VICTORY CHARTER HIGH SCHOOL
POLICIES/AGENDA
2026-2027

Student: _____
Grade: _____

Victory Charter High School
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COMPLETE SCHOOL POLICIES ARE ON THE WEBSITE www.victorycharterschool.net

INTRODUCTION

Victory Charter School welcomes students without regard to race, color, national origin, ancestry, sex, gender identity, sexual orientation, ethnicity, age, language barrier, religious beliefs, physical or mental handicap or disability, economic or social conditions, or actual or potential marital or parental status, or status as a homeless child.

No student shall, on the basis of sex, be denied equal access to programs, activities, services, or benefits or be limited in the exercise of any right, privilege, advantage, or denied equal access to educational and extracurricular programs and activities.

Inquiries regarding discrimination should be directed to godonahue@victorycharterschool.net, 208-442-9400, 9779 Kris Jensen Ln., Nampa, ID 83686. Victory Charter School's Title IX and Nondiscrimination Coordinator. An individual with a complaint alleging a violation of this policy shall follow the Uniform Grievance Procedure.

THE PURPOSE OF THIS AGENDA

This agenda is intended to be used to record assignments, events and important dates and as a means of communication with parents. The agenda and the Registration Handbook serve as a reference of VCHS policies and procedures. Parents will be notified of policy and procedure changes during the year by email. This agenda book also serves as a hall pass. Any student outside of their assigned classroom at any time must have their agenda with appropriate written permission. (Borrowing the agenda of other students is not permitted.)

VICTORY CHARTER HIGH SCHOOL MISSION STATEMENT

Victory Charter School's mission is to develop students who are competent, confident, productive and responsible young adults who possess the habits, skills and attitudes to succeed in life and who are well prepared for post secondary education.

VICTORY CHARTER HIGH SCHOOL PHILOSOPHY

Victory Charter High School is grounded in the belief that when there is low threat and content is highly challenging, accelerated learning takes place.

PRINICPAL'S MESSAGE

Dear Parents and Students:

Welcome to the 2026-2027 school year. We are excited for the many opportunities students will have this year. **Parents, please take time to sit down with your student and familiarize yourselves with our policies; drawing attention to our Attendance Policy, May Awards, Electronic Communication Devices and Student Appearance Policy.**

We are dedicated to making this year one where students are growing and maturing both academically and socially. We will provide a safe and effective learning atmosphere for each student. To help in this area, we have comprised this agenda with necessary guidelines and rules to ensure effective learning. This agenda will also act as a planner for assignments, to assist your student with upcoming deadlines and as a tool of communication for you and the instructors. We are asking each parent and student to read over this agenda together.

If you ever have a concern, comments or question, please do not hesitate to contact our school office.

Looking forward to a great year,

Dr. Marianne Saunders and Mrs. Tera Luce, Co- Administrators

VCHS ADMINISTRATION AND GOVERNING BOARD

Dr. Marianne Saunders and Mrs. Tera Luce, Co- Administrators
Leslie Mauldin, Chairman, Gov. Board
Ebe Amaechi, Governing Board
Darren McKenzie, Governing Board
Sandy Colbert, Governing Board
Joan Barnes, Governing Board
Niki Crow, Clerk of the Board

VCHS FACULTY

English: Ms. Chang, Mrs. Heritage
Math: Mrs. Freeman
Science: Mrs. Thomas and Ms. Sunderland
Social Studies: Mr. Bernard
Health: Mrs. Schafer
Foreign Language: Mrs. Ochoa-Roloff
Life Skills and Internships: Mr. Ashton and Mrs. Hirschi
Music: Dr. Saunders and Mrs. Riley
Special Education: Mrs. Hilton
Registrar- Mrs. Lister

CLASS ADVISORS

Seniors – Mrs. Heritage
Juniors – Mrs. Freeman
Sophomores – Mrs. Ochoa-Roloff
Freshman – Mr. Bernard

ATTENDANCE

ATTENDANCE POLICY

At Victory Charter High School regular attendance and punctuality are a vital part of a student's education. VCHS teachers implement a high level of direct teaching and interactive learning and both students and teachers are held accountable to complete a set of standards and benchmarks. These teaching techniques do not allow students to simply make-up concepts missed. In accordance with our charter, VCHS has a 96% attendance standard. **Every effort should be made by students, parents and administration to ensure that students are in attendance and punctual every day.** An academic calendar is provided well in advance to allow families to schedule activities during breaks. Please see the complete attendance policy (#3050) and school calendars on the school website.

Students are expected to attend classes regularly. Each time a student enters a class more than 15 minutes after it has started, or is absent for more than 15 minutes while the class is in session, the student will be charged with an unexcused class absence. A student arriving less than 15 minutes late will be tardy and a student leaving more than five minutes before the end of class will be charged early release. Four (4) occurrences, (tardy or early checkout), are treated as one (1) class absence. If a student has more than three (3) class absences during any school day, the student will also be noted as having a full day absence.

Excused absences – The Administration and Governing Board recognize that there are special circumstances when a student may need to participate in another event or activity rather than attend class. An absence will be considered "excused" if the student could not attend class because he/she is ill. Up to two (2) excused absences will be allowed if the student is attending a funeral or wedding of an immediate family member (father, mother, brother, sister or grandparent), and the student's parent/guardian provides reasonable evidence that this was the cause of the absence. However, the cumulative effect of regular class attendance is critical to the

learning experience that Victory Charter offers, which the student misses even when the absence is excused. Students with excused daily absences or excused class absences (in the same class) of 9 per school year may be required to meet with the Governing Board

Unexcused absences –absences due to non-school related activities, club or family events, trips or vacations, and **any absences not reported to the school by a parent/guardian within two school days of the student's return to school will be considered unexcused.** Parents should schedule doctor, dentist and orthodontist appointments after school hours or during breaks. Absences for non-emergency or routine dental, medical and orthodontic appointments are considered unexcused. Off-campus lunches with parents, family or friends are unexcused.

Number of Period Absences per year Sanction

3 unexcused absences	The semester grade that the student would otherwise receive is reduced by one full letter grade at the third unexcused absence.
5 unexcused absences or any combination of 9 excused and unexcused absences	The student will lose their seat.

Effect of School Day Absences – If the student has the indicated number of general school day absences (as described above) in a year, then in addition to any sanction for class absences, the student is subject to the following sanctions:

Number of Daily Absences per year Sanction

3 unexcused absences	The semester grade that the student would otherwise receive in all classes will be reduced by one full letter grade at the third unexcused absence.
5 unexcused absences or any combination of 9 excused and unexcused absences	The student will lose their seat.

STUDENTS WITH A HISTORY OF POOR ATTENDANCE

If a student accumulates an excessive number of absences over two or more years, the student may lose his or her seat.

MAKE-UP WORK

- Students will be allowed 2 days make-up time for each excused absence to make up new material.
- Students are responsible to make arrangements for make-up work, assignments and tests upon his or her return to class.
- It is the responsibility of the student to check with the teacher about any new assignments or tests that may have been announced during an absence from class.
- Except in extenuating circumstances, assignments or tests that are assigned in advance of the student's absence are due on the day the student returns to school unless other arrangements are made with the teacher. The student is responsible to have all assignments completed and be prepared to take any tests upon his or her return to class.
- "Assigned in advance" means the assignment or test was listed in a class syllabus, class handout, on the web, written on the board, or announced by the teacher.

To participate during the school day in extra-curricular activities a student must:

- Turn in assigned class work and take any assigned tests prior to participating and leaving school for the day unless specific arrangements have been made by a teacher.

TARDY/EARLY RELEASE POLICY

All students arriving after 7:30 am must check in with the secretary in the High School office. Four (4) minutes are provided between classes. Students are expected to be in their seats ready to begin by the start of class. Students are considered tardy if they are not in the classroom when the class begins. An Early Release is whenever a student leaves the class more than 5 minutes early. A Tardy and/or Early Release will be known as an Occurrence in this policy.

