



Mackay Jr./Sr. High School
Handbook
2026-2027

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Welcome to Mackay Jr./Sr. High School

Welcome to Mackay Jr./Sr. High School. The information in this booklet has been carefully prepared to help you succeed in school.

The administration, teachers, and staff are here to assist you in obtaining your education and maximizing your educational experience. We encourage you to commit to giving your best effort in everything that you do.

“Success is not an accident, success is actually a choice.” Stephen Curry

Mackay Jr./Sr. High School Vision Statement

At Mackay **We Believe:**

- Every student is unique and deserves the opportunity to achieve his/her potential.
- Each student is responsible for his/her own actions and resulting consequences.
- Our size is our strength.
- Nothing is impossible.

Mackay Jr./Sr. High School Mission Statement

Mackay Jr. /Sr. High School will provide a safe, supportive learning environment with opportunities for each student to develop the skill and knowledge to become a responsible and successful citizen.

The Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. (Mackay School District Policy 2140)

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

- Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.

- Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
- Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):
 - School officials with legitimate educational interest;
 - Other schools to which a student is transferring;
 - Specified officials for audit or evaluation purposes;
 - Appropriate parties in connection with financial aid to a student;
 - Organizations conducting certain studies for or on behalf of the school;
 - Accrediting organizations;
 - To comply with a judicial order or lawfully issued subpoena;
 - Appropriate officials in cases of health and safety emergencies; and
 - State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

Website

Several of the policies that get questioned the most have been put in this handbook. For a complete list of policies, if you need anything else, go to our District page.

<https://www.mackayschools.org/our-district>

Once on the main page, go to Our District, and in the drop down menu, you'll find, Policy Page.

District Telephone Numbers

District Office:	(208) 588 – 2896
High School:	(208) 588 – 2262
High School Fax:	(208) 588 – 2549
Elementary School:	(208) 588 – 2834

Staff

Ashment, Andy	Kitchen
Anderson, Eric	Special Education
Barger, Cami	Science
Barnhard, Ashley	7th/8th
Barnhard, Stephenie	Administrative Assistant
Beare, Philina	7th/8th
Brown, Katie	Counselor
Crawford, Harry	Math
Felton, Emily	English
Fullmer, Stephanie	Superintendent
Gamett, Lucy	Speech
Gerrish, Amber	Athletic Director (Jr.HS)
Ivie, Maleah	Athletic Director (HS)
Johnson, Jess	Social Studies/PE
Marcroft, Preston	Maintenance
McAfee, Jodi	Business Manager/Board Clerk
Rhead, Trish	Principal/Art
Rosenkrance, Bailey	Kitchen
Rymer, Rebecca	Custodian
Smith, Stephanie	Paraprofessional
VanLuevan, Trent	Agriculture
Willman, Albert	Technology Director
Woodyard, Emily	7th/8th

MACKAY SCHOOL DISTRICT							STUDENT AND STAFF CALENDAR						
PROPOSED 2026-2027													
School Start: August 25, 2025							School End: May 28, 2026						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
July							January						
WD=Teacher Work Day GP=Grading Period							1 2						
ER = Early Release SD - Snow Makeup							3 4 5 6 7 8 9						
PD = Professional Development Day							10 11 12 13 GP WD 16						
PC - Parent Teacher Conferences							17 18 19 20 21 22 23						
No School							24 25 26 27 28 SD 30						
Y = Vacation No School							31						
SD = Snow Day Make up							February						
August							1 2 3 4 PD 6						
August 17- Teacher Work Day							7 8 9 10 11 12 13						
August 18- Professional Development							14 V 16 17 18 19 20						
August 19- Professional Development							21 22 23 24 25 26 27						
August 20- Professional Development							28						
August 21- Teacher Work Day							March						
August 24 - First Day of School							1 2 3 4 SD 6						
September 7 - Labor Day No School							7 8 9 10 11 12 13						
September 25 - Prof. Development							14 15 16 17 GP 19 20						
October 22- End Grading Period 1							21 22 23 24 25 26 27						
October 23 - Teacher Work Day							28 29 30 31						
October 29- Early Release/PC PM							April						
October 30- PC AM							1 2 3 4 WD 3						
November 13- Professional Development							4 5 6 7 ER PC 10						
November 25-26 Thanksgiving Break							11 12 13 14 15 16 17						
December 21 - Dec. 31 - Winter Break							18 19 20 21 22 23 24						
January 14- GP End of Semester 1							25 26 27 28 29 30						
January 15 - Teacher Work Day							May						
January 29 - Snow Day Makeup							1 2 3 4 5 6 PD 8						
February 5 - Professional Dev.							9 10 11 12 13 14 15						
February 15 - President's Day							16 17 18 19 20 21 22						
March 5 - Snow Day Makeup							23 24 25 26 ER WD 29						
March 19 - End Grading Period 3							30 31						
March 22-25 - Spring Break							June						
April 2 - Teacher Work Day							1 2 3 4 5						
April 8- Early Release/Conferences PM							6 7 8 9 10 11 12						
April 9 - Parent Conferences AM							13 14 15 16 17 18 19						
May 7 - Professional Development							20 21 22 23 24 25 26						
May 25- Graduation							27 28 29 30						
May 27- Early Release Last Day													
May 28 - Teacher Work Day													
Grading Period 1 = 35 days													
Grading Period 2 = 38 days													
Grading Period 3 = 35 days													
Grading Period 4 = 35 days													
Student Days = 143 including 3 early													
release for 2 conferences and Last Day													
Teacher Days = 168 Includes 5 holidays,													
instructional days,professional development days,													
work days, parent conferences, and 5 flex days													
December													
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													

BELL SCHEDULE

2026-2027

1st Period	7:48-8:47
2nd Period	8:49-9:48
3rd Period	9:50-10:49
4th Period	10:51-11:50
Advisory Period	11:52-12:07
Lunch	12:07-12:37
5th Period	12:39-1:38
6th Period	1:40-2:38
7th Period	2:40-3:38

Advisory Bonus

One time a week, Thursdays, students can earn an early lunch and not have to go to advisory. To be eligible to skip advisory on Thursday, all of the following must occur during each week:

- No D's or F's in any class
- No missing assignments
- No discipline referrals (if you are sent out of class, that is a referral)
- No Absences (Medical with a doctor's note is the only exception)
- No phone confiscations
- No tardies

-If you have any type of discipline issue during the released advisory time period, students will be exempt for the rest of the year from being able to earn the opportunity again.

-Students must check into Advisory to find out if they are eligible for release. If they don't check in, it is marked as an absence, and they are ineligible for early release for the next week.

Bell Schedule 2026-2027

All Periods

Late Start

First Bell	10:00
1 st Period	10:02 – 10:43
2 nd Period	10:45 – 11:27
3 rd Period	11:29 – 12:11
Lunch	12:11 – 12:41
4 th Period	12:43 – 1:25
5 th Period	1:27 – 2:09
6 th Period	2:11 – 2:53
7 th Period	2:54 – 3:38

Schedule Changes

Changes to the schedule will be made only under the following circumstances:

- Student has previously earned a credit in the course.
- Student has not completed the required prerequisite for the course.
- Course change is required to meet graduation requirements.
- A multidisciplinary team (consisting of the student, parents, registrar, and/or principal meets and determines a change is in the best academic, social, emotional, and/or psychological interest of the student.)
- Students have only 1 week to change schedule or classes.
- IDLA class drop past our school drop deadline, the administration will enroll the student in a study hour period for an elective credit.

Check In/Out Procedures

Parental contact with the office either by phone or in person is necessary if a student needs to be checked out throughout the day. This includes leaving or returning from the building as an aide or work from home time. A sign in/out sheet is provided in the office for the students to sign in/out and parents must sign. If the office is not advised beforehand and the student leaves campus it will be treated as a truancy.

Missing Work Related to Absences

Excused absences will have as many days absent to make up missing work unless other arrangements have been made with the instructor. Unexcused absences will result in missed work counted as a zero.

Off Campus Policy

Students have the privilege of going off campus during their lunch break. If a student's behavior off campus or attendance becomes a problem this privilege can be taken away for that student.

Friday School

Friday School will be offered every third (3rd) Friday throughout the year for students to make up one absence for each day attended. This is also a day that may be used for discipline matters and students who are needing to make up work or failing. If the student is recommended for Friday School they should report on the day assigned at 8 a.m. until 12:00 p.m. Notice will be sent home in a letter and/or a phone call.

Mackay School Code of Conduct

The Three R's

Responsibility, Respect, Readiness

Responsibility: Mackay Jr./Sr. High students have an obligation to act in a responsible way. They are accountable for their behavior. They are dependable and reliable.

Respect: Mackay Jr./Sr. High students have an obligation to act in a respectful way. They feel and show honor for others. They are considerate of others. They are worthy of respect.

Readiness: Mackay Jr./Sr. High students have an obligation to act ready for each day. They are prompt. They are prompt to act. They are willing to work.

STUDENT CODE OF CONDUCT

All of us at Mackay Jr./Sr. High School want students to have a successful school year. It is very important that students have opportunities to accept responsibility for their own conduct. It is also very important that our school be an orderly, safe, and pleasant place where everyone's right to an education is respected. The Mackay School District intends to maintain a safe, orderly, and productive environment in which students may learn, teachers may teach, and employees may work effectively. Actions of one student or a group of students will not be allowed to interfere with the rights of others to learn and/or work and participate at school and school activities.

Student Discipline guidelines will be administered according to Mackay School District Policy 3330.

Student Rights

Students have rights, as do all citizens, under the Constitution, as well as Idaho law and Mackay School District Policy:

1. The right to an education in a safe, clean environment where teachers are competent and well trained.
2. The right to full use of class time for receiving instruction and for learning.
3. The right to fair, consistent, and respectful treatment by staff members and other students.
4. The right to be free of fear and/or harassment.
5. The right to have personal belongings secure.
6. The right to be listened to, cared about, and counseled with understanding.
7. The right to a hearing before a penalty is imposed. When a student has been referred for an incident, that student should be afforded the opportunity to offer his/her version of the incident to school authorities.
8. Students shall be free from unreasonable searches or seizures. Lockers, backpacks, and other personal items are subject to inspection and search by school officials if reasonable suspicion exists.

Student Responsibilities

Students at Mackay Jr./Sr. High School are expected to act in a respectful, responsible and safe manner at all times. These responsibilities include:

1. To be on time to school and to all classes throughout the day.
2. To be properly dressed for the school workplace in observance of the dress code.
3. To work hard and consistently in class and hand in school work on time.
4. To approach and complete all assigned work with honesty and integrity.
5. To respond positively to staff requests to follow the school's code of conduct
6. To keep the building and campus clean, neat, and free of litter.
7. To show respect for property, self, and others. This includes, but is not limited to:
 - listening when teachers, staff, and other students are talking
 - maintaining good conduct in the halls
 - not pushing, shoving, running, yelling, or disturbing others
 - not stealing, vandalizing or destroying school property and the property of others
 - not engaging in inappropriate or excessive physical contact and public displays of affection
 - not harassing (physically, visually, or verbally) any other person
 - not participating in or encouraging other students' inappropriate behavior
 - not interfering with the rights of others to learn and/or to work and participate at school and school activities.

Due Process

Students have a right to fair treatment and to be protected from arbitrary or unreasonable decisions. To this end, students must be informed of the consequences of actions, parents should be informed as early as possible when their student is in danger of the imposition of formal discipline, and students must be informed of their rights under these policies prior to the imposition of discipline. For more detailed information, refer to Mackay School District Policy 3330.

Students will be asked to complete a Student Statement Form to document the incident.

Addressing Teachers

Students shall address teachers in the accepting manner during the time that they are serving in their official capacity. First names and nicknames shall not be used by students in speaking to teachers. Students are expected to show proper respect to all teachers, employees and their property.

Assemblies

Students, by law, are under the jurisdiction of the school for the entire school day and therefore, are required to attend school assemblies. You are not to leave the building or campus during assembly with the same disciplinary action as truancy. Students need to report to the gym or auditorium and sit in the appropriate section. Common courtesy towards participants and performers must be observed. This means refraining from whistling and catcalling, etc. Cell phones are not to be used during assemblies. Keep feet off the seats in front of you and treat facilities with respect.

Leaving Campus

Students are allowed to leave campus during lunch; however, once a student is in school, he/she will not leave school for any reason without checking out through the office and contacting their parents. **Students who leave without checking out first, will be truant.** Permission to leave the school will be granted once the office has talked to the parent. Students may be excused from class only through the office or another member of the staff.

Littering

We expect our students to take pride in the building, grounds, and facilities of Mackay High School. A neat, well-groomed appearance makes a comfortable setting for learning and gives a favorable impression to our community. Students who purposely litter in the building or on the school grounds will be appropriately disciplined by the principal. During lunch hour no food or drinks are allowed in the gym.

Lockers

Each student will be assigned a locker. Locks may be rented from the office. It is the student's responsibility to secure his/her locker. Students are warned not to leave money and/or expensive possessions in their lockers. The school reserves the right to search and all students' lockers are part of the routine inspection.

Public Display of Affection

It is expected that all students will observe acceptable moral standards of behavior in school. Students that are overly affectionate or familiar with each other create embarrassing incidents for other students or school officials. Such students will be warned first, and then referred to the principal for disciplinary action.

Search and Seizure Policy

Students are advised that is the policy of School District 182 that members of the administrative staff have the authority to search the student lockers and all other school property over which the school district has control at any time, without student consent, and without a search warrant, Members of the administration staff also have the authority to search the personal property of students when reasonable under the circumstances. This authority to search school property, or personal property of the student when appropriate, is extended to members of the teaching staff who accompany students on out-of-town activities for school-related purposes at school district expense.

Senior Trip/Class funds

Current Mackay Jr/Sr High School seniors will decide as a class, with what activity they want to spend their class funds on, with administration approval. One activity such as an overnight lock-in or an overnight trip (2 night max) are the choices. The class will decide how to disperse any leftover funds, but no personal checks will be issued. (for example, a dinner, or something for graduation. If the class cannot come to a decision, the principal and class advisor, or a minimum of two (2) adults, will make the final decision.

Student Fees

High School Activity Card	\$30.00
High School Activity Fee (per activity)	\$150.00
Jr. High Activity Card	\$20.00
Jr. High Activity Fee (per activity)	\$100.00
High School Scholastics	\$75.00

SCHOOL BREAKFAST/LUNCH PROGRAM

Breakfast (Adult)	\$3.10
Breakfast (Jr./Sr. High)	\$2.95
Breakfast (Elementary)	\$2.95
Milk	\$0.50
Lunch (Adult)	\$5.30
Lunch (Jr./Sr. High)	\$3.76
Lunch (Elementary)	\$3.76
Reduced breakfast	\$0.30
Reduced Lunch	\$0.40

Mackay School District Policy 8245 (entire policy at back of handbook): Students and adults are to pay in advance or as incurred. Each student/adult is assigned his/her lunch number and account number. Your student's payment shall be deposited into their account and the computer will withdraw money at the time a purchase is incurred. When a student's meal account funds are exhausted, a student paying the full or reduced price for meals may charge no more than thirty-five (\$35.00) to his/her school meal account. Charging of a la carte or extra items to a student's account will not be permitted. A la carte includes an extra milk or second breakfast or lunch. Students who buy a second breakfast or lunch will be charged the adult meal price. To ensure that no child goes hungry, an alternate meal may be given to students who have exceeded the charge limit.

Free and reduced applications for breakfast and lunch are available at any time during the school year in the school and district offices. Lunch applications that were approved from last year will be in effect for 30 school days. If a new and approved application has not been received by this time, your child/children will be charged full price. An application is not retroactive so if

your application is late you will still be responsible for the charges incurred during the lapse in application.

Visitors

For the safety of the students and the faculty, ALL visitors must register with the office. Disruptions to the classrooms must be kept to a minimum. Visitors are welcome to visit our school and speak with teachers; however, prior arrangements must be made. Students who are not enrolled in Mackay High School should not be on school grounds without prior approval from the principal.

Loitering/Unauthorized Persons

The Principal has authority to request assistance from law enforcement if any visitor or unauthorized individual refuses to leave school grounds or creates a disturbance. Violation of District Policy may lead to removal from the building or grounds and denial of further access to District building or grounds.

Unauthorized persons loitering in or about any school building, or on school grounds shall be asked to leave the premises. Any such person failing to leave the premises shall be considered to be in violation of disorderly conduct or trespassing statutes. Law enforcement shall be notified and requested to remove the individual from the building or grounds.

Parents who pick up their children from school shall wait in a common area for the student. Under no circumstances shall the parents wait outside of the classroom for the student-either at the end of the school day, or anytime during regular school hours.

All visitors to all schools must report to the office upon arriving at the school. If parents, legal guardians, or authorized individuals are picking up a student during regular school hours, school personnel will notify the teacher that an authorized individual has arrived to pick up the student. The teacher will send the student to the office. The parent or legal guardian must sign the student out of school using the student checkout form located in the office area.

Policy 3380 Extracurricular and Co-Curricular Participation

Extracurricular or co-curricular activities are supplements to the regular instructional programs and afford students opportunities for enrichment. However, participation in extracurricular and co-curricular activities is a privilege, not a right (I.C. § 33-512(12)). As representatives of their school and District, students participating in such activities are expected to meet high standards of behavior.

Extracurricular activity programs in the Mackay School District shall be governed by the rules and regulations of the Idaho High School Activity Association, Mackay School District policies, and rules specific to each sport/activity.

Eligibility Requirements for Extracurricular and Co-Curricular Participation

There are three categories that affect student eligibility for extracurricular and co-curricular activities: academic performance, attendance, and compliance with the district's drug-free policies.

Academic Performance

Previous Semester

1. Students must earn a minimum of 65% in all their classes in the previous semester.
Example: you must receive a final grade of 65% or above in all classes first semester in order to play winter sports: Basketball, Cheerleading, Wrestling, Track, etc., You must receive a final grade of 65% or above in all classes second semester in order to play Football, Volleyball, Cheerleading, etc., for the following fall season. Students may use passing summer school course grades to replace failing grades from the second semester, this will allow for fall participation. Students taking off-campus or release time must pass 6 out of 6 classes.
2. Students must have earned a minimum of 65% for 2025-2026 in all their classes for 2026-2027 school year, then a minimum of 70% for starting 2027-2028, for future school years.

Current Semester

1. Students must be enrolled full-time, and
2. Students must maintain a minimum of 65% in all classes for 2026-2027 school year, then a minimum of 70% for all classes starting 2027-2028, for future school years.

The Athletic Director will check eligibility weekly.

If, at the time of a scheduled check, a student is found to be below minimum of 65% in all classes required for 2026-2027 school year, then a minimum of 70% for all classes starting 2027-2028, for future school years, he/she will be placed on probation for the next two weeks. During this two-week probation period, the student will be able to participate. It is during this time the student and parents need to meet with the teacher and discuss how to best improve the academic status of the student.

Within two (2) days of the eligibility check, the principal and/or extra-curricular or co-curricular activity supervisor will notify the student and parents in writing and by phone concerning the probationary status.

If at the end of the 2-week probation period the student remains ineligible, he/she will not be allowed to participate until grades are checked the following grade check and a minimum of 65% is in place. The student will be required to attend all practices but will not suit down for home games and will not attend away games. Teachers will notify admin when a passing grade is received. Once a minimum grade of 65% is received the student will be eligible to participate.

If a third probation period is met, the student will be off the team.

Attendance

1. Students involved in extracurricular activities are required to attend all class periods on the day of the contest, performance, or activity. If a student misses more than 60 minutes of the school day, he/she cannot attend practice. (Policy 3050)
2. The coach may make exceptions for medical appointments, family emergencies, or other special circumstances.

Extracurricular or Co-Curricular Activity Suspension

The Board believes that the safety and welfare of other students may be adversely affected when students who are involved in extracurricular or co-curricular activities commit major infractions or repeated minor infractions at school or during school activities, and/or are involved in criminal conduct or drug use in any location.

I. Activity Suspension as a Result of a School Suspension

A student will be immediately suspended from all extracurricular and co-curricular activities when he/she receives an in-school or out-of-school suspension (not including an in-school detention) from school for any violation of school and district disciplinary guidelines.

Consequences:

1. The activity suspension is automatic, is for the duration of the school suspension, and runs concurrent with the school suspension.
2. This type of activity suspension cannot be appealed.

II. Activity Suspension for Criminal Conduct or Drug Use in Any Location During the Scholastic Year

A student may be suspended from extracurricular and co-curricular activities when he/she has been arrested or it reasonably appears to the District that he/she has violated criminal law, other than infractions or minor traffic violations; or has been involved with drug paraphernalia, controlled substances, or drugs, including alcohol or tobacco, in any location,

either on or off campus, during the scholastic year, in any of the following ways: attempting to secure or purchase; using or having reasonable suspicion of having used; possession; intending or attempting to sell or distribute; selling or giving away; or being knowingly present when any of the above are used, possessed, or consumed.

Upon the first violation, the student will be suspended from competition for the number of contests equal to 20% of the total number of competitions for the entire season in that sport. In the event this results in a fraction of a contest, (e.g. 4.5 contest) the suspension shall be served for the same fraction of the last contest (e.g. Basketball 4 Games 2 Quarters). A second violation will result in the student being suspended from competition for the number of contests equal to 50% of the total number of competitions for the entire season in that sport.

A third violation will result in being suspended from participation in all extracurricular activities for one (1) calendar year.

For first and second violations, the suspended student will be required to attend all practices and home games but will not be allowed to suit down for games/contests.

If the student notifies school personnel (self-reports) concerning his/her criminal conduct or drug use prior to the personnel's knowledge of the incident(s), the principal or extra-curricular supervisor may reduce the length of the activity suspension. In no instance, will the suspension be less than one competition for the first offense and two competitions for the second offense. This does not apply to the third offense.

No suspensions will be carried over from junior high to high school. This policy shall be continuous throughout high school eligibility and violations are accumulative throughout high school.

Consequences:

Infractions Which Occur in Out-of-School Trips

During an out-of-school trip, if the authorized person in charge of the activity determines that a student should be sent home early because of criminal conduct, drug use, or a major infraction, the authorized person will notify the parent/guardian, and ask him/her to take charge of the return of the student. The parent/guardian will assume any expenses incurred for the return of the student.

Informal Hearing Process

Prior to giving an activity suspension to a student, the principal or extra-curricular or co-curricular activity supervisor shall grant the student an informal hearing on the reasons for the activity suspension and the opportunity to challenge those reasons unless an emergency

activity suspension is necessary. If an emergency activity suspension is necessary, an informal hearing will be held as soon as possible after the emergency ceases to exist.

