

**Please tear out this page and return it to the office
within the first week of school.**

**Butte Jr./ Sr. High is a Title I school.
As parent and student we have read and discussed
this handbook together and will abide by the rules
listed herein.**

Parent signature

Student signature

BUTTE COUNTY SCHOOL DISTRICT
"Achievement for Every Student"
Arco Elementary School, Howe Elementary School, Butte Jr. Sr. High School
ARCO, IDAHO

Joe Steele,
Superintendent

Allen Carter
K-12 Principal

Kim Cammack
K-12 Assistant Principal

Board of Trustees
Jaymon Knight, Hal Jardine, Maddie Mocettini-Hansen, Karen Pyron, Dean Mancur

Student Name

Annual Notice of Non-Discrimination

Butte County School District is committed to providing a workplace and educational environment, as well as other benefits, programs, and activities, that are free from sex and gender-based harassment, discrimination, and retaliation. Accordingly, the District prohibits harassment and discrimination on the basis of sex, sexual orientation, gender, gender identity, and pregnancy, as well as retaliation against individuals who report allegations of sex and gender-based harassment and discrimination, file a formal complaint, or participate in a grievance process.

Students, employees, or other members of the District community who believe that they have been subjected to sex or gender-based harassment, discrimination, or retaliation should report the incident to the **Title IX and Section 504 Coordinator, Counselor Sandra Walls**, who will provide information about supportive measures and the applicable grievance process(es). Violations of this policy may result in discipline for both students and District employees.

Title IX/Section 504 Coordinator: Sandra Walls, K-12 Counselor
Elementary Office: 208-690-3424
MS/HS Office: 208-690-3410
Arco Elementary, 250 S. Water Street, Arco ID 83213
Butte MS/HS, 120 S. Water Street, Arco ID 83213

MISSION

Achievement for Every Student

WE BELIEVE:

- ◆ Every student can learn
- ◆ That the primary educator of the child is the family
- ◆ In providing a safe, caring, and supportive environment without fear, threat, and intimidation
- ◆ In inspiring the learner with a personal vision of the future, complete with the tools to make a positive contribution to society
- ◆ Each student should experience success every day in every classroom
- ◆ In working together to teach and learn in creative and supportive ways
- ◆ In respecting the diversity of people and their learning styles
- ◆ In the process of continuous school improvement
- ◆ In maximizing student-teacher contact
- ◆ In professional development of all staff
- ◆ In data-driven decisions and research-based best practices in education
- ◆ In promoting responsible citizenship
- ◆ In strong parent-school-community collaboration with a positive and courteous customer focus
- ◆ In high expectations for the present and future
- ◆ In developing a community of actively engaged lifelong learners who are respected, protected, and valued
- ◆ In a uniform and thorough system of public education which addresses the following elements of thoroughness:
 - a. Safe learning environment
 - b. Maintenance of classroom discipline
 - c. Basic values
 - d. Communication skills
 - e. Basic curriculum
 - f. Work force skills
 - g. Current technology
 - h. Responsible citizenship

Butte County School District - Every One...Every Thing... Every

Time...Every Where!

Welcome Letters from the Principals

Dear Students and Parents/Guardians,

My name is Allen Carter. I am the new K-12 principal for Butte County School District. I look forward to getting to know the people of the community as the educational leader of the school.

I believe that as a public school, and as public school educators, we have a responsibility to be transparent and welcoming to the community. I encourage you to visit with me and share questions, concerns, and ideas. My door is open for quick visits or scheduled meetings, if you prefer.

My wife and I are originally from California. After a brief stint in the military, I went to college at Chico State and obtained a B.A. in History and a teaching credential. I taught 7th Grade World History and coached wrestling in Lakeport, California for four years before becoming an assistant principal at Terrace Middle School. For the next six years, I served in that same capacity as well as being an athletic director, safety committee chair, and county athletic commissioner. After my wife and I married, we relocated to Driggs where I have been the principal at Driggs Elementary in Teton School District for the past five years.

When not at work I enjoy hunting, fishing, riding four wheelers, and kayaking. I strive to be as visible as possible in the school, at extracurricular events, and in the community in general. Feel free to stop by and visit if you have time.

Yours,

Allen Carter
K-12 Principal

Hello Pirates, family, staff, and supporters!

I am Kim Cammack, and as many of you know, I am moving from the classroom to serve as the district Assistant Principal and Special Education Director. I have worked as our special education director for four years, and I'm excited to work with our new K-12 principal, Mr. Allen Carter.

Those of you who have been in the valley a long time know I'm a Butte High graduate. After earning my BS in English/Journalism, and a second BS in Special Education at Utah State, I taught in Idaho Falls and California. I moved back to Arco and taught for 11 years, completing my M.Ed in Administration at Idaho State and getting my certification to be a special education director. In 2007, my two children and I moved to Kuna, where I worked as an elementary principal and then as special education teacher.

