

TETON HIGH SCHOOL

555 E Ross Ave

Driggs, Idaho 83422

208-228-5924 Main Office

855-809-3457 FAX

<http://tsd401.org/>

STUDENT HANDBOOK 2020-2021

This book belongs to:

Student's Name: _____ Grade _____

This handbook has been compiled to inform you on policies and procedures to assist in making your high school experience a more positive and successful one. You are expected to read, know, and follow the rules for the student behavior and attendance in this handbook.

Information in the handbook was current at print time and is subject to change at any time during the school year. Changes will be announced, and students will be held accountable and informed of all changes. Board Policies in the handbook have been edited for space. Complete copies of these policies are available from the Teton School District Office, located at 445 N. Main, Driggs Idaho, 83422 or at <http://teton.d401.k12.id.us/district/policies/board-policies>

Teton High School Bell Schedule

Period	Start time	End time
1st/5 th	8:15 AM	9:39 AM
2nd/6 th	9:44 AM	11:07 AM
Advocacy	11:12 AM	11:42 AM
Lunch	11:42 AM	12:21 PM
3 rd /7 th	12:26 PM	1:49 PM
4th/8 th	1:54 PM	3:17 PM

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Teton School District #401

School Board Members

Ben Kearsley
Sannon Brooks-Hamby
Jake Kunz
Alexie Hulme
Ticia Sheets

Superintendent

Monte Woolstenhulme

Teton High School Administration

Principal – Samuel Zogg
Assistant Principal/Athletic Director - Brody Birch
Counselor – Kya Lisum
Counselor – Debbie Woolstenhulme
Secretary – Tenille Hess
Attendance Secretary – Regina Beard
IDLA – Jennifer Hansen

Teton School District 401 does not discriminate on the basis of age, race, color, creed, religion, ancestry, national origin, sex, or disability in admission or access to, or treatment or employment in, its educational programs or activities. Inquiries concerning Title VI, Title IX, and Section 504 may be referred to Monte Woolstenhulme, Superintendent; TSD 401, 445 N. Main Street, Driggs, ID 83422, or telephone (208) 228-5923, or Idaho Department of Education PO Box 83720 Boise, ID 83720-0027. The District hires only U.S. Citizens and lawfully authorized alien workers.

Teton High School values all students equally regardless of race, gender, religion, immigration status (or parents' immigration status), ability, or sexual orientation. Teton High School is committed to providing a safe and caring environment for *every* student, *every* day.

Mission Statement

Vision:

Excellence In Education Striving for Excellence in Everything We Do.

Mission:

Teton School District 401 provides a safe and exceptional learning environment where career and college readiness are the academic cornerstones of a relevant and progressive education.

Goal Areas:

- Student Safety
- Student Achievement
- Fiscal Responsibility
- Community Relations
- Facilities

Faculty and Staff

101	–	Justin Smith	301	–	Sara Montesano
102	–	Susan Hawkins	302	–	Katie Cavallaro
103	–	Kristy Romano	303	–	Dan Romano
Gym	–	Jeffrey Wilkes	304	–	Susan Pence
Gym	–	Sarah Christensen	305	–	Ben Berry
109	–	Shelly Hansen	306	–	Martin Kokol
Lib	–	Tresha Beard	307	–	Brent Schindler
201	–	Diane Green	308	–	Rose Hendricks
203	–	John Campbell	309	–	Steve Crow
204	–	Melissa Hare	310	–	Troy Miskin
205	–	Amy Sotin-Wood	450	–	Ag Bldg. Mark Hansen
206	–	Marilyn Reiley	453	–	Ag Bldg. David Ross
207	–	Shannon Carter	501	–	Emma Ray
208	–	Jason Ruff	502	–	Lisie Smith
209	–	Sandra Balmforth	503	–	Russ Tibbitts
210	–	Amanda Bevan			

Registration

Proper registration is important. Check graduation requirements and college admission requirements – consult with your parent(s), teacher/advisor and counselor. It is estimated that the average student spends 17,000 hours in a classroom from the time they are in kindergarten until the end of their twelfth-grade year. The average person in the work force spends 89,000 hours in his/her career. It is important to carefully choose classes that will be most beneficial toward the success of the student’s future career goals.