Student travel to or from an extracurricular or co-curricular activity

Unless other travel arrangements are authorized, students will board the bus at the school designated as point of origin for the trip and will return to the point of origin in the bus. Buses will drop off students at one location south of town if returning from the South and one location north of town if returning from the North. The South stop will be at the Leslie Gravel Pit or (not both) Darlington Store, and the North stop will be at the Fish Hatchery Road historical sign.

The only variation allowed in this regulation is the release of students to parents via Team Reach App at the close of the activity before buses begin the return trip. Such release will require a message to the coach via Team Reach, from the parent. Parents may consent to allow their student to ride from an event with another adult, via message to coach via Team Reach App, and the coach must see the adult face-to-face to release the student to them. No student may be released to ride home with another student or with anyone under the age of 21.

The activity must provide at least one instructor\coach or adult advisor for each bus on a special trip. The head coach or appointed representative must ride the bus to and from the event. The bus driver will be responsible for the safe operation of the bus. The sponsor will be responsible for supervision of students and enforcement of bus rules. Coaches/Adults need to situate themselves throughout the bus to ensure proper supervision. Any adult designated by the principal as the school representative will have such authority.

Students must follow all school bus rules with these exceptions: Food and drink will be allowed with permission of the principal. No glass or aerosol containers are allowed on the bus, and drinks must have secure screw tops. However, any debris must be cleaned up at the end of the trip and before students leave the bus. Boys and girls will not sit in the same seat together.

If a student causes a disruption or hazard on the bus, a hearing will be held with the principal, driver, instructor/coach/or adult sponsor, parent/guardian and student. The driver, instructor/coach/or adult sponsor, parent/guardian and the student will have the opportunity to share with the principal their perceptions of the problem. If the principal finds that there has been an infraction of bus rules, he or she will take the following action:

1. On the first infraction, the student will be warned that following any further infraction he/she will be declared ineligible for transportation to the extracurricular or co-curricular activities for one event.

2. On the second infraction during a semester, the student will be declared ineligible for transportation to the extracurricular or co-curricular activity for two events.

3. On the third infraction during a semester, the student will be declared ineligible for transportation to the extracurricular or co-curricular activities for the remainder of the semester or trimester.

Based on the severity of the problem as it relates to respect and safety for others, the principal may bypass step #1 and/or step #2 above and immediately declare the student ineligible for transportation for two weeks or for the remainder of the semester or trimester.

Appeal Process

1. This appeal process may be used by students and their parent/guardian only for first and second violations of activity suspension for criminal conduct or drug use in any location during the scholastic year.
2. The parent/guardian must request an appeal in writing within two (2) school days from the notification of the activity suspension decision.
3. The Superintendent will appoint a three-member panel composed of certificated staff members who have not been involved in the disciplinary action in question. The hearing panel will notify the student and the parent/guardian of the date, location, and time of the hearing; the student will have an opportunity to present additional evidence regarding the circumstances of the suspension or reasons to reduce the length thereof. The appeal must be scheduled within five (5) school days of the request.
4. If the panel determines that the evidence reviewed at the appeal supports the suspension, the suspension of the student from extracurricular and/or co-curricular activities shall be continued.
5. The student and the parent/guardian will be notified in writing of the panel's findings and determination with respect to the student suspension from extracurricular and/or co-curricular activities within two (2) school days of the panel's decision.
6. The panel's determination is final, and is not appealable to the Superintendent or Board of Trustees.

General Definitions for Extracurricular and Co-Curricular Participation

Unless the context otherwise requires, in this policy:

“Extracurricular Activities” means a district and/or school authorized activities which take place outside of the regular school day and do not involve class credit, including, but not limited to athletics, student groups or organizations, and community activities for which high school letters are awarded.

“Co-Curricular Activities” are district and/or school authorized activities held in conjunction with accredited class, but taking place outside of the regular school day including, but not limited to, debate, drama, drill team, band, or choir.

“Activity Suspension or Suspension from Extracurricular or Co-Curricular Activities” means that suspended students shall not travel, dress in uniform, associate, or participate with the team or group at its scheduled event(s). Suspended students may be allowed to participate in practices/meetings; however, the principal or designee may deem it necessary for students to be withheld from practices/meetings for the duration of the suspension.

“Controlled Substances” include, but are not limited to opiates, opium derivatives, hallucinogenic substances, including cocaine, and cannabis and synthetic equivalents or the substances contained in the plant, any material, compound mixture or preparation with substances having a depressant effect on the central nervous system, and stimulants.

“Drugs” include any alcohol or malt beverage, any inhalant, any tobacco product, any controlled substances, any illegal substance, any abused substance, any look-alike or counterfeit drug, any medication not approved and registered by the school authorities and/or any substance which is tended to alter mood, and/or any substance which is misrepresented and sold or distributed as a restricted or illegal drug.

“Drug Paraphernalia” is defined as any or all equipment, products and materials of any kind which are used, intended for use, or designed for use, in planting, propagating, cultivation, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling, or otherwise introducing into the human body a controlled substance as defined in this policy.

“Emergency Activity Suspension” is defined as imposition of an activity suspension by a principal or his designee prior to an informal hearing when it is necessary to protect the health and safety of the individual(s) involved and immediate action is appropriate.

“Event” is defined as a match, game, meet, or other competitive event, including regional and/or state tournaments, or competitions. “Event” is also defined as any performance(s).

“Knowingly Present” shall mean that a student attended a gathering of two (2) or more individuals at which one or more of the attendees (other than the student at issue) were using or are in possession of drug paraphernalia, controlled substances, drugs, pornography, or alcohol or tobacco and the student knew or reasonably should have known that such use or possession was occurring illegally.

“On any school premises or at any school sponsored activity, regardless of location” includes, but not be limited to buildings, facilities, and grounds on the school campus, school buses, school parking areas; and the location of any school sponsored activity. “On any school premises or at any school sponsored activity, regardless of location” also includes instances in which the conduct occurs off the school premises but impacts a school related activity.

“Scholastic Year” is defined as the period of time beginning with the first day of the fall extracurricular and co-curricular activities season and ending with the last day of school.

“School Days” include only those days when school is in session.

Cross Reference Policy 3050 Attendance

Policy History:

Adopted on: April 10, 2012

Revised on: November 9, 2020

Revised on June 20, 2022

Revised on August 12, 2024

Revised on August 11, 2025

Revised on August 10, 2026

Policy 2700P High School Graduation Requirements

Prior to registering for high school, each student will be provided with a copy of the current graduation requirements. Graduation requirements shall also be included in the student handbook.

Credits

Students shall be expected to earn a total of 53 semester credits in order to complete graduation requirements. One credit shall be equal to 60 hours of instruction. Special education

students who have successfully completed their IEP leading to completion of high school will be awarded a diploma.

The core of instruction is 38 semester credits, with an additional 15 elective credits required for graduation:

Secondary Language Arts and Communication 12 credits

English (language study, composition, literature)	8 credits
Senior Seminar	1 credit
Speech or Debate	1 credit
Reading	1 credit
Digital Media Literacy	1 credit

Mathematics 8 credits*

Algebra 1 (or meets Algebra 1 standards)	2 credits
Geometry (or meets Geometry standards)	2 credits
Algebra 2 <u>or Equivalent</u>	2 credits
Secondary Mathematics of the student's choice	2 credits

Dual credit engineering and computer science courses aligned to the state standards for grades 9-12, including AP Computer Science and dual credit computer science courses may be counted as mathematics.

Students who choose to take Computer Science and Dual Credit Engineering may not concurrently count such courses as both a mathematics and science credit.

Science

Secondary Science	6 credits*
*(4 credits shall be laboratory sciences)	

Social Studies

5 credits

Government	2 credits
US History	2 credits
Economics and Financial Literacy	1 credit

Arts and Humanities

5 credits

Foreign Language	2 credits
Secondary Humanities of the student's choice	3 credits

Humanities courses include instruction in visual arts, music, theatre, dance, or world language aligned to the Idaho content standards for those subjects. Other courses such as literature, history, philosophy, architecture, or comparative world religions may satisfy the humanities standards if the course is aligned to the Interdisciplinary Humanities Content Standards

Health/Wellness		3 credits
Health	1 credit	
PE	1 credit	
PE Elective	1 credits	

Each student shall receive a minimum of 1 class period of psychomotor cardiopulmonary resuscitation (CPR) training as outlined in the American Heart Association (AHA) Guidelines for CPR to include the proper utilization of an automatic external defibrillator (AED) as part of the Health/Wellness course.

Middle School Credit

If a middle school student completes any required high school course with a grade of C or higher before entering the 9th grade, and if that course meets the same standards that are required in high school and the course is taught by a teacher certified to teach high school content then the student has met the high school content area requirement for such course. The student shall be given a grade for the successful completion of that course and such grade and the number of credit hours assigned to the course shall be transferred to the student's high school transcript and the student's parent or guardian shall be notified in advance when credits are going to be transcribed. However, the student's parent or guardian may elect to not have the credits and grade transferred to the student's high school transcript. The student still must complete the required number of credits in all high school core subjects identified above in addition to the courses completed in middle school, unless the student is a participant in the 8 in 6 Program.

College Entrance Examination

Completion of a College Entrance Examination is no longer required for graduation; however, the District will facilitate completion of the ACT or SAT prior to the end of the student's eleventh grade year.

Senior Project (Future Readiness Project - Class of 2028)

A student shall complete a senior project that includes a written report and oral presentation by the end of grade 12. Senior projects may be multi-year projects, group or individual projects, or approved pre-internship or school to work internship programs at the discretion of the District. The project must include elements of research, development of a thesis using experiential learning or integrated project based learning experiences, and a presentation of the outcome. Additional requirements for the senior project are at the discretion of the District.

Idaho Standards Achievement Tests (ISAT)

In addition to obtaining the necessary credits as outlined above, a student will take the Idaho Student Achievement Test (ISAT) as defined by State Board of Education rules.

Civics Test

All secondary students must successfully pass the civics test or alternative path. "Civics test" as used herein means the 100 questions used by officers of the United States citizenship and immigration services as a basis for selecting the questions posed to applicants for naturalization.

Any student who participates in a United States Government and Politics course and an associated college credit-bearing examination shall be deemed to have met this requirement.

The District will determine the method and manner in which to administer the civics test. A student may take the civics test at any time after enrolling in grade 7 and may repeat the test as often as necessary to pass the test. The District will document on the student's transcript that the student has passed the civics test.

The applicability of this requirement for students who receive special education services will be governed by the student's Individualized Education Plan.

Waiver of Requirement

Graduation requirements generally will not be waived except as outlined in the Early Achievement of College/Career Readiness and Flexible Schedule portion of this policy. However, in rare and unique hardship circumstances, the Superintendent may recommend and the School Board may approve minor deviation from the graduation requirements.

Alternative Programs

Credit toward graduation requirements may be granted for planned learning experiences from accredited programs, such as summer school, university courses, correspondence courses, online/virtual courses, extended learning opportunities, and master-based education.

Credit for work experience may be offered when the work program is a part of and supervised by the school.

All classes attempted at Mackay Jr./Sr. High School and all acceptable transfer credits shall be recorded on the transcript. All grades earned, including failures and retakes, shall be recorded as such and utilized in the calculation of grade point average (GPA) and class rank. Credit shall be awarded only once regardless of repetition of the course.

Honor Roll

A student must have a minimum GPA of 3.5 to be placed on the honor roll. Specific information regarding honors at graduation is included in the student handbook.

Class Rank (Grade Point Average)

Class Rank is compiled from semester grades. Courses not eligible for GPA are designated with an asterisk on the report card.

Early Completion of Graduation Requirements

A student who completes all of the graduation requirements set forth by the District and the State Department of Education prior to the completion of eight semesters of school attendance in grades 9 through 12 may petition the Superintendent and Board for early graduation by submitting such a petition to the Superintendent through the building principal. The Superintendent shall submit the petition to the Board for endorsement and approval at the end of the quarter preceding the requested graduation date. If a student chooses to graduate early, they will not walk with their class at the May graduation.

Early Achievement of College/Career Readiness and Flexible Schedule

A student may, at the student's option and upon notification to the student's school, be relieved from completing their remaining high school graduation requirements and apply for a flexible schedule or graduate early if the student:

1. Is at least 16 years of age;
2. Maintains a cumulative 3.5 grade point average;
3. Obtains permission from a parent/guardian, if under the age of 18;
4. Achieves a college and career readiness score;
5. Files the following with the school:
 - A. Notification of their intent to take a flexible schedule OR graduate early;
 - B. The student's participation portfolio; and
 - C. An essay of at least one page explaining why the student wishes to have a flexible schedule which include the future plans using the flexible schedule OR early graduation;
6. Completes the following:
 - A. The required civics test;
 - B. The economics credit, government credits, and senior project required to graduate. A student's senior project may describe the student's experience in achieving a college and career readiness score and a detailed explanation of the student's future plan.

Students eligible for a flexible schedule may be relieved from high school graduation requirements in order to:

1. Take elective courses, career technical education programs, or courses selected by the student which are available within the District;
2. Participate in apprenticeships or internships;
3. Act as a tutor at any grade level; or
4. Engage in such other activities identified by the Board.

A student who is granted a flexible schedule must adhere to the plan submitted to the school as part of their eligibility. Students who are under 18 may modify their plan with the approval of the student's parent/guardian.

The Superintendent is authorized to create any procedures necessary to assist students to achieve early graduation as well create incentives for participation in any early graduation program. Existing programs providing incentive to complete coursework early are described in Policy 2435 Advanced Opportunities.

Cross Reference: 2435 Advanced Opportunities

Legal Reference: I.C. § 33-4601, *et seq.* Advanced Opportunities
IDAPA 08.02.01.350 Early Graduation
IDAPA 08.02.03.105 High School Graduation Requirements
IDAPA 08.02.03.107 Middle Level Credit System

Procedure History:

Promulgated on: March 23, 2015

Revised on: July 12, 2021

Revised on: April 11, 2022

Revised on: December 12, 2022

Revised on: November 13, 2023

Revised on: March 12, 2024

Revised on: January 13, 2025

Revised on: July 14, 2025

Revised on: December 8, 2025

Revised on: August 10, 2026

Academic Grade Scale

A+ 98% - 100%	B+ 88% - 89%	C+ 78% - 79%	D+ 68% - 69%	F 59% & below
A 93% - 97%	B 83% - 87%	C 73% - 77%	D 63% - 67%	
A- 90% - 92%	B- 80% - 82%	C- 70% - 72%	D- 60% - 62%	

GPA

A = 4 points

B = 3 points

C = 2 points

D = 1 point

F = 0 points

Policy 3260 **Dress Code**

Students' clothing may not create a material or substantial disruption to the educational process. Clothing and accessories that are a safety hazard are prohibited. Students shall be allowed to wear clothing and accessories of their choice at school and school-related activities provided they comply with this dress code and with any other applicable procedures or rules. The District shall respect students' First Amendment rights with regard to student apparel that conveys a political or religious message.

This dress code shall apply to all student apparel worn at school and at school activities, including:

1. Clothing;
2. Accessories;
3. Cosmetics;
4. Jewelry, including piercings;
5. Any emblem, badge, button or symbol; and
6. Visible tattoos.

Different or more specific clothing may be required for some courses and activities, including — but not limited to — PE classes, shop classes and career & technical education courses, field trips, field days, and school dances. The principal or their designee may approve dress codes specific to such courses or activities or may approve exceptions to the dress code as they deem appropriate.

It shall be the responsibility of the building principal or their designee to communicate this dress code and any other applicable dress codes and exceptions to the students they apply to.

The District will seek to accommodate cultural, religious, and ethnic differences in dress and grooming as well as differences in dress or grooming based on disability or medical need, provided such dress or grooming does not materially or substantially disrupt the educational process of the school or create a health or safety hazard for students, staff, or others. No student shall be required to modify their natural head or facial hair, such as by shaving or straightening through the application of heat or chemicals. Students may dress in a manner consistent with their gender identity or expression. This dress code shall be interpreted and applied in a non-discriminatory manner.

Required Clothing

Students must wear clothing made of material that can't be seen through that covers their torso on all sides of the body, and which covers at least seven inches of the thigh. The shirt or other garment covering the torso must have sleeves or straps. Shirts or other garments that expose the midriff are not permitted.

Clothing must cover the student's underwear.

The only hats students may wear are baseball caps or beanies. An exception to this rule may be made as described above to accommodate medical, cultural, religious, or other attire.

Students must wear shoes at all times, except when they are changing shoes for PE or a student activity and except when an exception is granted as described above.

Prohibited Attire

Attire that depicts or alludes to any of the following by picture, symbol, or word shall be prohibited:

1. Illegal acts;
2. Drugs, including alcohol, nicotine, and controlled substances;
3. Drug paraphernalia;
4. The following items, which are considered gang attire: (Specific items that signal affiliation with any gang the building principal has a reasonable belief is present at the school);
5. Violence;
6. Messages that are threatening or defamatory;
7. Messages that denigrate, harass, or discriminate against any individual or class of individuals, or create a hostile or intimidating environment on the basis of race, color, national origin, ancestry, sex, gender identity, sexual orientation, ethnicity, age, language barrier, religious beliefs, physical and mental disability, economic or social conditions, or actual or potential marital or parental status or status as a homeless child to the extent they are substantially and materially disruptive of the educational environment;
7. Profanity;
8. Sexually explicit, lewd or indecent images or messages.

Attire that poses a safety hazard or that is likely to damage school property is also prohibited.

Interpretation and Enforcement of the Dress Code

Teachers and staff shall be responsible for referring possible dress code violations to the building principal to determine whether the attire constitutes a dress code violation. If a conflict arises in the interpretation of this policy, the interpretation of the building principal or their designee shall be final.

This policy shall be applied consistently, regardless of body size, type, or maturity and regardless of gender, race, and other protected categories. It should be enforced in a manner that avoids loss of instructional time and avoids shaming students, such as by confronting students about their attire in front of other students.

If a student's grooming or clothing violates the school's dress code, the student may be given an

opportunity to correct the problem at school, such as by covering, removing, or replacing a problematic item of attire. If the student is unable or unwilling to correct the violation, the student may be subject to disciplinary action, which may include assignment to in-school suspension for the remainder of the day, until the problem is corrected, or until a parent/guardian or other person brings dress code-compliant attire to the school.

Legal Reference: I.C. 33-506
I.C. 33-512(6)

Policy History:

Adopted on: April 10, 2012

Revised on: July 9, 2018

Revised on: August 8, 2022

Revised on: December 11, 2023

Revised on: August 10, 2026

Policy 2395 IDLA

Mackay School District supports asynchronous learning opportunities that help students pursue advanced coursework, dual credit, workforce training, certifications, career pathways, associate degree programs, and other individualized educational goals. Because asynchronous learning requires increased independence, self-motivation, communication, and time management, students must demonstrate readiness to be successful in this learning environment.

Idaho Digital Learning Academy Classes

The Idaho Digital Learning Academy (IDLA) is a legislatively created virtual school designed to provide Idaho students with greater access to an assortment of courses while working in collaboration with public schools. IDLA offers educational opportunities that meet students' changing needs and grants students the flexibility of learning anytime, anyplace, and at a pace that meets their individual learning styles.

The District will use IDLA classes to supplement its curriculum and to provide remedial academic support. The District recognizes that students may also participate in dual credit coursework offered directly through approved colleges and universities that are not administered through IDLA. Additional procedures and student expectations regarding dual credit participation may be outlined in the Mackay Jr./Sr. High School Student Handbook.

Site Coordinator

The District will provide an individual, employed by the District, as a Site Coordinator. The Site Coordinator is to regularly motivate students and monitor their progress. The role of the Site Coordinator is to:

1. Advise students on appropriate courses for registration;
2. Ensure that students are completing work on a timely basis, including checking grades online; every Thursday, by noon.
3. Proctor final exams; and
4. Facilitate communications with students' parents/guardians regarding course progress and the IDLA instructor.

Additionally, the Site Coordinator is a contact for the IDLA instructor and IDLA staff. A Site Coordinator shall be assigned to each building, or as an alternative, to each District. Anyone selected as a District Site Coordinator shall successfully complete the IDLA online Site Coordinator Course. The cost of the IDLA online Site Coordinator Course shall be paid by the District.

Student and Course Selection

District administrators, counselors, and teachers will identify those students who will benefit from IDLA and/or Dual Credit classes.

At the discretion of the principal or designee, students may be selected to take IDLA or Dual Credit courses if they:

1. Need to make up credits in order to graduate on schedule;
2. Are eligible for hospital or homebound programs;
3. Are interested in advanced placement or dual credit courses;
4. Want to supplement their curriculum by taking course(s) not offered at their school;
5. Have scheduling conflicts;
6. Want to accelerate their academic program by taking additional courses to facilitate early graduation;
7. Are excused from being physically present on the campus of their school of record for an extended period of time; or
8. Sign and submit form 2395F to principal and superintendent asking to enroll in an IDLA or Dual Credit Course instead of a course scheduled at the school. Approval must be documented prior to enrollment.
9. The number of enrolled students in high school credit IDLA course does not exceed 15 students per period unless the district has had to create a custom class.
10. Have not failed an IDLA class in the past two semesters.
11. At the discretion of administration students may be allowed to complete asynchronous courses from home. 2395F1 will need to be completed, signed and submitted to the high school office.

Students may be denied the privilege of IDLA or Dual Credit enrollment if their academic and behavioral record does not indicate the academic ability and self-discipline needed to succeed in online classes.

The parent or guardian, student, and principal or designee must confer and agree that the course(s) selected is (are) academically and developmentally appropriate for the student and that all prerequisites as determined by the student's school of record have been completed before registration in an IDLA course.

Ethical Conduct

Any student attending classes through IDLA or College Dual Credit Program shall adhere to the District's Acceptable Use of Electronic Networks policies and any acceptable use policy implemented by IDLA. Additionally, the student and the student's parent/guardian shall agree to abide by the District's and IDLA's policies and College policies prior to IDLA or Dual Credit classes beginning.

In the event of a violation of the acceptable use policy, plagiarism, or other disciplinary issues, IDLA will notify the District. The District shall take any disciplinary measures necessary as provided in District policy.

Tuition and Fees

The District shall abide by the IDLA Fees Policy Statement provided by IDLA or the designated College. Registration fees and costs for courses for Distant Learning, IDLA and Dual Credit College Courses are the responsibility of the student and his/her parent or guardian unless course registration is required due to scheduling conflicts for required courses. All fees should be paid upon enrollment. All costs must be borne by the student and his or her family.

If the student is enrolled in six or more credits or sufficient classes to qualify as full time in a District high school, the student is responsible for all tuition and registration fees to be paid to IDLA and/or Dual Credit College Courses associated with over-enrollment. In other words, if the student has made a personal choice to take more than a full course-load of classes for credit, such is the personal choice and personal cost of the student/family of the student.