Five years ago, I returned to our valley, once again, to be a Butte Pirate. I have filled many school roles, teaching special education K-12, developmental preschool, and summer school, as well as being involved in secondary credit recovery efforts. At home, my main role is dog and cat mom. When I have a free weekend, I make quick trips to Nampa to visit my kids and my granddaughter-- being a grandma is awesome!

This year brings a lot of changes, but we have great students, families, and staff here who will make it fun and successful. I look forward to supporting everyone's efforts to give our children the best education we can. As of yet, I do not know where my primary office will be, but I am always willing to meet to address questions and concerns and to hear great ideas!

Kim Cammack
K-12 Assistant Principal
Special Education Director

**BUTTE JR SR HIGH
ADMINISTRATION AND STAFF**

Principal

Allen Carter

Assistant Principal/Special Education Director

Kim Cammack

Secretary

Lara Paquette

Librarian

Karalee Andersen

Teachers

Paige McAfee	Sharleece Lambson	Jefferson Day	Angie McAfee
Jody Coburn	Matt Nelson	Gretchen Simpson	Noelle Zenger
Wendy Thomander	Kelsey Francey	Shannon Carter	
Carla Hansen	Richard Taylor	Katie Hawley	Matt Pincock

College and Career Advisor

Catrina Duke

Counselor/Title IX Coordinator/504 Coordinator

Sandra Walls

120 S. Water St., Arco, ID 83213

208-690-3410

Paraprofessionals

Sherlene Traughber

Marrisa Sisk Jessica Hendricks

Jess Johnson

Activities Director: Angie McAfee

Technology Advisor –

Diane Cummins/Valerie Gamett

Telephone Numbers:

Butte Jr. Sr. High	208-690-3430	Bus Barn	208-527-8241
Guidance Dept.	208-690-3407	District Office	208-690-3410
Counselor	208-690-3408		

Web Site: https://buttecountyschools.sharpschool.com/contact_schools

Counseling Website: <https://sites.google.com/a/buteschools.org/counselor-corner/>

2023-2024 High School Student Council

Executive Officers:

President	TBD
Vice President	TBD
History/Records	TBD
Finance	TBD
Social Activities	TBD
Public Relations	TBD
School Spirit	TBD

Welcome to Butte Jr. Sr. High!

This handbook is distributed so that you may use it to have a better understanding of the procedures, policies, and regulations of Butte Jr. Sr. High School. Our hope is that you will read through it and if you have any questions, you will contact us so that we all may work together to create the best possible learning environment for students and their education. At Butte Jr. Sr. High, we not only want to be known for our focus on academics, but for the cooperative atmosphere that exists between our students and our staff members.

Here is what we expect of every student at Butte Jr. Sr. High:

- ◆ We expect you to come to school drug, alcohol and tobacco free, everyday.
- ◆ We expect you to show up on time with appropriate learning material to every class every day.
- ◆ We expect you to do your personal best.
- ◆ We expect you to wear clothing that is appropriate to the school setting.
- ◆ We expect our campus to be litter free and all students to comply with the second school wide rule listed below.
- ◆ We expect you to keep your cell phones off and put away during class, as well as other electronic devices.
- ◆ No food or drink, except water, in the classroom.

Here is what you as students can expect from the staff at Butte Jr. Sr. High:

- ◆ A school environment which models organization, excellence and healthy living.
- ◆ A staff which is firm, fair and friendly.
- ◆ Teachers who have a positive attitude and do their personal best.
- ◆ Teachers who manage their classrooms professionally.
- ◆ Teachers who are prepared for instruction and deliver that instruction effectively.
- ◆ Teachers who assess student performance accurately and report regularly.
- ◆ Parents who are involved in the education of their student will be welcome in the school and in the classrooms

PARENT INVOLVEMENT

We ask that parents be involved with their children's education both at school and at home. The more communication there is between parent and teacher / school, the greater the success of individual students. We will be forming a parent advisory committee that meets during the school year, and the school district has a parent involvement policy (#2420P) requiring

individual schools to encourage and facilitate parent involvement practices. More information will be made available during back to school night.

We encourage parents to obtain access to Power School to see student grades, attendance and information as you will not be receiving paper copies via mail.

STUDENT CONDUCT:

Every student enrolled in school is expected to maintain a standard of conduct that is above reproach at any place under the control of the school. The staff will try to help students with their problems, whether personal or school related. However, when misbehavior occurs, certain corrective measures will be taken. Hopefully, the cause of the misbehavior can be found and remedied. Regardless, students are responsible for their actions and should strive to be self-disciplined and respectful of the rights of others. Students violating school rules are subject to disciplinary action following board policies.

Student Code of Conduct – Policy No: 3200

Purpose

The primary responsibility of the Butte County Joint School District and its staff is to provide a positive learning environment for students. Good citizenship is a necessary and integral part of the district curriculum. Appropriate student behavior is essential for the safety and benefit of all.

The intent of the Code of Conduct – Discipline Policy is to help students grow, develop, and become responsible citizens. The policy is to be administered with fairness, firmness, and consistency.

