

Idaho Falls High School

Student Handbook



2019-2020

Idaho Falls High School

IFHS Mission Statement:

Discover Your Path: Develop the Knowledge, Skills, and Characteristics for Success on Your Journey

Idaho Falls District 91 Vision Statement:

Idaho Falls School District #91 will provide all students with a culture that empowers, instruction that engages, and technology that enables.

Idaho Falls District 91 Mission Statement:

The mission of Idaho Falls School District #91, in cooperation with our community, is to develop the whole child in an atmosphere of excellence characterized by mutual respect, shared responsibility for learning, a comprehensive curriculum, quality instruction and technology that facilitates college and career readiness to ensure student success.

Idaho Falls District 91 Belief Statements:

We Believe:

- a. Students are our first priority.
- b. All students can learn and demonstrate measurable growth.
- c. Individual learning needs are best addressed through differentiated instruction.
- d. Students learn best when actively engaged.
- e. Whole child development requires an enriched curriculum that provides a wide array of opportunities.
- f. Learning is a cumulative, lifelong pursuit.
- g. Consistent application of research-based teaching and curriculum maximizes student achievement.
- h. All people have a right to a safe, respectful, and orderly educational environment.
- i. Quality educators make a difference in students' lives.
- j. Data-based decisions drive and develop academic and professional improvement.
- k. Our similarities and differences are to be recognized with dignity and respect.
- l. Expectations, attitudes, and efforts directly affect the performance of all people.

Idaho Falls District 91 Overall Goals:

Idaho Falls School District 91 will ensure students graduate with the college and career ready skills they will need to be self-sufficient citizens, lifelong learners and competitive in today's world.

1. Each school will improve achievement for all students while closing achievement gaps for identified student groups, with particular focus on Sub-populations.
2. Idaho Falls School District 91 will be accountable for developing essential leader, teacher and staff competencies and optimizing all resources to achieve each school's strategic goals and outcomes for student success.
3. Idaho Falls School District 91 will create opportunities for parents, community and business leaders to fulfill their essential roles as actively engaged partners in supporting student achievement and outcomes for student success.
4. All teachers will engage every student in meaningful, authentic and rigorous work through the use of innovative instructional practices and supportive technologies that motivate students to be self-directed and inquisitive learners.
5. Idaho Falls School District 91 will develop and implement a balanced assessment system that accurately reflects student demonstration and mastery of the Common Core State Standards for Literacy and Mathematics.
6. Idaho Falls School District 91 will provide intensive support to schools that are in school improvement and restructuring status as identified by state accountability measures.

IMPORTANT CONTACTS

School Web Address: www.ifschools.org/IFHS

Main Office: 208-525-7740

Fax: 208-525-7768

Principal	Mr. Bob Devine	devirobe@d91.k12.id.us
Assistant Principal	Mr. David England	engldavi@d91.k12.id.us
Assistant Principal	Mrs. Katie Williams	willkati@d91.k12.id.us
IFHS Athletics/Activities	Mr. Pat Lloyd	lloypat@d91.k12.id.us
Secretary	Mrs. Sarah Jorgenson	jorgsara@d91.k12.id.us
Bookkeeper	Mrs. DeLynn Robb	robbdely@d91.k12.id.us

Counseling Center: 208-525-7750

Registrar	Mrs. Christina Wadsworth	blacnata@d91.k12.id.us
Secretary	Mrs. Terri Robinson	robiterr@d91.k12.id.us
Counselors:	(Students A-G) Mrs. Cherity Woolf	woolcher@d91.k12.id.us
	(Students H-O) Mrs. Val Rodel	rodevale@d91.k12.id.us
	(Students P-Z) Mr. Nick Kimmet	kimmnink@d91.k12.id.us

Attendance Office – 208-525-7745 – Ms. Angela Ekker

School Nurse – Mrs. Sarah Drollinger

School Resource Officer – Officer Brian Smith

College and Career Advisor – Natalie Black – blacnata@d91.k12.id.us

Transportation Department – 208-525-7580

Idaho Falls School District #91 Offices: 208-525-7500

Fax: 208-525-7596

Website: <http://www.ifschools.org/>

PowerSchool Parent Sign-in: <https://ps.d91.k12.id.us/public>

Text Messenger Parent Sign-up

If you're not receiving Text Messages, call our office to make sure your cell phone number is updated in PowerSchool and text 'SUBSCRIBE' to 68453.

Student/Parent Tip-Line URL: <https://t.ly/nzg>



Expectations for Student Success

Our expectations for student success encourage each STUDENT:

- Achieve to the best of their ability
- Make consistent attendance and punctuality a daily experience
- Make their high school experience their top priority
- Know, respect, and adhere to our school's rules of conduct
- Complete all assigned work, activities, and tests in an honest way
- Understand individual teacher assignment guidelines and ask for clarification with the teacher regarding anything that may be unclear about an assignment
- Encourage others to know, respect, and adhere to our school's rules of dress and conduct

Our expectations for student success encourage each TEACHER:

- Present clear and fair academic and grading guidelines
- Communicate any significant academic, behavioral, and/or social-emotional concerns to the parent, administrator and/or counselor immediately
- Work in a collaborative, positive, and supportive manner with all students, parents, and colleagues to promote students' success
- Reinforce and uphold our school's rules of student conduct
- Maintain professional standards of dress and conduct

Our expectations for student success encourages each COUNSELOR:

- Advocate for individual student needs
- Communicate any significant academic, behavioral, and/or social-emotional concerns to the parent, and administrator immediately, within the bounds of professional ethics
- Work in a collaborative, positive, and supportive manner with all students, parents, and colleagues to promote students' success
- Reinforce and uphold our school's rules of student conduct
- Maintain professional standards of dress and conduct

Our expectations for student success encourage each ADMINISTRATOR:

- Facilitate ongoing conversations and reflection about effective instruction and student achievement
- Ensure a safe and secure school campus
- Work in a collaborative, positive, and supportive manner with all students, parents, colleagues, and community members to tirelessly advocate students' success
- Reinforce and uphold our school's rules of student conduct by administering fair and consistent discipline practices
- Encourage all members of the Idaho Falls High School Community to protect and uphold the integrity of our school's diploma
- Maintain professional standards of dress and conduct

Our expectations for student success encourage each PARENT or GUARDIAN:

- Facilitate ongoing conversations and reflection with your student about their academic progress and future goals
- Work in a collaborative, positive, and supportive manner with all teachers, counselors, administrators, and other school employees to promote your students' success
- Reinforce regular and punctual school attendance
- Verify absences with our attendance office within 48 hours of the absence
- Monitor your student's grades and attendance in PowerSchool regularly
- Communicate classroom concerns to the appropriate teacher first

2019 – 2020 Bell Schedules

Monday		
1	9:30	10:15
2	10:20	11:05
ADVISORY	11:10	11:40
3	11:45	12:30
Lunch	12:30	1:10
4	1:15	2:00
5	2:05	2:50
6	2:55	3:40

Regular		
1	8:30	9:30
2	9:35	10:35
3	10:40	11:40
Lunch	11:40	12:25
4	12:30	1:30
5	1:35	2:35
6	2:40	3:40

Early Release		
1	8:30	9:05
2	9:10	9:40
3	9:45	10:15
4	10:20	10:50
5	10:55	11:25
6	11:30	12:00

There is a 5-minute passing between classes. This is adequate time to be on time to ALL classes.

IFHS SCHOOL SONG

BY PAUL HAACK (1927)

Dear old I.F. high, we are with you;
 You're the one we are all fighting for.
 On the field in victory we'll cheer you:
 In defeat your name we'll never mar.
 We'll be true to the ones who uphold you;
 And keep your colors on high.
 When it's time to depart;
 We'll keep close to our heart;
 The memories of I.F. High, Rah, Rah, Rah

Gold and black are the symbols of might;
 Never to be downed by a foe.
 Obtained by the virtues of work and fight;
 Our aim is to always hold them so.
 You will find sportsmanship in our athletes;
 On our men we can always rely.
 We will build for you a name;
 And we'll hold on high your fame,
 To the last of your days, I.F. High, Rah, Rah, Rah

STUDENT BODY OFFICERS

President Carter Bailey
Vice President Jeni Williams
Secretary Whitney Black
Business Manager Cooper Cook
Female Activities Director Maddy Cook
Male Activities Director Chris Dompier
School Representative Shauna Romrall

SENIOR CLASS OFFICERS

President Evelyn Shull
Vice President Joe Simms
Secretary Mikayla Schafer
Historian Grant Lanning

JUNIOR CLASS OFFICERS

President Brynlee Peterson
Vice President James Okeson
Secretary Jimmy Saunders
Historian Eliza Falkenrath

SOPHOMORE CLASS OFFICERS

President Caroline Conley
Vice President Chloe Harker
Secretary Kendahl Howell
Historian Marvin Smith

FRESHMAN CLASS OFFICERS

President Grant Okeson
Vice President Ryle Sessions
Secretary Sydnie Stenquist
Historian Libby Black

TIGER ATHLETIC TEAMS

FALL

Cross Country Alan McMurtrey
Football Marty Duffin
Boys Soccer Ryan Cook
Girls Soccer David Adams
Volleyball Kaitlyn Johnson

WINTER

Boys Basketball Howard Hart
Girls Basketball David Vest
Wrestling

SPRING

Baseball Trent Johnson
Softball Traci Wilkinson
Golf Sean Thomsen
Tennis Tara Scheldahl
Track Kelcee Christensen

YEAR-LONG

Cheerleading Stacey Christenson

POLICIES & PROCEDURES

Students-Please know, understand, and follow the provided information to help you create a productive and successful year at Idaho Falls High School.

ACADEMIC GRADING POLICY – Academic grades are given based on the following guidelines: A 90-100%, B 80-89%, C 70-79%, D 60-69%, F 59% and below, and I (incomplete). Each student’s GPA will be calculated on the following system A=4pts, B=3pts, C=2pts, D=1 pt., F=0pt. Report cards are mailed home at the end of each trimester. Students are expected to regularly check their academic progress on PowerSchool. Parents are also expected to regularly check their student’s grades and attendance on PowerSchool through the parent login. The following link contains instructions on how to create a parent account:

<http://www.ifschools.org/documents/SSOWorksheet.pdf>

ACADEMIC HONESTY POLICY – Board Policy 1005.3 lists “Scholastic Dishonesty” under ‘Disruptive Actions’ and defines it as “Completion of homework, tests, and/or other graded assignments in a manner that misrepresents the student’s understanding and mastery of the subject matter.”

Please read and follow all procedures carefully. Remember, this policy is in place for the fairness of all students. Cheating, plagiarism, and dishonesty violate this policy and defeat the purposes of learning. These practices place the value of grades over learning and run counter to Idaho Falls High School’s philosophy and practice of promoting academic excellence. The following policy is to be followed at all times:

Consequences for cheating are outlined in the discipline section of this handbook.

