Emmett High School

2026-2027
Student-Parent Handbook

All of the information in this handbook is important and to be followed. If you do not have internet access, a physical copy may be obtained from the main office at the high school.

26-27 Emmett High School Bell Schedule

MONDAY, WEDNESDAY, THURSDAY

1st Period: 7:35-8:34 a.m. *(PRTA Release: 8:29 a.m.)*
2nd Period: 8:39-9:38 a.m. *(PRTA Release: 9:33 a.m.)*
Nutrition Break: 9:38-9:45 a.m.
3rd Period: 9:45-10:44 a.m. *(PRTA Release: 10:39 a.m.)*
4th Period: 10:49-11:48 a.m.
Lunch: 11:48 a.m. - 12:25 p.m.
5th Period: 12:24-1:24 p.m. *(PRTA Release: 1:20 p.m.)*
6th Period: 1:30-2:30 p.m. *(PRTA Release: 2:25 p.m.)*
7th Period: 2:35-3:35 p.m.

TUESDAY ONLY

1st Period: 7:45-8:43 a.m. *(PRTA Release: 8:38 a.m.)*
2nd Period: 8:48-9:46 a.m. *(PRTA Release: 9:41 a.m.)*
Nutrition Break: 9:46-9:53 a.m.
3rd Period: 9:53-10:51 a.m. *(PRTA Release: 10:46 a.m.)*
4th Period: 10:56-11:54 a.m.
Lunch: 11:54 a.m. - 12:31 p.m.
5th Period: 12:30-1:29 p.m. *(PRTA Release: 1:24 p.m.)*
6th Period: 1:34-2:32 p.m. *(PRTA Release: 2:27 p.m.)*
7th Period: 2:37-3:35 p.m.

2026-2027 School Calendar

Emmett School District

www.emmettschools.org
208-365-6301

DATE	EVENT/HOLIDAY
12-Aug	Secondary Open House 5-7
13-Aug	Elementary Open House 5-7
17-Aug	1st-12th First Day
18-Aug	Kinder First Day
7-Sep	Labor Day
25-Sep	Homecoming (In Session)
14-Oct	Parent Teacher conf
15-Oct	Parent Teacher conf
23-26 Nov	Thanksgiving Break
21-31 Dec	Christmas Break
1-4 Jan	Christmas Break
24-Feb	Parent Teacher conf
25-Feb	Parent Teacher conf
22-25 Mar	Spring Break
28-May	Graduation
31-May	Memorial Day
3-Jun	K-11 Last Day

SCHOOL INFORMATION

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

BLUE = Open House
RED = NO SCHOOL
YELLOW = First and Last Day of School
GREEN = Parent Teacher Conference

August 2026

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

September 2026

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
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27	28	29	30			

October 2026

Su	M	Tu	W	Th	F	Sa
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25	26	27	28	29	30	31

November 2026

Su	M	Tu	W	Th	F	Sa
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
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29	30					

December 2026

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27	28	29	30	31		

January 2027

Su	M	Tu	W	Th	F	Sa
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2027

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	1	2	3	4	5	6
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2027

Su	M	Tu	W	Th	F	Sa
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2027

Su	M	Tu	W	Th	F	Sa
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11	12	13	14	15	16	17
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May 2027

Su	M	Tu	W	Th	F	Sa
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2027

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

July 2027

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
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2026-2027
Emmett High School Student-Parent Handbook

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EHS MISSION STATEMENT

Emmett High School is the benchmark of academic and extra-curricular excellence.

MOTTO

Emmett Ensures Educational Excellence

VISION

Passionate, visionary professionals cultivating life-long learners the Emmett Way!

MISSION

ESD empowers all to become life-long learners!

Welcome Parents and Students!

This handbook is presented to familiarize you with Emmett High School rules and policies as well as provide you with general information. Each student is expected to respect the rights and privileges of other students, school staff, including administration, school resource officer, teachers, and district staff. Students shall exercise their rights responsibly and in compliance with rules established for the orderly conduct of the district's educational mission. The district's rules of conduct and discipline are established to achieve and maintain order in the school.

RESPONSIBILITIES OF ADMINISTRATORS

Administrators have the responsibility to (not in order of priority):

- Assume responsibility for instructional leadership
- Serve as appropriate role models for students on their campus in accordance with the standards of the profession
- Provide assistance to students in learning appropriate school behavior
- Facilitate the school discipline management plan, train teachers, and respond to discipline problems
- Encourage parent communication with the school, including Infinite Campus reports and participation in parent-teacher conferences
- Provide responses to parental inquiries (i.e. attendance, discipline, grades, etc.)
- Supervise all affairs regarding school management, operations, and activities
- Serve as liaison between students, parents, teachers, superintendent and the Board of Trustees

RESPONSIBILITIES OF PARENTS and/or GUARDIANS

- Make every effort to provide for the physical and emotional needs of the student
- Encourage their student's daily attendance to school, required detention and Saturday School, and promptly report and explain absences and tardies to the school
- Be sure their student is appropriately dressed at school and school-related activities
- Bring to the attention of school authorities any learning problems or conditions that may relate to their student's education
- Maintain up-to-date home, work, and emergency telephone numbers and other pertinent information at the school
- Assist their student in understanding the responsibilities as outlined in this handbook.
- Promote high expectations for your student's behavior, school achievement, and homework
- Participate in school activities including parent-teacher conferences

RESPONSIBILITIES OF STUDENTS

Student responsibilities for achieving a positive learning environment at school or school-related activities shall include (not in order of priority):

- Attending all classes, daily and on time
- Being prepared for each class with appropriate materials and assignments
- Wear appropriate clothing
- Exhibiting respect toward others
- Paying required fees and fines
- Refraining from violations of the code of student conduct
- Follow all school personnel, school rules, safety rules at school-related activities and on the bus

RESPONSIBILITIES OF TEACHERS

Teachers have the responsibility to (not in order of priority):

- Teach to the standards of performance required by the district
- Serve as appropriate role models for students, in accordance with Idaho Educator Code of Ethics
- Follow Emmett High School discipline policies and expectations
- Comply with district and school policies, rules and regulations, and directives
- Maintain an orderly classroom atmosphere conducive to learning
- Establish rapport and open lines of communication with parents, students, and other staff members
- Encourage students to strive toward self-discipline
- Participate in meaningful parent-teacher conferences

SAFE AND SECURE SCHOOL ENVIRONMENT

Emmett High School wants all students to be safe at school. We need help from responsible students to ensure safety for all students. For everyone's sake, please report any student who brings a knife, gun, lighter, or any harmful weapon to school, as well as anyone who takes part in any dangerous action during the school day. You may tell any adult working in the school.

FIRE ALARMS AND CRISIS SITUATIONS

Fire drills and practices dealing with crisis situations will be conducted, announced or unannounced, several times during the school year. We will follow our crisis management plan. Students will exit the building through specific routes, depending on the room they are in at the time. Teachers have detailed instructions and will cover them with each of their classes. **STUDENTS SHOULD FOLLOW DESIGNED PROCEDURES AND PRACTICES WHENEVER A FIRE ALARM SOUNDS.**

Counseling Program:
Emmett School District offers individual and small group counseling support services designed to assist students in removing barriers to learning and to improve their education and socialization within the school community. School counseling services are short-term, solution-focused, and are not intended as a substitute for diagnosis or treatment of a mental health disorder.