The authority of the teacher over a student is on the same legal basis as that of the parent over his or her child since the teacher stands “in loco parentis.” This usually means not just that the teacher may control the child, but that the standard of care should be on a par with what a “reasonable and prudent” parent would wish for his/her own children.

Violations of the Student Code of Conduct are grouped into three classes – minor, intermediate, and major. Each classification is assigned a disciplinary procedure, which is to be followed by the administrator or designee, who shall hear the student’s explanation and consult further with school personnel, if necessary, before determining classification of the violation and subsequent disciplinary action.

It is suggested that each teacher will deal with classroom disruption with these recommended in-class disciplinary procedures: 1) Private conference with student to verbalize violation and future behavioral expectation, 2) Telephone call to parent or guardian to confer about classroom disruption. Only when the action taken by the teacher is ineffective or the disruption is sufficiently severe should the student be referred to the administrator or designee for formal disciplinary action.

Other policies, which are related to this student code of conduct, are found listed below:

Policy # 3290 Student Harassment

Policy # 3050 School Attendance

Policy # 3340 Maintenance of Orderly Conduct
Policy # 3255 Student Dress Code
Policy # 3330 Prohibition of Weapons
Policy # 3370 Searches by School Officials
Policy # 3340 Student Suspension
Policy # 3340 Student Expulsion/Denial of Enrollment
Policy # 3360 Disciplining Student with Disabilities
Policy # 3200 Theft or Destruction of School Property
Policy # 3310 Prohibition of Gang Activities
Policy # 3330 Assault and Battery
Policy # 3320 Student Drug, Alcohol and Tobacco Use
Extracurricular Handbook 2019
Policy # 3400 Drug and Alcohol Test of Students

HAZING/INITIATIONS:

Hazing or initiations will not be allowed at Butte Jr. Sr. High School. It is against Idaho Code 18-917 to take part in any initiation or hazing.

ELECTRONIC SOUND EQUIPMENT and PERSONAL DEVICES:

Cell phones, pagers, electronic games, MP3 or CD players are allowed in school, but “ use of devices shall be limited to the period before classes begin in the morning, during the student’s lunch period, and after the student’s last class in the afternoon.” (Policy 3265). First offense of use during class time, equipment will be confiscated until the end of the day. Second offense, the equipment must be picked up by guardian from the office. If these items are lost, stolen or damaged, no attempt will be made to resolve the situation by the administration. Policy 3260 requires personal devices (laptops, chromebooks, communication devices, etc.) must only be connected to the District Internet/Network and must be used only for educational purposes consistent with the acceptable use policy. Students cannot use their own wifi or phone service to access games, private email, etc. during school hours. Personal devices, including cell phones, are to be turned off and put away during class time.

TELEPHONES:

School phones/lines are primarily for office use. **A student phone is available for emergency use.** Messages to students will be delivered between classes to prevent disruption of education, except on an emergency basis. Parents should not call their student’s cell phone during instructional time. This disrupts the class and student learning and will get your student in trouble for violating policy. Please call the office and a message will be delivered.

ACCIDENTS, ILLNESSES, AND MEDICATIONS:

Every accident in the school buildings, on school grounds, at practice sessions or at school-sponsored activities must be reported immediately to the person in charge and to the principal’s office. All accidents resulting in personal injury must have an accident report completed and returned to an administrator. Students who become ill during the course of the school day should report this to their teachers and the school office. The school is legally not permitted to distribute or administer any type of medication, including pain reliever. Sick or injured students must never leave campus without first obtaining parental permission and then checking out.

All students with a medical condition (diabetes, asthma, epilepsy, etc.) must have an emergency treatment plan from the doctor on file at the school.

STUDENT/EMPLOYEE HARASSMENT

It is the policy of this school to maintain a learning environment that is free from harassment. Each student has the right to attend school in an atmosphere that promotes equal opportunities and that is free from all forms of discrimination and conduct that can be considered harassing, coercive or disruptive. This policy applies to all conduct on the district's premises and at school sponsored events, conduct during transportation to and from school and school-sponsored events, and to conduct off the district's premises that has an adverse effect upon a student's educational environment. Harassment incidents will be disciplined according to school board policy and may be prosecuted under the law.

DEFINITION OF HARASSMENT

Harassment is defined to include ethnic slurs, racial jokes, verbal or physical abuse or other offensive or persistently annoying conduct directed at someone's sex, race, color, national origin, age, religious beliefs, ethnic background or disability that:

305165912. Has the purpose or effect of creating an intimidating or hostile environment.

305165913. Unreasonably interferes with an individual's educational performance.

305165914. Otherwise adversely affects an individual's educational opportunities.

Harassment also includes an act of retaliation taken against (1) any person bringing a complaint of harassment, (2) any person assisting another person in bringing a complaint of harassment, or (3) any person participating in an investigation of an act of harassment.

