

LINGLE-FT. LARAMIE MIDDLE SCHOOL
LINGLE-FT. LARAMIE HIGH SCHOOL
STUDENT-PARENT/GUARDIAN HANDBOOK

2026-2027



DOGGERS

Lingle-Ft. Laramie Middle School/High School Staff

2026-2027

Cory Gilchriest, Principal
Jeshua Arnusch, Dean of Students

Jason Groene (jgroene@goshen1.org)	Agriculture
Jayne White (jwhite@goshen1.org)	Agriculture
Shannon Baldwin (sbaldwin@goshen1.org)	Art
Kara Hill (khill@goshen1.org)	Business/Computer Apps
Jeshua Arnusch (jarnusch@goshen1.org)	Dean of Students
Josie Ryan (jryan@goshen1.org)	English
Olivia Saunders (osaunders@goshen1.org)	English/Yearbook
Emily Cottrell (ecottrell@goshen1.org)	English/Athletic Director
Shannon Fleming (sfleming@goshen1.org)	K-12 School Counselor
John Gibson (jgibson@goshen1.org)	Career & Technical Education
Erin Estes (eestes@goshen1.org)	Mathematics
Kim Cooper (kcooper@goshen1.org)	Mathematics
Erin Jespersen (ejespersen@goshen1.org)	Music
Candi Thomas (cthomas@goshen1.org)	Nurse
Cody Peachey (cpeachey@goshen1.org)	Physical Education
Tim Smock (tsmock@goshen1.org)	Physical Education/ Social Studies
Brandon Gifford (bgifford@goshen1.org)	Science
KC Henry (khenry@goshen1.org)	Science
Robb Nicolay (rnicolay@goshen1.org)	Social Studies
Elizabeth Heilbrun (eheilbrun@goshen1.org)	Spanish
Trina Nichol (tnichol@goshen1.org)	Special Services
Terri Walford (twalford@gcsd1.onmicrosoft.com)	Special Services
Chelsi Jackson (chjackson@goshen1.org)	Resource
Cydney Sharp (csharp@goshen1.org)	Resource
Jillian Honold (jhonold@goshen1.org)	Resource Para
Sheri Lawrence (slawrence@goshen1.org)	Resource Para
Brandi McCoid (bmccoid@goshen1.org)	Resource Para
Heather Krall (hkrall@goshen1.org)	Library Clerk
Chrissy Hergert (cherger@goshen1.org)	Elementary Secretary
Janelle Scott (jscott@goshen1.org)	MS/HS Secretary
Derek Murphy (dmurphy@goshen1.org)	Custodial
Reed Loomis Molina (rloomismolina@goshen1.org)	Custodial
Peggy Dowers (pdowers@goshen1.org)	Custodial
Quinn Svajgl (qsvajgl@goshen1.org)	Custodial

GOSHEN COUNTY SCHOOL DISTRICT NO. 1 STATE OF WYOMING

Central Administration Office
626 West 25th Avenue
Torrington, Wyoming 82240

Board meetings are held in Torrington the second Tuesday of each month at the Central Administration Building in the Board Room. The meetings are open to the public.

The following phone numbers are included for your convenience:

Ryan Kramer - Superintendent	532-2171
Kevin Derby – Director of Curriculum and Instruction.....	532-2171
Todd Werner - Director of Transportation.....	532-2542 532-3332
Ramona Moody – Food Service Director.....	532-2171
Trina Nichol – Director of Special Services.....	532-2171
Lingle-Ft. Laramie Middle School	837-2296
Lingle-Ft. Laramie High School	837-2296
Goshen County Schools WEBSITE.....	www.goshen1.org

LINGLE-FT. LARAMIE MISSION STATEMENT

The mission of Lingle-Ft. Laramie Schools is to increase student learning by providing students and staff with meaningful, challenging, and educational experiences in a safe, supportive environment.

