



INITIAL POINT
HIGH SCHOOL

2023-2024 Student Handbook

Updated 6.7.23

Mission

We exist to inspire well-rounded lifelong learners who have the skills and knowledge to be productive citizens.

Vision

Initial Point is a strong community where students can be themselves in a safe and collaborative environment. We believe that learning happens best when it is driven by student interest, is fun, and grounded in the real world.

Values

We commit to...

- High expectations of learning and helping students reach those expectations.
- Being an engaging environment where everyone is empowered to be curious and creative.
- Create a community where it is okay to not be okay.
- Show respect for oneself, others and our environment.
- Learning from failure and celebrating success.
- Help students develop a vision for their futures.

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Academics At Initial Point High School

Initial Point offers a smaller environment for our teachers to build relationships with students to meet individual student needs. Our school is on a trimester schedule where students take the same 5 classes everyday. In addition our students attend classes four days a week except for the third Friday of every month. We offer Friday's off as an opportunity to encourage students to get a job or internship to get real world and life experience and we are able to provide elective credit for this experience. Most coursework is accessible via the Kuna School District's learning management system, Schoology.

Successful IPHS students.

In addition to teaching academic skills, another goal at Initial Point is to instill in each student the importance of future-ready skills, or life skills, that are vitally important during and after high school. A growth mindset, effective decision making, work and time management, self regulation, and social awareness are the keys to success in all walks of life. Initial Point's active learning model strives to strengthen these skills for all students enrolled in our program.

Student Daily Schedule

Students are in class M - TH 8:00 AM - 2:34 PM.

Students attend classes on the third Friday of each month. 8:00 AM-3:00 PM

Attendance

We cannot stress enough the importance of daily attendance for student success and also for your child to remain enrolled at Initial Point. Students need to be in their 1st period class at 8:00 AM, ready to go.

The Kuna School District supports Initial Point and recognizes that time-on-task is vital to the education of students. Absences from class for any reason will be counted, and absences can have an impact on credits earned. The following process will be followed to support students being regular attenders.

On a student's

- 2nd absence: a phone call home will be made and a meeting with the student.
- 4th absences: meeting will be scheduled, this one will include the parents.
- 5th absence: the student will lose credit for the course and must appeal to receive credit.
 - Appeal packets will need to be completed and turned in 1 week prior to the end of the track.

Except in extraordinary cases, students are expected to be present at school and in their assigned class. Extraordinary circumstances may include, but are not limited to: verified illness or medical treatment, death in the family or death of close friends, medical, dental or professional appointments. Be prepared to provide documentation for these extenuating circumstances.

Families, we ask for your support with our attendance policy. We understand that circumstances do arise, but for your child to be successful, they must have excellent daily attendance. If at all possible, we appreciate your willingness to schedule appointments after the school day. Please notify the office by phone or email if your child is going to be absent. If medically excused absences become habitual, the administration will set up a meeting with the student and their family to discuss options. In the event of an extended absence due to illness or emergency, please notify the administration to create a plan.

Verified Absences

Verified absences are absences from school with the guardian's knowledge and consent, which may include, but are not limited to, illness, or death in the family, authorized school activities, or other pre-arranged absences. The excuse must be called within **48** hours or the absence becomes unexcused. Verified absences count toward the overall attendance expectations and totals. Students who provide a doctor note will get marked as medical and this is not counted towards our eight day attendance policy. This includes counseling appointments when a note is provided.

Unexcused Absences

Unexcused absences are absences without the knowledge and consent of the student's guardian and absences that have not been excused by the guardian within **48 hours**. Unexcused absences also count toward the attendance requirements to earn credit.

Truancies

Truancy occurs when a student is absent without the consent of the guardians and teachers. Truancies count against the attendance expectation. Under this policy, each of the following incidents will constitute truancy:

- 1) Absence from a class (without authorization or be in an unauthorized area during class time);
- 2) Leaving campus without checking out in the front office
- 3) Leave class for more than 15 minutes.

Tardy Guidelines

An important component of student success is time management. Therefore, arriving to class on time is critical.

- ❑ A tardy is when a person arrives to class 1 to 9 minutes after class has started. Tardies cannot be excused.

Student Conduct Expectations

Initial Point is an alternative high school of choice and we welcome students who truly want to be here. If an issue arises with a student anywhere in the building, an Initial Point staff member will address the issue.

Consequences are assigned based on the severity of the issue and may include:

- ❑ Lunch detention
- ❑ After school detention
- ❑ Friday School
- ❑ Suspension from school
- ❑ Loss of credit in course(s)
- ❑ Loss of program eligibility
- ❑ Referral for possible expulsion from the Kuna School District

Classroom Procedures

The following will take place when a student is not committing academically and/or behaviorally and is impacting the progress of other students and/or staff:

- ❑ First Concern: Teacher will issue a verbal warning
- ❑ Second Concern: Teacher will conference with student in the hall to discuss behavior
- ❑ Third Concern: Teacher will call home to contact parent/guardian.
- ❑ Fourth Concern: Teacher will immediately refer the student to administration

Repeated Behavior Concerns or Policy Violations

For those students who choose to continually engage in behavior that negatively impacts their own progress and/or the progress of other students and/or staff, an intervention process will begin.

- ❑ Step One: Team meeting with the student which will include teaching and support staff, counselor and administrator. The purpose of this meeting is to discuss what is going well and what needs to improve. A success plan will be created and parents will be notified of agreed-upon interventions.
- ❑ Step Two: Team meeting with the student and the guardian. This meeting will include teaching and support staff as well as counselor, administrator, and guardian(s). The purpose of this meeting is to discuss which behaviors are continuing and current interventions. With guardian input, additional interventions will be added or modified on the student's success plan.
- ❑ Step Three: Team meeting will be scheduled with the student, guardian(s) and applicable IPHS staff. The purpose of the meeting is to establish a clear understanding of why chronic behaviors are occurring and develop a success plan to help the student get back on track. If chronic behaviors continue to be a problem, IPHS and relevant district personnel will convene to discuss enrollment and options.

