of the behavior contract.
- Required participation in SEL (Social-Emotional Learning) sessions.
- Failure to meet probation terms will result in permanent removal from the program.

### **5. Final Decision**

- At the end of the probationary period, the student's progress will be reviewed.
- If they have met all expectations, they will return as a full-time student.
- If they have violated the contract, they will be dismissed with no further re-enrollment opportunities.

## **PHONE & PERSONAL COMMUNICATION DEVICE PROCEDURE**

Parents should not call students at school except in case of emergency; likewise, students are not allowed to use the school telephone except in case of emergency. Communication devices, including cell phones and watches are prohibited after students/parents have been warned about inappropriate use.

**Students who do not follow school rules and use their cell phones inappropriately will be subject to disciplinary action.**

## **Policy 3265: Students-Owned Electric Communications Devices Overview**

### **General Provisions**

Students may not use personal electronic devices on school property during school hours and on school vehicles when being transported to and from school trip-specific personal electronic device regulations will be established by the trip facilitator. Students may possess a personal communication device provided that the device remains off (not just placed on vibrate or silent mode) and stored out of sight. Students may keep devices in a backpack, bag, locker, etc. but the device must not be seen or heard.

Students may not use their personal electronic device to access and/or view Internet websites, including social media networks, that are otherwise blocked to students at school or to take part in an activity prohibited in the district acceptable use policy #3275.

## **POLICY 3350: DETENTION**

**Adopted on:** 12/31/2021

For minor infractions of school rules or regulations, or for minor misconduct, staff may detain students. Students may be required to attend Saturday detention for up to four hours.

Preceding the assessment of such punishment, the staff member shall inform the student of the nature of the offense charged, and/or the specific conduct that allegedly constitutes the violation. The student shall be afforded an opportunity to explain or justify their actions to the staff member. Parents must be notified prior to a student serving after-school detention.

Students detained for corrective action or punishment shall be under the supervision of the staff member or designee.

### **POLICY 3300: DRUG FREE SCHOOL**

**Adopted on:** 12/13/2021

The Board recognizes that the misuse of drugs is a serious problem with legal, physical, and social implications for the entire school community. As the educational institution of this community, the schools should strive to prevent drug abuse and help drug abusers by educational, rather than punitive means.

**For purposes of this policy, “Drugs” shall mean:**

1. All dangerous controlled substances as so designated and prohibited by Idaho law;
2. All chemicals which release toxic vapors;
3. All alcoholic beverages;
4. Tobacco products;
5. Any prescription or patent drug, except those for which permission to use in school has been granted pursuant to Board policy;
6. “Look-alikes”;
7. Anabolic steroids;
8. Any other illegal substances so designated and prohibited by law.

In accordance with Federal law, the Board hereby establishes a “Drug-Free School Zone” that extends 1000 feet from the boundary of any school property. The Board prohibits the use, possession, concealment, delivery, or distribution of any drug or any drug-related paraphernalia at any time on District property, within the Drug-Free School Zone, or at any District-related event. Furthermore, the Superintendent shall take the necessary steps to ensure that an individual 18 years of age or older who knowingly delivers or distributes controlled substances so designated and prohibited by Idaho law within the Drug-Free School Zone to another person is prosecuted to the fullest extent of the law.

The Superintendent shall prepare guidelines for the identification and regulation of drug use in the schools. Such guidelines shall emphasize the prevention of drug use and include a statement to students that use of illicit drugs and the unlawful possession of alcohol is harmful. The student handbook shall provide standards of conduct that are applicable to all students which clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by students on school premises or as a part of any school activity.

Sanctions for violation of this or any other policy which addresses illegal drug and alcohol possession, use, or distribution may include, together with punitive action, voluntary referral to appropriate persons or agencies for screening and assessment.

The Board shall review this policy annually.

## **POLICY 3340: ACTIONS AND PUNISHMENT**

**Adopted on:** 12/13/2021

All students shall submit to the reasonable rules of the District. Refusal to comply with written rules and regulations established for the governing of the school shall constitute sufficient cause for discipline, suspension, or expulsion.