DEFINITION OF SEXUAL HARASSMENT

Sexual harassment is a form of misconduct that undermines the student's relationship with educators and with other students. No student, male or female, should be subject to unasked for and unwelcome sexual overtures or conduct, either verbal or physical. Sexual harassment does not refer to occasional compliments of a socially acceptable nature. Sexual harassment refers to sexual overtures or conduct that is not welcome, that is personally offensive, that affects morale, that may create a hostile environment, and that, therefore, interferes with a student's ability to study or participate in school activities.

REPORTING PROCEDURES

Students who believe they are being harassed should report the situation to school personnel. There is a reporting form in Policy and in the office.

Any employee of the school district receiving a report of harassment from a student will report the matter to the building principal immediately. In the event the complaint involves the principal, the matter will be reported to the superintendent of schools.

Any employee of the school district who becomes aware that a student may become subjected to has an obligation to report the situation to the building principal or superintendent of schools immediately.

Any student who becomes aware that a fellow student is being subjected to harassment should report the incident to a counselor, teacher, or the principal.

This policy and procedure is further defined in the district policy manual and the Respect and Protect policy.

DRUG, ALCOHOL AND TOBACCO USE

Students who violate Board Policy #3320 will be suspended by the principal. Board Policy #3360 is written under the authority of Idaho Code Section 37-2732C. Board Policy states, *Students attending school in this district will not use, possess, sell, buy, or distribute drugs, including alcohol, tobacco, controlled substances, or related paraphernalia, on school premises.*

GRADING

Butte Jr. Sr. High School uses this grading system:

A = 90 -100%

B = 80 – 89%

C = 70 – 79%

D = 60 - 69%

F = Below 60%

Any class, either in person or on-line that is dropped after the first three days on that class will be considered a failing grade and will be reflected on the transcript as an F for that class.

ATTENDANCE PROCEDURE

Idaho Code requires that students be enrolled in school between the ages of 6 and 16. If parents choose to home school part or full time, students must be enrolled in an approved educational curriculum. Students are required to be in attendance, at minimum, 90% of the time. Each semester they can miss no more than 7 days. Days counted as absent include illness and medical appointments. Arrangements can be made for extenuating circumstances such as surgery, serious illness, etc. The more students are in attendance at school, the greater opportunity they have to learn. Parents are reminded that Idaho Code does provide for students who repeatedly violate attendance regulations as “habitual truants”. BMS/BHS semester attendance procedure:

1. Absent (3 days): phone call by secretary and/or letter sent home.
2. Absent (5 days): phone call by principal and/or 2nd letter sent home.
3. Absent (7 days): referral to attendance committee; possible “warning” of truancy violation.
4. Over 7 days: Students will be required to make up time for any days over 7. This can be done during Friday school and / or Professional developments days. Required conference with principal and/or other school personnel with possible referral to law enforcement. Parents may attend conference if they wish.

Whenever it is determined by the board of trustees that a child has repeatedly violated the attendance regulations established by the school board (habitual truant”), an authorized representative of the board shall notify the prosecuting attorney. Proceedings may be brought against the parent or guardian (Idaho Code 33-206).

Tardiness is disruptive to the learning environment of our classrooms. Students who accumulate four or more tardies will attend Friday school.

Notes after Absence

The student must bring a written note from the parent or doctor on the day following his/her absence. The note will be kept in the student's attendance file. Failure to turn in a note will result in unverified absence. The note should include the following information:

1. First and last name
2. Reason for absence
3. Time and date(s) of absence
4. Date of note
5. Signature of parent or guardian

ABSENCE:

Absence: Not present in class, with parent(s) knowledge and approval. Class work for that period may be turned in as predetermined by teacher.

School-sponsored activity: These are counted as a verified absence. This does not apply when a student participates in unapproved, disruptive activities. Class work for that period has to be turned in for credit the next time the class meets.

Tuancy: A student not in his/her assigned place at the assigned time, or an absence not verified with parental knowledge and approval. Procedure for first truancy will be parental notification and class work not accepted for that period. Habitual offenses will result in "out-of-school suspension" the following school day and class work will not be accepted for that period.

Excessive absences without proper notification may also be considered truanancies.

Procedures:

1. Roll will be taken each period by every teacher and recorded. Teachers as well as the Office will keep accurate attendance records in each class.
2. If a student (including eighteen-years old and older) is absent one or more periods, he/she must sign in/out at the office. A written note from the parent is required to be turned into the office at the beginning of the day. Any student who reports to school and is not in his/her assigned area should be reported to the principal
3. All absences are recorded including those pertaining to school activities.
4. To be excused from school once a student has arrived, the student must present a note to the office by the parent/guardian or the parent must check the student out of school through the high school office. An excused absence allows a student to make up work missed due to the absence.

SIGNING IN & OUT OF THE OFFICE:

All students must sign in/out of the main office whenever they arrive late or leave school early, except at lunch. Failure to sign out will constitute truancy. This also applies to not returning after lunch. If you do not return to school after lunch you must contact the school office and bring a note from your parents the following day.

PRE-ARRANGED ABSENCE:

Absences for educational purposes such as college visits, participation in civic and educational religious programs, and court appearances must be arranged in advance by parents and students. The student has the responsibility for making prior arrangements with his/her teachers. Students

with prearranged excuses are expected to have all assignments completed upon return to school unless other arrangements are made with the teachers. Check with the school secretary for the specific procedure.