Four (4) unexcused occurrences in any combination will be considered an unexcused absence and may result in a decrease of the student's grade and/or loss of credit.
Four (4) excused occurrences in any combination will be considered an excused absence.

Occurrences are accumulated for individual classes each year.

CHECK OUT/IN

All students must check out of school with VCHS secretary. ***No exceptions.*** Written or verbal permission from a parent guardian or persons designated on the enrollment form must be provided prior to the student leaving school. Failure to do so **will** result in truancy. Upon returning to school, students must check in with VCHS secretary before returning to class.

ABSENCE VERIFICATION

Parents are required to call the VCHS Secretary at 208-442-9400, or email the high school office, hsoffice@victorycharterschool.net on the day a student will be absent from class and repeat this call each day the student will not be in attendance. We have a 24 hour answering line available for your convenience**.** Three (3) or more consecutive absences will require a note from a physician (MD, PA or DO). If appropriate notification has not been received within 2 days of student's return to school, the absence will be considered an unexcused absence.

- Any students over 18 years of age, living at home must follow above policy.
- Any students over 18 years of age living independently may provide their own documentation.

TRUANCY

Truancy is defined as a student being absent for all or any part of the school day, without the approval of the parent, guardian or school authorities. If a student misses class time without an acceptable excuse, and/or leaves school without appropriate permission, he/she will be considered truant. This includes students who are on the campus, but not in their assigned classroom. Truancies accrue for the entire year. Truancy may result in suspension and/or the student being required to appear before the Governing Board for possible expulsion.
Any student truant for two consecutive days will be reported to the Canyon County Prosecutor's Office and driving privileges will be revoked.

ATTENDANCE AND THE DRIVER'S LICENSE

Any student who has been verified by the school as dropped from enrollment will be reported to the Department of Transportation as per the Driver's License Policy. **(IDAHO CODE 49-303A)**

DISCIPLINE POLICY

Students are expected to be respectful and kind to fellow students, staff and visitors at all times, exhibit good work skills, and use appropriate language. Students are expected to follow school rules and policies throughout the school day, at all times on VCHS campus and while involved in any event associated with the school. School rules and policies apply to transportation to and from events as well. When students commit an infraction, the faculty member(s) involved will

complete an Incident Report. Incident reports will be kept with administration. The administrator will determine appropriate consequences for each incident. Non-compliance with Victory Charter School rules or policies may result in a suspension and/or in the student appearing before the Governing Board for possible expulsion .

RECORDING ON SCHOOL PROPERTY

(Reference – Victory Policy 4305)

Audio and/or video recording and/or, photographing of any other individual(s) present within the parameters of the property of Victory Charter School, including use of such recording or photograph functions commonly found cellphones, laptops and tablets, other than the specifically enumerated situations addressed in this policy or authorized in writing by the school's administrative office in accordance with this policy, is strictly prohibited.

This prohibition includes recording and/or photographing of students or employees, or student or employee conversations, meetings or conferences with any individual without the proper approval as per this policy and the consent of all individuals being recorded or photographed.

Students should understand this policy as an explicit statement that Victory Charter School does **not** consent to nor does it authorize the recording or photographing of any students or employees, or student or employee meetings, classes or discussions without prior authorization or as detailed in Victory policy 4305. This prohibition includes direct or indirect recording or photographs as well as arranging for any other third person to engage in prohibited acts.

Students are prohibited from sharing any audio and/or video recording and/or photograph of any student obtained through the course of employment or enrollment with Victory Charter School, with any third party in any manner including but not limited to internet sites, social networking, or media, without direct written authorization from the Administration and the student's parent or legal guardian.

Violation of this policy by a student is just cause for and may result in student discipline, up to and including expulsion.

STUDENT APPEARANCE

Selecting the correct dress for the setting is a lifelong skill. Student dress should reflect the notion that school is a place of business where students are learning both academic and social skills. In an effort to maintain a safe and orderly school environment for students, the following dress guidelines have been established. It is the opinion of the administration and the governing board that student attire has a direct effect upon the educational environment and upon the individual student's ability to function at an optimum level. Appropriate clothing for class or any school activity must be reasonable, safe, clean, and non-revealing. An individual's dress and personal appearance should reflect a sensitivity and respect for others as well as be appropriate in a professional work environment. The following guidelines are to be followed by students of VCHS during the school day and at any school-sponsored activity or any event, including events both home and away, in which students are serving as representatives of the school.

- Midriffs, cleavage and underclothing must be concealed at all times.
    - Pants are to be worn at the waist covering underwear.
    - Shirts and tops must cover the shoulders. No tank tops or shirts with armholes open below the armpit area.
    - Tops must cover cleavage (Neckline should be higher than the straight line from underarm to underarm).
    - Shirts and tops must reach below the belt line to cover the stomach.
    - Tops must conceal undergarments, e.g. no bra straps showing and no sheer or see-through tops.

- Shorts, dresses, and skirts must be no more than 3 inches above the top of the knee and provide coverage when the student bends over at the waist.
- Footwear must be worn at all times for health and safety.
- Garments that advertise inappropriate or illegal substances, including sexually suggestive or obscene statements, or political statements of any type (VCS is a closed forum) are prohibited.
- Hats, bandanas, stocking caps and hairnets are prohibited during instructional hours.
- Hair color will be within the natural hair color spectrum (brown, black, blonde or auburn). Hair styles should be kept to a single, solid hair color. Conservative transitions in hair color may be allowed, subject to the approval of the administrator. Patterns, shapes, words, or other designs are not permitted.
- Facial piercing will be limited to a small stud(no larger than 2.5mm) in the nose only.
- No facial rings of any kind will be allowed.
- Earrings are acceptable with the exception of ear gauges. **EAR GAUGES ARE NOT ACCEPTABLE**.
- Temporary and permanent tattoos must be concealed during school hours. (Medical tattoos may be allowed with approval by the administrator).
- Pajamas and loungewear are not allowed.

The administrator or his or her designee shall determine whether clothing violates any of the above standards. Students wearing attire deemed inappropriate by VCHS staff or Administrator will be provided alternative clothing to cover up (i.e. large t-shirts or sweatpants). This clothing must be laundered and returned to the school the following day. If a conflict arises in the interpretation of this policy, the interpretation of the Administrator/designee shall be final.

Teachers and administrators may deny class entrance to students dressed or otherwise adorned inappropriately until arrangements may be made for their proper attire. All time missed from classes for failure to adhere to this policy will be deemed unexcused absences. Parents or guardians will be notified each time a student is provided alternative clothing because of inappropriate attire. Students who are insubordinate or refuse to change the improper attire, or who repeat dress code violations shall be subject to disciplinary action up to and including suspension or expulsion, depending on all the facts and circumstances, for violating the standards of student conduct.

Exceptions

Exceptions to this policy based upon religious, medical or other legally protected grounds will be addressed by school administration on an individual basis.

Required dress for student participation in activities that are in any way representative of the individual school or community shall be outlined by the respective sponsor and administration.

PUBLIC DISPLAY OF AFFECTION (PDA)

Victory Charter School promotes a professional environment, one in which students recognize not only how to appropriately behave in the school environment, but also what will be expected and valued as employees when they enter the workforce. Therefore, Public Displays of Affection (PDA) are unacceptable on school grounds either before, during, or after the school day, while on school-provided transportation as well as at any school-sponsored activity/function, or any activity/event, including events both home and away, in which students are serving as representatives of the school.

Consequences are as follows:

- First Offense: Detention

- Second Offense: Meeting with Administrator and Parents/possible suspension from school at the discretion of the school's administration
- Third Offense: Suspension with a recommendation for expulsion from school.

