

**DEARY SCHOOL
STUDENT AND PARENT HANDBOOK
2022-2023**

Welcome to the Deary Middle/Senior High School!

The policies and procedures contained in the handbook are designed to help the school run smoothly so that you will have a successful year at Deary MS/Sr High School. This information has been carefully prepared so that it will help you enjoy school life. Remember, your success is directly related to your efforts.

School address and phone number

502 First Avenue

P.O. Box 9

Deary, Idaho 83823-0009

High School Office 877-1151

High School Fax 877-1366

District Office 877-1408

District Fax 877-1570

School Web Page www.sd288.k12.id.us

All Deary staff members can be contacted by email using the first initial of the first name and full last name along with @sd288.k12.id.us Example: Kendrick Jared –kjared@sd288.k12.id.us

School Closure

When school must be canceled or delayed due to severe weather or other emergency situations, announcements will be made on the school's website, Facebook page, our emergency notification system, television stations, and local radio stations.

NOTIFICATION OF RIGHTS AND EQUAL OPPORTUNITY

The Family Educational Rights and Privacy Act of 1974 guarantees eligible students in attendance certain rights regarding the release of student records. See the Principal for details.

DEARY SCHOOL PHILOSOPHY

We believe that:

Every student should get an appropriate educational opportunity.

Parents should see that the students get enough rest, proper nutrition, and medical care.

Students should respect the teachers, other students, and themselves.

Students should come to school prepared to participate in the learning activities.

Parents should communicate with the teachers and principal.

Teachers should be prepared to teach every day.

Teachers should communicate with parents

The principal shall facilitate the educational program and support the teachers

The principal shall communicate with the parents and students.

MISSION STATEMENT

“To create a partnership between school, family and community that is dedicated to the academic and personal success of every child.”

The purpose of this handbook is to inform students, parents, and staff about the policies of Deary High School. It does not attempt to include all policies, and is not a legal document. Complete school and district policies are available for public use in the school and district offices.

SECTION II - SCHOOL AND DISTRICT POLICIES

A. ENROLLMENT

- a. All students at Deary Middle-Senior High School must be enrolled in classes for the full day. Exceptions will be granted only in cases of dual enrollment, home schooling, work release, or medical limitations.
- b. Classes will be assigned by the principal and the counselor the week before school starts. A “Registration Day” will be held where students can pick up their schedules, request class changes, and be assigned lockers. Students may make class changes only during the first week of classes.
- c. Twelfth grade students having necessary credits for graduation as determined by the counselor may, with the signed approval of parents, employer, and the principal, apply for release from school to work. Work release will be managed

by an advisor who will maintain contact with the student and employer. Work release will be awarded credit if guidelines set by advisor are met. Seniors may be teacher aides, but only once per day.

- B. **HONOR ROLL** - To be eligible for appointment to the honor roll, a student must carry four academic courses and earn a 3.50 or higher grade point average for the term. To be eligible for the Honorable Mention, a student must carry four academic courses and earn a 3.00 to 3.49 grade point average for the term.
- C. **COMMENCEMENT** – Students are invited to graduate at commencement exercises only in the following cases:
- a. The student has successfully completed the requirements for a Deary High School diploma;
 - b. The student has transferred to Deary High School and fulfilled the remaining graduation requirements required at that time.
 - i. Valedictorian and Salutatorian must have at least 49 credits prior to the start of the second semester. Any student above a 4.00 could qualify for Val or Sal, regardless of class ranking. DC, AP and Honors classes receive a .5 bonus to the grade point earned. For example, a B in a DC class would be 3.5, rather than 3.0.
 - ii. The administration can consider the number of classes taken, higher levels of classes taken, total grade points, etc. to determine final class ranking in the case of ties.
- D. **ATTENDANCE**
- a. When a student is absent from school, or from a class period, the parent will notify the school before 9am.
 - b. **90% Attendance** - School and State policy requires that a student be in attendance at least 90% of the time school is in session in order to receive credit for courses taken. A student may not miss more than 9 days in a semester, whether the absences are excused or unexcused. If a student misses more than 9 days in a semester, a written notice will be mailed to the parents informing them of possible loss of credit. If there are unusual circumstances making the absences unavoidable, such as protracted illness, the attendance committee may waive the loss of credit. Absences due to school-related activities are exempt from the 90% attendance policy.
 - c. **Excused Absences** - It is the student's responsibility to contact each teacher to arrange for make-up work. Time given for make-up work shall not exceed the number of days missed, except under special circumstances.