DRESS CODE

A safe and disciplined learning environment is essential to a quality educational program. Standards on student attire are intended to help students concentrate on school work, reduce discipline problems, and improve school order and safety. The Board recognizes that students have a right to express themselves through dress and personal appearance; however, students shall not wear apparel that is deemed disruptive or potentially disruptive to the classroom environment or to the maintenance of a safe and orderly school.

DRESS CODE GUIDELINES

Dress code: Policy 3255-1, paragraph 7

The Board of Trustees urges parents and students to exercise sound judgment, based upon the standard of appropriateness for the school setting. For example, clothing exposing bare midriffs and skirts, shorts, dresses, shorts, and torn pants with holes, whose length do not extend to at least the students fingertips will not be allowed, and students are prohibited from wearing clothing which reveals the student's buttocks or chest. Spaghetti straps, tank tops, halter tops, muscle shirts, or any other shirt type which exposes underclothing or bare chest will not be permitted. Any sport uniforms will be allowed in the gym during PE or extracurricular activities only. (Example: tank tops, volleyball shorts).

Middle School Requirements Grade 7-8

- 4 Math credits (Math 1, Math II, Pre-Algebra or higher)
- 4 Science credits
- 4 Social Studies/History credits
- 4 Language Arts credits (7th & 8th grade Reading may be combined with L/A by teacher recommendation)
- Reading credits (Reading credits required if recommended by instructor for 7th and/or 8th grade)
- 2 Advisory credits (.5 credits each semester)
- 1 Physical Education credits
- 1 Computer credit
- 1 Health credit
- 9 Elective credits

- **TOTAL: 30 Credits**

- **24 credits are required for a student to promote to high school. Students must meet the state requirements for promotion to the next grade level as noted below:

In accordance with the Idaho State Board of Education and IDAPA 08.02.03 (107.01-06): Students at Butte County Junior/Senior High School are required to pass a minimum of 80% of classes attempted during each year of the 7th, and 8th grade in order to advance to the next grade level and/or promote to high school. ALSO, students are required to pass ALL core subjects (math, language arts, science, and social studies) according to district policy.

**BUTTE COUNTY HIGH SCHOOL GRADUATION REQUIREMENTS
48 CREDITS REQUIRED TO GRADUATE**

ENGLISH	8
SENIOR PROJECT	1
MATH	6 (must include Algebra, Geometry, & above)
SCIENCE	6
HUMANITIES	2 (Jazz, Foreign Language, Fine Arts, World Culture/History, etc.)
HEALTH	1
SPEECH/COMMUNI.	1
ECONOMICS /FINANCIAL LITERACY	1
US HISTORY	2
GOVERNMENT	2
ELECTIVES	16
TOTAL	46

EMERGENCY DRILLS:

Four basic emergency drills will be practiced throughout the school year. These include:

- **Fire/Bomb Drills** - Fire evacuation plans will be posted in each room. Bomb drills are essentially the same as fire, except the distance from the school is increased to three hundred (300) feet.
- **Lockdown Orange** – Teachers will lock the doors to their classrooms and continue as usual.
- **Lockdown Red** – Teachers will lock the doors to their classrooms, and turn out the lights (if a window is present). Teachers and students will move to a non-accessible location within the room. The classroom will maintain this attitude until further direction.
- **Evacuation** – An announcement will be given for evacuation. The evacuation route will be included in the announcement.

Policy #3345 Notice to Parents//Guardian – The building principal or designee will verbally notify the parent/guardian of a student requiring physical restraint or seclusion as soon as possible and

no later than 24 hours following the incident. The following paragraph describes the procedure. To see a full version of the policy please visit the district web site.

As part of the emergency procedures in place in our schools, any student who poses an imminent risk of injury to him/herself or others may be physically restrained and/or placed in seclusion by school staff in accordance with school board policies. These could occur along with other emergency actions such as calling the police. Significant violations of the law including assaults on students and staff will be reported to the police. The parent/guardian will be informed when any of these actions have occurred as soon as possible after any such incident. These policies will be available with other school board policies to all parents electronically via our website or as a hard copy on request.

GUIDANCE/COUNSELING:

The guidance department offers students an opportunity for academic advising and personal/social development. The counselors will be available to provide assistance on an individual or group basis. Counseling services include, but are not limited to: student academic progress, college and career planning, assistance with advanced opportunities as well as post-secondary decisions and opportunities, testing services, and parent/student conferences. We encourage students to visit the counseling department and take full advantage of the services offered there.

LIBRARY:

Students are invited to use the library to do research, recreational reading, or use the resource materials. The library is one of the most important places on the campus, so take advantage of what it has to offer your academic tenure at Butte Jr. Sr. High. If students are assigned research to be done in the library, permission should be given from the assigning teacher (in the form of a written note), and the student should then inform the librarian about their research needs. The Library is, also, utilized as an online learning center where students have access to help with their online courses from paraprofessional staff as well as the school counselor.