Grading

IDLA provides a percentage grade to the Districts. The District transcribes the grade weekly and final grade credit. The final grade received from any IDLA class will be entered into the student's GPA. The student will be granted high school credit(s) when earned through IDLA or Dual Credit College courses. Students will earn one to two (1 to 2) semester credit(s) per distance learning course completed upon passing the course with a grade of sixty percent (60%) or higher. Failure to pay fees to the District for completed courses will result in loss of credit(s).

Advanced Placement Designation on Transcript

If a student of the District takes an IDLA class, the District will specify on the student's transcript that the advanced placement course was taken through IDLA. The purpose for this is to ensure that the student's transcript reflects an approved provider of the advanced placement course, such as IDLA.

For all other requirements regarding IDLA, please refer to the Idaho Digital Learning Academy.

Policy Note: Some information to develop this policy was provided by the Idaho Digital Learning Academy.

Cross Reference 3270 District Provided Access to Electronic Information, Services and Networks

3270P Acceptable Use of Electronic Networks

Legal References: I.C. § 33-5502 Creation—Legislative Findings—Goal

I.C. § 33-5505 Definitions. *Paulson v. Minidoka School District No. 331*, 93 Idaho 469, 470 (1970).

Policy History:

Adopted on: March 23, 2015

Revised on: December 11, 2017

Revised on: June 12, 2023

Revised on: May 13, 2024

Revised on: January 12, 2025

Revised on: August 10, 2026

IDLA and Dual Credit Learning

Purpose

IDLA and Dual Credit through Colleges allow eligible students to complete approved online, dual credit, workforce training, certification, or other approved coursework outside of a traditional classroom setting.

Participation is a privilege and may be approved, denied, suspended, or revoked based upon student performance, attendance, communication, conduct, and compliance with program requirements.

Program Philosophy

Mackay School District supports IDLA and Dual Credit learning opportunities that help students pursue advanced coursework, dual credit, workforce training, certifications, career pathways, associate degree programs, and other individualized educational goals. Because IDLA and Dual Credit learning requires increased independence, self-motivation, communication, and time management, students must demonstrate readiness to be successful in this learning environment.

Student Responsibilities

The student understands and agrees to:

Academic Responsibility

1. Complete all coursework assigned by the instructor.
2. Meet all course deadlines and due dates.
3. Maintain satisfactory academic progress in all courses.
4. Communicate directly with instructors regarding questions, missing work, grades, and academic concerns.
5. Complete required orientations, training, or onboarding activities required by the course provider.
6. Monitor grades and progress regularly.
7. Seek assistance before falling significantly behind.

Proctored Testing Responsibility

- Schedule required proctored exams, final exams, certification exams, placement tests, and other required assessments within the timelines established by the course provider and Mackay School District.
- Communicate with the Site Coordinator, counselor, testing proctor, instructor, or other designated personnel to arrange required testing appointments.
- Attend all scheduled testing appointments and arrive prepared to complete required assessments.
- Monitor testing deadlines and testing requirements established by the course provider.

Students understand that many IDLA and/or Dual Credit Colleges Course(s), certification, and workforce training require proctored examinations. Students are responsible for scheduling and completing required exams within designated testing windows. When Mackay School District establishes testing dates, times, or procedures for proctored assessments, students are expected to comply with those requirements. Failure to schedule or complete required exams may result in missed deadlines, reduced grades, course failure, loss of credit, loss of funding eligibility, or denial of future IDLA and/or Dual Credit Colleges Course(s) enrollment opportunities.

Communication Responsibility

The student understands that IDLA and/or Dual Credit Colleges Course(s) learning requires increased independence and communication.

The student agrees to:

- Check school email regularly.
- Respond to communications from instructors, counselors, and administrators.
- Communicate directly with course instructors when assistance is needed.
- Notify the school of concerns affecting course completion.

IDLA Courses

Students are responsible for communicating directly with their IDLA instructor.

Non-IDLA Dual Credit Courses

Students are responsible for communicating directly with the college instructor.

Mackay School District cannot access many college course systems and cannot monitor course progress in the same manner as IDLA.

Academic Integrity and Academic Honesty

Students participating in IDLA and/or Dual Credit Colleges Course(s) learning are expected to complete all coursework honestly and in accordance with the academic integrity policies of Mackay School District and the course provider.

Students may not:

- Submit work completed by another person as their own.
- Copy, plagiarize, or improperly use the work of others.
- Share answers, assignments, quizzes, tests, projects, or course materials when prohibited by the instructor or course provider.
- Use unauthorized resources during quizzes, exams, assessments, or other graded activities.
- Allow another person to complete coursework, exams, discussions, assignments, or online activities on their behalf.
- Access or attempt to access assessments, answer keys, or course materials in an unauthorized manner.
- Misrepresent attendance, participation, or completion of coursework.

Students understand that academic integrity violations may result in:

- Loss of credit for an assignment or assessment.
- Course failure.
- Removal from an IDLA and/or Dual Credit Colleges Course(s) course.
- Loss of work-from-home privileges.
- Loss of dual credit or college credit, when applicable.
- Disciplinary action in accordance with District policy and the policies of the course provider.
- Denial of future participation in IDLA and/or Dual Credit Colleges Course(s) learning opportunities.

Students enrolled in dual credit, college, workforce training, certification, or other postsecondary coursework understand that academic dishonesty may also be reported to the college or institution and may become part of the student's postsecondary disciplinary record.

Technology, Account Access, FERPA, and Student Responsibility

Students participating in IDLA and/or Dual Credit Colleges Course(s) learning are responsible for maintaining access to and regularly monitoring all accounts, learning platforms, communication systems, student portals, and technology resources associated with their courses.

Because many dual credit, college, workforce training, certification, and other postsecondary programs are governed by the Family Educational Rights and Privacy Act (FERPA), Mackay School District personnel, including counselors, advisors, site coordinators, teachers, and administrators, as well as parents/guardians, may have limited or no access to student records, account information, grades, enrollment status, billing information, registration information, passwords, course activity, communications, or technical support services. Students are expected to communicate directly with the course provider and appropriate support offices regarding academic, enrollment, financial, technical, and account-related matters.

Students are responsible for:

- Regularly checking their Mackay School District email account
- Regularly checking all college, university, IDLA, workforce training, certification, and course-provider email accounts
- Maintaining access to usernames, passwords, and account credentials
- Monitoring announcements, messages, assignments, deadlines, grades, registration requirements, financial obligations, and course communications
- Learning how to navigate and use required learning management systems, student portals, registration systems, and course platforms
- Completing required account setup, admissions applications, residency verification, orientations, onboarding activities, and enrollment requirements
- Contacting the appropriate technical support department when login, password, account access, software, or platform issues occur
- Contacting the appropriate business office, registrar, admissions office, advising office, financial aid office, student support office, or other college department regarding account holds, tuition balances, registration issues, transcripts, enrollment concerns, or academic questions
- Developing and maintaining an educational plan that aligns with the student's career, workforce training, certification, dual credit, associate degree, or postsecondary goals
- Obtaining appropriate academic advising regarding degree requirements, transfer requirements, career pathways, and course sequencing

- Providing Mackay School District with copies of degree plans, academic plans, advising plans, course pathway plans, or other planning documents upon request

Examples of systems students may be required to access include, but are not limited to:

- IDLA systems, including Schoology, Buzz, and other IDLA-supported platforms
- College and university systems such as MyCEI, DualEnroll, Canvas, student information systems, registration portals, advising portals, financial aid systems, and student business accounts

Students understand that Mackay School District cannot guarantee access to external systems and may not be able to resolve technical issues, account holds, password resets, registration issues, tuition issues, admissions issues, advising issues, or other matters controlled by external educational providers.

Students further understand that parents/guardians, counselors, advisors, site coordinators, and Mackay School District personnel generally cannot access student passwords, reset external account credentials, complete college admissions requirements, register students for courses, pay student balances, view restricted student records, or communicate with colleges on behalf of students unless specifically authorized by the institution.

Parents/guardians understand that they may not receive direct communication from colleges, universities, or other postsecondary institutions regarding student grades, account information, enrollment status, financial obligations, or academic records due to FERPA protections

Lack of familiarity with a course platform, student portal, email system, registration system, technology requirement, or college process is not an acceptable excuse for missed assignments, missed deadlines, missed communications, registration errors, withdrawal deadlines, tuition charges, account holds, or course completion requirements. Students are expected to seek assistance from the appropriate support department promptly when issues arise.

Failure to maintain account access, monitor communications, respond to emails, learn required systems, participate in required advising activities, or seek assistance from the appropriate support department will not excuse missed assignments, missed deadlines, tuition charges, withdrawal deadlines, registration holds, enrollment issues, or other course requirements.

Academic Eligibility Standards

2026-2027 School Year

To remain eligible for future IDLA and/or Dual Credit Colleges Course(s) enrollment:

Students must maintain:

- 65% or higher in Mackay High School courses
- 65% or higher in IDLA courses

- 70% or higher in Dual Credit courses
Including:
 - Mackay Dual Credit
 - IDLA Dual Credit
 - Non-IDLA College Dual Credit

2027-2028 School Year

Students must maintain:

- 70% or higher in all courses

Including:

- Mackay High School courses
- IDLA courses
- Dual Credit courses

Failure to maintain eligibility standards may result in denial of future IDLA and/or Dual Credit Colleges Course(s) enrollment.

College and Career Planning Requirements

Students participating in dual credit coursework, associate degree pathways, workforce training programs, career technical education pathways, certification programs, or other postsecondary opportunities agree to actively participate in college and career planning activities required by Mackay School District.

Students may be required to:

- Complete the Idaho Next Steps Future Finder Assessment and any related career exploration activities
- Participate in advising meetings with school personnel as requested
- Identify and maintain an updated college, career, workforce, certification, or degree goal
- Develop and maintain a written education, workforce, certificate, degree, or academic pathway plan
- Provide copies of pathway plans, degree audits, course plans, academic maps, or other planning documents requested by the District
- Complete Advanced Opportunities participation requirements when utilizing Advanced Opportunities funding

Students understand that advising and pathway planning are intended to help students make informed educational decisions and avoid unnecessary coursework, costs, loss of funding eligibility, or delays in completing academic goals.

Failure to participate in required advising, planning activities, or pathway documentation may result in denial of future IDLA and/or Dual Credit Colleges Course(s) enrollment, dual credit participation, work-from-home privileges, or other IDLA and/or Dual Credit Colleges Course(s) learning opportunities.

Dual Credit Expectations

Dual credit courses are college courses.

Juniors and Seniors are the only ones allowed to use school time for DC. Freshmen and Sophomores will have to petition and be approved by HS Principal

Students understand:

- College coursework becomes part of a permanent college transcript.
- College deadlines may differ from Mackay School District deadlines.
- Colleges may require minimum grades for degree programs and transfer credit.
- Students are responsible for understanding course requirements and expectations.

Although high school credit may be awarded with a passing grade, Mackay School District expects students to earn 70% or higher in dual credit coursework to demonstrate readiness for continued college-level study.

Grade Reporting Requirements

IDLA Courses

Grades will be monitored by Mackay School District through available reporting systems.

Non-IDLA Dual Credit Courses

Students must submit current grade reports upon request and may be required to provide screenshots, unofficial transcripts, gradebook reports, or other documentation acceptable to the District.

Weekly Progress Reporting Requirement

Students enrolled in Non-IDLA Dual Credit or College Courses must provide a current grade/progress report each Thursday by 12:00 p.m. unless otherwise approved by administration.

Failure to provide requested grade reports may result in:

- Loss of work-from-home privileges
- Requirement to complete coursework at school
- Disciplinary action
- Loss of future IDLA and/or Dual Credit Colleges Course(s) eligibility

Course Deadlines, Withdrawals, Extensions, and Hardships

Students participating in IDLA and/or Dual Credit Colleges Course(s) learning are responsible for understanding and complying with all course deadlines, enrollment deadlines, withdrawal deadlines, attendance requirements, and grading policies established by the course provider. Students understand that course providers may have policies that differ from Mackay School District. Mackay School District only allows one (1) week after 1st day of course to drop or change course.

IDLA Courses

Regular IDLA high school courses may allow extension requests under certain circumstances. Students requesting an extension must comply with all IDLA requirements and deadlines.

At the time of this agreement, IDLA generally requires students requesting an extension to:

- Maintain a minimum overall course grade of 50% (excluding the final exam)
- Have attempted and submitted at least 50% of the course requirements by the scheduled course end date
- Submit the extension request no later than one week prior to the scheduled course end date, or by any deadline established by IDLA.

Meeting these requirements does not guarantee approval. All extension decisions are made according to IDLA policies and procedures.

IDLA Dual Credit Courses

IDLA Dual Credit courses generally do not provide automatic extensions. Students experiencing significant circumstances that substantially impact course completion may request consideration through the IDLA hardship process.

Hardship requests may require supporting documentation, including:

- Medical documentation
- Family emergencies
- Significant personal hardships
- Other documented circumstances beyond the student's control

Hardship requests are reviewed on a case-by-case basis according to IDLA and local district requirements and may require supporting documentation. Approval is not guaranteed.

Non-IDLA Dual Credit and College Courses

Most colleges and universities do not provide extensions based on high school schedules, extracurricular activities, athletics, employment, vacations, workload, or missed deadlines. Students who are unable to complete a course may be required to withdraw according to the college's policies and deadlines.

Students are responsible for understanding:

- Add/drop deadlines
 - Withdrawal deadlines
 - Tuition refund deadlines
 - Course completion requirements
 - College grading policies

Failure to meet these deadlines may result in:

- Tuition charges
 - Loss of Advanced Opportunities funding eligibility
 - Withdrawal grades
 - Failing grades
 - Permanent college transcript consequences

Mackay School District Expectations

Mackay School District does not control or approve extension requests, hardship requests, withdrawal decisions, grading policies, tuition obligations, or course completion requirements for IDLA, colleges, universities, workforce training providers, or other external educational institutions.

When extenuating circumstances occur, Mackay School District may assist students in communicating with the course provider and may provide supporting documentation when appropriate. However, approval of extensions, hardships, withdrawals, deadline modifications, or other exceptions remains the responsibility of the course provider.

For coursework taught directly by Mackay School District staff, requests for absences, make-up work, extensions, and accommodations will be handled in accordance with District policies, classroom procedures, Section 504 Plans, Individualized Education Programs (IEPs), and other approved accommodations.

Students are expected to communicate concerns immediately rather than waiting until coursework is significantly overdue. Participation in extracurricular activities, athletics, employment, vacations, social activities, or poor time management will not automatically qualify a student for extensions, hardship approvals, deadline modifications, or exceptions.

Course Load Review and Future Enrollment Consideration

Students and parents understand that repeated requests for extensions, hardships, withdrawals, incomplete coursework, or other academic accommodations may indicate that a student's current course load exceeds their available time, resources, or readiness for IDLA and/or Dual Credit Colleges Course(s) learning.

When a student demonstrates a pattern of difficulty completing coursework within established timelines, Mackay School District may require a review of the student's academic plan, course load, extracurricular commitments, employment obligations, or other responsibilities.

As a result of this review, the District may:

- Reduce the number of IDLA and/or Dual Credit Colleges Course(s) courses approved for future enrollment
 - Require completion of coursework on campus rather than through work-from-home privileges
 - Require a student to successfully complete a semester without IDLA and/or Dual Credit Colleges Course(s) coursework before reapplying
 - Limit participation in additional IDLA and/or Dual Credit Colleges Course(s) courses until satisfactory academic progress is demonstrated
 - Implement other supports or conditions designed to improve student success

The purpose of these interventions is to support student academic success and ensure that IDLA and/or Dual Credit Colleges Course(s) learning remains an appropriate educational placement.

A student who receives three (3) or more approved extension requests, hardship requests, course withdrawals, incomplete courses, or similar academic accommodations within a single school year may be required to participate in a course load review and may have future IDLA and/or Dual Credit Colleges Course(s) enrollment, dual credit enrollment, work-from-home privileges, or other IDLA and/or Dual Credit Colleges Course(s) learning opportunities limited, modified, suspended, or denied.

Asynchronous Learning at Home (Work From Home) Eligibility

For the 2026-2027 school year, work-from-home participation is limited to students classified as incoming seniors. Work-from-home eligibility for future school years may be modified by the District and is subject to annual review.

Incoming freshmen, sophomores, and juniors are not eligible for work-from-home participation during the 2026-2027 school year, regardless of academic standing, attendance, course enrollment, or other eligibility criteria.

Students approved for IDLA and/or Dual Credit Colleges Course(s) learning are not automatically approved for work-from-home participation.

Eligible seniors seeking work-from-home privileges must meet all District requirements, maintain satisfactory academic progress, comply with attendance and communication expectations, and complete all required Asynchronous Learning at Home agreements and approvals.

Work-from-home participation is a privilege and not a right. Approval is not guaranteed. Mackay School District reserves the right to approve, deny, suspend, revoke, or modify work-from-home privileges at any time based on academic performance, attendance, communication, conduct, program compliance, safety concerns, or the educational needs of the student and District.

Attendance Requirements

Students participating in IDLA and/or Dual Credit Colleges Course(s) learning remain subject to district attendance requirements.

Students Completing Coursework at School

Students must follow all Mackay Jr./Sr. High School attendance procedures. Time designated for IDLA and/or Dual Credit Colleges Course(s) coursework during the school day is considered an assigned educational period and students are expected to actively participate in coursework during that time.

Students Approved for Asynchronous Learning At Home (Work From Home)

Students must comply with all requirements outlined in the Asynchronous Learning AT Home Agreement.

Students approved for work-from-home status must attend Advisory in order to receive attendance credit for the school day.

Failure to meet attendance requirements may result in loss of work-from-home privileges.

Course Calendar Differences and Assigned School Responsibilities

Students understand that IDLA and/or Dual Credit Colleges Course(s) courses, workforce training programs, and college courses may operate on calendars, start dates, end dates, deadlines, and semester schedules that differ from Mackay School District's academic calendar.

As a result:

- Some courses may begin before or after the Mackay semester start date.
- Some courses may end before or after the Mackay semester end date.
- Students may experience periods of time during the school day when coursework is not available due to course scheduling differences.

During any period in which a student is assigned to an IDLA and/or Dual Credit Colleges Course(s) course but is not actively participating in coursework because the course has not yet started, has already ended, or does not require active participation during that time, the student remains under the supervision and authority of Mackay School District.

Students may be assigned:

- Teacher aide duties
- Office aide duties
- Library or media center assistance
- Tutoring or peer support activities
- Academic support assignments
- Study hall responsibilities
- School improvement projects

- Other educationally appropriate tasks as assigned by school personnel

Students are expected to complete assigned duties and follow all school rules and expectations during these periods.

Failure to comply with assigned responsibilities may result in disciplinary action, loss of work-from-home privileges, removal from IDLA and/or Dual Credit Colleges Course(s) learning, or denial of future IDLA and/or Dual Credit Colleges Course(s) enrollment opportunities.

Financial Responsibility

IDLA Course Fees

Students and parents acknowledge that enrollment in IDLA courses may require payment of course fees established by Idaho Digital Learning Alliance (IDLA). Current fee schedules are provided with the IDLA and Dual Credit Enrollment Form and may be updated periodically.

When Mackay School District requires a student to enroll in an IDLA course because a needed course is unavailable through the District schedule, staffing limitations exist, or the District is unable to otherwise provide the course, the District may assume responsibility for approved IDLA course fees.

When a student voluntarily elects to enroll in an IDLA course in place of a course offered by Mackay School District, including enrollment for personal preference, scheduling flexibility, accelerated credit completion, associate degree pathways, or other elective reasons, the student and parent/guardian are responsible for applicable IDLA course fees unless otherwise approved by the District.

Students and parents are responsible for verifying that all required fees are paid by applicable deadlines.

Students may not be enrolled in courses until required fees, forms, approvals, and enrollment requirements have been completed unless otherwise approved through Advanced Opportunities funding or an administrative exception.

Students and parents understand that participation in IDLA and/or Dual Credit Colleges Course(s) learning may involve costs not covered by Mackay School District.

Failure to pay required fees may result in delayed enrollment, removal from a course, denial of future enrollment, or inability to participate in IDLA and/or Dual Credit Colleges Course(s) coursework.

Dual Credit and College Coursework

Students and parents understand that tuition, fees, textbooks, admissions costs, technology fees, testing fees, and other college expenses associated with dual credit or college coursework are the responsibility of the student unless covered through Advanced Opportunities funding or another approved funding source.

These costs may include:

- Tuition
- Fees
- Textbooks
- Certification costs
- Technology fees
- Admissions fees
- Other college-related expenses

Students are responsible for:

- Completing admissions requirements
- Maintaining college accounts
- Monitoring financial obligations
- Monitoring Advanced Opportunities eligibility
- Paying expenses not covered by Advanced Opportunities funding

Failure to address college financial obligations may result in registration holds, enrollment delays, transcript holds, or collection activity through the college.

Advanced Opportunities

Students are responsible for completing all Advanced Opportunities requirements, including admissions applications, course registration, funding requests, residency verification, and any required college enrollment processes.

Students utilizing Advanced Opportunities funding must comply with all state requirements.

Students understand:

- Failed courses may affect future funding eligibility.
- Withdrawals may affect future funding eligibility.
- Students may be required to successfully complete and pay for a course before additional funding becomes available.

Removal Program

Participation in IDLA and/or Dual Credit Colleges Course(s) learning may be suspended, revoked, or denied for future semesters if a student:

- Fails to maintain required grades.
- Fails to communicate with instructors.
- Fails to provide required progress reports.
- Violates attendance requirements.

- Demonstrates a lack of academic progress.
- Violates school rules or conducts expectations.
- Fails to comply with requirements outlined in this agreement.
- Fails to maintain account access, monitor required communications, or comply with technology and FERPA responsibilities.

The District reserves the right to modify, suspend, revoke, or deny IDLA and/or Dual Credit Colleges Course(s) learning participation at any time when it determines the placement is no longer in the best educational interest of the student or the District.

