

Challis Junior Senior High School Handbook 2021-2022



2021-2022

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TABLE OF CONTENTS

Welcome	4
School Song	4
Student Responsibilities	4
ACADEMICS		
JH/HS Class Times Schedule	5
Report Cards	5
Grading Scale	5
High School Required Classes & Credits	5
Challis High School Academic Achievement Diploma	6
Valedictorian and Salutatorian	6
Jr. High Promotion Policy	6
Full Time Schedule Requirements	6
IDLA Courses	7
Course Syllabus	7
Retaking A Class	7
Schedule Changes	7
Student Record	7
Parent/Guardian Rights	7-8
Student Data Privacy and Security	8
Legal Age	8
ATTENDANCE		
Attendance	8-9
Attendance Related Loss of Credit	9
Attendance Rubric	9-10
Returning to school from an absence	10
Check In/Out Procedures	10
Early Dismissal from the School Day	10
Excused Absences	10
Unexcused Absences	10
Attendance and Participation in After School Activities	10
Off campus policy	11
Withdrawal from School	11

STUDENT SERVICES

Bulletin Boards 11
Change..... 11
Conference Period 7:30-8:10 am Daily. 11
Fee Schedule..... 11
Meals 11
Fines 11
Fire/Emergency Drills..... 11
Health Room..... 11
Internet Access Conduct Agreement..... 11-12
Lockers .. 12
Lost and Found 12
Lunch..... 12
Check-out of Students from School Grounds 12
Telephone 13
Visitors .. 13
Loitering/Unauthorized Persons 13

ACTIVITIES AND ATHLETICS

Activities and Athletics..... 13
Student Government 13
ASB Class Officers 14
Extracurricular and Co-Curricular participation ... 14
High School Academic Standards for Extra-Curricular Activities..... 14-16
Jr. High Academic Standards for Extra-Curricular Activities..... 16
Extracurricular or Co-Curricular Activity Suspension 16-17
Attendance and Participation in After-School Activities 17
Activity/Athletic Transportation to Events 17-18
Dances ... 18

STUDENT CONDUCT

Student Conduct..... 18-19
Assemblies..... 19
Assembly Rules 19
Automobile Use/Parking..... 19
Bus Conduct 19
Distribution of Printed Materials 19
Office/Counselor Passes 19

STUDENT DISCIPLINE

Student Discipline.. 19
Teacher Assigned Discipline 19-20
Rules and Regulations 20
Procedures for Handling Minor Discipline Problems 20-21
Procedure for Handling Major discipline Problems..... 21
Tardiness 21
Truancy.. 21
Detention 21
In School Suspension..... 21
Out of School Suspension..... 21
Appeal Process for Disciplinary Action 22
Dress and Appearance 22
Equal Education, Nondiscrimination and Sex Equity 22

HAZING, HARASSMENT, BULLYING

Hazing, Harassment, Intimidation, Bullying, Cyberbullying 22
Definitions 22-23
Retaliation/ False Charges 23
Confidentiality 23
Policy Distribution. 23
Complaint Procedures..... 23-24
Student Owned Electronic Communication Devices 24
Substance and Alcohol Abuse 24-25
Equal Employment Opportunity and Non-Discrimination.... 25
Employee Responsibility Regarding Student Harassment, Intimidation 25-26
Local School Wellness..... 26

STANDARDIZED TESTING

Testing Information 26-27

ACCEPTANCE OF HANDBOOK..... 28

WELCOME to Challis Junior-Senior High School.

The mission of the Challis School district is to provide a safe and positive learning environment where all individuals can reach their full potential.

CHALLIS JUNIOR-SENIOR HIGH SCHOOL IS:

R – *Respect*

E – *Education*

A – *Ambition*

D – *Dedication*

Y – *Your Future*

SCHOOL COLORS

Red and white

CHALLIS HIGH SCHOOL SONG

Fight Vikings fight for Challis tonight.
We're loyal to our colors true.
We'll give you our best,
Now you do the rest,
Now show us what you can do!
Rah! Rah! Rah!

Fight Vikings fight for Challis tonight.
We'll raise up our hearts to thee.
We'll never give in,
But we'll fight till we win our victory!
Rah! Rah! Rah!

Rah! Rah! Rah! Rah!
Rah! Rah! Rah! Rah!
Rah! Rah! Rah! Rah!
Challis!

If you have any questions about Challis Junior-Senior High School and/or the programs offered here, please feel free to see our counselor or principal. We are here to help you develop the skills needed to be successful in school, as well as prepare you for the future.

STUDENT RESPONSIBILITIES:

1. Be an active participant in learning opportunities.
2. Treat all others with respect and dignity.
3. Obey the district, school, and classroom rules and policies.
4. Obey all reasonable requests from school district employees.
5. Participate in learning opportunities directed by the teacher.
6. Attend class regularly.
7. Report to class on time and be prepared.

ACADEMICS

JUNIOR HIGH & HIGH SCHOOL CLASS TIME SCHEDULE

In an effort to keep the high school students separate from the junior high students the following schedule has been developed. Bells will ring for the changing of classes.

HS Class Time Schedule		JH Class Time Schedule	
1 st Period	8:15-9:14	1 st Period	8:15-9:10
2 nd Period	9:17-10:15	2 nd Period	9:13-10:10
3 rd Period	10:18-11:16	3 rd Period	10:14-11:12
4 th Period	11:19-12:17	4 th Period	11:15-12:10
Advisory	12:17-12:41	Lunch	12:10-12:40
Lunch	12:41-1:13	Advisory	12:43-1:15
5 th Period	1:16-2:14	5 th Period	1:15-2:10
6 th Period	2:17-3:15	6 th Period	2:13-3:14
7 th Period	3:18-4:15	7 th Period	3:17-4:15
Buses Leave	4:20	Buses Leave	4:20

Report cards, which reflect both the current semester GPA and the cumulative GPA, are distributed four times each year. Challis Junior-Senior High School uses the semester grading system. The grades earned at the end of the first and second semesters are transcribed final grades. Teachers strive to keep grades updated in a timely manner, and they are available at <https://csdpowerschool.powerschool.com/public/>.

GRADING SCALE

Challis Junior-Senior High School teachers use the standardized grading scale below in all classes. Letter grades are assigned based on the percentage grade earned in a course. Teachers may give pluses and minuses on their own scale but for the calculation of GPA the following scale will be used:

97-100	A+	93-96	A	90-92	A-
87-89	B+	83-86	B	80-82	B-
77-79	C+	73-76	C	70-72	C-
67-79	D+	63-66	D	60-62	D-
0-59	F				

GPA Calculation **A=4** **B=3** **C=2** **D=1** **F=0**

Subject Area	Class of 2020 and Beyond ->
English	8 9 th , 10 th , 11 th , 12 th Literature and Composition or DC English 101, DC English 175 (or equivalent See Ms. Sugden for clarification)
Speech	1
Mathematics	6 *Algebra I, *Geometry, Algebra II, Advanced Math, Business Math, Calculus, or Applied Math Courses (also students must take math their senior year and pass it)
Science	6 *Physical Science, *Biology, Chemistry, Anatomy and Physiology, Astronomy, Environmental Science, DC Biology 100 (*Physical Science and *Biology must be taken as prerequisites to any other sciences courses)
Social Studies	7 U.S. History A, U.S. History B, Consumer Economics (1 Semester), American Government
Humanities	4 *9 th World History (2 Semesters) plus (2) of courses in Foreign Language, Art, Advanced Art, Chorus, Band, Advanced Band or Humanities class.
Health/Wellness	2 *9 th Health (1 semester), *Sr. Lifetime Sports (1 semester) (if a Sr. transfers their transcribed P.E. credit will be considered)
Technology	1 *9 th Computer Integration
Senior Project	1
Electives	12
Total	48

*** In order to graduate and earn diploma at Challis High School, a student must earn 48 credits from an accredited system. The course requirements for those credits are indicated below. 1 semester = 1 credit

*** Students may also fill requirements with an IDLA (another accredited program) course equivalent or please see counselor for details.

*** It should be noted that some prerequisite conditions may apply to the advancement to the next grade level at administrator discretion.

Challis High School Academic Achievement Diploma

- All graduation requirements must be satisfied
- Only 4 credits can be P/F classes
- Students must earn 2 additional core credits (science and math English or social studies)
- Students must choose 2 dual credit classes (either on campus or on IDLA or another accredited program)
- Students must have completed all classes by graduation while maintaining a 3.0 GPA
(If a student CLEPs a class, this could be considered as a DC or an additional core, depending on the class.)

VALEDICTORIAN AND SALUTATORIAN (STARTING WITH THE CLASS OF 2024)

The Valedictorian of Challis Junior Senior High School shall be the graduating senior who has achieved the Academic Achievement Diploma, has been a full-time student and has the highest GPA. The Salutatorian shall be the graduating senior who has achieved the Academic Achievement Diplomas, has been a full-time student and has the next highest GPA.