TEXTBOOKS:

Students are assigned specific books that are numbered. The number must match with the student's name that is turning in that book in order to receive credit for the book. Fines equal to the cost of the book's replacement value will be assessed to those students who lose or damage books.

FLAG SALUTE:

All High School students will be given the opportunity to recite the Pledge of Allegiance or sing The Star Spangled Banner according to Idaho Code in respect to our great nation everyday at the beginning of the school day.

LOCKERS:

Each student is assigned a locker for books and coats. Never leave anything of substantial value in your lockers. The student is responsible for getting signed up for the locker and will be accountable for damage. If you have a locker that malfunctions, please notify the office or a member of the custodial staff. Do not bang on or kick a locker to open it! Lockers are the property of the school

district. This allows the administration to inspect the lockers whenever it is suspected that the lockers contain:

1. Lost or stolen books/supplies
2. Health hazards
3. Illegal items
4. Weapons or dangerous items

HOME SCHOOL STUDENTS:

Students who are home schooled may participate in Butte County School activities or enroll in selected classes. Those students who are home schooled and wish to take advantage of the curriculum or activities offered at the school, should let school administration know as soon as possible. All home school students' schedules will be developed in conjunction with the parent of the student, the guidance counselor and school administration. All home school students enrolled for classes or activities will be dealt with on a case-by-case agreement between parents, students, school administration, and the school board.

VISITORS:

The school policy is to accept only those visitors who have legitimate business at school. Guests and visitors must register in the office. Parents are always welcome, but should remember that at Butte Jr. Sr. High, we take education seriously. Your child will be actively engaged in a learning process that should not be interrupted except on an emergency basis. This includes telephone calls. We shall be happy to pass on any message/item that you have for them at the proper time. Students from other schools should not be on Butte High Campus unless actively engaged in a legitimate school activity (class, co-curricular events, etc.).

INTERNET: Acceptable use policy

Computer usage is governed by Board Policy #3270P. All students and parents/guardians will have to sign an acceptable use policy agreement in order for students to have access to computer usage. Other policies, such as 3260, 3265 and 3275 A1 also apply.

CAFETERIA AND LUNCH HOUR:

High School students have an open campus lunch policy. Students may leave the campus without checking out in the office during lunch. Middle school students, however, are not allowed to leave campus during lunch unless checked out by a parent. During class times the campus remains a closed campus. Students may only leave after checking out at the office with parent permission.

ACTIVITY CARDS:

An Activity Card is a student's identification as a member of the student body association. One may be purchased at the office for **\$30.00**. The cardholder is entitled to free admission to regular season home athletic events. Most other schools will give our students \$1.00 off regular admission at away games if the card is presented at the time of admission. Cards are not prorated throughout the year—the cost remains **\$30.00** regardless of when the card is purchased. It is to your advantage to purchase early in the year.

Any student who participates in any co-curricular activity **MUST** purchase an activity card and pay a travel fee. These two fees are due prior to the first game/co-curricular event in which the student is participating. **IF YOU DON'T PAY, YOU DON'T PLAY!**

FEES:

Student fees will be established at the beginning of the school year. Students participating in activities are required to purchase an activity card. Students will also be required to pay a participation/travel fee for each activity, to be determined.

School yearbooks may be purchased at a discounted price around \$45 at the beginning of the school year. The price goes up as the year goes on. Some classes may require the purchase of materials for projects. Amounts will be determined by the assigning teacher.

High School athletes must take a physical examination for their freshman and junior years. Middle school athletes must take a physical exam as 6th or 7th graders.

CO-CURRICULAR ACTIVITY AND ELIGIBILITY:

There are a variety of activities for students at Butte County High School. Students are encouraged to get involved in co-curricular activities. With that involvement, you will learn not only useful life-skills, but important self-disciplinary and social skills as well. To become a member of a club, organization, or team will greatly enhance your enjoyment of your high school years. Listed below are clubs and organizations at Butte High:

Athletics: Football, Volleyball, Track, Basketball, Cross Country.

Organizations: Student Council, Class officers, Yearbook, Cheerleading, Sources of Strength, Scholastic Team.

Students at Butte County High School participating in any co-curricular activity must meet the academic eligibility requirements set forth by the Idaho High School Activities Association. An example would be: "...a student must be enrolled full-time and have received passing grades and earn credits in at least five full-credit subjects, or the equivalency, in the previous semester or grading period for which credit is granted." In addition to the IHSAA rules for eligibility, coaches may and will enforce their own rules for academic/personal conduct eligibility in its co-curricular activities program. Students and parents should remember that involvement in co-curricular activities is a **PRIVILEGE NOT A RIGHT...** and that **PRIVILEGE** has to be earned by the student each and every day. Students in any activity will be asked to submit to a urinalysis for drug screening according to state law and district policy. For a more detailed explanation of eligibility requirements, please see the Butte County Extra-Curricular Activities Handbook.