The administration and staff of Initial Point recognize there are some behaviors that will warrant immediate consequences that will not include the Three Step Intervention process outlined above. Some of those unacceptable behaviors include, but are not limited to:

- ❑ Alcohol and/or substance use or possession - See Kuna School District Student Tobacco, Drug and Alcohol Policy.
- ❑ Tobacco use or possession, including electronic or e-cigarettes, vapor cigarettes and smokeless tobacco. This includes items visible in a vehicle in the school parking lot.
- ❑ Fighting, intimidating, hazing, bullying and other forms of harassment – See Kuna School District Harassment Policy.
- ❑ Possession or use of any firearm or weapon is not permitted at school or school activities (includes firearms in vehicles at school.)

- ❑ Vandalism, theft, or removal of private or school property.
- ❑ Misuse of fire alarms – involvement in false alarms is a violation of the law.
- ❑ Violation of local, state or federal law.
- ❑ Continual improper dress – students must be properly attired as per school dress code.
- ❑ Inappropriate romantic gestures on campus or public displays of affection on campus. Full body hugs, kissing, etc.
- ❑ Profanity, vulgarity, disorderly conduct, vulgar language, drawings, pictures, writings, gestures or expressions.
- ❑ No skateboarding or bike riding on campus – unless the student is coming to school or leaving school at the end of the day.
- ❑ Gross misuse of electronic devices.
- ❑ Willful disregard of school rules – any student who purposely breaks school rules or is incorrigible or is continuously disruptive of school climate/classroom.

Guidelines

Alcohol/Controlled Substance/Paraphernalia/Intoxicating Substances:

Students are forbidden to possess, use, distribute, sell or be under the influence of alcohol, controlled substances or any intoxicating substances that alter the mind. Students who are believed to be in violation of any of the above will be subject to the Kuna School District Drug and Alcohol Policy and can be given a drug test (urinalysis assessment (UA)).

Discipline consequences will be determined by the school administration as well as follow those outlined in the district policy. Violation of the district policy may require a student to take part in a substance abuse assessment.

Alcohol, Drug and Tobacco Use Policy

In addition to district policy, all IPHS students can be randomly drug tested throughout their enrollment at IPHS. If a drug test comes back positive, the student may be required to complete a drug/alcohol/tobacco assessment. All recommendations from the assessment must be followed by the student and the guardian for the student to remain enrolled in school at IPHS. After two positive drug tests, the student, guardian, IPHS team and relevant district personnel will convene to discuss enrollment and options.

If a student tests positive for a substance, both the student and the guardian may be required to take an online prevention/intervention course at no cost. Family members may also be asked to take part in counseling sessions at the school.

Please note that upon enrollment, students and their families sign a contract stating they are aware their student may be randomly drug tested during their entire enrollment at IPHS. If a student falsifies a drug test or assists another student in falsifying a drug test, the students, guardians, IPHS team and relevant district personnel will convene to discuss enrollment and options.

Cheating

Cheating is defined as copying another's work, words or information in order to complete an assignment, test, homework or class project. This also includes taking another student's completed assignment and submitting it as your own. The **first offense of cheating** will result in the student(s) involved re-taking the assignment and guardian being notified. Continual issues with cheating will result in Step One of the Intervention Process with a Team Meeting.

Plagiarism

Plagiarism is defined as using another's work, ideas, thoughts or words, as your own or neglecting to document properly. Consequences of such action will be the following: The **first offense** will result in the

student(s) involved completing an alternative version of the assignment that was plagiarized, and the guardian being notified. Continual issues with plagiarism will result in Step One of the Intervention Process with a Team Meeting.

Search and Seizure

The Kuna Police Department/SRO/Ada County Sheriff can conduct random searches of the building and student parking lot with the assistance of a K-9. The school administrator or a school representative will be present during the search.

Any item that is brought onto the school campus such as handbags/backpacks, vehicles, and a student's outer clothing or pockets can be searched by authorized school personnel if there is reasonable suspicion that the student is violating either a school rule or law.

Tobacco Products

All tobacco products and paraphernalia, including e-cigarettes, vapor cigarettes(vapes), smokeless tobacco, matches and lighters are prohibited on campus, **even if the student is 18 years old**. This includes tobacco products and paraphernalia that are visible in cars on school grounds. Students found to be in possession and/or using tobacco products or paraphernalia will face disciplinary action and legal consequences. If products are visible in a vehicle, the student will be notified and the administration and SRO will be asked to unlock their vehicle. Any confiscated items will be turned over to the school resource officer and will not be returned to the guardian and/or student. Students and a guardian must also fulfill requirements set by the Kuna School District Drug/Alcohol/Tobacco Use Policy.

Violence

There will be a zero tolerance for weapons, violence, threats of violence and/or physical intimidation. Students are urged to seek out a staff member to help mediate issues rather than escalate to violence. If a fight should occur, all participants will be suspended and may be referred to the Kuna School Board for possible expulsion. Students who either encourage a fight to continue or incite a fight through teasing or harassment of another student are subject to the same consequences as those who are actually fighting.

Weapons

The Kuna School District is committed to providing a safe environment for all students and staff when they are at school, on a school bus or at any school-sponsored activity. The district's commitment includes the prohibition against any weapons or other objects/substances which may pose a threat to the health and safety of other students, staff or visitors. Kuna School District prohibitions, definitions, investigation and disciplinary actions are outlined in the Kuna School District Policies section of the handbook.

Dress Code and Appearance

PARENTS/GUARDIANS: Please read and review this dress code with your student.

Parents/Guardians should assist Initial Point High School staff by checking to see that students are dressed appropriately for the school environment prior to leaving home.

Students are encouraged to wear clean, neat clothing that is appropriate for the classroom environment. IPHS prohibits any attire which is disruptive to the educational process, learning environment, or school activities.

