

IDAHO HILL ELEMENTARY SCHOOL

2026-2027

PARENT AND STUDENT HANDBOOK



“Where Everybody is Somebody”

402 E. 3rd Street S.

Oldtown, ID, 83822

(208) 437-4227 Fax (208) 437-2290



OFFICE HOURS

7:00 a.m. to 4:00 p.m. Monday - Thursday



DAILY STUDENT SCHEDULE

7:45 a.m.- 3:10 p.m. Monday - Thursday

IMPORTANT TELEPHONE NUMBERS

Idaho Hill Elementary.(208) 437-4227

Principal: Loretta Glazier

Secretary: Camie Kielkowski

Other District Schools

Priest River Elementary. (208) 448-1181

Priest Lake Elementary.(208) 443-2555

Priest River Lamanna Junior/Senior High....(208) 448-1211

District Office

Superintendent: Kim Spacek.(208) 448-4439

Special Education Director:(208) 448-4439

Other Important Numbers

Bus Shop:(208) 448-2451

Food Service(208) 448-4439

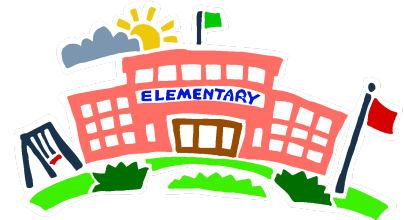


TABLE OF CONTENTS

Welcome/Staff	4-6
Nondiscrimination Statement	6-7
FERPA Information	7
Enrollment	7-9
Curricular/Instruction Policies	9-14
Title 1 Information	15
Attendance	16-19
Behavior	20-21
Safety Procedures	22-27
Miscellaneous Information	27-28
Family Engagement	29
District/School Nutrition	30-31
School Programs and Resources	32-34
District/School Assessments	34-36
Special Services	36
Important Dates	37
Student Calendar	38

WELCOME FROM THE PRINCIPAL

Dear Students, Parents, and Guardians,

Welcome to Idaho Hill Elementary! We are honored to partner with you in your child's education and excited to have you as part of our school community.

At Idaho Hill Elementary, we believe every student can achieve at high levels when provided with strong instruction, meaningful support, and opportunities to grow. Our commitment to academic excellence is reflected in the high expectations we hold for all students. We strive to create engaging learning experiences that challenge students to think critically, work hard, and take pride in their accomplishments. Whether students are learning to read, mastering math concepts, exploring science, or developing problem-solving skills, our goal is to help every child reach their fullest potential.

While academic achievement is a top priority, we also recognize that education extends beyond the classroom. We are equally committed to helping students develop strong character and citizenship skills. We believe that respect, responsibility, kindness, and integrity are essential qualities that contribute to success in school and in life.

This year, we will place a special emphasis on manners and respectful interactions. Simple courtesies such as saying "please" and "thank you," listening attentively, using respectful language, and treating others with kindness help create a positive school culture where everyone feels valued and welcomed. Good manners demonstrate respect for ourselves and others and are an important part of becoming responsible citizens.

Our staff works diligently to create a safe, supportive, and inclusive environment where students are encouraged to do their best academically while developing the character traits necessary to become productive members of their communities. We know that the strongest educational partnerships occur when schools and families work together, and we encourage open communication and active involvement throughout the school year.

Thank you for entrusting us with your child's education. We look forward to a successful year filled with learning, growth, and achievement. Together, we will help our students develop the knowledge, skills, character, and confidence they need to succeed.

Welcome to Idaho Hill Elementary!

Warmly,

Loretta Glazier

Principal

2026-2027 IDAHO HILL ELEMENTARY STAFF

NAME	POSITION	CONTACT
Loretta Glazier	Principal	lorettaglazier@sd83.org
Camie Kielkowski	Secretary	camiekielkowski@sd83.org
Mikell Zimmerman	Counselor	mikellzimmerman@sd83.org
Angela Raffety	Kindergarten Teacher	angelaraffety@sd83.org
Savanna Bowman	Grade 1 Teacher	savannabowman@sd83.org
Nancy Gregory	Grade 2 Teacher	nancygregory@sd83.org
Shannon Morris	Grade 3 Teacher	shannonmorris@sd83.org
Retta Knapp	Grade 4 Teacher	rettaknapp@sd83.org
Sarah Fahey	Grade 5 Teacher	sarahfahey@sd83.org
Jodi Miller	Grade 6 Teacher	jodimiller@sd83.org
Kai Bowman	Special Education Teacher	kainoahbowman@sd83.org
Jennah Carpenter	PE Teacher/Intermediate Math Interventionist	jennahcarpenter@sd83.org
Lucy French	Art Teacher	lucyfrench@sd83.org
Michelle Wendle	Music Teacher	michellewendle@sd83.org
Sonja Sheck	Title 1 Paraprofessional/Playground Aide	sonjasheck@sd83.org
Marie Crossley	Library Tech/STeAM Paraprofessional	mariecrosley@sd83.org
Ciarra Benton	Title 1 Paraprofessional	ciarrabenton@sd83.org
Sammye Sevy	SPED Paraprofessional	sammyesevy@sd83.org

Susan Peterson	Kitchen Staff	susanpeterson@sd83.org
Mary Rife	Kitchen Staff	maryrife@sd83.org
Nikki Lindor	Custodian	nikkilindor@sd83.org

NEW STUDENTS TO WEST BONNER COUNTY SCHOOL DISTRICT

NONDISCRIMINATION STATEMENT

EQUAL EDUCATION, NONDISCRIMINATION, AND SEX EQUITY

Equal educational opportunities shall be available for all students without regard to race, color, national origin, ancestry, sex, ethnicity, age, language barrier, religious beliefs, physical and 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 the district Title IX Coordinator. An individual with a complaint alleging a violation of this policy shall follow the Uniform Grievance Procedure (Policy 3210).

In compliance with federal regulations, the District will notify annually all students, parents, staff, community members, and unions or professional organizations the District holds a collective bargaining agreement with this policy and the designated coordinator to receive inquiries. Notification, which will be included in all handbooks, shall present the name and locations of the coordinator, as well as a statement that the District will provide equal access to the Boy Scouts and other designated youth groups.

The District will not tolerate hostile or abusive treatment, derogatory remarks, or acts of violence because of disability against students, staff, or volunteers with disabilities. The District considers this behavior to constitute discrimination on the basis of disability in violation of State and federal law.

FERPA INFORMATION

STUDENT INFORMATION: RIGHT TO PRIVACY

As per policy 3570 & 3570F, our District follows FERPA laws with regard to releasing student information. Therefore, we must have your permission in order to release information to the public in any form including, but not limited to: District or school newsletters, local newspapers/TV stations/radio stations, and District or school websites. A **Parent Objection to Release of Directory Information** Form will go home with every student to complete. **We will assume information is allowed to be released if the form is not returned.**

INSPECTION & REVIEW OF STUDENT RECORDS

Parents, and legal guardians, have the right to inspect the school records of their children. The school is required by federal law to make these records available to the parent within 45 days of their request.

You may inspect all records, including academic, attendance, testing and health. These records are on file at the school office and the special education classroom and/or the central special education office. All special education records are maintained for five years after a student exits the school system. The cumulative file and attendance records are maintained permanently. You can request an explanation or interpretation of the records, and you may obtain a copy of the records at the cost of ten cents per page.

You may have a representative inspect and review the records but only after the district receives written permission from you. You may request amendment of the records if you believe that information is inaccurate, misleading, or violates the privacy or other rights of the student. You may initiate a due process hearing regarding the content of the student records. You will be notified if the records from special education (i.e., Individualized Instructional Plan, test booklets, etc.) are being destroyed while in attendance. If a record contains information about more than one child, you may review only information relating to your child(ren) or be informed of that specific information.