JUNIOR HIGH PROMOTION POLICY (Policy 2605)

The district has established a set of advancement requirements for 7-8 grade students that act as a guide in helping them methodically and purposefully on a course that will eventually lead to high school graduation. Therefore, the following advancement requirements are required in the district:

1. To advance to 7th grade students must have met the 6th grade exit standards and be in compliance with the district attendance policy upon leaving 6th grade.
2. Jr. High Completion Requirements (20 credits)
 - 7th English/Reading (2) 7th Social Studies (2)
 - 8th English (2) 8th Social Studies (2)
 - 7th Math (2) 7th Science (2)
 - 8th Math (2) 8th Science (2)
 - P.E. (1)
 - Computers (1)
 - (18) Required Credits (core classes)
 - (10) Elective Credits
 - (20) Credits of (28) possible credits
3. To advance to the 9th grade, students must earn at least 20 credits attempted in 7th and 8th grades as outlined above, pass pre-algebra, and be in compliance with the district's attendance policy.
4. Students who have failed courses attempted in 7th or 8th grade may make up the required credits by retaking the necessary course(s) using one or more of the following options:
 - Retake the required course that is offered if it does not conflict with other required courses that semester.
 - Take an IDLA course during an elective class period
 - Complete a correspondence course through BYU-Independent study, IDLA or from an accredited program researched by the parent and approved by the administration prior to registration. Parents or guardians are responsible for all tuition and other associated fees for any course not taken during the regular school day.
5. It should be noted that the administration reserves the right to move a student on to 9th grade due to age or other factors.
6. Any 8th grade student that fails any course for 1st or 2nd semester may not attend the 8th grade completion ceremony or dance.

FULL SCHEDULE REQUIREMENTS

All 7th, 8th, 9th, 10th, and 11th grade students in the regular program are required to take seven courses each semester. High school seniors must be enrolled in four class periods during the school day with an agreement in place between Challis High School administration, the student, parent/guardian and the employer if applicable. The release time is for those seniors who are in good academic standing and are on time to graduate. During this time students must be off school grounds unless they are receiving help with academic or scholarship information, or helping with some other school event such as a referee for middle school athletics, setting up for an even, or etc.- See policy 3050

IDLA COURSES

Online courses are available for students to fill their schedule for the full seven courses. If there is not an elective or required class offered on our schedule for the student to take, Challis School District will cover the tuition cost for that course. If a student chooses for any reason to take a course through IDLA that is offered on the student's regular schedule, the student will be responsible for the tuition cost of that course. Payment will be due before enrollment.

COURSE SYLLABUS

At the beginning of the semester or school year for a yearlong course, each teacher will prepare and distribute his/her grading policy, course units, and timeline to be covered.

RETAKEING A CLASS

A student may attempt to improve the grade of a course previously passed or failed by retaking the course at Challis High School. All attempts stay on the transcript.

SCHEDULE CHANGES

Course schedules are student driven and based on teacher availability. Throughout the registration process, students are informed to select their courses wisely as they will be held to the classes they register. Preference for course work will be given to senior students if it is a graduation requirement.

STUDENT RECORDS

The Family Rights and Privacy Act states that parents/guardians have "the right to inspect and review educational records of their children." If you wish to see your child's records, please contact an administrator.

The District may release directory information as permitted by law, but parents shall have the right to object to the release of information regarding their child. Military recruiters and institutions of higher education may request and receive the names, addresses, and telephone numbers of all high school students, unless the parent(s) notifies the school not to release the information.

District policy 3570

PARENT/GUARDIAN RIGHTS Policy 2425)

The Board of Trustees encourages parent/guardians to be involved in their student's school activities and academic progress.

The Board is mandated to adhere to laws, rules, and regulations including the Constitution of the State of Idaho; the rules of the Idaho State Board of Education (Idaho Administrative Procedures Act); the rules and regulations of the Idaho State Department of Education; the laws, rules, and regulations of the federal government and the U.S. Department of Education; as well as educational provisions outlined in the Idaho Code. These mandates include the requirement stated at Article IX, Section 1 of the Idaho Constitution that it is ". . . the duty of the Legislature of Idaho to maintain a general, uniform, and thorough system of public, free common schools."

Based upon the above provisions, as well as the State's mandated requirements for advancement and graduation, the District has established its practices, policies, and procedures as well as the approved curriculum and assessment program. The failure to follow the District's practices, policies, and procedures as well as the school's curriculum and assessment program amounts to the District's violation of State and/or federal laws, rules, and regulations, including but not limited to the failure to provide a general, thorough, free, and uniform system of public education as well as putting the District's operations and funding in jeopardy.

Parent/guardians and students are expected to abide by the District's practices, policies, and procedures governing the operation of the schools which are required by various State and/or federal laws, rules, and regulations. However, a student's parent/guardian has the right to reasonable academic accommodation if the accommodation does not substantially impact District staff and resources, including employee working conditions, safety and supervision on school premises for school activities, and the efficient allocation of expenditures. The District will strive to balance the rights of parent/guardians, the educational needs of other students, the academic and behavioral impacts to a classroom, a teacher's workload, and the assurance of the safe and efficient operations of the school.

If a parent/guardian has an objection to the District's implementation of various mandates through the District's practices, policies, and procedures, or if a parent/guardian would like to request reasonable academic accommodation, the appropriate avenue for the parent/guardian is to first seek to address such concerns through communication with the school's

administration. Should that avenue not resolve the situation, a parent/guardian is free to address such concerns with the Board of Trustees in conformance with Board policy regarding public participation at Board meetings.

A parent/guardian who has an objection to their child's participation in the District's adopted curriculum and/or the District's implementation of practices, policies, and procedures in accordance with educational mandates, on the basis that it harms the child or impairs the parent/guardians' firmly held beliefs, values, or principles, may withdraw their child from the activity, class, or program. A parent/guardian who chooses to not have their child participate in the provided educational activity, with the exception of sex education curriculum, shall be responsible for identification and provision of non-disruptive alternative educational activities for their child during any time of objection, at no cost to the District. The final decision as to the placement of such alternative educational activity shall be at the discretion of the District, with input of the parent/guardian, consistent with the requirements for advancement and graduation and consistent with the reasonable accommodation requirements outlined above.

In the case of dual credit courses offered by an institution of higher education, academic accommodations and excusing students from objectionable assignments is solely at the discretion of the course provider and not the District. The District has no control over the selection, adoption and removal of curricular materials and it is the responsibility of the parent to have knowledge of and/or review such prior to student enrollment.

Access to Learning Materials

Parent/guardians are entitled to review all learning materials, instructional materials, and other teaching aids used in the classroom of their student. Parent/guardians can request access to learning materials by contacting the school's administration during school hours.

Notice

The District shall annually provide parent/guardians with notice of their rights as specified in this policy.

District Policy 2425

STUDENT DATA PRIVACY AND SECURITY (Policy 3575)

The efficient collection, analysis, and storage of student information is essential to improve the education of our students. As the use of student data has increased and technology has advanced, the need to exercise care in the handling of confidential student information has intensified. The privacy of students and the use of confidential student information is protected by federal and State laws, including the Family Educational Rights and Privacy Act (FERPA) and the Idaho Student Data Accessibility, Transparency, and Accountability Act of 2014 (Idaho Data Accountability Act).

For complete policy please go to <https://www.d181.k12.id.us>

LEGAL AGE

Every student 18 years of age and older will be deemed to be an adult. Such students, like all other students, will comply with the rules established by the district, pursue the prescribed course of study, and submit to the authority of teachers and other staff members as required by policy and state law.

ATTENDANCE (Policy 3050)

The state of Idaho, Challis Joint School District, and Challis Junior-Senior High School maintain that attendance is essential in every class in order for students to have the maximum opportunity for success. Many learning activities cannot be effectively reproduced outside the classroom environment. Daily attendance and participation in class is also preparation for life after high school in which attendance is required. Our policies help establish student accountability, meet current laws, and prepare students to become reliable members of the community.

Students are expected to attend all assigned classes each day. Teachers shall keep a record of absences and tardiness. Before the end of the school day, Challis Junior-Senior High shall attempt to contact every parent, guardian, or custodian whose child is absent from school but who has not reported the child as absent. This call will determine whether the parent, guardian, or custodian is aware of the child's absence from school.

All absences will be used in calculation of attendance for record purposes only.

1. A student on a four-day-week schedule will be allowed eight (8) absences per class, per semester. Any absence beyond that number may mean a loss of credit in those subjects missed.
2. Students that miss over 15 minutes of the class will be marked absent.
3. The following absences will not be used for denial of credit:

- A. 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 others deemed co-curricular.
- B. bereavement in the immediate family i.e. grandmother, grandfather, father, mother, sister, brother (Any extended bereavement may be reviewed by the Attendance Appeal 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.

It is the student's responsibility to make sure that all missing work is made up.

When a student is absent for any reason except for a school-sponsored or an administration-approved absence, an acceptable excuse must be provided within two (2) school days following return to school; otherwise, the absence is classified as unexcused.

Pre-Arranged Absence

- ❖ The Pre-Arranged Absence was adopted for families with circumstances that would last four consecutive days or more
- ❖ At the discretion of the administration, a Pre-Arranged Absence may be provided to students who are in good academic standing.
- ❖ The Principal and each of the student's teachers must approve a Pre-Arranged Absence one week prior to the absences. All work (with the exception of tests) missed during a Pre-Arranged Absences needs to be completed upon return to each class.
- ❖ Students with poor academic standing are ineligible for an approved Pre-Arranged Absence.

ATTENDANCE RELATED LOSS OF CREDIT

After going over the eighth (8th) absence, the student may have credit withheld. That student, with parental accompaniment, must apply to the Attendance Appeal Board, which may consist of the school principal, the guidance counselor, and those teachers in whose classes the student has exceeded the allowable number of absences. The Attendance Appeal Board will review the absence report to determine if the student will have credit withheld, which will occur unless extenuating circumstances surface.