IPHS prohibits clothing which is sexually suggestive or contains suggestive or provocative messages. IPHS prohibits any attire that displays words or symbols that degrade culture, ethnicity, gender, religion, and/or sexual orientation. IPHS prohibits clothing and jewelry that advertise tobacco, alcohol, drugs or other illegal substances, illegal acts, weapons, or that promote violence. The following apparel items may not be worn on campus:

- Shirts, shorts or pants that detract from the learning atmosphere. This includes clothing that does not cover underwear or shows excessive skin.
- Swimwear
- Socks or sock-like footwear without shoes or slippers
- Sunglasses in the classroom

IPHS prohibits clothing that is unsafe, dangerous, or hazardous to health. This includes:

- Piercings that present a health or safety issue
- Chained or spiked anklets, bracelets, chokers or collars
- Unbandaged tattoos in the process of healing

Student Appearance

The School Board recognizes that, within certain limits, each student's mode of dress and grooming is a manifestation of personal style and individual preference. The Board will not interfere with the ability of students and their parents to make decisions regarding their appearance except when their choices affect the educational program of the schools or the health and safety of others. District personnel have the responsibility of protecting the health and safety of pupils and maintaining proper and appropriate conditions conducive to learning. **The purpose of the student dress code is to encourage students to "dress for success" and come to school properly prepared for participating in the educational process.**

The Board authorizes the Superintendent to enforce school regulations prohibiting student dress or grooming practices that:

1. Present a hazard to the health or safety of the student or to others in the school.
2. Materially interfere with the school work, create disorder, or disrupt the educational program.
3. Cause excessive wear or damage to school property.
4. Prevent the student from achieving his/her educational objectives.

A safety dress code as prescribed for shop, child development, physical education, and chemistry classes shall be followed.

Students are prohibited from wearing:

- Shorts, skirts, and dresses less than mid-thigh length.
- Tank tops, spaghetti straps, tube tops, halter tops, crop tops, bare midriffs.
- Clothing that is sheer or does not cover the stomach, back, or chest/cleavage.
- Undergarments may NOT be visible through clothing.
- Sagging pants that expose underwear (even if covered by a shirt), or chains/spikes.
- Clothing promoting/advertising tobacco/vapes, alcohol and/or drugs.
- Clothing depicting guns or weapons of any kind; discrimination or gang affiliation (i.e. hanging chains/belts and bandanas).
- Clothing that is vulgar, sexually inappropriate, ripped, torn or disruptive.

Tattoos must be covered which allude to any of the following: drug usage, including alcohol and tobacco/vape, controlled substances of any kind, drug paraphernalia, gangs, violence, sexually explicit, lewd, indecent or offensive material or illegal acts.

Students are encouraged to be tolerant of others and to develop healthy lifestyles. Clothing that carries a message of intolerance, obscenity, or is demeaning, that can lead to conflict and is disruptive to the learning environment is not acceptable.

IPHS prohibits any gang-related clothing styles that, upon guidance of law enforcement agencies, is considered gang-related. Due to changing trends in gang attire, clothing, jewelry, accessories, and grooming styles, restrictions may change as necessary. Examples include:

- Monikers or other gang markings
- Jewelry/buckles with gang symbols or initials other than your own
- Visible tattoos (gang, prison, or obscene)
- Student backpacks, notebooks, folders, or other carrying bags that display graffiti, obscene symbols, signs, slogans, alcohol, drugs, tobacco, or degrading depictions

Updated 4.1.2022 - To help prevent the spread of contagious diseases, students may choose to wear a face covering. Images on coverings should follow the district dress code.

Students who do not meet these standards **will be** required to change the offending clothing. Parents/guardians will be contacted. Repeated violations will be treated as any other behavior process and the intervention process will commence.

General Information

Backpacks/book bags/purses

We do not have lockers at IPHS and storage for bags is limited. **For safety purposes, any backpacks or bags a student brings into the building must be left in the cubbies in the commons throughout the school day.**

Busing

Busing will be provided to and from school daily for those students who are not within walking distance. Students will ride their regular bus route in the AM and will be dropped at Initial Point. In the p.m. one shuttle bus that will pick up all Initial Point students and take them to KHS to get on their regular bus. If a student walks to KHS in the afternoon to catch their bus, they are not guaranteed a ride home from KHS since they have left campus then re-entered a campus.

Behavior expectations are the same on the bus as they are on school grounds – the bus is an extension of the school day. If guardians/students need to know which bus they ride they can contact Transportation at: 922-1030.

If a student has a partial schedule, it is their responsibility to arrange transportation for either their early release or late start.

Cell Phones

Cell phones should be put away and turned off during class. Teachers will maintain their own cell phone rules of where they are kept for their classroom. Students are expected to respect and adhere to each teacher's policy.

Upon the first misuse, staff will confiscate the device and the student may pick it up at the end of the day. Upon the second misuse, staff will confiscate the device and a guardian must pick it up from administration. Any additional misuse of the device will be considered a habitual behavior issue and will result in Step One of the Intervention Process with a Team Meeting. Initial Point is not responsible for any loss or damage to cell phones or electronic devices.

Initial Point Chromebook/Personal Device Acceptable Use:

Misuse of a Chromebook can be defined as: taking the device off of school grounds, intentionally damaging the device, failing to return the device to the charging station and plugging it in before the student leaves campus for the day, engaging in behavior that increases the likelihood of damaging the device (eating or drinking while

using the device, leaving the device in or on cubbies, vending machines, hallway tables and chairs, etc.), and/or using any device that is not assigned to the student. At Initial Point, the first time a student is found to be misusing their chromebook they will be asked to use a desktop for a week and the student's family will be notified. The second time a student is found to be misusing their chromebook, the student's family will be contacted and they will be sent home for the day. If behavior continues, the intervention process will commence.

Food and Drink in the Classroom

We strongly encourage students to eat breakfast before coming to school or to take advantage of breakfast offered to all students beginning at 7:30 AM. Most teachers allow students to have small snacks and/or drinks in the classroom. Students cannot bring full lunches into classes, they must manage their time. If your student eats hot breakfast and hot lunch at school, it is important they eat before going to class. If your student has permission to leave campus and they eat hot lunch, they must get their hot lunch before they leave campus as the hot lunch window closes 10 minutes before the end of the lunch period.

Food deliveries can be picked up at the front office only during break or lunch. Students will not be allowed to accept food delivery during class time.

Students are not allowed to leave class to come to the front office to pick up food deliveries. They can be picked up during break or during lunchtime.

Harassment Policy

Please see Kuna School District Policy on Student Harassment at the end of this document.