GENERAL

Hours:

School hours are from 8:00 am to 3:50 pm Monday through Thursday

Class Schedules:

Monday through Thursday

Middle School/High School	
Period 1	8:00 – 8:45
Period 2	8:48 – 9:34
Period 3	9:37 – 10:23
Period 4	10:26 – 11:12
LIM/Int./TestPrep	11:15 – 12:01
LUNCH	12:01 – 12:38
Period 5	12:41 – 1:26
Period 6	1:29 – 2:14
Period 7	2:17 – 3:02
Period 8	3:05 – 3:50

Academics

Concurrent and Dual Guidance:

· Taking dual and concurrent classes at GCSD is a privilege. The district as well as instructors at EWC and other colleges devote a lot of time and resources into developing, teaching, and maintaining these courses and our number one goal is for students to be successful. GCSD requires all students to have at least a high school GPA of a 3.0 in the semester prior to taking college courses before being able to take college courses, and expects students enrolled in college courses to maintain a college GPA of 2.5 or higher.

· If students do not have success in dual or concurrent courses, college transcripts are permanent in nature and can have long lasting impacts on the ability to enter into other colleges, or careers.

· Freshmen students shall take no more than one college class in the fall of their freshman year. The first class they are expected to be enrolled in will be the College Studies and Study Strategies courses. Freshmen may be able to take up to two courses in the spring semester, contingent upon passing the College Studies and Study Strategies course with a 2.5 GPA or higher.

· If a student withdraws from a college course for reasons unrelated to a family emergency, health emergency, or some other catastrophic event after the early withdrawal deadline set by the district (typically the 3rd week of the college semester), the student will be prevented from taking any college courses for at least one semester. In the event of a withdrawal for an emergency, the student will be responsible for providing evidence to a committee made up of the

principal, counselor, and a teacher to determine whether the withdrawal was justified.

· If a student fails a course, they will be prevented from taking any college course for at least one semester, and will need to regain eligibility in their HS courses prior to being allowed to take future college courses. The student will be able to regain the ability to take college courses if they can earn at least a 3.0 semester GPA in the high school courses during the one semester period in which no college courses were allowed. Students need to maintain at least a 2.5 college GPA in each semester they are enrolled in college courses. If a 2.5 GPA is not maintained for college courses a student is enrolled in, the student would be required to take one semester off from taking college courses.

· If a student wishes to take a college course but has failed, withdrawn, or does not have the requisite GPA to enroll in a college course, an appeal can be made. In the event of an appeal, a committee made up of the principal, counselor, and at least one teacher can review the overall factors of a student's request to determine if enrollment in a college class should be allowed.

Graduation:

Students who have attended eight semesters of high school, **have accumulated the appropriate credits**, and **have successfully completed required courses** may participate in a commencement ceremony.

Honor Graduates/ Valedictorian or Salutatorian:

-See District Policy 5127.1

GRADUATION REQUIREMENTS

-See District Policy 5127

<u>Credit Requirement</u>	<u>The Following Courses Contain the State Standards:</u> (alternative courses, which meet the same standards, and have been approved by the Board, may be substituted.)
4 English	English I, II, III English IV or concurrent college English course
3 Math	Pre-Algebra, Algebra I, Geometry (or higher level course)
3 Science	Physical Science, Biology, plus additional Science (or higher level course)
3 Social Studies	Modern American Studies, World Cultures and Civilization, American History
1 Physical Education / Health	High School Physical Education / Health
1 Fine Arts	Art/ Drama/Band/ Choir
1 Vocational	Auto/ Woods/ Welding/ Business/ Family & Consumer Science/ Information Technology/ Agriculture
0.5 Personal finance	Personal Finance

0.5 Computer Application	Any computer course
11 Credits of unspecified electives	
28 Credits Total	

20 CREDIT DIPLOMA: (With Administrative Approval)

<u>Credit Requirement</u>	<u>The following courses meet credit requirements:</u>
4 English	Any GCSD approved classes considered eligible for an English credit
3 Math	Any GCSD approved classes considered eligible for a Math credit
3 Science	Any GCSD approved classes considered eligible for a Science credit, including computer science
3 Social Studies	American Government, US History, and one other Social Studies credit
1 Physical Education / Health	High School Physical Education / Health
0.5 Personal Finance	Personal Finance
0.5 Computer Applications	Any GCSD computer course
3 General Electives	
2 In any approved pathway	• Completion of Perkins career courses • College coursework • Work experience • Fine Arts courses
20 Credits Total	

Commencement

Students who have attended eight semesters of high school, have accumulated appropriate credits, and have successfully completed required classes may participate in a commencement ceremony. Students not receiving a diploma may continue to be enrolled in high school until age 21 to pursue a diploma.

All students must be enrolled in each period during their first 8 semesters.