The Attendance Appeal Board can, after hearing a student's/parent's appeal for retention of credit, deny credit or put certain stipulations on a student whose credit will be dependent upon an agreement reached with the student and parents concerning attendance for the rest of the semester. Any decision to withhold credit can be appealed to the Superintendent and then to the School Board. If the appeal is not granted, the student will remain in that particular class period for the remainder of the semester. If disciplinary problems occur in that subject, the student will be suspended from school. If the appeal is granted, the student will return to class with the Attendance Board's stipulations. If the stipulations are violated, a loss of credit will result.

The Attendance Appeal Board may also make decisions regarding the student's participation in extracurricular activities.

ATTENDANCE RUBRIC

TYPE	DEFINITIONS	DOES IT COUNT TOWARDS 8 DAYS PER SEMESTER/ 16 DAYS PER YEAR?
EXCUSED	illness, out of town, etc. - a note is provided within two (2) days explaining the nature of the absence	yes
UNEXCUSED	illness, out of town, etc.- no note as to the reason of absence is provided within two (2) days	yes
EXCUSED MEDICAL	note from a doctor's or dentist's office	no
EXCUSED BEREAVEMENT	immediate family - grandmother, grandfather, father, mother, sister, brother	no

TRUANT	absence from school or class without parent consent	yes
ISS	In School Suspension	yes
OSS	Out of School Suspension	yes
School Activity	sports, field trip, club activity	no
EXCUSED- COURT	subpoenas to appear in court and court dates- documentation needed	no

All students must be in attendance in each classroom 90% of the time when class is in session. A student on a four-day-week schedule will be allowed eight absences per class, per semester.

RETURNING TO SCHOOL FROM AN ABSENCE

All junior-senior high school absences of one or more periods will require a written excuse from the parent or guardian to be presented to the office immediately upon his/her return to school. Should no written excuse be presented within two days of the student's return said absence would become unexcused. The responsibility for obtaining an excused absence lies with the individual student.

CHECK IN/OUT PROCEDURES

Parental contact with the office either by phone or in person is preferred if a student needs to be checked in or out during the day. If the office is not advised beforehand and a student leaves campus it will be treated as truancy. Afterwards notes or calls will not be accepted for students who fail to check out according to procedure.

EARLY DISMISSAL FROM THE SCHOOL DAY

Notes for early dismissal for appointments must be presented to the office the day the student plans to leave early. The secretary will issue a slip to dismiss the student from class at the appointed time. The student will go to the office and check out at the approved time.

EXCUSED ABSENCES

Students with excused absences will be able to make up work assigned while they were absent. They will have as many days as they were absent to make up work unless other arrangements have been made with the teacher.

UNEXCUSED ABSENCES

An unexcused absence will result from failing to meet the requirements stated above for an excused absence. Any assignments missed as a result of an unexcused absence cannot be made up. Receiving an unexcused absence will also result in school discipline.

ATTENDANCE AND PARTICIPATION IN AFTER-SCHOOL ACTIVITIES

Students who miss school/class during the day because of illness, suspension of any kind, parent request, or unexcused absences, are not allowed to participate in that day's after-school activities.

OFF CAMPUS POLICY

Ninth through twelfth grade students have the privilege of going off campus during their lunch break. If a student's behavior off campus or attendance becomes a problem this privilege will be taken away from that student.

WITHDRAWAL FROM SCHOOL

In order to withdraw a student must complete a withdrawal form signed by all teachers before the office will give final clearance. Withdrawal forms are available in the office.

STUDENT SERVICES

BULLETIN BOARDS

All posters and/or postings are to be approved by the administrator before they are placed on a bulletin board or wall. Use the grip-a-strips to post approved items. Nothing is to be posted with any tape on any surface.

CHANGE

Students may obtain money changes from the office before school, lunch, and after school. No change is made during class time or between class breaks.

CONFERENCE PERIOD: 7:30-8:10 A.M. DAILY

This specific time during the school day is designed as a conference period. Teachers will regularly be found in their classroom or office during this time. The purpose of the time is to provide opportunities for students to contact teachers individually or in small groups when **a teacher asks a student to see him or her during the conference period, the student is obligated to make that contact.** Whenever possible, students should pre-arrange conferences with teachers.

FEE SCHEDULE

High School Activity Card	\$35.00
High School Activity fee (per activity)	\$100.00
(Third activity during the year is \$75.00)	
Jr. High Activity Card	\$15.00
Jr. High Activity Fee (per activity)	\$35.00
(Third and fourth activity during the year is \$25.00)	

Meals

Hot Lunch	Price
Grades 7-12	FREE
Reduced Rate	FREE
Adult Lunch	\$4.00 each
Grades 7-12 Breakfast	FREE
Reduced Breakfast	FREE

FINES

Fines and/or fees are imposed for materials that are not returned, are fixed assets, or are damaged or lost. The following consequences will apply to students with fines and/or fees until all are paid or a payment plan is established:

1. Students will not be allowed to participate in any extra-curricular activities until all fines have been paid or the item has been returned. This includes all clubs listed in the student handbook, and athletic teams which are sanctioned and sponsored by the Challis School District.
2. Students will not receive transcripts.

FIRE/EMERGENCY DRILLS

Fire and other emergency drills will be conducted at various times in the school year.

HEALTH ROOM

A health room is provided for students who become ill during the day. Whenever possible, the student's parents will be notified and asked to take the student home. Students must check with both their teacher and the office before going to the health room. Students that are ill must check out in the office.

INTERNET ACCESS CONDUCT AGREEMENT

Each student must abide by the terms of the Challis School District's policy regarding District-provided Access to Electronic Information, Services, and Networks (Policy No. 3270 and Procedure 3270P which can be found at d181.k12.id.us). Any violation or misuse of access to the district's computer network and/or the internet may cause access privileges to be revoked and school disciplinary action to be taken.

By signing this handbook, parents or legal guardians understand:

- internet access is being provided to the students for educational purposes only
- it is impossible for the school to restrict access to all offensive and controversial materials
- the district, trustees, administrators, teachers and other staff are not responsible for claims, damages, losses, and costs, of whatever kind, that may result from use of access to such networks or violation of the district's policy
- supervision of the child's use of the access account if and when such access is not in the school setting is the responsibility of the parent/guardian
- parents/guardians give permission to use the building-approved account to access the district's computer network and the internet.

LOCKERS

Challis Junior-Senior High School will assign lockers to students. They are provided by the school district for students and are subject to search for any reason. Each student is responsible for the contents of his/her own locker. Locks are available for check-out through the office.

All locker problems should be reported to the main office. Students will be required to check out of their lockers prior to the end of the school year. The lockers are to be clean and free of writing, stickers, etc. A fine will be assessed for dirty or damaged lockers.

Students who bring personal property of any kind to school do so at their own risk. **The school district is not responsible for lost or stolen items taken from lockers.**

LOST AND FOUND

Lost articles, when found, should be taken to the office. If you are missing something at school, check at the office to see if it has been turned in to the lost and found. If you find something and it does not belong to you, **DO THE RIGHT THING** and deliver it to the office.

LUNCH

Meal Charges (District Policy 8245)

The food services department of the Challis Joint School District strives to provide delicious, nutritious meals to all students. Students will only be allowed to have six (6) meal charges on their account at a time unless other arrangements have been made with the food services supervisor. Parents will receive written notice and verbal notice when possible after two (2) charges. If a sixth charge is made before payment is received, or if arrangements have not been made, the student will be served a simple sandwich and white milk, instead of the full, regular meal, until payment is received, or arrangements have been made. No changes to school lunch offerings will be made until parents have been contacted via certified mail, or personal contact by district personnel.

If past charges, exceeding fifty dollars (\$50) are not paid in full within three (3) months of charges being made, all charges will be turned over to a licensed collection agency. The food service supervisor will outline specific processes for this procedure.

Other Reference: 2017 Edition: Overcoming the Unpaid Meal

Challenge: Proven Strategies from Our Nation's Schools, United States Department of Agriculture

Unpaid Meal Charges: Guidance Q&As, March 23, 2017, United States Department of Agriculture

Legal Reference: –SP 46-2016, Unpaid Meal Charges:

Local Meal Charge Policies, United States Department of Agriculture

Each student who uses the cafeteria is required to clean up his/her own eating area following lunch. Garbage should be placed in the garbage can. Trays and eating utensils should be returned to the dishwashing area. **NO FOOD OR DRINK IS ALLOWED ON ANY CARPETED AREA.**

CHECK-OUT OF STUDENTS FROM SCHOOL GROUNDS (STUDENT SAFETY)

Before a student can be removed from school grounds, the person seeking to remove the student must present, to the satisfaction of an administrator, evidence of his/her proper authority to check out the student. A teacher should not excuse a student from class to confer with anyone unless an administrator approves the request.

TELEPHONE

The office and classroom telephones are to be used only for school business or emergency calls.

VISITORS (Ref District Policy 4140)

While the district encourages visits by board members, parents and citizens to all district buildings, all visitors are required to report to the main office or principal's office upon entering any district building.

All building administrators shall ensure that prominent notices are posted at each entrance requiring that all visitors must first report to the main office. This includes parents, board members, volunteers, social service workers, invited speakers, maintenance and repair persons not employed by the district, salespersons, representatives of the news media, former students, and any other visitors.

Visits to individual classrooms during instructional time shall be permitted only with the principal's and teacher's approval, and such visits shall not be permitted if their duration or frequency interferes with the delivery of instruction or disrupts the normal school environment.

Conferences should be held outside school hours or during the teacher's conference/prep time.