Depending upon the nature and/or severity of the events giving rise to disciplinary conduct pursuant to the Public Display of Affection regulations, the school reserves the right to skip any of the progressive disciplinary steps outlined above and move directly to student suspension and/or a recommendation of the student's expulsion to the school's board. Any decision to skip any of the progressive stages of discipline is solely at the final discretion and decision of the school through utilization of its independent judgment as to the appropriateness of the discipline for the situation. Such a decision is not subject to contest for skipping lower stages of the progressive discipline outlined herein.

LANGUAGE

Students will refrain from swearing or using foul language at all times. Students will speak kindly and respectfully to staff and fellow students. Students speaking inappropriately, disrespectfully or unkindly will be assigned detention and an incident report will be completed. Non-compliance with Victory Charter School rules or policies may result in a suspension and/or the student being required to appear before the Governing Board for possible expulsion

FIRE ALARMS

Activating the school fire alarm without appropriate cause will result in disciplinary action, up to and including expulsion.

WEAPONS POLICY

The Victory Charter School Board is committed to providing a safe and secure environment at Victory Charter High School. The Board has no tolerance for students who use, threaten to use, or possess weapons or other objects/substances which may pose a threat to the health and safety of students, staff and visitors, or could be used to disrupt the educational process. For the purposes of this policy, no tolerance means that consequences will occur if this policy is violated and that the consequences will be commensurate with the circumstances of each situation.

1. No student shall possess, use, threaten to use or distribute a weapon on School premises or at any School sponsored activity, regardless of location. A weapon is defined as any object, device or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury including, but not limited to, any firearm whether loaded or unloaded; air guns, pellet guns; BB guns, all knives, blades, razor blades, clubs, metal knuckles, nunchucks, throwing stars, explosives, fireworks, mace and other propellants, cigarette lighters, stun guns, ammunition, poisons, chains, bows, arrows, laser pointers, and objects that have been modified to serve as weapons.

2. No student shall possess, use, threaten to use or distribute any object, device or instrument having the appearance of a weapon and such objects, devices or instruments shall be treated as weapons, including but not limited to weapons as defined in this policy which are broken or non-functional, look-alike (i.e., toy guns, etc.), or any object that is a facsimile of a real weapon.

3. No student shall use or threaten to use articles designed for other purposes (i.e., belts, combs, pens, pencils, files, scissors, tacks, etc.) to inflict bodily harm and/or intimidate and such use will be treated as the possession and use of a weapon.

4. Instructional equipment and tools, when properly possessed, used and stored, shall not be considered in violation. However, when instructional equipment and tools are used, or threatened to be used, or modified for use in a potentially dangerous or threatening manner, such possession and/or use will be treated as the possession and use of a weapon.

Any student found to be in violation of this policy will be subject to disciplinary action, including, but not limited to, expulsion, suspension, or other appropriate penalties. The board may, at its discretion, expel a student for the possession and/or use of a weapon, regardless of whether the item at issue falls within the definition of "weapon" under the Gun-Free Schools Act. Victory Charter School takes a position of addressing each case individually in regard to the possession, use or distribution of weapons by students. The minimum consequence for student's possession, use or distribution of weapons may include (upon discretion of the Governing Board):

- Confiscation of the weapon
- Notification of Police
- Notification of parents/guardians
- Suspension
- Hearing with the Governing Board

A student who violates the Gun-Free Schools Act and Idaho Code 18-3302D, and shall be immediately suspended, referred to the appropriate law enforcement agency, and, following due process, be expelled from school for a period of not less than one (1) year, twelve calendar months.

FIGHTING (BATTERY)

Victory Charter High School's philosophy "*is grounded in the belief that when there is low threat and content is highly challenging, accelerated learning takes place"*. Fighting is diametrically opposed to "low threat". A fight is described as follows: Pushing, shoving, kicking, pulling or physically connecting in an aggressive manner with another student. Parents will be notified of any fight (battery).

Administrative Discretion:

Depending upon the nature and severity of the fight at issue as well as the prior disciplinary history of the student in question, the administrator may use discretion in determining whether, under the circumstances, a course of action other than the minimum consequences specified above is warranted. If so, other appropriate action may be taken, including consideration of a recommendation for greater or lesser discipline.

The consequences for a fight are as follows.

1st Fight (Battery):

- Parents will be notified by phone.
- If deemed necessary, the authorities (police) will be notified.

2nd Fight (Battery):

- Parents will be notified by phone.
- The Victory Charter School Board will be notified and may require a meeting with the student and parents.
- Authorities (police) will be notified.
- Three day suspension.

3rd Fight (Battery):

- Parents will be notified by phone.
- Authorities (police) will be notified.

- The Victory Charter School Board will be notified and will conduct an expulsion hearing with the student and parents to determine whether student will be expelled or serve suspension.

A student who has received disciplinary consequences as a result of the application of this policy, short of a suspension from the school or a pending expulsion hearing may participate in an off campus activity during such disciplinary period if he/she is transported to and from the field trip location(s) by a parent and is supervised by the parent for the duration of the field trip. The student's safety is the responsibility of his/her parents.

DRUG, ALCOHOL AND TOBACCO USE

VCHS adheres to the policies as described in the Safe & Drug Free Schools Act as described by the Idaho State Department of Education and enforces a "no tolerance" drug policy. A student is in violation of school policy if he/she is involved with drug paraphernalia, controlled substances, all illegal drugs and/or substances prohibited by Idaho and/or Federal law, misuse of legal drugs/prescription medications, look-alike/synthetic drugs, or drugs, including alcohol, tobacco or vape devices on any school premises or at any school sponsored activity. All incidences or suspected incidences of possession or distribution of controlled substances, over-the-counter, or prescription medication will be reported to the appropriate law enforcement agency. Any student requiring over-the-counter or prescription medication must leave it with the VCHS secretary in the office as described on page 20 under Administering Medication. If there is probable cause that a student is in possession of drugs or illegal substances, all property is subject to be searched including backpacks and lockers. Refer to Policy 3320 for VCHS disciplinary procedures.

HARASSMENT AND/OR INTIMIDATION, ABUSE OR ASSAULT

It is the policy of Victory Charter School to maintain a learning environment that is free from harassment, relationship abuse and sexual assault. Each student has the right to attend school in an atmosphere that promotes equal opportunities and that is free from all forms of discrimination and conduct that can be considered harassing, coercive or disruptive. Students attending VCHS are:

- Prohibited from engaging in any conduct which could reasonably be construed as constituting harassment on the basis of sex, race, color, national origin, age, religious beliefs, ethnic background or disability;
- Prohibited from sexually harassing, abusing or assaulting other students; and
- Required to report, to the school principal or designee, incidents of which the student becomes aware. Victory Charter Title IX Coordinator: godonahue@victorycharterschool.net; phone: 208-442-9400; 9779 Kris Jensen Lane, Nampa, ID 83686

This policy applies to all conduct on school premises and at school sponsored events, conduct during transportation to and from school and school sponsored events, and to conduct off the school's premises that has an adverse effect upon a student's educational environment.

BULLYING

VCHS will maintain an educational environment in which bullying, hazing, harassment, intimidation, cyber bullying or menacing of any kind will not be tolerated. Bullying is the repeated aggressive behavior of frightening of others with an apparent intent to dominate. Bullying may include, but not be limited to, physical (hitting, pushing, or attacks on property; verbal (name-calling, obscene gestures, malicious teasing, or electronic threats); or indirect attacks (intentional exclusions from groups, anonymous hurtful notes, or spreading false rumors). Bullying often occurs without provocation. Bullying is **not** playful teasing between relatively equal individuals.
Bullying may include: harassing, teasing, intimidating, threatening, or terrorizing another student or staff member. Cyber bullying includes but is not limited to, the following misuses of technology:

harassing, teasing, intimidating, threatening, or terrorizing another student or staff member by way of any technological tool, such as sending or posting inappropriate or derogatory email messages, instant messages, text messages, digital pictures or images, or website postings (including blogs). Bullying or cyber bullying behaviors have the effect of:

- Physically, emotionally or mentally harming a student or staff member;
- Placing a student or staff member in reasonable fear of physical, emotional or mental harm;
- Placing a student or staff member in reasonable fear of damage to or loss of personal property; or
- Creating an intimidating or hostile environment that substantially interferes with a student's educational opportunities.