### **For the purposes of the District's policies relating to corrective action or punishment:**

1. "Temporary Suspension" is the exclusion from school or individual classes for a specific period of up to five school days.  
The Superintendent or the principal of any school may temporarily suspend any pupil for disciplinary reasons, including student harassment, intimidation, or bullying, or for other conduct disruptive of good order or of the instructional effectiveness of the school. Prior to suspending any student, the Superintendent or principal shall grant an informal hearing on the reasons for the suspension and the opportunity to challenge those reasons. Any pupil who has been suspended may be readmitted to the school by the Superintendent or principal who suspended him or her on reasonable conditions prescribed by the Superintendent or principal. The Board of Trustees shall be notified of any temporary suspensions, the reasons for them, and the response to them.
2. "Extended Temporary Suspension" is the exclusion from school or individual classes for an additional ten school days. Only the Superintendent or the Board can extend an initial temporary suspension.
3. "Prolonged Temporary Suspension" is the exclusion from school or individual classes for an additional five school days. Only the Board can extend a temporary suspension for an additional five days and only upon a finding that immediate return to school attendance by the temporarily suspended student would be detrimental to other pupils' health, welfare, or safety.
4. "Expulsion" is the exclusion from school. Only the Board has the authority to expel or deny enrollment to any pupil who is an habitual truant, who is incorrigible, whose conduct is such as to be continuously disruptive of school discipline or of the instructional effectiveness of the school, or whose presence is detrimental to the health and safety of other pupils or who has been expelled from another school district in the State of Idaho or any other state. The District will provide written notice of any student who is expelled or denied enrollment to the prosecuting attorney within five days of the Board's actions.

No pupil shall be expelled nor denied enrollment without the Board having first given written notice to the parent/guardian of the pupil stating the grounds for the proposed expulsion or denial of enrollment and the time and place where such parent/guardian may appear to contest the action of the Board. The notice shall also state the rights of the pupil to be represented by counsel, to produce witnesses and submit evidence on his own behalf, and to cross-examine any adult witnesses who may appear against him. Within a reasonable period of time following such notification, the Board shall grant the pupil and their parents/guardian a full and fair hearing on the proposed expulsion or denial of enrollment. However, the Board shall allow a reasonable period of time between notification and the hearing to allow the pupil and their parents/guardian to prepare their response to the charge.

5. "Discipline" constitutes all other forms of corrective action or punishment, including brief exclusions from a class for not more than the remainder of the class period and exclusion from any other type of activity conducted by or for the District. Discipline shall not adversely affect specific academic grade, subject, or graduation requirements, as long as all required work is performed.

Except in extreme cases, students will not be expelled unless other forms of corrective action or punishment have failed, or unless there is good reason to believe that other forms of corrective action or punishment would fail if employed. Suspensions or expulsions shall be used only for instances of serious student misconduct.

Students with disabilities may also be suspended under these same rules if the suspension will not constitute a change in placement. If a student with a disabling condition accrues ten or more days' suspension per incident, the Child Study Team who has knowledge of the student's disabling condition will determine if there is causal relationship between the disabling condition and the student's misconduct. If such a relationship exists, the student's educational placement may not be changed without parental approval or a court order, pending a due process hearing under IDEA.

Likewise, before a recommendation on the expulsion of a disabled student is submitted to the Board, the Child Study Team must meet to determine if there is a causal relationship between the disabling condition and the student's misconduct. The Board shall consult legal counsel before expelling any disabled student.

When a disabled student is acting in such a way that they pose a danger to himself or herself or to another student or property, or substantially disrupts their educational program or that of other students, an emergency suspension may take place. Emergency suspensions may not last longer than ten school days. The principal shall convene the Team to review the student's record before the student is readmitted to school and no later than the tenth day of the suspension.

Once a student is expelled in compliance with District policy, the expulsion shall be brought to the attention of appropriate local or State authorities, in order that such authorities may address the student's needs.

No student shall be expelled, suspended, or disciplined in any manner for any act not related to the orderly operation of the school or school-sponsored activities or any other aspect of the educational process.

### **POLICY 3370: SEARCHES AND SEIZURE**

**Adopted on:** 12/13/2021

To maintain order and security in the schools, school authorities are authorized to conduct reasonable searches of school property and equipment, as well as of students and their personal effects.

#### **School Property and Equipment as Well as Personal Effects Left There by Students:**

School authorities may inspect and search school property and equipment owned or controlled by the school (such as lockers, desks, and parking lots), as well as personal effects left there by students, without notice or consent of the student. This applies to student vehicles parked on school property. Building principals may require each high school student, in return for the privilege of parking on school property, to consent in writing to school searches of their vehicle and personal effects therein, when reasonable suspicion of wrongdoing exists.

The Superintendent may request the assistance of law enforcement officials to conduct inspections and searches of lockers, desks, parking lots, and other school property and equipment for illegal drugs, weapons, and other illegal or dangerous substances or material, including searches conducted through the use of specially trained dogs.

#### **Students**

School authorities may search the student and/or the student's personal effects in the student's possession when there is reasonable grounds for suspecting that the search will produce evidence the particular student has violated or is violating the law or the District's student conduct rules. The search itself must be conducted in a manner that is reasonably related to its objectives and not excessively intrusive in light of the age and sex of the student and the nature of the infraction.

