

Council Junior/Senior High School

Student Handbook

2020-2021



STUDENT BODY OFFICERS

President - Dottie Korte

Vice President - Jesse Kilborn

Secretary/Treasurer - Rhianna Iveson

Parliamentarian - Isabelle Eppich

INDEX

General Information	2	Attendance Information	5
Class Schedule	2	Student Expectations/Conduct	6
Academic Information	3	Activity Rules & Regulations	8
Student Information	4	Disciplinary Policy	9

GENERAL INFORMATION

Board of Trustees

Bob Grossen - Chair
 Melissa Roundtree - Vice-Chair
 Michael Paradis
 Shawn Stanford
 Julie Pate

Administration

Clete Edmunson - Superintendent/Principal
 Andy Glenn - Athletic Director
 Becca Bingham-Counselor
 Mindy Ivey - District Clerk/Treasurer
 Kari Dawn Iveson - Secretary

Instructors & Support Staff

Valerie Armichardy
 Ramona Beyuka
 Lee Bingham
 Jodi Cook
 Ron Corbett

Lynn Mendenhall
 Brian Joyce
 Cole Cooper
 Chloe Lucas
 Dayna Eppich
 Eric Pfeifer

Trista Robbins
 Shelly Edmunson
 Pat Goff
 Sharon Parker
 Marygrace Shelton

Contact Information

Council Jr./Sr. High School
 101 E Bleeker Street
 PO Box 468
 Council, ID 83612
 Phone: 208-253-4217
 Fax: 208-253-4297

Online Information

Website: csd13.org
 Facebook: Council High School

School Hours

Monday - Thursday
 8:00 a.m. - 3:54 p.m.

CLASS SCHEDULE

<u>Regular School Day</u>		<u>Early Dismissal Day</u>		<u>Advisory Day Schedule</u>	
Period 1	8:00 - 9:00	Period 1	8:00 - 8:35	Period 1	8:00 - 8:57
Period 2	9:03 - 10:03	Period 2	8:38 - 9:13	Period 2	9:00 - 9:57
Break	10:03 - 10:10	Period 3	9:16 - 9:51	Break	9:57 - 10:04
Period 3	10:10 - 11:10	Break	9:51 - 10:08	Period 3	10:04 - 11:01
Period 4	11:13 - 12:13	Period 4	10:08 - 10:33	Period 4	11:04 - 12:01
Lunch	12:13 - 12:48	Period 5	10:36 - 11:11	Lunch	12:01 - 12:36
Period 5	12:48 - 1:48	Period 6	11:14 - 11:49	Period 5	12:36 - 1:33
Period 6	1:51 - 2:51	Lunch	11:49 - 12:19	Period 6	1:37 - 2:34
Period 7	2:58 - 3:54	Period 7	12:19 - 12:54	Period 7	2:37 - 3:34
				Advisory	3:34 - 3:54

ACADEMIC INFORMATION

JUNIOR HIGH REQUIREMENTS:

Junior high students must pass six (6) of the eight core credits offered and four (4) of the eight elective credits offered in order to be considered for promotion to the next grade. Students who do not meet these requirements may be retained. A promoted student who has an F in any of the core subjects will be required to attain proficiency in an approved alternative academic program.

HIGH SCHOOL GRADUATION REQUIREMENTS:

Council Senior High School requires students to earn a minimum of 52 semester credits in grades 9-12 in order to graduate. These credits are made up of required classes and elective classes. Students are expected to take at least seven (7) classes each day unless special arrangements are made. Students must maintain a “C” average in these core classes:
English – 8 semesters **Math** – 8 semesters.