How to report bullying:

Any student, employee or third party shall report a violation of this policy to the administrator or a staff member immediately. If a parent initiates the complaint, the administrator/designee will follow-up with the student. Information will be gathered by the administrator/designee to determine if the alleged bullying or cyber bullying conduct occurred. After gathering the information, the administrator will determine the need for further investigation or the appropriate intervention, including disciplinary action, to ensure that the conduct ceases.

A violation of this Policy will subject the offending student to appropriate disciplinary action, consistent with the school's discipline policy, which may include suspension, expulsion, or notification to the appropriate authorities.

ACADEMIC PROBATION

A cumulative unweighted grade point average of 2.0 (C average) is required for graduation. Any student that falls below a 2.0 cumulative GPA at any semester grading period will immediately be placed on academic probation. Student will be offered strategies to improve their GPA. Strategies will include opportunity for additional academic assistance through either teacher or peer tutoring. Grades will be monitored for the following 2 –3 weeks. If improvement is not evident, the student will be required to participate in a meeting that includes their parents to develop a plan of correction.

ACADEMIC INTEGRITY/PLAGIARISM, CHEATING

All schoolwork 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, this includes any and all uses of AI (artificial intelligence) to complete any aspect of assignments, unauthorized copying of software, unauthorized use of hard copy or software to develop one's own software. Faculty will have the responsibility 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 the Administrator, 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 the Administrator.

Cheating

Cheating is defined as and 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 teacher's instructions.
8. Using books and electronic information in generating an assignment in direct violation of teacher's instructions. This includes any and all uses of AI (artificial intelligence) to complete any aspects of assignments for a class.
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.
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 the Internet, 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 the Internet.
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.
7. Submitting a paper purchased from a research or term paper service, including, but not limited to the internet.

The official school consequences are listed below. In addition to those, the administration will refuse to write any letters of recommendation and will if necessary; notify the university if the incident should happen later in the academic year.

- First Offense – Student is given a zero on the compromised work. Student will be referred to administration for disciplinary action. Parent and student will sign a contract that notifies a second offense will lead to student being dropped from the course with an F.
- Second Offense – Student will fail the course and will be referred to administration for further disciplinary action with the possibility of expulsion.

HOMEWORK POLICY

The education of today's youth must be considered a team effort involving parents, students and teachers. Research shows that the most successful students, regardless of family income or ethnic background are those who have regularly structured homework time. Homework allows additional practice and reflection, reinforces skills, and provides practical application and time for additional research. Homework helps establish a basis for independent and life-long learning while the discipline of nightly homework creates a habit that will be beneficial throughout life.

It is our intent to require reasonable and constructive assignments that will contribute to the student's success in the classroom.

- Homework assignments are required and will apply to the student's grade.

- Students will record homework assignments in their agendas.
- Daily assignments/homework that are up to 2 days late will result in a 50% drop in grade; after 2 days, the student will receive a 0 for that assignment.
- Homework due during an unexcused absence or suspension will receive a failing grade.

It is not our intention that parents teach their teens; however, parental support and encouragement is essential for many students to be successful. The following have proven beneficial to both parents and students:

- Establish with your student that homework is a priority.
- Establish a regular homework schedule.
- Discuss, read and review assignments periodically.
- Listen to rehearsals of presentations.
- Review and discuss grades on completed assignments.

DETENTION

The purpose of detention is to provide a consequence to an inappropriate or unacceptable behavior. Students assigned detention for behavior may be assigned school service which includes cleaning or other assigned tasks during lunch. Students with continued behavior problems will be required to attend Saturday School and/or appear before a Board of Review as described in the discipline policy.

Saturday School

Saturday school sessions are scheduled throughout the school year. Students who are assigned Saturday school are required to perform school service on the assigned Saturday from 8:00 A.M. until 12:00 noon.

DISRUPTION/LOITERING ON SCHOOL GROUNDS

Students are expected to follow school rules and policies at all times when on school property. Students are allowed on school grounds ½ hour before school and ½ hour after school or at designated times for school events and functions with prior permission only by the staff. A Victory faculty member or an approved adult must be present whenever students are in the school.

ATHLETICS

Athletics Philosophy

Victory Charter High School believes that its athletic program helps promote the Harbor School Method philosophy of respect for others, which in turn promotes the best interest of our student athletes. We also believe that when athletics are run correctly, they add to the strength and foundation of education at Victory. Athletic competition provides situations that allow student athletes to better understand the importance of self-confidence, hard work, discipline, sacrifice and working together toward a common goal of reaching maximum potential as teams and individuals. Student athletes are also provided unique opportunities to develop new skills, learn the importance of practice and preparation, demonstrate good sportsmanship, develop leadership skills, and learn the ideals of fair play and ethical behavior that are necessary for competition and cooperation in our society. These ideals and character traits are all consistent with the Harbor philosophy.

Sportsmanship

Student athletes, coaches and parents are expected to demonstrate the highest level of respect for each other, opponents, opposing coaches, teachers, officials, spectators, and the community at large. Student athletes and coaches are expected to exhibit the highest level of conduct, both on and off the playing fields, as they are representing at all times their team, school, and community. Sportsmanship is defined by the Idaho High School Activities Association as: Those

qualities of behavior which are characterized by generosity and genuine concern for others. Further, awareness is expected of the impact of an individual's influence on other's behavior as well. To remind student athletes, coaches and spectators of our commitment to good sportsmanship, the following announcement will be read prior to all athletic contests:

> "Welcome to Victory Charter High School. The purpose of this activity is to provide positive learning experiences and opportunities for growth for these young people. We are pleased to host our guests from [visiting school]. This competition is being conducted according to the rules of the IHSAA. Student athletes, cheerleaders, coaches, parents and spectators can and are expected to assist in the promotion and achievement of good sportsmanship. Please take the personal responsibility of keeping this contest at a high level of fair, clean, wholesome competition."

We look forward to seeing you at Victory's games and cheering on the Vipers!

Athletics Requirements

Academic Eligibility

At Victory Charter High School, athletics support academics. Victory will follow the academic eligibility guidelines established by the Idaho High School Activities Association (IHSAA). Therefore, to be academically eligible for athletics, a Victory student must be enrolled fulltime and be on target to graduate based on State Board of Education graduation requirements. A student must have a cumulative, non-weighted grade point average of 2.0 or higher. During the previous semester, student athletes must have received passing grades and earned credits in the required number of courses. Equivalency is determined by the following criteria:

- Four (4) classes available must pass at least three (3)
- Five (5) classes available must pass at least four (4)
- Six (6) classes available must pass at least five (5)

Family Service, Community Service, Apprenticeships, and May Awards are not considered academic classes, and as such, those grades are not counted as part of the required number of classes passed to determine eligibility. Those grades are calculated into a student's overall cumulative grade point average (GPA) at the end of the spring semester to determine eligibility for the subsequent fall semester. A student who fails to meet all of the above criteria will be ineligible for extra-curricular activities for the next semester.

All students and parents will be required to show appropriate sportsmanship at all athletic events. Violation of General Conduct rules by students/parents/adults may warrant consequences based on severity and frequency of infraction at the discretion of the coach, activities' director, or principal. Consequences may include but are not limited to: playing time lost, game suspensions, and dismissal from the team, adults being banned from attending games home or away.