ID Cards

An ASB card is available for \$40.00. This will allow the student to get into KHS events/activities at no cost and for a lower cost at away events. A general ID will be issued for free for any students who do not want the ASB card. A student with a general ID will have to pay for events/activities at both KHS and away events.

Illness

Please keep a sick child at home. A child who has any of the symptoms below should not be sent to school:

- Fever greater than 100.4°. A child should be fever-free for at least 24 hours, without fever-reducing medication, before returning to school.
- Vomiting and/or diarrhea. A child should stay home for 24 hours to make sure the child can keep food/liquids down.
- Excessive coughing.

Sick at school: Parents will be contacted to pick up a child who has any of the symptoms above during the school day.

Individuals with specific contagious diseases are asked [to follow health guidance](#) to protect others. Some common contagious diseases among children include:

- **Strep:** Sore throat with a fever greater than 100.4°. If they are diagnosed with Strep throat, then they should stay home until they have been on antibiotics for 24 hours.
- **Pink Eye (Conjunctivitis):** Keep the child home until a doctor has given the OK to return to school. Pink eye is highly contagious and most cases are caused by a virus, which will not respond to an antibiotic. *Bacterial conjunctivitis* will require an antibiotic; your doctor will be able to determine if this is the case.
- **COVID-19:** Follow current [Centers for Disease Control \(CDC\) guidelines](#) for children who test positive.

Leaving Campus At Lunch

Leaving campus for lunch is a privilege at Initial Point. Please be aware that this privilege may be revoked by the administration of IPHS if the student falls behind academically, is not making good behavior choices or returns late from lunch habitually. If this privilege is pulled, the student will remain on campus during lunch until they are back on track in their courses and/or improving their behavior.

Lockers

Lockers are not provided for students at Initial Point High School. Cabinets are available for students to leave bags that are larger than 8 inches x 8 inches. IPHS is not responsible for any lost items.

Lunch/Breakfast

Hot lunch and breakfast are available for students through the Kuna School District Nutrition Services. Please see current prices on the district website.

Make-Up Policy

When your student is absent, they will have missed something very important in each of their classes. It will be the student's responsibility to check-in with their teachers upon returning to school. The teacher may request that your student meet with them upon arriving back to school to explain the make-up work. Students are given extended time to make up for missing work. Since every track is only 6 weeks long students will have work completed at the end of week 2, 4 and 6 to turn in missing work.

Medications

Students who need to take prescribed or any other medications, including over the counter medications, during the school day must have a guardian bring it to the office in its original container with dispensing information and student name and drug name on label. A consent form must be completed by the guardian for medication to be given. Students found to be in possession of prescription drugs will be subject to the Kuna School District drug/alcohol/tobacco policy.

Music

Listening to music via student chromebooks is a privilege at Initial Point. Oftentimes, teachers will play music in the classroom for all students. If a student is listening to music on their school issued device headphones must be used so music does not disrupt the educational environment for others.

Student Activities

Initial Point students may take part in extracurricular activities that take place at Initial Point and Kuna High School. Students who take part must adhere to the eligibility requirements set by the Idaho High School Activities Association. In addition, students must be in attendance at least half of the school day on the day of the event in order to participate in school activities – this includes dances.

Student Driving

Students may drive to school and park in the main parking lot of Initial Point. Irresponsible driving will result in loss of driving privileges onto campus. We ask that students park in actual parking spots that are marked in the parking lot. Students park at their own risk.

Student Insurance and Injuries

Even with the greatest precautions and the closest supervision, accidents can and do happen at school. Families need to be aware of this and be prepared for possible medical expenses that may arise should their child be injured at school.

The Kuna School District **does not** provide medical insurance to automatically pay for medical expenses when students are injured at school. This is the responsibility of the guardians. The district does make student medical insurance available to families for their individual purchase.

*The administration of Initial Point reserves the right to make any handbook changes as deemed necessary at any time.

Kuna School District Policies

For a complete listing of Kuna School District Policies see the Board of Trustees Policy Index at: www.kunaschools.org

MEDICATIONS

[Link to complete KSD Policy #561 - Administering Medications](#)

If a student must take medication during the school day, the following guidelines will be followed:

PRESCRIPTION MEDICATIONS

The parent/guardian must submit a written request to this district if a school is being asked to administer medication. The medication must be in its original container. The student's name, prescription number, doctor, and directions must be clearly set forth on the container.

NON-PRESCRIPTION (OVER THE COUNTER) MEDICATIONS

1. The parent/guardian must request in writing that non-prescription medication be given during school hours. Specific directions for administering the medication and the parent's/guardian's signature must be received before any medication will be given to the student.
2. The medication must be in the original container and the student's name and directions for administering the medication must be written on the container and turned into the office.

ADDITIONAL GUIDELINES

1. All medications will be kept in a secured area in the school office.
2. It is the student's responsibility to come to the office at the appropriate time to take his or her medication, unless the student has a disability and is unable to do so.
3. No medications, prescription or non-prescription, will be dispensed by a teacher, secretary, or other personnel to a student without written permission.
4. Any medication which a student must have in case of emergency will be kept in an easily accessible location.

PROHIBITION OF WEAPONS

[Link to complete KSD Policy #540 - Prohibition of Weapons](#)

This district is committed to providing a safe environment for all students and staff when they are at school, on a school bus, or at any school-sponsored activity. The district's commitment includes the prohibition against any weapons or other objects/substances which may pose a threat to the health and safety of other students, staff members, or visitors, or could be used to disrupt the educational process.

PROHIBITIONS

Students attending district schools are prohibited from:

1. Possessing or carrying objects/substances which are manufactured, used, or intended for use as a weapon, or facsimiles thereof, at school, on a school bus, or at any school-sponsored activity without prior permission of school officials.
2. Possessing, carrying, using, and/or threatening to use, any normally non-dangerous object or substance with the intent or result of causing harm to another individual at school, on a school bus, or at any school-sponsored activity.
3. Knowingly assisting another student(s) to possess, carry, or use a weapon at school, on a school bus, or at any school-sponsored activity.