Counseling Services:
School counselors inform students of these limits to confidentiality before sharing information with others, and work with students to seek support from their parents or guardians. However, this may result in a lack of student disclosure to their school counselor or knowledge that could help support a student with their struggles.

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

Program of Study
Emmett High School uses the credit system. One credit is earned for each semester of a course. **To earn credit for a class, students must earn a grade of D or higher and must miss no more than 8 days in the class (10% of class time).** Students must attend four complete years of high school, unless early graduation is approved through an application process. Students who are interested in Early Graduation must refer to School Board Policy #2700-PR(1), found on the Emmett School District website under "School Board"- "Board Policy"- "2000 Instruction"- "High School Graduation" "Early Graduation of Graduation Requirements". According to state standards, students must meet the requirements for the class that they started the 9th grade with, not the class they graduate with, should they graduate early or late.

Early Graduate Information
Emmett High School acknowledges that students may graduate as early as the end of their 11th grade year as long as all graduation requirements are completed to standard. Before a student may be considered for early graduation, the student must submit a completed Early Graduation Application form to the principal that is signed by his/her parent/guardian prior to **October 15th** of the student's junior year. Students wishing to graduate early will be recognized as an early graduate rather than a traditional senior. Early graduates may participate in activities allowed by their grade level.

At Emmett High School, we strongly encourage students to take advantage of the Advance Opportunities program to earn as many dual credits as possible before going on to a post-secondary institution. State money is available to cover the costs of dual credits at a reduced rate.

Graduation Requirements

1. **Earn a total of 46 credits** (must be earned in institutions accredited or accepted by the State Department of Education):
    - **8 credits of English**:
        - English 9A and 9B
        - English 10A and 10B
        - English 11A and 11B
        - English 12A and 12B
    - **6 credits of Math:**
        - Math I/Algebra I is the lowest level that counts towards these credits
        - 2 credits must be earned during junior year
        - Students must complete Math I/Algebra I and Math 2/Geometry
    - **6 credits of Science:**
        - 2 credits of Biology
        - 4 credits of other science courses
    - **7 credits of Social Studies:**
        - 1 credit of US History 9
        - 1 credit of US History 10
        - 2 credits of US History 2
        - 2 credits of US Government
        - 1 credit of Economics
    - **2 credits of Humanities:**
        - Humanities subject areas include psychology, sociology, foreign languages, world cultures, music, theater arts, visual arts, and graphic communications

- **1 credit of Health**
- **1 credit of Speech**
- **2 credits of PE**
- **13 credits of Electives**
    - Any coursework taken in the core academic areas that are above and beyond the graduation requirements can count as elective credits.

2. **Complete and pass the senior project.**

3. **Students must pass the Civics Exam.**

4. **Complete and pass Digital Literacy (class of 2028)**

5. **Complete and pass Financial Literacy (offered through Economics or Personal Family Finance)**

Repeating a Course

Students may retake ***any non-repeatable*** course that they have taken during high school with the intent of improving their GPA. Both courses, the original and repeated, will appear on the transcript. The course with the higher grade will earn a credit, be used in computing the grade point average, and have the repeat course box checked on the transcript. The course with the lower grade will be listed on the transcript for information only, not receive a credit, and not count in grade point average calculations. If students fail or lose credit in the same class **twice**, they will be placed in a district-offered alternative program or they must take it from an accredited and administrative-approved institution outside of the District. Students who have repeated courses with low grades with the goal of improving their GPA, shall **not** be eligible for valedictorian or salutatorian. Those that repeat a course through IDLA (Idaho Digital Learning Alliance) will be responsible to pay the class fee of $75.

Class Schedules

- Students should carefully consider their choices when registering in the spring for the following year's courses. ● Course availability and number of sections is based on the original registration and students may be bound to their original choices. ● Once a course has begun, students have **four school days** to request changes in their schedules. Counselors will assess the request based on availability and educational reasons.
- After the first four school days of the semester, changes will **only** be made upon teacher, counselor, or administrative request.
- Be aware that some electives may not be offered due to limited demand or limited staffing.

Dual Credit, Advanced Placement, and Tech Prep Options

Dual Credit in High School: Any student may opt to take available courses for dual credit per counselor approval, meaning that they will receive a high school credit for the course and earn college credit(s) for the same course. To receive college credit, students must complete university paperwork provided in the class and make sure to apply for advanced opportunities funding. These grades will then go on students' permanent college transcripts. Students may also opt to take these courses for high school credit only.

Dual Credit at College: Students may also receive high school credits for taking college coursework from accredited academic and vocational colleges. One high school credit will be granted for each college course worth two or more credits. Students are responsible for providing the high school with college transcripts to demonstrate course completion.

Tech Prep: Many of the district professional-technical programs have career certifications available for students who complete the entire program of study and pass certain requirements. These certifications may also include college credits, depending on the program.

Emmett High School Advanced Opportunities

(Information in this section taken from (https://nextsteps.idaho.gov/resources/advanced-opportunities-forward-program-for-high-school-students) The State of Idaho has established a variety of options for Advanced Opportunities that will help Idaho students get a jump-start on their college education while they are still enrolled in Emmett High School.

Fast Forward

The Fast Forward program provides every student attending an Idaho public school an allocation of $4,625 to use towards Advanced Opportunities in grades 7-12. The program was expanded by the Legislature in 2016 through the passing of House Bill 458.

This fund can be used for:

Overload Courses

An overload course is a high school level course that is taken in excess of the student's regular school day. These courses are offered online, during the summertime, and after school. In the event that a student incurs a cost for such courses, the Fast Forward program can pay up to $225 for the cost of the course. Overload courses must be above and beyond the full course load offered by the student's local school.

Dual Credits

Dual credit are courses taken by high school students that are transcribed on their high school and college transcripts. The Fast Forward program

can pay for up to $75 per credit, and in most cases, the cost of these credits is $65. Dual Credit courses can also be taken online, by virtual conferencing, or in some cases students can go directly to the college/university campus.

Exams

Students can utilize Fast Forward funds to pay for a variety of college-credit bearing or professional technical exams.

If you have any questions, contact your high school counselor/College and Career office. Forms can be picked up in the Counseling office.

Deadline for applying for advanced opportunities is September 30th for Fall classes. Deadline for applying for advanced opportunities is March 3rd for Spring classes. Deadline for applying for advanced opportunities is June 24th for Summer classes

Dual Credit: Students may also receive high school credits for taking college coursework from accredited academic and vocational colleges. Students are responsible for providing the high school with college transcripts to demonstrate course completion, notify Emmett High School of their intent to enroll prior to taking courses, and receive parent and administrative approval prior to enrolling in the course. Approval will be given if the course meets the educational needs of the student.