Students may receive dual enrollment credit (community college and Goshen County School District No. 1) by enrolling in community college courses when such enrollment is consistent with the student's plan. Students will be required to enroll at the high school when the course is

available, and at the college campus only when the course is not otherwise available.

Students schooled at home and foreign exchange students will be awarded a Goshen County School District No. 1 diploma when they have met Goshen County School District No. 1 graduation requirements through verification of transcript credits, and successful completion of seven credits at a Goshen County high school during their senior year.

Foreign exchange students wishing to receive a diploma must provide an official transcript and pay the cost of having the transcript translated by a person the District selects. Foreign exchange students not wishing to follow this procedure may participate in graduation ceremonies and receive a certificate of attendance.

Students transferring from an accredited high school will receive a Goshen County School District No. 1 diploma when they have met District requirements based on transcript analysis and completion of courses.

Honor Roll:

In order to qualify for the honor roll, students must have the following semester grade averages:

Gold Honor Roll 3.75 – 4.0

Silver Honor Roll 3.50 – 3.74

Only semester grades are recorded on a student's permanent record.

A student must be taking at least eight graded courses from Goshen Co. Schools to be considered for the Honor Roll.

Teacher's aide and office aide courses will not weigh into a student's cumulative grade point average. These courses will be graded as Pass and Fail.

Academic Lettering:

Students can earn an academic letter by earning at least a 3.75 GPA for the academic year. The academic letter will be awarded at the beginning of the following school year. For students in grade 12, the academic letter will be awarded upon graduation.

Hathaway Scholarship Information:

See <https://hathawayscholarship.org/requirements/high-school/>

High School Eligibility Requirements - Hathaway Scholarship

Each level of the Hathaway Scholarship funding is achieved through different high school

Dropping and Adding classes:

At the beginning of the year, class changes can only be made during the first week of classes. All class changes after school begins require the **Drop and Add Form**.

At the semester, class changes may be made during the last week of the second quarter. This will require parental contact requesting the change prior to initiation of paperwork.

Once a student changes a class, he/she must remain in that class for the entire semester.

Report Cards:

The school year is divided into four quarters each consisting of approximately nine weeks. Each semester, parent/guardians will be invited in for parent teacher conferences. Report cards are sent out at the end of each semester.

Grading policy has been revised and you can find this new information in the district portion of the handbook.

Attendance

Regular attendance is vitally important to each student. It can directly affect his/her progress academically and the development of attitudes and habits for later life. Learning to regularly attend and to be on time is an expectation that will help students be successful beyond the K-12 school system. **Parental support is vital for students to gain these skills.**

Parent/guardians are to call the school prior to 8:30 a.m. on the day of their student's absence. The school will attempt to call the parent/guardian when we do not hear from them. This call is to notify parent/guardians of the absence. If phone contact is not made, the family has two days to provide a note to excuse the absence.

Truancy/Unexcused absences are defined as being absent from an assigned area at an assigned time or leaving school without checking out through the attendance office. Truancies are also recorded when parent/guardians do not inform the school that their student is absent. Truancies may result in disciplinary action.

See the District policy 5113 for excessive absences.

Students must check into the office when they arrive late or are returning from an off-campus event such as a medical appointment.

Emergency Situations

- A) Fire drills are necessary and should be undertaken in all seriousness
 - a. All planned safety and fire drills will be announced in advance-NO EXPECTATIONS.
 - b. If the fire alarm sounds and there has been no advanced notice DO NOT LEAVE your room
 - i. Increase situational awareness-Look, Listen and report unusual circumstances.
 - ii. Wait for further direction from office staff.
 - c. Evacuate if you see/smell the presence of smoke or fire that puts you or your students in imminent danger.
- B) Tornado Instruction: students are to go to the hall and sit down facing a locker and

- assume the safety position.
- C) Lock-down drills are conducted occasionally to promote safety.
 - D) In the case of an emergency evacuation and school closure for the remainder of the day once the building is evacuated, students and staff will not be allowed to reenter the building to obtain possessions. If school is closed for the remainder of the day, buses will transport students home and buses will pick up students accordingly. Parent/guardians or emergency contacts will be contacted to pick up children at the above-mentioned places. All after school activities will be canceled. Emergency procedures are accessible in each classroom.

Student Conduct

Closed Campus:

Middle school students will remain on school grounds after they have arrived in the morning. Open campus privileges may be revoked at the request of parent/guardian or school staff.