#### **Seizure of Property**

If a search produces evidence that the student has violated or is violating the law or the District's policies or rules, such evidence may be seized and impounded by school authorities, and disciplinary action may be taken. When appropriate, such evidence may be transferred to law enforcement authorities.

## **POLICY 3335: ACADEMIC HONESTY**

**Adopted on:** 12/13/2021

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

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

All teachers, beginning especially at the elementary grades, will educate students as to what constitutes academic dishonesty and what is acceptable and unacceptable behavior in our schools. A copy of the Academic Honesty Policy shall be included in student handbooks and shall be distributed to parents via district publications at least annually.

### **Cheating**

**Cheating includes, but is not limited to, the following:**

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

### **Plagiarism**

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

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

## **POLICY 3270: DISTRICT PROVIDED ACCESS TO ELECTRONIC INFORMATION, SERVICES, AND NETWORKS:**

**Adopted on:** 12/13/2021

Internet access and interconnected computer systems are available to the District's students and faculty. Electronic networks, including the internet, are a part of the District's instructional program in order to promote educational excellence by facilitating resource sharing, innovation, and communication.

In order for the District to be able to continue to make its computer network and internet access available, all users, including students, must take responsibility for appropriate and lawful use of this access. Students utilizing school-provided internet access are responsible for good behavior online. The same general rules for behavior apply to students' use of District-provided computer systems. Students must understand that one student's misuse of the network and internet access may jeopardize the ability of all students to enjoy such access. While the District's teachers and other staff will make reasonable efforts to supervise use of network and internet access, they must have student cooperation in exercising and promoting responsible use of this access and students must be held responsible and accountable for their own conduct.

### **Curriculum**

In accordance with this policy and the Board's philosophy to ensure the safety of all students, the District shall provide an appropriate planned instructional component for internet safety which shall be integrated into the District's regular instructional program. In compliance with the Children's Internet Protection Act this instruction will include information on the safe use of social networking sites and instant messaging, the characteristics of cyber-bullying, and recommended responses.

The use of the District's electronic networks shall be consistent with the curriculum adopted by the District, as well as the varied instructional needs, learning styles, abilities, and developmental levels of the students, and shall comply with the selection criteria for instructional materials and library-media center materials. Staff may, consistent with the District's educational goals, use the internet throughout the curriculum.

The District's electronic network is part of the curriculum and is not a public forum for general use.

### **Acceptable Uses**

Acceptable Use: Access to the District's electronic networks must be:

1. For the purpose of education or research and consistent with the educational objectives of the District; or
2. For legitimate business use.

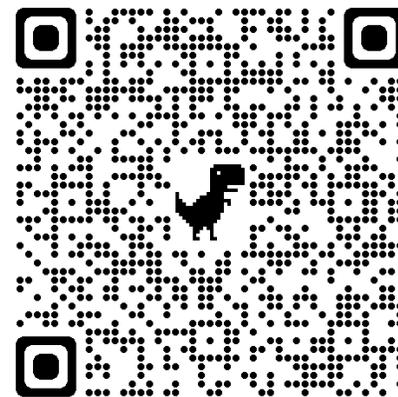
### **PROCEDURE 3270: Unacceptable Uses of Network:**

**Adopted on:** 12/13/21

The unacceptable uses described in Policy 3270 are considered examples of unacceptable uses and constitute violations of this policy. Additional uses may also be unacceptable. Find **Procedure 3270: District Provided Access to Electronic Information, Services and Networks under School District Policies**. Scan this QR code or ask for a copy at your school office.

### **Internet Safety**

Each District computer with internet access shall have a filtering device that blocks access to visual depictions that are obscene, pornographic, harmful, or inappropriate for students, as defined by the Children's Internet Protection Act and as determined by the Superintendent or designee. The filter may also block other materials students are prohibited from accessing by District policy or procedure. The Superintendent or designee shall enforce the use of such filtering devices.



The District shall require that any vendor, person, or entity providing digital or online library resources to the District for use by students verify they have policies and technology protection measures:

1. Prohibiting and preventing users from sending, receiving, viewing, or downloading materials that are deemed to be harmful to minors, as defined by section 18-1514, Idaho Code; and
2. Filtering or blocking access to obscene materials, materials harmful to minors, and materials that depict the sexual exploitation of a minor, as defined in chapter 15, title 18, Idaho Code.

The District will also monitor the online activities of students, through direct observation and/or technological means, to ensure that students are not accessing material that is inappropriate or harmful to minors, as defined in section 18-1514 Idaho Code or as defined in 47 USC Section 254.