Sports offered at Victory Charter High School:
Fall – Cross Country Running (boys & girls), Volleyball (girls), *Swimming
Winter – Basketball (boys & girls), *Snowboard/Ski Club (boys & girls)
Spring – Track & Field (boys & girls)
*Non-sanctioned sports offered through local organizations or parent coordinators

ATHLETIC LETTERS

Athletic letters are awarded to those students who participate in Victory Charter High School sports and gain Varsity status. Athletes are required to attend a minimum of 80% of practices and games. Letters are awarded at the end of each sport's season or at the end of the year Athletics Awards Ceremony. Students have the option of purchasing a letterman's/ letterwoman's jacket.

SNOW CLUB

- Students in grades 6 – 12 are eligible for the Snowboard/Ski Team.
- The team will ski 6 consecutive Saturdays in January and February.
- Students may join the team for a nominal fee.
- Team members are entitled to a discount day ski pass on the days they participate with the team. This program does not include coaching or lessons.
- Students who participate in 3 or more Saturday sessions will be eligible to race in the Annual Dotty Clark Race following the season
- Students that participate in 3 Saturday races and Dotty Clark receive an athletic letter.

SPORTS DUAL ENROLLMENT (with the Nampa School District)

- Victory Charter School typically has a contract with the N.S.D. for dual enrollment for extracurricular sports not offered at Victory Charter High School.
- Students in IHSAA sanctioned activities will be marked present for IHSAA activities held during the school day.
- The IHSAA (Idaho High School Activities Association) does **not** allow students to participate in sports at other schools when those same sports are offered by Victory.

GENERAL INFORMATION

LOCKERS

Lockers will be assigned during the first week of school. Two students share one locker. Locker agreements will be signed by each student upon receipt of combination. Students may not under any circumstances add their own locks. Lockers may be opened and searched by school personnel at any time.

SCHEDULE OF CLASSES

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

FINAL EXAMS

The time periods will be altered during Finals week at the end of each semester. **Attendance during Final exams is mandatory. Students will not be allowed to take final exams early or to make up final exams if missed due to unexcused absences.**

ADMINISTERING MEDICATION

Students are not permitted to carry prescription or non-prescription medications at any time. If a student must take medication during the school day, these guidelines will be followed:

- All medications will be left with VCHS Registrar.
- The parent/guardian must submit a written request to the school if the medication is to be given during school hours. Specific directions for administering the medication and the parent/guardian's signature must be received before any medication is given to the student. The medication must be in the original container and the student's name and directions for administering the medication must be written on the container.

- **It is the student's responsibility** to come to the high school office at the appropriate time to take his/her medication, unless the student has a disability and is unable to do so.
- **Non-prescription medication, such** as Tylenol or Ibuprofen can be provided to students with parental permission. Parental permission may be provided by parent signature on the enrollment form.
- Students who are able to self administer specific medication may do so provided an authorization form is completed by the student's parents and physician. The form will be kept on file in the high school office.

COMPUTER, INTERNET, & E-MAIL USE

Computer usage is allowed for school related, educational or assignment-based use only. Prohibited uses of technology include, but are not limited to:

- Using computers to play computer games, visit chat rooms, instant message or use social networking tools such as TikTok, *Twitter,* SnapChat, Instagram, or *Facebook.com* at any time.
- Sending, receiving, displaying, or accessing defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, harassing, or illegal materials;
- Encouraging the use of, or promoting the sale of controlled substances or drugs;
- Any attempt to harm or destroy data of another user, the Network, any technology resource or any of the agencies or other computer network services that are connected to the Internet. This includes, but is not limited to, the uploading or creation of computer viruses;
- Any attempt to sell or offer for sale any goods or services that could be construed as a commercial enterprise, unless approved by the Board or their designee;
- Redistributing a copyrighted program or copyrighted material without the express written permission of the owner or authorized person or as provided by the fair use exception. This includes uploading and downloading of materials or software whether it is copyrighted or devirused;
- Invading the privacy of individuals, or revealing personal information of others or themselves, such as home address, phone number, etc.;
- Hacking or gaining unauthorized access to files, resources, or entities;
- Logging-in to the system using another user's account or password;
- Leaving an account open or unattended;
- Posting anonymous messages;
- Posting material authored or created by another, without his/her consent;
- Wastefully using resources, such as file space;
- Using the network while access privileges are suspended or revoked;
- Violating any local, state, or federal regulation or statute; or
- Altering computer equipment as set up by the system administrator.

Student and parent/guardian will review and sign computer/internet guidelines at the time of registration. Computer usage is frequently monitored. Computer use at Victory Charter is a privilege and not a right. Abuse of computer usage will limit or deny all computer privileges the school may take further disciplinary action.

BOOK/EQUIPMENT FEE/FINE RESPONSIBILITES

It is part of the vision of Victory Charter High School to develop habits of a responsible adult. Meeting personal financial obligations is regarded as an important attribute of a responsible adult and citizen. The personal responsibilities of students at Victory Charter High School include the prompt return of books and supplies in good condition, and prompt payment of all participation fees and fines. Students are responsible for their obligations and will be held accountable for

meeting them. In the event fines/fees are not resolved, written notification will be sent to parents/guardians. ***School Records/Transcripts will be held until arrangements are made.***

AUTOMOBILE USE AND PARKING

The right to operate an automobile on school grounds is a privilege and may be suspended or revoked when the safety of others demands it. The following driving regulations and parking procedures apply:

- Student parking is allowed in designated areas.
- All students must obey the maximum speed limit of ten (10) miles per hour while on the school grounds.
- Students are expected to drive slowly, carefully and attentively at all times while on school property or within the school zone surrounding VCHS.
- Students must have faculty permission to go to and from their cars during school hours and must carry a "pink slip" from the high school office to do so – including lunch.
- No student will be allowed to ride with another student or faculty to a school activity from school without permission of parent/guardian.

Any student reported to be driving recklessly by any VCHS staff member; student, parent or citizen will lose parking privileges for a time to be determined by the administration.

HEADPHONES / IPODS

Students are not allowed to wear headphones or listen to iPods **during school hours**. Headphones or iPods seen at school will be taken until after school. Students who consistently abuse this policy will have their headphones/iPods taken away **and the confiscated item will only be returned to the parents or guardian.**

ELECTRONIC COMMUNICATION DEVICES

Students, with permission of their parent(s)/guardian(s), may be in possession of an electronic device (i.e. cellular telephone, smart watch, gizmo) on school property. The devices must be turned off and kept in a student's locker or cubby during the school day. Use of devices shall be limited to the period before classes begin in the morning and after the student's last class in the afternoon.

Students are responsible for safeguarding the electronic devices they bring to school. The Charter School shall not be responsible for loss, theft, damage or destruction of electronic devices brought onto school property.

Students shall comply with any additional rules developed by the school concerning appropriate use of telecommunication or other electronic devices.

Students who violate this policy, including but not limited to students who have an electronic device on their person, or in their backpack, or bag, students who have an electronic device which isn't turned off, students who use an electronic device in a manner which violates confidentiality or privacy rights of another individual, (See policy 4305), will be required to turn in their electronic device, when they enter the school, at the front office each day school is in session for the remainder of the school year. Students who have violated this policy, and fail to turn in their electronic device when they enter the school, and are unable to have the device brought to the school within one hour of school start time, will be suspended for the day, and will be suspended until the phone is brought to school and turned in. Students who violate this policy will be required to come before the governing board for an expulsion hearing. Where appropriate, police authorities may be contacted.

Students who are required to turn in their phone, but instead turn in a second phone, a dummy phone, or anything else to give the appearance they have turned in their phone, when they have not, will be immediately suspended.