Parents who pick their children up from school shall wait in a common area for the student. Under no circumstance shall the parents wait outside of the classroom for the student-either at the end of the school day, or any time during regular school hours. District Policy 4140P

LOITERING/UNAUTHORIZED PERSONS

The principal has authority to request assistance from law enforcement if any visitor or unauthorized individual refuses to leave school grounds or creates a disturbance. Violation of district policy may lead to removal from the building or grounds and denial of further access to district buildings or grounds.

Employees shall report to the principal or designee any person loitering on or near a school building or school grounds. The principal or designee may request such unauthorized individual to leave or remove him/her from the school premises or area. If the individual does not leave voluntarily or resists removal, law enforcement shall be notified and requested to assist in the removal. The principal or designee shall notify the superintendent's office immediately if such a situation develops.

Unauthorized persons loitering in or about any school building, or on school grounds shall be asked to leave the premises. Any such person failing to leave the premises shall be considered to be in violation of disorderly conduct or trespassing statutes. Law enforcement shall be notified and requested to remove the individual from the building or grounds.

ACTIVITIES AND ATHLETICS

Athletics are an excellent means of bringing together home, school, and community, while contributing to the growth, and education of students. The interscholastic athletic program should provide the opportunity to compete in athletic contests with other schools, contribute in a positive way toward the total development of participants, aid the student in acquiring new friendships, further community spirit and develop good sportsmanship.

A strong and healthy program of student government, clubs, and school-related organizations and activities represents the common interests of Challis Junior-Senior High School students. We encourage participation in our clubs and activities. Students who actively participate in school programs generally do better academically, feel more connected to the school, and can earn special recognition, honors, and scholarships. Being involved is a great way to meet people, learn something new, and have something fun to do. If you want to know how to get into an activity, ask a friend, counselor, or other staff member. Get involved!

STUDENT GOVERNMENT

The ASB Student Council consists of the ASB officers and class presidents. Jennifer Piva is the ASB advisor for the 2021-2022-school year. The council handles matters pertinent to school activities. This council meets regularly during the school year. Meeting times will be set by the ASB supervisor but will not be during classroom time. The student government officers and class officers are elected in the spring for the following year.

President: Kelli Ann Strand
Vice President: Jarret Ollar
Secretary: Hoak Corgatelli
Treasurer: Alexandra Rembelski
Historian: Callyn Zollinger
Public Relations: Leo Nelson
Spirit Coordinator: Carson Parkinson

EXTRACURRICULAR AND CO-CURRICULAR PARTICIPATION

Mission Statement:

"We strive to make extracurricular and co-curricular participation an environment that creates cherished memories and sparks a lifelong appreciation for competition, exercise, discipline, teamwork, perseverance, and the pursuit of victory with honor."

Challis Junior-Senior High School is committed to providing a positive, challenging, competitive and fair extracurricular experience. We emphasize the principles of personal integrity, sportsmanship, wellness and the pursuit of victory with honor.

All members of the Challis Viking extracurricular program will display respect for the game and proper attitudes whether in victory or defeat. Participation in sports educates student-athletes in the life lessons of dedication, teamwork, and perseverance.

Being a participant is a PRIVILEGE that involves teamwork and SELF DISCIPLINE. Parents, coaches, and advisors, along with participants themselves, compose that team. In order to have a successful team, certain regulations must be identified and understood by everyone. The Challis School District Extracurricular and Co-Curricular Participation Policy exists in order to provide specific guidelines to be followed by students who represent their various school activities. These regulations are the product of the parents, students, coaches, school directors and administrators from the Challis School District. All members of a team bear the responsibility for working together to help make-extracurricular participation a successful experience for everyone involved. Therefore, this policy shall be in effect until the last event of the student's final extracurricular participation that school year.

It will also include those written rules and regulations established for students competing as representatives of the Challis School District. All students choosing to participate in athletic programs shall be given a copy of this code, and by virtue of their continued voluntary participation, shall agree to conduct themselves in accordance with the code.

The following rules exist to further these goals:

1. Students must purchase an ASB card to participate in extra-curricular activities and pay all applicable participation fees **BEFORE** the beginning of the first competition.
2. Athletes are governed by the regulations of the Idaho High School's Activity Association as well as Challis Jr/Sr High Athletic Code and are required to have on file an up to date physical examination and interim questionnaire.
3. Coaches and advisors may implement reasonable rules for their activities in addition to those listed here. They have the right to implement more stringent rules and consequences specific to their activities. These rules will be in writing, approved, and on file in the principal's office before the activity begins. Students and parents must sign the team rules by the end of their first week of participation in the activity.

Reference: District Policy 3380

HIGH SCHOOL ACADEMIC STANDARDS FOR EXTRACURRICULAR AND CO-CURRICULAR ACTIVITY ELIGIBILITY

ACADEMIC ELIGIBILITY Requirements for Extracurricular and Co-curricular Activities

Extracurricular and co-curricular activities are supplements to the regular instructional programs and afford students opportunities for enrichment. However, participation in extracurricular and co-curricular activities is a privilege, not a right. As representatives of their school and district, students participating in such activities are expected to meet high standards of behavior.

The purpose of having academic eligibility requirements is to help outline the expectations for students who wish to participate. Students are expected to make continual progress toward graduation and getting the best education available to them. Participants in activities are expected to consistently maintain high academic standing as an example to other students and the community. They must also learn to maintain high quality in all areas of their lives to learn responsibility and feel pride in their opportunity to represent their school and community.

A student participating in activities must meet the following eligibility requirements:

1. Be eligible under IHSAA guidelines
2. Receive no F term grades the previous quarter.
3. Receive no F term grades the previous semester.
4. Have at least a 2.0 GPA for the previous quarter.
5. Have at least a 2.0 GPA for the previous semester.

A. Semester grades are only considered in conjunction with 2nd & 4th quarter grades. Eligibility after the 1st and 3rd quarter only look at quarter grades.

* Incompletes will be treated as F's until they are made up

Home schooled students must meet eligibility requirements as outlined by the IHSAA.

Consequences for students not eligible due to previous term:

The following consequences last for an entire quarter after which student eligibility will be again evaluated on the above criteria. There is no “probation” on this level.

1. Cannot participate in any games or events
2. Cannot travel with the team
3. Cannot miss any class time for team function
4. Cannot wear the team uniform
5. Cannot sit on the bench/sidelines with team at games or events
6. Not to be announced or honored at events
7. Not to be included on the team roster/program
8. Participation in practice is at the coach’s discretion

In order to stress the importance of high academic performance, and to assist students in monitoring their own progress toward that goal, eligibility will also be monitored and enforced during each grading period of the activity through regular grade checks.

A student participating in activities must also maintain the following eligibility requirements throughout each grading period in order to be eligible to participate:

Maintain a quarter GPA of 2.0 and be receiving no F’s for all grade checks

Grade Checks:

Grade checks will be done by the Principal or AD Tuesday morning of each week of the quarter. If a student is failing a class or does not have a current quarter GPA of 2.0, the student will be on probation for the rest of the quarter.

1. If on probation, the student has one week without consequences to bring grades up to passing and GPA requirements.
2. If by the second week on probation the standards are not met, then the student will be ineligible to participate in games or travel that week.
3. If after three weeks the student still has not met the standards, then the student will be ineligible for the remainder of the quarter and follow the consequences outlined above.
4. If a student on probation falls below standards again in the quarter, the student will immediately be on step two of this list.
5. If a student on probation falls below standards for a third time in a quarter, the student will be ineligible for the remainder of the quarter.

*All eligibility and probation are reset at the end of each quarter.

**Remember, quarter and semester grades determine eligibility for the following quarter, so no matter where a student was on the grade check situation, if the quarter/semester was failing or below a 2.0 they will be ineligible.

Extreme Circumstance:

Although very rare, an extreme circumstance may arise that would legitimately cause a student to be unable to meet eligibility requirements. If such an instance were to arise the case can be brought before the Challis High School Leadership Committee for consideration for an exception. This would be extremely rare.

Summer Course Work or Classes outside of CHS:

While it is recognized as positive for students who have not received credit to attempt to earn credit outside of regular school sessions to stay on track to graduate, and their initiative to do so is applauded, this coursework will not be considered for eligibility. The purpose of these requirements is for students to be responsible for their course work during school and not just to be able to participate. (policy 3080)

JUNIOR HIGH ACADEMIC STANDARDS FOR EXTRA-CURRICULAR AND CO-CURRICULAR ACTIVITY ELIGIBILITY

Junior High/6th grade students who participate in extra-curricular and co-curricular activities are subject to weekly grade checks (Tuesday morning). Any student who is earning an F or whose grades do not total a 2.0 G.P.A. for that week will not be eligible for that week’s competition(s).

If the student is able to bring the failing grade up to passing and meet the minimum 2.0 G.P.A. requirement by the following week’s grade check, he/she will be eligible for competition again. However, participants that do not meet the minimum requirements will be ineligible for another week of competition.

DEFINITIONS

“Minor Infraction” shall mean a minor deviation from acceptable behavior or stated student expectations, which occurs while the student is engaged in the extracurricular or co-curricular activity and which is not material or substantial. Students will be given notification of the first minor infraction. Students and parents will be given notification of the second minor infraction through a conference and will be informed that a third minor infraction may result in activity suspension.

“Major Infraction” shall mean a material or substantial deviation from acceptable behavior or stated student expectations which occurs while the student is engaged in the extracurricular or co-curricular activity, including but not limited to insubordination toward or non-compliance with the person in charge of the activity, verbal or physical abuse, hazing, fighting, and refusal of a student to identify him or herself to school personnel upon request.