The district will release the school records of your student(s) to schools and other agencies only upon receipt of your written request, specifying the records to be released, for what reason, and to whom they are to be released. Records will also be released when required by legal order or subpoena. Please contact the building secretary for the "Release of Information" form.

This is a summary of your rights to inspect and review records. A full text of these regulations is available at the West Bonner County School District Office, 134 Main St., Priest River, Idaho 83856

ENROLLMENT

IDENTITY & BIRTH INFORMATION VERIFICATION

Idaho legislation requires West Bonner School District to verify the identity and birth information of every student in our District. In order to do so, a **state certified copy of the student's birth certificate or other reliable proof of birth date is required** to be presented within 30 days of enrollment. Other acceptable alternatives to a birth certificate are a passport, visa, or other government documentation of the child's identity. These documents must be accompanied by an affidavit explaining the inability to present a copy of the birth certificate.

IMMUNIZATION LAW

Any child attending preschool through grade twelve of any public, private or parochial school shall be immunized. **Students may not enroll in school until parents provide school personnel with proof that these immunizations have been received.** Parents may provide laboratory proof of immunity in lieu of receiving any/all of the immunizations. Please contact your healthcare provider for more information. In addition, per Idaho Code 33-4802, parents may claim an exemption to any/all of the required immunizations for medical, religious, or philosophical reasons by requesting an Idaho Certificate of Immunization Exemption form. **Immunizations can be obtained through** Panhandle Health in Sandpoint at 208-263-5159 **or** Tri County Health in Newport at 509-447-3131

Children born after September 1, 2005: 5 – Dtap, 4 – Polio, 3 – Hep B, 2 Varicella (chickenpox) 2 Hep A, and 2 – MMR

Children born September 1, 1999 through September 1, 2005: 5 – Dtap, 3 – Polio, 3 – Hep B, and 2 – MMR

Children moving up to 7th grade must meet the following minimum immunization requirements in addition to school entry requirements: 1 –Dtap, 1 Meningococcal

OPEN ENROLLMENT

33-1409. MEASURING AND REPORTING CAPACITY. (1) Every school district must determine maximum enrollment for each grade-level. The district will use the maximum enrollment to determine space available for transfer applications. For secondary grades, a district may use core classroom size per grade level as the standard to determine maximum enrollment.

(2) Not less than four (4) times during the school year, every school district shall publicly post on its website the space available at each grade-level and at each school. Space available shall be determined by comparing the maximum enrollment to the number of pupils actually enrolled. A school district that does not meet the minimum sample size necessary to prevent unlawful release of personally identifiable student data established pursuant to subsection (5) of this section is not subject to the publication requirements pursuant to this subsection.

(3) Not less than four (4) times during the school year, every school district shall report to the state reporting system the space available at each grade-level, school, and in each program, the number of transfer applications, the number of accepted transferred pupils, and the number of denied applications.

(4) By September 1 each year, the state board of education shall collect, analyze, and publish to its website the capacity and transfer data from each school district from the previous year. The report shall include the number of participants, the number of denied applications, and other relevant information. The state board of education shall also report this information to the legislature no later than February 1 of each year.

(5) The state board of education shall not publish or release data of a school district if the number of students who applied for a transfer is less

than the minimum sample size necessary for prevention of the unlawful release of personally identifiable student data. The state board of education shall establish the minimum number of students necessary to meet the requirements of this subsection.

History:

[33-1409, added 2023, ch. 156, sec. 6, p. 424.]

CURRICULAR/INSTRUCTION POLICIES

MINUTE OF SILENCE

In accordance with Idaho Code (I.C. 33-1639), Idaho Hill Elementary will observe a daily minute of silence for a minimum of sixty (60) seconds at or near the beginning of each school day.

During this daily routine, **every student is required to remain completely silent and refrain from any distracting displays** that could impede or disrupt others.

Students are encouraged to utilize this minute for personal, quiet choice—including reflection, meditation, prayer, or any other silent, non-disruptive activity. The classroom teacher will maintain a quiet respectful environment while being strictly prohibited from instructing, directing, or guiding students on the nature or content of their silent reflection.

As part of our commitment to and partnership with families, parents and legal guardians are formally notified of the daily moment of silence. We encourage you to discuss this daily period with your child and provide them with guidance on how they might best utilize this quiet time (whether for personal reflection, goal setting, mindfulness, or prayer) in accordance with your family's values.



ACCEPTABLE USE OF ELECTRONIC NETWORKS

All use of electronic networks shall be consistent with the District's goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. These procedures do not attempt to state all required or proscribed behaviors by users. However, some

specific examples are provided. **The failure of any user to follow these procedures will result in the loss of privileges, disciplinary action, and/or appropriate legal action.**

TERMS AND CONDITIONS

1. Personal use of computers by students that is consistent with the District's educational mission may be permitted during class when authorized by the teacher. Personal use of District computers and networks outside of class must comply with District policy.
2. Privileges – The use of the District's electronic networks is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. The system administrator (and/or building principal and/or Internet Safety Coordinator) will make all decisions regarding whether or not a user has violated these procedures, and may deny, revoke, or suspend access at any time. His or her decision is final.
3. Unacceptable Use – The user is responsible for his or her actions and activities involving the network. Some examples of unacceptable uses are:
 - a. Using the network for any illegal activity, or to access websites encouraging illegal activity including violation of copyright or other contracts, or transmitting any material in violation of any U.S. or state law;
 - b. Accessing information pertaining to the manufacture of weapons;
 - c. Accessing uses that cause harm to others or damage property;
 - d. Unauthorized downloading of software, regardless of whether it is copyrighted or devirused;
 - e. Downloading copyrighted material;
 - f. Using the network for private financial or commercial activities;
 - g. Wastefully using resources, such as file space;
 - h. Hacking or gaining unauthorized access to files, resources, or entities; uploading a worm, virus, or other harmful form of programming;
 - i. Invading the privacy of individuals, which includes the unauthorized disclosure, dissemination, and use of information of a personal nature about anyone;
 - j. Using another user's account or password or some other identifier that misleads message recipients into believing that someone other than you is communicating;
 - k. Posting material authored or created by another, without his/her consent;
 - l. Posting anonymous messages;
 - m. Using the network for commercial or private advertising;
 - n. Accessing, submitting, posting, publishing, or displaying any defamatory, inaccurate, abusive, obscene, nudity or near nudity, profane, sexually oriented, threatening, racially offensive, harassing, bullying or illegal material;
 - o. Using the network while access privileges are suspended or revoked;
 - p. Promoting political, personal, or religious causes in a way that presents such opinions as the view of the District;
 - q. Disclosing identifying personal information or arranging to meet persons met on the internet or by electronic communications; and
 - r. Any other unacceptable uses as outlined in District Policy 3270.