1. The District will grant academic credit to a student who meets the requirements of this policy and successfully completes course work at a postsecondary institution.
2. The student must provide appropriate documentation of postsecondary course content/requirements to the administration/designee. 3. The Superintendent/designee shall determine how the postsecondary courses fulfill the District's graduation requirements. 4. Two or three (2-3) semester college credits will equal one (1) District credit.
5. A student with postsecondary dual enrollment shall be subject to the same policies, procedures, and school rules as any regularly enrolled student during the times that this student is involved in a District program of activity.
6. A student with postsecondary dual enrollment shall be subject to all district graduation requirements.
7. A student with postsecondary dual enrollment shall be subject to the same Emmett High School guidelines for dropping a class, grading, attendance, and schedule changes.
8. Payment for post secondary courses is the responsibility of the parent/guardian. The District will not make payments or partial payments for the postsecondary enrollment of students.

Advanced Placement: At times the district has advanced placement courses available, which are denoted with the title "AP." Students taking these classes will have the opportunity to take the AP test in that subject area, for which some colleges may offer college credit.

Payette River Regional Technical Academy (PR2TA)

PR2TA is one of 19 Career Technical Schools in the State of Idaho that offers Career and Technical Education courses in specific career pathways for the students of Emmett High School. There are specific sequences of courses that need to be taken in order to achieve the capstone of any given pathway, national certifications that can be achieved along the way, and an option to earn a CTE Diploma in addition to a regular high school diploma. Talk to the counselors, administration, or staff at PR2TA to get a better understanding if you have any questions or need help in achieving the goal you have for yourself.

Conditions of Enrollment in Online Courses

1. Any student taking such courses must be enrolled in the District, unless otherwise approved by the principal/designee.
2. Any student applying for permission to take a virtual course must complete all prerequisites for such courses.
3. Approval of a principal/designee shall be obtained before a student enrolls in a virtual course for credit.
4. Before credit toward graduation will be recognized, the high school must receive an official record of the final grade from the virtual agency, and all fees and/or expenses related thereto must be paid.
5. A student enrolled in a virtual/online course shall be subject to the same Emmett High School guidelines for dropping a class, grading, attendance, and schedule changes.
6. Students expelled from the regular school setting may be allowed to participate in virtual classes.

Conditions of Enrollment in Correspondence Courses

1. The student will assume the cost of any correspondence course
2. Correspondence courses must be taken through an institution recognized by and registered with the State Board of Education.
3. Students taking correspondence courses shall work independently under the supervision of the institution providing the courses.
4. All correspondence credits used to complete graduation requirements must meet State and District standards.
5. Credit for correspondence courses may be granted provided the following requirements are met:
    a. The principal/designee has been notified of the student's intent to enroll in a correspondence course;
    b. Approval by the principal/designee has been obtained prior to enrolling in the correspondence course;
    c. An official record of the final grade for the correspondence course has been received by the high school.

Conditions of Enrollment in Independent Study Programs

1. The student must receive prior approval from the principal/designee;
2. The student must choose a course of study which is a core subject required for graduation;
3. The course will serve as a supplement to extend homebound instruction.

Internship

Students can receive elective credits for gaining work experience during normal school hours. Students must have a verifiable job, internship or volunteer position for the entire semester that takes up one class period during regular school hours. One possibility is to work as an intern to the

local school district or school building office. Students will receive one pass/fail grade for each period per term that they fulfill the requirements. Failure to meet the requirements will result in an F being recorded on the student's transcript. The prerequisites for this course are successful completion or concurrent enrollment in an approved Career and Technical Education course, senior level status, and/or approval by the Work-Based Learning Coordinator.

Testing Services
The State of Idaho's ISAT and the state-funded SAT will be administered at Emmett High School each spring. Other standardized tests of achievement, aptitude, and interests, such as the ACT, ASVAB, PLAN, and PSAT may be offered at Emmett High throughout the year, though costs may not be covered by the School District. The counselors are available to report and interpret the testing results to parents and students. These tests provide data that aids in understanding the needs and development of each student. The test data also aids in curriculum planning. Accurate assessment of student achievement is essential in ensuring academic growth for all students. Emmett School District #221 utilizes state and district-developed assessment tools to ensure that a full range of assessment data is available for parents and school personnel. These data are used in determining placement, participation in extension and remediation programs, and communication of progress as measured against Idaho Core Standards and district curricula. Students are required to participate in State and local assessments. Idaho Law requires schools to administer state assessments to all students annually.

Progress Reports
Progress reports will be posted at various times throughout the year. Parents and students can access student's grades and attendance at any time through the Infinite Campus Portal link on the Emmett School District webpage (www.emmettschools.org) or through the Infinite Campus App on a phone. Obtain a username and password or get your password reset by calling or visiting the registrar in the counseling office. Parents may also call for information about their child's attendance, grades, or may request that progress reports be mailed home.

Academic Letter: In order to receive an Academic Letter, students must earn a 3.5 grade point average for two consecutive semesters. After receiving the letter, scholars will receive a gold bar for two additional semesters with a 3.5 GPA.

Class Rankings: Class rankings will be determined by a combination of G.P.A., total number of credits, and number of advanced classes. These will be computed after every completed semester, and revised after each following semester. The student ranked number 1 will be designated a valedictorian, and the student ranked number 2 will be designated a salutatorian.

Scholarships: Information about local and state scholarships will be published in a booklet in the fall. These booklets will be available in the college and career office. Information received by the school about other scholarship opportunities will be read in the announcements throughout the year.
All students and their parents are encouraged to apply for the FAFSA (Free Application for Federal Student Aid) in **January** of their senior year (www.fafsa.ed.gov) and seek out other scholarship opportunities that are available through postsecondary institutions and outside organizations. The college and career mentor is available to assist with these tasks.

Graduation Honors: Students who have excelled academically during their 4 years (9-12) in high school will receive academic awards at their graduation ceremony by meeting the following criteria:

- **Summa cum laude (with highest honors) –** 48 or more A's, at least 20 credits in advanced classes, no D's, F's, or incompletes
- **Magna cum laude (with high honors)** – 36 or more A's, at least 12 credits in advanced courses, no D's, F's, or incompletes
- **Cum laude (with honors)** – 3.6 GPA or above
- **Completion of a Pathway Capstone**– Students completing a Pathway Capstone through PR2TA will receive a sash before graduation with their area of study embroidered on it.

Graduation Speakers: The Valedictorian, the ASB President, and the Senior Class President deliver speeches as part of the graduation ceremony. Each speech should not exceed five minutes.

Graduation Ceremony
Students may participate in the graduation ceremony only if they have satisfactorily completed all graduation requirements- as outlined in Policy 0610: High School Graduation Requirements.

All unpaid fees (lost or damaged books, lab fees, library fines, etc.,) must be satisfied in order to participate in the graduation exercises.

At the graduation ceremony, graduates will be given a diploma cover only. Diplomas will be mailed out the week following graduation.

