

Payette High School

STUDENT HANDBOOK 2024-2025

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HOME OF THE PIRATES!

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PAYETTE HIGH SCHOOL BELIEFS

The education community of Payette High School believes in:

- Not discriminating based on race, color, national origin, sex, or disability.
- Providing a safe, successful, positive learning environment.
- Maintaining classroom discipline as a key to a good learning climate.
- Instilling basic character education: i.e., honesty, self-respect, and work ethic.
- Developing excellent communication between teacher-student-community-school.
- Using a written and common education: i.e., the basics (reading, writing, arithmetic).
- Preparing the student for the global world of the 21st Century by exploring and pursuing classes of fine arts, vocational, lifetime physical activities, and current technology in addition to the core subjects.
- Advocating work ethics to the learner to be a productive citizen with respect for family, country, and community.

GENERAL INFORMATION

Welcome to Payette High School, Home of the Pirates. This manual applies to all students in attendance at Payette High School regardless of marital status or age. It is the right of every student to obtain the best education possible without disruption from other students.

- The rights of students end when they become disruptive or detrimental to the learning of the class.
- Respect all members of the Payette High School team.
- Be on time for class.
- **Be Always Safe, Be Responsible, Be Respectful, Be Resilient.**
- Keep a positive attitude.
- Your high school record is permanent and kept forever.
- Students need to be aware that flagrant violations, such as those listed below, could lead to immediate placement into in-school suspension, suspension from school, Friday school, disciplinary contacts, and/or expulsion:
 - o Chronic disruptive conduct
 - o Willful disobedience
 - o The possession, sale, or use of tobacco alcohol, vape liquids or devices, or other drugs.
 - o Possession of dangerous play items or weapons.
 - o Stealing or theft.
 - o Habitual irregular attendance truancy.
 - o Swearing and vulgarity.
 - o Repeated or flagrant violation of dress code.
 - o Destruction of school property.
 - o Immoral conduct.
 - o Fighting.

ACADEMIC HONORS

- **Valedictorian and Salutatorian** must have 8 semesters of high school attendance. Valedictorian selection will be based on the highest unweighted cumulative GPA at the end of the 7th semester. Salutatorian will be based on the second highest unweighted GPA at the end of the 7th semester. Students with identical GPAs will share the honor.
- The **Top Honors** graduating students will be established using unweighted grades and the number of honors and dual credit classes completed. Students must have completed or be currently enrolled in at least 10 credits of honors or dual credit classes. Eligible students must also have a 3.75 unweighted cumulative GPA at the end of the 7th semester. These students will be recognized at Senior Class Night and on the graduation program. They will wear a cord at graduation to designate this honor.

- The **Honors** graduating students will be established using honors and dual credit classes. Students must have completed or be currently enrolled in at least 5 credits of honors or dual credit classes. To be eligible, students must also have a 3.5 unweighted cumulative GPA at the end of the 7th semester.
- **Honor Society** selection is based on a 3.5 unweighted cumulative GPA, an application, and teacher recommendation. These students will be recognized at class night and on the graduation program. They will wear a cord to designate this honor at graduation.
- Students completing a **career and technical** pathway will be recognized with a cord to designate this honor at graduation. These students will be recognized at class night and on the graduation program.
- **Parade of Academic Champions** will occur at the end of each semester. Eligibility is based on having an unweighted GPA of 4.0 for the semester.
- **Honor Roll** is per semester and is based on a 3.5 GPA with highest honors being based on a 4.0 GPA. All GPAs are unweighted.

ACADEMIC INTEGRITY

- Payette High School students are expected to conduct themselves ethically and honestly.
- Students are responsible for knowing what is considered acceptable behavior in each classroom and what a transgression of academic integrity is.
- The use of AI tools, such as ChatGPT, is allowed for the purpose of self-learning, ideation, and inspiration. However, direct plagiarism or copying and pasting of AI-generated work as student-generated work will be treated as plagiarism. Students are expected to use the tool in accordance with academic integrity guidelines and cite any text generated by the tool.
- Any students caught cheating or plagiarizing will receive consequences in line with the school discipline plan.
 - o A first academic integrity offense will result in a zero on the assignment and a parent conference.
 - o A second academic integrity offense will result in a zero on the assignment, 1 day of in-school suspension, and a parent conference.
 - o Continued integrity offenses will result in all the above and may result in additional disciplinary actions.
 - o Violations which occur at the end of a senior year may result in additional consequences related to graduation activities.
 - o Egregious violations affecting major assignments such as final exams or those that are large in scope, such as being part of a large group cheating, may result in disciplinary action.