Filtering should also be used in conjunction with: Educating students on appropriate online behavior;

1. Requiring students review and sign Form 3270F Internet Access Conduct Agreement;
2. Using behavior management practices for which internet access privileges can be earned or lost; and
3. Appropriate supervision, either in person and/or electronically.

The system administrator and/or Internet Safety Coordinator and/or building principal shall monitor student internet access.

Internet filtering software or other technology-based protection systems may be disabled by a supervising teacher or school administrator, as necessary, for purposes of bona fide research or other educational projects being conducted by students age 18 and older.

The Internet Safety Coordinator shall set a process for reviewing student claims that access has been denied to internet material that is not within the prohibitions of this policy and for unblocking such materials when appropriate.

Review of filtering technology and software shall be done on a periodic basis and is the responsibility of the Internet Safety Coordinator. It shall be the responsibility of the Internet Safety Coordinator to bring to the Superintendent or designee any suggested modification of the filtering system and to address and assure that the filtering system meets the standards of Idaho Code 18-1514 and any other applicable provisions of Chapter 15, Title 18, Idaho Code.

### **Student Use of Social Media**

Students will be held accountable for the content of the communications that they post on social media websites and are responsible for complying with District policy. Students may not disrupt the learning atmosphere, educational programs, school activities, or the rights of others. No photographic image, video, or voice recording may be captured without full consent of the person being photographed or recorded. Any violation of this policy may result in legal action.

All requirements of this policy apply to use of social media through the District network or equipment or as part of a class assignment.

### **Internet Access Conduct Agreements**

Each student and their parent(s)/legal guardian(s) will be required to sign and return to the school at the beginning of each school year the Internet Access Conduct Agreement prior to having access to the District's computer system and/or internet service.

### **Warranties/Indemnification**

The District makes no warranties of any kind, express or implied, in connection with its provision of access to and use of its computer networks and the internet provided under this policy. The District is not responsible for any information that may be lost, damaged, or unavailable when using the network, or for any information that is retrieved or transmitted via the internet. This includes loss of data resulting from delays, non-deliveries, missed

deliveries, or service interruptions caused by its negligence or the user's errors or omissions. Use of any information obtained via the internet is at the user's own risk. The District specifically denies any responsibility for the accuracy or quality of information obtained through its services. The District will not be responsible for any unauthorized charges or fees resulting from access to the internet, and any user is fully responsible to the District and shall indemnify and hold the District, its trustees, administrators, teachers, and staff harmless from any and all loss, costs, claims, or damages resulting from such user's access to its computer network and the internet, including but not limited to any fees or charges incurred through purchases of goods or services by the user and attorney fees. The user or, if the user is a minor, the user's parent(s)/legal guardian(s) agrees to cooperate with the District in the event the school initiates an investigation of a user's use of their access to its computer network and the internet.

### **Violations**

If any user violates this policy, the student's access to the District's internet system and computers will be denied, if not already provided, or withdrawn and they may be subject to additional disciplinary action. The building principal will make all decisions regarding whether or not a user has violated this policy and any related rules or regulations and may deny, revoke, or suspend access at any time, with their decision being final. Actions which violate local, State, or federal law may be referred to the local law enforcement agency.

If the actions of the individual are also in violation of other District discipline policies, said student shall be subject to additional possible disciplinary action based upon these policies.

### **Internet Safety Coordinator**

The Superintendent shall serve, or appoint someone to serve, as "Internet Safety Coordinator" with responsibility and authority for ensuring compliance with the requirements of federal law, State law, and this policy. The Internet Safety Coordinator shall develop and maintain administrative procedures to enforce the provisions of this policy and coordinate with the appropriate District personnel regarding the internet safety component of the District's curriculum. The Internet Safety Coordinator shall handle any complaints about the enforcement of this policy or refer them to other appropriate personnel depending on the nature of the complaint.

The Internet Safety Coordinator shall maintain documentation evidencing that instruction by school personnel on internet safety is occurring District wide.

### **Public Notification**

The Internet Safety Coordinator shall inform the public via the main District webpage of the District's procedures regarding enforcement of this policy and make them available for review at the District office.

### **Submission to State Department of Education**

This policy shall be filed with the State Superintendent of Public Instruction every five years after initial submission and subsequent to any edit to this policy thereafter.