Library/Media Center
The Emmett High School Library is available to all students and staff for reading enjoyment, research, and studying. While our in-house selection may seem somewhat limited, Emmett High School has access to internet databases and books from other libraries including Boise State University. It is rare that we cannot find resources to accommodate student needs. Books may be checked out for two weeks and renewed, and students may borrow up to 6 books at a time.
The Emmett High School Library does not charge late fines for overdue items. The item will be renewed in the hopes that it will turn up and be returned. Items that are Lost or not turned in by the end of the current school year, will have a replacement cost assessed. If an item is returned but has been damaged to the point that the Library staff cannot repair or recondition it for return to circulation, then a replacement cost will be assessed.

COMPUTER NETWORK POLICY
An account on the Emmett School District computer network and subsequently, access to the Internet, is provided for all students, unless otherwise requested by parents or guardians. Computers and computer networks, including internet access, provide valuable tools that support the education of students in Emmett School District #221. Network users are expected to use all network resources for purposes appropriate to the education

environment at all times. Users must refrain from any use that is not consistent with the policies, purposes, or objectives of Emmett School District #221.

INTRODUCTION/EXPLANATION OF PURPOSE:
On the school network and on the Internet, students and staff may participate in activities that support learning and teaching. With access to other networks and people around the world, users might encounter information that may not be appropriate. The Emmett School District has taken measures to prevent access to inappropriate information, but Internet filtering software is not infallible. The school is not responsible for other people's actions or the quality and content of information available. We trust our students and staff to know what is appropriate.

APPROPRIATE BEHAVIOR EDUCATION
The Emmett School District will provide students Digital Literacy and Citizenship education appropriate to their grade level. The curriculum shall include appropriate online behavior, including interacting with other individuals on social networking websites and chat rooms and cyberbullying awareness and response.
All users are expected to abide by the following rules of conduct: For the entire Computer and Network Service policy, please refer to the District website.

ATTENDANCE

Students are required to be in attendance at least 90% of the time that school is in session during each semester. The local Board of Trustees may deny promotion to the next grade or may deny credit for a class to any student who is not in school at least 90% of the days in a semester. No student shall receive credit in excess of 15 absences total in a single class. Attendance Policy: A maximum of **eight (8) absences and four (4) tardies per class per semester** are allowed without loss of credit for that class. If a student exceeds eight absences in a class period, they will be assigned mandatory detention to make up the time by our Dean of Attendance. If a student fails to attend, the student will lose the credit. Parents and students will receive a warning from the Dean of Attendance at their 6th, 7th, & 8th absence, and the same for the 2nd, 3rd, & 4th tardy. **Students will no longer be allowed to petition for their credits. ALL FRESHMAN AND SOPHOMORES ARE REQUIRED TO RIDE THE BUS TO AND FROM PR2TA excluding first period and fifth period after lunch.**

Students will also be given a maximum of 5 opportunities to remove absences and tardies from their attendance records. This can be achieved by attending lunch detention, Tuesday Night School, or Negative One Hour. ***One hour will remove ONE absence.***

CONSEQUENCES OF POOR ATTENDANCE:

The district may deny a promotion to the next grade or deny credit to any student who does not comply with the attendance policy, even if the student has passing grades.

CLASSIFICATION OF ABSENCES:
See Board Policy 0522: School Attendance and Habitual Truancy

ATTENDANCE REQUIREMENTS FOR EXTRACURRICULAR ACTIVITIES
Any student who is truant or suspended (for any period or periods) on the day of school sponsored contests, activities, events, practices, or rehearsals will be ineligible to participate in those contests, activities, events, practices, or rehearsals. This rule applies not only to athletics, but any group such as band, clubs, cheerleaders, etc. COACHES AND ADVISORS ARE RESPONSIBLE FOR ENFORCING THIS RULE.

CHECKING IN AND CHECKING OUT
Late arrival: A student arriving late at school must check in at the office and get an admit slip if they are more than 5 minutes late.
Checking out: A student who must leave school for any reason during the day must check out in the office. The student must present a note or phone a parent or guardian to be given permission to check out. Upon returning to school, the student must check back in. Students who leave campus without checking out through the office will be considered truant.

TARDY POLICY

Comprehensive High School Tardy Policy
A tardy is any late arrival that is not accompanied by a written excuse from a staff member, parent, legal guardian or other person of authority. Tardies of any kind are still counted against a student unless it is an extreme circumstance. Tardy forms are submitted to the office each and every time. All instructors are required to enter tardies into the high school computer system where they will become part of a student's attendance record. A student will be counted absent if they are out of class more than 30 minutes and/or over 20 minutes late upon arrival. Tardy Policy: A maximum of **four (4) tardies per class per semester** are allowed without loss of credit for that class.
Students will also be given multiple opportunities to remove absences and tardies from their attendance records. This can be achieved by attending lunch detention, Tuesday Night School, or Negative One Hour. ***Thirty minutes will remove ONE tardy.***

EMMETT HIGH SCHOOL RULES

CHEATING/AI

Cheating in any form or manner is unacceptable. Every incident of cheating will be investigated by the teacher/designee and an administrator. The offending student will redo an assignment or assessment similar to the one of which they cheated. This assignment must be completed outside of instructional time. If the student is unwilling or unable to complete the assignment or assessment outside of instructional time the student will receive a zero on the assignment or assessment. The offending student will be given a level II behavior in accordance with our disciplinary referral process and will be required to fill out the gold sheet and mediate with the appropriate teacher. Concurrent credit students are expected to adhere to the rules and regulations as set forth in the Student Code of Conduct.

VISITORS

1. All visitors, including parents, brother, sister, other relative, or friend, MUST check in at the office. (If they are picking up a student during the school day, the student must check out.)
2. Students from other schools will not be permitted to visit during the school day. This restriction is due to space limitations, insurance requirements, and liability.
3. Student activities, other than athletic events, are for Emmett High School students only. Any exceptions must have prior administrative approval.
4. **Only students who are currently enrolled at Emmett High School may be present on campus (including the parking lots) during school hours. School hours include lunch and break times. Violators may be served with a trespass notice and face legal consequences for subsequent offenses. Hybrid students and students with work release must leave the campus immediately upon completion of the previous class.**

WEAPONS

Students are forbidden to possess, handle, or use any instrument that can be used as a weapon to harm or injure another person at school, at any school activity, on school grounds, or in school provided transportation. A student bringing a firearm to school shall be expelled from school for a period of not less than one year, unless the Board votes otherwise after considering the totality of the circumstances. A student bringing a knife to school may be suspended from school for a period of not less than one day. A student bringing a knife to school for the purpose of threatening its use to inflict fear, or attempted use, shall be expelled from school for a period of not less than one year, unless the Board votes otherwise after considering the totality of the circumstances. (The superintendent may modify the expulsion requirement as needed in order to comply with part B of the Individuals with Disabilities Act).

Policy 0541: Prohibition of Weapons

DRUGS, ALCOHOL, or TOBACCO

Any student involvement with illegal drugs, alcohol, or tobacco will be handled according to Emmett School District Policies. This includes smokeless tobacco in any form, other smoking products such as electronic cigarettes, electronic nicotine delivery systems or vaporizer smoking devices.