ANNOUNCEMENTS

- Announcements will be read daily over the intercom by a member of the Student Leadership team at the beginning of 3rd period followed by the directive to stand for the Pledge of Allegiance, and “I Pledge the...”. Teachers are expected to have students listen to announcements and join in standing for the pledge.
- Announcements are also added daily into the PHS All Students Infinite Campus course for students to view as they wish.
- No announcement will be made if it is not signed or approved by PHS Staff.
- All other intercom announcements should be made during the last 3 minutes of class time.

ASBESTOS NOTICE

- In compliance with the AHERA regulations, our school facilities were inspected by an EPA accredited building inspector.
- The management plan includes the inspections and physical assessment reports, the training program for our custodial personnel, the plans and procedures to be followed to

minimize disturbance of the asbestos-containing materials, and a program for regular surveillance of the ACM.

- Every three years, a re-inspection by an accredited inspector is conducted on all friable and non-friable known or assumed asbestos containing building materials (ACBM) to determine whether the condition of the ACBM has changed and to make recommendations on managing or removing the ACBM. We completed our last 3-year inspection in 2018.
- There are no further plans to remove any asbestos currently.
- For further details on the location of the remaining ACBM, or on the asbestos activities, you are welcome to review a copy of the Asbestos Management Plan 1 at our administrative offices, during regular office hours.
- The Asbestos Management Specialist for Payette School District is Mr. Alvin Hall: 208-642-4746.

ASSEMBLIES

- Being discourteous not only discredits you, but the high school.
- Accord all performers every respect and courtesy possible.
- Students will be removed from assemblies and may receive additional consequences for improper behavior.

ATHLETIC AND ACTIVITY ELIGIBILITY

ATHLETIC ELIGIBILITY

The Payette School District will follow all current and subsequent eligibility requirements for participation in interscholastic activities, as set forth by the Idaho High School Activities Association (IHSAA). All students wishing to participate in any interscholastic activity must meet the eligibility requirements for that activity, as established by the IHSAA.

- To be academically eligible for athletics, a student must be enrolled full-time in his/her school, on target to graduate based on State Board of Education graduation requirements, and have received passing grades and earned credits in the required number of courses during the previous reporting period.
- Students participating with a cumulative GPA below 2.0 must have an academic improvement plan in place as developed by the local school district.

PARTICIPATION REQUIREMENTS

Coaches and/or advisors are expected to set reasonable standards for continued eligibility, including, but not limited to, practice and other participation requirements, academic performance, and sportsmanship. Such standards will be in compliance with IHSAA eligibility requirements and given in writing and distributed to the students at the beginning of the sports season or enrollment period. Student participants in all extracurricular activities are expected to comply with the practice and participation requirements.

Coaches and/or administration reserve the right to suspend students for failing to meet academic and attendance requirements, or for disciplinary reasons during the season.

Attendance

A. To be eligible to compete or practice on a school day, participants must be in attendance for **all** classes in order to participate in practice or contests. In unforeseen circumstances, the main office must be contacted. In such cases, the admin team will determine eligibility for practices and contests. Thursday's attendance will determine eligibility for Thursday, Friday, and Saturday.

B. Students who are assigned in-school suspension or out of school suspension will not be allowed to compete in that day's extracurricular events, including practice.

Other Requirements for Athletics and Activities

A. Paperwork: IHSAA Physical, IHSAA Interim Questionnaire, PHS Medical Permission Form, PHS Code of Conduct/Parent Pledge, and Concussion information.

B. Participants in all IHSAA sanctioned athletics and activities must purchase an activity card and pay travel fees.

1. PHS Activity Card \$25
2. Travel Fee: \$75/sport with max of \$150 per student.
- C. Athletes must follow the IHSAA guidelines, rules, and regulations (idhsaa.org).
- D. An athlete becomes ineligible on the day of his/her 20th birthday.
- E. Evening meetings/contests should begin no later than 8:00 PM and must end no later than 10:00 PM.
- F. Students must follow senior project timelines to be eligible to participate.
- G. Coaches/advisors may place higher grade requirements for participation in the activity.
- H. Pre-arranged absence forms must be completed by students who plan to be absent from school for extracurricular activities.
- I. Students may be released by advisor/coach **ONLY** to a parent or legal guardian. Parents will provide coaches/advisors with a note per PSD policy #8105.