CREDITS:

Students shall be required to earn a total of 52 semester credits (State minimum is 46) in order to complete Council High School graduation requirements. A minimum of 19 elective credits and 33 core requirements are needed to graduate. Special education students who have successfully completed their IEP leading to completion of high school will be awarded a diploma. The core of instruction is thirty three semester credits:

Secondary Language Arts and Communication 9 credits*

English (language study, composition, literature)	8 credits
Communications –Senior Project	1 credit

Mathematics 8 credits

Algebra I (or meets Algebra I standards)	2 credits
Geometry (or meets Geometry standards)	2 credits
Secondary Mathematics of the student’s choice	4 credits
*(2 credits must be taken in the last year of high school)	

Science

Secondary Science	<u>6 credits*</u>
*(4 credits shall be laboratory sciences)	

Social Studies 7 credits

Government	2 credits*
US History	4 credits (2*)
Economics	1 credit*

Humanities 2 credits

World Humanities, Music, Advanced PTE, visual and performing arts or foreign language

Health/Wellness 1 credit*

*Indicates Idaho state requirements (minimum) for graduation

GRADING SCALE:

- A: (90-100%) - 4 points (Excellent)
- B: (80-89%) - 3 points (Above Average)
- C: (70-79%) - 2 points (Average)
- D: (60-69%) - 1 point (Below Average)
- F: (0-59%) - 0 points (Fail)

WEIGHTED CLASSES:

In determining class rank for class valedictorian, salutatorian, and all graduating seniors who have been enrolled in designated courses, letter grades will be weighted by the addition of one (1) point to the number normally given. For example, an "A" grade in one of the designated courses will receive five (5) points, a B four (4) points and so on. A grade of "F" in will receive no points. A list of weighted classes may be obtained at the school office.

STUDENT INFORMATION**NOTICE TO PARENTS CONCERNING STUDENT INJURIES:**

The 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 parent or guardian. The district carries only legal liability insurance.

Private student medical insurance is available to families for their individual purchase. Details are available during registration and at the school office throughout the year. Parents, please be prepared to pay for your child's possible medical expenses.

LOCKERS:

Students are assigned lockers during registration. A student must keep the assigned locker unless an official change is made through the office. The school assumes no responsibility for items left in lockers. Lockers are a shared ownership by the student and the school and are subject to search by school officials. The use of a school locker is a privilege that can be revoked if a student damages or misuses the locker. Students are responsible for keeping assigned lockers clean.

ACTIVITY CARDS:

Activity cards are required to participate in extracurricular activities. Student admission to home athletic events is free with card otherwise it is the adult price without an activity card.

EQUAL OPPORTUNITY:

No person shall, on the basis of sex, handicap, marital status, national origin, race or religion, be excluded from participation in, be denied the benefits of, or be subject to discrimination... in any academic, extracurricular, occupational or educational program.

STUDENT VISITOR POLICY:

Students are not permitted to bring visitors to school at any time.

ATTENDANCE INFORMATION

ATTENDANCE/ABSENCE POLICY:

The attendance policy of Council School District incorporates the compulsory school attendance policy contained in Idaho Code.

School is in session from 8:00 a.m. until 3:54 p.m. Monday through Thursday. Students may be required to attend extra hours before school, after school and/or on Fridays to improve grades, repeat failed courses, or for remediation. Students are also required to attend class meetings, mentor meetings, assemblies, and various school events.

ABSENCES:

All students in grades 7-12 will be counted absent when they are not in class, which includes the sick room. A parent/guardian must notify the office before or the day of a student's absence. When it is not possible to call the school, then a note or phone call will be accepted **on the first day** that the student returns to school. If notification is not submitted to the office, either by phone or note by the end of the first day the student is back in school, the absence will be considered a truancy. (See policy 3220 for entire attendance policy)

After missing seven days of a single class in a semester, for any reason, a student is at risk of losing credit. The student and their parent(s)/guardian(s) may be called before the Council School District Board of Trustees where they will be asked to provide an explanation and documentation for the absences. Students and parent(s)/guardian(s) should also expect to provide evidence of academic growth and/or a rededication to attending school. The board will make a recommendation to administration about whether the student will receive credit or not.