EXTRACURRICULAR OR CO-CURRICULAR ACTIVITY SUSPENSION

The school board believes that the safety and welfare of other students may be adversely affected when students who are involved in extracurricular or co-curricular activities commit major infractions or repeated minor infractions at school or during school activities, and/or are involved in criminal conduct or drug use in any location.

- I. **Activity Suspension as a Result of a School Suspension:** A student will be immediately suspended from all extracurricular and co-curricular activities when he or she receives a suspension from school, not including an in-school detention, for any reason.

Consequences:

- A. The activity suspension is automatic, is for the duration of the school suspension, and runs concurrent with the school suspension.
- B. This type of activity suspension cannot be appealed.
- II. **Activity Suspension for Repeated Minor Infractions or a Major Infraction during an Activity:** A student may be suspended from an extracurricular or co-curricular activity when he or she commits a third minor infraction, or a major infraction, while engaged in an extracurricular or co-curricular activity on any school premises or at any school-sponsored activity, regardless of location. The coach or advisor will recommend suspension to the principal.

Consequences:

- A. The incident will be reviewed pursuant to the Informal Hearing Process.
 - B. If the evidence supports the recommendation, the student may be given an activity suspension for a period of time up to and including the remainder of the season or duration of the activity in that scholastic year for that activity only; and
 - C. If the activity suspension exceeds nine school days, the parent/guardian may request an appeal as outlined in the Appeal Process.
- III. **Activity Suspension for Criminal Conduct or Drug Use in Any Location During the Scholastic Year:** A student may be suspended from extracurricular and co-curricular activities when he or she:
 - has been arrested, or it reasonably appears to the district that he or she has violated criminal law other than infractions or minor traffic violations
 - has been involved with drug paraphernalia, controlled substances, or drugs, including alcohol or tobacco, in any location, either on or off campus, during the scholastic year
 - has attempted to secure or purchase, use, or have reasonable suspicion of having used any of the above
 - has possessed; intended or attempted to sell, distribute, or give away any of the above.

Consequences:

- A. Knowingly Present
 - I. **First Violation:** When a student violates the “knowingly present” prohibition of this policy for the first time during a scholastic year, the principal:
 - will hold a conference with the student
 - will notify the student’s parent/guardian and the student of the violation
 - will arrange a conference with the parent/guardian and the student
 - will inform the student and parent/guardian of consequences for future violations of the policy.
 - II. **Second Violation:** When a student violates this “knowingly present” prohibition of this policy for the second time during a scholastic year, he or she is subject to the consequences outlined below in part 3.B “Other Violations” of the policy.

- B. Other Violations

- I. The incident will be reviewed pursuant to the informal hearing process. If the evidence supports the accusation, the student may be suspended from all extracurricular and co-curricular events for a period of 21 calendar days.
 - II. The suspension will be reduced to a 14-calendar day period if in the case of criminal conduct, the student receives counseling which has been approved by a school counselor.
 - III. If no event is scheduled during the period of the suspension, the student will be withheld from the next scheduled event.
 - IV. If the student notifies school personnel (self-reports) concerning his or her criminal conduct or drug use prior to the personnel's knowledge of the incident(s), the principal may reduce the length of the suspension.
 - V. On the occasion of a subsequent infraction during a scholastic year, and if the evidence supports the accusations, the principal will bar the student from any form of extracurricular or co-curricular activity for the balance of the scholastic year.
 - VI. All students who receive an activity suspension for criminal conduct or drug use shall be reported to the superintendent or designee and, if applicable, to the appropriate law enforcement agency.
- IV. **Infractions Which Occur in Out-of-School Trips:** During an out-of-school trip, if the authorized person in charge of the activity determines that a student should be sent home early because of criminal conduct, drug use, or a major infraction, the authorized person will notify the parent/guardian and ask him or her to take charge of the return of the student. The parent/guardian will assume any expenses incurred for the return of the student.

ATTENDANCE AND PARTICIPATION IN AFTER-SCHOOL ACTIVITIES

Any student participating an activity shall be expected to attend and participate in all classes, including advisory, on the day of the scheduled activity or practice. Absences in any class period throughout the day will result in the student being declared ineligible to participate in that day's athletic activities, including practice. In case of emergency, (accident, family death, documented Dr. Appointment, etc.), parents may contact the building athletic director/principal/superintendent.

ACTIVITY/ATHLETIC TRANSPORTATION TO EVENTS

It is the belief that the safest way to transport students is by bus. The activity must provide at least one instructor, coach, or adult sponsor for each bus. The bus driver will be responsible for the safe operation of the bus. The sponsor will be responsible for supervision of students and enforcement of bus rules.

Students must follow all school bus rules with this exception: food and drink, not in glass containers, will be allowed on the bus. However, any debris must be cleaned up at the end of the trip and before students leave the bus.

If students do not travel to or from activities on the bus, it is required that students travel with their own parents or legal guardians. The advisor of the activity needs to make personal contact with the parent or legal guardian when a student requests to ride to or from an event with a parent.

It is, however, recognized that there are unique circumstances that occasionally arise which may require students to travel with other competent adults. All such situations should have prior approval from the school administration and the faculty advisor of the activity. Parents of the student and the adult who will be transporting the student should request, in writing to the administration, the reason for the exception. Parents or guardians should not expect such allowances to be made in every circumstance.

With coach approval, patrons, parents and students can pay \$10.00 to ride on a bus to and from a school-sponsored event if there is room and if there is proper supervision. Student spectators who ride school provided buses to away events must return home on the bus.

Students who live in outlying areas (Pahsimeroi/Stanley/Clayton) may be dropped off at a predetermined location under the following circumstances:

- a) The bus does not have to alter the regular route to reach the location.
- b) The parent/guardian/designee or acceptable transportation is present and waiting at the location before the arrival of the bus (the driver will not be expected to wait for parents/guardians at such drop off points).

If a student causes a disruption or hazard on the bus, a hearing will be held with the principal, driver, instructor, coach, adult sponsor, parent/guardian, and student. The driver, instructor/coach/adult sponsor, parent/guardian, and the student will have

the opportunity to share with the principal their perceptions of the problem. If the principal finds that there has been an infraction of bus rules, he/she will take the following action:

- A. first infraction-the student will be warned that following any further infraction he or she will be declared ineligible for transportation to the extracurricular or co-curricular activities for one event
- B. second infraction within the semester-the student will be declared ineligible for transportation to the extracurricular or co-curricular activity for two events
- C. third infraction within the semester-the student will be declared ineligible for transportation to the extracurricular or co-curricular activities for the remainder of the semester.

Based on the severity of the problem as it relates to respect and safety for others, the principal may bypass step A and/or step B above and immediately declare the student ineligible for transportation for two weeks or for the remainder of the semester.

DANCES

Dances are school-sponsored events in which all district and school policies apply. In addition to these policies there are safety precautions that the school will enforce. The following rules will apply to all school sponsored dances:

1. Junior high students are not permitted to high school dances and high school students are not permitted at junior high dances.
2. All dates, which do not attend Challis Jr. /Sr. High School, must be pre-approved by administration.
3. Students who have graduated from high school or dropped out of high school will not be allowed to attend dances.
4. Dances will be chaperoned by a minimum of four adults including two teachers.
5. One female representative from each class may be nominated and elected to homecoming royalty. Two senior girls who are academically eligible shall be named homecoming royalty. Senior boys who are academically eligible (according to district policy) AND who are currently participating on the high school football team may be nominated and elected to homecoming royalty. In the event that there are not five football players who meet all criteria, candidates may be selected from among other senior boys participating in school- sponsored fall activities.

STUDENT CONDUCT

Student attention and order in the classroom are necessary for teaching and learning to take place. Students are reminded that they must adhere to standards of good behavior, not only for their own benefit, but also for the benefit of others. Students are responsible for their own actions and are held accountable for all rules and responsibilities within this handbook, the Challis School Board's policies concerning student conduct, and other rules set forth by Challis Junior-Senior High School staff, administration, and Idaho State law. It is also noted that a student who violates the law when at school, at a school related activity, or during the day while under the school's jurisdiction, is also violating a school rule. Students who are disruptive, disrespectful, and who do not adhere to established policies will be subject to discipline, suspension, and/or expulsion. When a student is suspended, in school or out of school, the student will not be permitted to participate in or attend extracurricular activities, neither practice nor competition.

ASSEMBLIES

Attendance at assembly programs is mandatory for staff and students because they are part of the regular school program and day. Pep assemblies will be scheduled during the fall, winter, and spring sports seasons. Other interesting and educational assemblies will be scheduled throughout the year with advice from the student council.

ASSEMBLY RULES

1. Students need to report directly to the gym or auditorium and sit in the appropriate section.
2. Common courtesy towards participants and performers must be observed; this includes silencing and putting away all cell phones.
3. Stand, and if you wish, participate in the opening flag salute exercise.

AUTOMOBILE USE/PARKING

Students are permitted to park on school premises as a matter of privilege, not of right. Patrols and inspections may be conducted without notice, without student consent, and without a search warrant. Students are required to unlock vehicles for reasonable inspection when asked to do so by an administrator or designee. Failure to cooperate may result in the loss of permission to drive a vehicle onto campus, and/or other disciplinary actions. At the administrator's discretion, law enforcement may be involved.

Challis School District is not responsible for theft or damage to automobiles parked on district property at any time. Any vehicle parked outside of appropriately marked spaces is subject to being towed without additional warning and at owner's expense.