- d. **Unexcused Absences** - A student who is absent for reasons that do not qualify as excused, including suspension, will have no additional time to make up the work missed. All work missed must be turned in upon their return.
- e. **Truancy** – As defined by Idaho Code #33-206, truancy or skipping school is defined as not being in attendance during the regular school day without the permission of a parent or guardian or what would be considered a legitimate reason for absence. The student will be deemed truant if the guardian has not excused the absence with a phone call or note within 1 school day of the absence.
 - i. The absence will be unexcused. The work missed may not be made up and a “zero” will be recorded for classes missed.
 - ii. Offenses will result in being placed on the detention system.
 - iii. Further trancies may be referred to the Latah County Truancy Court.
- f. **Closed Campus** - All students are required to check out through the office whenever they leave the school while in session, except during lunch. In the event a student has to be dismissed early from school, the office must have prior notice from parent or guardian. **The campus is closed at lunch periods for grades 4-8.**
- g. **Tardy** - Tardiness disrupts the educational process. Three tardies in one class period per term will be considered an absence towards the semester test exemption policy. In addition, the following will take place:
 - i. 1st and 2nd tardies: No disciplinary consequences
 - ii. 3rd tardy: 30-minute lunch detention
 - iii. 4th tardy: Loss of open campus privilege for 5 consecutive school days. Two 30-minute lunch detentions
 - iv. 5th tardy: Loss of open campus privilege for 20 consecutive school days. Three 30-minute lunch detentions.
 - v. 6th tardy: Loss of open campus privilege for the rest of the semester. Dean of Students will contact parent(s) for next steps.
- h. **Open Campus Violation:**
 - i. If a student is placed on a closed campus disciplinary action but leaves campus anyways, the following will occur:
 - 1. 1st offense: In School Suspension
 - 2. 2nd offense: Out of School Suspension
 - 3. 3rd offense: Three days of Out of School Suspension and a mandatory meeting with parents and principal. Next steps will be decided at this point.
- i. **Semester Exam Exemption** - Students who have maintained the following grades and attendance in a semester may be exempt from final exams as follows:

- ii. A student who has maintained a “90% or above” average and has **accumulated no more than 4 excused absences per semester** may be exempt from the final exam in that course.
- iii. A student who has maintained a “80% or above” average and has **accumulated no more than 3 excused absences per semester may be** exempt from the final exam in that course.
- iv. A student who has maintained a “75% or above” average and has **accumulated no more than 2 excused absences per semester may** be exempt from the final exam in that course.
- i. **Semester Exam Exemption Continued:**
 - i. Parents may petition the attendance committee if there was an **unexpected circumstance or emergency** that required the student missing the days listed above. For example, an out-of-town funeral, hospitalization, surgery, etc... **Planned doctor/dentist/orthodontist appointments, vacations, etc... will not be considered.**
 - ii. **Student may not fail** a class in either quarter and be exempt from the semester final.
 - iii. A student who qualifies for the exam exemption may choose to take the final to better their grade without the risk of lowering current grade.
 - iv. Three tardies in a class period equals one absence towards semester finals in that class.
 - v. Grades to determine a student's need to take final exams must be posted two school days prior to the start of exams. Ex. If exams begin Thursday, then grades must be finalized and posted by 1st hour Tuesday, regardless of what period the student has final exams.
 - vi. No new projects, tests, or assignments are to be assigned during the two days prior to final exams. Those days are for review.

E. STUDENT SAFETY AND PROPERTY

- a. **Insurance** - The School District does not provide medical insurance to automatically pay 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. Applications for individual insurance policies are available at the office. The coverage for these policies ranges from coverage for school ground accidents to coverage for competitive sports. This insurance is provided by an independent carrier and is not sponsored in any way by the school district.
- b. **Valuables** - The school is not responsible for stolen items. The administration reminds parents and students that large amounts of money and other items of value should not be brought to school. When it is necessary to bring money to school for payment of bills, students are encouraged to take care of these

payments at the office immediately upon entering the school building. It is advised that personal property be marked for identification purposes.