DEFINITIONS

“Possess” is defined as bringing an object, or causing it to be brought onto the property of a school, or onto a vehicle being used for school-provided transportation, or exercising dominion and control over an object located anywhere on such property or vehicle. A student will be determined to possess a weapon when the item is found to be in any of the following locations:

1. On a student’s person;
2. In the student’s personal property, including, but not limited to, the student’s clothing, backpack, purse, or any other item the student transports or carries and/or causes to be transported or carried to school;
3. A vehicle parked in the school parking lot which the student drives and/or is transported in;
4. The student’s locker; or
5. Any other school-related or school-sponsored event, regardless of location.

“Deadly or dangerous weapon” means a weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocket knife with a blade of less than 2.5 inches in length as defined in 18 U.S.C. Section 930. “Weapon” additionally includes the following items: “Firearm” shall mean any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; the frame receiver of any such weapon; any firearm muffle or firearm silencer; any destructive device, including any explosive, incendiary or poisonous gas, bomb, grenade, or rocket, missile, mine, or similar device, as defined in 18 U.S.C. Section 921. Antique firearms are specifically excluded.

INVESTIGATION

The superintendent or designee will immediately investigate any allegation that a student is in violation of this policy. If determined necessary by the superintendent or designee, law enforcement may be requested to conduct the investigation. Any item identified as a weapon may be confiscated by the superintendent or designee. Students reasonably believed to be in possession of these items may be suspended from school until a thorough investigation is completed.

DISCIPLINARY ACTIONS

Any student found to be in violation of this policy will be subject to disciplinary action, including, but not limited to, expulsion, suspension, or other appropriate penalties. The board may, at its discretion, expel a student for the possession and/or use of a weapon, regardless of whether the item at issue falls within the definition of “weapon” under the Gun-Free Schools Act. Disciplinary action will be taken after reviewing all factors, including, but not limited to, the mandates of federal and state law; the student’s actions; the risk of harm to the students, district personnel, and patrons; the student’s academic standing; the likelihood of recurring violation; and the student’s prior conduct.

EXPULSION MANDATED BY FEDERAL LAW

The board of trustees shall expel a student when the student’s actions violate federal law, as set forth in the Gun-Free Schools Act and Idaho law, regarding the prohibition of weapons:

Gun-Free Schools Act. A student is found by district personnel or by law enforcement personnel to have carried a dangerous weapon as defined by 18 United States Code Section 921 on school property. The definition of weapon, for purposes of expulsion under this provision, includes a firearm or destructive device which is designed to or may be readily converted to and expel a projectile by the action of an explosive or other propellant. Destructive devices such as any explosive, incendiary, or poisonous gas, bomb, or grenade are also defined as firearms. Specifically excluded from the definition of “weapons” pursuant to the Gun-Free Schools Act, and therefore not subject to mandatory expulsion, are the following:

Antique firearms and rifles which the owner intends to use solely for sporting, recreational, or cultural purposes;

Firearms that are lawfully stored inside a locked vehicle on school property; and

Weapons which are used in activities, approved and authorized by the superintendent or designee, when appropriate safeguards are adopted to ensure student safety.

The expulsion, pursuant to the Gun-Free Schools Act, will be for a period of not less than one (1) year (twelve (12) calendar months). The board may modify the expulsion order on a case-by-case basis, taking into account the individual circumstances and the severity of the incident.

Referral to Law Enforcement

The district will refer any student who brings onto school property a weapon or firearm, as defined under the Gun-Free Schools Act or Idaho law, to law enforcement.

The board may, at its discretion, refer other students who violate this policy to law enforcement.

STUDENTS WITH DISABILITIES

Disciplining students with disabilities, as defined by Public Law 94-142 and subsequent amendments, and Section 504 of the 1973 Rehabilitation Act, under this policy will follow federal guidelines.

DENIAL OF ENROLLMENT

This district will not admit a student who has been expelled from another school district for violation of a statute, regulation, or policy which prohibits weapons until the student is eligible to return to his or her home school district. If a student wishes to challenge that decision, he or she is entitled to a due process hearing pursuant to Idaho Code Section 33-205.

STUDENT DRUG, ALCOHOL AND TOBACCO USE POLICY

[Link to complete KSD Policy #551 Student Drug, Alcohol & Tobacco Use](#)

It is the Idaho Legislature's intent that parental involvement in all aspects of a child's education in Idaho public schools be part of each school district's policy. Drug prevention programs and counseling for students under the custody and care of the public schools are included in this intent.

The board of trustees recognizes that student use of chemical substances, including alcohol, is a serious problem of utmost concern in our society. Drug, alcohol, and tobacco use is detrimental to a state of well-being and undermines the aim of education, which is to enable individuals to develop to their full potential. The district seeks to ensure the highest standards of learning in the classroom and recognizes that use of chemical substances—including alcohol, tobacco, and controlled substances—creates educational, economic, and legal problems.

DEFINITIONS

“Controlled substances” include, but are not limited to, opiates, opium derivatives, hallucinogenic substances, including cocaine, and cannabis and synthetic equivalents of the substances contained in the plant, any material, compound, mixture or preparation with substances having a depressant effect on the central nervous system, and stimulants.

“Course of conduct” involves a pattern or series of acts over a period of time, however short, evidencing a continuity of purpose. Course of conduct does not include constitutionally and statutorily protected activity.

“Drug” includes any alcohol or malt beverage, any tobacco product, any controlled substance, any illegal substance, any abused substance, any substance which is intended to alter mood, and any medication not prescribed by a physician for the student in possession of the medication.

“Intentionally harass” means a knowing and willful course of conduct directed at a specific student which seriously alarms, annoys, threatens, or intimidates the student and which serves no legitimate purpose. The course of conduct must be such as would cause a reasonable person to suffer substantial emotional distress.

“Reasonable suspicion” means an act of judgment by a district employee or independent contractor that leads to a reasonable and prudent belief that a student is in violation of this policy or the “use” or “under the influence” provisions of Idaho Code Section 37-2732C, which defines controlled substances. Such act of judgment is based on the employee’s or independent contractor’s training in recognizing the signs and symptoms of alcohol and controlled substance use. The fact that a student has previously disclosed use of a controlled substance will not be deemed a factor in determining reasonable suspicion at a later date.

“School premises” includes all buildings, facilities, and property owned or leased by the district, school buses and other school vehicles, and the location of any school-sponsored activity or function.