Policy 2395 – Idaho Digital Learning Academy Classes

Policy 3300 Series – Student Conduct

Policy 3000 Series – Attendance

Policy 3270 – District Provided Access to Electronic Information, Services and Networks

Policy 3270P – Acceptable Use of Electronic Networks

Policy 3380 Extracurricular and Co-Curricular Participation

Policy 2435 Advanced Opportunities policy and 2435 Advanced Opportunities Form

Policy 2440 Online Courses and Alternative Credit Options

Policy 2445 District/Charter School-Provided Virtual Instruction

Policy 2460 Extended Learning Opportunities

Policy 2700 High School Graduation Requirements

IDLA 2026-2027 Fee Policy Updated 04/01/2026

Policy 2395F IDLA / NON-IDLA DUAL CREDIT Pre-Enrollment Form

Student Name: _____ Grade: _____ School Year: _____ Term: ☐
Fall ☐ Spring ☐ Summer

Requested Courses:

Course Name: _____

College Credits: _____ IDLA Fee: \$ _____ AO Request: ☐ Yes ☐ No

Course Name: _____

College Credits: _____ IDLA Fee: \$ _____ AO Request: ☐ Yes ☐ No

Course Name: _____

College Credits: _____ IDLA Fee: \$ _____ AO Request: ☐ Yes ☐ No

Course Name: _____

College Credits: _____ IDLA Fee: \$ _____ AO Request: ☐ Yes ☐ No

Total Parent/Student Cost paid to MHS for IDLA course fees: \$ _____

IDLA Fee Reference

Required Graduation Course: \$40 per enrollment

Elective Course: \$100 per enrollment

Full Cost IDLA Enrollment (when applicable): \$445 per enrollment

Financial Responsibility Acknowledgment

Students and parents/guardians understand that Advanced Opportunities may cover eligible IDLA overload courses and dual credit tuition based on student eligibility, available funding, and State of Idaho guidelines. Credit recovery courses are the responsibility of the student.

Students and parents/guardians are responsible for any fees not covered by Advanced Opportunities or other funding sources, including tuition, textbooks, materials, certification fees, technology fees, penalties, and other course-related expenses. Students are responsible for contacting the course provider or college to determine additional costs.

By signing below, the student and parent/guardian acknowledge that they have reviewed the requested courses, understand potential financial responsibility, and agree to follow the IDLA and Dual Credit expectations outlined in the Mackay Jr./Sr. High School Student Handbook.

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

Administrator Approval: _____ Date: _____

Asynchronous Learning at Home

Student Name: _____ Grade: _____ School Year: _____

Term: ☐ Fall ☐ Spring ☐ Summer

The high school principal may approve asynchronous (IDLA/Non-IDLA Dual Credit) learning from home if all of the following stipulations and requirements are met:

1. The student has three or more asynchronous *Dual Credit* classes in consecutive order.
2. The student maintains at least a 70% in all asynchronous and Mackay High School Classes.
 1. The first time a student falls below a 70% they must be at school for a minimum of a week, the second time, the privilege may be revoked.
3. The student has no disciplinary actions in any asynchronous class or from MHS.
4. If approved, the student must commit to learning from home during those hours.
 1. The student may not choose to work from home and come to the school at their leisure.
 2. Every student must sign in and out for work from home and MHS activities.
5. The student has not previously failed (OR below 65%) in an asynchronous class or MHS class,
 1. If a student's final grade is below 70% in a Dual Credit Course they will not be eligible the following semester for Asynchronous/Online Dual Credit Courses.
6. The student agrees to turn in grades every Thursday, by noon, through TEAM REACH.
 1. The first time a student fails to submit grades by Thursday, at noon, they must work from school for a minimum of a week, the second time, the work from home privilege may be revoked.
 2. It is the students responsibility to provide Dual Credit course final grade to reflect in Power School and on transcript appropriately.
7. If a student is ineligible for Asynchronous learning they will choose courses and electives offered at Mackay high school.
 1. If they still choose to enroll in asynchronous learning, during the ineligible semester, participation will be outside of Mackay school hours.
8. Proctored finals must be scheduled and completed during work from home or designated asynchronous hours, not during Mackay High School class hours. If the exam is allowed to exceed one hour, the student must notify and make arrangements with the High School Teacher and the Proctor.
9. Students must check their Mackay School Emails daily and attend College and Career, and Mackay High School Activities.
10. If a student has idle time, before the start, during, or at the end of their course term they will be considered an AIDE.
11. Students agree to IDLA/Non Idla institution tuition and fees and requirements by taking their courses and Advanced Opportunities guidelines and eligibility requirements by utilizing Idaho Advanced Opportunity funds.

Please reference Mackay Jr./Sr. High School Handbook for more information.

This contract must be signed by the student and parent/guardian and returned to the high school office.

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

Administrator Approval: _____ Date: _____

ASYNCHRONOUS LEARNING AT HOME (Work From Home)

Purpose

Asynchronous Learning At Home allows approved students to complete designated coursework off campus during assigned school periods. Asynchronous Learning At Home participation is a privilege and not a right.

Students approved for Asynchronous Learning At Home participation remain enrolled in Mackay School District and remain subject to all District policies, student conduct expectations, attendance requirements, and academic standards.

Approval may be denied, suspended, revoked, or modified at any time based upon academic performance, attendance, communication, conduct, safety concerns, or the educational needs of the student and District.

Eligibility for Asynchronous Learning at Home

For the 2026-2027 school year, Asynchronous Learning At Home participation is limited to approved incoming seniors.

Incoming freshmen, sophomores, and juniors are not eligible for Asynchronous Learning At Home participation during the 2026-2027 school year, regardless of academic standing, attendance, course enrollment, or other eligibility factors.

To remain eligible for Asynchronous Learning At Home participation, students must:

- Maintain satisfactory academic progress in all courses.
- Comply with all requirements contained in the Mackay School District policies and handbook for Asynchronous Learning at Home and IDLA / Dual Credit.
- Meet attendance and communication expectations.
- Maintain eligibility for continued asynchronous enrollment.
- Follow all District policies and procedures.

Academic Eligibility Requirements

Students participating in the Asynchronous Learning At Home must maintain the minimum academic eligibility standards established in the Mackay School District Asynchronous Learning At Home Agreement. (2395F1)

Students who fail to maintain required grades, satisfactory academic progress, or eligibility for Asynchronous Learning At Home enrollment may lose Asynchronous Learning At Home privileges and be required to complete coursework on campus.

Asynchronous Learning At Home approval is based upon both eligibility and administrative approval. Meeting minimum eligibility requirements does not guarantee approval.

Course Schedule Requirements

Asynchronous Learning At Home participation is intended for students who have a block of consecutive asynchronous dual credit coursework that can be completed off campus.

To be eligible for Asynchronous Learning At Home participation, students must be enrolled in a minimum of three (3) consecutive periods of asynchronous dual credit coursework during the school day.

Eligible coursework may include:

- IDLA Dual Credit courses
- Non-IDLA College Dual Credit courses
- Other District-approved asynchronous dual credit coursework

The following do not count toward the three-period consecutive requirement:

- Mackay High School courses
- Mackay Dual Credit courses taught on campus
- Regular IDLA high school credit courses
- Study Hall
- Teacher aide assignments
- Office aide assignments
- Credit recovery courses
- Other non-dual credit coursework

Students may qualify for Asynchronous Learning At Home participation if they are scheduled into regular Mackay High School courses or Mackay Dual Credit courses before or after the block of three consecutive asynchronous dual credit periods.

The District reserves the right to determine whether a student's schedule satisfies the requirements for Asynchronous Learning At Home participation.

Attendance Requirements

Students approved for Asynchronous Learning At Home status remain subject to all Mackay School District attendance requirements.

Students must:

- Attend Advisory on all required school days unless excused according to District attendance procedures.
- Participate in required meetings with counselors, advisors, teachers, administrators, and other school personnel.
- Attend all required testing sessions, orientations, conferences, and school-directed activities.
- Respond promptly to school communications.

Failure to comply with attendance requirements may result in loss of Asynchronous Learning At Home privileges.

Academic Expectations

Students approved for Asynchronous Learning At Home participation must:

- Remain actively engaged in coursework during assigned school hours.
- Complete coursework according to course-provider requirements.
- Maintain satisfactory academic progress in all courses.
- Monitor grades regularly.
- Communicate directly with instructors regarding academic concerns.
- Seek assistance before falling significantly behind.

Students understand that Asynchronous Learning At Home status is intended for educational purposes and may not be used as a substitute for attendance, employment, recreation, travel, or other activities that interfere with academic responsibilities.

Students approved for Asynchronous Learning At Home participation are expected to devote their assigned school periods to coursework and academic activities. Employment, personal errands, recreation, vacations, appointments, or other non-school activities should not interfere with assigned instructional time.

Academic Integrity

Students participating in the Asynchronous Learning At Home are expected to complete all coursework honestly and in accordance with the academic integrity policies of Mackay School District, IDLA, colleges, universities, certification providers, and other course providers.

Students may not:

- Submit work completed by another person
- Allow another person to complete coursework on their behalf
- Use unauthorized assistance during quizzes, exams, assignments, or assessments
- Falsify attendance, participation, or coursework completion
- Engage in plagiarism, cheating, or other forms of academic dishonesty

Violations of academic integrity may result in disciplinary action, loss of course credit, removal from Asynchronous Learning At Home status, removal from asynchronous learning, college disciplinary action, or denial of future participation.

Communication Requirements

Students must:

- Check their Mackay School District email daily.
- Check all course-provider email accounts daily.
- Respond promptly to communications from instructors, counselors, advisors, and administrators.
- Notify the school immediately if circumstances arise that may impact course completion.
- Students may be required to provide progress reports, screenshots, grade reports, attendance documentation, or other evidence of academic progress upon request.

Failure to maintain communication may result in loss of Asynchronous Learning At Home privileges.

Technology Responsibilities

Students are responsible for:

- Maintaining reliable internet access.
- Maintaining access to required devices, software, accounts, and course platforms.
- Monitoring all required learning management systems and student portals.
- Contacting appropriate technical support services when technology issues arise.
- Resolving account-access issues in a timely manner.

Technology issues do not automatically excuse missed assignments, missed deadlines, attendance requirements, or testing obligations.

Learning Environment

Students approved for Asynchronous Learning At Home participation are expected to maintain an environment conducive to learning during assigned school hours. Students are responsible for minimizing distractions and ensuring they can actively participate in coursework, meetings, testing requirements, and communications.

Testing and Proctored Exam Requirements

Students are responsible for scheduling and completing all required proctored exams, final exams, assessments, certifications, and testing requirements.

Students must:

- Attend all scheduled testing appointments.
- Complete required assessments within established timelines.
- Report to campus when required for testing.
- Complete final exams during Mackay High School designated testing dates and times when required by the District or course provider.

Failure to schedule, attend, or complete required testing may result in loss of credit, course failure, removal from Asynchronous Learning At Home status, or other disciplinary action.

Location and Availability

Students approved for Asynchronous Learning At Home participation must remain within a reasonable distance of Mackay Jr./Sr. High School during assigned Asynchronous Learning At Home periods and must be able to report to campus within a timeframe directed by school personnel when requested.

The District may require students to return to campus for:

- Academic support.
- Testing.
- Meetings.
- Advising sessions.
- Attendance concerns.
- Discipline matters.
- Program reviews.
- Other educational purposes determined by the District.

Students are expected to comply with all directives to report to campus.

Campus Access and Sign-In Requirements

Students approved for Asynchronous Learning At Home participation are not considered on-campus students during their approved Asynchronous Learning At Home periods.

Students approved for Asynchronous Learning At Home status are expected to be off campus during approved Asynchronous Learning At Home periods unless specifically required by the District to be present.

Students approved for Asynchronous Learning At Home participation may be required to report to campus for:

- Advisory
- Scheduled classes
- Testing sessions
- Meetings with school personnel
- Counseling or advising appointments
- School-sponsored activities
- Other school-directed purposes

Whenever an Asynchronous Learning At Home student arrives on campus during the school day, the student must sign in through the designated school office or procedure. When leaving campus, the student must sign out before departing.

Students may not come and go from campus at will and may not use school facilities as a social gathering location during Asynchronous Learning At Home periods.

Failure to properly sign in, sign out, comply with campus access requirements, or follow directions from school personnel may result in disciplinary action, loss of Asynchronous Learning At Home privileges, or removal from the Asynchronous Learning At Home program.

Students who remain on campus without authorization during approved Asynchronous Learning At Home periods may be considered in violation of this agreement and may lose Asynchronous Learning At Home privileges.

Transportation Responsibility

Students approved for Asynchronous Learning At Home participation are responsible for arranging and maintaining reliable transportation to and from Mackay School District when required.

Students understand that participation in the Asynchronous Learning At Home program may require them to report to campus for:

- Advisory
- Testing and proctored exams
- Final exams
- Meetings with counselors, advisors, teachers, or administrators
- Academic interventions
- Attendance reviews
- School-directed activities
- Other educational purposes determined by the District

Students and parents/guardians are responsible for ensuring that transportation is available when the student is required to report to campus.

Lack of transportation will not excuse missed Advisory periods, testing appointments, meetings, attendance requirements, disciplinary meetings, or other required school activities.

Failure to report to campus when directed due to transportation issues may result in unexcused absences, loss of Asynchronous Learning At Home privileges, removal from the Asynchronous Learning At Home program, or other consequences consistent with District policy.

Participation in the Asynchronous Learning At Home program is voluntary. Students who are unable to reliably provide transportation when required may not be appropriate candidates for continued Asynchronous Learning At Home participation.

Participation in athletics, extracurricular activities, employment, clubs, or other activities does not relieve students of their responsibility to report to campus when required.

Student Safety and Liability

Students approved for Asynchronous Learning At Home participation are not under the direct supervision of Mackay School District during approved off-campus Asynchronous Learning At Home periods.

Students and parents/guardians assume responsibility for the student's location, conduct, safety, transportation, internet access, and learning environment during approved off-campus periods.

The District is not responsible for injuries, accidents, property damage, transportation issues, internet service interruptions, or other incidents occurring while the student is participating in approved off-campus Asynchronous Learning At Home activities, except as otherwise required by law.

Quarterly Review and Continued Eligibility

Asynchronous Learning At Home participation will be reviewed at the end of each academic quarter and may be reviewed at any time during the school year.

Continued participation is contingent upon:

- Academic performance.
- Attendance.
- Communication.
- Compliance with District policies.
- Compliance with the Asynchronous Learning Agreement.
- Successful completion of coursework.

The District reserves the right to modify, suspend, revoke, or deny continued Asynchronous Learning At Home participation at any time.

Revocation of Asynchronous Learning At Home Privileges

Policy 2395 – Idaho Digital Learning Academy (IDLA) and Dual Credit
2395F- IDLA / Non-IDLA Dual Credit Enrollment Form
2395F1-Asynchronous Learning at Home Agreement
Policy 3270 – District Provided Access to Electronic Information, Services and Networks
Policy 3270P – Acceptable Use of Electronic Networks

Asynchronous Learning At Home participation may be suspended or revoked for:

- Unsatisfactory academic performance.
- Failure to maintain course progress.
- Failure to communicate.
- Attendance violations.
- Missed Advisory requirements.
- Failure to attend required testing sessions.
- Conduct violations.
- Failure to comply with District policies.
- Failure to comply with the Asynchronous Learning Agreement.
- Any circumstance in which the District determines that Asynchronous Learning At Home participation is no longer in the best educational interest of the student or District.

Students whose Asynchronous Learning At Home privileges are revoked may be required to complete all coursework on campus.

The District retains sole discretion in determining whether Asynchronous Learning At Home participation remains an appropriate educational placement for a student.

(Please see Asynchronous Learning at Home 2395F1)

Policy 2140 Student and Family Privacy Rights

Surveys - General

Surveys requesting personal information from students, as well as any other instrument used to collect personal information from students must advance or relate to the District's educational objectives as identified in Board policy. This applies to all surveys, regardless of whether the student answering the questions can be identified and regardless of who created the survey.

Any noncurricular-related survey, well-being questionnaire, or health screening must be approved by the Superintendent or designee before it is administered by an employee to any student. For the purposes of this policy, noncurricular survey shall mean surveys other than those conducted as part of a student's course of study.

Personally identifiable information from student education records may be disclosed to an educational agency or institution in order to:

1. Develop, validate, or administer predictive tests;
2. Administer student aid programs; or
3. Improve instruction.

In such cases, the school or District shall enter into a written agreement with the receiving organization. The study must not allow identification of individual parents or students by anyone other than representatives of the organization with legitimate interests in the information and the information must be destroyed when it is no longer needed for study purposes.

Surveys Created by a Third Party

Before the District administers or distributes a survey created by a third party to a student, the student's parent(s)/guardian(s) may inspect the survey upon request and within a reasonable time of their request.

This section applies to every survey:

1. That is created by a person or entity other than a District official, staff member, or student;
2. Regardless of whether the student answering the questions can be identified; and
3. Regardless of the subject matter of the questions.

Surveys Requesting Personal Information

School officials and staff members shall not request, nor disclose, the identity of any student who completes ANY survey containing one or more of the following items:

1. Political affiliations or beliefs of the student or the student's parent/guardian;
2. Mental or psychological problems of the student or the student's family;
3. Behavior or attitudes about sex;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of other individuals with whom students have close family relationships;
6. Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers;
7. Religious practices, affiliations, or beliefs of the student or the student's parent/guardian; or
8. Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.

In the case of such surveys, the student's parent(s)/guardian(s) may:

1. Inspect the survey within a reasonable time of the request, and/or
2. Refuse to allow their child to participate in any survey requesting personal information.
The school shall not penalize any student whose parent(s)/guardian(s) exercise this option.

In case of surveys, tests, or measuring devices on the following topics, the survey shall be provided to the parent(s)/guardian(s) and written parental permission shall be obtained before the survey is administered to the student.

1. A student's sexuality;
2. Sex;
3. Religion
4. Personal political beliefs;
5. Mental or psychological problems;
6. Personal family information; and
7. Individual or family financial information.

For the purposes of this policy, personal family information means any of the information in this list or any personally identifiable information as defined in Policy 3575 about a student or any of their immediate relatives.

The employee overseeing any test, measurement device, survey, questionnaire, or screening for which such permission is required shall maintain documentation that all required parental and/or administrative permission has been given.

Instructional Material

A student's parent(s)/guardian(s) may, within a reasonable time of the request, inspect any instructional material used as part of their child's educational curriculum.

The term "instructional material," for purposes of this policy, means instructional content that is provided to a student, regardless of its format, printed or representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments.

Collection of Personal Information from Students for Marketing Prohibited

The term "personal information," for purposes of this section only, means individually identifiable information including:

1. A student's or parent's first and last name;
2. A home or other physical address, including street name and the name of the city or town;

3. Telephone number; or
4. A Social Security identification number.

The District shall not collect, disclose, or use student personal information for the purpose of marketing or selling that information or otherwise providing that information to others for that purpose.

The District, however, is not prohibited from collecting, disclosing, or using personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions such as the following:

1. College or other post-secondary education recruitment or military recruitment;
2. Book clubs, magazines, and programs providing access to low-cost literary products;
3. Curriculum and instructional materials used by elementary schools and secondary schools;
4. Tests and assessments to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments;
5. The sale by students of products or services to raise funds for school-related or education-related activities; and
6. Student recognition programs.

Notification of Rights and Procedures

The Superintendent or designee shall notify students' parents/guardians of:

1. This policy as well as its availability from the District office upon request;
2. How to opt their child out of participation in activities as provided in this policy;
3. The approximate dates during the school year when a survey requesting personal information, as described above, is scheduled or expected to be scheduled;
4. How to request access to any survey or other material described in this policy.

This notification shall be given parents/guardians at least annually at the beginning of the school year and within a reasonable period after any substantive change in this policy.

The rights provided to parents/guardians in this policy transfer to the student, when the student turns eighteen (18) years of age or is an emancipated minor.

NOTE: This policy must be adopted in consultation with parents. 20 U.S.C. § 1232h(c)(1). Therefore, ISBA recommends that, at a minimum, Boards specifically note this on their meeting agendas and request public comment prior to adoption.

Cross Reference:	2520	Selection, Adoption, Use and Removal of Curricular Materials
	3200	Student Rights and Responsibilities
	3500	Student Health, Physical Screenings, and Examinations
	3575	Student Data Privacy and Security
	4175	Required Annual Notices
	4250	Education Research
Legal Reference:	20 U.S.C. § 1232h	FERPA: Protection of Pupil Rights
	34 C.F.R. Part 99	Implementing FERPA
	IC § 33-6001	Parental Rights

Policy History:

Adopted on: December 8, 2014

Revised on: January 16, 2023

Revised on: August 14, 2023

Policy 2425 Parental Rights

The Board of Trustees encourages parents/guardians to be involved in their student’s school activities and academic progress. As required by IC 33-6001, the District reinforces the rights and responsibilities of parents as primary stakeholders to make decisions regarding the upbringing and control of their child.

The Board is mandated to adhere to laws, rules, and regulations including the Constitution of the State of Idaho; the rules of the Idaho State Board of Education (Idaho Administrative Procedures Act); the rules and regulations of the Idaho State Department of Education; the laws, rules, and regulations of the federal government and the U.S. Department of Education; as well as educational provisions outlined in the Idaho Code. These mandates include the requirement stated at Article IX, Section 1 of the Idaho Constitution that it is “... the duty of the Legislature of Idaho to maintain a general, uniform, and thorough system of public, free common schools.”

Based upon the above provisions, as well as the State’s mandated requirements for advancement and graduation, the District has established its practices, policies, and procedures as well as the approved curriculum and assessment program. Failure to follow the District’s practices, policies, and procedures as well as the school’s curriculum and assessment program amounts to a violation of State and/or federal laws, rules, and regulations by the District, including but not limited to the failure to provide a general, thorough, free, and uniform system of public education as well as putting the District’s operations and funding in jeopardy.

Parents/guardians and students are expected to abide by the District's practices, policies, and procedures governing the operation of the schools which are required by various State and/or federal laws, rules, and regulations. However, a student's parent/guardian has the right to reasonable academic accommodation if the accommodation does not substantially impact District staff and resources, including employee working conditions, safety and supervision on school premises for school activities, and the efficient allocation of expenditures. The District will strive to balance the rights of parents/guardians, the educational needs of other students, the academic and behavioral impacts to a classroom, a teacher's workload, and the assurance of the safe and efficient operations of the school.

If a parent has an objection to the District's implementation of various mandates through the District's practices, policies, and procedures, or if a parent/guardian would like to request reasonable academic accommodation, the appropriate avenue for the parent/guardian is to first seek to address such concerns through communication with the school's administration. Should that avenue not resolve the situation, a parent/guardian is free to address such concerns with the Board of Trustees in conformance with Board policy regarding public participation at Board meetings.

A parent/guardian who has an objection to their child's participation in the District's adopted curriculum and/or the District's implementation of practices, policies, and procedures in accordance with educational mandates, on the basis that it harms the child or impairs the parents' firmly held beliefs, values, or principles, may withdraw their child from the activity, class, or program. Except in the case of sex education curriculum, a parent/guardian who chooses to not have their child participate in the provided educational activity shall be responsible for identification and provision of non-disruptive alternative educational activities for their child during any time of objection, at no cost to the District. The final decision as to the placement of such alternative educational activity shall be at the discretion of the District, with input of the parent, consistent with the requirements for advancement and graduation and consistent with the reasonable accommodation requirements outlined above.