After registration the following process will need to be followed prior to making a schedule change:

1. A \$25.00 fee must be paid in order to obtain an “official” schedule change form.
2. Schedule changes must be signed by both teachers.
3. Schedule changes must be signed by a counselor.
4. Schedule changes must be signed by principal.
5. Parents must turn completed form into the office.

(Exceptions to this process will be made for computer error or changes to meet graduation requirements)

Schedule changes and withdrawals will not be allowed after classes have been attended a third time.

Special Clothing will be required in specific classes. Shop coats, coveralls, and P.E. are among the classes that require special clothing.

Class designation shall be according to the following credits earned:

Freshmen	0-13
Sophomore	14-26
Junior	27-39
Senior	40-54

Graduation Requirements

The requirements for graduation from Teton High School have been established by the Board of Trustees of Teton School District 401 within the conformity of the State of Idaho Department of Education guidelines. Students who have successfully met these requirements will receive a diploma from Teton High School.

Academic Credits

Teton High School is on an A/B block semester schedule. There are eighteen weeks in each semester. Students will take eight classes per semester for a total of sixteen credits within an academic year. Students will attend four classes on alternating days, four on A day and four on B day.

Graduation Requirements for Teton High School 2021 and Beyond

<p><u>9th Grade (freshman)</u></p> <p>English 9 A & B Physical Science A & B Health 9 Physical Fitness Math A & B*</p>	<p><u>10th Grade (sophomore)</u></p> <p>English 10 A & B Biology A & B World Issues & Early Am Hist/Honors History A & B P.E. I: Team or Individual Sports Math A & B*</p>
<p><u>11th Grade (junior)</u></p> <p>Eng 11 A & B/AP Eng Lit & Comp A & B US History A & B/Honor US History A & B Health 11 P.E. Class Science A & B* (11 or 12) Math A & B*</p>	<p><u>12th Grade (senior)</u></p> <p>Eng 12 A & B/AP Eng Lit & Comp A & B US Gov A & B/ US Gov Dual Enroll A & B Economics Speech or Dual Credit Communication 1101 Math A & B*</p>
<p>In addition to the classes listed above (33 credits) students will need:</p> <ul style="list-style-type: none"> • Take the new ISAT by Smarter Balance. • Senior project • Take the ACT, SAT, or Compass exam by the end of grade 11 • 2 credits of humanities • 19 credits of electives* for a total of 54 credits required to graduate. • Pass state of Idaho's Civics exam <p>*3 years of science and 3 years of math are required to graduate from Teton High School. All math must be Algebra IA or above with two credits of math taken during the senior year. Colleges recommend that students take 4 years of math and 2 years of foreign language.</p>	

Calculation of Cumulative GPA

Students ordinarily receive a GPA based on a standard 4 point scale. This number represents an average of all the point values for all completed semesters in high school.

Students have the option to earn points on a 5 point scale when they take any Advanced Placement (AP) class. Regular classes, honors classes and dual credit classes are still calculated on the 4 point scale but Advanced Placement classes demand greater commitment and hard work. College admissions value Advanced Placement classes to the point that a B in an AP class is seen as an A in a regular class.

GPA's are calculated at the end of each semester after semester grades have been posted. At the end of seven semesters the selection of speakers for the graduation ceremony will be determined. Student's ranking first and second in their respective senior class will be offered the privilege of speaking at graduation. Colleges and scholarship funds are very aware of the rigor of AP courses. *Student transcripts* sent out of the district before and after graduation will include both a weighted and un-weighted GPA.

	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F
4 point scale	4	3.7	3.4	3	2.7	2.4	2	1.7	1.4	1	.7	0
5 point scale	5	4.7	4.4	4	3.7	3.4	3	2.7	2.4	2	1.7	0

Grading Scale

93-100 = A = 4.0

90-92 = A- = 3.7

87-89 = B+ = 3.4

83-86 = B = 3.0

80-82 = B- = 2.7

77-79 = C+ = 2.4

73-76 = C = 2.0

70-72 = C- = 1.7

67-69 = D+ = 1.4

63-66 = D = 1.0

60-62 = D- = .7

59 & Below = F = 0.0

National Honor Society

Teton High School has a National Honor Society Chapter. Please see information regarding the selection process, and other information regarding National Honor Society on Teton High School's webpage at:

http://tsd401.org/images/stories/THS/files/By_Laws_for_Honor_society.pdf

General Information

Parking Your Car (Board Policy 3450)

To park on campus the driver must fill out student vehicle parking application and display a parking permit at all times on campus. You must have a valid driver's license and current vehicle registration. Park your car in authorized student parking. Do not park your car in the fire lanes, driveways, or on the grass. Inappropriate parking may result in loss of right to park on campus.