POLICY

Students attending school in this district will not use, possess, sell, buy, or distribute drugs, including alcohol, tobacco, controlled substances, or related paraphernalia, on school premises.

Any student will violate the district’s drug, alcohol, and tobacco use policy when:

1. He or she is on school premises, evidencing behavior that creates a reasonable suspicion that he or she may be illegally under the influence of drugs;
2. He or she admits to using, possessing, selling, buying, or distributing drugs on school premises;
3. He or she is found to use, possess, sell, buy, or distribute drugs, or related paraphernalia, on school premises;
4. He or she is found to possess drugs, or related paraphernalia, or to have such substances on his or her person, or in his or her locker, vehicle, or other property on school premises.

ALCOHOL OR CONTROLLED SUBSTANCES: VOLUNTARY DISCLOSURE

Any student who voluntarily discloses using or being under the influence of alcohol or any controlled substances before he or she is reasonably suspected to be in violation of the law and this policy will be provided anonymity to the extent that:

1. Disclosure is held confidential on a faculty need-to-know basis; and
2. Notification of the disclosure and availability of counseling is provided to the student’s parent/guardian.

In order to provide opportunity for intervention and prevention, the student must complete a drug/alcohol assessment by a state approved drug/alcohol agency or a certified drug/alcohol counselor at the parents’ expense. A release of information for the school to obtain the results of the assessment is required. Upon completion of the assessment, the student must follow the recommendations of the assessment.

ALCOHOL OR CONTROLLED SUBSTANCES: REFERRAL TO LAW ENFORCEMENT

Once a student is reasonably suspected of being in violation of the law and this policy regarding alcohol or controlled substances, regardless of any previous voluntary disclosure, the building principal or designee will immediately notify the student’s parent or guardian and report the incident to the local law enforcement agency.

Any student exhibiting inappropriate behavior that suggests “using” or “being under the influence” of alcohol or controlled substances will be immediately escorted by a district employee to an administrative office for interviewing and observation by the principal or designee. Except in the case of an emergency, the student will not be left unattended and will not be allowed to leave the school premises.

The principal or designee will refer the student to the law enforcement agency if, upon observing and/or interviewing the student, he or she reasonably suspects that the student is using or under the influence of alcohol or a controlled substance. District employees will cooperate fully with any law enforcement investigation of a violation of this policy, including, but not limited to, providing access to lockers, desks, and other school property, and providing oral and/or written statements regarding the relevant events.

The principal or designee, and/or any other employee having observed the student's behavior will document his or her observations of the student; the documentation will be provided to the law enforcement agent, and a copy will be placed in the student's discipline record.

ENFORCEMENT PROCEDURES

The procedures to enforce this policy are as follows:

1. First Offense:

- A. Students who violate this policy will be suspended by the principal or building administrator for five (5) days, unless extraordinary circumstances exist.
- B. The student must complete a drug/alcohol assessment by a state approved drug/alcohol agency or a certified drug/alcohol counselor at the parents' expense. A release of information for the school to obtain the results of the assessment is required. Verification of the appointment is necessary before the student will be readmitted to school, and completion of the assessment will be required as a condition for the student to remain in school.
- C. The student must follow the recommendations of the assessment as a condition for remaining in school. If the student does not follow the recommendations of the assessment, the discipline procedure for expulsion will be applied.
- D. Upon returning to school, the student will be asked to submit to random urinalysis and must produce negative results as a condition of remaining in school. If a positive urinalysis is a result, the discipline procedure for expulsion will be applied.

2. Second Offense:

- A. Students who violate this policy will be suspended by the principal or building administrator for five (5) days, unless extraordinary circumstances exist.
- B. The discipline procedure for expulsion will be applied.

3. Distribution:

- A. Distribution of any "drug" as defined in district policy, will result in suspension by the principal or building administrator for five (5) days and the discipline procedure for expulsion will be applied.

4. Referral to Law Enforcement:

The student will be referred to the law enforcement agency, if appropriate. If the incident involves using or being under the influence of alcohol or a controlled substance, the student will be referred to the local law enforcement agency. In all other situations, referral to law enforcement will be at the discretion of the building principal or designee.

5. Search and Seizure:

A student's person and/or personal effects (e.g., purse, book bag, etc.) may be searched whenever a school official has reasonable cause to believe that the student is in possession of drugs or drug paraphernalia. Any evidence that a student has violated the law and this policy may be seized by the principal or designee.

Lockers and desks are school property and remain at all times under the control of the school; however, students are expected to assume full responsibility for the security of their lockers and desks. Authorized school officials may open and inspect lockers and desks when there is reasonable cause to believe that the locker or desk may contain items which may be a threat to safety and security. Such a search may be conducted without a search warrant, and without notice or consent.

Students are permitted to park on school premises as a matter of privilege, not right. The district retains the authority to conduct routine patrols of school parking lots and to inspect the exteriors of automobiles on school premises. The interiors of vehicles on school premises may be searched whenever an authorized school official has reasonable cause to believe that illegal materials are contained inside. Such patrols and inspections may be conducted without notice, consent, or a search warrant.

6. Parent Contact:

The student's parent/guardian will be contacted as soon as possible following any alleged violation of this policy.

STUDENTS WITH DISABILITIES

Suspensions and expulsions of students with disabilities as defined by Public Law 94-142 and subsequent amendments (Individuals with Disabilities Education Act), Section 504 of the 1973 Rehabilitation Act, and the Americans with Disabilities Act will follow federal guidelines as well as the provisions of this policy.

IMMUNITY FOR GOOD FAITH IMPLEMENTATION

District employees and independent contractors of the district who implement this policy in good faith and with appropriate foundation are immune from civil liability.

INTENTIONAL HARASSMENT

District employees and independent contractors of the district are prohibited from using their authority to determine reasonable suspicion solely for the purpose of intentionally harassing a student. Using the authority in such a manner may result in disciplinary action against the employee or may be considered a breach of the district's contract with the independent contractor.

NOTICE

Upon adoption of this policy, the board will provide notice of the policy to each student, parent/guardian, or custodian by publishing such notice in a newspaper of general circulation in the district. Subsequently, a copy of the policy will be provided to each new student, as well as to the parent/guardian or custodian, at the time of initial registration in a district school.