CONSEQUENCES FOR UNACCEPTABLE USE OF TECHNOLOGY

- First offense - warning
 - Second offense - revocation of 8 days
 - Third offense - revocation remainder of school year
4. Network Etiquette – The user is expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:
 - a. Be polite. Do not become abusive in messages to others.
 - b. Use appropriate language. Do not swear or use vulgarities or any other inappropriate language.
 - c. Do not reveal personal information, including the addresses or telephone numbers, of students or staff.
 - d. Recognize that electronic mail (e-mail) is not private. People who operate the system have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.
 - e. Do not use the network in any way that would disrupt its use by other users.
 - f. Consider all communications and information accessible via the network to be private property of The District.
 5. No Warranties – The District makes no warranties of any kind, whether expressed or implied, for the service it is providing. The District will not be responsible for any damages the user suffers. This includes loss of data resulting from delays, non-deliveries, missed deliveries, or service interruptions caused by its negligence or the user's errors or omissions. Use of any information obtained via the Internet is at the user's own risk. The District specifically denies any responsibility for the accuracy or quality of information obtained through its services.
 6. Indemnification – The user agrees to indemnify the District for any losses, costs, or damages, including reasonable attorney fees, incurred by the District, relating to or arising out of any violation of these procedures.
 7. Security – Network security is a high priority. If the user can identify a security problem on the Internet, the user **must** notify the system administrator, Internet Safety Coordinator and/or building principal. Do not demonstrate the problem to other users. Keep your account and password confidential. Do not use another individual's account. Attempts to log on to the Internet as a system administrator will result in cancellation of user privileges. Any user identified as a security risk may be denied access to the network.
 8. Vandalism – Vandalism will result in cancellation of privileges, and other disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet, hardware, software, or any other network. This includes, but is not limited to, the uploading or creation of computer viruses
 9. Telephone Charges – The District assumes no responsibility for any unauthorized charges or fees, including telephone charges, long-distance charges, per-minute surcharges, and/or equipment or line costs.
 10. Copyright Web Publishing Rules – Copyright law and District policy prohibit the republishing of text or graphics found on the Web or on

District Websites or file servers, without explicit written permission.

- a. For each republication (on a Website or file server) of a graphic or text file that was produced externally, there must be a notice at the bottom of the page crediting the original producer and noting how and when permission was granted. If possible, the notice should also include the Web address of the original source.
- b. Students engaged in producing Web pages must provide the webmaster with e-mail or hard copy permissions before the Web pages are published. Printed evidence of the status of “public domain” documents must be provided.
- c. The absence of a copyright notice may not be interpreted as permission to copy the materials. Only the copyright owner may provide the permission. The manager of the Website displaying the material may not be considered a source of permission.
- d. The “fair use” rules governing student reports in classrooms are less stringent and permit limited use of graphics and text.
- e. Student work may only be published if there is written permission from both the parent/guardian and the student.
- f. Violation of the copyright web publishing rules may result in denial of access to the network.

11. Use of Electronic Mail.

- a. The District’s electronic mail system, and its constituent software, hardware, and data files, are owned and controlled by the District. The District provides e-mail to aid students in fulfilling their duties and responsibilities and as an education tool.
- b. Email could be subject to public records requests and disclosures depending upon the subject matter of the contents of the email.
- c. The District reserves the right to access and disclose the contents of any account on its system, without prior notice or permission from the account’s user. Unauthorized access by any student to an electronic mail account is strictly prohibited.
- d. Each person should use the same degree of care in drafting an electronic mail message as would be put into a written memorandum or document. Nothing should be transmitted in an e-mail message that would be inappropriate in a letter or memorandum.
- e. Electronic messages transmitted via the District’s Internet gateway carry with them an identification of the user’s Internet “domain.” This domain name is a registered domain name and identifies the author as being with the District. Great care should be taken, therefore, in the composition of such messages and how such messages might reflect on the name and reputation of this District. Users will be held personally responsible for the content of any and all electronic mail messages transmitted to external recipients.
- f. Any message received from an unknown sender via the Internet should either be immediately deleted. Downloading any file attached to any Internet-based message is prohibited, unless the user is certain of that message’s authenticity and the nature of the file so transmitted.
- g. Use of the District’s electronic mail system constitutes consent to these regulations.

INTERNET SAFETY

1. Internet access is limited to only those “acceptable uses,” as detailed in these procedures. Internet safety is almost assured if users will not engage in “unacceptable uses,” as detailed in District policy and procedures, and will otherwise follow District policy and procedures.
2. Staff members shall supervise students while students are using District Internet access at school, to ensure that the students abide by the Terms and Conditions for Internet access, as contained in these procedures.
3. Each District computer with Internet access has a filtering device that blocks entry to visual depictions that are: (1) obscene; (2) pornographic; or (3) harmful or inappropriate for students, as defined by the Children’s Internet Protection Act and as determined by the Superintendent or designee. Students must use the District’s filtered network for all online activities on school grounds or using District equipment.

4. The system administrator, Internet Safety Coordinator and/or building principals shall monitor student Internet access.

STUDENT USE OF SOCIAL MEDIA

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

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

COMMUNICATIONS & ELECTRONICS

The West Bonner County School District recognizes the value of digital communication and collaboration in the context of a modern learning environment. Cell phones/electronic devices may serve as an outstanding instructional tool and learning resource if used appropriately. We encourage our staff members and our students to use electronics and other 21st century devices to supplement instruction and learning. However, it has been proven that students who are on cell phones or other electronic devices when it is not part of the instructional lesson are not fully engaged in learning.

Students with an urgent need to contact their parent/guardian during the school day should visit the main office where an administrator will work through the situation with the student. If the situation is an emergency or warrants a parent call, the administrator will reach out to the parent/guardian.

Any parent/guardian needing to get in touch with their child should call the main office. Please make sure all messages are received in the office **before 2:45 p.m.** to guarantee message delivery by the end of the day. If a child needs to ride a different bus, the bus driver needs a note that is dated and signed by the parent per State law. .

We are committed to “Distraction-Free Learning” with the goal of preserving the integrity of our learning environments and to reduce unnecessary distractions in classrooms and will enforce the following at our schools:

- students will not have access to any personal wireless digital device on the school campus during the school day (including cell phones, smart watches, and other personal mobile or wearable technology)
- earbuds and headphones are not allowed, except when associated with a teacher-approved educational purpose, used as an assistive technology, or as part of an IEP or 504 plan

- cell phones and other personal wireless devices can be used after the end-of-school bell
- they must be in "silent mode" or turned off, including no haptics (vibrations) or other notifications when at school
- Smart Watches must be in "Airplane Mode"

POLICY VIOLATION CONSEQUENCES:

1ST & 2ND OFFENSE

- device confiscated* and delivered to the office
- parent/guardian notified
- device held in office until end of day
- student or parent/guardian signs for device when picking up from office

SUBSEQUENT OFFENSES

- device confiscated* and delivered to the office
- parent/guardian notified.
- device held in office until end of day
- student or parent/guardian signs for device when picking up from office
- parent/guardian and student conference with administrator or designee
- student will serve in-school disciplinary consequences followed by progressive discipline for insubordination/defiance for any subsequent infractions

*Refusal to follow a reasonable request will result in the appropriate progressive disciplinary action.

ELECTRONIC DEVICES

We encourage students to keep all electronic devices (CD players, iPods, Gameboys, etc.) at home so items are not lost, broken, or damaged. We do, however, understand that some students have very lengthy bus rides and these can help keep them entertained. If this is the case, the student is responsible for the item at school and therefore we ask them to keep their toys in their backpacks during school hours so it stays as safe as possible. No "T" or "M" rated games or CD's are allowed at school or on the bus.

TITLE I INFORMATION

HOME / SCHOOL COMPACT / PARENT PARTNERSHIP

There may be extra help available to your child in support of his/her general education through the federally funded Title I Program. Students in grades K-3 who have been identified by their teacher as needing support may receive assistance from a Title 1 staff member. Students are referred to Title 1 based on performance on local and state tests, teacher referral, and performance in the classroom. Students may receive extra assistance in their classrooms or in a separate room, individually or in a small group. Title 1 also offers opportunities throughout the year for families to attend activities and meetings. The Title staff is always available to support families and answer any questions. A District Title 1 Committee of parents, school staff and administrators advocates family involvement and provides input for the program. We believe the key to student success is working together with staff, administrators, students and families. This can be accomplished by using the following Home/School compact/Parent partnership:

I agree to:

Parent/Caregiver:

Make sure my child attends school regularly and on time, gets enough sleep and eats well. Talk with my child daily about school and encourage my child's efforts. Support the school discipline policy and encourage positive attitudes about school. Read school communications, attend open house and parent conferences. Establish a consistent, daily reading/homework time, a place to study without TV and other interruptions.