Respect and Responsibility:

Truthfulness is essential in interactions between students and the faculty. The concept of truthfulness covers tests, daily assignments, and all work a student submits as a requirement of a course or activity.

Cell Phone Rule:

*See Discipline Matrix

Dress Code:

Students will use good judgment in these matters and not dress in a manner that could be conducive to an accident, violate simple standards of decency, or detract from orderly class procedure. Students shall not wear clothing that in the judgment of school personnel constitutes a health safety hazard or disruption to the learning environment.

Clothing described below may constitute a dress code violation:

- Head coverings may be worn in the building. Students may be asked to remove head coverings at the classroom teacher(s) discretion.
- Crop-tops, strapless shirts, and spaghetti strap/tankini's will not be permitted.
- Tank tops/"Bro" tanks are permitted.
- Sheer/see through garments are not permitted.
- Shorts, skirts, and dresses shorter than the students finger tips when extending arm straight at side.
- Shoes and proper foot coverings must be worn in the school building.

Pocket Knives:

Pocket knives are not allowed at school or at school sponsored activities. Students with a pocket knife will be asked to surrender it to the principal and it may be returned to parent/Guardian at earliest convenience. Inappropriate use of a pocket knife may fall under the GCSD #1 weapons

policy 5131.23 and will be disciplined as outlined in policy 5131.21.

Public Displays of Affection:

The administration and faculty of LFL feel that a conspicuous display of affection between students can be carried to the point of disrespect for staff and other students. Displays of excessive affection in the halls, in classrooms, or on school grounds, and at functions will be discouraged.

Use of Lockers:

It is highly recommended that money, watches, jewelry, wallets, calculators, etc., **NOT** be left in hall lockers and/or dressing room lockers. The school assumes no liability for stolen articles.

Backpacks:

Backpacks and/or oversized handbags are **NOT** allowed in the classrooms or hallways. All such items must be stored in the student's locker. The school discourages disabling the locking system/jamming a locker at any time. The school assumes no liability for stolen articles.

Clear/see through backpacks, as well as student's computer bags are allowed in classrooms.

Student Vehicles:

Students who drive to school must be cautious and courteous to other drivers and children walking to school. Students are asked to park on the north/south side of the high school. The west parking is for LFL staff members only. **Vehicles are off limits during the school day except during the lunch break or when escorted by a school staff member.** The following guidelines apply to student use of vehicles:

- a) No riding on top of vehicles
- b) No riding in the back of pickups
- c) No driving between the high school and elementary buildings
- d) Comply with all state and local traffic laws
- e) Park appropriately. Students should use the north parking lot in the afternoon of home events.

***DISCIPLINE
MATRIX WILL
BE INSERTED
HERE**

AI Policy

Data Privacy: Anything being shared with any form of AI shall not jeopardize any FERPA (Family Educational Rights and Privacy Act), COPPA (Children's Online Privacy Protection Act) or other requirements, or release any personally identifiable information about students or staff.

Integrity: AI can be a powerful tool for generating writing, analyzing data and a host of other activities. It is imperative for staff and students to be clear on when AI is permissible to use, and when it is not. It is also important to properly attribute content to the AI source when being used for research or accessing previously unknown content.

Policies and procedures on AI will be included in staff and student handbooks and on the Goshen County School District technology use form. Staff will instruct students on appropriate and inappropriate use of AI examples on their course syllabi and/or will instruct students on these differences.

It is the expectation that communication around the responsible and appropriate use of AI, including AI types (e.g., generative and predictive), be ongoing and monitored so staff, students,

and parents are clear on appropriate and inappropriate uses of AI especially as AI tools continue to evolve.

The misuse or abuse of AI tools is addressed in other district policies and staff and student handbooks. In regard to academic integrity, bullying, or other forms of unethical use, students and staff should look to existing policies and procedures. e.g. bullying, Policy 5158, harassment Policy 5158, plagiarism or cheating, Policy 5131.21, etc.

AI Permission Levels: Examples

EXAMPLE 1:

AI FREE (Restricted) • Work must be completed entirely without any AI assistance. • Students must rely entirely on their own knowledge, understanding, and skills. • Any AI use is a violation of student academic integrity. • An academic honesty pledge that AI was not used may be required.