### **NOTIFICATION OF RIGHTS UNDER FERPA FOR ELEMENTARY AND SECONDARY SCHOOLS**

**The Family Educational Rights and Privacy Act (FERPA) affords parents and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education records. These rights are:**

- The right to inspect and review the student's education records within 45 days after the day the school receives a request for access.
- Parents or eligible students should submit to the school principal a written request that identifies the records they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
- The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.
- Parents or eligible students who wish to ask the school to amend a record should write to the school principal, clearly identify the part of the record they want changed, and specify why it should be changed. If the school

decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

- The right to provide written consent before the school discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.
- One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer or contractor outside of the school who performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.
- Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer.
- The right to file a complaint with the U.S. Department of Education concerning alleged failures by the [School] to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

**Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202**

**See the list below of the disclosures that elementary and secondary schools may make without consent.**

- FERPA permits the disclosure of PII from students' education records, without consent of the parent or eligible student, if the disclosure meets certain conditions found in § 99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the parent or eligible student, § 99.32 of the FERPA regulations requires the school to record the disclosure. Parents and eligible students have a right to inspect and review the record of disclosures. A school may disclose PII from the education records of a student without obtaining prior written consent of the parents or the eligible student –
- To other school officials, including teachers, within the educational agency or institution whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in § 99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(2) are met. (§ 99.31(a)(1))
- To officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of § 99.34. (§ 99.31(a)(2))
- To authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as the State educational agency (SEA) in the parent or eligible student's State. Disclosures under this provision may be made, subject to the requirements of § 99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§§ 99.31(a)(3) and 99.35)

- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§ 99.31(a)(4))
- To State and local officials or authorities to whom information is specifically allowed to be reported or disclosed by a State statute that concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records were released, subject to § 99.38. (§ 99.31(a)(5))
- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§ 99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. (§ 99.31(a)(7))
- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§ 99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena. (§ 99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency, subject to § 99.36. (§ 99.31(a)(10))
- Information the school has designated as "directory information" under § 99.37. (§ 99.31(a)(11))

**A PROGRAM TO HELP STUDENTS LEARN**  
**FAQ: School Wide Title I Program at Emmett School District**

**What is Title I Schoolwide?**

A Title I Schoolwide program allows funds from Title I, Part A of the Elementary & Secondary Education Act (ESEA), along with other Federal and non-Federal program funds and resources, to upgrade, reform, or improve teaching and learning in schools with the highest levels of poverty.

**How was this school chosen to participate?**

This school provides Title I assistance to all students, based on overall economic need.

**Which students in the school participate in the Title I Schoolwide program?**

In a Schoolwide program, identification of specific individual children is not required. Instead, at-risk groups within the whole school are identified for intervention. A school is ultimately responsible for the academic success of every member of its population.

**How is a student chosen to participate?**

All students may participate. Student need is based on a variety of assessments, including the Idaho State Assessment Test (ISAT), and the (ISIP), to determine their level of proficiency.

**How does the program work?**

Title I reading specialists and paraprofessionals provide reading and/or math assistance. Paraprofessionals work in the classrooms with small groups of students under the classroom teacher's direction. Some students may work in the Title I room with a Title I teacher or paraprofessional on skills needed to bring them to grade level.

**How does this benefit my student?**

All students benefit from increased teaching manpower and small group instruction. Through the use of certified teachers and paraprofessionals, every student is targeted for Title I assistance and has the opportunity to receive intensive instruction. Students are accelerated so that they will be able to meet or exceed district and state standards.

**How can parents get involved?**

Under Title I federal law, parent involvement is very important. If you have any questions or comments, please contact the school. You can also contact the Director of Federal Programs at the district office by calling 208-365-6301.

The existence of the Title I Schoolwide program in our schools provides valuable opportunities for our students. Because it is a federally funded program, there is a need for local oversight and parental input into how the program should operate. Please let the building principal know if you have an interest in providing input or volunteering in our schools. You are urged to find out more about Title I and to become involved in the education of your student.

If you do not want your child to participate in Title I services you may opt out by calling the building principal at the school your child attends.

## **POLICY 3295: HAZING, HARASSMENT, INTIMIDATION, BULLYING, CYBER BULLYING**

**Adopted on:** 12/13/2021

The Board of Trustees is committed to providing a positive and productive learning and working environment. Hazing, harassment, intimidation, cyber bullying, or bullying by students or third parties is strictly prohibited and shall not be tolerated in the District. This includes actions on school grounds, school property, school buses, at school bus stops, at school sponsored events and activities, and through the use of electronic technology or electronic communication equipment on school computers, networks, forums, or mailing lists and actions at locations outside of those listed above that can be reasonably expected to materially and substantially interfere with or disrupt the educational environment of the school or impinge on the rights of other students at school.