Campus Rules

Once you have arrived at school in the morning, you are expected to stay on school grounds, except during lunch or unless you are signed out with the office. The office will verify your need to leave with either a phone call or a written note from home. If the office is unable to verify the need, you will not be allowed to leave the school. Failure to abide by these rules may result in truancy.

Public Display of Affection

Hand holding and friendly hugs are **the only** acceptable displays of affection at THS. Please refer to minor discipline procedures for consequences.

Food and Drinks

Food and drinks being taken into the classroom is at the discretion of the teacher and administration. Unless you have permission from a teacher and a signed "lunch pass", **all lunch trays** and food will remain in the cafeteria and "the commons" during the lunch period. Vending machines will only be turned on and available before school, after school, and during lunch period.

Assemblies

Assemblies are for everyone. You are expected to attend and follow all school rules. You are not to leave the building or the campus during an assembly unless you check out with the office.

*see truancy

Assembly Expectations

- Feet should not be placed on auditorium chairs.
- No Climbing on or over chairs.
- Electronic devices and cell phones should be silenced and put away.
- Hats may not be worn.

Assemblies are like classes. Permission is required to leave the auditorium or gym

Respect must be shown to all performers and speakers with appropriate cheering and applause.

Semester Test

All students are required to take semester tests. Test must be taken according to the semester test schedule. Exceptions to this may be granted in extreme circumstances. If a student is planning on missing school on semester test day(s) their parent/guardian must submit written permission to the principal a minimum of two weeks in advance.

Attendance

Attendance Policy (Board Policy 3050)

Regular school attendance is essential to the positive learning experience of the student. The main responsibility for attendance rests upon the student with the help of the parent/guardian. Whenever the student is absent for reasons other than school-related activities, it is the responsibility of the parent/guardian to verify the absence with the attendance office.

Daily attendance (more details in the board policy 3050)

If a student is not in attendance at least ninety percent (90%) of the days a class is in session the Board of Trustees may deny promotion to the next grade or credit for the class, even if the student earned a passing grade. If a student is absent more than 5 times in a class at Teton High School they will violate the 90% rule and credit may be lost even if the student is receiving a passing grade. Each student's unique absence will be dealt with by Teton High School administration.

The ONLY absences that WILL NOT be used in calculating the attendance record are:

- A. Those that occur due to school-sponsored activities, since these are considered an equivalent educational experience. These exemptions will apply to students participating in sports events, cheerleading, music related events, FFA trips, academic field trips, and THS club/activities deemed co-curricular.
- B. Bereavement in the immediate family (grandmother, grandfather, father, mother, sister, brother). Any extended bereavement may be reviewed by the Attendance Board.
- C. Subpoenas to appear in court or court-ordered, out-of-district placements for special services
- D. Illness or hospitalization verified by a doctor's statement.
- E. State, regional, and national competitions (see grade eligibility requirement) for example: (Nordic and downhill skiers)
- F. Students absent for medical, dental or counseling accompanied with notes from the medical professional or counselor.
- G. Authorized absences from the school.

Tardies

Students are marked tardy if they are not in their classroom and following classroom procedures when the tardy bell rings at the beginning of each period. The following tardy policy is in effect each semester:

1. Three tardies will equal an absence
2. A Sixth tardy will count as a second absence
3. Additional tardies will result in negative consequences and possible loss of credit.

Discipline Procedures

Due Process

All students will be afforded rights as guaranteed under the Constitution. A student shall be given written or oral notice of the charges against his/or her and an opportunity to present his/or her version of the incident in question. Staff members must give each student the opportunity to defend himself/or herself against charges of misconduct prior to disciplinary action which may lead to suspension or expulsion. Such procedures must be reasonable, fair, and lead to a reliable determination of the factual issues involved.