FUNDRAISERS

Fundraisers are an integral part of providing funds for students to participate in extracurricular activities. Fundraisers are expected to be put together by the student body. Both parents and students are needed for fundraising projects. Students are expected to take the initiative and find the events to work at, coordinate teams to participate, and then get approval from the ASB and Administration.

SOCIAL EVENTS AND DANCES

All fundraisers, after school events and dances must be submitted on an **Event Request Form** for approval by the Administrator or assigned designee a minimum of ***one (1) week*** prior to the event or sooner. All approved events must immediately be entered on the school calendar. Any changes to the initial proposal must be approved by the Administrator.

School-sponsored dances and events may be held solely on school property or sites approved by the administration. No school event will extend beyond 11:00 PM without Administrator approval. School dances and social affairs are carefully supervised and parents are welcome and urged to attend whether specifically invited as chaperones or not. A minimum of 3 adult chaperones will be present upon approval by the administration. No person may enter or stay in attendance at any school dance if they are suspected to have been drinking intoxicating drinks or under the influence of any narcotic substance. Students will be subject to disciplinary action if this arises. Students leaving the building during a dance or school function will not be permitted to re-enter unless previously approved and accompanied by an adult.

All guests must be approved 3 days prior to the event by submitting an approved "Guest Event Request" form. Guests must meet **all** of the following criteria in order to attend:

1. Guests must be grade appropriate (grades 9-12) or under 20 years of age;
2. Guest must be in “good standing” at their home school or place of employment;
3. Guests who are 19 years of age may be required to submit to a background check through the Idaho State Judiciary Repository;
4. Guest must present photo identification (school ID or driver’s license) at time of entry;
5. Guest must adhere to VCHS’s rules and regulations while at the dance;
6. Former students who have had significant discipline or attendance issues while attending VCHS may be excluded from the dance.

SCHOOL SPONSORED TRIPS

All school-sponsored out-of-town trips taken for the purpose of participation in any athletic event or educational endeavor shall be chaperoned by a member of the teaching or administrative staff. A student, who is not an active participant in the event, but has a reasonable purpose for attending may accompany the group with advance approval by the administrator. Organizations that plan to attend out-of-town events when it is necessary to leave during the school hours must receive written administrative approval. Any educational trips, which are not sponsored by the school, must have prior written approval from the Administrator for the absence to be excused. Students participating in school activities where buses are used for transportation may not go or return by private means without administrator approval. All baggage and personal effects may be opened and searched by school personnel before or during the trip.

GYMNASIUM

Use of the gymnasium and equipment outside of regular school hours must be supervised by an adult and approved by the administrator. Use of the gymnasium during lunchtime is prohibited without approved adult supervision.

SCHOOL EQUIPMENT AND VICTORY MUSIC ROOM

All school equipment is off limits during non-class hours unless instructor gives prior written permission**.** The music room at Victory is also off limits unless students are supervised by a Victory staff member.

VIDEO SURVEILLANCE

Victory Charter School utilizes video surveillance on school property to ensure the safety of students, employees and visitors and to safeguard school facilities and equipment.

CAMPUS VISITS

Victory Charter High School visitors are required to check in at the front office concerning their business. Students who wish to bring visitors and guest speakers to the school should proceed through appropriate teacher and get permission of the administrator or her designee at least one week prior to the visit. Parents that wish to speak with students during school hours are asked to proceed through the high school Registrar. **Parents that need to speak with teachers are asked to set an appointment in advance.** Victory Charter tours can be arranged through the front office. Parents of students may observe in the classroom, but are asked to respect classroom procedures and speak with student or teachers outside of class time. Prior approval for observation must be made at least one week in advance thru the Administrator.

CLOSED CAMPUS

Victory Charter High School is a closed campus. Students will be required to stay on campus during the lunch periods unless approved by the staff and administrator on the off-campus lunch list for Fridays only. Parents/guardians may visit at any time, but must check in at the office. **Teachers may only be visited during pre-arranged appointments or preferably after school. Students may not bring visitors to school. Non-attending students are not allowed on campus during school hours.**

Students are not permitted to go to their cars without faculty approval and a signed note. Students who leave the school grounds after arriving at school will be considered truant and subject to the consequences of the truancy policy. Students may leave the school campus to go to a pre-arranged or pre-approved appointment or if other exceptional or emergency circumstances exist provided that written or verbal notice has been received from the parent prior to the intended absence and the student signs out in the high school office.

SCHOOL DELIVERIES/BIRTHDAYS

Victory Charter School does not recommend flowers/balloons being sent to school as the flowers will not be delivered to the student by the school during the school day. The school does not take responsibility for getting the flowers or balloons to the student.

SCHOOL LUNCH PROGRAM

Victory Charter High School provides a variety of wholesome lunches to students. Lunch prices will be set annually. USDA Reduced/Free lunches are available. Applications are online, nutricloud.com. Lunch fees may be paid directly to lunchroom staff or through My School Bucks. Parents are encouraged to maintain a balance on their student's accounts. The lunch program highly recommends that each household use the free "My school bucks" App to apply money to your students' lunch accounts, to receive notice when the account is getting low, and to have 24 hour access to lunch account balances. You may apply funds to your students' accounts with a credit card, debit card, or an electronic check for a fee per transaction, (you may include numerous students in one transaction). Students will remain on campus during lunch unless he/she has achieved off-campus privileges on periodic Friday's only.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

(1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary
for Civil Rights 1400
Independence Avenue, SW
Washington, D.C. 20250-9410;

(2) fax: (202) 690-7442; or

(3) email: program.intake@usda.gov.

This institution is an equal opportunity provider.

EMERGENCY SCHOOL CLOSURES / SNOW DAYS

In the event of inclement weather or building impairment, which make the building or road conditions unsafe, the following procedures will be followed:

- The administrator will notify the radio stations and the TV stations of any school closure or late start.
- The stations will begin announcing closure information at approximately 6:15 a.m. On late start days, all buses can run up to 60-90 minutes late.
- **An alert will be sent to the parent emails and text numbers on file, notifying of a school closure, early release or late start, as soon as that has been determined.**

WITHDRAWAL PROCEDURES

Any student leaving VCHS for any reason during the school year should do the following:

- Provide a written request from the parent/guardian to the VCHS Registrar stating that the student is withdrawing from school, and the reason for the withdrawal.
- Withdrawal grades will be available within 3 school days following the exit interview.

SCHOOL INSURANCE

Victory Charter High School is not responsible for accidents involving students while attending school, or school-sponsored extracurricular activities. Students are covered when they ride the school buses. Students are protected while traveling on chartered buses or regularly scheduled common carriers by the liability of those carriers. Victory Charter High School does not assume any financial responsibility for medical or hospital expense incurred because of athletic injuries. Athletics are voluntary programs in which the student may participate if he/she so desires; but he/she does so at his/her risk of injury.

HIGH SCHOOL OFFICE RULES

The high school office is often used as a classroom. Students must be working independently and quietly at all times. Any student found to be disruptive while in the high school office will be asked to return to their assigned classroom.

STUDENT GOVERNMENT

Student input through student government can be a valuable asset to the total education process. As an auxiliary unit it can lead to a smoother functioning of a comprehensive high school. Involvement in student government can assist in the augmentation, supplementation and implementation of organizational policy. In no way does this imply that this functional involvement is to be legislative in nature, purpose, or intent, nor does it in any way negate the authority of the administrator or staff.

Eligibility requirements:

- Candidates must complete an application packet containing at least three (3) different signatures of current staff.
- Candidates must have a cumulative grade average of 3.0 or above and received no F's.
- Candidates must have no prior violations of any serious law, including vandalism, and no prior serious violations of school policies.
- Candidates must adhere to the Victory Charter attendance standard of 96%.
- Candidates must be current with all service hours.