Student:

Attend school regularly unless sick, be on time, and be prepared to learn. Pay attention in class, ask for help when needed, and believe I can and will learn. Follow school rules and be accountable for my behavior, while being respectful of peers, adults, materials and school property. Discuss important school/community information with parents/caregiver, complete and return work as required. Limit TV watching and spend time on school work or reading at least three times a week.



Teacher:

Provide a safe and positive learning environment. Set high achievable expectations for myself and my students. Respect individual differences of students and their families. Communicate effectively with my students and their parents/guardians. Use methods and techniques that work best for my class and encourage the practice of academics at home by providing appropriate assignment.



ATTENDANCE

ELEMENTARY SCHOOL ATTENDANCE POLICY

West Bonner County School District recognizes that regular school attendance contributes to successful student achievement. Regular and punctual patterns of attendance will be expected of each elementary school student enrolled in the District. The District recognizes that daily student attendance and time on task is essential to student learning.

While students are required to be in attendance at school, students can accumulate nine (9) absences each semester. This includes excused and unexcused (truancy). Days lost from school cannot be 'made up' even if the class work and homework are done because there is no substitute for the lessons being taught by the teacher and interaction between teacher and student. The principal is responsible for the implementation and enforcement of Student Policy 3050:

<https://resources.finalsite.net/images/v1753375930/sd83org/mroe5enb30jy6m5a2uxo/AttendancePolicy.pdf>

ATTENDANCE PROCEDURE

- Please contact the school **before 8:30 a.m.** if your child will be absent.
- If we do not receive a call, our automated system will be placing a call to you to confirm the absence
- The school office will try to contact a parent/guardian if a child is absent when the school does not receive communication from a legal parent/guardian regarding an absence
- In addition, a written note by the parent/guardian is needed for all absences
- If a student is absent, they **will not** be permitted to attend after school activities and/or parties (with the exception of excused absences, i.e. doctor appointments)

A District liaison is responsible for enforcing this policy and ensuring that parents are aware of State law regarding attendance (see below).

1. The Board, or their designee, may deny a promotion to the next grade or deny credit to any student who is absent from school or any class period(s) for any reason including family convenience in excess of nine (9) days. Except in extraordinary cases, students are expected to be present at school and in their assigned grade or subject. Students and parents who believe that all or part of their absences are the result of extraordinary circumstances may request a review of their case by the building attendance committee. The building attendance committee will review the records and the circumstances to determine whether or not the student will be promoted to the next grade. Appeals of the attendance committee decision may be made as stated in District Policy 3050.
2. The school will maintain a comprehensive record system of student attendance.
3. The District liaison will send a letter to the parent(s) or guardian(s) when the child has missed 6, 10, and 12 days. The liaison may refer to the County prosecutor for further action.

Tardy Procedure: Punctuality is important. When a student is late for school, he/she misses important information and disrupts the class. Being on time, which is a personal responsibility of the parent, is an important element in life and school and will be expected of all students. **Any student arriving late to school must have a parent report to the Main Office and sign in.** Students with excessive tardies will be assigned detention to make up missed work.

Miss School / Miss Out: We provide quarterly awards for perfect attendance. At the end of the school year, students who miss 4 or less days of school, receive a “Miss School/Miss Out” item. For purposes of “Miss School/Miss Out” and quarterly awards, **4 tardies = 1 absence**.

EMERGENCY CLOSURE

- When it is necessary to close or delay the start of school because of severe weather or other emergencies, parents tune in to any of the Spokane television stations for closure information. **Parents/guardians will be notified via Skylert.**
- We will make every effort to put a message concerning the closure on the answering machine at school.
- The decision to close school is made by the Superintendent and Transportation Director for West Bonner County District #83.

SCHOOL FIELD TRIP ATTENDANCE & DISCIPLINE GUIDELINES

- These guidelines establish clear expectations and procedures related to attendance, behavior, and discipline for school-sponsored field trips. Field trips are considered an extension of the school day, and all school rules apply.
- These guidelines apply to students, teachers/staff, chaperones, and parents/guardians for all school-sponsored field trips, including day trips and overnight trips.
- Field trips are a privilege, not a right.
- Participation is contingent upon meeting attendance, behavior, and academic expectations.
- Safety, supervision, and learning are the top priorities.
- School administration has final authority regarding eligibility and participation decisions.

ELIGIBILITY FOR PARTICIPATION

- Students may be ineligible to attend a field trip if they meet *one or more of the following criteria*:
- Excessive excused or unexcused absences or tardies
“excessive” or “chronic” means 8 or more absences
- Ongoing or unresolved disciplinary actions
- Failure to meet academic or behavioral expectations specific to the trip
no disciplinary action taken 8 days or fewer prior to the trip date
- Incomplete permission forms or unpaid fees by the stated deadline
eligibility determinations will be made by school administration in collaboration with classroom teachers

ABSENCES ON DAY OF FIELD TRIP

- Students who are absent on the day of the trip may *not* attend.
- If a student becomes ill or must leave early, parents/guardians are responsible for arranging transportation.
- Students who miss the trip due to absence are expected to complete alternative instructional assignments provided by the teacher.

STUDENT BEHAVIOR EXPECTATIONS

- Students must demonstrate appropriate behavior in the weeks leading up to the trip, specifically 8 school days
- Repeated or severe infractions may result in removal from the trip, such as the following:
 - Daily detentions
 - Defiance
 - Blatant disrespect
 - Disrupting the learning environment
 - Physical altercation
 - Receiving a major referral
 - Parents will be notified in advance if a student is at risk of losing field trip privileges

DURING THE TRIP:

- Follow all school rules and directions from teachers, staff, and chaperones
- Remain with assigned groups at all times
- Show respect to peers, staff, and members of the public
- Follow safety rules and site-specific expectations

DISCIPLINE CONSEQUENCES

- Immediate corrective action will be taken to ensure safety
- Parents may be contacted during the trip
- The student may be removed from activities or sent home at parent expense (if feasible)
- School-based disciplinary consequences will follow upon return
- Loss of eligibility for future field trips may occur

TEACHER/STAFF RESPONSIBILITIES

- Teachers are responsible for maintaining accurate attendance during the trip.
- Assigned staff and chaperones must actively supervise students at all times.

DISCIPLINE

- Teachers and staff will address minor behavior issues using standard classroom management strategies.
- Major infractions must be reported to administration as soon as possible.
- Documentation of incidents is required following the trip.

PROFESSIONAL EXPECTATIONS

- Teachers and staff must model appropriate behavior at all times.
- Confidentiality regarding student discipline must be maintained.

PARENT/GUARDIAN RESPONSIBILITIES

BEFORE THE TRIP

- Ensure permission forms and payments are submitted by deadlines
- Review field trip expectations with the student
- Inform the school of medical needs or concerns

ABSENCES

- Notify the school promptly if a student will be absent on the day of the trip
- Understand that refunds may not be available for absences

DISCIPLINE SUPPORT

- Parents are expected to support school discipline decisions related to field trip behavior
- If a student must be picked up early due to behavior, parents are responsible for transportation

CHAPERONE EXPECTATIONS

- Follow all school policies and staff directions
- Supervise assigned students closely
- Report concerns or incidents immediately to the teacher
- Maintain appropriate boundaries and professional conduct

ADMINISTRATIVE AUTHORITY

School administrators retain final decision-making authority regarding the following:

- Student eligibility
- Removal from field trips
- Disciplinary consequences

These guidelines may be modified to address unique circumstances or safety concerns.