TRUANCIES:

Truancy is defined as follows: Any student who, in the judgment of school administration, is not attending school as defined by Idaho law or who is not in the designated area they are supposed to be during any educational class, activity, or school related event. Habitual truancy is defined below as per Idaho Code 33-206 and is punishable up to expulsion (Idaho Code 33-205) for the student. Habitual truancy could also lead to parents being referred to law enforcement as per Idaho Code 33-207.

33-206. HABITUAL TRUANT DEFINED. (1) An habitual truant is:

- (a) Any public school pupil who, in the judgment of the board of trustees, or the board's designee, repeatedly has violated the attendance regulations established by the board; or
 - (b) Any child whose parents or guardians, or any of them, have failed or refused to cause such child to be instructed as provided in section [33-202](#), Idaho Code.
- (2) A child who is an habitual truant shall come under the purview of the juvenile corrections act if he or she was within the age of compulsory attendance at the time of the violations.

TARDIES:

A student is tardy to class if they appear in class after the tardy bell has rang. If a student is more than 10 minutes late to class it will count as an unexcused absence and may be considered a truancy depending on the circumstances surrounding the extended tardiness. Every third tardy in any class will result in an unexcused absence for that class and that absence will count toward the student maximum allowed absences of 7 per semester. Each teacher has the right to administer specific classroom procedures that would define what a tardy looks like in their class (ex: students must be seated when the tardy bell rings in order for them to not be counted as tardy).

MAKE UP WORK:

It is the student's responsibility to obtain missed assignments when he/she is absent. A student will be allowed time to make up new material according to class specific rules in the class syllabus. **Assignments or tests** that were announced PRIOR to the student's absence are due the day the student returns to school. Before school, after school and/or Friday remediation days may be required to make up work.

CLOSED CAMPUS FOR JUNIOR HIGH:

A closed campus will be in effect for junior high students. No junior high student may leave campus without a parent/guardian signing their student out from school office. Any junior high student leaving campus without a parent will be considered truant.

LEAVING THE SCHOOL BUILDING:

Campus is closed for all students (7-12) during morning break and between classes.

All students leaving the building must have a parent/guardian or verified individual listed in the school information system check them out at the office (notes and phone calls will not be accepted to check out a student) before they actually leave, or they are considered truant. Students must have parental and teacher permission to leave the building at any time of the school day, except during lunch break. When the student returns to school, they must check back in at the office.

SCHOOL WITHDRAWAL:

To withdraw from Council Jr/Sr High School, obtain a check out slip from the office and follow the instructions on the withdrawal sheet.

STUDENT EXPECTATIONS AND CONDUCT

GENERAL SCHOOL RULES:

Every staff member in the district has the legal authority to reprimand any student at any time during the school day and at any school activity at any location.

1. Be in proper place by the bell
2. Bring all materials needed for class.
3. Respect others' property and personal space.
4. Listen to teacher's instructions and refrain from talking.
5. Use time wisely for learning.

PERSONAL ELECTRONIC DEVICES:

As a school community, we are deeply committed to learning. Fundamental to student and staff learning is the integrity of classroom instruction. For grades PK-6, no student cell phones are allowed in any classroom. For grades 7-12, the following policy will apply. In an effort to promote smart and appropriate use of technology, our cell phone policy will allow students to use their phones during designated times throughout the day. Students are permitted to use cell phones during:

- passing times
- lunch
- before and after school

During class/instructional time, students have the option of either leaving their cell phones at home, in their vehicles, in their school lockers or bringing them to class and placing them in the designated cell phone receptacle. All cell phones must be turned off or placed on silent upon entering the classroom. Teachers may design lessons where the use of cell phones is relevant to the course curriculum. Teachers will notify students when this type of use is authorized.

Phones that are not used properly will be confiscated by the classroom teacher/staff member.

- 1st offense: Cell phone confiscated and turned into the main office. Student will meet with principal regarding the cell phone policy infraction and face disciplinary action.
- 2nd offense: Cell phone confiscated, parent/guardian may pick-up the cell phone in main office and student will face further disciplinary action.
- 3rd offense: Cell phone confiscated, parent/guardian and student will conference with principal about further disciplinary actions that may include suspension.