- c. **Lockers** - The office will assign lockers and locks to students. A fee of \$10.00 will be charged if the lock is lost or not returned. Students must receive permission from the principal before they can change locker assignments. Lockers are the property of the school and may be searched when warranted. Unannounced searches may be conducted during the year. These lockers are considered public, not private.
- d. **Searches** – Lockers are the property of the school and may be searched when warranted. Unannounced searches of lockers and any other materials on school property may be conducted at any time during the year. Searches may include the use of drug-sniffing dogs.
- e. **Firearms** - The Whitepine Joint School District #288 has a “zero tolerance” for students who bring firearms to school. Possession and/or use of firearms which include but are not limited to, pistols, revolvers, and rifles, at school or at any school-sponsored activity without prior permission of school officials, will result in expulsion from school for a period of one year (see Idaho Code 18-3302D).
- f. The district will not admit students who have been expelled from another school district for a violation of the Gun-Free School Act until the student has completed the expulsion for not less than a year. As with all suspensions and expulsions, due process hearing rights will be followed.
- g. **Fire Drills/Lock Down Drills** - It is important that each student and teacher be thoroughly familiar with the emergency plan of the school.

F. STUDENT CONDUCT

- a. **Discipline Policy** - The main focus of this policy is directed towards students who willfully disregard school rules or defy instructions by teachers or other adult supervisors. Except for punishment which extends beyond the end of a quarter, all students begin each quarter with a “clean slate.” The teacher will set up reasonable rules for acceptable behavior in the classroom and inform students of these rules. The following offenses will automatically result in the placing of a student on the discipline policy:
 - i. Disrespect or threats to teachers or fellow students;
 - ii. Defacing or destruction of school property. (This will also require payment from student for necessary repair);
 - iii. Willful disobedience, profanity, or vulgarity;
 - iv. Disorderly conduct in classrooms, halls or lunchroom;
 - v. Other offenses as determined by staff, administration, or students
- b. The following will result in an automatic suspension of one to five days and/or drug evaluation before admittance back into school (and notification of law enforcement if appropriate):
 - i. Use or possession of tobacco on school grounds or at school activities;

- ii. Selling, possessing, transporting, or being under the influence of a narcotic or dangerous drug including, but not limited to, marijuana, LSD, heroin, and barbiturates (not prescribed by a licensed physician), or non-narcotic intoxicants such as glue, cough medicine, gas, or alcohol;
 - iii. Use or possession of alcohol on school grounds or at school activities;
 - iv. Vaping
 - v. Fighting (including assaulting other students or school personnel);
 - vi. Theft;
 - vii. Other offenses as determined by staff, administration, or students.
- c. A Discipline Record is maintained in the main office. When a teacher reports a student, the student's discipline history for that quarter is checked, and the resulting consequence of the infraction is recorded.
- d. Any appeal to the disciplinary action must be made prior to the scheduled detention, to avoid additional consequences.
- e. **Consequences** - Detention sessions will take place, when needed, from 12:00-12:30 every Wednesday afternoon that school is in session. Students will be assigned to detention on the next session following the day of notification. Rescheduling can be arranged by the principal at their discretion.
 - i. Students on detention will sit quietly with heads up and do nothing. Students who are tardy, who otherwise fail to attend, or who do not follow detention room rules, automatically move to the next level of consequences.
- f. **Academic Dishonesty:** Academic dishonesty, including but not limited to, plagiarism, cheating, use of non-authorized electronic devices, stealing academic work, will not be tolerated. If academic dishonesty is detected, teachers will confiscate the evidence, document the circumstances and submit a report to the principal. The following steps will occur when a student has committed this infraction:
 - i. The student will receive "zero" credit for their work.
 - ii. The student will not be allowed to make up the assignment by extra credit or any other method.
 - iii. The teacher may place student on discipline policy. The principal may skip steps on discipline policy depending on the severity of the infraction.
- g. **Discipline Infractions:** These are cumulative, regardless of teacher. Levels may be skipped when necessary, or reduced when multiple infractions occur in a single day. Parents will be notified by mail.
 - i. 1st Infraction: 30 minutes' detention
 - ii. 2nd Infraction: 60 minutes' detention
 - iii. 3rd Infraction: 1-day suspension (in-school or out-of-school)
 - iv. 4th Infraction: 3-day suspension