ACKNOWLEDGEMENT

Participation in a field trip signifies agreement to follow all school rules and these guidelines.

STUDENT BEHAVIOR

SAFE, RESPECTFUL, RESPONSIBLE, AND KIND BEHAVIOR AT ALL TIMES

Four behavior expectations are the focus of our efforts at school. They will be used to discuss and teach behavior expectations in all parts of the school setting. School staff will help students by modeling and teaching appropriate behavior, reinforcing the behavior when it is exhibited (catching them being good), and working with students and parents to correct inappropriate behavior.

SAFE:

- Be honest
- No pushing/shoving
- No hitting/kicking
- No leaving classroom without permission
- No hiding in restroom

RESPECTFUL:

- Be honest
- Maintain an active learning environment (don't disrupt the learning of others)
- Use appropriate language
- Follow instructions the first time they are given
- Speak in a polite, calm tone
- Arrive on time and be prepared for class
- Don't write on desks, walls, or any school property

RESPONSIBLE:

- Be honest
- Be on time to school/class
- Listen carefully to teacher/instruction
- Listen while others are speaking
- Focus on **your** learning
- Ask questions to help you learn
- Study/complete homework

KIND:

- Be honest
- Play/work with others (don't exclude)
- Use kind words (if you can't say something nice, don't say anything at all)
- Have compassion for others

Inappropriate or Unacceptable Behavior will be dealt with in an appropriate, progressive manner:

- Warning
- Recess detention
- Lunch detention
- ISS - In School Suspension
- OSS - Out of School Suspension

A parent/guardian will always be called or emailed regarding inappropriate or unacceptable behavior by the classroom teacher and/or the principal, particularly if the student has been referred to the office.

A Severe Display of Inappropriate/Unacceptable Behavior will result in a student/parent/principal conference. “Severe” includes, but is not limited to, the following:

- recurrent and/or flagrant behavior that exhibits a student’s inability to act in a safe, respectful, kind, or responsible manner,
- use of alcohol/drugs,
- use of dangerous objects,
- stealing,
- engaging in a physical assault,
- abusive behavior towards another

Consequences appropriate to the above-referenced behaviors (i.e., loss of privileges, referral to Social Services, suspension, expulsion, etc.) will be used to assist the child in learning and exhibiting appropriate behavior. Expulsion is the punishment of severe violations of school policy. Expulsion is denial of the right to attend school by the Board of Trustees. While suspended or expelled, a student is not permitted to attend ANY school activities.

EMERGENCY

EMERGENCY QUICK REFERENCE GUIDE - In An Emergency – When You Hear It...Do It!

Lockdown

Teachers

- Move and lock/secure all doors and windows.
- While securing your door(s), and if safe to do so, direct students from the hallway into your classroom.
- Cover door window, Turn out lights, and Close window blinds, if safe to do so.
- Move away from any line of sight and Strategically position students based on room design.
- Maintain Silence and Turn cell phone off.
- Evaluate the need to Move, Secure, and/or Defend based on Situational Awareness and Presented Threat.
- If no immediate threat exists and you are safe, Do Not move from your safe area.

Students

- Move to assist, as directed/practiced, in locking/securing all doors and windows.
- Move away from any line of sight and Strategically position based on Teacher Direction / Room Design.
- Maintain Silence and Turn cell phones off.
- Evaluate the need to Move, Secure, and Defend based on Direction from Teacher and/or Threat.
- If outside, Move / Run to a safe place.

Safety Hold

Teachers

- If students are outside, they should be directed to return inside the school and into their classroom.
- Move and lock/secure all doors and windows.
- While securing your door(s), direct students from the hallway to return to their classrooms.
- Take Attendance and notify office of missing or injured.
- Continue classroom instruction.
- Prohibit movement outside the classroom unless approved by office.
- Keep situationally aware and report suspicious activity to the office.
- Wait for additional instructions before allowing movement and / or opening the classroom door.

Students

- If outside, return inside the school and into your classroom.
- Move to assist, as directed in locking/securing all doors and windows.
- Normal classroom instruction continues.
- Movement outside the classroom is prohibited, unless approved by your Teacher.
- Keep situationally aware and report suspicious activity.
- Additional information / instructions will be provided when available.

Evacuation

Teachers

- Grab your SERP Binder
- Check hallway and use situational awareness before evacuating the building. (Stop, Look, Listen, Smell).
- Lead students to a safe evacuation location.
- Be prepared to take an alternative route if a hazard or obstruction is found.
- Take attendance and report accounting to administrative staff, per protocol.

Students

- Upon direction / alarm, prepare to leave the building (coat, phone). Leave other stuff behind.
- Form a single-file and orderly line.
- Move to safe evacuation location.
- Be prepared to take an alternative route if a hazard or obstruction is found.
- Participate in the attendance reporting process.

SCHOOL SECURITY MEASURES

BUILDING SECURITY

- During school hours, ALL exterior doors will be locked to outside entry with the exception of the front office door.
- The inside door of the office breezeway will remain locked.
- ALL visitors, parents, and guardians **MUST** check into the office before entering the building
- Visitors must present a valid picture ID to be scanned through the Raptor System, including parents who pick up their child(ren)
- All persons entering the building *MUST* check and sign in.

STUDENT SECURITY

- No student will be allowed to leave school with anyone other than the listed parent, guardian, or authorized emergency contact persons without the express permission of the parent or guardian.
- Students are *never* to leave school grounds during the school day, except by permission of the parent and the school principal.

DRUGS AND SUBSTANCE POSSESSION OR USE

Alcohol, tobacco, or other illegal substances are not allowed on campus or at school activities. Students found under the influence, using, or having in possession any such substances shall be subject to any or all of the following:

1. Parent or legal guardian conference with administrator and/or advocate team representatives
2. Referral to a law enforcement agency
3. Immediate suspension from school not to exceed five days or until a follow-up assessment is completed by an outside agency if appropriate
4. Suspension from school related activities will be determined by school administration

Immediate school suspension is not to exceed 5 days, followed by referral to the Board of Trustees for possible expulsion. Suspension from school related activities will occur at the time of suspension & continue until such time as the School Board approves readmission to school.

WEAPONS

Absolutely **NO WEAPONS** of any sort are allowed on school property or at any school sponsored activity at any time under any circumstances. Any student who brings a firearm to school is in violation of the Federal Gun-Free School Act, Idaho Code 33-3302D and West Bonner County School District Policy and shall be expelled for a period no less than one year from school.

Implements manufactured, used or intended for use as weapons may not be possessed or carried at school or on any school property, nor may such implements be possessed or maintained unlocked in motor vehicles. Students found in possession of weapons shall immediately be referred to the appropriate law enforcement agency and suspended from school until a thorough investigation is made of the circumstances. Parents or legal guardians and the superintendent, or designee, shall be notified immediately.

The following items are specifically prohibited: BB guns, snap-blade knives, enclosing knives, razors, razor blades, firearms, explosives, (including cap and firecrackers), first loads, brass knuckles, iron bars, and other objects capable of being used as weapons will be considered as

such unless the circumstances indicate contrary. All weapons, whether or not listed herein, are similarly prohibited. Furthermore, possession of any item intended to be used as a weapon or looking like a weapon, on school property or at a school event will be considered as grounds for discipline.

HARASSMENT

According to Board Policy 3290, Harassment is defined to include verbal, written, graphic, or physical conduct relating to an individual's sex, race, color, national origin, age, religious beliefs, ethnic background or disability that is sufficiently severe, pervasive, or persistent so as to interfere with or limit the ability of an individual to participate in or benefit from the district's programs that:

1. Has the purpose or effect of creating an intimidating or hostile environment.
2. Unreasonably interferes with an individual's educational performance.
3. Otherwise adversely affects an individual's educational opportunities.