The Board expects all students to treat each other with civility and respect and not to engage in behavior that is harmful to another student or the property of another student. The Board expects students to conduct themselves in keeping with their level of maturity, with a proper regard for the rights and welfare of other students, for school personnel, and for the educational purpose underlying all school activities.

### **Discipline**

Students whose behavior is found to be in violation of this policy will be subject to discipline and graduated consequences, up to and including expulsion consistent with the Board's policy on student discipline. Third parties whose behavior is found to be in violation of this policy shall be subject to appropriate sanctions as determined and imposed by the Superintendent or Board.

Students or third parties may also be referred to law enforcement officials.

### **Notification**

Information on the District's bullying policy and relevant procedures shall be provided in writing at the beginning of each school year to school personnel, parents, and students in the District and included in student handbooks. Information provided to students shall be provided in a manner appropriate to the student's age, grade, and level of academic achievement.

### **Procedures**

The Superintendent is directed to develop administrative procedures to implement this policy. Procedures shall include descriptions of prohibited conduct, reporting and investigative procedures, rules for disciplining students who violate this policy, and provisions to ensure notice of this policy is provided to students, teachers, and third parties.

### **Reporting**

The District shall annually report bullying incidents to, and in the manner and on the form provided by, the State Department of Education.

The Board shall review this policy annually.

## **POLICY 3085: TITLE IX**

### **Title IX is a federal civil rights law passed as part of the Education Amendments of 1972.**

This law protects people from discrimination based on sex, including sexual harassment and sexual assault, in education programs or activities that receive Federal financial assistance. Title IX states that:

*"No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance."*

#### **What is Sexual Harassment?**

- Quid pro quo by an employee;
- Unwelcome conduct that is so severe, pervasive and objectively offensive that it effectively denies a person equal access to a school's education program or activity; and/or
- Sexual assault as defined by the Clery Act, and dating violence, domestic violence and stalking as defined by the Violence Against Women's Act.

**[Read Emmett School District's Title IX Policy](#)**  
**[Title IX Sexual Harassment Grievance Process](#)**

**Cynthia Mecham , Title IX Coordinator**

208-365-6301

[cmecham@isd221.net](mailto:cmecham@isd221.net) - email

**119 N. Wardwell Ave.**

**Emmett Idaho, 83617**

**208-365-6301**

#### **To File A Complaint**

**[Contact the Title IX Coordinator](#)**

### **MCKINNEY-VENTO (HOMELESS) INFORMATION**

If your family (or a family you know) lives in any of the following situations: in a shelter, motel, vehicle, or campground, on the street, in an abandoned building, trailer or other inadequate accommodations, or doubled up with friends or relatives because you/they cannot find or afford housing, your/their preschool and school-aged children have certain rights or protections under the McKinney-Vento (Homeless) Education Assistance Act. Students who live in the situations identified above automatically qualify for free and reduced lunch. For more information contact Amy Burr, the Emmett School District's liaison for McKinney-Vento (Homeless) Education, at the District Office, 208-365-6301.

### **MIGRANT EDUCATION PROGRAM**

The Migrant Education Program supports educational programs for migratory children to reduce the impact of academic disruptions from repeated moves so that each child receives the same opportunity to meet academic content standards and can overcome barriers to transition successfully into postsecondary education and employment. Contact Program Coordinator Elsa Johnson at 208-365-6301.

## ENGLISH LEARNER (EL) PROGRAM (TITLE III-A)

The Title III/Idaho Program's mission is to help ensure that English learners (ELs) attain English language proficiency and meet state academic standards, as defined by the Every Student Succeeds Act (ESSA). The District provides instruction that is designed to teach EL students English language skills in all four domains; listening, speaking, reading and writing. Our goal is for all students to become proficient English speakers, listeners, readers, and writers. Contact Program Coordinator Elsa Johnson at 208-365-6301.

**Note:** The following policy only applies to Districts receiving federal funds for the education of migratory children.

### POLICY 2390: EDUCATION OF MIGRATORY CHILDREN

**Adopted on:** 11/08/2021

#### Purpose

In accordance with the Board's philosophy to provide a quality educational program to all students, the District shall provide an appropriate planned instructional program for all students who qualify as Migratory Children under applicable provisions of state and federal law and/or this Policy. The purposes of the program are:

1. To implement a high-quality and comprehensive educational program and to provide educational services during the school year and, as applicable, during summer or intersession periods, that address the unique educational needs of migratory children.
2. To ensure that migratory children who move around the United States are not penalized in any manner by disparities among the states in curriculum, graduation requirements, and challenging state academic standards.
3. To ensure that migratory children receive full and appropriate opportunities to meet the same challenging state academic standards that all children are expected to meet.
4. To help migratory children overcome educational disruption, cultural and language barriers, social isolation, various health-related problems, and other factors that inhibit their ability to succeed in school.