- v. 5th Infraction: 3-5-day suspension
- h. **Suspension Policy** – The principal may suspend students from school for flagrant misconduct pending a satisfactory adjustment with the parents. Written notice of such suspension, stating the cause, must be sent to the parents; and the superintendent’s office shall be immediately notified. Due process shall be assured to the student. A suspended student loses credit for all classwork that is due during an out of school suspension, including in class work and assessments. A student who is serving an in school suspension, and who works diligently on school work, will be allowed to turn work in for half credit.
- i. **Expulsion Policy** - In cases of repeated or extreme misconduct, the Whitepine School District will be asked to expel the student for a period of time or indefinitely, according to Whitepine School District Policy # 3340. In all cases, due process will occur.
- j. **Dress Code** - Student attire must not detract from the educational process. Any student violating this policy will be required to change clothes if necessary as well as a disciplinary infraction if appropriate.
 - i. Clothing must be clean and in good repair.
 - ii. Girls must wear bras.
 - iii. Inappropriate language or pictures on clothes will not be tolerated. Clothing must not advertise products which are illegal for school-age children.
 - iv. See-through, deep-cut, or low-cut blouses or shirts will not be allowed.
 - v. Blouses and shirts must extend to belt line. Undergarments must be covered; therefore, “spaghetti straps” must be at least 1 inch wide. No pajamas or sleep wear will be allowed.
 - vi. Shorts or skirts must extend at least as far as the student’s fingertips.
 - vii. No hats will be worn in any rooms of the school.
 - viii. Long coats or trench coats are not allowed, and must be left in the coat rooms or in the student lockers.
 - ix. Backpacks will not be allowed in the classrooms. They must be left in the coat rooms or in the student lockers.
- k. **Initiation** - No “initiations” are permitted.
- l. **Loitering** - Non-students or suspended students are not permitted to loiter on school grounds.
- m. **Cafeteria Conduct** - It is important that all students take responsibility for an orderly procession to the cafeteria and for following the rules and regulations as are posted in the kitchen or otherwise made known by the head cook.
- n. **School Bus Regulations** - School bus drivers will set up and inform riders of the rules to be followed. Failure to follow the rules will result in disciplinary action taken by the driver and/or principal. Students representing the school in any

activity where transportation is involved will be required to ride the vehicle provided. Exceptions to this rule will apply only when parents request their child to ride with them. Direct contact by the parent must be made with the advisor or the principal before this exception will be allowed.

- i. Food on the bus may be allowed at the discretion of each advisor and the bus driver. However, the bus must be clean when the group returns to the school. Students should clean their own seating area.
 - ii. The parent must make prior arrangements with the principal if the student is to return with someone other than the bus driver or the parent.
 - iii. The bus driver is in charge. Riders will follow the driver's directions.
 - iv. Any violation of the above may cause a student to be placed on the disciplinary policy and/or lose bus privileges.
- o. **Public Display of Affection** – Excessive display of affection (generally defined as anything more than holding hands) may be embarrassing to others. Students whose behavior at school or activities is considered inappropriate will be advised in private to avoid embarrassment. Continued inappropriate behavior will be considered as a disciplinary infraction.

G. RESPONSE TO INTERVENTION (RTI)

- a. In an effort to support struggling students, the district is implementing the following RTI system for grades 6-12:

Tier 1: Overall grade: Teacher or Student referral	Tier 2: Overall grade: 60%-69%	Tier 3: Overall grade: 0%-59%
RTI Coordinator meets with students to discuss the students' classes and what they need to do in order to stay successful.	The student has a mandatory weekly meeting with the RTI Coordinator.	Once you enter Tier 3, you will be in Tier 3 for at least one month.
Inform students about the tutoring availability.	Letters sent home to parents alerting them of Tier 2 Intervention.	Mandatory scheduled one-hour one-on-one tutoring sessions twice a week. (May not apply to juniors and seniors)
Potentially recommend tutoring for students.	Strongly recommend tutoring for 3 hours a week.	We strongly encourage students and parents to work with the RTI Coordinator and schedule private tutoring
	Tutoring times: Monday-Friday	

	Morning Session: 7:30-8:20 Lunch: By appointment. Afternoon Session: 3:15 - 4:30	sessions before or after school. If this is not possible, the last option is to temporarily supplement failing core classes with intense short term support during elective hours. Strongly recommend unscheduled tutoring for an additional hour.
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- b. Grades 11 and 12 may request tutoring sessions. This will be dependent upon the school finding tutors that are capable of tutoring the higher level content.
- c. Mondays mornings will allow for structured time for all students to check grades, reflect upon their progress, set goals and plan for their academic future.
- d. Procedure for skipping tutoring:
 - i. Strike 1: Phone call/email to parents. RTI Coordinator will meet with student 1 on 1.
 - ii. Strike 2: In person meeting with parents, student, RTI Coordinator, Principal and teacher.
 - iii. Strike 3: Loss of tutoring services.