Classroom Discipline Procedure

It is the responsibility of each teacher and each student to assure the environment in the classroom is conducive to learning. Classroom rules will be outlined by the teacher in their course syllabus. If a student is unwilling to comply with classroom rules or are disruptive to the learning environment, teachers may take any or all of the following steps.

1. Call student by name to correct behavior.
2. Relocate student by assigning a seat.
3. Talk to student one-on-one in the hallway.
4. Call parent on the phone.
5. Send student to the office and call administration to communicate to them which student is going to the office and the nature of the visit.

Minor Discipline Problems

The following types of student conduct, while under the supervision of the school, on or off school grounds, will constitute a minor discipline problem:

1. Bullying, cyber bullying, initiation, or harassment. (may be considered major or minor)
2. Using profanity, vulgarity, abusive, obscene, or inappropriate language. (may be considered major or minor)
3. Insubordination, defiance, being disrespectful, willful disobedience or failing to comply with reasonable directions of a staff member. (may be considered major or minor)
4. Unauthorized parking in fire lane, driveway, or use of student's vehicle during school hours
5. Truancy, including being in the hallway during class time without a Corridor Pass.
6. Dress code violation
7. Not riding school approved transportation to school activities
8. Public display of affection.
9. Horseplay

Procedure for Handling Minor Discipline Problems

The procedure for handling minor discipline problems will be as follows: Any steps may be skipped, and action initiated at a subsequent step if the seriousness of the behavior warrants.

1st Offense: Student/principal conference. Parents may be called and detention assigned.

2nd Offense: 1 day suspension, detention, or special assignment. Parents may be called.

3rd Offense: 2 days suspension, detention, or special assignments. Parents will be notified.

4th Offense: 3 to 5 days suspension. Parents will be notified and the student referred to the superintendent.

5th Offense: Referral to the Board of Trustees for possible expulsion. Student may be suspended until the hearing with the Board.

Major Discipline Problems

The following types of student conduct, while under the supervision of the school, on or off school grounds, will constitute a major discipline problem:

1. Bullying, cyber bullying, initiation, and or harassment in any form. (may be considered major or minor)
2. Using profanity, vulgarity, abusive, obscene, or inappropriate language. (may be considered major or minor)
3. Insubordination, defiance, being disrespectful, willful disobedience or failing to comply with reasonable directions of a staff member. (may be considered major or minor)
4. Extortion by means of force or threat to obtain money or property from another student.
5. Intimidation of any person with the threat of bodily harm.
6. Disruption of school related activities by depriving others of the use of school buildings, school grounds, or parts thereof, through violence, force, noise, threat, passive resistance, or other conduct which interferes with the educational activities as organized by the school officials.
7. Vandalism or graffiti
8. Gambling, stealing, or extortion
9. Intentionally causing, attempting to cause, or behaving in such a way as to cause physical injury to any student or school employee. Any incident in which a student knowingly hits, shoves, or in any way causes physical abuse.
10. Any activity related to the influence of any drugs, illegal drugs, unauthorized prescriptions or possession of drug paraphernalia. Possessing, using, selling, transmitting, or being under the influence of any drug, alcohol, intoxicant of any kind, or tobacco. If there is strong evidence of drugs, intoxicants, or alcohol, the proper authorities will be called.
11. Being sent to the office by classroom teacher after teacher has followed the classroom discipline procedure.
12. Possessing, handling, or transmitting any object which may be reasonably considered a weapon or perception of dangerous object.
13. Unauthorized use of a vehicle during school hours or at a school function.

14. Any action that would threaten the health, safety, and well-being of students, teachers, employees, or parents.

Procedure for Handling Major Discipline Problems

The procedure for handling major discipline problems will be as follows: Any steps may be skipped, and action initiated at a subsequent step if the seriousness of the behavior warrants.

1st Offense: 1 to 5 days suspension, detention, or special assignments. Parents will be notified.

2nd Offense: 3 to 5 days suspension. Parents will be notified, and the student referred to the superintendent.

3rd Offense: Referral to the Board of Trustees for possible expulsion. Student may be suspended until the hearing with the Board.