(These offenses are cumulative grades 9-12)

Cheating includes, but is not limited to:

- Taking, stealing, and/or using an assignment from someone else and submitting it as your own
- Taking photos of assignments and/or tests and using and/or forwarding the photos to other students
- Turning on electronic devices in class when the teacher has instructed that all electronic devices be turned off and put away
- Allowing another student to take and/or use an assignment to submit it as his/her own
- Looking at another student’s test or essay with or without the consent of the owner for the purpose of duplicating that work and submitting it as your own
- Representing as your own the work or words of a parent, sibling or someone else
- Discussing a test or quiz with students who have not completed or taken the assessment
- Using teacher test materials and/or answer sheets without authorization
- Using teacher computer files or grading programs
- Using any type of “cheat-sheet” on your person, an object, or programmed within graphing calculators, PDA, CD players, or other electronic devices without teacher approval

Plagiarism includes, but is not limited to:

- Directly quoting or paraphrasing all or part of another's written or spoken words without citing the author
- Presenting an idea, theory, or formula originated by another person as your original work
- Purchasing or receiving a term paper or other assignment that is the work of another person and submitting that assignment as your own work
- Repeating information, such as statistics or demographics, which is not common knowledge and which was originally compiled by another person

Students are responsible for:

- Managing time to adequately study for any assessments
- Taking responsibility in class to be attentive to instructions and directions
- Covering work during assessments to keep others from looking at your work
- Keeping eyes on your own work during assessments
- Asking your teacher for clarification, not your neighbor
- Not discussing questions with other students until ALL students have completed work
- Not copying others' assignments
- Not working with other students on tasks unless given permission by teacher
- Not copying or paraphrasing without proper documentation
- Making teachers aware cheating is taking place
- Adhering to instructions of the teacher

Teachers are responsible for:

- Making policies and professional philosophies known to all students in class syllabus
- Being specific about expectations for tests, essays, homework, etc. in class syllabus
- Practicing active supervision at all times
- Notifying parents and administration when a student is suspected of violating this policy

Parents are responsible for:

- Encouraging honesty and a good work ethic
- Reducing the pressure for "success at any cost"
- Giving your providing support when his or her best effort does not earn an "A"
- Being aware of homework and providing a good study environment
- Helping your student manage study time

ACTIVITY CARDS – Students may purchase activity cards for \$25. Activity cards entitle students to free admission to home athletic events. Students who do not purchase an activity card must pay full price for admission to athletic events. Students who attend school activities are expected to demonstrate and promote citizenship through their conduct and sportsmanship. Students who have been removed from games or activities for inappropriate behavior will be suspended from the next game or activity. If students are removed from a second game or activity, they will forfeit their activity card and be suspended from all games and extracurricular activities for the remainder of the season. If a student's behavior is egregious, a more severe penalty may be imposed by a school administrator, including suspension from school.

ADVANCED PLACEMENT COURSES – Grades in AP courses will be weighted based on the following scale; A=5pts, B=4pts, C=3pts, D=2pts, F=0pts. AP course offerings include Biology, Calculus AB & BC, Chemistry, European History, U.S. Government, Comparative US Government & Politics, English Language & Composition, English Literature and Composition, Physics C (Mechanics), Statistics, and US History. Other courses may be offered if supported by student interest. AP information may be obtained at www.collegeboard.com

ASSEMBLIES – All students are expected to attend assemblies. Lack of attendance is considered a truancy. Participation and good sportsmanship are expected student behaviors at assemblies.

ATHLETICS/ELIGIBILITY- Any student participating in an Idaho High School Activities Association sanctioned activity must meet eligibility requirements. In addition, all athletes and scholars must complete necessary forms, pay participation fees, purchase an activity card, and have a current physical on file. To be eligible to participate on all academic and/or athletic teams, students must have earned 4 credits from the previous trimester and currently be enrolled in 4 trimester classes. On the day of athletic events, all student athletes must attend all scheduled classes. The only exception would be a medical excuse for one class on that specific day. Students must have a cumulative GPA of 2.0 to participate in any extra-curricular activity as per District Policy. It is under the coach's discretion to expect higher academic standards and enforce a participant Code of Conduct. Contact the coach or school administration for more information.

ESTIMATED POSSIBLE FEES - Costs for activities should not be a hindrance for student participation. Payment plans and/or scholarships may be available. Please discuss the need for financial assistance with an administrator. Athletic participation fees vary by the number of sports the student is participating in: First activity, \$120; Second activity, \$100; Third activity, \$80.

ATTENDANCE – Students are more successful when they establish habits of good and regular attendance. The most successful students are those who are present and who do not need to make up class lectures, notes, discussions, homework explanations, assignments, quizzes, and tests. You can never make up everything you miss, even when you're out for only one day. If you must be absent from school, remember that you are responsible for finding out what you missed and for getting all of your make-up work.

1002.2.1 – Dis-enrollment/Re-enrollment on the Basis of Attendance

Students may be dropped from enrollment records after they miss, without their school being notified by a parent/guardian of the reason(s) for their absence, ten consecutive days of attendance. Students should be enrolled on the date they return to and begin attending a District # 91 school.

1002.3 – RESPONSIBILITY Trustees and educators recognize that regular attendance is positively related to student achievement. **Everyone shares in the responsibility for making school attendance a priority.**

- **Parents/Guardians** are urged to help their child establish good attendance habits throughout the child's schooling experiences. Absences due to family convenience

such as vacation and baby-sitting are strongly discouraged. **Parents are responsible for verifying absences by contacting the attendance office before, the day of, or no later than the close of the second day upon the student's return to school.** Parents are responsible for providing the school a current and secure day telephone number for contact regarding absences.

- **Students** are responsible for attending school every day except when excused for legitimate health reasons or death in the family. Days missed for personal or family convenience should be minimized. **When in school, students are required to be in class or in designated areas. (See also definition of truancy.) If a student exceeds the allowable days, it becomes the student's responsibility to participate in scheduled make-up sessions.** Students who are not living with a parent/legal guardian and have declared themselves emancipated may clear their own absences with an administrator. In addition, students need to give teachers advanced notice if classes are known to be missed by student (see Attendance Office for Pre-Excused from).
- **Teachers are responsible for structuring the class in such a way that each day is meaningful and rewarding to students in attendance.** Teachers are required to take accurate attendance and comply with building level attendance procedures. Teachers should model regular attendance.
- **Administrators are responsible for establishing building level procedures that are needed to implement the attendance policy.** School activities and related travel should be arranged to minimize negative impact on attendance. Attendance records follow a transferring student to the new school. The building principal has final responsibility in attendance matters.
- **Employers are responsible for not allowing student employment to negatively impact attendance or quality of schoolwork.**

Excused Absence (VER): An excused absence is one that the parent/legal guardian knew of, approved, and cleared with the attendance office before, the day of, or no later than the close of the second day upon the student's return to school (48 hours.) All students are expected to check out at the attendance office if they leave during the school day.