Policy #3320 – Student Drug, Alcohol and Tobacco Use – Our school, staff and students will follow and abide by this policy. To see a full version, please visit the district web site.

TRANSPORTATION:

All overnight activities involving students of both sexes must have a male and female chaperon. Anyone requesting to stay with relatives must have their parent's written consent and the request must be pre-arranged with the sponsor. Parents are required to fill out the high school form releasing the school from liability and admitting the student to health care in case of accident.

Schools DO NOT carry insurance coverage for medical treatment and only blanket coverage for catastrophic loss associated with activities. All participating students shall ride school furnished transportation when it is provided, unless they ride with their parent and permission has been given by the principal and advisor in writing.

SCHOOL DRIVING AND PARKING:

Students may drive automobiles and motorcycles to school. Student parking areas are supplied between the Jr. Sr. high school and elementary school, and in front of the high school bordering the street. Do not park in the staff parking area. There will be no loitering in the parking areas during class periods. The maximum speed limit on and around school grounds is 5 mph. Student vehicles may be subject to search if there is reasonable suspicion that drugs, alcohol, stolen property, or other contraband might be present in that vehicle.

ADVISORS:

Class sponsors/advisors must attend authorized school activities. Informal dances will be over by 12:00 midnight. Class projects (whether in or out of the school building) must be supervised by a class sponsor.

Club or Activity Monies— Those monies earned by Butte High School sponsored clubs can be spent only on Butte High School sponsored activities. Each high school class accumulates money during the high school years through sponsoring dances, fund raisers, etc. These funds are then used to sponsor major events. All class funds accumulated by any class through high school remain the possession of the entire class and not individual class members. Any class funds remaining near the end of the senior year must be used as a class contribution to the school as determined and seen fit by the majority of class at a regularly scheduled class meeting.

SCHOOL DANCE RULES:

- Students participating in school activities are representing Butte High School and as such their conduct should bring credit to themselves and the school.
- High School dances will not be attended by middle school students.
- In general, dances will be from 9:00 to 12:00 p.m.
- Students attending the dance who leave will not be readmitted.
- No food or open container drink can be brought to the dance, but the sponsoring club may contract for the school concessions and have food and drink available to students.
- Formal attire is required for formal dances, i.e., Prom, and semi-formal for Homecoming and Senior Sweetheart, i.e., church dress
- A minimum of two professional staff and the principal or the principal's appointee will be in attendance at all dances.
- Outside agencies may sponsor a high school dance and use school facilities, if permission is given in advance by the administration.

BUS RULES:

- Observe the same conduct as in a school classroom.
- Be courteous and refrain from using profane language.
- Cooperate with your driver.

- Don't be destructive.
- Stay in your seat.
- No smoking or drinking in the bus.
- Keep head, hands and feet inside the bus.
- Bus driver is authorized to assign seats.

Failure to comply with bus rules may result in losing the privilege to ride the bus. Drivers may make additional rules as necessary to maintain the safety of the bus and occupants.

CHANGING OF CLASSES:

Students are permitted a three (3) school day time frame at the beginning of each semester in which to evaluate their potential in a given course and request class changes. All requests for a change in class schedule must be accompanied by an acceptable alternative. Following the three-day period when withdrawal from one class and admittance into another is possible, students may not withdraw and are expected to complete the requirements for all courses in which they are then enrolled. If a student withdraws from a class after the three-day period, the transcript will reflect a failing grade. All classes are to be taken in normal sequence or progression.

STUDENT INJURIES & PERSONAL PROPERTY LOSSES

Even with the greatest precautions and the closest supervision, accidents can and do happen at school. Parents need to be aware of this and be prepared for possible medical expenses that may arise should their child be injured at school.

The Butte County School District does not provide medical insurance to automatically pay for medical expenses when students are injured at school. This is the responsibility of the parents or legal guardians. The district carries only legal liability insurance.

The district does not have insurance to cover loss or theft of personal property.

SCHOOL SURVEILLANCE CAMERAS

Students should be aware that in the hallways and in certain classrooms there are cameras that record activity. These cameras are used for your protection and safety. Cameras are not viewed on a regular and continual basis. The recordings will only be viewed in case of emergency, disruption or theft to gather information. The monitor station is located in the principal's office and is password protected to guard against other than administrative use.

Early Graduation– Please see policy 2700P for requirements.

Early graduates must meet all the requirements of their ninth grade class.

Disclaimer

School rules published in this handbook are subject to changes as may be needed to insure continued compliance with federal, state, or local regulations and are subject to such review and alteration as becomes necessary for the routine operation of the school. Not all rules of behavior can be written and inserted in a guide book; however, we expect students to follow reasonable rules and not violate the rights of others.