ATTENDANCE POLICY

General Information

- Any student who has been verified by the school as dropped from enrollment or a habitual truant will be reported to the Department of Transportation as per Idaho Code 49-303A.
- PHS students must attend 5 periods during a regular school day to be considered a full-time student. With approval, students may be released for the following and still be considered full-time:
 - o One (1) period of religious instruction or other approved program in grades 9-12.
 - o Juniors and seniors may be eligible for 1 additional release period for religious instruction or another approved program.
 - o For seniors to be eligible for the additional release periods, they must have
 - Completed a minimum of 48 credits by the end of the 11th grade.
 - Scored proficient or advanced on all portions of the Idaho Standards Achievement Test (ISAT) or scored a minimum score on the SAT or Accuplacer (College and Career Ready).
 - o For juniors to be eligible for the additional release periods, they must have:
 - Completed all 9th and 10th grade requirements and have a minimum of 32 credits by the end of the 10th grade.
 - Scored a minimum score on the PSAT (College and Career Ready).

Absence Codes

- Absences will be tracked and accrued by class period. The following are exception codes which may appear on a student's attendance history:
 - o Activity (ACT): An absence in which the student is actively participating in a school activity.
 - o Verified Absence (VER): Student is absent as verified by parent/guardian phone call (counts against attendance standard).
 - o Unexcused Absence (UA): An Absence that has not been verified by a parent or legal guardian.
 - o Tardy (T): Student arrives 10 minutes or less late to a class period without an excuse.
 - o Administrative/Counselor (CSLR): Student is out of the classroom for a meeting with office personnel.
 - o Truancy (TRU): An absence when a student does not have an excuse for their absence.
 - o Medical Absence (MED): An absence due to medical or dental reasons. Requires student to provide the office with a signed medical excuse on letterhead showing date and time of absence or provide a business card from the provider's office. In the event neither letterhead nor a business card is available and a generic note with contact information is submitted, the attendance officer will make a follow up call for verification purposes.
 - o Pre-arranged Absence (ARR): An absence which is arranged in advance by the student with parental approval.

- In School Suspension (ISS): Student is out of normal classroom, but at school and serving in school suspension.
- Suspension (OSS): An absence caused because a student is serving an out of school suspension. (Counts against attendance standards).
- Testing (TEST): Student is not in a scheduled class due to testing.
- Bereavement (BEV): An absence of up to 5 days for a member of the immediate family - i.e., father, mother, brother, sister, grandparent(s).
- Court (LEGL): Legal system such as court hearing verified by official documentation.
- Juvenile (JDET): Student is absent while placed in the juvenile system.
- Early Departure or Leaves Early (L): Student leaves 10 minutes or less early from a class period.
- Excused Tardy (EXT): Student arrives 10 minutes or less late to a class period with an excuse. Students must check into the front office 1st and 4th.
- Virtual Learning (VL): Students are able to achieve a VL by calling and working online in special situations. Students must show digital work, and communicate with staff and admin each day of the VL.

Attendance Tracking

- Payette School District Policy 3050 governs PHS Attendance Policy.
- Students may be removed from Payette High School for poor attendance, poor grades, discipline problems, or any combination thereof.
- If a student is found to be excessively absent by the Superintendent's office, the case will be passed onto the Prosecuting Attorney.
- Schoolwork missed because of an absence is the responsibility of the student and must be made up in a reasonable amount of time as determined by individual teachers.
- Once a student receives **five (5) absences** in any class that are Excused (VER), Suspension (OSS), Prearranged (ARR), Truant (TRU), Unexcused (UA), the parent/guardian will be contacted.
- Once a student receives **seven (7) absences in** any class that are Excused (VER), Suspension (OSS), Prearranged (ARR), Truant (TRU), Unexcused (UA), the parent/guardian will be notified that the next absence would mean loss of credit.
- Once a student has **more than seven (7) absences in** any class that are Excused (VER), Suspension (OSS), Prearranged (ARR), Truant (TRU), Unexcused (UA), students may be denied credit in that class regardless of the grade. Students who are denied credit may serve Friday School to recover the credit(s) and/or appeal to the Superintendent of Payette School District for credit reinstatement.