Policy 0551: Student Drug, Alcohol, and Tobacco Use

SEARCHES

Students' constitutional rights do not stop at the schoolhouse gates. However, this board must provide an atmosphere conducive to the pursuit of educational goals. This may include the right to search the student's personal belongings when it is in the interest of the overall welfare of other students or is necessary to preserve the good order and discipline of the school, and reasonable suspicion exists for such a search.

Only district personnel authorized by the superintendent may conduct a search pursuant to this policy.

Search of a student's person or possessions (backpack, purse, etc.) should be limited to situations in which there is a reasonable suspicion that the student is secreting evidence of an illegal act, including, but not limited to possession of weapons, controlled substances, etc.

A student's person may be searched with the student's permission. A witness should be present to verify that the student's permission was obtained and to verify the search process.

Lockers assigned to students are the property of the school district. The student will be responsible for the proper care and use of the locker assigned for his or her use. Lockers will not be used by a student for the storage of illegal or potentially harmful items, including, but not limited to, weapons, drugs, and alcohol. The school district may open and inspect lockers when there is reasonable suspicion that the lockers may contain items, which may be a threat to safety or security. School administrators may seize and retain, or turn over to law enforcement officials, any contraband items or evidence found in a school locker.

Students are permitted to park on school premises as a matter of privilege, not right. The school retains the authority to conduct routine patrols of school parking lots and inspections of the exteriors of automobiles on school property. The interiors of vehicles on school property may be inspected whenever an authorized school official has reasonable cause to believe that illegal materials are contained inside. Such patrols and inspections may be conducted without notice, without consent, and without a search warrant.

Policy 0542: Searches by School Officials

ELECTRONIC SURVEILLANCE
The board of trustees of Emmett Independent School District No. 221 authorizes the use of electronic surveillance on school premises to ensure the health, safety, and well-being of all staff, students, and visitors, and to safeguard district facilities and property. Electronic surveillance may be used in common areas as determined to be appropriate by the superintendent or designee.

USE OF ELECTRONIC SURVEILLANCE
Electronic surveillance may be used to determine if staff, students, or visitors have violated board policies, administrative directives, building rules, or laws. Staff, students, or visitors may be subject to disciplinary action and/or referred to law enforcement regarding conduct captured by electronic surveillance. The administration is authorized to determine the frequency that electronic surveillance will be reviewed as well as the placement and focus point of all cameras.

Surveillance Cameras will be placed on school buses and may be used to determine if staff, students, visitors, or for driver violations that put the safety of students at risk. No expectation of privacy exists while riding school buses due to the close proximity of individuals and safety considerations. Cameras on school buses may include the recording of sound.

Policy 0940: Electronic Surveillance

MEDICATION
Students who need to take prescription or other medication during the school day must bring the medication in the original container to the nurse or nurse designee (Main Office) in a properly labeled prescription bottle or original container. A medication consent form must be completed by the parent and on file with the nurse or nurse designee for any medication to be given, including over the counter medications. Emergency medications are kept in the main office and/or carried by a student for self-administration. Students who need to carry emergency medication for asthma or severe allergies may do so according to district policy and procedures. All medications, including emergency, require consent forms yearly. Please contact the school nurse or nurse designee.

HALL PASSES
Students who are not inside a classroom during class time are required to have a pass to the library, computer lab, office, counselor's office, or restroom. Students who are habitually in the halls during class time will be dealt with at the discretion of the school administration.

PROFANITY AND ABUSIVE LANGUAGE
Profane, vulgar, threatening, or abusive language will not be tolerated. Violations may result in the discipline referral process.

FIGHTING
- **Fighting/Encouraging Fighting:**
  - 1st -Parent Contact, 1-5 OSS, Law Enforcement, Parent Contact
  - 2nd – Immediate Referral to District Discipline Committee (potential alternative placement).
  - Severity may bypass the first consequence.

Knowingly Present: Any student present or in attendance at a gathering of students during which one or more of the attendees (other than the student responsible for the issue) were involved, will be subject to disciplinary action.*

BULLYING
Bullying is any intentional gesture or any intentional written, verbal, or physical act or threat with the purpose to harm another person, damage personal property, cause fear of harm to self or property, is severe or pervasive to create an intimidating or threatening environment, or interferes with educational performance. Bullying is not an isolated event, it occurs repeatedly over time, and an imbalance of power exists between the victim and the aggressor(s).

HARASSMENT–Harassment is an aggression focused on a student's race, national origin, religion, disability or sex. The aggression is severe, persistent, or pervasive.

PEER CONFLICT–Peer conflict is a one-time or isolated act of aggression between students in which the balance of power is equal or nearly equal between the students. Peer conflict is usually a conflict between two students, and in most cases, the two students are willing to work out their differences or leave each other alone.
- **1st offense** - Warning/peer mediation/detention
- **2nd offense** - No Contact Order
- **3rd offense** - Suspension
- **4th offense** - Possible expulsion

REPORTING
District personnel are required to report, in a timely and responsive manner, any incident of harassment, intimidation, or bullying they witness or are aware of to the school principal or designee. All other persons, including students, parents/guardians, volunteers, and visitors, are encouraged to report any act that may be a violation of this policy.

Reports may be made anonymously, but formal disciplinary action may not be based solely on the basis of an anonymous report. The district prohibits reprisal or retaliation against any person who reports an act of harassment, intimidation, or bullying; or cooperates in an investigation. The consequences for a person who engages in reprisal or retaliation may include, but are not limited to, suspension and expulsion.

Annually, the district shall report bullying incidents to the State Department of Education in a format as set forth in rule by the State Board of Education.

INVESTIGATION
The school principal or designee will promptly investigate any allegations of misconduct that are reasonably characterized as harassment, intimidation, or bullying. At the discretion of the school principal and/or superintendent, the alleged perpetrator(s) may be suspended pending the outcome of the investigation.

If the school principal or a designee determines that harassment, intimidation, bullying or retaliation have occurred, the school principal or designee shall (1) take appropriate disciplinary action; (2) notify the parent/guardian of the perpetrator; (3) notify the parent/guardian of the victim; and to the extent allowed under state and federal law, (4) notify the parent/guardian of the action taken to prevent any further acts of bullying or retaliation.

DISCIPLINARY ACTION
Students who engage in harassment, intimidation, or bullying will be disciplined through the use of consequences that may include but are not limited to; referral to counseling, diversion, use of the juvenile justice system, restorative practices, in-school suspension, out-of- school suspension and expulsion.

Each school will take prompt and effective steps reasonably calculated to end the harassment, intimidation, or bullying; eliminate any hostile environment and its effects; and prevent the harassment from recurring. Appropriate steps to end harassment may include separating the victim and the perpetrator, or providing counseling for the victim and perpetrator.

REFERRAL TO LAW ENFORCEMENT
The school principal will refer allegations of harassment, intimidation, or bullying to law enforcement if he or she reasonably believes that the student has engaged in conduct in violation of Idaho Code Section 18-917A.