Notice of Rights and Procedural Protections Under Section 504 and the Americans with Disabilities Act

The Butte County School District does not discriminate on the basis of race, color, religion, sex, age, national origin, or disability in admission, access, treatment, or employment in its programs, services, and activities. Applicants, students, parents/guardians, employees, referral agencies, and all organizations holding agreements with the District are hereby notified of this policy. Any person with concerns regarding the District's compliance with the regulations implementing Title VI, Title IX, Section 504 or the Americans with Disabilities Act is directed to contact:

Name: Sandra Walls
Position: Section 504 Coordinator/Title IX Coordinator
Address: 250 S Water Street, Arco, ID 83213
Phone Number: 208-690-3408
E-mail: wallsand@butteschools.org

This document summarizes the procedural protections and rights you have as the parent of student who may qualify for accommodations or services under Section 504 and the ADA.

INTRODUCTION. Section 504 of the 1973 Rehabilitation Act, along with the Americans with Disabilities Act, requires that the school district may not discriminate against students with disabilities. Accordingly, the district has adopted policies and procedures to ensure that discrimination does not take place. In the rest of this document, we will refer to these laws as —Section 504/ADA.

IDEA ELIGIBILITY. Many students who meet the definition of an —individual with a disability|| under Section 504/ADA also qualify for services under the Individuals with Disabilities Education Act (IDEA). This document does not address these students or their parents. Such students are served pursuant to the requirements of the IDEA. The rest of this document addresses only the rights of parents of students who satisfy the definition of an individual with a disability under Section 504/ADA but do not qualify under IDEA.

AN APPROPRIATE EDUCATION. If it is determined that your child meets the definition of an individual with a disability under Section 504/ADA, then your child will be entitled to a free and appropriate public education. This means that your child's education will be designed to meet his/her individual educational needs as adequately as the needs of nondisabled students are met. A —free public education means that no fees will be imposed on you except for the same fees that are imposed on parents of nondisabled students. However, insurance companies and other third parties that are obligated to provide or pay for services to your child are still obligated to do so.

NOTICE. You have the right to be notified by the district prior to any action that would identify your child as having a disability, evaluate your child for services under Section 504/ADA, or place your child in a program based on a disability.

EVALUATION. Prior to conducting an evaluation of your child for purposes of services under Section 504/ADA, the district will seek your informed written consent. An evaluation will not be conducted unless you give consent. However, school officials may review existing records, test scores, grades, teacher reports, and recommendations and other such information without your consent to the same extent they would do so for nondisabled students.

If an evaluation is conducted, the school will make sure that

- All testing and other evaluation procedures are validated for the specific purpose for which they are used;
- They are administered by trained personnel in conformity with the instructions provided by the producer;
- They include tests and other evaluation materials designed to assess specific areas of educational need and not merely those designed to elicit a general IQ score; and
- Tests are selected and administered to best ensure that they accurately measure what the test seeks to measure, rather than any sensory, speaking, or manual impairments the student may have (except when the test is designed to measure sensory, speaking, or manual skills).

An evaluation that satisfies these requirements will be conducted prior to your child's initial placement and conducted or reviewed prior to any subsequent significant change in placement.

If your child is identified as an individual with a disability under Section 504/ADA the school will periodically reevaluate your child as appropriate.

PLACEMENT. If your child is identified as an individual with a disability under Section 504/ADA, placement decisions about your child will be made by the school's 504 Team, which will include at least three professional staff members who, collectively, are knowledgeable about your child, the meaning of the evaluation data, and the placement options. You will be invited to participate in any meeting of the 504 Team if your child's placement and/or services are to be discussed. The 504 Team will also ensure that your child is placed in the —least restrictive environment.

LEAST RESTRICTIVE ENVIRONMENT. If your child is identified as an individual with a disability under Section 504/ADA, your child will be placed and served in the —least restrictive environment. This means that your child will be served with nondisabled students in the regular education environment to the maximum extent appropriate. Prior to removing your child from the regular education environment due to his/her disability, the school will consider the use of supplementary aids and services. Your child will be removed from the regular education environment only if he/she cannot be served satisfactorily in that environment, even when supplementary aids and services are provided.

If it becomes necessary to serve your child in an alternate setting due to disability, the school will take into account the proximity of the alternate setting to your home.

EXAMINATION OF RECORDS. You have the right to see and examine any educational records that pertain to your child or are relevant in serving your child.

HEARINGS. If you disagree with a decision of the 504 Team regarding the identification, evaluation, or educational placement of your child you have the right to an impartial hearing. You have the right to participate in such a hearing and to be represented by a person of your choice, including an attorney.

If you wish to request a hearing, you must make a written request for a hearing within 30 calendar days from the time you receive the written notice of the decision of the 504 Team that you disagree with. Your request for a hearing must be filed with the district's Section 504 Coordinator.

Upon receipt of a timely request for a hearing, the district will notify you of the date, time, and location of the hearing. If you disagree with the decision of the hearing officer, you have the right to a review of that decision by a court a competent jurisdiction.

OTHER COMPLAINTS. You also have the right to file a complaint with the district's Section 504 Coordinator pertaining to harassment, retaliation or discrimination against your child in ways that do not involve your child's identification, evaluation, or educational placement.

OFFICE FOR CIVIL RIGHTS. You also have the right to file a complaint with the United State Office for Civil Rights.