Unexcused Absence (UNV): An unexcused absence is one in which the parent/legal guardian did not have knowledge of, and/or did not approve, and/or did not clear with the attendance office the day of, or **no later than the close of the second day upon the student's return to school (48 hours.)** Unexcused absences include:

- Out-of-School Suspensions (OSS)
- Late verified absences (LTV) – absences cleared after the **48-hour** deadline has passed.
- **Truancies (UNX), include the following** (see discipline policy for consequences):
 - **The student is in the school building but is not in attendance at a regularly scheduled class without permission of the teacher or the school office. Parental permission is not valid when a student misses class and remains on school grounds.** It is mandatory to receive permission in writing from the teacher of the class the student is leaving or permission from the office.

- The student leaves the school building **without prior approval** by the parent or guardian (given by phone or written note) and without checking out through the attendance office.
- The student intentionally misses class(es) without the consent/knowledge of the parent.

Loss of credit due to absences (LCA)

Students shall lose credit for any class in which they exceed five (5) absences in a trimester class with the following exceptions:

- Death in the family (DIF)
- School-sponsored activities (ACT)
- Health Professional appointments (MED)
- Acute or chronic illness/medical condition verified by state licensed medical practitioner (MED) (**dates must be specified; blanket excuses will not be accepted, and school nurse must be notified of chronic conditions**)

Credit loss due to excessive absences will be designated on the student's transcript with the letters "**LCA**" – loss of credit due to poor attendance. To avoid loss of credit due to absences, make-up hours will need to be completed in accordance with District Policy and Idaho Falls High School guidelines. Students have the ability to participate in make-up sessions that count towards any VERIFIED absences. UNVERIFIED absences cannot be made up. LATE VERIFIED absences require two hours of make-up time for every one class period missed.

Students can make up no more than 5 hours for any one class. In order to receive credit, students cannot miss more than 10 days of verified absences in any trimester class. Students may make up assignments missed due to verified absences only. Make up opportunities will be provided only for students who have exceeded the allowable number of excused absences (5).

- For each class period missed, one hour's attendance in makeup session will be required.
- It is the **student's responsibility** to make up each class that was within the current trimester grading period.
- Sessions conducted by certified teachers are typically three hours, therefore, one entire make up session cannot account for one entire school day missed.
- Make-up time cannot be made up with an individual teacher outside of scheduled make-up sessions.
- Transportation for students involved in makeup sessions will be the responsibility of the student and/or parents/guardians.
- Make up sessions are expected to be productive, disciplined, and focused on the course work. Specific rules governing make up sessions are the responsibility of the building principal.

Make-up Work- Students will be allowed the number of days they were absent plus 1 (up to a maximum of 5 days) to make up missed work for verified absences. Make-up

work due to Late-verified absences will be accepted as long as the absence was late-verified within the number of days allowed for make-up work.

All assignments made before a student was absent will be due the day they return if the assignment was given before the absence. Accepting make-up work for unexcused and/or unverified absences is up to individual teacher discretion and should be outlined in their course syllabus.

Loss of Credit Appeal - Students may also appeal excessive absences in an attempt to regain lost credits, but only for classes in which they received a passing grade. All appeals must be addressed to the IFHS Attendance Committee. All appeals must be submitted in writing to the committee no later than the 15th school day of the following trimester.

In the event that an attendance problem is not otherwise resolved, the student may be referred for expulsion as a habitual truant under the provisions of Section 3305 of the Idaho Code. Students under the age of 16 may also be reported to juvenile court and placed on truancy probation.

Tardiness (see discipline policy for consequences): Punctuality is a life skill. **When a student is tardy, serious disruption to effective learning occurs.** Students are considered tardy unless they are in their assigned location at the scheduled time. The following definitions in student records will be used to track students' attendance and tardiness:

- Tardy – Students not in their assigned area or seat when the tardy bell rings; less than 10 minutes late.
- T-10 – Students arrive more than 10 minutes late for class.
- Absent – If a student arrives more than 20 minutes late for a class, they will be marked absent.

AUDIO/SPEAKERS/MUSIC– Audio speakers and/or phone speakers are not to be used in the halls and classrooms. Any infraction may result in the confiscation of the device.

BACKPACKS/BAGS – Backpacks and large bags **are discouraged in class and may not be allowed according to your individual teachers.** If your teacher does not approve, they are to be stored in student lockers before school begins.

BIKES, BLADES, BOARDS, ETC. – For everyone's safety these items are restricted. Bikes are not to be ridden on IFHS property and are to be parked in the designated bike racks. The school assumes no responsibility for the loss or damage of these items. Roller blades, skateboards, long boards, razor scooters, etc. **are never to be ridden in the school building!** They will be confiscated by school personnel and returned at the end of the school day. Any additional infractions will result in additional consequences as determined by school administration.

BUSES – School appropriate behaviors are expected on all forms of district transportation. Disciplinary infractions will be reinforced either through the district transportation office and/or building administration.

CLUBS/ORGANIZATIONS – Students can be involved in a wide variety of clubs and organizations at IFHS. We highly recommend all students actively be involved in at least one club or organization. A full list of clubs and organizations is located in the main office.