Policy 0506.50: Prohibition Against Harassment, Intimidation, and Bullying

PUBLIC DISPLAY OF AFFECTION
Public displays of affection that are disruptive or inappropriate to the school environment will not be tolerated. Habitual offenders may face school consequences, including but not limited to, detention or suspension. The school Principal or Vice Principal will use their discretion in matters involving public displays of affection.

LITTERING
Students should dispose of their garbage correctly. Please help make our school a place we can be proud of. Violations will be handled by the school administration and violators may be assigned trash pick-up duty during non-instructional time.

SKATEBOARDS, ROLLERBLADES, HOVERBOARDS, SCOOTERS, ETC.
Riding on skateboards, rollerblades, hoverboards, scooters, etc. is not allowed on school property. Students are expected to stop and carry the item once they reach campus boundaries. Violations will be handled by the administration.

CLOTHING AND PERSONAL ATTIRE
- Shoulders must be covered, stomach, chest/cleavage, back (no sheer items, tank tops, spaghetti straps)
- No hoods may be worn in the building
- No clothing that depicts alcohol, tobacco, drugs, gang affiliation, sexual innuendos
- Underwear must not show
- Shorts and skirts must be appropriate length for school (mid-thigh)

FACE PAINT
Full and/or half face painting is not permitted. Partial face painting is permitted such as small markings on the cheeks, nose, or forehead. Covering the face or head with a mask, or anything that obscures identification, is not permitted. School mascots and halftime performers are excluded. All face paint must be pre approved by the administration. Anyone with paint on their faces will be instructed to remove it or will be sent home with a suspension absence.

VIOLATIONS OF APPEARANCE POLICY
- **Step 1:** The student will be given an opportunity to correct the problem.
- **Step 2:** Parents will be called for a conference.
- **Step 3:** The student may be suspended for a period of time not less than one school day.

EHS CELLULAR PHONE/ ELECTRONIC DEVICE POLICY

Any use of these devices (cell phone, earbuds, headphones, tablets, etc.) inside the classroom must be permitted by the classroom teacher. Any use of their phones on the premisis may not violate any district policy, or cause classroom disruption, nor may they be used in the access, creation, or possession of inappropriate materials (i.e. pornography). Students who bring any electronic device to Emmett High School do so at their own risk. Emmett School District assumes no liability for damage, theft, etc. Videotaping or taking pictures is prohibited on campus unless approved by building administration. Any student that does not comply with the cell phone policy will face the following consequences:
See Discipline Referral Process below:

DISCIPLINE

Students are responsible for knowing and following the rules of the school and the individual classrooms.
The school administrators will handle rules violations according to written policy. However, there may be situations which are outside the boundaries of written policy. In such cases the school administration will act at their own discretion and professional judgment. Punishments may include but are not limited to, trash duty, detention, zero hour, and/or suspension.

DISCIPLINE REFERRAL PROCESS (Restorative Practices)

Please see: EHS Student Behavior Intervention Plan

Step 1 (Level I Behavior): Students are given a green sheet discipline form. Students have a chance to recognize the behavior, fill out the form, stay in the classroom, and mediate with the teacher. Unwilling students will be removed and placed in our Intervention Center (IC) in Room 105.
Step 2 (Level II Behavior): Students will be immediately removed from the classroom and placed in IC. Students are given a green sheet discipline form. Students have a chance to recognize the behavior, fill out the form. Students will complete a short behaviorally based assignment and will be required to mediate with the teacher. Unwilling students will be immediately referred to the grade level principal.
Step 3 (Repeated Level II & Level III): Students will be immediately removed from the classroom and given a gold sheet. The gold sheet will be used to log the behavior. Parents will be contacted. Punishments will be handled based on written policy or, if necessary, at the discretion and professional judgment of their grade level principal. For severe deviant behavior, incorrigibility, or repeated violations, the student may be temporarily suspended from school for a period of one to five (1-5) days by the Principal or certified designee.

Please see "Navigation Point Referral Process" for major disciplinary actions (Level II & III) here : Navigation Point Referral

NOTE: The school district has a "no tolerance" policy concerning dangerous weapons. Expulsion may result.

FACILITIES AND SERVICES

TEXTBOOKS

All textbooks are supplied by the Emmett School District and are issued by the teachers. Whenever a text is issued to a student, the student becomes responsible for the textbook. Students are encouraged to cover books to reduce the likelihood of damage. Damaged or lost textbooks will result in a fine sufficient to repair or replace the book(s). Students face the risk of having records withheld or being without a replacement book until the school has been compensated for the lost or damaged book or books. A master record will be kept in the counseling department for all school related student debts. The student's diploma will be withheld until the bill is paid.

PERSONAL AND P.E. LOCKERS

All students are assigned lockers by the office staff, coach, or P.E. instructor. Students should use only the locker assigned to them, and **KEEP IT LOCKED.** Lockers should never be left set or fixed for quick opening. The school is not responsible for personal items left in your locker. Do not bring valuable items to school. Lockers are school property and are assigned for your convenience. They are subject to search and inspection at any time by the school administration.

THEFT

Items left unattended in a common area, a classroom, a locker room, or an unlocked locker are vulnerable to theft. The school is not responsible for their loss. Students in P.E., athletics, or other activities, which involve changing clothes, need to be especially careful. Make sure all valuables including jewelry and money are locked in a secure area or given to the instructor for safekeeping.

SCHOOL LUNCH PROGRAM

The school lunch program is for the health and convenience of the entire school. The cafeteria will be open for food before school, during the morning break, and at lunchtime.

Policy 0770: School Lunch Meals

VENDING MACHINES

Vending machines are available at Emmett High School for student use during passing periods and lunchtime. EHS is not responsible for money that is lost in the vending machine.

TRANSPORTATION AND PARKING

Bus Policy

To afford more equal opportunity for public school attendance, the board will, where practical, provide transportation for the public school students within this district.

Regularly enrolled students and duly enrolled students of this district who reside one and one-half (1½) miles or more from the school of attendance, may avail themselves of the transportation services the district operates in that particular area. The transportation services provided by this district are a privilege, not a right. Students may be prevented from availing themselves of transportation services due to disciplinary infractions.

Policy 0710: Student Transportation

Parking Lot

Emmett High School students who drive a vehicle to school may park in the Emmett High School parking lot with the purchase of a Parking Permit for $10. The Parking Permit must be clearly visible on the driver's side of the windshield. Students are not permitted to loiter or tailgate in the parking lot at any time. Students may lose the privilege of parking on campus due to disciplinary infractions. **Senior Personalized Parking Spaces:** Any senior may choose a regular parking pass or they can pay $75.00 to National Honor Society for a personalized parking space. Their personal parking space may be painted after their picture and painting materials have been approved by the NHS advisor and school administration. Students will be given specific dates when they can paint their spots, as all students must be supervised by the NHS advisor or school administration. These paid spots will be their personal parking spot during school hours only. Proceeds go to fund local scholarships.