Out of school Suspension

Students may make up assignments during the suspension at the discretion of the teacher. All test and major assignments must be made up in accordance to the teacher's procedures. Students may not be on the Campus of Teton High School during suspension including after school hours and extracurricular activities.

Expulsion

A student who continually refuses or fails to abide by school regulations and policies may be expelled from school. Expulsion may result in a loss of credit. Recommendation for expulsion shall be reported to the Superintendent of Schools.

General Policies

Dress Code

The Board of Trustees of Teton County School District No. 401 recognizes the individual right of students to choose their style of dress. The Board takes pride in the fact that the majority of this district's students have elected to wear clothing and observe grooming habits which represent the pride students have in their school.

Clothing should always be clean, mended, suitable to body size, and in good taste. Clothing or grooming habits that are disruptive, have detrimental effects on the educational process, or depict illegal or immoral acts are prohibited. Clothing and grooming habits must take into account the sensibilities of others. In order to create a workable and enforceable standard for student dress the following guidelines will be followed:

Clothing

1. Clothing, including shirts and book bags that depict illegal or immoral acts, or grooming habits that are disruptive or have a detrimental effect on the educational process, are prohibited.
2. Clothing which depicts by word or picture items or acts which are obscene, lewd, indecent or offensive are also prohibited.

3. Clothing with any depiction or words describing or advertising any alcoholic or tobacco product, or any legal or illegal substance is prohibited.
4. Clothing which exposes the stomach, back, chest or upper leg is prohibited.
5. Spaghetti straps and tank tops are not to be worn.
6. Footwear must be worn.
7. Undergarments are not to be exposed; leggings are not to be worn alone and must include an appropriate length skirt or shorts (see item eight below).
8. Shorts, skirts, or dresses must be no shorter than mid-thigh.
9. Insignia are unacceptable in any form if they contain words, symbols, messages, styles of gang symbols, logos, emblems which degrade gender, religion, culture, ethnic value or if they are obscene symbols, signs and slogans.

Violation will result in the following:

Student will be required to find an alternate article of clothing before returning to class, principal conference, and parent contact. Students will be truant until dress code violation is corrected.

Accessories

1. Electronic devices (pagers, cell phones, stereo head sets, MP3 players, tablets, computers, and ear phones) are not to be seen or heard during testing environments. Refer to classroom syllabi for individual teacher policies.
2. Sun glasses shall not be worn in the school building.
3. Head coverings are allowed at school with the understanding that teachers retain the right to enforce rules established in individual class syllabi.
4. Belts cannot be hanging from the waist.
5. Due to bandannas having gang reference they are prohibited as attire.
6. Jewelry that could inflict bodily harms or be used for drug paraphernalia is prohibited. Visible body piercing such as face, eyes, arms, hands and feet that could inflict bodily harm to self or others is prohibited.
7. Studded wristbands or belts are not permissible in a school setting.
8. Personal toys are not allowed in the school building. i.e. skateboards, roller blades, etc.

Violation will result in the following

1st Offense: Confiscation of item for the day.

2nd Offense: Confiscation until parent picks-up the item.

Weapons Policy

Policy of Teton County School Board prohibits students from possessing a weapon of any kind on school property or at school sponsored activities. Instruments considered weapons are knives of all types, chains, chuck-sticks, throwing stars, darts, metal knuckles, blackjacks or clubs, explosives, chemicals such as mace, or any other items intended to inflict injury on another individual or group of individuals.

Possession, use, or any attempt to use such weapons will constitute violation of the policy. Students found in violation of this policy will be referred to law enforcement authorities for legal action; students found in violation will be suspended.

Senate Bill 1189 passed by the Idaho legislature in 1995 requires that a student or students who have been found to have carried a firearm on school property shall be expelled from school for a period of not less than one year (twelve calendar months). The local School Board is allowed to modify the expulsion order on a case by case basis. Discipline of students with disabilities shall be in accordance with the requirement of the federal law part B of the individual with disability education act and section 504 of rehabilitation act. (Idaho Code, Section 33-205). Teton School District No. 401 has a zero-tolerance policy toward any kind of gun including look-a-like guns or toy guns on school property or at school functions.