<https://resources.finalsite.net/images/v1753375928/sd83org/wzjimgbstpqrmxqrqs/SexualHarassmentDiscriminationandRetaliation.pdf>

Harassment includes, but is not limited to:

1. Physical acts of aggression or assault, damage to property, or intimidation and implied or overt threats of violence motivated by victim's sex, race, color, national origin, age, religious beliefs, ethnic background or disability;
2. Demeaning racial jokes, taunting, slurs and derogatory "nicknames," innuendos, or other negative remarks relating to the victim's sex, race, color, national origin, age, religious beliefs, ethnic background or disability;
3. Graffiti and/or slogans or visual displays such as cartoons or posters depicting slurs or derogatory sentiments related to the victim's sex, race, color, national origin, age, religious beliefs, ethnic background or disability; and
4. Criminal offenses directed at persons because of their sex, race, color, national origin, age religious beliefs, ethnic background or disability; Harassment also includes an act of retaliation taken against (1) any person bringing a complaint of harassment, (2) any person assisting another person in bringing a complaint of harassment, or (3) any person participating in an investigation of an act of harassment.

SEXUAL HARASSMENT

According to Board Policy 3290-F Definition of Sexual Harassment, sexual harassment is a form of misconduct that undermines the student's relationship with educators and with other students. No student, male or female, should be subject to unasked for and unwelcome sexual overtures or conduct, either verbal or physical. Sexual harassment refers to sexual overtures or conduct that is unwelcome, personally offensive, and affecting morale, thereby interfering with a student's ability to study or participate in school activities.

Sexual harassment is a form of misconduct that includes unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct of a sexual nature when any of the following occur:

Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's participation in the educational process;

Submission to or rejection of such conduct by an individual is used as a factor for educational decisions affecting the individual; or

Such conduct has the purpose or effect of unreasonably interfering with an individual's education, or creating an intimidating, hostile or offensive educational environment.

<https://resources.finalsite.net/images/v1753380752/sd83org/n5upaav0yjakxww3klrd/3290F.pdf>

BULLYING/CYBERBULLYING

According to Board Policy 3295, Hazing, harassment, intimidation, bullying, cyber bullying, or menacing 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.

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 age appropriateness, with a proper regard for the rights and welfare of other students, for school personnel, and for the educational purpose underlying all school activities.

<https://resources.finalsite.net/images/v1753375914/sd83org/ulexfar7il2lncfswccg/HazingHarassmentIntimidationBullyingCyberBullyingandMenacing.pdf>

Students attending schools in this District are prohibited from engaging in the following behaviors:

1. Physical abuse against a student, including but not limited to, hitting, pushing, tripping, kicking, or restraining another's movements; sexual misconduct; causing damage to another's clothing or possessions; and taking another's belongings.
2. Verbal comments or threats against a student, including but not limited to, name calling, threatening, sexual comments, taunting, and malicious teasing.
3. Psychological abuse against a student, including but not limited to, spreading harmful or inappropriate rumors regarding another, drawing inappropriate pictures, or writing inappropriate statements regarding another, and intentionally excluding another from groups, or similar activities.

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.

CRITICAL MISCELLANEOUS INFORMATION

CONFERENCES

The vital link between home and school is strengthened by close communication. Parent/Teacher conferences for elementary students are scheduled for **November 4th and 5th from 1:30 - 8 p.m. Dismissal time is 1 p.m.** Please refer to the enclosed District calendar for all important dates. It is our hope that every parent/guardian will take this opportunity to discuss their child's progress. In addition, the staff sincerely hopes you will call the school to arrange a conference, ask questions, or share your concerns at any time. It is imperative that the school and home develop an effective communications link.

IDAHO HILL PARENT/TEACHER ORGANIZATIONS & SITE COUNCIL

These organizations are very beneficial and a welcomed part of the school's overall educational program. They have promoted and assisted in many excellent projects and activities focused on helping the students of this community. The September school newsletter will have information regarding our meetings. Please call the principal if you have any ideas or questions regarding these groups at 208-437-4227.

SCHOOL PICTURES

Individual and class pictures will be taken during the school year. These pictures are regarded as a service to you and the students. You are NOT obligated to purchase them. More information concerning picture options and costs will be sent out at least one week before scheduled picture dates.

HEALTH & SAFETY

STUDENT ILLNESS/INJURY

If a student is seriously injured at school, first aid will be administered and every effort will be made to notify parents immediately. When a student's parents cannot be reached and in the judgment of the school staff that a doctor's services are required, the child will be transported directly to the doctor. All minor injuries (minor cuts, scrapes, etc.) will be treated at school unless the school is directed by the parent(s) or guardian(s) to do otherwise. **It is extremely important that we have the current phone numbers for parents or guardians and at least two other contacts in the event of an emergency.**

The best precautions and the closest supervision do not guarantee accidents will not happen. Accidents are a fact of life and a part of the growing-up process of kids. Parents need to be aware of this and be prepared for possible medical expenses that may arise should their child(ren) be injured. **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 only carries legal liability insurance. The District does provide information concerning private insurance available to families for their individual purchase. Brochures outlining the coverage and premiums are available at the school office.

EMERGENCY CONTACTS

- It is imperative to be able to reach a parent/guardian quickly in the event of a student injury or student illness
- A current daytime phone number(s) **must** be provided to the school secretary
- In the event a parent/guardian cannot be reached and in the judgment of the school staff that a doctor's service is required, the student will be transported directly to a doctor
- All minor injuries (minor cuts, scrapes, etc.) will be treated at school unless the school is directed by a parent/guardian to do otherwise

STUDENT MEDICATIONS

School District policy governs the dispensing of medications to students. **The school does not stock any medicines for student use.** Students are not to have any medication at school until a Student Medication form is on file in the office. If your student needs medication for recurring conditions, you should bring to school a small supply of the medicine **in its original container and clearly labeled with your child's name.** Include written directions for its use. The Student Medication form can be filled out at this time and signed by his or her doctor.

- **Parents must transport medications to and from school. Students may NOT bring medications to school.**
- Parents of students needing daily medication or who need an inhaler, bee sting medication, etc. will need to talk with the principal and the school District nurse to make a health care plan.
- All medicines for student use shall be kept in the office and dispensed per the instructions provided by the parents and/or physician.
Cough drops are medicine and if brought to school they must be turned into the office and accompanied by a note.

OPIOID ANTAGONIST (Narcan)

- Protocols for administering Opioid Antagonist to a suspected drug overdose can be found in District Policy #3518-2.

FAMILY ENGAGEMENT

Idaho Hill Elementary values strong family involvement and hosts a variety of events throughout the year, including Open House, Turkey Bingo, family movie nights, Spring Fling, and Christmas concerts, providing opportunities for students, families, and staff to connect and celebrate together.



SCHOOL MEALS AND NUTRITION SERVICES

The West Bonner County School District participates in the National School Breakfast and National School Lunch Programs and is committed to providing nutritious meals to students each school day.

Free and Reduced-Price Meals

Students who qualify may receive meals free of charge or at a reduced price. Families are ***strongly encouraged*** to complete a Free and Reduced-Price Meal Application each school year, even if they are unsure of their eligibility, as participation helps determine important federal funding for District programs.

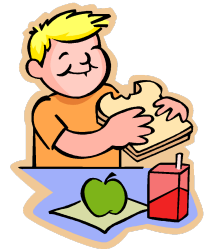
Applications, which can be filled in and submitted directly online, are also available throughout the school year. Applications may also be obtained through the District's Child Nutrition Department and at each school office. Eligibility from the previous school year will carry over for up to 30 operating days into the new school year, or until a new eligibility determination is made, whichever occurs first. A new application must be submitted annually to continue receiving benefits. You may access the form on the District's website at:

<https://www.sd83.org/departments/childnutrition>.