BUS CONDUCT

Students being transported in vehicles provided by the district are under the authority of the bus driver. Bus conduct in violation of guidelines given to students can result in the forfeiture of a student's right to ride the buses, as well as other disciplinary action. Please see bus contract for further information regarding rules, behaviors, and disciplinary actions. District Policy 8100, 8140

DISTRIBUTION OF PRINTED MATERIALS

Students may distribute publications and other materials on school premises provided that the school administrator has given prior approval. Distribution or possession of materials, either printed or electronic, that are not conducive to the educational environment will result in disciplinary action.

OFFICE/COUNSELOR PASSES

All students in the halls during class time must have an appropriate **visible written official school pass or hall pass** from a member of the staff.

STUDENT DISCIPLINE (Policy 3330)

Our mission is to provide a safe and positive learning environment. To that end students are expected to follow school rules and abide by district policy as well as the laws of the state of Idaho. There will be times when it is necessary for school administrators or their assigned designees to make decisions concerning a student's behavior during school. It is the intent of our discipline policy to make discipline a part of the learning experience.

Students are expected to abide by school rules during school hours and at school sponsored activities within the Challis School District or away.

TEACHER ASSIGNED DISCIPLINE

The following procedures for handling discipline will be used by teachers to assign consequences for student failure to obey school and classroom rules:

1. The teacher will conference with the student. The teacher will explain to the student what the inappropriate behavior is and what the student needs to do to correct the misbehavior.
2. The teacher will contact parent/guardian.
3. The teacher may consult with and/or refer the student to the counselor.
4. The teacher may refer the student to an administrator with a recommendation for discipline. **In cases of severe misbehavior, the student will be immediately referred to the principal.**
5. The teacher will communicate, as necessary, student disciplinary action to administration as a matter of record keeping.

RULES AND REGULATIONS

These rules and regulations apply during regular school hours, at school-sponsored activities either at home or away, while a student is on school district property, and while a student is under school jurisdiction, **even if the student is truant. The school administrator or assigned designee has the authority to adjust the consequences as he/she deems appropriate.** Instances of misbehavior will become a part of the student's record at Challis Junior-Senior High School.

Violations include but are not limited to the definitions or examples that follow.

Minor Discipline Infractions:

1. Bullying, intimidation, harassment (may be considered minor or major)
2. Using profane, vulgar, abusive, obscene, or inappropriate language (may be considered minor or major)
3. Insubordination, defiance, disrespect, willful disobedience, or failing to comply with reasonable direction of a staff member (may be considered minor or major)
4. Unauthorized parking. Includes visitor parking/handicap parking
5. Being in the hallway during class time without a pass
6. Dress code violations
7. Failure to serve detention or suspension
8. Public display of affection
9. Horseplay
10. Class disruption
11. Unauthorized propping open of entry ways

Procedures for handling minor discipline problems are as follows: (any steps may be skipped, and action initiated at a higher degree if the seriousness of the behavior warrants)

1 st Offense	Student/Principal conference. Parents contacted. Detention duties may be assigned.
2 nd Offense	Detention, and/or special assignment(s), and/or 1-day ISS. AND parents contacted.
3 rd Offense	Detention, and/or special assignment(s,) and/or 2 days ISS or OSS AND parents contacted.
4 th Offense	Detention, and/ or 3-5-day ISS and/or OSS AND parents contacted.
5 th Offense	Referral to Superintendent for extended suspension; possible recommendation to board of trustees for expulsion.

Major Discipline Infractions:

1. Bullying, intimidation, harassment (may be considered minor or major)
2. Using profanity, vulgarity, abusive, obscene, or inappropriate language (may be considered minor or major)
3. Insubordination, defiance, disrespect, willful disobedience, or failing to comply with reasonable direction of a staff member (may be considered minor or major)
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, grounds, or parts thereof, through violence, force, noise, threat, passive resistance, or other conduct which interferes with the educational activities as organized by school officials
7. Vandalism or graffiti
8. Computer misuse or intrusion (Policy 3270)
9. Truancy
10. Gambling or stealing
11. Fighting, hitting, punching kicking, etc. Intentionally causing, attempting to cause, or behaving in such a way as to cause physical injury to any student or school employee
12. Office referral after teacher has followed classroom discipline procedure
13. Possessing, handling, or transmitting any object that may be considered a weapon or perceived as a dangerous object (Policy 3370)
14. Possessing, using, selling, transmitting, or being under the influence of any drug, alcohol, intoxicant of any kind, tobacco/electronic cigarettes, unauthorized prescriptions or possession of drug paraphernalia (Policy 3370, 3320)
15. Any action that would threaten the health, safety, or wellbeing of students, teachers, employees or parents
16. Cheating, plagiarism, prank phone calls, forgery (in addition to the following consequences students will receive a 0 on assignments and may risk losing credit for the course)

Procedures for handling major discipline problems will be as follows: (any steps may be skipped, and action initiated at a higher degree if the seriousness of the behavior warrants)

1 st Offense	Detention and 1-2-day ISS, or OSS, parents contacted
2 nd Offense	Detention and 3-5-day ISS, or OSS, parents contacted
3 rd Offense	Referral to Superintendent for extended suspension; possible recommendation to board of trustees for expulsion.

Tardiness

1 st Offense/ semester	Warning, consequences from the classroom teacher.
2 nd Offense/ semester	Parents contacted
3 rd and subsequent offenses/ semester	Detention duties, and/or ISS, parents contacted

Truancy

A student is truant if they are found to be absent from class or school without the prior knowledge and consent of the parent or guardian. The office must receive written or verbal verification of absence within 2-days. If no verification is submitted, it will be classified as unexcused (truancy) and discipline will be assigned. Students charged with truancy will not receive credit for class work missed due to the absence. Any work missed will be counted as a zero for grading purposes.

Offenses are cumulative for the school year

1 st Offense	Parental notification, detention duties, one (1) day ISS
2 nd Offense	Parental notification and conference, detention duties, two (2) days ISS, referral to counselor, law enforcement may be contacted.

3 rd Offense	Parental notification and conference, OSS, referral to counselor, law enforcement will be contacted.
4 th Offense	Parental notification and conference change in schedule, loss of credit in classes, law enforcement contacted.

DETENTION

For minor infractions of school rules or regulations, or for minor misconduct, students may be assigned detention during lunch. Cell phones will be turned into administration during this time. Administration may assign other detention duties with one-day notification of the required detention given. Students are expected to bring study materials.

IN SCHOOL SUSPENSION

Students will report to the ISS room on the assigned day. Students will be confined to this room throughout the day and monitored by an assigned staff member. Cell phones will be turned into administration for the duration of the day. Teachers will send work to the students for this day. Students will be excused periodically throughout the day to use the restroom when students are not changing classes. Students who are assigned ISS forfeit extra-curricular participation for that day, game or practice.

OUT OF SCHOOL SUSPENSION

In the event the proposed punishment of a student is the denial of the right of school attendance from any single class or the full schedule of classes for one to five consecutive days, a conference shall first be conducted with the student as follows:

1. An oral or written notice of the charges shall be provided to the student.
2. An oral or written explanation of the evidence in support of the charges shall be provided to the student.
3. An oral or written explanation of the suspension, which may be imposed, shall be provided to the student.
4. The student shall be provided the opportunity to present his/her explanation.
5. Any work that was missed due to a temporary out of school suspension shall be completed and turned in during an admittance hearing with the building administrator upon the student's return to school.

The parent of the student shall be notified of the reason for suspension and the duration of the suspension orally or by US mail as soon as reasonably possible.

APPEAL PROCESS FOR DISCIPLINARY ACTION

Any student and/or parent who disagree with the discipline shall have the right to an informal hearing with the principal for the purpose of resolving the grievance. At such a conference the student and parent shall be subject to questioning by the principal and shall be entitled to question school personnel involved in the matter. If the issues cannot be resolved with the building principal, the parents and students have the right to appeal to the superintendent. All appeals must be in writing and be submitted within two (2) school days of the original decision. If the issue is not resolved with the superintendent, parents can appeal to the board of trustees. (Policy 3210)

DRESS AND APPEARANCE

Schools are a professional place and students should dress accordingly.

1. Clothing must cover the back, stomach, and chest. No muscle tanks or spaghetti straps.
2. No undergarments should be visible at any time.
3. Shorts, skirts, dresses shall be no shorter than three (3) inches above the knee when seated. Pants with holes should not reveal skin any higher than three inches above the knee.
4. Appropriate shoes must be worn at all times.
5. No hats are allowed to be worn inside the building. Hats are to be removed when entering the building.
6. Clothing (including accessories) that depicts illegal or immoral acts are prohibited.
 - a. Insignia should not depict any substance that is illegal for use by a minor.
 - b. No articles of clothing or accessories should depict message in any form that are degrading to gender, religion, culture, or ethnic group.
7. No pajama pants or blankets.

EQUAL EDUCATION, NONDISCRIMINATION AND SEX EQUITY (Policy 3280)

Equal educational opportunities shall be available for all students without regard to race, color, national origin, ancestry, gender identity, sex, ethnicity, sexual orientation, language barrier, religious beliefs, physical and mental handicap or disability, economic or social conditions, or actual or potential marital or parental status or status as a homeless child. Any student may file a discrimination grievance using the procedure that follows this policy. Inquiries regarding discrimination should be directed to the District Title IX Coordinator. An individual with a complaint alleging a violation of this policy shall follow the Uniform Grievance Procedure 3210P.

For complete policy please go to <https://www.d181.k12.id.us>

HAZING, HARASSMENT, INTIMIDATION, BULLYING, AND CYBER BULLYING (POLICY 3295)

All instances of hazing, harassment, bullying, cyber bullying, and menacing are cumulative for duration of enrollment in the Challis School District.