Teton School District No. 401 will not admit a student who has been expelled from another district for violating Senate Bill 1189 until that student has completed the expulsion period. The timing should be based on written confirmation from the district that initially expelled the student.

Dance Policy

Dress code applies and will be enforced. All THS dances are for THS students only. All students must show either their current THS activity or ID card. College students or individuals who are not enrolled in high school may not attend. If a student from another school, private, home or public desires to attend they must adhere to the following.

1. The visiting student must be sponsored by a THS student.
2. The sponsoring student must obtain & submit to the office a THS dance pass at least 48 hours before the scheduled dance.
3. An administrator will contact the visiting student's school to determine if the student is in good standing with that school. (no major discipline problems)
4. The sponsoring student is responsible for the visiting student's behavior. If there is a problem both students will be required to leave.
5. All visiting students must follow all THS policies.

Cheating and Plagiarism

Cheating:

- a) To take an examination, quiz, assessment or test in a dishonest way, as by improper access to answers or the information of others, to violate rules or regulations, to deceive, elude, defraud.

Plagiarism:

- a) "Students who use someone else's ideas or words without giving credit to the source have committed plagiarism. Students who simply change the wording or word order of a passage, or extract phrases from a passage written by another author *have not* created an original idea – they *have* committed plagiarism."

- b) The unauthorized use or close imitation of the language and thoughts of another author and the representation of them as one's own original work.

Consequences:

1st offense: Zero on assignment and parents will be notified

2nd offense: Zero on assignment, parent, teacher, and administrator meeting to determine consequences.

3rd offense: Loss of credit.

Extracurricular Activities

Philosophy of Teton Extracurricular Activities

Participation in an extracurricular activity is a privilege. By being a group or team member, the participant assumes the responsibility of projecting an image which is positive and reflects on the total student body. Their actions, general health habits, behaviors and sense of responsibility should be representative of the role of student leadership being undertaken.

Fees

All students who participate in an extracurricular activity must purchase an activity card (\$40). A travel fee of \$25 must be paid for each extracurricular activity in which you are involved. If you wish to participate but are unable to pay fees, talk to the activities director to discuss possible scholarships available. We do not want finances to deter students from participating.

Accountability of Equipment

Uniforms and equipment will be checked in and out by the advisors and coaches of a particular activity or sport. Students will be held accountable for the specific piece or pieces of equipment checked out to them and will be responsible for the price of a replacement item if they do not return a piece.

If equipment is damaged or destroyed by negligence, then the student responsible will be liable for the replacement of the equipment and will be assessed the cost of the replacement. An athlete may not participate in another sports program if equipment for which they are responsible is not returned or restitution is not paid.

Attendance

The student must be present in school on the day of the contest or activity. If a student is not present on Friday and the contest is played on Saturday, then the athlete or participant is not eligible for that activity. If the advisor, coach, and school administrator is notified of a prior doctor's appointment or if the absence is unavoidable in the eyes of the advisor, coach, and administrator then the student will be eligible.

Travel

Unless other travel arrangements are authorized, students will board the bus at the school designated bus stops and will return to the designated bus stops. The only variation allowed in this regulation is the release of students to parents in a face-to-face situation at the close of the activity before buses begin the return trip. Such release will require a signed note from the parent. Exceptions to this process must be pre-arranged by the parent with an administrator.

Behavior

A student must be in good standing with the school concerning discipline. A student under in-school or out-of-school suspension will be ineligible to participate in at least one competition within a week of their suspension.

Letter Requirements

A student must be in a group or a team member in either an active supportive nature throughout the entirety of the season without infractions to be eligible to receive a letter or certificate. Exceptions may be made in case of illness, injury, or if the student moves and his or her advisor or coach feels that the student is deserving of an award. Each participant should meet the following qualifications:

1. Sportsmanship
2. Attitude
3. Cooperation
4. Character
5. Attendance at practice
6. Participation in competition or performance

After a student receives the initial "T" letter, they will then receive bars, emblems and/or certificates indicating that they have lettered during a subsequent school year. Individual plaques or medals will be given at the discretion of the advisor or coach to those participants who have made outstanding contributions throughout the season.