STUDENT DRIVING & PARKING

Students are encouraged to park on campus for safety and security reasons. Emmett High School will not be responsible for damage to any student vehicle parked on or off campus. Students will be discouraged from parking in any adjoining residential areas, as a courtesy to the residents in those areas. Students driving cars or motorcycles to school must immediately park their vehicles in the student parking area. Only seniors may park along the curb near the "B" dome. No students may park in the staff or visitor parking area on the east side of the "A" dome or near the bus lane on the west side of the school. **The speed limit in the parking lot is 5 miles per hour. Reckless driving or speeding in the parking lot will result in loss of parking privileges** The resource officer will patrol the parking lot during school. If an accident or fender bender should occur, notify the resource officer or a school administrator.

VEHICLE REGISTRATION

For the safety and identification purposes, all students must register any vehicle that will be parked on Emmett High School property during school hours. Students may register more than one vehicle. When a vehicle is registered, a decal will be given to the student that must be visible on the back window or front window of the vehicle. Vehicles may be registered during Emmett High School registration in the fall or at any time after the start of classes. After the start of classes in the fall, vehicles will be registered by the Vice Principal or the Student Resource Officer. **The vehicle registration cost will be $10.00 per vehicle**. Students driving unregistered vehicles on school property during school hours will be issued a warning on the first offense and will be required to immediately register the vehicle. Subsequent offenses may result in loss of parking privileges on school property.

Students Driving to PR2TA

The Emmett Independent School District form must be on file prior to traveling for classes by vehicle, or as a rider. The district reserves the right to revoke student driving privileges. (Note: Students who submit permission to drive or ride are not guaranteed busing. If busing exists, they may ride the bus anytime).

Policy Code No. 3455 Student Self Transportation Form

LOST AND FOUND

Articles found on or near the school grounds should be taken to the Principal's office. Most of the articles will be placed in the blue lost and found cabinet near the art lab. Money or valuable articles will be marked and held for a reasonable length of time. Then, if not claimed, they will be returned to the person who found them. Students wishing to claim their items can do so by giving a proper description of the article to the office personnel.

USE OF FACILITIES

The building and facilities of the school are closed to students at all times when there is not a faculty member or other authorized adult supervisor present (this includes the weight room).

All facilities, materials, and equipment must be approved for use by the school administration.

All school activity proposals must have the final approval of the Principal. The event will then be placed on the shared calendar.

ACTIVITIES AND ATHLETICS

STUDENT BODY CARD
EHS Student Body ID cards are available for $32.00. This card admits students into all **regular-season** home athletic events. It also admits students into out-of-town athletic events for a discounted price. In order to be admitted free to any student body sponsored event, **all students must have in their possession their valid student body card. The use of another student's card or an invalid card will subject all students involved to disciplinary action by the administration.**

SCHOOL DANCES
School dances are sponsored activities by Emmett High School organizations. All regulations, rules and expectations that govern student conduct at EHS shall be followed. Emmett High School students may request to bring an outside guest to the dance with prior administrative-approval. Dance Guest Forms can be found in the EHS Main Office, and the form must be returned to the Main Office at least 3 days prior to the activity for approval. Guests may be denied by administration.

Students will not be readmitted to a dance after leaving unless an advisor or chaperone has given permission.

FUNDRAISERS
Any group wishing to conduct a fundraising activity must obtain permission from the Principal and the Athletic Director. Fundraising activities are discouraged because of the financial burden placed upon parents and businesses in our community. Classes and clubs needing to raise money should consider all options with their advisors.

ASSEMBLIES
Assemblies are held to improve school unity and pride, to honor those who excel, and to provide educational and cultural benefits. All students are expected to attend and to be respectful. Students who leave campus during an assembly without permission are considered truant.

ATHLETICS
Emmett High School is a member of the Idaho High School Activities Association, and, as such, is bound by the rules and regulations of that body in all activities between schools. Emmett High School is also a member of the SRV and must adhere to the policies of that organization in all activities between member schools. Athletic and activity programs at Emmett High School are a vital part of the educational system. Their primary purpose is to help young people grow and mature into respected members of society.

STUDENT TRAVEL TO OUT-OF-TOWN CONTESTS
Transportation to all school-sponsored activities, scheduled out of the Emmett School District, will be provided by the District. All student participants are required to ride the bus to and from these scheduled events; students must use the transportation provided by the school in order to participate.

Under no circumstances will student participants be allowed to transport themselves or other students to or from the activity - except in the presence of his or her parent/guardian.

Students must return to Emmett in the school-provided transportation unless their parents or guardians request in person that their child ride home with them. Students shall only be released to their parents or a legal guardian. Any exceptions to this policy must be approved by the school administration prior to the event

Policy 0575: Transportation to School-Sponsored Activities

Notification of Rights under FERPA for Elementary and Secondary Schools

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that Emmett School District No. 221, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information (PII) from your child's education records. However, the district may disclose appropriately designated "directory information" without written consent, unless you have advised the district to the contrary in accordance with district procedures *(see Policy No. 681, Student Records, and Policy No. 681F3, FERPA Directory Information Opt-Out Form*). The primary purpose of directory information is to allow the district to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with the following information – names, addresses and telephone listings – unless parents have advised the district that they do not want their student's information disclosed without their prior written consent.

If you do not want Emmett School District No. 221 to disclose directory information from your child's education records without your prior written consent, you must notify the district in writing within thirty (30) calendar days after receiving notice that directory information may be disclosed. This district has designated the following information as directory information: ***[NOTE: The district may, but does not have to, include all the information listed below.]***

- Student's name
- Address
- Telephone number
- E-mail address
- Major field of study
- Dates of attendance
- Degrees, honors, and awards received
- Weight and height of members of athletic teams
- The most recent educational agency or institution attended
- Photograph
- Date
- Grade level
- Participation in officially recognized activities and sports

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records.

These rights are:

1. The right to inspect and review the student's education records within forty-five (45) days of the day the district receives a request for access. Parents or eligible students should submit to the school principal a written request that identifies the record(s) they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent
or eligible student beliefs are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA. Parents or eligible students who wish to ask the district to amend a record should submit a written request to the school principal, clearly identify the part of the record they want changed, and specify why it should be changed. If the district decides not to amend the record as requested by the parent or eligible student, the district will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to privacy of personally identifiable information (PII) in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the district has outsourced services or functions it would otherwise use its own employees to perform (such as an attorney, auditor, medical consultant, or therapist); a parent or student serving on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Student Records:

FERPAAnnual Notice of Rights

Upon request, the district discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the office that administers FERPA:

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

FERPA permits the disclosure of personally identifiable information (PII) from students' education records, without consent of the parent or eligible student, if the disclosure meets certain conditions found in §99.31 of the FERPA
regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the parent or eligible student, §99.32 of the FERPA regulations requires the school to record the disclosure. Parents and eligible students have a right to inspect and review the record of disclosures. A school may disclose PII from the education records of a student without obtaining prior written consent of the parents or the eligible student:

• To other school officials, including teachers, within the educational agency or institution whom the school has determined to have legitimate educational interests, including, but not limited to, contractors, consultants, volunteers, or other parties to whom the school has outsourced

institutional services or functions.