H. ZERO TOLERANCE POLICY

- a. There are some violations which are so disruptive and which cause such a high degree of danger that a zero tolerance policy has been adopted. Whitepine School District #288 will not tolerate physical fighting, or any possession, sale, or use of weapons or illegal drugs, or threatening to kill another student or staff member, or to blow up or shoot up the school. All violations in these categories will result in automatic suspension. There will be no exceptions, even for a first offense.
- b. If a student threatens to kill another student or staff member or to blow up or shoot up the school, the student may be referred to the Board of Trustees with recommendation for expulsion. A report may be filed with the local law enforcement. (All Special Education laws will be followed for those students in Special Education.)

I. STUDENT SERVICES

- a. **Student Government** - The Student Council is made up of students from each class that are interested in participating. Presidents will be selected by the Administration and Student Council Advisor and may include more than one student. The function of the student council is to set goals for the school year, determine the activities the student body will support.
- b. **School Parties and Dances** - Clubs and organizations sponsoring parties or dances must have clearance from the Student Council and the Principal's office. All High School parties and dances will end no later than 12:00 P.M., (with the exception of the formal dances on principal's approval.) The school dances and parties will be limited to Deary students in general. However, a student may invite a guest who is not enrolled by obtaining a guest pass from the Principal. This should be done at least 24 hours before the activity. Any student extending an invitation is responsible for the conduct of his or her guest. Also, upon approval of the Principal, the sponsoring club or organization may invite one other high school student body or class to a dance or party. Once students leave, they will not be allowed to re-enter unless they have secured special permission to leave and re-enter from the advisor. In addition to the regular advisor, at least one additional supervisor will be present.
- c. **Textbooks** - Textbooks, materials, and equipment needed for student use are supplied by the Whitepine School District, paid for by its patrons, and issued by the teacher. As soon as texts and materials are issued, the responsibility for their safekeeping becomes the student's. Loss or damage will result in an assessment sufficient to repair or replace the article.
- d. **Visitors** - Students are not allowed to bring visitors to school. Parents are always welcome, but all visitors must check in at the office and wear a Visitor Badge while on the school grounds.
- e. **Telephone** - The school office telephones are for business purposes only. Students are to use the office telephone only in cases of illness, emergencies, or school-related business.
- f. **Messages** - We can relay messages to students if necessary. However, if you need to get information to your child, please do this before 2:00 pm. The end of the day gets very hectic and we want to ensure enough time to process the message.
- g. **Vending Machines** - Vending machines are to be used only in the morning before school, during lunch hour, or after school. They are not to be used during or between classes. If the machine malfunctions, contact the office. Do not tilt or abuse the machine or physical injury may result from a falling machine. Students may have beverages only in designated areas.
- h. **Parking** - Designated student parking is located beside the gym, parallel to the football field, and across the street from the gym. Students should park vertically in the parking area next to the gym and across the street from the gym. Parallel

parking should be practiced in other locations. The designated emergency vehicle lane should always be kept open. Absolutely no parking is allowed in that area.

- i. **School Nurse** – A registered nurse, contracted with the district, does routine check-ups for vision, hearing, and spine curvature for all students. The school nurse does not replace the family doctor and any health concerns should be discussed with primary doctor.
- j. **Outside Services** - The Whitepine School District offers a variety of services to our students including health services through the Latah County Health Department, Drug and Alcohol Counseling through the Port of Hope, and other services as they are made available to us. If you have questions or concerns about these services, please feel free to call the Principal or Counselor at 877-1151.

k. Fees -

i. Hot Lunch

1. Grades K-6	\$2.50 each
2. Grades 7-12	\$3.00 each
3. Reduced	\$.40 each
4. Adults	\$4.35 each
5. Extra Milk	\$.40 each

ii. Breakfast

1. Grades K-6	\$1.50 each
2. Grades 7-12	\$1.75 each
3. Reduced	\$.30 each
4. Adults	\$2.75 each

- iii. To assure parent notification when a lunch ticket expires, students will be allowed up to 10 charges.
- iv. Additional fees may be charged for individual class projects and for any vandalism.
- v. Unpaid Bills: Occasionally students end the school year owing a bill for library fines, lunches, lost or damaged books, or some other reason. It is our policy to withhold report cards, diplomas and transcripts, or restrict future registration, until such bills are paid. A charge of \$25.00 will be assessed on all checks returned to Deary School due to insufficient funds on account.