Grade Eligibility Requirement

To be eligible to participate in extracurricular activities at Teton High School a student must have passed 6 classes the previous semester as required by the Idaho High School Activities Association. Teton High School also requires that students must have a minimum 2.0 GPA and no failing grades in their current classes to be eligible to participate. If a student falls below 2.0 or has a failing grade they will become ineligible until they are above 2.0 and have no failing grades. While ineligible students will not be allowed to travel, perform, or dress for any activities.

Hazing

Hazing, harassment, and initiation practices of any form will not be tolerated. Violation may result in suspension and possible dismissal from the activity.

Behavior

A student must be in good standing with the school concerning discipline. A student under in-school or out-of-school suspension will be ineligible to participate in at least one competition within a week of their suspension. No participant in extracurricular activities will be allowed to partake of drugs without prescription, alcoholic beverages or tobacco products or being knowingly present when any of the above are used, possessed, or consumed. Being involved in a crime of moral turpitude may jeopardize their status on a team or group (Refer to consequences of infractions).

Consequence of infractions

Infractions that occurs during the school year, whether in or out of the season the following consequences will be enforced:

1. If a student is currently participating in an activity, they will be suspended immediately from that activity for 30% of the activity. The suspension may carry over into the next activity in which the student participates.
2. If the student is not participating at the time of the infraction, the 30% will apply to the next activity in which they participate.
3. Participants in activities will be allowed to practice during the suspension but may not participate in any competition.
4. If a second infraction occurs during the school year, the individual will not be allowed to participate in any extracurricular activities for the remainder of the school year.

Parent Information

Helpful Guidelines for Parents

Your sons and daughters will be faced with many issues as they move through their high school years. During this time, they will have to make decisions that will affect their career, education, and personal goals and plans.

They will be gaining knowledge about themselves and others and will gain an understanding about the importance of systematic career and educational planning. As parents, you have the opportunity during this time to be involved with their career planning and provide them with the support needed to make informed choices regarding their futures.

The following activities will be helpful as you guide them through their high school years.

1. Review their career and educational plans with them on a regular basis.
2. Discuss with them how their high school classes relate to potential career choices.
3. Talk to them about your own careers and about the occupations of other family members.
4. Provide them with the opportunity to see their grandparents' and other relative's places of employment.
5. Help them build their self-confidence. Make them feel good about what they do in and out of school. Acknowledge their small achievements.
6. Know their school environment. Visit with teachers, counselors and other staff members.
7. Encourage them to be involved in school activities. Discuss how these can provide career information and self-insight
8. Help them to recognize their area of strength and how these relate to career choices.
9. Encourage them to be involved in school activities. Discuss how these can provide career information and self-insight.
10. Help them to recognize their area of strength and how these relate to career choices.
11. Encourage them to explore all options for educational opportunities beyond high school: technical preparation, apprenticeship programs, military service, junior colleges, or four-year institutions of higher education.
12. Stress the importance of always doing their best in school. Recognize their efforts.

13. Celebrate Success! Listen and understand when failure occurs and turns into a learning experience.

Freshman Year

1. Develop a systematic long-range plan of courses in high school that will prepare your student for a program leading to a career that fits his/her interests.
2. Review your student's progress in study habits and test-taking skills with appropriate faculty.
3. Discuss career plans/options with your student using assessment information and data.
4. Review and understand the necessary requirements for graduation.
5. Review change and approve your student's tenth grade educational plan.

Sophomore Year

1. Review your student's test results and how they relate to his/her career and educational plan.
2. Check at your place of employment for available employer-related scholarship information and other sources of financial aid.
3. Attend career fairs and college fairs with your student.
4. Clarify and reinforce with your student the necessity of making a commitment to post high school plans.
5. Review, clarify, change and/or approve your student's eleventh grade plan

Junior Year

1. Check on college entrance test date and registration. (PSAT, ACT, SAT)
2. Review with your student specific entrance requirements for post-secondary training programs he/she may wish to attend.
3. Review graduation requirements and be certain that appropriate credits are being obtained.
4. Encourage your student to check on financial aid and scholarship opportunities.
5. Review your student's twelfth grade career educational plan and schedule.