#### Eligibility

**Children are eligible to receive District services if they fall within the definitions below:**

- **Migratory child:** The term "migratory child" means a child or youth who made a qualifying move in the preceding 36 months:
  - A. As a migratory agricultural worker or a migratory fisher; or
  - B. With, or to join, a parent or spouse who is a migratory agricultural worker or a migratory fisher.
- **Migratory fisher:** The term "migratory fisher" means an individual who made a qualifying move in the preceding 36 months and, after doing so, engaged in new temporary or seasonal employment or personal subsistence in fishing. If the individual did not engage in such new employment soon after the move, then the individual may be considered a migratory fisher if the individual actively sought such new employment and has a recent history of moves for temporary or seasonal fishing employment.

**Qualifying move: The term "qualifying move" means a move due to economic necessity:**

- A. From one residence to another residence; and
  - i. From one school district to another school district, except:  
In the case of a state that is comprised of a single school district, wherein a qualifying move is from one administrative area to another within such district; or
  - ii. In the case of a school district of more than 15,000 square miles, wherein a qualifying move is a distance of 20 miles or more to a temporary residence.
- B. The term "in order to obtain", when used to describe why a worker moved, means that one of the purposes of the move is to seek or obtain qualifying temporary employment or seasonal employment in agricultural work or fishing work.
- C. If a worker states that a purpose of the move was to seek any type of employment, i.e., the worker moved with no specific intent to find work in a particular job, the worker is deemed to have moved with a purpose of obtaining qualifying work if the worker obtains qualifying work soon after the move.

- D. Notwithstanding item D above, a worker who did not obtain qualifying work soon after a move may be considered to have moved in order to obtain qualifying work only if the worker states that at least one purpose of the move was specifically to seek the qualifying work, and:
- i. The worker is found to have a prior history of moves to obtain qualifying work; or
  - ii. There is other credible evidence that the worker actively sought qualifying work soon after the move but, for reasons beyond the worker's control, the work was not available.

### **Plan Requirements**

**The District's Plan shall, at a minimum, include provisions to accomplish the following goals and directives:**

1. **Performance targets:** The plan must specify:
  - A. Performance targets that the State has adopted for all children in reading and mathematics achievement, high school graduation, and the number of school dropouts, as well as the State's performance targets, if any, for school readiness; and
  - B. Any other performance targets that the State or District has identified for migratory children.
2. **Needs assessment:** The plan must include an identification and assessment of:
  - A. The unique educational needs of migratory children that result from the children's migratory lifestyle; and
  - B. Other needs of migratory students that must be met in order for migratory children to participate effectively in school.
3. **Measurable program outcomes:** The plan must include the measurable program outcomes (i.e., objectives) that a State's migrant education program will produce to meet the identified unique needs of migratory children and help migratory children achieve the State's performance targets identified in paragraph (1)(A) of this section.
4. **Service delivery:** The plan must describe the strategies that the State Board will pursue on a statewide basis to achieve the measurable program outcomes in paragraph (3)(A) of this section by addressing:
  - A. The unique educational needs of migratory children; and
  - B. Other needs of migratory children.
5. **Evaluation:** The plan must describe how the District will evaluate the effectiveness of its program.

### **Record Keeping**

**District records for migratory children should include the following:**

1. Immunization records and other health information;
2. Elementary and secondary academic history (including partial credit), credit accrual, and results from State assessments;
3. Other academic information essential to ensuring that migratory children achieve to the challenging State academic standards; and
4. Eligibility for services under the Individuals with Disabilities Education Act.

**The District is required to keep financial records to demonstrate:**

1. The amount of funds under the grant or sub-grant;
2. How the District uses the funds;
3. The total cost of the program;
4. The share of the cost provided from other sources; and
5. Other records as needed to facilitate an effective audit.

The District must maintain migrant child records for three years after the date the District submits its last expenditure for the time period. If any litigation, claim, negotiation, audit, or other action involving the migrant child records is taken, the records must be retained until the completion of the action and resolution of all issues or until the end of the regular three year period, whichever is later.

For an employee who has both migrant child and non- migrant child responsibilities, the District must maintain appropriate time distribution records. Actual costs charged to each program must be based on the employee's time distribution records. For instructional staff, including teachers and instructional aides, class schedules that specify the time that such staff members devote to migrant child activities may be used to demonstrate compliance with the

requirement for time distribution records so long as there is corroborating evidence that the staff members actually carried out the schedules.