CLUB/ORGANIZATION ANNOUNCEMENTS – All announcements regarding club or organizational meetings are to be approved by the organization’s advisor and administration. Posted announcements must first be approved by administration.

COUNSELING SERVICES – IFHS offers a variety of services within the Counseling Department including course scheduling, scholarship opportunities, PSAT, ACT, and SAT testing, and personal assistance. Students meet with their counselor 1x/year in order to determine the following year’s schedule. 2nd and 3rd trimester schedule changes must be made by the designated deadlines.

CYBERBULLYING – Idaho Statute defines *Student Harassment* as “any intentional gesture, or any intentional written, verbal or physical act or threat by a student that:

- (a) A reasonable person under the circumstances should know will have the effect of:
 - (i) Harming a student; or
 - (ii) Damaging a student's property; or
 - (iii) Placing a student in reasonable fear of harm to his or her person; or
 - (iv) Placing a student in reasonable fear of damage to his or her property; or
- (b) Is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for a student.

An act of harassment, intimidation or bullying may also be committed through the use of a land line, car phone or wireless telephone or through the use of data or computer software that is accessed through a computer, computer system, or computer network.”

Any harassing, threatening, or intimidating electronic communications via emails, chat, phone calls, texting, social media, etc. that become disruptive to the learning environment will result in administrative investigation and possible law enforcement involvement.

If you receive a harassing, threatening, or intimidating electronic message:

- **Do not respond. Do not respond. DO NOT RESPOND.**
- **Save all messages including date, time, and identify of sender**
- **Show an adult**
- **Print hard copies if available. Be sure the copies identify who sent the messages**
- **Do not approach the person(s) who sent the messages and do not involve more individuals by forwarding or telling them about the messages**

- **De-friend, block, or remove any persons who send inappropriate messages**
- **Involve a school administrator**

Student disciplinary incidences of bullying, cyberbully, and harassment are enforced according to Board Policy 1005.8. See Student Discipline Policy Section.

DANCE DRESS AND CONDUCT – Students who attend school dances are expected to dress and act appropriately. Students who meet the established dress code will be allowed to enter and participate in the dance event.

- **Formal attire:** School dress code appropriate length gowns for the girls and suits or tuxedos (jacket and/or vest, dress pants, collared shirt, and tie) for the boys.
- **Semi-formal attire:** School dress code appropriate length dresses or skirts for the girls and tuxedo (jacket and/or vest, pants), dinner jacket, suit, sport coat, dress pants, sweater, and collared shirt with a tie for the boys.
- **Casual attire:** School dress code appropriate clothing. Tank tops, bare midriffs, short shorts/skirts are not appropriate for a casual school dance.

Students are expected to behave appropriately at school-sponsored dances. **The following expectations will be enforced for all dances:**

- School dress code will be enforced during the entire event. Students not in compliance with the dress code will not be admitted to the dance event or for pictures.
- Public display of affection is not appropriate.
- Students will not “mosh” (push and shove), body surf, or ride on anyone’s shoulders while dancing.
- Students will not “grind” (freak dance), bend over, straddle a dance partner, remove his/her or another’s clothing, or perform any sexually suggestive acts.
- Students will be respectful to teachers, parent chaperones, and administrators during the entire event.
- Students will not be admitted if there is reasonable suspicion they are under the influence or in possession of illegal substances or paraphernalia. (See Board Policy 1005.2.) These students will be immediately referred to the police.

DRESS CODE – The rules of dress for a senior high school are based on common sense, decency, and modesty and are not meant to be discriminatory or an inconvenience. Students are expected to know and to follow the established dress code. Students who wear inappropriate attire will be asked to change or to cover the inappropriate clothing. Examples of inappropriate attire for students include but are not limited to the following:

- Clothing with reference to drugs, alcohol or tobacco products
- Clothing with profanity, vulgarity or demeaning language/pictures
- Tank tops, spaghetti straps, bare midriff shirts, muscle shirts or half tops
- Displaying of undergarments – no low-riders (pants or shorts) that expose the boxers or underwear
- Clothing or accessories that display or reflect any association to any gangs or gang activity, including bandanas
- Shorts or skirts with hemlines above the extension of the student’s fingertips
- See-through or revealing attire, including mesh fabrics and torn pants

- Sunglasses worn in the building
- Hoods worn over the student's head and/or face
- Masks and/or full face paint
- Teachers may use their discretion in regards to hats being worn in the classroom.

ELECTRONIC DEVICES – The school district supplies computers, internet access and other technology supports to better enhance students' education. These supports are for educational purposes. Users are reminded that the district monitors all internet use. An individual search of usage and files may occur if there is reasonable suspicion of misuse. Users have limited expectation of privacy in the contents of their personal files, communication files and records of web searches. The use of the internet and computer equipment is a privilege, not a right. Inappropriate, illegal, or unauthorized use of the internet could result in the cancellation of those privileges. Anyone who engages in the practice of sending, receiving or possessing sexually explicit photos or messages (sexting) or inappropriate material is subject to discipline up to and including expulsion.

Any use of the internet or other communication methods that convey inappropriate information can result in consequences both in school and in the legal system. Students should also be aware that placing personal information on the internet may jeopardize their future employment, eligibility status, college acceptance, or other opportunities.

Individual electronic devices - With advances in technology, cellular phones present special and significant concerns in the educational setting. Experience indicates that students can misuse cell phones to schedule illegal activities, such as the sale of drugs, communicate exam questions and answers to students who have not yet taken the exam, to harass or bully others, to access a home computer or prohibited website, and to communicate about other topics not appropriate to the school environment. In addition, camera phones may be used to invade the privacy of others. Due to these concerns, cell phones are not allowed to be in sight or in use in the locker rooms and restrooms of IFHS. Individual devices may be used in the classroom under teacher discretion and supervision. However, the administration is afforded the discretion to determine whether to grant permission for teacher and student use for educational purposes of cell phones and other electronic devices. **The student and parent should recognize that the possession and use of a cell phone at school is a privilege, not a right.** If an electronic device is confiscated by a classroom teacher, it will be taken to the office and returned to either the student or the parent/guardian based upon the level of infraction.