ACTIVITIES ELIGIBILITY POLICY

Victory Charter High School will follow all current and subsequent eligibility requirements as set forth by the Idaho High School Activities Association (IHSAA). All students wishing to participate in extracurricular activities must meet the eligibility requirements. Student participants in all extracurricular activities, including athletics, will uphold and comply with training policies, which are designed to allow the maximum benefit from participation in the extracurricular activities. Student participants will not have in their possession or use tobacco, alcohol, illegal drugs and/or paraphernalia. Any student involved with any of these substances or items may be suspended or expelled from all participation in contests for a period of time determined by the appropriate staff members. A student suspended from athletics may not dress down with the team nor travel with the team to away contests during the period of suspension.

PARTICIPATION IN SCHOOL ACTIVITES (During school hours)

When students participate in school-sponsored activities during the school day and miss classes they must meet additional eligibility requirements. Schools are provided primarily to educate students through the classroom curriculum and instruction. As such, it is expected that students will first be responsible for the requirements of the classroom. Extra-curricular opportunities are a natural extension of classroom activities and student participation is encouraged as long as it doesn't interfere with the primary function of the school. A student must attend at least four class periods the day of an activity or athletic event when classes are in session. Failure to attend school will make the student ineligible for participation. A student who is truant one or more periods in a day will be ineligible for participation in extra-curricular and co-curricular activities that day. Exceptions to this policy are school excused absences and/or other extraordinary circumstances that are arranged in advance with the administrator.

STUDENT ACTIVITY FEES

Students may purchase a student ASB sticker which will be attached to the back of their student ID card. ($40.00). Students are encouraged to purchase their stickers during August registration or at enrollment. The stickers will prove that they are a Victory High School student and will permit

them into home games free of charge. All extra-curricular activity participants are required to purchase an ASB sticker.

GRADUATION / GRADES/ SCHEDULES

REQUIREMENTS FOR GRADUATION

To graduate from Victory Charter High School, a student must successfully complete a minimum of forty-six (46) semester credits, including a minimum of:

- 36 credits in the core classes;
- 10 credits of electives

In addition to the forty-six semester credits, students must also complete the following:

- 4 credits of Internships;
- 8 credits of service hours (2 for each year of attendance at Victory);
- .5 credit of Speech Symposium for each year at Victory;
- Successful completion of a Senior Project; Seniors present March 18, 2027. This is an attendance day added to their calendar.
- Students must also take the ACT, SAT, by the end of 11th grade.
- Pass Civics exam with at minimum of 70%
- Next Steps Advising Requirements – Idaho Advanced Opportunities Pathway

Required core classes:

English (8 credits)	Math (6 credits)	U.S. History (3 credits)
Science (6 credits)	Speech (1 credit)	Government (2 credits)
Foreign Language (4 credits)	Economics (1 credit)	Life Skills (1 credit)
Health (1 credit)	Business Computer App (2 credits)	
Personal Finance (1 credit)		

QUALIFICATIONS FOR COMMENCEMENT CEREMONY

Only those seniors who have completed ALL the requirements for a diploma will be allowed to participate in the graduation commencement ceremony. All family teamwork and community service hours, apprenticeships and all online courses (including the final) must be completed by May 14, 2027, in order to count for graduation**.** To graduate a student must: earn an unweighted cumulative grade point average (cumulative G.P.A.) of 2.0 ("C" average). *Credits toward graduation requirements cannot be counted more than once for meeting the minimum requirements.*

CLASS STANDING

Sophomore: A student who has successfully completed at least twelve (12) credits by the opening day of school has earned sophomore class standing. Six of these credit must be in English, Math & Science.

Junior: A student who has successfully completed at least twenty-four (24) credits by the opening day of school has earned junior class standing.

Senior: A student who has successfully completed at least thirty-six (36) credits by the opening day of school has earned senior class standing.

Credits for Community and Family Service, Apprenticeships, and Speech Symposium are not counted in determining class standing.

DETERMINATION OF CLASS RANK

A valedictorian will be selected based on the highest weighted cumulative GPA at the end of the first semester of senior year. Valedictorians and Salutatorians must have completed a minimum of seven (7) semesters at Victory Charter High School. Determination of class rank shall be accomplished following the method recommended by the National Association of Secondary

School Principals. *Students completing College Credit courses meeting the criteria set out on page 25 of this Handbook (Concurrent College Courses), receive a weighted scale; therefore, a GPA higher than a 4.0 is possible.*

SCHEDULES / CHANGES

Registration will be held prior to the start of each school year with upperclassmen being provided first choice of classes. Schedule changes will be permitted only under the following circumstances:

- Classes may be dropped within the first five (5) days of the semester with approval of the teacher and administrator. A student who drops a class after the allowable time period may be subject to a failing grade in this course for the semester.
- Misplacement (the student has not had enough preparation for the material).
- Student must take or retake a different class in order to meet a graduation requirement.

OPEN CLASSES

Open or study hall classes are not an option for VCHS students. Students must carry a minimum of 6 courses per semester. Seniors may choose a shortened schedule if they have sufficient credits necessary for graduation, but must attend a minimum of 5 consecutive classes each day.

FAILURE OF COURSES

A student may only fail 1 semester course. At that time, they will be placed on Academic Probation for the rest of their high school career. If a student fails a 2nd course, they will lose their seat at Victory Charter High School. Students who fail a core course at Victory will not be allowed to re-take the course at Victory. The following options apply for the failed semester class:

- Re-take course through independent study from an approved online school at parent expense; or
- Re-take course through a public school district summer school at parent expense.

Students must provide proof of a passing grade prior to returning in the fall.

REQUIRED ATTENDANCE OUTSIDE CLASSTIME

Some Victory Charter School courses require students to attend practices, performances and/or events after school, on evenings or weekends, as a part of the curriculum. Failure to attend as required will have an impact on the student's grade.

DUAL ENROLLMENT

Victory Charter School students may be allowed to dual enroll in classes at Liberty Charter School under the following criteria:

- The course is not available at Victory Charter School;
- Liberty Charter students have priority for enrollment in Liberty classes;
- Enrollment is available for Victory students with seniors having first priority and juniors second priority;
- Victory students that dual enroll at Liberty are required to exhibit the highest standards of behavior and academic performance. Students who are discipline problems while at Liberty and/or do not turn in assignments as required will forfeit the privilege of being able to dual enroll.
- Liberty teachers are available to Victory parents at fall and spring parent/teacher conferences and will also communicate to Victory parents through class emails. Liberty teachers are not responsible for additional parent meetings or conferences. It is the student's responsibility to make sure he or she understands course requirements and to communicate with the teacher concerning those requirements.

Dual enrollment is a privilege and the privilege can be revoked at any time by the administrator of either Liberty or Victory.

CONCURRENT CREDIT COLLEGE COURSES

All Concurrent Courses with Northwest Nazarene University, College of Western Idaho, or Boise State University, or any other Idaho college may be given a weighted GPA. If a student receives an "A" they will get 5 points, "B" – 4 points, "C" – 3 points. There is no weighted grade for a "D". In order for a student to receive a weighted GPA on his/her transcripts, the following must be met:

- Entire course must be attended and completed
- Earn an A, B , or C in the course
- Concurrent Credit tuition IS ultimately the responsibility of the parent/student
- Students are responsible for registering for dual credit classes and associated state funding
- Attendance policy from the accredited university will be upheld. This attendance policy may differ from Victory Charter's attendance policy.

ELIGIBILITY CRITERIA FOR DUAL CREDIT STUDENTS

Be at least 16 years old or have successfully completed at least one-half of the high school graduation requirements as certified by their local school district/home school administrator
Maintain a minimum 3.0 GPA
Meet the prerequisites/placement requirements of a course and have instructor permission
Obtain permission of high school administrative representative and signature of parent/guardian

GRADING SYSTEM

Teachers will utilize the following standards to evaluate student's semester/quarter grades, based on achievement of course objectives (benchmarks), quality of work, and attendance.