• To officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer.

• To authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or state and local educational authorities, such as the Idaho State Department of Education. Disclosures under this provision may be made in connection with an audit or evaluation of federal- or state-supported education programs, or for the enforcement of or compliance with federal legal requirements that relate to those programs.

• In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid.

Student Records:

FERPAAnnual Notice of Rights

- To state and local officials or authorities to whom information is specifically allowed to be reported or disclosed by state law that concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records were released. ● To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction.
- To accrediting organizations to carry out their accrediting functions.
- To parents of an eligible student if the student is a dependent for IRS tax purposes.
- To comply with a judicial order or lawfully issued subpoena.
- To appropriate officials in connection with a health or safety emergency.
- Information the school has designated as "directory information".

e unauthorized use of the system.

ACCEPTABLE USE POLICY FOR COMPUTER AND NETWORK SERVICE

Computer Use Policy Emmett School District #221

An account on the Emmett School District computer network and subsequently, access to the Internet, is provided for all students, unless otherwise requested by parents or guardians. Computers and computer networks, including internet access, provide valuable tools that support the education of students in Emmett School District #221. Network users are expected to use all network resources for purposes appropriate to the education environment at all times. Users must refrain from any use that is not consistent with the policies, purposes, or objectives of Emmett School District #221.

Introduction/Explanation of purpose:

On the school network and on the Internet, students and staff may participate in activities that support learning and teaching. With access to other networks and people around the world, you might encounter information that may not be appropriate. The Emmett School District has taken measures to prevent access to inappropriate information, but Internet filtering software is not infallible. The school is not responsible for other people's actions or the quality and content of information available. We trust our students and staff to know what is appropriate. All users are expected to abide by the following rules of conduct:

Use Policy Guidelines

1. Any use of the Emmett School District's network shall be for the exchange of information related to education. Emmett School District Standards must be followed at all times. Users of electronic communications (including, but not limited to, email, web pages, on-line collaborations, list serves and discussion groups) should be mindful that communications originating within the district may be construed as representative of the school or district. Do not send, submit, publish, display, or knowingly access any material that is defamatory, inaccurate, abusive, rude, obscene, profane, sexually oriented, threatening, harassing, racially offensive, illegal, or that encourages the use of controlled or illegal substances, or is otherwise not consistent with the policies, purposes, and objectives of Emmett School District #221.
2. At all times, user actions must take into account the rights of others. Users will respect network resource limits. They will use their directories on the network to store documents they have created, and will delete them when they are no longer needed. They will not download or copy large files unless they are necessary for a school-related project. Such files must be deleted when they are no longer needed. Through routine maintenance, individual files may be reviewed and deleted by designated technology staff.
3. Users will respect the privacy of other network users.

4. Purposeful damage to computers and computer networks can be a crime. (See Idaho State Statutes on Computer Crime IC 18-2202) Do not damage any networks or any equipment or system forming part of a network. Do not break or misuse any school equipment.

5. It is against the law to copy other people's software. ONLY copy shareware, freeware, or software marked public domain. This means that users are not allowed to copy any software from school computers for use at home.
6. Users should not use bad language, or send messages that violate the law or would be offensive to another person.
7. Users will not install or attempt to install any software on a school computer without the consent of the Technology Department.
8. Changing settings on computers without the permission of the network administrator is prohibited.

9. Do not spread computer viruses. Virus-check all data storage devices before using them in optical drives, or USB port.

10 Under no circumstances should a user give their account name and password to another user or allow another person to use his/her account.
11. Using the Emmett School District network to advertise, make money or for any commercial purpose including the development of intellectual property owned by the user is expressly prohibited.
12. Users should NEVER give out personal information such as home address or telephone number.

13. Students are not allowed to subscribe to or use any message boards, discussion groups, chat groups or similar services unless required by an instructor for academic purposes.

14. All students will be issued email accounts. Students may not use a teacher's email account.

Electronic -Devices

Electronic communication or data devices will be used only in a manner consistent with the policies of Emmett School District # 221. These devices include, but are not limited to, handheld calculators, cell phones, electronic book devices, and laptop computers.

Software and Peripheral Devices

Only district approved software will be installed by designated personnel on networks or individual machines. Appropriate licenses must be held for all software. Peripheral devices (including, but not limited to, printers, scanners, and storage/data devices) must be approved and installed by designated personnel. Donated equipment and software are subject to the same policies.
Any conditions or activities not specifically listed above that are not consistent with the policies, purposes, and objectives of Emmett School District #221 are prohibited.

Internet Safety

The district will take appropriate steps to protect all students from access, through the district's computers, to visual depictions that are obscene, contain child pornography, pornography, are harmful to minors or as otherwise defined in Idaho Code Section 18-1514 by installing and utilizing specific technology that blocks or filters Internet access to such visual depictions.

The building administrator or designee may authorize the disabling of the Internet block or filter system only for the purpose of enabling access for bona fide research or other lawful purpose. Disabling the Internet block or filter system by any other staff member or student will result in disciplinary action.

Webcams and Videoconferencing Equipment

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

Consequences of Inappropriate Use of Network/Internet Resources

Any action by a user that is determined by an administrator or designee to constitute an inappropriate use of the network or electronic information/communication systems as per district policy or Idaho Code 18-2201 and 18-2202 or to improperly restrict or inhibit other users from using these resources will result in disciplinary action and/or loss of access to, or use of these resources and/or legal action. A user will be required to reimburse Emmett School District #221 for any losses, costs, or damages, including attorney's fees, caused by inappropriate use.

District Limitation of Liability
Emmett School District #221 makes no warranties of any kind, either expressed or implied, that the functions or the services provided by or through the district system will be error-free or without defect. The district will not be responsible for any damage users may suffer, including but not limited to, loss of data, or interruptions of service. The district is not responsible for the accuracy or the quality of the information obtained through or stored on the system. The district will not be responsible for the financial obligations arising through the unauthorized use of the system.

WHAT IS TITLE IX?

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

This law protects people from discrimination based on sex, including sexual harassment and sexual assault in education programs or activities that receive Federal financial assistance. Title IX states that:
"No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance."

- **What is Sexual Harassment?**
  - Quid pro quo by an employee;
  - Unwelcome conduct that is so severe, pervasive and objectively offensive that it effectively denies a person equal access to a school's education program or activity; and/or

- Sexual assault as defined by the Clery Act, and dating violence, domestic violence and stalking as defined by the Violence Against Women's Act.

- **Read Emmett School District's Title IX Policy**
  Title IX Sexual Harassment Grievance Process

- Leah Barrus, Title IX Coordinator

  208-365-6301
  lbarrus@isd221.net

To File A Complaint
Contact the Title IX Coordinator
119 N. Wardwell Ave.
Emmett Idaho, 83617
208-365-6301

I. Self Directed Learner Application: Self-Directed Learner Applicatoin