- First offense – returned to the student at the end of the day.
- Second offense – parent/guardian called, device returned to parent/guardian
- Third offense – parent/guardian called and student assigned Saturday School and/or detention. Device returned after student has attended assigned day(s).

Individual electronic devices that are brought to school are the responsibility of the student. Such devices are susceptible to theft and misuse. IFHS staff **will not be responsible** in locating them if they are stolen or misplaced. The school or district shall not be responsible for loss, theft, or destruction of any device brought onto school property.

ELEVATOR KEY – There is a \$20 deposit required for the use of an elevator key. If this is a financial hardship, please visit with an administrator.

EVACUATION (FIRE) AND LOCK-DOWN DRILLS – Drills are periodically conducted to practice building evacuation. Students will follow the procedures prescribed for their classroom.

FOOD AND DRINKS – *Since academic achievement is our number one priority, we believe students should be in their classes at all times, thus, students are welcome to purchase food/drinks during times when classes are not in session. Students who leave campus during class times are considered truant and are subject to district truancy policies.*

FREE AND REDUCED LUNCH PROGRAM – Idaho Falls High School and District #91 participate in the National School Lunch and Breakfast Programs. Eligibility forms are available in the front office or in the cafeteria.

GRADUATION REQUIREMENTS – The Idaho Falls High School Diploma represents high academic standards. Graduation requirements (Board Policy 603.0) are listed in the Idaho Falls School District Registration manual and online at <http://www.ifschools.org/aboutus/board-of-trustees>. Only students who have met school, district, and state requirements for graduation will be allowed to participate in the graduation exercises or the graduating senior-related activities. All fees and fines must be paid. Students may lose the privilege to participate in commencement activities due to disciplinary infractions, including senior pranks.

GRADUATION HONORS – The following honors are granted at the graduation ceremony. Qualifying GPA's are from the end of the second trimester of the student's senior year and include: Summa Cum Laude (4.0+ GPA), Magna Cum Laude (3.99 to 3.90 GPA), and Cum Laude (3.89 to 3.75 GPA).

HALL PASSES – *Academic achievement is our number one priority*; thus students are expected to be in their assigned class during class time. Students are expected to take care of all needs between classes; therefore, hall passes should be issued on an emergency basis only. **Any student outside of their assigned classroom without a hall pass may be considered truant.**

LOCKERS – Idaho Falls High School provides a locker for each student. Students are advised not to share lockers with other students. Students are responsible to keep lockers clean. Students are not to jam the lockers in any way. Personal locks on lockers are not permitted unless authorized by the administration. PE lockers will also be assigned to each student enrolled in a PE class. Locks for PE lockers will be provided by the PE Department. School administrators may inspect lockers at any time. Students will be charged a \$20 cleaning fee if graffiti or other garbage is found in or on the locker.

MEDIA CENTER – The Media Center is open before, after and during school hours. The mission of your IFMC is to meet the diverse needs of **all** students and staff in a safe and inviting learning environment while providing access and opportunity. Available resources include books, computers, design materials, printers (color copies 25 cents a page), robots and a copy machine to support research pleasure reading, exploration and creating in the MacGyver Room. Books may be checked out for two weeks and are always due on a Tuesday. You can renew as long as the book is not on hold. Overdue items are assessed a 10 cent a day fine.

MEDICATION POLICY – Prescribed medicine must be brought to school in the original bottle or container marked with the student’s name in a Ziploc bag or envelope and given to the school nurse. All medication must be accompanied with the appropriate school district documentation signed by a licensed medical practitioner. Ibuprofen and Tylenol require a parent signature before being dispensed. Tums and cough drops are available to students in the nurse’s office upon request.

OFF-CAMPUS RELEASE – Students who have the approval to not have a full academic schedule must be off campus during unscheduled hours.

PARKING – A vehicle must be registered and a permit purchased before students are allowed to park vehicles in any school parking lots. Driving infractions are enforced in our parking lot by our school resource officer and school administration.

- All automobiles and motorcycles parked on the school grounds must be registered with the school and must display the current parking permit in the front window.
- Parking is strictly limited to the student parking area. No student vehicles are permitted in the faculty parking area. All signs and curb markings are to be obeyed.
- To facilitate identification, automobiles are to be parked front end in first.
- All students must be licensed and covered by insurance. The school is not responsible for the automobile or its contents.
- There is to be no loitering in the parking lot or visitors who do not have permission.
- The maximum speed limit is 15 mph.
- Student vehicles may be subject to search if there are reasonable grounds to believe that drugs, alcohol, stolen property, or other contraband might be present in that vehicle.
- Parking regulations are strictly enforced. It is considered a privilege to park on school grounds. Parking fines, suspension of driving privileges, towing of vehicles and/or suspension from school may occur when violations of these regulations occur.
- Students applying for and receiving parking permits fully understand their responsibility in following these rules.

PUBLIC CONCERNS POLICY – According to Board Policy (Section 506.0), the Board recognizes that situations may arise in the daily operation of our school that could be of concern to parents or the public. Such concerns are best dealt with through communication with appropriate staff members and officers of the District. Persons with concerns shall use the following procedures:

Any concern involving a teacher will first be addressed between the teacher and the concerned party. If the initial concern is expressed to an administrator or a counselor, the concerned party shall be referred to the teacher as soon as possible but no later than five working days. The following steps will then be followed:

1. If the parties are not able to resolve the concern, it will then be resolved in an administrator-mediated conference between the teacher and the concerned party.
2. Unsettled matters from above, or problems/questions concerning individual schools, should be referred to the appropriate District Administrator.
3. Unsettled matters from above, or problem/questions concerning the District Administrator, should be referred to the Superintendent.
4. If the Superintendent cannot settle the matter satisfactorily, it may be brought before the Board of Trustees.