J. ONLINE COMPUTER LAB

- a. Distance learning courses, such as IDLA, may be taken during the school day with the IDLA Site Coordinator. In general, students are allowed to take online courses:
 - i. To make up credits in order to graduate on schedule
 - ii. If they are eligible for hospital or homebound programs

- iii. If they are interested in advanced placement or dual credit courses
- iv. If they want to supplement their curriculum by taking a course not offered at the school
- v. If there are otherwise irresolvable scheduling conflicts
- b. Students should check with the guidance office to see if they are a good candidate for online learning options. Online learning is not appropriate for all students. Inappropriate online registrations usually lead to a failed class, behavioral issues and disruption of the student's academic progression through high school. Following is a summary of who may and may not take online classes:

c. **REQUIRED FOR ONLINE CLASS ENROLLMENT**

- i. A cumulative high school GPA of at least 3.00
- ii. A current grade of C in the four core academic areas
- iii. Completed the 9th grade (exceptions can be made with administrator approval)
- iv. Turned in a **complete** application before the deadline*
- v. Pay course fees prior to class start date or will be rejected from taking the course.
- vi. Approval of school counselor and principal
- d. The administration will only approve students who have proven themselves to be mature, self-motivated, well organized and comfortable with required interactive technology. Students should be independent learners, good time managers, and read and write at or above grade level.
- e. *Deadlines are the last school day of the prior semester. For example, applications must be completed by the last student school day in the spring semester for summer or fall classes, and the last student day of the fall semester for spring classes.

f. **DISQUALIFICATIONS FOR ONLINE CLASS ENROLLMENT**

- i. Already failed an online class
- ii. Want to take a class currently offered at the high school
- iii. Haven't resolved a bill for a previous class
- iv. To avoid taking a regular class (or one that satisfies the same graduation requirement) at school
- v. A history of disruptive behavior that will detract from a quiet, independent learning environment
- vi. Exceptions to these policies *may* be made for students who need to make-up a previously failed course (credit recovery) or to resolve legitimate scheduling conflicts where there is no other alternative. The principal and counselor will determine if any exceptions are to be granted.

K. ELECTRONIC DEVICES POLICY

a. Scope

- i. Electronic devices have become a common means of communication and information access in today's society. However, these devices have the potential of disrupting the orderly operation of school. Deary School has therefore created this policy to govern the possession and use of electronic devices on school premises, during school hours, at school sponsored activities, and on school transportation.

b. Definition

- i. For purposes of this policy **“Electronic Device”** means a privately owned wireless and/or portable electronic handheld equipment that includes, but is not limited to, existing and emerging mobile communication systems and smart technologies (cell phones, smartphones, walkie-talkies, pagers, etc.), portable internet devices (mobile managers, mobile messengers, BlackBerry [™] handset, etc.), Personal Digital Assistants (PDAs) (Palm organizers, pocket PCs, etc.), handheld entertainment systems (video games, CD players, compact DVD players, MP3 players, iPods ©, Walkman [™] devices, etc.), and any other convergent communication technologies that do any number of the previously mentioned functions. **“Electronic Device”** also includes any current or emerging wireless handheld technologies or portable information technology systems that can be used for word processing, wireless Internet access, image capture/recording, sound recording and information transmitting/receiving/storing, etc.

c. Possession and Use of Electronic Devices

- i. Students may possess and use electronic devices at school subject to the following: Students may carry or possess electronic devices at school and school-sponsored activities. Electronic devices must be turned **off**, not set to vibrate, and kept out of sight during class time. At no time may electronic devices be used in restrooms or locker rooms. Students will be required to leave cell phones behind in class when leaving the classroom for a bathroom break, a drink of water, go to a locket, etc. Students may use electronic devices appropriately before school, after school, passing periods and during lunch.