2026-2027 School Year - Meal Prices



	Breakfast	Reduced	Milk	Lunch
Student	\$2.35	\$.30	\$.90	\$3.95
Adult	\$3.75	\$.40	\$.90	\$5.50



Meal Payments

Meals should be prepaid or paid for at the time of service. Families may add funds to student meal accounts online through the District's payment system or by cash or check at the school.

Limited meal charging is permitted. Students may charge no more than two (2) meals. Once this limit is reached, the meal account will be placed on hold until payment is received. No meal charges will be permitted during the final two weeks of the school year. Students with outstanding meal balances may continue to purchase meals using prepaid funds or cash. No alternate meal will be provided due to unpaid meal charges.

Meal Accommodations

Students requiring meal modifications because of a food allergy, disability, or other qualifying medical condition must have a current medical statement completed by a licensed healthcare provider and submitted to the school before meal accommodations can be provided. Families should contact their school's kitchen manager or the District Child Nutrition Department for the required medical accommodation form. The meal accommodation form may be found on the District website at: <https://www.sd83.org/departments/childnutrition>.

Food Brought from Home

To help ensure the safety of all students, food provided for classroom celebrations should be commercially prepared and purchased from a retail establishment. [Please note: Original "ingredient" lists need to be attached to all unopened commercial food and beverage products.] Homemade food items are not permitted for classroom parties or celebrations. Please check with the school regarding classroom celebrations and purchasing a Smart Snack on the school list.

Energy Drinks

Students are not permitted to bring or consume energy drinks at school.

Cafeteria Expectations

Student behavior in the cafeteria is expected to meet the same standards of conduct required throughout the school. Students are expected to demonstrate respect, responsibility, and appropriate behavior while eating and during meal service.

Check Acceptance Policy

The District uses a check recovery service for checks returned due to insufficient funds. By paying with a check, the payer authorizes the District to electronically re-present the check or collect the amount due by paper draft, along with a fee allowed by State law. Returned checks are subject to a \$25 returned check fee. Checks must include the payer's current name, address, telephone number, and State to be accepted.

Additional information, meal applications, meal accommodation forms, and online meal payments are available through the District's Child Nutrition Department and the District website.

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, religion, sex, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the State or local Agency that administers the program or contact USDA through the Telecommunications Relay Service at 711 (voice and TTY). Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) 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, Mail Stop 9410, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

LIBRARY

- Each classroom has scheduled library times during the week.
- A maximum of 2 books may be checked out at one time.
- Students are responsible for all library books they check out. All lost or damaged books must be paid for. If a lost book is found, a refund will be issued.

VOLUNTEERS

- We encourage parents/guardians to become involved by helping in the classroom
- Volunteers follow the same rules as the staff while in schools or on school grounds
- All volunteers must sign in and out at the office each time they visit; a volunteer badge will be issued
- **ALL VOLUNTEERS MUST HAVE THEIR DRIVER'S LICENSE SCANNED THROUGH THE RAPTOR SECURITY SYSTEM BEFORE VOLUNTEERING FOR THE FIRST TIME EACH SCHOOL YEAR.**
- All volunteers will be required to sign a code of confidentiality form as per District Policy 4600.
- Volunteers who have unsupervised access to students are subject to the District's policy mandating background checks.
- Volunteer forms are available at the District Office; there is a fee associated with this process.



SCHOOL ARRIVAL & DEPARTURE

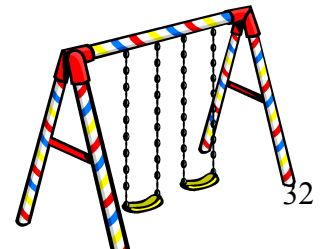
- Students who walk to school or are driven by parents may NOT arrive ***before 7:30 a.m.*** as there is no adult supervision available before this time.
- At dismissal in the afternoon, students who walk need to go directly home. Kindergarten students must be accompanied by a parent or designated adult in the A.M. and P.M. This includes arrivals and departures at the bus stop.

CHANGES IN AFTER SCHOOL ROUTINE

- Parents **must** send a note or call the office in advance explaining a change in regular after-school pickup routine
- **Notes are required** for a student who is to ride a different bus or get off at a different stop
- School personnel will send students home in their normal manner without prior notification from the legal guardian
- In the event advanced planning fails, phone the school and request a message be delivered to the child
- Please try to schedule all doctor or dentist appointments after school hours, after 1:00 p.m., or on Friday. Your assistance is greatly appreciated.
- If you wish to send or bring cupcakes to the classroom, please make arrangements with your child's teacher and remember no home baked items are allowed due to health reasons. Flower or balloon bouquets will **NOT** be allowed in the classroom or on the bus due to health and safety issues.

PLAYGROUND RULES:

- Dress appropriately for weather conditions; follow the dress code in the student handbook
- Follow ALL instructions of the playground supervisor quickly and without argument



- Throw only playground balls. Throwing other items such as rocks, pinecones, sticks, or snow is strictly forbidden
- NO ROUGH GAMES shall be played involving pulling/tearing of clothing, tripping, kicking, or shoving
- Request permission to use the restroom
- Staff member on playground duty is person in charge
- No toys, cell phones, CD players, etc, are allowed on the playground

RECESS

- Our school requires all children to go outside except during extreme inclement weather. As a general rule if the outside temperature falls below 20°F or is raining excessively, we will have inside recess.
- Parents should make sure their children have the following proper outerwear: coats, boots, snow pants, gloves, hats, etc. as needed.
- Please send extra shoes that your child can change into during recess and/or PE. Snow boots are not allowed in the gym – please help your child remember to bring sneakers.
- We believe that children who are well enough to attend school are well enough for recess. There are rare exceptions to this rule due to space constraints and limited staffing.
- If you feel that your child does need to stay in during recess, a note is needed.

SUSPENSION AND/OR EXPULSION

Suspensions may be the result of any school or school District violation. The purpose of suspension is to prohibit the disruption of classroom work and to protect the general welfare of students and school personnel. Expulsion is the punishment of severe violations of school policy. Expulsion is the denial of the right to attend school by the Board of Trustees. While suspended or expelled, a student is not permitted to attend **ANY** school activities.

DRESS CODE

Student dress should not be a disruption to classroom learning. Students should be clean, well-groomed and dressed in good taste. Students are expected to come to school in clean clothes that are appropriate for weather conditions, a school setting, and not frayed. Appropriate attire for different learning activities should be considered as well as the expectations that school is not a casual environment.

The following are guidelines, which are intended to allow student expression without creating a health problem, wearing clothes that may be disruptive to the school setting, or counter to the educational mission of the school:

- no hats or head coverings worn in the building
- clothing with symbols, words, pictures... alcohol or drug related, sexually explicit or implicit, or deemed inappropriate by Principal is not allowed
- shorts, dresses, or skirts must reach the end of students' fingers when arms at sides
- no belly shirts allowed, meaning no part of the stomach should be exposed
- students must wear footwear at all times

- shoes with wheels are not permitted
- snow boots are encouraged for outside use in the winter; they are **not** allowed in the gym
- tank top straps to be a minimum of 1 inch wide; backless shirts and halter tops are not allowed

Exception to the rules: At the discretion of the building principal for dress up days or other activities/events

ASSESSMENT AND STUDENT PROGRESS MONITORING

At Idaho Hill Elementary, we use a variety of assessments throughout the school year to measure student learning, guide instruction, and ensure every student is making academic progress. These assessments provide valuable information to teachers, students, and families about academic strengths, areas for growth, and overall achievement. Assessment results help us make informed decisions to support student success and ***all final assessment reports will be provided to families by the end of the school year.***

Idaho Standards Achievement Test (ISAT)

The Idaho Standards Achievement Test (ISAT) is the State's annual assessment that measures student proficiency on Idaho Academic Standards. Students in grades 3-6 participate in ISAT testing each Spring.