Senior Year

1. Help your student remember due dates on scholarships and other sources of financial aid. Re-check graduation requirements.
2. Remind student to obtain various forms related to acquisition of financial aid (scholarships, student loans, grants, etc.) by November.
3. Attend presentations related to scholarships and financial aid offered by the school.
4. Complete all financial aid forms as soon as possible.
5. Help your student to complete necessary applications as soon as a decision has been reached relative to which post-secondary training institution he/she will be attending.
6. Check your student's completed applications, resume development and interviewing.

Study Habits

- The teacher is there to instruct you and answer your questions. Ask for explanations of anything you do not understand.
- Always pay attention in class.
Start on long term class and homework assignments immediately.
- Set a realistic schedule of how much needs to be done each day or each week. Do not create pressure for yourself by waiting until the last night or weekend.
- See that you have proper homework study conditions: quiet area, proper lighting, materials, etc., and set a regular time, if possible for studying.
- When you study, give the subject your full attention and do not allow your thoughts to be distracted. Be aware of your learning style and have a place to study that compliments your style. One half-hour intense concentration often will be worth two hours of time spent during which you allow your mind to wander or are otherwise distracted.
- Learn to take notes in class. Do not try to make complete sentences: just write down key words and phrases. One method is to take notes and later copy them into a special notebook. In this way you are actually reviewing while you recopy the notes.
- Before you begin to read a chapter, glance at any questions that are listed at the end. Read the captions of the pictures and look at the illustrations. If you find any words you do not know, look them up in the glossary or a dictionary. This will assist you in establishing purposes before you begin your reading.
- After you have read a chapter or pages, go over the material carefully and take notes of the important points that you want to remember. Do not skip words or problems you do not understand.
- Ask yourself questions about the assignment and if you cannot answer them, skim the material again looking for that precise information.
- Do not get upset with a difficult assignment. After studying a lesson for a reasonable length of time, put it to one side and come back to it again when your mind is rested. It will be easier the next time you go over it.
- Ask you teacher for specific suggestions about how to study.
- There are certain techniques that vary among subjects, and teachers know special methods that will help you remember and understand difficult material.
- Students are encouraged to be involved in extracurricular activities.

Career Planning

Preparation Guide Career

As you think about career choices and career planning, think of the community in which you live. Your community can be one of the best resources for information about career, mentor, counseling, financing and the like. Try to become informed by approaching your school counselor as well as other resource personnel in your area.

It is important to set goals. You cannot expect to accomplish your career goals unless you make a plan. The sooner you begin to chart your direction, the more direct will be your course toward your career destination. This section will help you explore career possibilities and provide you with some tips on reaching your destination.

1. Assess Yourself: Employers are looking for the skills and attitudes you have; how you think, act and work with others. A personal assessment will provide you with good clues as to the type of career options you should be considering. Assess yourself in terms of these categories.
 - a. What interest or skill have you developed?
 - b. What do you like best; working with people, things or ideas and information?
 - c. What subjects really interest you?
2. Explore Possibilities: Read about various career possibilities of interest to you. It is best not to base important decisions on one experience only; you are well advised to keep your options open and finish high school.
 - a. Get experience; part time work, volunteering, co-op education.
 - b. “Shadow” someone in the job that you are looking at.
 - c. Explore challenging options through apprenticeships, mentoring, and career days.
3. Inform Yourself: The more knowledge you can secure about a chosen career, the more informed your decision will be and the greater your chances for success.
 - a. What are the specific qualifications needed?
 - b. How much education and what kind of training is required for a specific career?
 - c. What is the present availability of positions in your community?
 - d. What are the projected needs for this type of position in the future?
 - e. What are the opportunities for personal and professional growth?
 - f. What are the working conditions, such as scheduling, working alone or with others, outdoors or indoors, and so on?
 - g. What are the workplace laws you need to know about?
4. Prepare Yourself: Being prepared will help boost your confidence for the next stage.
 - a. Make up a resume and cover letter.
 - b. Contact people for references.
 - c. Make up a “job-hunting” plan including goals, contacts and schedules.
 - d. Find out something about the companies you will be applying to; this may eliminate some from your list right away.
5. Present Yourself: To make yourself stand out from the competition in the job market, you have to market yourself. On paper (resumes or application) or in person (interviews).