PUBLIC DISPLAY OF AFFECTION (PDA) – Students and visitors to the school are not to display public affection on school grounds, such as hugging, kissing, etc.

SCHEDULE CHANGES – The Master Schedule is based on pre-registration requests. Schedule changes cause major disruption with the developed schedule. Please be advised that due to constraints on the master schedule, all requests will be scrutinized closely and will be dealt with in accordance with the class size standards.

- **1st Trimester** All changes for 1st trimester must be made during the two (2) weeks prior to school starting.
- **2nd Trimester** schedule changes have to be made before November 1st.
- **3rd Trimester** schedule changes have to be made before February 1st.

Teacher Changes – Requests to change teachers are done through school administration using the ***Request for Teacher Change*** form. Transfer requests of this nature are considered a Public Concern. See Public Concerns Policy in this handbook.

Dropping Classes – If a student wishes to drop a class from their schedule they must get approval from their counselor and then have the ***Class Drop*** form completed before the class can be dropped. Classes dropped after the 5th day of the trimester will result in a “WF” (Withdraw Fail) grade.

SCHOLARSHIPS – Scholarship information can be obtained from the College and Career Advisor.

SCHOOL PROPERTY – School property is public property and is paid for and maintained by tax funds. Students will be held financially responsible for any damage done to school property.

SCHOOL SAFETY – For the students’ safety, IFHS the following strategies:

- A school resource officer handles traffic citations, criminal conduct, and other safety issues.
- Students are not to ride skateboards, long boards, etc. on school property.
- Surveillance cameras are strategically located throughout the IFHS campus.
- A variety of drills are practiced throughout the year.
- Lockers may be searched randomly and without notice.
- Online tip/line used - <https://t.ly/nzg>
- Non-IFHS students are not allow to visit the IFHS campus – See Visitor’s Pass

- Students are discouraged from bringing valuables to school including electronic devices (Bluetooth speakers, laptops, etc.), trading cards, etc.

SEARCH AND SEIZURE – IFHS administration and/or security officers may check/search any locker. When reasonable suspicion is present, administrators may search personal items. School authorities may conduct periodic general inspections of lockers for any reason, at any time, without notice, without student consent, and without a search warrant. See School Board Policy 1005.20

SOCIAL MEDIA ETIQUETTE – Idaho Falls High School maintains high expectations for students' cyber etiquette. We believe that in order for students to become college and career ready they must become responsible citizens, therefore we feel it is our responsibility to educate students and parents appropriate electronic etiquette.

SPORTSMANSHIP – Idaho Falls High School maintains high expectations for student behavior at all extra-curricular activities. We encourage good sportsmanship and enforce the Idaho High School Athletic Associations guidelines for appropriate coach, player, student, and parent conduct before, during, and after games. "Unsportsmanlike behaviors include:

- Displaying banners/posters that are directed toward opponents are negative, vulgar or display poor sportsmanship
- Throwing objects onto the playing area; creating distractions during introductions of opponents or during free throws
- Derogatory/harassing remarks that are directed towards an opponent or official. Such language includes taunting, baiting, trash talking, booing, chanting phrases such as "Air Ball" or "You! You! You!"
- Pep bands playing during live ball situations (NFHS rule) or when opposing band is already playing. Bands & cheerleaders should coordinate their efforts"

STUDENTS VISITING OTHER CAMPUSES – IFHS students are not allowed to visit other school campuses during instructional hours. Such infractions may result in trespassing citations.

VISITOR'S PASS – We welcome parents and other adults to IFHS! However, we do need all visitors, including parents/guardians, to check in at the Main Office and obtain a visitor's pass before visiting any classroom.

Students from other schools and/or other young people who are not students at Idaho Falls High School are not allowed to visit or "hang out" on campus during school hours, including lunch hour. Failure to comply may result in criminal prosecution. This also includes students who were once and are not currently enrolled at IFHS.

STUDENT DISCIPLINE POLICY

There are a variety of potential disruptions to the educational process in school. Student safety, both physical and emotional, is a top priority at Idaho Falls High School. We believe that problems are best resolved at their lowest level (i.e. student to student, teacher to student, etc.). One of the responsibilities of school administration is to publish a list of potential offenses as well as options that will be utilized to attempt to remediate inappropriate student behavior. The discipline policy will be administered in a firm, fair and consistent manner, respecting the individual dignity of all students. **The items listed are not intended to encompass all problems but to serve as a guide. Board Policy allows school administration to suspend a student up to 5 days per incident and to notify law enforcement.**

Zero Tolerance for weapons and explosives

Statement of Policy for Possession- Section 1006 of the Board of Trustees of School District 91 states that any student who has a firearm or explosives in their possession (either on their person, in their purse, handbag, or backpack, or in their locker) will be immediately suspended from school. The administration of the building where the offense occurred will hold a Due Process hearing within five days of the incident and make a written recommendation for expulsion to the Board of Trustees, if appropriate. If petitioned for expulsion, the Board will hold such a hearing at its next regularly scheduled meeting, or at a special meeting, if the Board deems necessary. In addition, any student who uses other deadly or dangerous weapons as defined in federal law section 921 of title 18 of the United States Code shall be subject to the same procedures and penalties described in the above paragraph. Any student expelled under this section may not apply for re-admission for twelve months from the date of expulsion. If re-admission is granted after proper application, it will not occur until the start of the next grading term following approval of re-admission. The entire Zero-Tolerance policy can be viewed the District's website: <http://www.ifschools.org/aboutus/board-of-trustees>.