STUDENT HARASSMENT, INTIMIDATION AND BULLYING

[Link to complete KSD Policy #504 - Student Harassment](#) and [504.50 Protection against Harassment, Intimidation](#)

It is the policy of this district to maintain a learning environment that is free from harassment. Each student has the right to attend school in an atmosphere that promotes equal opportunities and that is free from all forms of discrimination and conduct that can be considered harassing, coercive, or disruptive.

Students attending district schools are:

1. Prohibited from engaging in any conduct which could reasonably be construed as constituting harassment on the basis of sex, race, color, national origin, age, religious beliefs, ethnic background, or disability;
2. Prohibited from sexually harassing other students; and
3. Required to report, to the school principal or designee, harassment of which the student becomes aware.

This policy applies to all conduct on the district's premises and at school-sponsored events, conduct during transportation to and from school and school-sponsored events, and to conduct off the district's premises that has an adverse affect upon a student's educational environment.

DEFINITION OF HARASSMENT

Harassment is defined to include verbal, written, graphic, or physical conduct relating to an individual's sex, race, color, national origin, age, religious beliefs, ethnic background, or disability that is sufficiently severe, pervasive, or persistent so as to interfere with or limit the ability of an individual to participate in or benefit from the district's programs that:

1. Has the purpose or effect of creating an intimidating or hostile environment.
2. Unreasonably interferes with an individual's educational performance.
3. Otherwise adversely affects an individual's educational opportunities.

Harassment includes, but is not limited to:

1. Physical acts of aggression or assault, damage to property, or intimidation and implied or overt threats of violence motivated by the victim's sex, race, color, national origin, age, religious beliefs, ethnic background, or disability;

2. Demeaning jokes, taunting, slurs, and derogatory “nicknames,” innuendos, or other negative remarks relating to the victim’s sex, race, color, national origin, age, religious beliefs, ethnic background, or disability;
3. Graffiti and/or slogans or visual displays such as cartoons or posters depicting slurs or derogatory sentiments related to the victim’s sex, race, color, national origin, age, religious beliefs, ethnic background, or disability; and
4. Criminal offenses directed at persons because of their sex, race, color, national origin, age, religious beliefs, ethnic background, or disability;

Harassment also includes an act of retaliation taken against (1) any person bringing a complaint of harassment, (2) any person assisting another person in bringing a complaint of harassment, or (3) any person participating in an investigation of an act of harassment.

DEFINITION OF SEXUAL HARASSMENT

Sexual harassment is a form of misconduct that undermines the student’s relationship with educators and with other students. No student, male or female, should be subject to unasked for and unwelcome sexual overtures or conduct, either verbal or physical. Sexual harassment refers to sexual overtures or conduct that is unwelcome, personally offensive, and affecting morale, thereby interfering with a student’s ability to study or participate in school activities.

Sexual harassment is a form of misconduct that includes unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct, or other verbal or physical conduct of a sexual nature when:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s participation in the educational process;
2. Submission to or rejection of such conduct by an individual is used as a factor for educational decisions affecting the individual; or
3. Such conduct has the purpose or effect of unreasonably interfering with an individual’s education, or creating an intimidating, hostile, or offensive educational environment.

Examples of sexual harassment include, but are not limited to, the following:

1. Unwelcome verbal statements of a sexual or abusive nature, including requests or demands for sexual activity, sexual jokes, and obscene comments, etc.;
2. Unwelcome, sexually motivated or inappropriate touching, pinching, or other physical contact;
3. Unwelcome sexual behavior or communications, accompanied by implied or overt threats concerning an individual’s education;
4. Unwelcome behavior or communications directed at an individual because of his/her gender; and
5. Stalking or unwelcome, sexually motivated attention.

REPORTING PROCEDURES

1. Any student, and/or parents of a student, who believe the student is being harassed should immediately report the situation to school personnel.
2. Any district employee who receives a report of harassment from a student, becomes aware that a student is being subjected to harassment, or in good faith believes that a student is being subjected to harassment, is required to report the matter to the building principal immediately. In the event the complaint involves the principal, the matter must be immediately reported to the superintendent.
3. Any district employee who witnesses harassment of a student should take immediate, appropriate action to intervene to stop the harassment.
4. Any student who becomes aware that a fellow student is being subjected to harassment should immediately report the incident to a counselor, teacher, or the principal.

INVESTIGATION AND REPORT

When a report of harassment is received by the principal or the superintendent, immediate steps will be taken to do the following:

1. Obtain a written statement from the complainant regarding the allegations;
2. Obtain a written statement from the accused;

3. Obtain written statements from witnesses, if any; and
4. Prepare a written report detailing the investigation.

An investigator may be appointed to conduct the investigation or the principal or superintendent may conduct the investigation. The investigation should be completed within ten (10) workdays.

DISCIPLINARY ACTION

If the allegation of harassment involves a teacher or other school employee, the principal will submit the report of the investigation to the superintendent. If there is sufficient evidence to support the allegation, disciplinary action, up to and including dismissal, may be taken against the offender.

If the allegation of harassment is against a student and there is sufficient evidence to support the allegation, disciplinary action, up to and including expulsion, may be taken against the offender.

If there is insufficient evidence to support the allegation, no record will be made of the allegation in the complaining student's permanent record. No record of the allegation will be placed in the accused employee's personnel record or in an accused student's permanent record if insufficient evidence supports the allegation.

In the event the investigation discloses that the complaining student has falsely accused another individual of harassment knowingly or in a malicious manner, the complaining student may be subject to disciplinary action, up to and including expulsion.

In the event the harassment involves violent or other conduct which could be reasonably considered to be criminal in nature, the principal/superintendent will refer the matter to the local law enforcement agency.

PROTECTION AGAINST RETALIATION

No retaliation will be taken by this district or by any of its employees or students against a student who reports harassment in good faith. Any person found to have retaliated against another individual for reporting an incident of harassment may be subject to the same disciplinary action provided for harassment offenders. Those persons who assist or participate in an investigation of harassment are also protected from retaliation under this policy.