In the case of dual credit courses offered by an institution of higher education, academic accommodations and excusing students from objectionable assignments is solely at the discretion of the course provider and not the District. The District has no control over the selection, adoption and removal of curricular materials and it is the responsibility of the parent to have knowledge of and/or review such prior to student enrollment.

Access to Learning Materials

Parents/guardians are entitled to review all learning materials, instructional materials, and other teaching aids used in their student's classroom. Parents/guardians can request access to learning materials by contacting the school's administration during school hours.

Student Wellbeing

If a member of the District's staff becomes aware of a change in the student's mental, emotional, or physical health or well-being the staff member shall report this change so the student's parent/guardian can be notified as described in Procedure 2425.

Addressing Parent/Guardian Concerns

A parent/guardian who feels the District has violated their rights, as described in this policy and otherwise provided in IC 33-6001 may file a grievance as described in Policy 4120 Uniform Grievance Policy.

Notice

The District shall annually provide parents/guardians with notice of their rights as specified in this policy.

Cross References:	2340F	Parental Opt-Out Form for Sex Education
	2420	Parental and Family Engagement
	4105F	Request to Address the Board
	4120	Uniform Grievance Policy
	4175	Required Annual Notices
Legal References:	Id. Const. art. IX	Education and School Lands
	IC § 32-1010	Intent of the Legislature – Parental Rights
	IC § 32-1012	Parental Right to Direct the Education of Children
	IC § 32-1013	Interference with Fundamental Parental Rights Restricted
	IC § 33-6001	Parental Rights
	IC § 33-6002	Annual Notice of Parental Rights
	IDAPA §§ 08.01-.04	State Board of Education and State Department of Education Administrative Rules

Policy History:

Adopted on: October 12, 2015

Revised on: July 13, 2020

Revised on: February 12, 2024

Policy 3050 **Attendance**

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

Junior/Senior High School Attendance Policy

The main responsibility of attendance rests upon the student with the help of the parent/guardian. Whenever the student is absent from the classroom for reasons other than school-related activities, it is the responsibility of the parent/guardian to verify the absence to the school's satisfaction.

Classification of absences shall be:

Excused Absences

EXCUSED ABSENCES include illness and family emergency. In addition, the District **may** excuse absences under the following circumstances:

1. Parent/guardian submits written notice desiring to take the student out of school, stating the purpose, to the principal.
2. Parent/guardian may pick the student up at the school without a written statement but must register through the office to do so.

3. When two (2) or more consecutive days of absence are planned, students must pick up and complete a pre-arranged, District approved, absentee form.
4. Students must submit completed assignments to the teacher upon return, unless a mutually agreeable alternate schedule is determined in writing from the teacher.
5. Students have two (2) school days upon their return to school to have the absence excused. If no notification is received by the end of the two (2) school days, the student absence will be marked as unexcused and considered truancy.

Unexcused Absences

UNEXCUSED ABSENCES shall include any absences not covered as Excused Absences as outlined in this policy. If the student was truant without parent/guardian knowledge, the student will receive additional disciplinary action. A conference with the parent/guardian, student, and the principal will be required for repeated unexcused absences. Habitual truants, as determined by the Board or designee, that repeatedly violated this policy will face disciplinary action, including but not limited to detention, credit denial, suspension, expulsion, and/or other disciplinary action from administration.

School Related Absences

SCHOOL RELATED ABSENCES shall include field trips, extracurricular activities and other school-planned activities off campus.

Requirements to Participate in Sports and Extra Curricular Activities

Students involved in extracurricular activities are required to attend all class periods on the day of the contest, performance, or activity. If a student misses more than 60 minutes of the school day, he/she cannot attend practice.

The Athletic Director or the Principal may make exceptions for medical appointments, family emergencies, or other special circumstances. A student suspended from school, regardless of in-school or out of school suspension, may not attend practice or participate in a contest, performance, or activity on the day he/she is suspended.

Extended Illness

EXTENDED ILLNESS in which a student is confined to a home or health facility for a period expected to be greater than ten (10) consecutive days, as certified by the student's medical advisor, will be accommodated with assignments at the place of confinement whenever practicable. If the student is unable to do the schoolwork or complete major requirements outside of class, the student may be required to take an incomplete or withdraw from the class without penalty. Under such homebound conditions, the student shall be counted present for the purposes of this attendance policy, but would still be

subject to semester testing to validate progress. If the student fails to complete semester testing, a review of credits will be at the Board's discretion.

Students with a chronic health condition, which interrupts regular attendance, may qualify for placement in a limited attendance and participation program. The Principal or school counselor and parent/guardian shall write a program, considering the physician's advice and recommendations. Staff shall be informed of the student's needs to implement the program.

Extraordinary Absences

EXTRAORDINARY ABSENCES include any absence beyond the scope listed above and include:

1. Educational travel programs sanctioned but not necessarily sponsored by the school district; state, regional, national competitions (academic, athletic, fine arts)
2. Post-secondary programs including advanced opportunity courses and military
3. Family travel
4. Bereavement

It is understood that extraordinary absences cause course difficulties for both the student and the teacher. Therefore, prior to the absence (unless the absence is for an emergency of illness or bereavement) the student, together with the parent(s)/guardian(s), will need at a time which is determined by the teacher and which is agreeable to all parties.

After discussion and consideration of the student's class standing, previous absences and ability to work outside the class, the teacher shall determine what action is to be taken. The following options will be available:

1. The teacher determines when and for how long the student shall meet with the teacher prior to or after the absence, or
2. The teacher suggests that a tutor be employed by the parent(s)/guardian(s) to assist the student in his/her absence to complete course work assigned by the teacher, or
3. Other arrangements as determined including enrollment in an on-line or correspondence course.

The responsibility to comply with the results of the pre-absence meeting rests with the student and parent(s)/guardian(s). Any expense incurred in employing a tutor or enrolling in an on-line course shall not be the responsibility of the Mackay School District. Should the student fail to complete the work satisfactorily, as judged by the teacher (except in the case of an on-line course, which will be judged by the offering institution), the student shall not receive credit for the course.

It is to be noted that parent(s)/guardian(s) and student realize that the classroom grade following an extraordinary absence may be affected due to the student's extended absences, even when arrangements are made and work is made up.

Combined Absences

Excused and Unexcused absences (excluding participation in school approved activities, absences accompanied by a physician's note, and approved extraordinary absences) combined shall not exceed six (6) days per semester. Absences in excess of the specified six (6) days per semester limit may result in credit denial. When a student exceeds one-half of the allowed days, three (3) per semester, a formal notification letter will be sent to the parent/guardian. If the student misses six (6) days per semester, an additional notification will be sent to the parent/guardian stating that one (1) or more absences in that semester may result in credit denial. Students who have exceeded the limit may appeal the credit denial to the Attendance Committee, consisting of the Principal, attendance secretary, and two (2) faculty members. The Committee will review the legitimacy of the absences and determine whether the credits will be denied or granted. If further questions remain concerning the student's appeal, the Committee will refer the student to the Superintendent for consideration in granting credits.

Tardiness

Students who are habitually and carelessly tardy to class constitute a serious interruption to the education process. A student is tardy if he/she is not in the classroom when the bell indicating the start of each class period rings. Beginning with the fourth (4th) tardy, a student will receive school discipline.

When a student receives a fourth (4th) tardy, he/she will receive school discipline as assigned by the Principal. Four (4) tardies in one class period will equal one (1) absence). Tardiness cannot be made up.

Truancies

A habitual truant is defined as a student who is repeatedly absent from school, without proper authorization, who is between the ages of seven (7) and sixteen (16) years of age and comes under the purview of the Juvenile Corrections Act.

A student who is deemed a habitual truant will not be allowed make-up privileges. The following steps may be taken by the building administrator for students who are judged to be truant:

1. First Offense – The student and his/her parent/guardian will be notified by the building administrator. A one-week lunch detention will be assigned.

2. Second Offense – The student and his/her parent/guardian will be notified. A conference will be held. Student will be assigned in-school suspension.
3. Third Offense – The student and his/her parent/guardian will be notified. A conference will be held with student, parent/guardian, counselor, and principal. Student will be assigned out-of-school suspension.
4. Fourth Offense – The student and his/her parent/guardian will be required to meet with the Principal. They may recommend any of the following: probation, transfer, alternative school, exclusion for the remainder of the grading period, or expulsion.

The Board may expel a student because he/she is a habitual truant as defined to this policy. The student will be allowed to continue to attend classes pending the Board's determination in this matter. The Board shall determine whether the student is a habitual truant and should be un-enrolled and issue a written decision within ten (10) days. The Board's decision is final. If the Board determines that the student should be un-enrolled, the notice will specify that the student will be un-enrolled from school effective the date of the Board's determination.

If the Board determines that a student is a habitual truant, whether or not the student is expelled or un-enrolled, the Board will notify, in writing, the prosecuting attorney in the student's county of residence.

In the event that a student is absent from school, a parent should call the school or send a written explanation which details the nature of the absence with the student upon his/her return. When notification is received by the school office, the child's absence will be deemed as an excused absence. If notification is not received, the absence will be deemed unexcused.

1. EXCUSED ABSENCES include illness that has a physician's note, and family emergencies with notification or other absences as approved by the administration.
2. UNEXCUSED ABSENCES include absences for any other reason or absences without notification or administrative approval.
3. SCHOOL RELATED ABSENCES including field trips, extracurricular activities and other school-planned activities off campus.
4. EXTENDED ILLNESS (See above)
5. EXTRAORDINARY ABSENCES (See above)

It is the responsibility of the student who has been absent and parents/guardians to make arrangements with the teacher for getting missed assignments. It is the responsibility of the student and parents/guardians for ensuring completion of the assignments within the time restraints determined by the classroom teacher. When two (2) or more consecutive days of absence are planned, students and parents/guardians should make arrangements with the teacher

prior to leaving. Work should be submitted to the teacher upon the return of the student to school, unless a mutually agreeable alternative was reached with the teacher.

Students may not exceed six (6) absences per semester. Once a student has reached six (6) missed days per semester (excluding participation in school approved activities, absences accompanied by a physician's note, and approved extraordinary absences) their absences will be reviewed by the Attendance Committee. In the event that the reasons for exception are not deemed acceptable by the Committee, students will be held to disciplinary measures set forth by the teacher and/or Principal. Examples include, but are not limited to detention, recommendation for summer school, loss of credit, and recommendation for retention.

Tardiness

Students arriving later than fifteen (15) minutes into a class period are no longer tardy and deemed absent for that period. Four (4) tardies in one class period will turn into an absence.

Tardy Discipline

Tardy issues will be handled quarterly as follows – 4 to 6 tardies will equal one lunch detention. 7 – 9 will equal two lunch detentions with a possibility of attendance contract and loss of credit. 10 – 12 will equal three lunch detentions with an attendance contract and loss of credit as aligned with policy stated above.

Check Out Procedure

Students may be checked out of school at any time. Parents/guardians need to check in with the office and then sign their students out.

Appeal of Loss of Promotion/Credit Due to Absence

Those students who fail to meet the rules regarding attendance as outlined in this policy, and who are denied promotion or course credit, may appeal for reconsideration to the Credit Review Committee (CRC) of the building they attend. An adverse opinion from the CRC may be appealed to the Superintendent within ten (10) days of the CRC's decision. An adverse opinion from the Superintendent may be appealed to the Board of Trustees. The decision of the Board of Trustees is final.

Cross Reference: 3340-3340P Corrective Actions and Punishment

Legal Reference: Art. IX, § 9, Idaho Constitution – Compulsory Attendance at School

I.C. § 33-202 School attendance compulsory

I.C. § 33-204 Exemption for Cause

I.C. § 33-205	Denial of School Attendance
I.C. § 33-206	Habitual Truant Defined
I.C. § 33-207	Proceedings against parents or guardians

Policy History:

Adopted on: April 10, 2012

Revised on: February 10, 2020

Out-Of-School Suspension (OSS)

Students whose behavior is considered disruptive or who have a continual non-resolved behavior problem may be suspended out of school; This action is deemed very serious and will require a parent-student-principal conference before reinstatement can take place. The intention of the staff at Mackay High School is to provide a continuous, uninterrupted education for all students. Students suspended out-of-school for inappropriate behavior will be expected to maintain their work in all classes.

1. Students suspended will be allowed to request their assignments and be given an opportunity for missed school work.

2 Inappropriate behavior warranting out-of-school suspension would include: fighting, habitual tardies, flagrant truancy, or inability for self-control. Any areas considered disruptive or a continuous non-compliance of school regulations could result in an out-of-school suspension.

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

Harassment and Bullying Definition

1. A reasonable person under the circumstances should know that the action will have the effect of:

Harming a student;

- b. Damaging a student's property;
- c. Placing a student in reasonable fear of harm to his or her person; or
- d. Placing a student in reasonable fear of damage to his or her property.

2. Is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening or abusive educational environment for a student.

An act of harassment, intimidation or bullying may also be committed through the use of a land line, wireless telephone or through the use of data or computer software that is accessed through a computer, computer system, or computer network.

The discipline rules related to harassment, intimidation, and bullying apply when a student is:

1. On school grounds before, during, or after school hours; or at any other time when the school is being used by a school group;
2. Off school grounds at any school activity, function or event; or
3. Traveling to or from school or a school activity, function, or event.

Policy 3295 Hazing, Harassment, Intimidation, Bullying, Cyber Bullying

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

Any cyber bullying or other inappropriate online content or behavior, including but not limited to such, that:

1. Harms the reputation, dignity, or safety of any student or school employee: or
2. Contains obscene or discriminatory content directed at any public school employee, student, parent/guardian of a student or volunteer;

Shall qualify for investigation and possible discipline regardless of whether it occurred during or outside of school hours or using school property.

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

Investigation and Notification

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

Investigation activities, as appropriate for each allegation or event will be conducted by the District's personnel or designee.

Upon receipt of an allegation of inappropriate online behavior toward a public school employee or other person, the allegation shall be investigated to determine the veracity of the reported claims and the parent/guardian of the student shall be notified about the report. If appropriate, the District shall notify law enforcement.

Discipline

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

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

Procedures

The Superintendent is directed to develop administrative procedures to implement this policy.

Procedures shall include descriptions of prohibited conduct, reporting and investigative procedures, rules for disciplining students who violate this policy, a process for mandatory reporting of serious incidents to parents/guardians of alleged offenders and victims, and provisions to ensure notice of this policy is provided to students, teachers, and third parties.

Reporting

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

The Board shall review this policy annually and make required disciplinary reports, where applicable to the appropriate governmental entities.

Cross Reference:	3330	Student Discipline
	3295P	Hazing, Harassment, Intimidation, Bullying, Cyber Bullying
	4175	Required Annual Notices
	5265	Employee Responsibilities Regarding Student Harassment, Intimidation, and Bullying
Legal References:	20 U.S.C. §§ 1681 - 1682	Title IX of the Education Amendments of 1972
	34 C.F.R. Part 106	Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance (Implementing Title IX)
	I.C. § 18-917	Assault and Battery - Hazing
	I.C. § 18-917	A Student Harassment — Intimidation — Bullying
	I.C. § 33-205	Denial of School Attendance
	I.C. § 33-512	District Trustees - Governance of Schools
	I.C. § 33-1631	Requirements for Harassment, Intimidation and Bullying Information and Professional

	Development
I.C. § 67-5909	Commission on Human Rights - Acts
	Prohibited
I.D.A.P.A. 08.02.03.160	Safe Environment and Discipline

Policy History:

Adopted on: April 10, 2012

Revised on: August 10, 2020

Revised on: September 14, 2026

Policy 3295P Hazing, Harassment, Intimidation, Bullying, Cyber Bullying

The following definitions and procedures shall be used for reporting, investigating and resolving complaints of hazing, harassment, intimidation, bullying, cyber bullying, and menacing.

Definitions

1. "Third parties" include, but are not limited to, coaches, school volunteers, parents, school visitors, service contractors or others engaged in district business, such as employees of businesses or organizations participating in cooperative work programs with the district and others not directly subject to district control at inter-district and intra-district athletic competitions or other school events.
2. "District" includes district facilities, district premises and non-district property if the student or employee is at any district-sponsored, district-approved or district-related activity or function, such as field trips or athletic events where students are under the control of the district or where the employee is engaged in district business.
3. "Hazing" includes, but is not limited to, any act that recklessly or intentionally endangers the mental health, physical health or safety of a student for the purpose of initiation or as a condition or precondition of attaining membership in, or affiliation with, any district-sponsored activity or grade level attainment, i.e., forced consumption of any drink, alcoholic beverage, drug or controlled substance, forced exposure to the elements, forced prolonged exclusion from social contact, sleep deprivation or any other forced activity that could adversely affect the mental or physical health or safety of a student; requires, encourages, authorizes or permits another to be subject to wearing or carrying any obscene or physically burdensome article, assignment of pranks to be performed or other such activities intended to degrade or humiliate.
4. "Harassment" includes, but is not limited to, any act which subjects an individual or group to

unwanted, abusive behavior of a nonverbal, verbal, written, electronic or physical nature on the basis of an actual or perceived characteristic, including but not limited to age, race, religion, color, national origin, disability, marital status, gender, gender identity, sexual orientation, physical characteristic, cultural background, socioeconomic status, or geographic location, familial status, or expression, or weight.

5. “Harassment, intimidation or bullying” means any act that substantially interferes with a student’s educational benefits, opportunities or performance, that takes place on or immediately adjacent to school grounds, at any school-sponsored activity, on school-provided transportation or at any official school bus stop, and that has the effect of:

- a. Physically harming a student or damaging a student’s property;
- b. Knowingly placing a student in reasonable fear of physical harm to the student or damage to the student’s property;
- c. Creating a hostile educational environment.

6 “Cyber bullying,” which for the purpose of this definition includes “inappropriate online behavior.” It also includes, but is not limited to posting or sharing content to harass, tease, intimidate, threaten, terrorize or engage in any other behavior that harms the reputation, dignity or safety of, another person. This includes sending or posting inappropriate and hurtful e-mail messages, instant messages, text messages, digital pictures or images, or website postings, regardless of whether this done through personal devices and networks. Any such behavior that is brought to the attention of school officials shall be referred for investigation. The administration may at their discretion, contact local law enforcement.

7. “Intimidation” includes, but is not limited to, any threat or act intended to tamper, substantially damage or interfere with another’s property, cause substantial inconvenience, subject another to offensive physical contact or inflict serious physical injury on the basis of race, color, religion, national origin, or sexual orientation.

Retaliation/False Charges

Retaliation against any person, who reports, is thought to have reported, files a complaint or otherwise participating in an investigation or inquiry is prohibited. Such retaliation shall be considered a serious violation of Board policy and independent of whether a complaint is substantiated. False charges shall also be regarded as a serious offense and will result in disciplinary action or other appropriate sanctions.

Confidentiality

It is recognized that harassment is often very distressing for the victim and those who suffer harassment may be reluctant to make their concerns known. When an act of alleged inappropriate online behavior is received, the parent/guardian of the students involved will receive notice of the report. When incidents reach the level of suspension or more serious disciplinary action for any student involved, the District will notify parents/guardians of the offenders and victims that their student was involved in an incident of harassment, hazing,

intimidation, bullying, or cyberbullying. All reasonable steps will be taken to ensure that all inquiries and complaints are dealt with in a manner that allows for as much confidentiality as can be provided while at the same time allowing for a thorough and appropriate investigation and report, where appropriate. Depending upon the circumstances, law enforcement may be notified. All reasonable steps will be taken to ensure that all inquiries and/or complaints are dealt with allowing for as much confidentiality as can be provided while at the same time allowing for a thorough and appropriate investigation and reporting, where appropriate.

Policy Distribution

Information about this policy must be distributed to the school community. Faculty and staff will be reminded annually about the policy. Information about the policy will be included in student orientation material and in the student handbook. All new faculty and staff members will

be given a copy of the policy as part of their orientation program. Policy information will include a discussion of cyber bullying.

Complaint Procedures

Building principals and the Superintendent have responsibility for investigations concerning hazing, harassment, intimidation, bullying, and cyberbullying. The investigator(s) shall be a neutral party having had no involvement in the complaint presented.

Any student, employee, or third party who has knowledge of conduct in violation of this policy or feels he/she has been a victim of hazing, harassment, intimidation, bullying, cyber bullying or menacing in violation of this policy is encouraged to immediately report his/her concerns.

All complaints will be promptly investigated in accordance with the following procedures:

Step I Any hazing, harassment, intimidation, bullying, cyber-bullying or menacing information (complaints, rumors, etc.) shall be presented to the building principal or Superintendent. Complaints against the building principal shall be filed with the Superintendent. Complaints against the Superintendent shall be filed with the Board Chairman. All such information will be reduced to writing and will include the specific nature of the offense and corresponding dates.

Step II The District official receiving the complaint shall promptly investigate or refer the complaint to an appropriate colleague or outside party for investigation. Parents will be notified of the nature of any complaint involving their student. The District official will arrange such meetings as may be necessary with all concerned parties within [five] working days after receipt of the information or complaint. The parties will have an opportunity to submit evidence and a list of witnesses. All findings related to the complaint will be reduced to writing. The District official(s)

conducting the investigation shall notify the complainant and parents as appropriate, [in writing,] when the investigation is concluded and a decision regarding disciplinary action, as warranted, is determined. Due to the requirements of the Family Educational Rights and Privacy Act, it will often not be possible to provide complainants and parents with detailed information on disciplinary actions taken against another student.

[A copy of the notification letter or the date and details of notification to the complainant, together with any other documentation related to the incident, including disciplinary action taken or recommended, shall be forwarded to the Superintendent.]

Step III If the complainant is not satisfied with the decision at Step II, they may submit a written appeal to the Superintendent or designee. Such appeal must be filed within [10] working days after receipt of the Step II decision. The Superintendent or designee will arrange such meetings with the complainant and other affected parties as deemed necessary to discuss the appeal. The Superintendent or designee shall provide a written decision to the complainant's appeal within [10] working days.

Step IV If the complainant is not satisfied with the decision at Step III, a written appeal may be filed with the Board. Such appeal must be filed within [10] working days after receipt of the Step III decision. The Board shall, within [20] working days, conduct an informal review at which time the complainant shall be given an opportunity to present the complaint and the District's administration to respond if they so desire. The course and conduct of this proceeding shall be informal and shall be at the sole discretion of the Board. The Board shall provide a written decision to the complainant within [10] working days following completion of the informal review.

Direct complaints related to educational programs and services may be made to the U.S. Department of Education, Office for Civil Rights.