SCHOOL TECHNOLOGY:

School technology is to be used for the educational process.

DRESS CODE/PERSONAL HYGIENE:

It is the policy of Council School District that students will appear at school clothed and groomed in an appropriate manner, which is dictated by principles of good hygiene, safety, and respect for others. The school expects that good taste shall be stressed at all times. School is a place of business, and student attire should reflect this.

We will follow the dollar principle in determining appropriate school clothing for all students: shorts should be no more than a dollar bill's length above the knee, and shirt straps should be wider than a dollar bill's width on the shoulder. Additionally, no undergarments should be visible, and bellies, breasts, and buttocks must be covered. Hats, bandanas, and hoods will not be worn in the building during school hours (8:00 a.m. to 3:54 p.m.).

Any article of clothing which is determined by building administrators to be inappropriate is prohibited. This includes those expressions that are obscene, profane, pornographic, and/or representative of a clear and present danger of illegal behavior. Items that are disparaging or demeaning to others such as racial, religious, sexist, or ethnic epithets are not acceptable. Items advocating pain, death, suicide, or the use of drugs, tobacco, or alcohol will not be allowed.

BUS RULES:

1. Follow the directions of the bus driver, chaperone, and/or coach the first time they are given.
2. Stay in your seat at all times.
3. Keep hands, feet, and objects to yourself.
4. No swearing, yelling, or teasing.
5. Littering or damaging the bus in any way is prohibited. Parents will be held responsible for damage done by their child.
6. All school rules apply to students riding the bus.

DANCE REGULATIONS:

1. Hours of dance will be determined by host of dance in conjunction with chaperones. Junior high dances must end by 9:00 p.m. and high school dances must end by 12:00 a.m.
2. Chaperones must include at least one faculty member and one non-faculty adult. Chaperones will be made aware of the dance regulations.
3. Students who leave the dance will not be readmitted.
4. Persons not currently members of Council High School are admitted only by prior arrangement through the school office.
5. Senior high (9-12) students are not allowed to attend junior high dances; junior high students (7-8) are not allowed to attend senior high dances.
6. An activity planner form must be completed and turned into the office at least five days before the event.
7. Students who violate the district policy on drug or alcohol abuse will not be admitted to any dance for the remainder of the year.
8. The organization sponsoring the event must have \$25 deposit (or that amount in their school account). Clean up and any repairs due to damage caused during the event are the responsibility of the hosting organization.

DRUG AND ALCOHOL USE:

Council School District is a drug and alcohol free campus in accordance to Idaho Code 33-210. Students, staff, or guests are not allowed to use, ingest, possess, sell, buy, or distribute drugs, alcohol, inhalants, controlled substances, paraphernalia, or products promoted as an alternative to drugs or alcohol on school premises. Any student violating the policy will receive consequences according to the disciplinary process defined in this handbook.

TOBACCO USE:

Council School District is a smoke free campus in accordance to Idaho Codes 39-5703, 39-5501, and 39-5506 in order to ensure the health of students and employees. No student, staff, or guest is allowed to smoke or chew tobacco inside the building, on school grounds, or on school sponsored trips. Any student in possession of or using any tobacco product, simulated tobacco product, vaping product, alternative to tobacco products, inhalants, or other products containing or simulating tobacco, will receive consequences according to the disciplinary process defined in this handbook.

The appropriate law enforcement agency will be notified of all cases at school or school related trips/events involving drug, alcohol, tobacco or breaking of the civil law.

ACTIVITY RULES AND REGULATIONS

ELIGIBILITY:

Eligible: Students must maintain a 2.0 GPA and have no failing grades at the end of each quarter. Each eligible student will have eligibility checked every three (3) weeks. All high school students in order to be considered eligible must meet the rules set forth in Section 8 of the IHSAA Rules Manual. Students with state test scores below proficiency level must participate in Council School District remediation programs to be eligible.