AI ASSISTED • AI is used for tasks as specified such as brainstorming, planning, or feedback. • No AI content is allowed in the final submission. • Usage beyond specified tasks is a violation of academic integrity. • Disclosure statement & links to AI Chats should be submitted with final product.

AI ENHANCED • AI is used interactively throughout to enhance your knowledge, efficiency, & creativity • Student must provide human oversight and evaluation of all AI generated content. • Interactivity with AI and critical engagement with AI-generated content is required. • Student is responsible for the accuracy and fairness of all AI-generated content. • Detailed disclosure statement and links to AI Chats should be submitted with final product.

AI EMPOWERED • The full integration of AI allows for the creation of things that were previously impossible, empowering students as critical thinkers, creatives, and problem solvers. • Student

must provide human oversight and evaluation of all AI-generated content. • Student is responsible for the accuracy, fairness, & originality of all AI-generated content. • Detailed disclosure statement and links to AI Chats should be submitted with final product.

EXAMPLE 2:

Red Light: AI Usage Is Not Permitted in This Activity

AI is not allowed in any way. This rating would be used on assessments, reflections of learning, and other instances when teachers are evaluating individual student understanding and skills.

Examples:

Quizzes

Exams

Short-answer questions

Yellow Light: permission from teacher required before using AI

This allows students to use AI with permission and oversight. Teachers must be clear on the expectations for the use of AI and can dialogue with students about the objectives of the lesson, activity, or project. Use of AI tools is to be attributed.

Examples:

Long term project/research

Collaboration projects

Activities or projects requiring multiple perspectives

Green Light: Students are encouraged to use AI software

This rating is the most open for students to utilize AI tools. Teachers must be clear on the expectations for usage, citations, and academic integrity. Teachers may want to have students discuss beforehand, their intentions of AI integration.

Examples:

Coding tasks

Brainstorming sessions

Analyzing large data sets (no individual or personally identifiable information should be shared)

Activities or projects that require innovation

Activities

Middle School Activities: Football, Volleyball, Basketball, Basketball, Wrestling and Track.

High School Activities: Football, Volleyball, Basketball, Basketball, Wrestling, Softball and Track, Student Council, Future Business Leaders of America (FBLA), National Honor Society (NHS), Future Farmers of America (FFA), Music

High school students wishing to participate in sports/activities only offered at Torrington High School may do so and be bussed to and from LFL High School. High school students wishing to participate in sports that are not offered in Goshen County School District #1 may do so and are required to work with our Athletic Director to complete necessary WHSAA paperwork.

School Dances:

Dances are a recreational privilege for the student body. All students are expected to demonstrate polite and responsible behavior during the dance by following the school rules and guidelines. The following rules also apply for school dances:

- Only LFL students and their dates may attend the dance. All dates must be signed up a week in advance. Out of town dates must have completed the necessary paperwork timely to be eligible to attend. The announcements will designate the cut off time for signing up dates.
- High school dances are for high school students only. Middle school dances are for LFL middle school students only.
- All High School dances are limited to a maximum of three hours. Middle School dances are limited to two hours.
- Admission fees may be charged.
- Sponsors must be present at all dances. Parent/guardians may be invited to co-sponsor dances.
- Students must be present at the dance within 45 minutes of its beginning or they will not be admitted unless prior arrangements have been made with the principal.
- Students will sign in and out of dances and the departure time will be noted. Documentation will be kept in the office and will be accessible to parent/guardians who have questions or concerns.
- Students will not be allowed to leave the dance and return without permission of the sponsor in attendance.

District Prom:

Prom is a tradition and privilege for Junior and Senior students in Goshen County School District#1. Attendees at the District Prom event will be expected to adhere to these guidelines:

- Only currently enrolled high school juniors and seniors and their guest (one guest only) may attend the district prom.
- All guests must be **under** 21 years of age and may NOT include middle school and junior high age students
- Any guest that is not currently enrolled in GCSD#1 must be approved by the appropriate building principal one week in advance of the Prom.

- Students who drop out of school, are expelled, or are currently under alternative or out-of-school suspension are not eligible to attend.
- Each student and their guest must enter the Prom within 45 minutes of the start of the dance.
- Attendees who choose to leave the Prom early will not be allowed to reenter the dance.
- All school and district policies apply to all attendees at the Prom event. School officials have the right to deny access of any student or non-student in attendance for violation of district policy.
- The District Prom will be chaperoned by at least two (2) staff members from each attendance area.