CONFIDENTIALITY

Any investigation will be conducted, to the maximum extent possible, in a manner that protects the privacy of both the complainant and the accused. However, if it is suspected that child abuse has occurred, such abuse will be reported to the proper authorities as required by state law.

RECORD OF ALLEGATIONS

This district will keep and maintain a written record, including, but not limited to, witness statements, investigative reports, and correspondence, from the date any allegation of harassment is reported to district personnel. The information in the written record will also include the action taken by the district in response to each allegation. The written record will be kept in the district's administrative offices and will not, at any time, be purged by district personnel.

TECHNOLOGY USE:

[Link to KSD Policy #698 - Computer and Network Service](#)

Internet access is a service provided for students and staff members by this school district. Use of this district's computer networking services must be directly related to an educational goal and consistent with the instructional objectives of this district. The district reserves the right to monitor all activity on the computer network service. Staff and Students do not have a reasonable expectation of privacy in their use of the computer of the computer network.

PRIVILEGES AND RESPONSIBILITIES

The use of this district's computer network service is a privilege, not a right. Permission from parents/guardians is required before students may access the computer network service. All users must sign an Acceptable Use Agreement before access is permitted. Upon acceptance for use of the computer network service, students and staff will be given a user ID (name) and password.

Student and staff freedom of speech and access to information will be honored; however, this district reserves the right to monitor and review all electronic transmissions and activities. User access may be denied, revoked, or suspended at any time because of inappropriate use. Further disciplinary action may also occur.

INTERNET SAFETY FOR STUDENTS

The district will take appropriate steps to protect all students from access, through the district's computers, to visual depictions that are obscene, contain child pornography, or are harmful to minors, or depicting the sexual exploitation of a minor, as defined in Idaho Code Section 18-1507, by installing and utilizing specific technology that blocks or filters Internet access to such visual depictions.

- The building principal or designee may authorize the disabling of the Internet block or filter system only for the purpose of enabling access for bona fide research or other lawful purpose. Disabling of the Internet block or filter system by any other staff member or student will result in disciplinary action.

- The district will include a component of Internet safety for students that is integrated into the district's instructional program.

ONLINE USE

All district policies and school rules pertaining to behavior and communications apply to online use. The use of this district's computer network services capabilities must be for educational purposes only and be consistent with this district's mission.

1. Users are prohibited from accessing the district's computer network services for commercial purposes. Users are not allowed to attempt to sell or offer for sale any goods or services that could be construed as a commercial enterprise, unless pre-approved by the board or superintendent.
2. Users are prohibited from cyber-bullying, including, but not limited to, using a computer, computer system, or computer network service to convey a message in any format (audio or video, text, graphics, photographic, or any combination thereof) that is harassment, intimidation, or bullying, or is otherwise intended to harm another individual.
3. Users are prohibited from submitting, publishing, or displaying any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, or illegal material, nor encourage the use of controlled substances.
4. Illegal activity is prohibited and may result in referral to law enforcement.
 - a. Sending, receiving, or accessing obscene or pornographic material is prohibited
 - b. Sending, receiving, or accessing harassing, threatening, or objectionable material is prohibited.
5. Using programs to infiltrate a computing system and/or damage the software components is prohibited.
6. Students and staff will use the computer network service resources efficiently to minimize interference with others.
7. Users are responsible for making backup copies as needed.
8. Users are responsible for taking precautions against computer viruses on their own equipment and this school district's equipment.
9. Users will not transmit materials, information, or software in violation of any local, state, or federal law.
10. Attempts to log in to the system using another user's account will result in termination of the user's account.
11. Users will not reveal personal information regarding others and should be cautious when revealing the user's own personal information (home address, phone number, etc.).
12. The computer network service may not be used in such a way that use would disrupt the use of the computer network service by others.
13. All communications and information accessible via the computer network service should be assumed to be private property, but open to district scrutiny and review at any time.
14. Any online conduct that is determined by the system administrator to constitute an inappropriate use of the district's computer network service or to improperly restrict or inhibit other users from using and enjoying this district's computer network service is strictly prohibited and may result in disciplinary action.

STUDENT E-MAIL

E-mail communication is a standard practice for almost every career, profession and post-secondary pursuit. Students need to learn to communicate electronically – including attending to e-mail messages, writing e-mail messages and collaborating electronically on projects. Kuna School District students will receive a Kuna School District e-mail address for communicating and collaborating with teachers and classmates. This account also allows access to web-based learning tools which require an e-mail address. Kuna School District uses Google Apps for Education, a non-commercial, secure, filtered, and archived suite of tools for schools.

Kuna School District student e-mail accounts will be issued through Gmail. Because district-provided e-mail addresses have a direct relationship to school, they are subject to all school policies (including Acceptable Use

Policy and handbook policies), even if sent between students outside the school day or for purposes unrelated to school. To help reduce misuses, students' accounts can only be sent to the Kuna School District Domain. Students should always use their e-mail appropriately and never send anything that they wouldn't be comfortable with a teacher, a principal, a guardian, or a police officer reading. The District has the ability and responsibility to monitor and archive e-mail. Guardians may opt out of student email access. To opt out, communicate with the Building Administrator.

VANDALISM

Vandalism will result in disciplinary actions. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the computer network service, or any of the agencies or other computer network services that are connected to the Internet. This includes, but is not limited to, the uploading or creation of computer viruses.

STUDENT DISCIPLINE

Violation of this policy may result in the following disciplinary actions:

1. A student may lose computer privileges/network access. The duration of loss will depend on the student's age and severity of the violation as determined by the system administrator. Students found to flagrantly or persistently violate this policy may lose all computer privileges/network service access for the remainder of the school year, or for the duration of school attendance.
2. A student may be removed from class, suspended, or expelled from school if he or she engages in conduct on the computer network service that constitutes flagrant or persistent violations of this policy or could be considered illegal, as defined by federal and/or state law. Students committing illegal acts may be referred to the local law enforcement agency.
3. Each student is responsible for any damage he or she may cause to this district's computers or to the computer network service. The student must pay all costs incurred in restoring the computer or the network service to its previous working order.
4. If a class requires the use of a computer and/or the computer network service, a student who has lost computer privileges under this policy will be allowed to participate under direct teacher supervision unless he or she has been removed from the class.