Documentation related to the incident may be maintained as a part of the student's education records.

Cross Reference:	3210	Uniform Grievance Procedure
	3295	Hazing, Harassment, Intimidation, Bullying, and Inappropriate Online Behavior

Legal References:

20 USC §§ 1681 - 1682	Title IX of the Education Amendments of 1972
34 CFR Part 106	Nondiscrimination on the Basis of Sex in Education

	Programs or Activities Receiving Federal Financial Assistance
IC § 18-917	Assault And Battery - Hazing
IC § 18-917A	Student Harassment — Intimidation — Bullying
IC § 33-1631	Requirements for Harassment, Intimidation and Bullying
	Information and Professional Development
IC § 33-205	Denial of School Attendance
IC § 33-512	District Trustees - Governance of Schools
IC § 67-5909	Commission on Human Rights - Acts Prohibited
IDAPA 08.02.03.160	Safe Environment and Discipline
Other References	
ISBA Policy Services	https://www.idsba.org/member-services/policy/

Policy History:

Adopted on: April 10, 2012

Revised on: November 11, 2013

Revised on: September 14, 2026

Policy 3331 Weapons at School

Gun-Free Schools

A student who uses, possesses, controls, or transfers a firearm, or any object that can reasonably be considered to be or look like a firearm, shall be expelled for at least one calendar year. The Board, however, may modify the expulsion period on a case-by-case basis. The building administrator shall notify the appropriate law enforcement agency of any student who brings a firearm to school.

If a student violating this policy is has a disability, either under the IDEA or Section 504, a determination must be made whether the student’s conduct is related to the disability. If the violation of the policy is due to a disability recognized by the IDEA or Section 504, lawful procedures for changes in placement must be followed.

Any student subject to an expulsion shall be entitled to a hearing before the Board, in accordance with Idaho Code and Board policy.

Possession of a Weapon on School Property – Misdemeanor

No person shall possess a firearm or other deadly or dangerous weapon while on school property or in those portions of any building, stadium, or other structure on school grounds which, at the time of the violation, are being used for an activity sponsored by or through a school in this State or while riding school provided transportation. This also applies to students of schools while attending or participating in any school sponsored activity, program, or event regardless of location.

As used in this section of this policy only:

1. "Deadly or dangerous weapon" means any weapon as defined in United States Code. This term does not include a pocket knife with a blade of less than 2½ inches in length. And
2. "Firearm" means any firearm as defined in United States Code.

Any person who possesses, carries, or stores a weapon in a school building or on school property, except as provided below, shall be referred to law enforcement for immediate prosecution, as well as face disciplinary action by the District.

The Board may grant persons and entities advance permission to possess, carry, or store a weapon in a school building. All persons who wish to possess, carry, or store a weapon in a school building shall present this request to the Board in a regular meeting. It is solely within the Board's discretion whether to allow a person to possess, carry or store a weapon in a school building.

This section of this policy does not apply to:

1. Law enforcement personnel;
2. Any adult over 18 years of age and not enrolled in a public or private elementary or secondary school who has lawful possession of a firearm or other deadly or dangerous weapon, secured and locked in their vehicle in an unobtrusive, nonthreatening manner;
3. A person who lawfully possesses a firearm or other deadly or dangerous weapon in a private vehicle while delivering minor children, students, or school employees to and from school or a school activity; or
4. A person or an employee of the school or District who is authorized to carry a firearm with the permission of the Board of Trustees.

Legal References Description

18 USC § 921	Firearms - Definitions
18 USC § 930	Possession of Firearms and Dangerous Weapons in Federal Facilities
20 USC § 7961	Gun-Free Requirements
29 USC § 701, et seq.	Section 504 of the Rehabilitation Act of 1973

IC § 18-3302D	Possessing Weapons or Firearms on School Property
IC § 18-3302I	Threatening Violence on School Grounds
IC § 33-1224	Powers and Duties of Teachers
IC § 33-205	Denial of School Attendance
IDAPA 08.02.03.109.05	Special Education
IDAPA 08.02.03.160.01.a	Safe Environment and Discipline

Adopted: September 14, 2026

Policy 3300 **Drug Free School**

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

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

- A. all dangerous controlled substances as so designated and prohibited by Idaho law;
- B. all chemicals which release toxic vapors;
- C. all alcoholic beverages;
- D. tobacco products;
- E. any prescription or patent drug, except those for which permission to use in school has been granted pursuant to Board policy;
- F. “look-alikes”;
- G. anabolic steroids;
- H. any other illegal substances so designated and prohibited by law.

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

The Superintendent shall prepare guidelines for the identification and regulation of drug use in the schools. Such guidelines shall emphasize the prevention of drug use and include a statement

to students that use of illicit drugs and the unlawful possession of alcohol is harmful. The student handbook shall provide standards of conduct that are applicable to all students which clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by students on school premises or as a part of any school activity.

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

The Board shall review this policy annually.

Cross Reference: 3330 Student Discipline.

Legal Reference: Pub. L. 101-226 The Anti-Drug Abuse Act of 1986, Title IV,
Subtitle B: The Drug-Free Schools and
Communities Act of 1986 (as amended)
IDAPA 08.02.03.160 Safe Environment and Discipline

Policy History:

Adopted on: April 10, 2012

Revised on: July 13, 2020

Policy 3335 Academic Honesty

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, unauthorized copying of software, unauthorized use of hard copy or software to develop one's own software. Faculty and building administrators will have the responsibility for monitoring academic honesty.

Where appropriate, parents shall be contacted as soon as practicable to report any alleged academic dishonesty on the part of students. Teachers are granted authority, with the direction and advice of their principals, to exercise their good judgment in applying a range of academic consequences for violations of this policy. Student and parent appeals of any consequences resulting from violations of this policy should be addressed to building administrator(s). All teachers, beginning especially at the elementary grades, will educate students as to what constitutes academic dishonesty and what is acceptable and unacceptable behavior in our

schools. A copy of the Academic Honesty Policy shall be included in student handbooks and shall be distributed to parents via district publications at least annually.

Cheating

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

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

Cross Reference: 4175

Required Annual Notices

Policy History:

Adopted on: April 10, 2012

Revised on: August 10, 2020

Policy 3330 Student Discipline

Disciplinary action may be taken against any student guilty of gross disobedience or misconduct, including, but not limited to:

1. Habitual truancy;
2. Incurability;
3. Academic dishonesty;
4. Conduct continuously disruptive of school discipline or of the instructional effectiveness of the District;
5. Conduct or presence of a student when the same is detrimental to the health and safety of other pupils;
6. Using, possessing, distributing, purchasing, or selling tobacco products;
7. Using, possessing, distributing, purchasing, or selling alcoholic beverages. Students who are under the influence are not permitted to attend school functions and shall be treated as though they had alcohol in their possession;
8. Using, possessing, distributing, purchasing, or selling illegal drugs or controlled substances, look-alike drugs, or drug paraphernalia. Students who are under the

influence are not permitted to attend school functions and shall be treated as though they had drugs in their possession;

9. Assembly or public expression that advocates the use of substances that are illegal to minors or otherwise prohibited within this policy;
10. Using, possessing, controlling, or transferring a weapon in violation of Policy 3331.
11. Using, possessing, controlling, or transferring any object that reasonably could be considered or used as a weapon;
12. Disobeying directives from staff members or school officials and/or rules and regulations governing student conduct;
13. Using violence, force, noise, coercion, threats, intimidation, fear, or other comparable conduct toward anyone or urging other students to engage in such conduct;
14. Causing or attempting to cause damage to, or stealing or attempting to steal, school property or another person's property;
15. Engaging in any activity that constitutes disorderly conduct or an interference with school purposes or an educational function or any disruptive activity;
16. Unexcused absenteeism; however, the truancy statutes and Board policy will be utilized for chronic and habitual truants;
17. Hazing – For purposes of this policy, the term “hazing” shall have the meaning set forth in Idaho Code;
18. Initiation;
19. The forging of any signature, or the making of any false entry, or the authorization of any document used or intended to be used in connection with the operation of the school;
20. Harassment, intimidation, cyber bullying, inappropriate online behavior, or bullying as defined in Idaho Code and District policy.

These grounds for disciplinary action apply whenever the student's conduct is reasonably related to school or school activities, including, but not limited to:

1. On, or within sight of, school grounds before, during, or after school hours or at any other time when the school is being used by a school group;
2. Off school grounds at a school-sponsored activity, or event, or any activity or event which bears a reasonable relationship to school; Traveling to and from school or a school activity, function or event; or
3. Traveling to and from school or a school activity, function, or event; or
4. Anywhere, including off-campus, if the conduct may reasonably be considered to be a threat or an attempted intimidation of a staff member or an interference with the education environment. The District's prohibition of cyber bullying and inappropriate online behavior include, but are not limited to online behavior that contains obscene or discriminatory content against an employee, student, or other person or that harms the reputation, dignity, or safety of a public school employee or other regardless of whether it occurs on or off school property, networks or devices.

Traditional Disciplinary Measures

Traditional disciplinary measures include, but are not limited to:

1. Expulsion;
2. Suspension;
3. Detention, including Saturdays;
4. Clean-up duty;
5. Loss of student privileges;
6. Loss of bus privileges;
7. Notification to juvenile authorities and/or police;
8. Temporary removal from the classroom;
9. Meeting with the student and the student's parents; and
10. Restitution for damages to school property.

No person who is employed or engaged by the District may inflict or cause to be inflicted corporal punishment on a student. Corporal punishment does not include, and District personnel are permitted to use, reasonable force as needed to maintain safety for other students, school personnel, or other persons, or for the purpose of self-defense.

Alternative Disciplinary Measure

Alternative disciplinary action is discipline other than traditional suspension or expulsion from school that is designed to correct and address the root causes of a student's specific misbehavior while retaining the student in class or school, or restorative school practices to repair the harm done to relationships and persons from the student's misbehavior.

Alternative discipline includes, but is not limited to:

1. Reflective activities, such as requiring the student to write an essay about the student's misbehavior;
2. Mediation when there is mutual conflict between peers, rather than one-way negative behavior;
3. Counseling;
4. Anger management;
5. Health counseling or intervention;
6. Mental health counseling;
7. Participation in skills building and resolution activities, such as social-emotional cognitive skills building, resolution, and restorative conferencing;
8. Diversion or use of juvenile specialty courts;
9. Behavioral management plan;
10. Corrective instruction or other relevant learning or service experience;
11. Community service;
12. In-school detention or suspension which may take place during lunchtime, after school, or on weekends; and
13. An online behavior awareness program.

Consequences for Harassment, Intimidation, and Bullying

Students engaging in harassment, intimidation, or bullying will be subject to graduated consequences appropriate to the severity of the violation as determined by the Board, school administrators, or designated personnel depending upon the level of discipline. Graduated consequences for bullying may include any of the above listed traditional or alternative disciplinary measures or a combination thereof in accordance with the nature of the behavior, the developmental age of the student, and the student's history of problem behaviors and performance. However, depending upon the nature of the act, the District reserves the right to deviate from the process of graduated consequences to appropriately address the conduct at issue and move directly to suspension or expulsion proceedings. District personnel may also report the student's conduct to the appropriate law enforcement officials. When incidents of harassment, intimidation and bullying have reached the level of school suspension or more serious disciplinary action, the District shall notify the parents/legal guardians of alleged victim and offender in a manner that complies with all applicable privacy laws.

Disciplining Students on Individual Education or Section 504 Plans

The District shall comply with the procedural safeguards enumerated in State and federal law and rule when disciplining students with individualized education plans or 504 plans.

Delegation of Authority

Each teacher, and any other school personnel when students are under their charge, is authorized to impose any disciplinary measure (other than suspension, expulsion, corporal punishment, or in-school suspension) which is appropriate and in accordance with the policies and rules on student discipline. Teachers may remove students from a classroom for disruptive behavior.

Nondiscrimination

The District will ensure that student discipline is enforced in a nondiscriminatory manner to avoid subjecting similarly situated students to different treatment without a legitimate reason for doing so, or when such a reason is merely a pretext for discrimination. Such discrimination, which the District will endeavor to avoid, includes the following:

1. Adopting discipline rules which treat students differently based on 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;
2. Adopting any rule with the intention of targeting students based on the personal characteristics listed above, rather than for a legitimate purpose, regardless of whether the phrasing of the rule appears neutral with regard to students' personal characteristics;
3. Enforcing an apparently neutral rule more harshly on the basis of a student's personal characteristics; or
4. Discipline of any student when it is motivated by intentional discrimination.

Notification

A summarized version of this policy shall be provided in writing at the beginning of each school year to the school personnel, parents, and students in the District. Information provided to students shall be provided in a manner appropriate to the student's age, grade, and level of academic achievement.

Cross Reference:	3295	Hazing, Harassment, Intimidation, Bullying, Cyber Bullying
	3331	Weapons at School
	3340	Corrective Actions and Punishment
	4175	Required Annual Notices
	4320	Disruption of School Operations

Legal Reference:	18 U.S.C. § 930	Possession of Firearms and Dangerous Weapons in Federal Facilities
	18 U.S.C. § 921	Firearms - Definitions
	20 U.S.C. § 7961	Gun-Free Requirements
	-29 U.S.C. § 701, <i>et seq.</i>	Section 504 of the Rehabilitation Act of 1973
	I.C. § 33-205	Denial of School Attendance
	I.C. § 18-917	Assault and Battery - Hazing
	I.C. § 18-917A	Student Harassment — Intimidation — Bullying
	I.C. § 18-3302D	Possessing Weapons or Firearms on School Property
	I.C. § 18-3302I	Threatening Violence on School Grounds
	I.C. § 33-1224	Powers and Duties of Teachers
	I.C. § 33-1631	Requirements for Harassment, Intimidation and Bullying Information and Professional Development
	IDAPA 08.02.03.109.05	Special Education
	IDAPA 08.02.03.160	Safe Environment and Discipline

Other Reference: Office of Civil Rights Dear Colleague Letter on the
Nondiscriminatory Administration of School Discipline

Adopted on: April 10, 2012
Revised on: August 10, 2020
Revised on: September 14, 2026

Medication

Authorization: it is imperative that a Request for Medication as School form be completed and signed by the parent or guardian and the student's physician. The physician's order must be renewed annually. Any dosage changes in the standing order require a new physician's order.

Labeling, Storage, Disposal: all medication must be received at school in its original prescription container. Medications should be brought to school by the parent or guardian, especially for elementary students. If this is not possible, the parent, or guardian must inform the building principal by telephone that the student is bringing the medication to school and how much is in the container. The amount of medication received will be verified and documented by the school building principal or designee.

Medications administered by school personnel will be kept in a locked storage cabinet. Access to medication will be under the authority of the school principal. At the end of the school year, parents or guardians will be notified and asked to pick up unused medication. All unused medications left at the school 30 days beyond parental notification will be destroyed by the school principal and witnessed by another school employee.

Policy 3500 Student Health/Physical Screenings/Examinations

The Board may arrange each year for health services to be provided to all students. At the start of the school year, each District school shall notify parent/guardians of health services offered or made available through the school or by private organizations partnering with the District that offer services on school property or as a part of a school program. Parents/guardians shall be notified of any new health services that become available after the annual notice is sent.

Such services may include, but are not limited to:

1. The development of procedures at each building for the isolation and temporary care of students who become ill during the school day;
2. The consulting services of a qualified specialist for staff, students, and parents;
3. Vision and hearing screening;
4. Scoliosis screening; and
5. Immunization as provided by the Department of Health and Human Services.

Parents/guardians will receive a written notice of any screening result which indicates a condition that might interfere or tend to interfere with a student's progress. Additionally, if a member of the District's staff becomes aware of a change in the student's mental, emotional, or physical health or well-being, the staff member shall address the matter as described in Policy 2425.

The District will not furnish health care services or solicit to furnish health care services to a student without parent/guardian consent to do so or by court order, except for non-emergency first aide, unless a medical emergency exists and:

1. Furnishing the health care service is necessary to prevent death or address a serious bodily harm to the minor child; or
2. The health care provider can't contact the parent/guardian despite a reasonably diligent effort and the health care service is furnished to prevent loss of life or serious physical illness or injury to the minor child.

Non-emergency first aid includes dressing minor wounds, applying topical agents, providing fluids or ice, and performing checks to identify minor illnesses.

Parents/guardians may be given the option to provide blanket consent to the District furnishing health care services or soliciting to furnish health care services to a student. No parent/guardian shall be required to sign a blanket consent.

If a parent/guardian declines to consent to a health care service for their student, the staff member responsible for seeking such consent shall document their efforts to contact the parent/guardian to obtain their consent and shall also document the parent/guardian's refusal of such consent or failure to respond. If such health service was offered because the student is suspected of having a health problem, the parent/guardian will be notified of the suspicion according to Procedure 2425P Parents Rights - Parent/Guardian Notification of Changes in Student Health and Well-being.

Further, parents will be notified of the specific or approximate dates during the school year when any non-emergency, invasive physical examination or screening administered by the District is conducted which is:

1. Required as a condition of attendance;
2. Administered by the school and scheduled by the school in advance; and
3. Not necessary to protect the immediate health and safety of the student or other students.

As used in this policy, the term "invasive physical examination" means any medical examination involving the exposure of private body parts or any act during such examination that includes incision, insertion, or injection into the body, but this does not include a hearing, vision, or scoliosis screening.

Students who wish to participate in certain extracurricular activities may be required to submit to a physical examination to verify their ability to participate in the activity. Students participating in activities governed by the Idaho High School Activities Association will be required to follow the rules of that organization, as well as other applicable District policies, rules, and regulations. All parents will be notified of the requirements of the District's policy on physical examinations and screening of students, at least annually at the beginning of the school year and within a reasonable period of time after any substantive change in the policy.

Testing for Sexually Transmitted Infections

If the District provides testing for sexually transmitted infections the District shall also provide information explaining current adoption practices and where to find resources and support in the State of Idaho.

Abortion-Related Counseling and Referrals Prohibited

All staff are prohibited from providing the following services to any person during working hours or in the course of their work:

1. Providing or performing an abortion;
2. Counseling in favor of abortion;
3. Referring for abortion; or
4. Dispensing emergency contraception, except in the case of rape.

Cross References:	Policy 2140	Student and Family Privacy Rights
	Policy 2425	Parental Rights
	Policy 2425P	Parental Rights Notification
	Policy 3500F	Blanket Consent
	Policy 3516	District Provided Epinephrine
	Policy 3523	Head Lice (Pediculosis)
	Policy 3540	Emergency Treatment

Legal References:	20 USC § 1232h(b)	Protection of Pupil Rights - Limits on Survey, Analysis, or Evaluations
	IC § 18-8701, <i>et seq.</i>	No Public Funds for Abortion Act
	IC § 33-6001	Parental Rights
	IDAPA 08.02.03.160	Safe Environment and Discipline

Policy History:

Adopted on: December 13, 2021

Revised on: February 12, 2024

Revised on: October 28, 2024

Revised on: February 10, 2025

Revised on: September 14, 2026

Policy 3500F Notice of Health Services

Blanket Consent Form for Health Care Services for Minor Children Providing blanket consent is optional and may, instead, be given on a case-by-case basis.

[NOTE: This form is to be provided to students' parents/guardians at the beginning of each school year.]

Dear Parent or Guardian,

The purpose of this form and the attached copy of the District's policy on Student Health/Physical Screenings/Examinations is to provide notice of all health services offered or made available through the school by the District or by any private organizations and to provide notice of the District's policy on physical examinations and screening of students and to obtain parent/guardian consent for these services.

The District may also provide health care services without parent/guardian consent if District staff reasonably determines that a medical emergency exists and;

1. Furnishing the health care service is necessary to prevent death or imminent, irreparable physical injury; or
2. District staff can't contact the parent/guardian despite a reasonably diligent effort and the student's life or health would be seriously endangered by further delay in the furnishing of health care services.

The District will provide the following additional health services or examinations which can only be provided with parental permission or in the event of an emergency as described above:

Health Service or Exam (Initial to indicate permission to conduct the Health Service or Exam)

_____ Preventative health and wellness services and screenings as described in Policy 3500

_____ Administering or assisting of the administration of medication as described in Policy 3510

_____ First aid and emergency care as described in Policy 3540

_____ Appropriate management of all health conditions with parental consent

_____ Any health services the District deems appropriate

Parent Emergency Contact Information

-**Parent 1:** Emergency Contact Name: _____

- Emergency Contact Phone Number: _____

- Emergency Contact Email Address: _____

- **Parent 2:** Emergency Contact Name: _____

- Emergency Contact Phone Number: _____

- Emergency Contact Email Address: _____

Please select one of the following options:

_____ I hereby designate the following emergency contact for my child and grant them

authority to consent to health care services provided by the school in the school's absence of the ability to reach me.

Emergency Contact Name: _____

Emergency Contact Phone Number: _____

Emergency Contact Email Address: _____

_____ I do NOT wish to designate an emergency contact to consent to health care services provided by the school in the school's absence of ability to reach me.

Student Name: _____

Parent Signature: _____ Date: _____

Parent Name: _____

Legal References

20 USC § 1232h(b) Protection of Pupil Rights - Limits on Survey, Analysis, or Evaluations

Cross Reference

Policy 2140	Student and Family Privacy Rights
Policy 2425	Parental Rights
Policy 2425P	Parental Rights Notification
Policy 3500F	Blanket Consent
Policy 3516	District Provided Epinephrine
Policy 3523	Head Lice (Pediculosis)
Policy 3540	Emergency Treatment

Updated August 2024

Revised: March 10, 2025

Revised: September 14, 2026

Policy 3570 Student Records

School student records are confidential and information from them shall not be released other than as provided by law. Federal and state laws grant certain rights to parents and students, including the right to inspect, copy, and challenge school records. The information contained in school student records shall be kept current, accurate, clear, and relevant. All information maintained concerning a student receiving special education services shall be directly related to the provision of services to that child. The District may release directory information as permitted by law, but parents shall have the right to object to the release of information regarding their child. Military recruiters and institutions of higher education may request and receive the names, addresses, and telephone numbers of all high school students, unless the parent(s) notifies the school not to release this information.

The Superintendent shall implement this policy consistent with state and federal law and may develop administrative procedures to assure compliance with state and federal law. The Superintendent or a designee shall inform staff members of this policy, and shall inform students and their parents of it, as well as their rights regarding student school records.