Ineligible: Students will become ineligible if his/her GPA falls below a 2.0. or he/she has a failing grade at the end of the previous quarter. Any ineligible student **may practice, but not participate in any events or activities** for a period of three (3) weeks. To regain eligibility, the ineligible student must pass all of his/her classes at the three-week grade checks in the next quarter.

All participating students, eligible or ineligible, will have eligibility checked every three (3) weeks. If any student is on the deficiency list at the three-week grade check, that student will be ineligible for seven (7) calendar days beginning on the date the deficiency list is made public. Therefore, if a student is on the deficiency list on the Monday of the fourth week, that student is ineligible for extra-curricular activities until the Monday of the fifth week. To regain eligibility, the ineligible student must be passing the deficient class(es) by the end of the 7-day period. If a student remains ineligible after the seven (7) day period, their eligibility will be checked again in seven (7) days.

GENERAL ACTIVITY RULES:

1. The activity supervisor will establish policies for curfew or tardiness and absence to/from practice at the beginning of the season.
2. Profanity is unacceptable and will be dealt with by the activity supervisor.
3. Coaches and activity participants will conduct themselves in an exemplary fashion at all time.
4. Hair, beard or mustache length will be set by respective activity supervisors, athletic director, or state regulations.
5. All activity participants will travel to and from all events on school-provided transportation. The only exception to this provision is that participants may be released after the activity into the direct custody of a parent or guardian. The superintendent may make exceptions concerning travel to activities.
6. All persons bound by these rules will wear appropriate clothing to and from all activities as determined by the activity supervisor.
7. Students suspended or expelled from school are not permitted to participate in extracurricular activities for the duration of the suspension/expulsion.

ATTENDANCE RULES:

1. Students will be expected to be present for all classes on the day of any scheduled extra-curricular activity, including practices, except for school travel time: Likewise, tardiness and absence from school the day following an extracurricular activity, other than for illness or injury, will not be excused. Extenuating circumstances may be pre-approved by an administrator.
2. Any student who is absent from school on the day of a scheduled extra-curricular activity will not be allowed to participate in that activity. Students presenting a signed and dated note from a licensed medical professional will be excused. Extenuating circumstances may be pre-approved by an administrator.
3. It frequently happens that players return from away games late at night. A nine-hour rule may be applied at the discretion of the Athletic Director to allow students to get adequate rest. This applies to participants only. Students must be at school no more than nine (9) hours after the bus returns. For example, if the bus arrives back at the school at 12:15 a.m., students are to be in class no later than 9:15 a.m. the next day. The coach or the Athletic Director will email the staff if the nine-hour rule is invoked and let them know what time to expect the students. Students are still responsible for any missed class work and if they arrive later than nine hours, they will be considered tardy.

SUSPENSION FROM EXTRACURRICULARS:

1. Authority to suspend students for the first violation of general activity rules #1-7 during any given school year will rest with the activity supervisor and/or principal for each activity. The first violation will result in a mandatory suspension for ten (10) percent of the regular season games or a minimum of one (1) game (or in non-athletic activities, one public performance) in an activity in which the student is involved. The student will be allowed to remain in practice activities.
2. A second violation of general activity rules # 1-7 during any given school year will be handled by the principal and/or superintendent. A minimum penalty of student suspension from public performance and activity practices for two weeks will be levied.
3. A third violation of general activity rules # 1-7 will result in a mandatory suspension from extra- curricular activities for the remainder of the school year and the withholding of all school awards granted during any given school year.

SUSPENSION FOR CRIMINAL CONDUCT:

1. A student may be suspended from extracurricular activities when he/she has been arrested or it reasonably appears to the District that he/she has violated criminal law, other than infractions for minor traffic violations; or has been involved with controlled substances including alcohol, tobacco, drugs, or drug paraphernalia, **in any location, either on or off campus**, at any time during the school year, in any of the following ways: attempting to secure or purchase; using or having reasonable suspicion of having used; possessing; intending or attempting to sell or distribute; selling or giving away; or being knowingly present when any of the above are used, possessed, or consumed.
2. Upon the first violation, the student will be suspended from all extra-curricular activities for twenty (20) percent of the current season's activities and/or the next activity season the student participates in.
3. A second violation will result in the student being suspended from all extra-curricular activities for sixty (60) calendar days.
4. A third violation will result in being suspended from all extracurricular activities for one (1) calendar year. This policy shall be continuous throughout high school eligibility.