d. Prohibitions

- i. Electronic devices shall not be used in a way that threatens, humiliates, harasses, or intimidates school-related individuals, including students, employees, and visitors; or violates local, state, or federal law. This includes the intent to annoy, alarm, intimidate, offend, abuse, threaten, harass, frighten, or disrupt the electronic communication of another. A

person is guilty of voyeurism that intentionally uses any recording device that is concealed or disguised to secretly or surreptitiously record or view electronically any portion of an individual's body for which the individual has a reasonable expectation of privacy. It is also prohibited for any individual to record, display or forward any material that could be considered pornographic, lewd or inappropriate in a public school setting.

e. Confiscation

- i. If a student violates this policy, his/her electronic device may be confiscated. When an employee confiscates an electronic device under this policy, he/she shall take reasonable measures to label and secure the device and turn the device over to a school administrator as soon as the employee's duties permit. The electronic device will be released/returned to the student as outlined below.
- ii. Violation of this policy may result in discipline up to and including suspension or expulsion, and notification of law enforcement authorities. A student who violates this policy may be prohibited from possession of an electronic device at school or school-related events.
 1. 1st confiscation: student may pick up electronic device at the end of the school day from the administrator. Student will serve a 30-minute detention.
 2. 2nd confiscation: parent may pick up electronic device at the end of the school day from the administrator. Student will serve a 60-minute detention.
 3. 3rd confiscation: parent may pick up electronic device at the end of the school day from the administrator. Student will serve a one day In-School suspension.
 4. 4th confiscation: student will lose privilege to have any electronic device at school. Students will serve a three day In-School suspension.

f. Security of Devices

- i. Students shall be personally and **solely** responsible for the security of electronic devices brought to school. The school shall not assume responsibility for theft, loss, damage, or unauthorized calls made with an electronic device. If devices are loaned to or borrowed and misused by non-owners, device owners are jointly responsible for the misuse or policy violation(s).

g. Prohibitions on audio or camera recording

- i. Camera or audio recording functions of electronic devices may pose threats to the personal privacy of individuals, used to exploit personal information, and/or compromise the integrity of educational programs.

Accordingly, the use of the audio recording or camera functions of electronic devices are strictly prohibited on school premises at all times.

h. Exceptions

- i. With prior approval of the administration, the above prohibitions may be relaxed under the following circumstances:
 1. The use is specifically required to implement a student's current and valid IEP
 2. The use is determined **by the administration** to be necessary for other special circumstances, health related reasons, or emergency.

L. COMPUTER NETWORK INTERNET ACCEPTABLE USE REGULATIONS

- a. Whitepine Joint School District students with school accounts are expected to act in a responsible, ethical and legal manner, in accordance with the missions and purposes of the networks they use on the Internet and the laws of the state and the US. Whitepine Joint School District's goal for student learning applies to all users of the network.
- b. Whitepine Joint School District believes that the benefits to educators and students from access to the Internet, in the form of information resources and opportunities for collaboration far exceed any disadvantages of access. But ultimately, parent(s) and guardian(s) of minors are responsible for setting and conveying the standards that their child should follow. To that end, Whitepine School District supports and respects each family's right to decide whether or not to apply for internet access for the student.
- c. USING THE NETWORK IS A PRIVILEGE, NOT A RIGHT, AND THE PRIVILEGE MAY BE REVOKED AT ANY TIME FOR UNACCEPTABLE CONDUCT. Unacceptable conduct includes the following:
 - i. Using the network for any illegal activity, including copyright or other contracts.
 - ii. Using the network for financial or commercial gain.
 - iii. Degrading or disrupting equipment or system performance.
 - iv. Vandalizing the data of another user.
 - v. Downloading any information or program without the permission of the technology coordinator.
 - vi. Wastefully using finite resources (e.g. tying up the network unnecessarily).
 - vii. Gaining unauthorized access to resources or entities.
 - viii. Invading the privacy of individuals
 - ix. Using an account owned by another user
 - x. Posting anonymous messages
 - xi. Placing unlawful information on a system

- xii. Use of chat rooms, newsgroups, list servers or e-mails.
- xiii. Downloading of games and/or music
- xiv. Accessing or creating any obscene or objectionable information, language, or images.

d. **CONSEQUENCES OF VIOLATION**

- i. Any violation of the above will result in disciplinary action by the school principal which may include:
 - 1. Loss of internet privileges
 - 2. Contact of local authorities if the violation is illegal
 - 3. Contact of parent and/or guardian