Prearranged Absences

- Students may schedule prearranged absences for school or parental absences. Forms are available from the attendance office.
- Instructions are outlined on the form and forms are due to the attendance office one day prior to leaving.
- Assignments listed on the pre-arranged absence form must be completed by the due date provided by the teacher.

Truancy Procedures

- Truancy is defined as a student being absent for all or any part of the school day without the approval of a parent, guardian, or school authority. This includes if a student is on campus, but not in the assigned location.
- Parents have 48 hours to verify or excuse an absence. An unexcused absence may be considered a truancy.
- Students may be considered habitually truant if they accrue at least 3 truanies in any school year.
- Habitual truants are prosecutable under Idaho Code 33-206.
- **FIRST TRUANCY** = parents notified, and the student may be assigned 1 week of lunch detention or in-school suspension for the school day.

- SECOND TRUANCY = parents notified, and the student may be assigned in-school suspension or out-of-school suspension for up to 3 days.
- THIRD TRUANCY = the student may be assigned out-of-school suspension for up to 3 days.
 - The student may be considered a habitual truant.
- Any truancy may be reviewed by the Payette High School Administration and the Superintendent's Office.
- Any student leaving campus during their scheduled school hours must check out through the attendance office. Failure to do so is a truancy.
 - Verification normally required with a parent or legal guardian.
 - Non-compliance may result in truancy.

Tardy Policy / Partial Attendance

- The following tardy policy involves accrued tardies per class, per semester, not total tardies in all classes.
- Once classes have started during 1st and 4th periods, classroom doors will be locked, and students will need to check in at the front office to obtain a pass to their class. During other periods, students will go directly to class and upon late arrival will be marked tardy by the teacher when attendance is taken.
- During class periods 2, 3, 5, 6, and 7 students will go directly to class and upon late arrival, will be marked tardy by the teacher when attendance is taken.
- Students will be considered tardy (T) if they are between (0-10) minutes late. Early departure of 10 minutes or less will also result in a tardy.
- Students arriving more than more than 10 minutes late or leaving more than 10 minutes early from a class will receive an absence. Students who have unexplained absences are considered truant.
- Corrective action for tardies will be as follows:
 - FIRST 4 TARDIES: The teacher enters the tardy in Infinite Campus.
 - 5th-7th TARDY: Student is assigned lunch detention by the office; parent/guardian or adult contact will be notified of detention via the email on file.
 - 8TH AND SUBSEQUENT TARDIES: A parent/guardian meeting with a member of the administrative team or a Friday School will occur.

BACKPACKS

- Students are NOT allowed to carry backpacks, sling backpacks, fanny packs, cinch sacks, briefcases, bags, and purses to and from class.
- Students must place these items in their lockers or designated area before the start of the school day.
- During the school day, these items will not be allowed in the cafeteria, classrooms, or other instructional areas, including the gym and auditorium unless approved by the administration.
- Personal hygiene items may be retrieved as needed.

BELL SCHEDULE

Regular Schedule		Assembly Schedule	
Period	Time	Period	Time
0	7:30-8:15	0	7:30-8:15
Breakfast	8:00-8:20	Breakfast	8:00-8:20
1	8:25-9:21	1	8:25-9:19
2	9:24-10:20	2	9:22-10:16
3	10:23-11:19	Assembly	10:16-10:56
Flex	11:19-11:40	3	10:56-11:50
LUNCH	11:40-12:10	LUNCH	11:50-12:20
4	12:10-1:06	4	12:20-1:14
5	1:09-2:05	5	1:17-2:11
6	2:08-3:05	6	2:14-3:08
7	3:08-4:05	7	3:11-4:05