### **EMMETT SCHOOL DISTRICT REGARDING RIGHT TO RECEIVE TEACHER INFORMATION**

Dear Parent:

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

**As a parent of a student attending a school receiving federal program funds, you have the right to know:**

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

To request the state qualifications for your child's teacher or instructional aide, please contact Superintendent Craig Woods at 208-365-6301.

If you would like more information about Black Canyon Junior-Senior High School, please feel free to call Stephen Joyner at 208-365-5552.

### **EMMETT SCHOOL DISTRICT HOME AND SCHOOL COMPACT**

#### **What is a School-Parent Compact?**

A School-Parent Compact is a jointly developed document created by our Parent Involvement Committee and school staff. This document, which is required for our Title I Parent Involvement Plan, outlines how parents, the entire school staff, and students will share the responsibility for improved academic achievement at this school. This compact also describes how parents and our school should build and develop a partnership to help children achieve Idaho's high standards.

#### **Mission Statement**

Emmett School District will prepare all students for individual success.

#### **Vision Statement**

The Emmett School District implements innovative and best educational practices utilizing cutting edge technology and rigorous curriculum. Passionate, visionary professionals guarantee high level learning across all grades. Our district works collaboratively in state of the art facilities to ensure all students are empowered to succeed in life beyond high school.

## Teachers, Parents, and Students - Together for Success

### Teacher Responsibilities

**I understand the importance of the school experience to every student and my position as a teacher and a role model. I agree to:**

- Be aware of your child's needs.
- Communicate with you about your child's progress frequently.
- Teach basic concepts and skills to your child to meet state student achievement standards.
- Motivate and encourage your child to practice academics at home.
- Hold parent/teacher conferences annually.
- Deliver high quality curriculum and instruction.
- Provide materials for home to enhance literacy and other academic subjects.

### School Principal Responsibilities

**I support and encourage student/parent/teacher compacts and partnerships. I will:**

- Provide an environment that permits positive communication between the student, parent and teacher
- Encourage teachers and parents to provide regular opportunities for practicing academics at school and at home.
- Provide equal and fair opportunities to access staff and the opportunity to volunteer.

**Student Responsibilities Student:** It is important that I do my best. I know my parents and teachers want to help me, but I am the one who has to do the work. So, I will:

- Believe that I can and will learn.
- Be responsible for my behavior.
- Give work and school papers to my parent/caregiver.
- Pay attention and ask for help when needed.
- Complete class work on time and to the best of my ability.

**Family Responsibilities Parent/Caregiver:** I want my child to succeed. I will encourage him/her by doing the following:

- Encourage positive attitudes about school.
- Support the school discipline policy and school policies.
- Make sure my child attends school regularly.
- Encourage my child to get enough sleep and to eat nutritious meals.
- Establish with my child a place and time to study and a daily reading time.

**PARENT VOLUNTEERS**

**We need “YOU and YOUR” ideas!**

**True North** loves parent volunteers who assist the school in a variety of ways. Please contact the main office or principal if you'd like to make a donation or volunteer.



**True North Prep**

**400 S. Pine Emmett, Idaho 83617**

**Phone: 208-365-5552 Fax: 208-365-5085 [info@isd221.net](mailto:info@isd221.net)**

**Stephen Joyner, Principal**

**See review the next page and sign the form and return to the office.**

**HOME AND SCHOOL COMPACT**

**I have read and agreed to Emmett School District's Responsible Use Procedures.**

**Orientation Date:** \_\_\_\_\_ **Placement Meeting:** \_\_\_\_\_

**Student Name (print):** \_\_\_\_\_ **Grade:** \_\_\_\_\_

**True North  
Confirmation Form**

I, (student name- print) \_\_\_\_\_,

have read the Student Handbook 2025-26 and I agree to abide by the policies. I understand the consequences that I must face if I do not follow the True North procedures as outlined in the handbook.

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **School Year:** \_\_\_\_\_

I, (Parent/Guardian name print) \_\_\_\_\_, have read and

understand the Student Handbook and confirm that my child has also read it. My child and I both understand the consequences for not following procedures and policies as outlined in the handbook.

**Parent Name:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

**Parent email:** \_\_\_\_\_

**Parent/Guardian Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Student Information:**

**Chromebook #:** \_\_\_\_\_ **Date issued:** \_\_\_\_\_

**Locker #:** \_\_\_\_\_ **Student email:** \_\_\_\_\_

- I have received a hardcopy of the Student Handbook.**
- I have refused a hardcopy of the Student Handbook, but know where I can find an electronic copy.**

Please sign and return to your True North office or use this link to sign this document: <https://forms.gle/bmxtDsKfVzSUbY2P9>