Cross References:	3575	Student Data Privacy and Security
	4260	Records Available to the Public
	8605	Retention of District Records
Legal Reference:	20 U.S.C. § 1232g, <i>et. seq.</i>	Family Education Right to Privacy Act (FERPA)
	34 C.F.R. Part 99	Implementing FERPA
	I.C. § 33-133	Idaho Student Data Accessibility, Transparency, and Accountability Act – Definitions – Student Data - Use and Limitations - Penalties
	I.C. § 33-209	Attendance at Schools - Transfer of Student Records - Duties
	I.C. § 33-717A	Divorce Actions - Parents’ Access to Records and Information

Policy History:

Adopted on: April 10, 2012

Revised on: October 20, 2021

Revised on: April 8, 2024

Policy 4160 Parents Right-To-Know Notices

*NOTE: This list of parental notice requirements is limited to those required by ESSA 20 USC § 6312 (e), other notices to parents are found in other policies. The only notices applying to districts that do **not** receive Title I funds are those regarding student privacy. The notices described in this policy are paraphrased; please see the specific ESSA section cited for the exact requirements.*

Academic Notices

1. **Teacher Qualifications:** At the beginning of each school year, the District shall notify the parents of each student attending any school receiving Title I funds that the parents may request, and the District will provide the parents on request, information regarding the professional qualifications of the student's classroom teachers, including, at a minimum, the following:
 - A. Whether the teacher has met the state qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
 - B. Whether the teacher is teaching under emergency or other provisional status through which State qualifications or licensing criteria has been waived;
 - C. Whether the teacher is teaching in the field or discipline consistent with the teacher's certification; and
 - D. Whether paraprofessionals provide services to the student and, if so, their qualifications.
2. **Student Performance:** The District must provide parents the following information on the level of achievement of the parent's child:
 - A. Information on the level of achievement and academic growth of the student, if applicable and available, on each of the State academic assessments required by law; and
 - B. Timely notice that the student has been assigned or taught for four or more consecutive weeks by a teacher who does not meet applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned.

Testing Transparency Notices

1. **Testing Notification:** At the beginning of each school year, the District shall notify the parents of each student that the parents may request, and the District will provide the parents in a timely manner, information regarding any State or District policy regarding student participation in any required assessments which information shall include a policy, procedure, or parental right to opt the child out of such assessment, where applicable.
2. **Testing Information:** The District shall make widely available through public means (including by posting in a clear and easily accessible manner on the District's website and, where practicable, on the website of each school served by the District) for each grade served by the District, information on each test or assessment required by ESSA 20 USC § 6311, other assessments required by the State, and where such information is available and feasible to report, assessments required districtwide by the local educational agency, including: The subject matter to be assessed; the purpose for which the assessment is designed and used; the

source of the requirement for the assessment; and, if available, the amount of time the students will spend taking the assessment, the schedule for the assessment, and the time and format for disseminating test results.

English Learner Program Notices

1. **Initial Program Notice:** The District shall, not later than thirty (30) days after the beginning of the school year, inform a parent of an English learner identified for participation or participating in such a program of:
 - A. The reasons for the identification of their child as an English learner and in need of placement in a language instruction educational program;
 - B. The child's level of English proficiency, how such level was assessed, and the status of the child's academic achievement;
 - C. The methods of instruction used in the program in which their child is, or will be, participating and the methods of instruction used in other available programs, including how such programs differ in content, instructional goals, and the use of English and a native language in instruction;
 - D. How the program in which their child is, or will be, participating will meet the educational strengths and needs of their child;
 - E. How such program will specifically help their child learn English and meet age-appropriate academic achievement standards for grade promotion and graduation;
 - F. The specific exit requirements for the program, including the expected rate of transition from such program into classrooms that are not tailored for English learners, and the expected rate of graduation from high school (including four-year adjusted cohort graduation rates and extended-year adjusted cohort graduation rates for such program) if funds under this part are used for children in high schools;
 - G. In the case of a child with a disability, how such program meets the objectives of the individualized education program of the child, as described in Section 614(d) of the Individuals with Disabilities Education Act (20 U.S.C. 1414(d)); and
 - H. Information pertaining to parental rights that includes written guidance—
 - (i) Detailing the right of parents to have their child immediately removed from such program upon their request;
 - (ii) Detailing the options that parents have to decline to enroll their child in such program or to choose another program or method of instruction, if available; and
 - (iii) Assisting parents in selecting among various programs and methods of instruction, if more than 1 program or method is offered by the eligible entity.
2. **Program Notice During School Year:** For those children who have not been identified as

English learners prior to the beginning of the school year but are identified as English learners during such school year, the District shall notify the children's parents during the first two weeks of the child being placed in a language instruction educational program consistent with subparagraph (1), above.

3. **Parental Participation:** The District shall provide the parents of English Learners information regarding how the parents can: be involved in the education of their children; be active participants in assisting their children to attain English proficiency; achieve at high levels within a well-rounded education; and meet the challenging State academic standards expected of all students; and shall implement an effective means of outreach to parents of the above include holding, and sending notice of opportunities for, regular meetings for the purpose of formulating and responding to recommendations from parents of English Learners.
4. **Program Exclusion and Admission:** A student shall not be admitted to, or excluded from, any federally assisted education program on the basis of a surname or language-minority status.

Parent and Family Engagement

Parents shall be notified of the parent and family engagement policy as outlined in 2420-2420P, in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school.

Education of Homeless Children and Youths

1. The District shall provide written notice, at the time any homeless child or youth seeks enrollment in a school, and at least twice annually while the child or youth is enrolled in the school, to the parent or guardian of the child or youth (or, in the case of an unaccompanied youth, the youth), which shall be signed by the parent or guardian, that:
 - a. Sets forth the general rights provided by the McKinney-Vento Act as set forth in District Policy No. 3060; and
 - b. Specifically, states:
 - i. The choice of schools homeless children and youths are eligible to attend;
 - ii. That no homeless child or youth is required to attend a separate school for homeless children or youths;
 - iii. That homeless children and youths shall be provided comparable services, including transportation services, educational services, and meals through school meals programs;
 - iv. That homeless children and youths should not be stigmatized by school personnel; and
 - v. Includes contact information for the local liaison for the homeless children and youths.

2. In the case of an unaccompanied homeless youth, the District shall ensure that the homeless liaison assists in placement or enrollment decisions, considers the views of such unaccompanied youth, and provides notice to such youth of the right to appeal.

Each district shall ensure that public notice of the educational rights of homeless children is disseminated where such children and youths receive services under this Act, such as schools, family shelters, and soup kitchens.

Persistently Dangerous Schools

A “persistently dangerous school” is defined as a school which, for three consecutive years, meets the following criteria:

1. In each of the three consecutive years, there is one instance of: suicide; sexual offense; or kidnapping; or
2. The school exceeds an expulsion or student conviction rate of: 1 % of the student body; or three students, whichever number is greater, for violent criminal offenses or for violations of federal or state gun free schools requirements on school property or at a school sponsored event while school is in session.
3. For the purposes of this definition, a “violent criminal offense” is defined as conduct which could be charged as a felony or misdemeanor involving the threat of or actual physical injury, a sexual offense, homicide, rape, robbery, aggravated assault, aggravated battery, stalking, first degree kidnapping or aggravated arson.

If a school in the District is identified by the state as a “persistently dangerous school,” the Superintendent, or designee, shall ensure the following actions are accomplished in a timely manner:

1. Notify the parents of all students attending the school that the state has identified the school as persistently dangerous. Notification to the parents must occur within ten school days from the date the state provided such notice to the District.
2. Offer all students in such school, the opportunity to transfer to a safe public school within the District. If there is no other school in the District, the District is encouraged, but not required, to explore other options such as an agreement with a neighboring district to accept transfer students. The offer to transfer students should occur within 20 school days from the time the District received notice from the state.
3. For those students who accept the offer, the transfer should be completed within 30 school days from the date the District notified the affected parents.
4. Parental notification regarding the status of the school and the offer to transfer student may be made simultaneously.
5. For student(s) choosing a transfer:
 - a. Students should be transferred to a school that is not identified as being in need of improvement, corrective action, or restructuring.
 - b. Transfers may be temporary or permanent, but must be in effect as long as the school is identified by the state as persistently dangerous.
 - c. In the event there is no other qualifying school in the District to accept the transferring student(s), the Superintendent should explore other options, such as an agreement with a neighboring district to accept the student(s). (See, Idaho

School Intervention Action Plan: For any school identified as “persistently dangerous” for two consecutive years, the District shall identify the problems and implement a written intervention action plan to ensure a safe school environment for students, faculty, and other school employees. Within 30 days of being notified, the intervention action plan shall be submitted to the State Department of Education (SDE) for approval. SDE will monitor the school progress.

Safe School Option for Victims: If a student is a victim of a violent criminal offense while attending school during normal school hours or at a school sponsored event, the District shall provide the following safe school options:

1. Within ten school days the Superintendent or designee shall ensure that the student is offered the opportunity to transfer to a safe school within the District;
2. If there is no qualifying school in the District, the District is encouraged, but not required, to explore other options such as an agreement with a neighboring district to accept the student.

To the extent feasible, the District will work with local victim assistance programs to determine whether they have services or funds available to help students in these circumstances. The Superintendent or designee should contact the office of the local county attorney to identify and locate qualified programs in the county.

Student Privacy

1. The student privacy policies developed by the District shall provide for reasonable notice of the adoption or continued use of such policies directly to the parents of students enrolled in schools served by the District. At a minimum, the District shall provide such notice at least annually at the beginning of the school year and within a reasonable period of time after any substantive change in such policies; and offer an opportunity for the parent to opt the student out of the activity.
2. The District shall provide reasonable notice of such existing policies to parents and guardians of students, e.g., *“The Board has adopted and continues to use policies regarding student privacy, parental access to information, and administration of certain physical examinations to minors. Copies of those policies are available on request.”*

Program Notices to Parents Format

The notice and information provided to parents under this policy shall be in an understandable and uniform format and, to the extent practicable, provided in a language that the parents of English Learners can understand.

2100	Curriculum Development and Assessment
2140	Student and Family Privacy Rights
2420	Parent and Family Engagement
3000	Entrance, Placement, and Transfer
3060	Education of Homeless Children
4175	Required Annual Notices

Legal Reference:	20 U.S.C. §§ 1232g, <i>et seq.</i> ,	Family Education Right to Privacy Act (FERPA)
	20 U.S.C. § 6311 <i>et seq.</i>	Basic Program Requirements
	20 U.S.C. § 6312(e)	Local educational agency plans – Parents’ Right to Know
	20 U.S.C. 1414(d)	Individualized education programs
	20 U.S.C. 6318	Basic Program Requirements – Parent and Family Engagement
	20 U.S.C. § 6321	Fiscal Requirements
	20 U.S.C. § 7912	Unsafe School Choice Option

Policy History:

Adopted on: November 11, 2013

Revised on: August 10, 2020

Policy 5120 Equal Employment Opportunity and Non-Discrimination

The District shall provide equal employment opportunities to all persons, regardless of their race, color, religion, creed, national origin, sex, sexual orientation, age, ancestry, marital status, military status, citizenship status, pregnancy, use of lawful products while not at work, physical or mental handicap or disability, if otherwise able to perform the essential functions of the job with reasonable accommodations, and other legally protected categories.

The District will make reasonable accommodation for an individual with a disability known to the District, if the individual is otherwise qualified for the position, unless the accommodation would impose an undue hardship upon the District.

Inquiries regarding discrimination should be directed to the Title IX Coordinator. Specific written complaints should follow the Uniform Grievance Procedure.

In compliance with federal regulations, the District will notify annually all student and applicants of this policy and the designated coordinator to receive inquiries. Notification should include the name and location of the coordinator.

Cross Reference: 4175
5250
5100

Required Annual Notices
Certified Staff Grievance Procedure
Hiring Process and Criteria

Legal Reference: 29 U.S.C. §§ 621, et seq.
42 U.S.C. §§ 12111, et seq.
29 U.S.C. § 206(d)
8 U.S.C. §§ 1324(a), et seq.
29 U.S.C. §§ 791, et seq.
42 U.S.C. §§ 2000(e), et seq.
29 C.F.R., Part 1601
20 U.S.C. §§ 1681, et seq.
34 C.F.R., Part 106

I.C. § 67-5909

29 CFR 1604.10

Age Discrimination in Employment Act,
Americans with Disabilities Act, Title I,
Equal Pay Act,
Immigration Reform and Control Act,
Rehabilitation Act of 1973,
VII of Civil Rights Act,

Title IX of the Education Amendments,
Nondiscrimination on the Basis of Sex in
Education Programs or Activities Receiving
Federal Financial Assistance
State Government and State Affairs Acts
Prohibited
Pregnancy Discrimination Act -
Employment Policies Relating to Pregnancy
and Childbirth

U.S. Supreme Court Decision: Boystock v Clayton County Georgia

Policy History:

Adopted on: June 11, 2012

Revised on: October 12, 2020

Policy 5265 Employee Responsibilities Regarding Student Harassment, Intimidation, and Bullying

The personal safety and welfare of each child is of paramount concern to the Board of Trustees, employees, and patrons of the District. It is of particular importance that employees within the District become knowledgeable and thoroughly educated as to their legal and ethical responsibilities regarding intervention and reporting of student harassment, intimidation, and bullying.

Intervention

District employees are authorized and expected to intervene or facilitate intervention on behalf of students facing harassment, intimidation, and bullying.

Intervention shall be designed to:

1. Correct the problem behavior;
2. Prevent another occurrence of the problem;
3. Protect and provide support for the victim of the act; and
4. Take corrective action for documented systemic problems related to harassment, intimidation, or bullying.

Professional Development

The District shall provide ongoing professional development to assist school employees in preventing, identifying, intervening, and responding to harassment, intimidation, and bullying.

The content of ongoing professional development for District employees shall include, but is not limited to:

1. School philosophy regarding school climate and student behavior expectations;
2. Definitions of harassment, intimidation, and bullying with specific examples;
3. School prevention strategies or programs including the identification of materials to be distributed annually to students and parents;
4. Expectations and examples of staff intervention to harassment, intimidation, and bullying; and
5. School process for responding to harassment, intimidation, and bullying including the reporting process for students and staff, investigation protocol, the involvement of law enforcement, related student support services, and parental involvement.

Student Discipline

When disciplinary action is necessary for students engaging in harassment, intimidation and bullying, employees shall follow relevant District policies [3330 and 3340].

Reporting

Any District employee who has witnessed, or has reliable information, that a student has been subject to harassment, intimidation or bullying, must report the incident to the designated school official in accordance with District policy and procedure [3295 and 3295P].

Knowingly submitting a false report under this policy shall subject the employee to discipline up to and including termination.

The Superintendent, building principal, and/or their designee shall be responsible for receiving complaints alleging student harassment, intimidation, and bullying and will ensure that documented complaints will be maintained as a confidential file in the District office and reported as required by the State Department of Education.

Policy Distribution

The Superintendent or designee shall annually distribute and review with employees the requirements, policies, and procedures to be followed concerning the handling of student harassment, intimidation, and bullying and shall include this information in employee

handbooks. All new employees will be given these policies and procedures as part of their orientation program.

Cross References:	§§ 3295-3295P	Hazing, Harassment, Intimidation, Bullying, Cyber Bullying
	§ 3330	Student Discipline
	§ 3340	Corrective Actions and Punishment
	§ 4175	Required Annual Notices
Legal References:	I.C. § 18-917	Assault And Battery - Hazing
	I.C. § 18-917A	Student Harassment — Intimidation — Bullying
	I.C. § 33-1631	Requirements for Harassment, Intimidation and Bullying Information and Professional Development

I.D.A.P.A. 08.02.03.160 Safe Environment and Discipline

Policy History:

Adopted on: August 10, 2020

Policy 8200 **Local School Wellness**

It is the goal of the Mackay School District to strive to make a significant contribution to the general well being, mental and physical capacity, and learning ability of each student and afford them the opportunity to fully participate in the education process. The Mackay School District promotes healthy schools by supporting wellness, good nutrition, and regular physical activity as a part of the total learning environment. The District supports a healthy environment where children learn and participate in positive dietary and lifestyle practices. By facilitating learning through the support and promotion of good nutrition and physical activity, our school contributes to the basic health status of children. Improved health optimizes student performance potential.

Healthy eating is demonstrably linked to reduced morbidity and risk of mortality from many chronic diseases.

The Board directs the Superintendent to inform and update the public, including parents, students, and others in the community, about the content and implementation of the wellness policy. Such information may be provided on the District website, through dissemination of student handbooks, or in any other manner the Superintendent may deem appropriate.

Definition

For the purposes of this policy the school day is defined as midnight before to 30 minutes after the end of the instructional school day.

Goals for Wellness Promotion

The District shall review and consider evidence-based approaches in establishing goals for school based activities to promote student wellness. This may include review of the “Smarter Lunchroom” tools and strategies.

To ensure the health and well being of all students, it is the policy of the District to:

1. Ensure that foods sold at school during the school day meet or exceed the nutritional standards required by the USDA’s National School Lunch Program, the National School Breakfast Program, and the Smart Snacks in Schools regulations. Exceptions can be made for infrequent food sales fundraisers that occur no more than the number of times determined appropriate by the Idaho State Department of Education during the school year and are not held during school meal times. Fundraisers will be tracked at each school site by a designee of the Superintendent in charge of compliance at that site;
2. Ensure that non-compliant and non-exempt fundraising food sales will not occur on school grounds during the school day. The District operates under United States Department of Agriculture (USDA) program regulations of the National School Lunch Program, National School Breakfast Program, and the Smart Snacks in Schools regulations. These regulations apply to food sold during the school day in school stores, vending machines, and other venues. (Note: There are many healthy fundraising options available to schools including selling books, fresh produce, school spirit merchandise, or other non-food items during the school day. Fundraising activities involving the sale of food consumed outside of school, such as frozen pizza sales, are exempt from the nutrition standards.);
3. Ensure that celebrations that involve food during the school day are approved by administration. (or food otherwise provided but not sold). Time-honored traditions like treats for birthdays, or foods for after-school sporting events are not subject to nutrition guidelines and standards.

[Note: The USDA has no role in regulating foods brought from home, but school districts are required to set nutrition guidelines for foods served at school other than those that are sold. The Smart Snacks in Schools regulations only affect foods that are sold on school grounds during the school day. Time honored traditions like treats for birthdays, or foods at an afterschool sporting event, are not subject to those standards.];

The District shall also take measures to promote nutrition and physical activity, engage in nutrition education, and conduct wellness activities. For this purpose, the District may:

1. Ensure that all District schools become certified as a Healthier US Schools Challenge schools and/or enroll as a Team Nutrition schools;
2. Host at least one health fair each year;
3. Draft and regularly distribute a wellness newsletter for students and parents;
4. Review Smarter Lunchroom Movement best practices and evaluate each school's ability to implement them;
5. Promote healthy eating patterns through classroom nutrition education coordinated with the comprehensive health education program including education, health, and food services;
6. Provide 120 minutes of physical education per week to elementary students and 120 minutes per week to middle school students;
7. Offer a recognition or reward program for students who exhibit healthy behaviors.
8. Start a walking or physical activity club at each school;
9. Offer at least one after school physical activity program;
10. Ensure students have access to hand-washing facilities prior to meals;
11. Annually evaluate the marketing and promotion of the school meal program;
12. Share school meal nutrition information with students and families;
13. Offer students taste-testing or menu planning opportunities;
14. Participate in Farm to School activities and/or have a school garden;
15. Advertise and promote nutritious foods and beverages on school grounds;
16. Offer nutritious foods and beverages at lower prices than other foods and beverages;
17. Offer fruits or non-fried vegetables everywhere foods are sold;
18. Use student feedback to improve the quality of the school meal programs;
19. Offer a staff wellness program;
20. Provide District staff with adequate pre-service and ongoing in-service training that focuses on program administration, nutrition, physical activity, safety, the importance of modeling healthy behaviors, and strategies for behavioral change; and
21. Participate in community partnerships to support wellness programs, projects, events, or activities.

Nutrition Standards

To promote student health and reduce childhood obesity, the District requires all schools within the District to comply with the nutrition standards established by the USDA with respect to all food that is available on school grounds during the school day.

Community Participation

The District shall invite parents, students, representative food service staff of the school food authority, teachers of physical education, school health professionals, the Board, school administrators, and the general public to participate in the development, implementation, and periodic review of this policy.

The Superintendent shall annually make available to the public the content of the policy and an assessment of the implementation of this policy including:

1. The extent to which schools under the jurisdiction of the District are in compliance with the wellness policy;
2. The extent to which the District's wellness policy compares to model local school wellness policies; and
3. A description of the progress made in attaining the goals of the wellness policy.

Methods of providing this information to the public may include developing or disseminating printed or electronic materials to families of school children and other members of the school community at the beginning of the school year, or posting the local wellness policies and an assessment of their implementation on the District or school website. The assessment of the implementation of the policy shall be conducted at least once every three years.

Record Retention

The District shall retain the following records relating to the wellness policy:

1. The written local school wellness policy;
2. Documentation demonstrating the community was involved in the development, implementation, and periodic review of the wellness policy;
3. Documentation of the assessment of the wellness policy; and
4. Documentation to demonstrate the public was notified annually as required by this policy.

Monitoring Compliance

The Superintendent shall designate one or more District officials or school officials to ensure that each school complies with this policy.

Cross-Reference:	2310	Nutrition Education
	2315	Physical Activity Opportunities and Education
	4175	Required Annual Notices
	8230	Nutrition Standards
Legal Reference:	P.L. 108-265	The Child Nutrition and WIC Reauthorization Act of 2004
	42 USC § 1758b	Local School Wellness Policy
	42 USC § 1771 <i>et seq.</i>	Child Nutrition Act of 1966
	42 USC § 1751 <i>et seq.</i>	National School Lunch Act
	7 CFR §§ 210 & 220	Nutrition School Lunch and School Breakfast Programs: Final Rule
	7CFR § 210.30	School Nutrition Professional Standards
Other Reference:	Idaho Wellness Policy Progress Report, Idaho State Department of Education	
	Implementation and Monitoring Plan, Idaho State Department of	

Policy History:

Adopted on: August 8, 2016

Revised on: August 10, 2020

Revised on: February 12, 2024

Policy 3320 **Substance and Alcohol Abuse**

The Board recognizes that use of alcohol and drugs is a serious problem and that the presence of drugs in school is detrimental to the educational environment and harmful to the health, safety, and welfare of students and staff. It is the desire of the District to help those in need of alcohol and drug intervention and at the same time to protect others that are affected by the presence of alcohol and drugs and to enforce the policies of the District relating to use, possession, or being under the influence of alcohol or controlled substances, as that term is defined in statute (I.C. § 37-2732C). It is the philosophy of the District that the District will help those who desire to help themselves.