90-100%	**A**
80-89%	**B**
70-79%	**C**
60-69%	**D**
Below 60%	**F**

REPORT CARDS

Students will receive a formal copy of quarter, and semester grade reports. Parents are encouraged to attend Parent/Teacher Conferences at the end of 1st and 3rd quarters to pick up Progress Reports and meet with teachers about each student's progress and participation. Semester report cards are mailed to parents. Parents are encouraged to access their student's PowerSchool records regularly. Parent passwords are given out at registration and available from their high school secretary and parents may email teachers through PowerSchool. Weekly or monthly progress notes will be sent home with students if teachers or parents feel it is necessary. Parents will be notified a minimum of 2 weeks prior to grade reports if a student is failing a class.

TRANSCRIPTS and LETTERS OF RECOMMENDATION

Victory Charter High School sends out transcripts and letters of recommendation for colleges and special vocational schools for senior students or graduates. Request forms can be picked up in the High School office. A minimum of one week advance notice is required.

INTERNSHIPS

In an effort to help students develop excellent work skills and to provide "real work" opportunities, VCHS includes an Internship Requirement. This is an excellent opportunity for students to explore career options and work situations. An internship enables students to make contacts and develop areas of interest that might become career opportunities after high school. The foundations of the Internship Program begin in the Life Skills course during their freshman year. The coordinator will meet individually with students during their sophomore year to assist them as needed in

making contacts, establishing objectives, monitoring progress, and completing required work. The internship program requires students to exhibit a high level of responsibility and independence. **Contracts must be signed to begin internship. Any internship started without the contract signed, will be transferred to community service**. Victory does not provide transportation for the internship program. Internship may be completed during the school year (outside of school hours) and during breaks. Students must complete an internship program for each year in attendance grades 10-12 for a total of 120 hours as follows:

- 30 hour internship - Sophomore (1.0 credit) or 3 – 10 hour job shadows
- 30 hour internship - Junior (1.0 credit)
- 60 hour internship - Senior (2.0 credits)

FAMILY SERVICE & COMMUNITY SERVICE HOURS

VCHS students are required to complete 50 hours of Family Service and 50 hours of Community Service each year. Hours must be turned in with dates; appropriate detail describing tasks, and have appropriate signatures. Parents may sign for Family Service hours. Community Service hours must be signed by the individual the student worked for**.** Service hours must be non-paid and should not directly benefit the student in any material way. Students will be issued a grade at the end of the second semester that will be applied to their transcripts. The breakdown for grades received is as follows:

50 hours	A
45-49 hours	B
40-44 hours	C

In order to meet graduation requirements, the minimum number of service hours a student must complete for each category is 40 hours per year of attendance at VCHS. If a student turns in less than 40 hours for a year, they will receive an F on their transcript and will be placed on academic probation as stated in Policy 2610. They will be required to make up the missing hours before returning the following year and the grade they will receive is limited to a C on their transcripts. The grade a student would otherwise receive, will be reduced by a full letter grade if service hours are turned in late.

NATIONAL HONOR SOCIETY

The PSI OMEGA CHAPTER of the National Honor Society inducts new members each spring. To be eligible for NHS, a tenth, eleventh or twelfth grade student must meet the following requirements:

- Have a cumulative grade point average of 3.8 weighted GPA or better
- Have all community service hours submitted and up to date (including 50% of the current year's requirement)
- Show leadership within the school or community
- Demonstrate good character

Eligible students are notified in February. A list of students who meet the above requirements is then presented to the staff, administration, and honor society advisor; who will evaluate students based on the criteria above. Students who, at any time, fail to meet the criteria listed will be removed and cannot regain membership until the following school year.

HONOR ROLL

Victory Charter High School students will be included on the Honor Roll if:

- The student is enrolled in a minimum of four courses where a letter grade is given; and
- The student achieves a minimum grade point average of 3.5 for the semester.

MAY AWARDS & PRESENTATION NIGHTS

Each student is expected to make a presentation at the end of each year about a meaningful VCHS experience for May Awards. Each class (9-12) has a specific presentation night and **participation is mandatory**. These events are nights of recognition, reflection, and celebration. Presentation night is an opportunity for parents and the community to see all the wonderful accomplishments of VCHS students. Presentations are a part of the charter and are **required** for every VCHS student**.**

Presentations must:

- Be reflective
- Focus on academic or school related topics
- Include visuals / power point
- Must be memorized and well presented
- Student will be allowed to use 1, 3 X 5 card
- Be 3 minutes in length
- Students are to be respectful to fellow students and will refrain from talking during student presentations.
- Students must be dressed in semi-formal attire. Boys must wear a tie, slacks and a button up shirt. Girls must wear dress slacks, skirts or dresses.
- Students will receive 1/2 credit and a grade with satisfactory completion of ***all presentation requirements***.

Awards

- Student of the Year/Nominees (12th grade only)
- Math/Science Student of the Year (12th grade only)
- Service Student of the Year (12th grade only)
- Outstanding Attitude and Effort Award in each subject (all grades)
- Perfect Attendance (all grades)

VICTORY CHARTER HIGH SCHOOL

Parent/Student Policy Agreement

All school policies are located on the school website, victorycharterschool.net. The following policies require annual notification to parents and students:

2140 – Student and Family Privacy Rights

2320-Health and Sex Education

2425 – Parental Rights

3265-Electronic Communications Devices

3270 – Charter School-Provided Access to Electronic Information, Services and Networks

3270P – Acceptable Use of Electronic Networks

3280-Equal Education, Nondiscrimination and Sex Equity

3295-Hazing, Harassment, Intimidation, Bullying and Cyber Bullying

3320-Substance and Alcohol Abuse

3330-Student Discipline

3335-Academic Honesty

3415 – Participation in inappropriate year-end activities

3500 – Student Health/Physical Screenings/Examination

3500F-Notice of Health Services

3530-Suicide

3555 – Student Pickup From School

3560-Video Surveillance

3570F1 – Notifications to Parents and Students Concerning a Student's School Records

3570-Student Records

3576-Student Data Privacy and Security

4305-Recording on School Property

4420F1 – Letter to Parents regarding Visits to School by Sex Offender

5120-Equal Employment Opportunity and Non-Discrimination

8200 – Local School Wellness

STUDENT POLICY AGREEMENT

Name: _____
(Please print)

My parents/guardian and I have read the Victory Charter High School Student Policy Handbook/Agenda and understand that I am responsible for upholding the policies stated in this handbook and those policies listed above I also understand that I will be held responsible for the contents of this handbook whether I have read it or not.

Student Signature _____Date_____

PARENT/GUARDIAN POLICY AGREEMENT

As the parent or guardian of this student, I have read the Victory Charter High School Student Policy Handbook/Agenda including the policies listed above Understanding that there are many educational choices, by enrolling my student at Victory Charter School and signing below, I am acknowledging my understanding and support of the Harbor School philosophy and policies and I will support the philosophy and policies with my student at home and in all my interactions with the school staff and administration.

Parent/Guardian:_____
(Please print)

Signature:_____ Date:_____

Parent/Guardian:_____
(Please print)

Signature:_____ Date:_____

Please sign and return to the high school office with enrollment information.

INTERNET ACCESS CONDUCT AGREEMENT

Every student, regardless of age, must read and sign below:

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

User's Name (Print)_____ Home Phone: _____
User's Signature: _____ Date: _____
Address: _____
Status: Student ____ Staff ____ Patron ____
I am 18 or older _____ I am under 18 ____

If I am signing this policy when I am under 18, I understand that when I turn 18, this policy will continue to be in full force and effect and agree to abide by this policy.

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

Parent / Legal Guardian (Print): _____
Signature: _____
Home Phone: _____ Address: _____
Date: _____
This Agreement is valid for the 2026-2027 school year only.