1005.17 Education and Discipline – Student Conduct

Sexual Harassment - The Board of Trustees believes that students of the Idaho Falls School District have the right to learn in an atmosphere which is the most conducive to the achievement of their fullest potential. Moreover, the Idaho Falls School District is proud of its tradition of maintaining an educational environment in which all individuals are treated with respect and dignity. Consequently, sexual harassment of students whether verbal, physical, pictorial or written and whether engaged in by employees of the District or other students, is unacceptable and will not be tolerated. Trustees have designated the Superintendent of Schools as the official who is responsible for overseeing the full implementation of this policy. Any employee or supervisor who is made aware of an alleged incident of sexual harassment will take action to bring the matter to the attention of the most appropriate administrative authority. The comprehensive policy is located in the Main Office.

1005.8 Education and Discipline - Student Conduct.

Bullying at school is defined as when a student or a group of students repeatedly use their personal power with clear intention to hurt another student or group of students. Bullying may include, but is not limited to physical, verbal, and indirect forms. Physical bullying is the more obvious form, which may include hitting, pushing, punching, cornering, tripping, and various

others. Verbal forms may include calling names or insults, threatening, and telling cruel jokes. Indirect forms of bullying may include isolating others, rejecting others, excluding others, ranking or rating others, and giving hateful looks. Bullying often occurs without apparent provocation. Bullying is **not** playful teasing between relatively equal individuals. An act of harassment, intimidation or bullying may also be committed through the use of a land telephone line, car phone, wireless telephone, or through the use of data or computer software that is accessed through a computer, computer system, or computer network.

Cyber bullying is an aggressive, intentional act carried out by an individual or group using electronic forms of contact. These include but are not limited to:

- **Text message bullying** involves sending unwelcome texts that are threatening or cause discomfort.
- **Picture/video-clip bullying via mobile phone cameras** is used to make the person being bullied feel threatened or embarrassed, with images usually sent to other people.
- **Phone call bullying via mobile phone** uses silent calls or abusive messages.
- **Email bullying** uses email to send bullying or threatening messages.
- **Chat room bullying** involves sending menacing or upsetting responses to children or young people when they are in a web-based chat room.
- **Bullying through instant messaging (IM)** is an Internet-based form of bullying where students are sent messages as they conduct real-time conversations online.
- **Bullying via websites** includes the use of defamatory blogs (web blogs), personal websites and online personal polling sites.
- **Sexting** is the slang term for the use of a cell phone or other similar electronic device to distribute pictures or video of sexually explicit images. It can also refer to text messages of a sexual nature. Offenses at or involving the school (including offenses that disrupt learning) may bring criminal charges to any and all students involved.

Problem	1st Offense	2nd Offense	3rd Offense
Cheating/Plagiarism	Zero on Assignment Parents called Disciplinary referral	Zero on Assignment Parent Conference Disciplinary Referral Removed from elected positions 1-3 Day Suspension	Same as previous Withdraw Fail class 3-5 Day Suspension
Disruptive Behavior*	Detention Parent Called	1-3 Day Suspension Parent Called	3-5 Day Suspension Parent Called
Dress Code	Student asked to change into school provided attire Parent Called	Student asked to change Parent Called Detention	1-3 Day Suspension Parent Called
Electronic Devices	Device confiscated by teacher, staff member, or administration until end of school day. Device can be picked up in the front office	Confiscated until Parent/guardian picks up the device from the main office.	Student must attend Saturday School and/or detention. Device will be returned after student has served their assigned day(s).
Failure to Serve Detention	Detention Doubled Parent Called	Saturday School Parent Called	1-3 Day Suspension Parent Called
Fighting/Physical Threat	1-5 Day Suspension Parent Conference Referral to Law Enforcement	3-5 Day Suspension Parent Conference Referral to Law Enforcement	>5 Day Suspension or Expulsion Parent Conference Referral to Law Enforcement
Harassment/Bullying	Bullying Citation for every incident Parent Conference Referral to Law Enforcement	1-3 Day Suspension Parent Conference Referral to Law Enforcement	3-5 Day Suspension Parent Conference Referral to Law Enforcement
Inappropriate Display of Affection	Conference w/Student	Student Parent Conference	1-3 Day Suspension Parent Called
Inappropriate Language/Behavior	Detention/Parent Called	1-3 Day Suspension Parent Called	3-5 Day Suspension Parent Called
Insubordination	Parent Called Detention	1-3 Day Suspension Parent Called	3-5 Day Suspension Parent Called
Substance Abuse/Alcohol/ Drugs/ Paraphernalia /Tobacco/Vaping	Suspension Parent called Referral to Law Enforcement	Suspension Parent Called Referral to Law Enforcement Referral to DDRC with possible Petition for Expulsion	Suspension Parent Called Referral to Law Enforcement Expulsion
Distribution of Illegal Substances	Suspension Parent Called Referral to Law Enforcement Referral to DDRC with possible petition for expulsion		
Tardiness	5th tardy 30-minute Lunch Detention	6th Tardy Referral to office Detention and/or Saturday School	7th Tardy Saturday School
Theft	Suspension Restitution Parent Called Police Referral	Suspension Restitution Parent Called Police Referral	Suspension Restitution Parent Called Police Referral
Truancy/Improper Checkout	Saturday School Parent Called Possible referral to Truancy Court	Saturday School Parent Called Possible referral to Truancy Court	Saturday School Parent Called Possible referral to Truancy Court
Vandalism*	Detention Restitution Parent Called Possible Referral to Law Enforcement	Detention Restitution Parent Called Possible Referral to Law Enforcement	Detention Restitution Parent Called Possible Referral to Law Enforcement
Weapons – See Zero Tolerance Policy			
**All Disciplinary consequences are subject to Administrator discretion.			