The District's desire is to create an environment where students feel safe from the many harmful influences that are prevalent in our society. For those students that come forward and voluntarily disclose using and/or being under the influence of alcohol and/or drugs while on school property or at a school function, prior to the District having reasonable suspicion, the District will provide counseling to any such student and make recommendations for referral to appropriate agencies for screening and assessment. The parent, legal guardian, or custodian of the student will be immediately notified and the District will cooperate with and work with the parent in the establishment of a plan to assist the student in whatever means are deemed necessary and appropriate. The student's parent, guardian, or custodian will be notified of available opportunities for counseling for the student. Only persons on a "need to know" basis may receive information regarding a voluntary disclosure, except when deemed reasonably necessary to protect the health and safety of others. The incident shall be reported to law enforcement.

The mere fact that a student previously disclosed use of alcohol or a controlled substance, in and of itself, shall not establish reasonable suspicion at a later date.

If the District has reasonable suspicion (based upon reliable information received or the personal observations of staff) to believe that a student is using or is under the influence of alcohol or a

controlled substance and the student has not voluntarily disclosed such use or influence, the District may take whatever action deemed appropriate, including but not limited to, notifying the parent/legal guardian and notifying local law enforcement, suspension, and/or expulsion. The following shall be used as a guide in determining what procedures may be followed when this occurs, however, the specific procedure may, in large part, depend upon the circumstances in each case:

1. Upon reasonable suspicion, the student will be asked if he or she has used and/or is under the influence of alcohol and/or drugs.
2. If the student admits to the use, the student's parent/legal guardian will be immediately called;
3. The student will be asked to reveal the circumstances involving the use of alcohol and/or drugs and asked if any other students were involved;
4. Law enforcement will be called when deemed appropriate.
5. The student will be immediately suspended from school, and depending upon the circumstances, may be suspended for up to 20 days and/or recommended for expulsion.
6. As a condition of readmission, the student and parent will agree to undergo assessment and counseling for alcohol and/or drug use. The District will provide counseling services and any other services available to the student and/or the student's parents.
7. If the student does not admit to the use of alcohol and/or drugs and the staff member(s) in charge, after talking to the student, still believes that the student used or was/is under the use or influence of alcohol and/or drugs, an investigation will be conducted, which may include a search of the student's locker, car, desk or any other school property used by the student may be subject to search. In addition, law enforcement will be called immediately as will the parent/guardian. The student will be suspended from school pending an investigation. If the investigation shows that, more likely than not, the student used or was under the influence of drugs and/or alcohol, a recommendation for expulsion will be made to the Board of Trustees. The student will be entitled to full due process prior to being expelled from school. As a condition of readmission, the Board may require that the student undergo assessment and counseling for alcohol and/or drug use.

The District shall provide written annual notification of the voluntary disclosure provisions of this policy as well as counseling availability and any other pertinent information in the student handbook or other reasonable means.

Cross Reference:	3330	Student Discipline
	3340	Corrective Actions and Punishment.
	3360	Discipline of Students with Disabilities
	3370	Searches and Seizures

Legal Reference: Pub. L. 100-690
I.C. § 33-210

IDAPA 08.02.03.160

The Anti-Drug Abuse Act of 1988 (as amended)
Attendance at Schools - Students Using or Under
the Influence of Alcohol or Controlled Substances
Safe Environment and Discipline

Policy History:

Adopted on: April 10, 2012

Revised on: August 10, 2020

Policy 3270 **District Provided Access to Electronic Information,
Services, and Networks**

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

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

Curriculum

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

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

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

Internet Safety

Each District computer with internet access shall have a filtering device as described in Procedure 3270P.

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

Prohibiting and preventing users from sending, receiving, viewing, or downloading materials that are deemed to be harmful to minors, as defined by section 18-1514, Idaho Code; and

1. Filtering or blocking access to obscene materials, materials harmful to minors, and materials that depict the sexual exploitation of a minor, as defined in chapter 15, title 18, Idaho Code.

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

Filtering should also be used in conjunction with:

Educating students on appropriate online behavior;

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

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

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

Internet Access Conduct Agreements

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

Warranties/Indemnification

The District makes no warranties of any kind, express or implied, in connection with its provision of access to and use of its computer networks and the internet provided under this policy. The District is not responsible for any information that may be lost, damaged, or unavailable when using the network, or for any information that is retrieved or transmitted via the internet. This includes loss of data resulting from delays, non-deliveries, missed deliveries, or service interruptions caused by its negligence or the user's errors or omissions. Use of any information obtained via the internet is at the user's own risk. The District specifically denies any responsibility for the accuracy or quality of information obtained through

its services. The District will not be responsible for any unauthorized charges or fees resulting from access to the internet, and any user is fully responsible to the District and shall indemnify and hold the District, its trustees, administrators, teachers, and staff harmless from any and all loss, costs, claims, or damages resulting from such user's access to its computer network and the internet, including but not limited to any fees or charges incurred through purchases of goods or services by the user and attorney fees. The user or, if the user is a minor, the user's parent(s)/legal guardian(s) agrees to cooperate with the District in the event the school initiates an investigation of a user's use of their access to its computer network and the internet.

Violations

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

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

Internet Safety Coordinator

The Superintendent shall serve, or appoint someone to serve, as "Internet Safety Coordinator" with no and authority for ensuring compliance with the requirements of federal law, State law, and this policy. The Internet Safety Coordinator shall develop and maintain administrative procedures to enforce the provisions of this policy and coordinate with the appropriate District personnel regarding the internet safety component of the District's curriculum. The Internet Safety Coordinator shall handle any complaints about the enforcement of this policy or refer them to other appropriate personnel depending on the nature of the complaint.

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

Public Notification

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

Submission to State Department of Education

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

Cross Reference: 2335

Digital Citizenship and Safety Education

	3330	Student Discipline
Legal Reference:	20 USC § 9134(f)	State Plans - Internet Safety
	20 USC § 7131	Internet Safety
	IC § 18-6726	TikTok Use by State Employees on a State-Issued Device Prohibited
	IC § 18-1514(6)	Obscene Materials — Definitions
	IC § 33-132	Local School Boards — Internet Use Policy Required
	IC § 33-137	Digital and Online Library Resources for K-12 Students
	Idaho Executive Order 2022-06	

Policy History:

Adopted on: April 10, 2012

Revised on: October 12, 2020

Revised on: June 12, 2023

Policy 3400 **Extracurricular Activities Drug-Testing Program**

The District has a strong commitment to the health, safety, and welfare of its students. Results of studies throughout the United States indicate that education alone, as a preventive measure, is not effective in combating substance abuse. Our commitment to maintaining the extracurricular activities in the District as a safe and secure educational environment requires a clear policy and supportive programs relating to detection, treatment, and prevention of substance abuse by students involved in extracurricular activities.

Purpose

The drug-testing program is not intended to be disciplinary or punitive in nature. Students involved in extracurricular activities need to be exemplary in the eyes of the community and other students. It is the purpose of this program to prevent students from participating in extracurricular activities while they have drug residues in their bodies, and it is the purpose of this program to educate, help, and direct students away from drug and alcohol abuse and toward a healthy and drug-free participation. No student shall be expelled or suspended from

school as a result of any verified positive test conducted by his/her school under this program, other than as stated herein.

Scope

Participation in extracurricular activities is a privilege. This policy applies to all District students in grades 6-12 who wish to participate in extracurricular activities that are school-sponsored extracurricular activities.

Consent Form

It is MANDATORY that each student who participates in extracurricular activities sign and return the Consent Form prior to participation in any extracurricular activity. Failure to comply will result in non-participation.

Each extracurricular participant shall be provided with the Consent Form (3400F), which shall be dated and signed by the participant and by the parent/guardian. In so doing, the student is agreeing to participate in the random drug-testing program at Mackay High School.

Testing Procedures

1. The selection of participants to be tested will be done randomly by the principal/administrative designee, and selections will be made from time to time throughout the school year. Names will be drawn from one (1) large pool of those agreeing to be tested.

Testing may occur on a different day, Monday through Saturday. This variable schedule will keep students conscious of the possibility of being tested at any time during the year. Each student will be assigned a number that will be placed in the drawing.

2. If the student shows signs of reasonable suspicion, the principal/administrative designee may call the student's parent/guardian and ask that the student be tested. Factors will include, but are not limited to, excessive discipline problems and/or excessive absences from school. Also, a parent/guardian may request testing of his/her student.
3. No student will be given advance notice or early warning of the testing. In addition, a strict chain of custody will be enforced to eliminate invalid tests or outside influences.
4. Upon being selected for a urinalysis test under this policy, either by random draw, reasonable suspicion, request of a parent/guardian, or a follow-up test, a student will be

required to provide a sample of fresh urine, according to the quality control standards and policy of the laboratory conducting the urinalysis.

5. All students will remain under school supervision until they have produced an adequate urine specimen. If unable to produce a specimen, the student will be given up to twenty-four (24) ounces of fluid. If still unable to produce a specimen within two (2) hours, the student will be taken to the principal's office and told he/she is no longer eligible for any of the extracurricular activities. In addition, the parents/guardian will be telephoned and informed that the student is unable to produce a sample for the testing procedure and that he/ she may be tested at a later date to be reinstated for eligibility.
6. There is a head strip on each of the specimen bottles, indicating the validity of the urine specimen by temperature. All specimens registering below 90.5 degrees Fahrenheit will be invalid. If this occurs, another specimen must be given by the student.
7. If it is proven that tampering or cheating has occurred during the collection, the student will become ineligible for all the extracurricular activities for the remainder of the school year. This will be reported to the parent/guardian.
8. Immediately after the specimen is taken, the student may return to class with an admit slip or pass with the time he/she left the collection site. The principal/administrative designee must time and sign the pass.
9. The specimens will then be turned over to the testing laboratory, and each specimen will be tested for alcohol, nicotine, and street drugs (which may include all drugs listed as controlled substances under the laws of the State of Idaho). Also, performance enhancing drugs such as steroids may be tested.
10. The laboratory selected must follow the standards set by the Department of Health and Human Services. It must be certified under the auspices of the Clinical Laboratory Improvement Act (CLIA) and the Joint Commission of Accreditation of Healthcare Organizations (JCAHO).

Chain of Custody

1. The certified laboratory will provide training and direction to those who supervise the testing program, set up the collection environment, and guarantee specimens and supervise the chain-of-custody. To maintain anonymity, the student's number, not name, will be used.
2. The principal/administrative designee will be responsible for escorting students to the collection site. The student should bring all materials with him/her to the collection site and should not be allowed to go to his/her locker. (The administrator should not bring all the students drawn from the pool to the collection site simultaneously. Calling four (4) or five (5) students at a time allows the collections to be carried out quickly and will not cause students to wait a long time, thereby creating a loss of important time from class. Athletes may be called after school, perhaps during practice time.)
3. Before the student's urine is tested by the laboratory, students will agree to fill out, sign, and date any form which may be required by the testing laboratory. If a student chooses, he/she may notify the administrator that he/she is taking a prescription medication.
4. A sanitized kit containing a specimen bottle will be given to each student. The bottle will remain in the student's possession until a seal is placed upon the bottle. The student will sign that the specimen has been sealed. The seal may be broken only by the lab testing the specimen.
5. If the seal is tampered with or broken after leaving the student's possession and prior to arriving at the lab, the specimen is invalid. The student will be called again as soon as possible. The student will remain eligible for extracurricular activities subsequent to a retest.
6. The supervisor obtaining the urine specimen will be of the same gender as the student. Students will be instructed to remove all coats and wash their hands in the presence of the supervisor prior to entering the restroom. The door will be closed so that the student is by himself/herself in the restroom to provide a urine specimen. The supervisor will wait outside the restroom. The student will have two (2) minutes to produce a urine specimen. The commode will contain a blue dye so the water cannot be used to dilute the sample. The faucets in the restrooms will be shut off.

7. After it has been sealed, the specimen will be transported to the testing laboratory by lab personnel. The testing laboratory will report the results to the principal/administrative designee.

8. In order to maintain confidentiality, the container which contains the urine specimen to be tested will not have the name of the student on the container. Instead, the student's random identification number will appear on the container. Also, the results sheet for the urinalysis will be mailed to the principal/administrative designee with no name attached; only the student's random identification number will appear on the results sheet.

Test Results

1. This program seeks to provide needed help for students who have a verified positive test. The students' health, welfare, and safety will be the reason for preventing students from participation in extracurricular activities.

2. The principal/administrative designee will be notified of a student testing positive (that is, if the test shows that drug residues are in the student's system after using at least two (2) different types of analyses). The principal/administrative designee will notify the student and his/her parent/guardian. The student or his/her parent/guardian may submit any documented prescription, explanation, or information that will be considered in determining whether a positive test has been satisfactorily explained.

3. In addition, the student or parent/guardian may appeal by requesting that the urine specimen be tested again by the certified laboratory at a cost to the student or his/her parent/guardian.

4. If the test is verified positive, the principal/administrative designee will meet with the student and his/her parent/guardian at the school. The student and parent/guardian will be given the names of counseling and assistance agencies that the family may want to contact for help. The student will be prevented from participating in extracurricular activities until after a follow-up test is requested by the principal/administrative designee and the results are reported.

5. A follow-up test will be requested by the principal/administrative designee after such an interval of time that the substance previously found would

normally have been eliminated from the body. If this follow-up test is negative, the student will be allowed to resume extracurricular activities. If a second positive result is obtained from the follow-up test or any later test of that participant, the same previous procedure shall be followed. In addition, the District reserves the right to continue testing, at any time during the remaining school year, any participating student who tested positive and did not make satisfactory explanation.

6. Information on a verified positive test result will be shared on a need-to-know basis with the student's coach or sponsor. The results of negative tests will be kept confidential to protect the identity of all students being tested.

7. Drug testing result sheets will be returned to the principal/administrative designee, identifying students by number and not by name. Names of students tested will not be kept in open files or on any computer. Result sheets will be locked and secured in a location to which only the principal/administrative designee has access.

Financial Responsibility

1. Under this policy, the District will pay for all initial random drug tests, all initial reasonable suspicion drug tests, and all initial follow-up drug tests. (Once a student has a verified positive test result and has subsequently tested negative from a follow-up test, any future follow-up drug test that must be conducted will be paid for by the student or his/her parent/guardian.)

2. A request on appeal for another test of a positive urine specimen is the financial responsibility of the student or his/her parent/guardian.

3. Counseling and subsequent treatment by non-school agencies are the financial responsibility of the student or his/her parent/guardian.

Confidentiality

Under this drug-testing program, any staff, coach, or sponsor of the District who may have knowledge of the results of a drug test will not divulge to anyone the results of the test or the disposition of the student involved, other than in the case of a legal subpoena being made upon that person in the course of a legal investigation. Once again, this will underscore the District's commitment to confidentiality with regard to the program.

Other Rules

Apart from this drug-testing program, the Idaho High School Activities Association (IHSAA) and the coaching staff/sponsor of each sport/activity have their own training rules and

requirements. Coaches/ sponsors have the necessary authority to enforce those rules. Any student who violates a rule or requirement as a member of a team or activity will be subject to the consequences as defined in those rules and requirements.

Legal Reference:

Vernonia School District 47J v. Acton, 515 U.S. 646 (1995)
Todd v. Rush County, 139 F.3d 571 (7th Cir.), cert. Denied,
119 S.Ct. 68 (1998)

Policy History:

Adopted on: April 10, 2012

Revised on: September 14, 2026

Policy 3400F **MACKAY SCHOOL DISTRICT EXTRACURRICULAR**
CONSENT FORM

I have received and have read and understand a copy of the Mackay School District's "Extracurricular Activities Drug-Testing Program". I desire that _____ participate in this program and in the extracurricular program(s) of the Mackay School District and hereby voluntarily agree to be subject to its terms for the entire high school career (grades 6-12). I accept the method of obtaining urine specimens, testing, and analyses of such specimens and all other aspects of the program. I agree to cooperate in furnishing urine specimens that may be required from time to time.

I further agree and consent to the disclosure of the sampling, testing, and results provided for this program. This consent is given pursuant to all State and Federal Statutes and is a waiver of rights to nondisclosure of such test records and results only to the extent of the disclosures in the program.

Student Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

I, _____, have decided **not** to participate in any extracurricular activities sponsored by the Mackay School District for the remainder of this school year. In order for me to participate in the extracurricular activity program at a later date, I understand that I must submit to urinalysis.

Student Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

Form History:

Adopted on: April 10, 2012

Revised on: September 14, 2026

Dances

Dances at Mackay High School should be conducted under the following provision:

1. Chaperones must be chosen ahead of time. There should be three chaperones: All three chaperones must be school personnel. Chaperones have the right to expel dancers not abiding by the rules.
2. Alcohol, tobacco, and drugs will follow district policy and not be consumed prior to or during dances.
3. Advisors are responsible for the dancers, and discipline matters should be handled as soon as possible.
4. Once a student leaves the dance he/she has left for the entire event, and will not be allowed to return to the dance.
5. Students who have graduated from high school or dropped out of high school will not be allowed to attend unless approved by the administrator (form must be filled out prior to the dance).
6. All dates, which do not attend Mackay Jr./Sr. High School must be pre-approved by administration (form must be filled out prior to the dance).
7. Outside beverages will not be allowed.



In order for a non-MHS student to be admitted to a dance/activity sponsored by Mackay High School, this form must be completed and turned in to the office within one week of the sponsored dance/activity.

All guests must be a freshman (no younger than 14) and no older than 19 years of age. All guests must be in good standing with their school. MHS administration may contact the guest's school requesting information regarding attendance and behavior.

Guests must bring to the dance a valid, up to date picture ID to be presented at the door to the administrator/advisor. (NO EXCEPTIONS) Or admission to the dance will not be accepted.

Guest's Name

School Guest Attend (Please Print)

Guest's Signature

Home/Parent/Guardian Phone Number

MHS Students Name

Grade Level

To Be Completed by School Administration

The student listed above is in good standing at our school. They have had no significant attendance or behavior/discipline issues.

Signature of Administrator

School Phone Number

Please Fax: Attention Administration at Mackay High School 208-588-2549

MHS reserves the right to exclude or remove anyone prior to or during the dance/event at the discretion of the school authorities.

_____ Approved _____ Denied

MHS Principal Signature: _____

Please read policy 3270 Acceptable Electronics Usage agreement and sign this form and Return to office no later than Thursday, September 3..
Mackay School District No. 182

Cell Phones/Headphones

Cell phones/ wireless headphones are allowed on campus; however, they are **not** allowed in the classroom at any time. If students need to call a parent they can either use the classroom phone or the one in the office. Electronic devices may be used in the morning, during lunch, and after school. They are not to be used in the instructional part of the building or classrooms at any time. This includes assemblies and the gym during instructional time. Students who choose to bring the devices to school are required to have them turned off and in their lockers or off in their backpack. Violation of this policy will result in the device being confiscated. The district will use reasonable care to safeguard confiscated devices, but will not be responsible if the devices are lost or stolen. Students or their parents may seek return of the devices consistent with disciplinary policies.

Definition: electronic communication and entertainment devices shall include, but not limited to cell phones, smart watches, laptops, tablets, iPods, MP3 players, and other similar devices or media players, without regard to the commercial name or manufacturer of the device. Violations of this policy will be handled as follows:

1st referral: device will be turned into the office and returned to students at the end of the school day.

Additional referrals: device will be turned into the office and returned to a parent/guardian.

Policy 3270F COMPUTER / NETWORK SERVICE USER AGREEMENT

I understand and will abide by the District's policy titled "Computer / Network Acceptable Use" Should I commit any violation of the policy, my access privileges may be revoked and school disciplinary and/or appropriate legal action may be taken. I understand that I have no reasonable expectation that my use of the District's computer or network will be private. I know that my use of the computer and network may be monitored or reviewed by administration or information technology staff at any time.

User Signature: _____ Date: ____/____/____

Print Name: _____

PARENT OR GUARDIAN (If you are under the age of 18, a parent or guardian must also read and sign this agreement.)

As the parent or guardian of this student, I have read the District's policy entitled "Computer / Network Acceptable Use." I understand that this access is designed for educational purposes and the District has taken available precautions to eliminate controversial material.

However, I also recognize it is impossible for the District to restrict access to all controversial materials, and I will not hold it responsible for materials acquired on the computer network service. Further, I accept full responsibility for supervision if and when my child's use is not in a school setting. I hereby give permission to issue an account for my child and certify that the information contained on this form is correct.

Parent or Guardian (please print): _____

Signature: _____ Date: ____/____/____

User's Full Name (please print): _____

School: _____ Grade: _____

Home Address: _____

Home Phone: _____ Work Phone: _____

Form History:

Adopted on: April 10, 2012

MOBILE COMPUTING DEVICE AGREEMENT

(Students allowed to take devices home)

This Agreement is valid for the _____ school year only.

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

I have read, understand, and agree to abide by the terms of the Mackay School District's policies regarding District-provided mobile devices - Policy No. 3275. Should any violation or misuse of the device occur while it is in my custody, I understand and agree that I may lose access to the device, or may lose the privilege of taking it home, and will be responsible for repair or replacement costs, regardless of whether the misuse was committed by me or another person.

I accept full responsibility for the safe and secure handling of the device for this school year. I accept full responsibility for the proper use and safeguarding of the device under all applicable policies. I understand that it is my responsibility to immediately report any damage, theft, or problems with the device to a teacher or administrator.

User's Name (Print) _____

Home Phone: _____

User's Signature: _____

Date: _____

Address: _____

Status: _____ I am under 18 _____ I am 18 or older

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 the applicant is under 18 years of age, a parent/legal guardian must also read and sign this agreement.

As the parent/guardian of the above student, I understand my child's responsibility in the use and care of the device and my financial responsibility in the event my student loses the device or is found to be the cause of deliberate or negligent damage to it. I understand that if he or she is found to be responsible for the deliberate or negligent damage of or the loss of the device, I will be financially responsible for reasonable repair/replacement cost.

I have read district Policy No. 3275 and explained it to my child. I understand that if any violation or misuse of the device occurs while it is in my child's custody, his or her access privileges to the internet or use of a mobile computing device can be suspended or terminated, and that he or she may face other disciplinary measures, regardless of whether the misuse was committed by him or her or by another person.

I also understand that I will be responsible for monitoring my student's use of the device outside the school setting.

_____ I do not wish my son/daughter to take the device home at this time.

Parent/Legal Guardian (Print): _____

Signature: _____

Home Phone: _____

Address: _____ Date: _____

Parent/Student Signature Page

I have read the 2022-2023 Mackay Junior/Senior High School Handbook. I understand the rules and procedures. I also understand that changes may occur during the school year as a result of Board Policy.

Student's Name _____ (Please print)

Student's Signature _____ Date _____

Parent's Name _____ (Please print)

Parent's Signature _____ Date _____

Please read the Mackay Jr. /Sr. High School Student Handbook. Sign this form and return to the office no later than Thursday, September 3.