The Challis School District is committed to providing a positive and productive learning and working environment. Hazing, harassment, intimidation, cyber bullying or bullying by students, staff or third parties is strictly prohibited and shall not be tolerated in the district.

Students whose behavior is found to be in violation of this policy will be subject to discipline up to and including expulsion. Staff whose behavior is found to be in violation of this policy will be subject to discipline up to and including dismissal.

Third parties whose behavior is found to be in violation of this policy shall be subject to appropriate sanctions as determined and imposed by the Superintendent or Board of Trustees.

Individuals may also be referred to law enforcement officials. Staff will be reported to the Idaho Teacher Standards and Practices Commission.

HAZING, HARASSMENT, INTIMIDATION, BULLYING, AND CYBER BULLYING (Policy 3295p)

The following definitions and procedures shall be used for reporting, investigating and resolving complaints of hazing, harassment, intimidation, bullying, and cyber bullying.

DEFINITIONS

1. "Third Parties" include, but are not limited to, coaches, school volunteers, parents, school visitors, service contractors or others engaged in district business (i.e. employees of businesses or organizations participating in cooperative work programs with the district or others not directly subject to district control at interdistrict and intradistrict athletic competitions or other school events).
2. "District" includes district facilities, district premises and non-district property if the student or employee is at any district-sponsored, district approved or district-related activity or function, such as field trips or athletic events, where students are under the control of the district where the employee is engaged in district business.
3. "Hazing" includes, but is not limited to, any act that recklessly or intentionally endangers the mental health, physical health or safety of a student for the purpose of initiation or as condition or precondition of attaining membership in, or affiliation with, any district-sponsored activity or grade level attainment (i.e. forced consumption of any drink, alcoholic beverage, drug or controlled substance, forced exposure to the elements, forced prolonged exclusion from social contact, sleep deprivation or any other forced activity that could adversely affect the mental or physical health or safety of a student, forced wearing or carrying of any obscene or physically burdensome article, forced pranks to be performed or other such activities intended to degrade or humiliate).
4. "Harassment" includes, but is not limited to, any act which subjects an individual or group to unwanted, abusive behavior of a nonverbal, verbal, written, electronic or physical nature on the basis of age, race, religion, color, national origin, disability etc.
5. "Harassment, intimidation, or bullying" means any act that substantially interferes with a student's educational benefits, opportunities or performance, that takes place on or immediately adjacent to school grounds, at any school-sponsored activity, on school provided transportation, or at any official school bus stop, and that has the following effect:
 - a. physically harming a student or damaging a student's property
 - b. knowingly placing a student in reasonable fear of physical harm to the student or damage to the student's property
 - c. creating a hostile educational environment.
6. "Cyber bullying" includes, but is not limited to the following misuse of technology: harassing, teasing, intimidating, threatening, or terrorizing another person by sending or posting inappropriate and hurtful e-mail messages, instant messages, text messages, digital pictures or images, or web site postings, including blogs through the district's computer network and Internet, whether accessed on campus or off campus, during or after school hours. In the situation that cyber bullying originated from a non-school computer, but is brought to the attention of school officials, any disciplinary actions shall be based on whether the conduct is determined to be severely disruptive to

the educational process. In addition, such conduct must also be in violation of a school policy or state law. Administration may, in their discretion, contact local law enforcement.

7. "Intimidation" includes, but is not limited to, any threat or act intended to tamper, substantially damage or interfere with another's property, cause substantial inconvenience, subject another to offensive physical contact or inflict serious physical injury on the basis of race, color religion, national origin or sexual orientation.

RETALIATION/FALSE CHARGES

Retaliation against any person who reports, is thought to have reported, files a complaint, or otherwise participates in an investigation or inquiry is prohibited. Such retaliation shall be considered a serious violation of board policy and independent of whether a complaint is substantiated. False charges shall also be regarded as a serious offense and will result in disciplinary action or other appropriate sanctions.

CONFIDENTIALITY

It is recognized that harassment is often very distressing for the victim, and those who suffer harassment may be reluctant to make their concerns known. All reasonable steps will be taken to ensure that all inquiries and/or complaints are dealt with in confidence.

POLICY DISTRIBUTION

Information about this policy must be distributed to the school community. Faculty and staff will be reminded annually about the policy. Information about the policy will be included in student orientation material and in the student handbook. All new faculty and staff members will be given a copy of the policy as part of their orientation program. The policy manual for the district can be found at d181.k12.id.us

COMPLAINT PROCEDURES

Building principals and the Superintendent have responsibility for investigations concerning hazing, harassment, intimidation, bullying, or cyber-bullying. The investigator(s) shall be a neutral party having had no involvement in the complaint presented.

Any student, employee, or third party who has knowledge of conduct in violation of this policy or feels he or she has been a victim of hazing, harassment, intimidation, or cyber-bullying, in violation of this policy shall immediately report his or her concerns. All complaints will be promptly investigated in accordance with the following procedures:

Step I: Any hazing, harassment, intimidation, bullying, or cyber-bullying, information (complaints, rumors, etc.) shall be presented to the building principal. Complaints against the building principal shall be filed with the Superintendent. Complaints against the Superintendent shall be filed with the Board Chair. All such information will be reduced to writing and will include the specific nature of the offense and corresponding dates.

Step II: The District official receiving the complaint shall promptly investigate or refer the complaint to an appropriate colleague or outside party for investigation. Parents will be notified of the nature of any complaint involving their student. The District official will arrange such meetings as may be necessary with all concerned parties within five working days after receipt of the information or complaint. The parties will have an opportunity to submit evidence and a list of witnesses. All findings related to the complaint will be reduced to writing. The District official(s) conducting the investigation shall notify the complainant and parents as appropriate, in writing, when the investigation is concluded and a decision regarding disciplinary action, as warranted, is determined. Due to the requirements of the Family Educational Rights and Privacy Act, it will often not be possible to provide complainants and parents with detailed information on disciplinary actions taken against another student.

A copy of the notification letter or the date and details of notification to the complainant, together with any other documentation related to the incident including disciplinary action taken or recommended, shall be forwarded to the Superintendent or their designee.

Step III: If the complainant is not satisfied with the decision at Step II, he or she may submit a written appeal to the Superintendent or designee. Such appeal must be filed within ten working days after receipt of the Step II decision. The Superintendent or designee will arrange such meetings with the complainant and other affected parties as deemed necessary to discuss the appeal. The Superintendent or designee shall provide a written decision to the complainant's appeal within ten working days.

Step IV: If the complainant is not satisfied with the decision at Step III, a written appeal may be filed with the Board. Such appeal must be filed within ten working days after receipt of the Step III decision. The Board shall, within twenty working days, conduct an informal review at which time the complainant shall be given an opportunity to present the complaint and the District's administration to respond if they so desire. The course and conduct of this proceeding shall be informal and shall be at the sole discretion of the Board. The Board shall provide a written decision to the complainant within ten working days following completion of the informal review.

Direct complaints related to educational programs and services may be made to the U.S. Department of Education, Office for Civil Rights.

Documentation and Reporting Documentation related to the incident may be maintained as a part of the student's education records. Additionally, a copy of all hazing, harassment, intimidation, bullying, or cyber-bullying complaints and documentation will be maintained as a confidential file in the District Office and reported as required by the State Department of Education.

For complete policy please go to <https://www.d181.k12.id.us>

STUDENT-OWNED ELECTRONIC COMMUNICATIONS DEVICES (District policy 3265)

Students, with permission of their parent(s)/guardians, or the student him/herself if over 18 years of age, may be in possession of personal electronic devices such as a smart phone, cellular telephones, pagers/beepers, laptops, tablets, e-readers, or other related electronic devices on school property. The devices shall not be used in a manner that disrupts the educational process, including, but not limited to, posing a threat to academic integrity or violating confidentiality to privacy rights of another individual. Unless an emergency situation exists that involves imminent physical danger or a certified District employee authorizes the student to do otherwise (such as use in a class), use of device shall be limited to the period before classes begin in the morning, at passing times, during the student's lunch period, and after the student's last class in the afternoon.

Access to the devices is a **privilege** and not a right. Each student will be required to follow the Acceptable Use of Electronics Networks Policy and the Internet Access Conduct Agreement.

Students may only access the internet through the filtered District connection, regardless of whether they are using their personal device to a District-issued device. District staff will not provide software or technical assistance for student-owned devices.

The use of cameras in any type of electronic device is strictly prohibited in locker rooms, restrooms, and classrooms unless a certified District employee authorizes the student to do otherwise. Where students are allowed to use electronic devices, they are required to obtain permission before taking a photograph or video of any individual. Students must also obtain permission from any individual appearing in a photograph or video prior to posting on social networking site or other internet site.

Students found to be using any electronic communications device to in any way send or receive personal messages, data, or information that would contribute to or constitute cheating on any student assessment, project, or assignment shall be subject to discipline and the device shall be confiscated and not returned until a parent conference has been held.

Students are responsible for safeguarding devices they bring to school. The District shall not be responsible for loss, theft, damages, or destruction of student owned devices brought onto school property.

Policy 3265

SUBSTANCE AND ALCOHOL ABUSE (Policy 3320)

The Board recognizes that use of alcohol and drugs is a serious problem and that the presence of drugs in school is detrimental to the educational environment and harmful to the health, safety and welfare of students and staff. It is the desire of the District to help those in need of alcohol and drug intervention and at the same time to protect others that are affected by the presence of alcohol and drugs and to enforce the policies of the District relating to use, possession or being under the influence of alcohol or controlled substances, as that term is defined in statute (I.C. 37-2732C). It is the philosophy of the District that the District will help those who desire to help themselves.