The ISAT assesses student performance in the following areas:

- English Language Arts (Reading/Writing)
- Mathematics
- Science (Grade 5 only)

ISAT results provide information about how well students are mastering grade-level standards and help schools evaluate academic programs and instructional effectiveness. These assessments are one measure of student achievement and are used alongside classroom performance and other assessment data.

Idaho Reading Indicator (IRI) – Amira

The Idaho Reading Indicator (IRI) is a statewide literacy assessment administered through the Amira platform. Students in Kindergarten through third grade participate in the IRI three times each year: Fall, Winter, and Spring.

The IRI measures foundational reading skills, including:

- Phonemic awareness
- Phonics
- Reading fluency
- Reading comprehension

Amira provides immediate feedback and detailed information about each student's reading development. This data helps teachers identify student needs, monitor growth throughout the year, and provide targeted instruction and intervention when necessary.

EasyCBM Benchmark Assessments

EasyCBM is a District assessment tool used to monitor student progress and measure growth in reading and mathematics. Students in Kindergarten through sixth grade participate in benchmark assessments three times per year.

Benchmark assessments provide:

- A snapshot of student performance compared to grade-level expectations
- Information about academic growth over time
- Data that helps teachers plan instruction and identify students who may need additional support or enrichment

These assessments allow educators to evaluate student progress throughout the school year rather than relying solely on end-of-year testing.

Progress Monitoring

In addition to benchmark assessments, some students participate in regular progress monitoring. Progress monitoring involves brief assessments administered more frequently to track student growth and determine whether instructional supports and interventions are effective.

Progress monitoring helps teachers with the following:

- Measure student growth toward specific academic goals
- Adjust instruction based on student needs
- Identify students who may require additional support
- Celebrate progress and achievement throughout the year

Using Assessment Data to Support Student Success

Assessment data is only one part of understanding a student's academic progress. Teachers use assessment results along with classroom observations, assignments, projects, and daily performance to create a complete picture of student learning.

At Idaho Hill Elementary, our goal is to use assessment information to help with the following:

- Improve instruction
- Support individual student needs
- Monitor academic growth
- Ensure students are prepared for future learning opportunities

We encourage families to discuss assessment results with their child's teacher and work together to support continued growth and achievement. Through strong partnerships between home and school, we can help every student reach their full potential.

PROGRAMS

Idaho Hill Elementary provides educational services for children in grades K-6. The West Bonner County School District has a curriculum which addresses each content area (reading, mathematics, language, etc.) found in the Idaho Core Standards. Teachers recognize that students are individuals who learn in different ways at different rates. They try to teach in ways that maximize learning opportunities for students and work closely with parents when students are having difficulty keeping up with the curriculum. Special services are also available.

HOMELESS

Students who are considered homeless under the federal guidelines may qualify for additional aid in order to help them be more successful in our school system. If you think you may qualify for homeless funds under the McKinney Vento Act, please contact the school office for additional information and for help in filling out forms. This information is strictly confidential.

SPECIAL EDUCATION

Special education services are available at Idaho Hill Elementary. Students needing services are identified through an Intervention Team process. More information is available by contacting your school principal or special education teacher.

SPEECH AND LANGUAGE SERVICES

Speech and language services are provided for students who are identified with a speech and or language disability. Eligibility for speech and language services is based on individual assessment results.

WEST BONNER COUNTY SCHOOL DISTRICT #83
2026-2027 IMPORTANT DATES

August 31:	Students' First Day 😊
September 7:	Labor Day - Holiday—NO SCHOOL
October 29:	End of 1st Quarter
November 4 - 5:	Early Release 1:00 p.m. and Parent/Teacher Conferences 1:30 p.m. - 8 p.m.
November 23 - 26:	Thanksgiving Break- NO SCHOOL
December 21 - January 1:	Christmas Break— NO SCHOOL
January 4:	Students Return to School
January 21:	End of 2nd Quarter
March 25:	End of 3rd Quarter
March 29 - April 2:	Spring Break- NO SCHOOL
April 5:	Students Return to School
April 8:	Early Release 1:00 p.m. and Parent/Teacher Conferences 1:30 p.m. - 4 p.m.
May 31:	Memorial Day - NO SCHOOL
June 10:	Last Day of School / End of 4th Quarter for students Early Release 1:15 p.m.

WBCSD #83 2026-2027

Student Calendar

Total Student Days: 146 Days
 First Day of School: August 31, 2026
 Last Day of School: June 10, 2027

School Start & End Times

Jr/Sr High School: 7:45 - 3:25
 Elementary Schools: 7:45 - 2:55 Walkers
 7:45 - 3:10 Buses



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	

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					

Su	M	Tu	W	Th	F	Sa
		1	2	3	X	5
6	H	8	9	10	X	12
13	14	15	16	17	X	19
20	21	22	23	24	X	26
27	28	29	30			

Su	M	Tu	W	Th	F	Sa
				1	X	3
4	5	6	7	8	X	10
11	12	13	14	15	X	17
18	19	20	21	22	X	24
25	26	27	28	29	X	31

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	X	7
8	9	10	11	12	X	14
15	16	17	18	19	X	21
22	X	X	X	H	X	28
29	30					

Su	M	Tu	W	Th	F	Sa
		1	2	3	X	5
6	7	8	9	10	X	12
13	14	15	16	17	X	19
20	X	X	X	X	H	26
27	X	X	X	X		

Su	M	Tu	W	Th	F	Sa
					H	2
3	4	5	6	7	X	9
10	11	12	13	14	X	16
17	18	19	20	21	X	23
24	25	26	27	28	X	30
31						

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	X	6
7	8	9	10	11	X	13
14	15	16	17	18	X	20
21	22	23	24	25	X	27
28						

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	X	6
7	8	9	10	11	X	13
14	15	16	17	18	X	20
21	22	23	24	25	X	27
28	X	X	X			

Su	M	Tu	W	Th	F	Sa
				X	X	3
4	5	6	7	8	X	10
11	12	13	14	15	X	17
18	19	20	21	22	X	24
25	26	27	28	29	X	

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	X	8
9	10	11	12	13	X	15
16	17	18	19	20	X	22
23	24	25	26	27	X	29
30	H					

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

August 31: 1st Day of School for Students

Sept. 7: Labor Day - NO SCHOOL

Oct. 29: End of 1st Quarter

Nov. 4-5: Early Release @1:15 (K-6 @ 1:00) P/T Conferences

Nov. 23-27: Thanksgiving Break - NO SCHOOL

Dec. 21-Jan. 1: Christmas Break - NO SCHOOL

Jan. 21: End of 2nd Quarter

March 25: End of 3rd Quarter

March 29-April 2: Spring Break - NO SCHOOL

April 8th: Early Release @ 1:15 (K-6 @ 1:00) P/T Conferences

May 31: Memorial Day - NO SCHOOL

June 10: Last Day of School Early Release @1:15 (K-6 @ 1:00)/End of 4th Quarter

Early Release Nov. 4-5, 2026 & April 8, 2027 & June 10, 2027

7-12 Released at 1:15

K-6 Released at 1:00

P/T Conferences Hours on Nov. 4-5, 2026 & April 8, 2027

K-6 November 4, 2026 1:30 - 8:00

7-12 November 4, 2026 1:30 - 4:00

K-12 November 5, 2026 1:30 - 8:00

K-6 April 8, 2027 1:30 - 4:00

7-12 April 8, 2027 1:30 - 8:00

Revised on 3/23/2026