DISCIPLINARY POLICY

The Council School District Board of Trustees has adopted a discipline policy to insure that our schools are safe, orderly, and conducive to learning. Teachers have a right to teach and students have a right to learn in an environment and climate that is free from disruption. Students who ignore the rules and impede the learning process will be subject to disciplinary action. The board has adopted the following discipline plan, which has certain consequences for student behaviors that fall in one of three behavioral categories. The behavioral categories are listed as minor, major, and severe offenses. The following describes each category and the possible consequences given for infractions. Behaviors that are not included in one of the categories shall be evaluated by the administration for placement in one of the three categories.

MINOR OFFENSE:

This is any behavior that disrupts the learning process or causes problems in an area of school campus such as: public display of affection, constant talking or yelling, spitting, littering, running, hat in building, tardiness, dress code violations, use of cell phones, possession of laser light, skateboard or scooter on campus, throwing snowballs, and general classroom disruptions.

Minor Offense First Referral: Conference, parent contact, and/or other appropriate consequences

Minor Offense Second Referral: Conference, parent contact, and/or other appropriate consequences

Minor Offense Third Referral: Refer to Major Offense First Referral

MAJOR OFFENSE:

This is any action that threatens the safety or welfare of people on campus and/or stops the learning process such as: open defiance of authority, unsportsmanlike or inappropriate behavior at a school activity, tobacco use or possession, threats and/or acts of violence toward other students, fighting, offensive or profane language, stealing and/or receiving stolen property, destruction/vandalism of property, cheating/plagiarism, sexual harassment or misconduct, and truancy.

Major Offense First Referral: Conference, parent contact, and/or other appropriate consequences including detention or ISS

Major Offense Second Referral: Conference, parent contact, and/or other appropriate consequences including ISS or OSS

Major Offense Third Referral: Conference, parent contact, and/or other appropriate consequences including OSS or expulsion

SEVERE OFFENSES:

This is an offense that endangers the safety or welfare of people on campus and/or is a criminal act such as: physical or verbal abuse of a staff member, a bomb threat or involvement with illegal explosives on school property or at school activity, arson, intimidation of school authority and/or interfering with the duties of school personnel, possession or use of drugs/alcohol or other intoxicants/drug paraphernalia, selling or distributing drugs/alcohol or other intoxicants, fire alarm or other warning devices set off, possession of weapons or dangerous instruments, the sale/distribution of firearms/explosives/paraphernalia designed to inflict bodily harm and/or property damage, inciting or participating in a riot or causing or participating in a major school disruption, trespassing, and unlawful entry or breaking into building. Depending on the offense and frequency of occurrence, the range of consequences shall include a suspension out of school for one-ten days, recommended expulsion from school to the school board, and/or a formal report to law enforcement.

NOTE ON CONSEQUENCES:

Student failure to abide by a consequence will result in a more severe consequence.

DISCIPLINE FOR OUT-OF-SCHOOL CONDUCT:

Any Council School District student, whose conduct outside of school time and away from school property is having a negative impact on normal school system operations, as determined by the school district administration, shall be held accountable for such conduct. Student accountability may include suspension, expulsion, removal from activities or offices, or some other appropriate form of punishment available to the district administrative staff. Examples of such misconduct may include harassment or vandalism directed against school staff, crimes directed at other students, or other offenses deemed as appropriate to justify such school district response.

ADMINISTRATIVE DISCRETIONARY POWER:

The school administration has the right to evaluate and give consequences for any inappropriate behavior that is not specifically addressed in the discipline plan. The principal has the discretion to determine appropriate punishments based on the circumstances of each incident.