The District's desire is to create an environment where students feel safe from the many harmful influences that are prevalent in our society. For those students that come forward and voluntarily disclose using and/or being under the influence of alcohol and/or drugs while on school property or at a school function, prior to the District having reasonable suspicion, the District will provide counseling to any such student and make recommendations for referral to appropriate agencies for screening and assessment.

The parent or legal guardian of the student will be immediately notified, and the District will cooperate with and work with the parent in the establishment of plan to assist the student in whatever means are deemed necessary and appropriate. Only persons on a "need to know" basis may receive information regarding a voluntary disclosure, except when deemed reasonably necessary to protect the health and safety of others.

The mere fact that a student previously disclosed use of alcohol or controlled substances, in and of itself, shall not establish reasonable suspicion at a later date.

If the District has reasonable suspicion (based upon reliable information received or the personal observations of staff) to believe that a student is using or is under the influence of alcohol or a controlled substance and the student has not voluntarily disclosed such use or influence, the District may take whatever action deemed appropriate, including but not limited to, notifying the parent or legal guardian and notifying local law enforcement, suspension and/or expulsion. The following shall be used as a guide in determining what procedures may be followed when this occurs, however, the specific procedure may, in large part, depend upon the circumstances in each case:

1. Upon reasonable suspicion, the student will be asked if he/she has used and/or is under the influence of alcohol and/or drugs
 2. If the student admits to the use, the student's parent/legal guardian will be immediately called
 3. The student will be asked to reveal the circumstances involving the use of alcohol and/or drugs and asked if any other students were involved
 4. Law enforcement will be called when deemed appropriate
 5. The student will be immediately suspended from school, and depending upon the circumstances, may be suspended for up to 21 days and/or recommended for expulsion
 6. As a condition of readmission, the student and parent will agree to undergo assessment and counseling for alcohol and/or drug use. The District will provide information regarding available counseling services and any other services available to the student and/or the student's parents
 7. If the student does not admit to the use of alcohol and/or drugs and the staff member(s) in charge, after talking to the student, still believes that the student used or was/is under the use or influence of alcohol and/or drugs, an investigation will be conducted, which may include a search of the student's locker, car, desk or any other school property used by the student maybe subject to search. In addition, law enforcement will be called immediately as will be the parent/guardian. The student will be suspended from school pending an investigation. If the investigation shows that, more likely than not, the student used or was under the influence of drugs and/or alcohol, a recommendation for expulsion will be made to the Board of Trustees. The student will be entitled to full due process prior to being expelled from school. As a condition of readmission, the Board may require that the student undergo assessment and counseling for alcohol and/or drug use.
- The District shall provide written annual notification of the voluntary disclosure provisions of this policy as well as counseling availability and any other pertinent information in the student handbook or other reasonable means

EQUAL EMPLOYMENT OPPORTUNITY AND NON-DISCRIMINATION (Policy 5120)

The District shall provide equal employment opportunities to all persons, regardless of their race, color, religion, creed, national origin, sex, gender identity, sexual orientation, age, ancestry, marital status, military status, citizenship status, pregnancy, use of lawful products while not at work, physical or mental handicap or disability if otherwise able to perform the essential functions of the job with reasonable accommodations, and other legally protected categories.

The District will make reasonable accommodation for an individual with a disability known to the District, if the individual is otherwise qualified for the position, unless the accommodation would impose an undue hardship upon the District.

Inquiries regarding discrimination should be directed to the Title IX Coordinator or Nondiscrimination Coordinator. Specific written complaints should follow the Uniform Grievance Procedure.

In compliance with federal regulations, the District will notify annually all students and applicants of this policy and the designated coordinator to receive inquiries. Notification should include the name and location of the coordinator.

EMPLOYEE RESPONSIBILITIES REGARDING STUDENT HARASSMENT, INTIMIDATION, AND BULLYING (Policy 5265)

The personal safety and welfare of each child is of paramount concern to the Board of Trustees, employees, and patrons of the District. It is of particular importance that employees within the District become knowledgeable and thoroughly educated as to their legal and ethical responsibilities regarding intervention and reporting of student harassment, intimidation, and bullying.

Intervention

District employees are authorized and expected to intervene or facilitate intervention on behalf of students facing harassment, intimidation, and bullying.

Professional Development

The District shall provide ongoing professional development to assist school employees in preventing, identifying, intervening, and responding to harassment, intimidation, and bullying.

Student Discipline

When disciplinary action is necessary for students engaging in harassment, intimidation and bullying, employees shall follow relevant District policies [3330 and 3340].

Reporting

Any District employee who has witnessed, or has reliable information, that a student has been subject to harassment, intimidation or bullying, must report the incident to the designated school official in accordance with District policy and procedure [3295 and 3295P].

The Superintendent, building principal, and/or their designee shall be responsible for receiving complaints alleging student harassment, intimidation, and bullying and will ensure that documented complaints will be maintained as a confidential file in the District office and reported as required by the State Department of Education.

For complete policy please go to <https://www.d181.k12.id.us>

LOCAL SCHOOL WELLNESS (Policy 8200)

It is the goal of the Challis School District to strive to make a significant contribution to the general well-being, mental and physical capacity, and learning ability of each student and afford them the opportunity to fully participate in the education process. The Challis School District promotes healthy schools by supporting wellness, good nutrition, and regular physical activity as a part of the total learning environment. The District supports a healthy environment where children learn and participate in positive dietary and lifestyle practices. By facilitating learning through the support and promotion of good nutrition and physical activity, our school contributes to the basic health status of children. Improved health optimizes student performance potential

For complete policy please go to <https://www.d181.k12.id.us>

STANDARDIZED TESTING

Academic proficiency is more than test scores. Competency in all academic areas is the goal for every child.

ISAT

The Idaho Standards Achievement Test (ISAT) is a comprehensive system of assessments designed to be used together to improve teaching and learning.

Testing for grades 3-10, 11th Science TBD between March and May.

Components of the ISATs

The ISAT is composed of English Language Arts/Literacy and Mathematics tests for grades 3-10 that address the Idaho Core Standards and Science tests for grades 5, 7, and 10, which address the Idaho Science Standards. A variety of item types are used to assess what a student knows and what they can do with that knowledge. The items address a variety of skill levels, from short-term recall of facts to skills and problem solving.

The ISAT summative assessment is administered during the last 8 weeks of the school year. It consists of two parts: a computer adaptive test and performance tasks taken on a computer. The assessment:

-
- Accurately describes both student achievement and growth of student learning as part of program evaluation and school, district, and the state accountability system;
 - Provides valid, reliable, and fair measures of students' progress toward, and attainment of the knowledge and skills required to be college- and career-ready; and
 - Capitalizes on the strengths of computer adaptive testing—efficient and precise measurement across the full range of achievement with quick turnaround of results.

SAT

The SAT is an entrance exam used by many colleges and universities to make admission decisions. The purpose of the SAT is to measure high school students' readiness for college. All juniors are required to take this test. Students may schedule other test dates at their own expense. Go to <https://sat.collegeboard.org/practice/> for additional information and practice opportunities.

SAT School Day Test- All Juniors

April 13, 2022

ACT

The ACT is an entrance exam used by many colleges and universities to make admission decisions. The purpose of the ACT is to measure high school students' readiness for college. Challis High School offers on sight ACT testing twice a year.

Test Date

October 23, 2021

December 11, 2021

Reg. Deadline

September 17, 2021

November 5, 2021

Late Deadline

October 1, 2021

November 19, 2021

Photo upload Deadline

October 15, 2021

December 3, 2021

More test dates available elsewhere go to www.act.org

Challis ACT Code/ CEEB code: 130105

The Idaho High School Activities Association sponsors SAT/ACT test prep for all students. Go to the SAT/ACT Prep Project under Quick links on their home page at adhsaa.org.

PSAT/NMSQT

October 13, 2021

Sophomores can take for practice at no cost. To be eligible for the National Merit Scholarship, juniors must pay \$15 to take the test. The PSAT/NMSQT reports can be a powerful tool to inform and improve instruction. On average students who take the assessment score 136 points higher on the SAT than those students who do not take it.

ASVAB

September 9, 2021 8:00 am – 11:30 am

The ASVAB is a timed, multi-aptitude test given at Challis High School to all juniors. The information is used to aid students in career and educational choices. It is also a measurement tool used by the military to determine eligibility.

ACCEPTANCE OF THESE DOCUMENTS

I hereby acknowledge receipt and review of:

1. CJSHS Parent/Student Handbook
2. Student and Family Privacy Rights policy 2140
3. Internet Access Conduct Agreement (policy 3265, 3270, 3270p and 3270f)
4. Student Discipline policy 3330
5. Academic Honesty policy 3335
6. Student Health/Physical Screening/Examination policy 3500
7. Student Records policy 3570f1
8. Parent Right-to-Know Notices policy 4160

While as an enrolled student at Challis Junior Senior High School and parent/guardian of a student enrolled at these schools, I understand the information and policies as explained in these documents.

_____ I give permission for my student's basic contact information to be given to the military and college recruiters. (For high school students only)

_____ I do not give permission for my student's basic contact information to be given to the military and college recruiters. (For high school students only)

Student Name _____

Parent Signature _____

Student Signature _____

Date _____

Please detach this page and return it to your advisory teacher by Thursday September 2, 2021.