BULLYING / CYBERBULLYING / HAZING / HARASSMENT

- Bullying is any willful attempt or threat to inflict injury on another person, when accompanied by an apparent present ability to do so, or...
 - o Any intentional display of force such as would give the victim reason to fear or expect immediate bodily harm.
 - o Bullying may be physical, verbal, or indirect as in spreading nasty rumors, writing notes, or intentional exclusion.
 - o Bullying will be entered into the guidance module and referred to the Payette High School Administration.
 - o Any offense of bullying may result in the student being referred to the Superintendent's Office for review. The Superintendent may then make a referral for a student expulsion hearing to the School Board of Trustees.
 - o Hazing is an action that may cause severe mental or emotional harm, extreme embarrassment or ridicule, or personal degradation or loss of dignity.
 - o Hazing becomes harassment if the actions are directed at an individual or group, based on race, national origin, religion color, disability, or gender, or the unwelcome behavior of a sexual nature.
- A student who personally violates any provision of Idaho Code 18-917 (hazing) shall be guilty of a misdemeanor. The school principal will refer allegations of harassment, intimidation, or bullying to law enforcement if he or she reasonably believes that the student has engaged in conduct in violation of Idaho Code Section 18-917A.
- No student or minor present on school property or at school activities shall intentionally commit, or conspire to commit, and act of harassment, intimidation or bullying against another student. Such behaviors foster a climate of fear and disrespect that can seriously impair the physical and psychological health of its victims, create conditions that negatively affect learning, and undermine the ability of students to achieve their full potential.
 - o "Harassment, intimidation, or bullying" means any intentional gesture or any intentional written, verbal, or physical acts or threats against another student.
 - o A reasonable person under the circumstances should know will have the effect of:
 - Harming a student.
 - Damaging a student's property.

- Placing a student in reasonable fear of harm to his or her person.
- Placing a student in reasonable fear of damage to his or her property.
- o 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 using a landline, car phone, or wireless telephone or using data or computer software that is accessed through a computer, computer system, or computer network.
- Students who film an altercation and share, post, or save the information may be guilty of a crime. The responsibility of the student is to notify an adult of bullying, harassment, or cyber victimization.

CLASSES: CORE*

Class of 2025		Class of 2026	
Subject	Credits	Subject	Credits
*American Government	2	*American Government	2
*Economics	1	*Economics	1
*English	8	*English	8
*Health	1	*Health	1
*Humanities	2	*Humanities	2
*Math	6	*Math	6
*Science	6	*Science	6
*Speech	1	*Speech	1
*U.S. History	2	*U.S. History	2
Electives	22	Electives	21
Credits for Graduation	51	Credits for Graduation	50

Class of 2027		Class of 2028	
Subject	Credits	Subject	Credits
*American Government	2	*American Government	2
*Economics	1	*Economics	1
*English	8	*English	8
*Health	1	*Health	1
*Humanities	2	*Humanities	2
*Math	6	*Math	6
*Science	6	*Science	6
*Speech	1	*Speech	1
*U.S. History	2	*U.S. History	2
Electives	20	Electives	19
Credits for Graduation	49	Credits for Graduation	48

ALL students will complete a senior project, will take a college entrance exam, and pass a civics exam.

CLASS SCHEDULING AND CHANGES

- All class schedule changes must be made through the counselor's office.

- Schedules for the upcoming year are made between March 1st and the beginning of the school year.
- Classes may be changed only during the first 10 school days of the semester. Classes changed or dropped after that time may result in an “F” for that course.
- Administrative/counselor changes may be made anytime during the year, but will involve teachers, students, and parents in the change process.

CLASSIFICATION OF STUDENTS

- Students are classified by the semester they begin high school.
- Graduation requirements are listed under the “*Classes: Core**” section and the “graduation requirements” section:
 - o Selection of the Top Honors students of each class is based on unweighted grades from the first 7 semesters.
 - o All correspondence classes must be completed during or before the 7th semester.
 - o 8th semester grades are subject to review by the administration and the Superintendent’s Office..

COMMENCEMENT / GRADUATION ACTIVITIES

- Seniors participate on a voluntary basis in commencement and other senior activities. To be eligible to participate in commencement exercises, you must meet all graduation requirements and meet standards of acceptable behavior throughout the school year. In addition, you must clear any outstanding fines.

COUNSELING AND GUIDANCE

- Counselors work with students in making plans.
- Counselors will evaluate educational and career & technical information.
- Counselors help students to evaluate study time and techniques.
- Counselors will try to help students realize a solution to any problem.
- Students are free to discuss any problem with the counselor.
- Student-Counselor conferences will be held strictly in confidence except as follows:
 - o Counselors are required to report any physical abuse.
 - o Counselors are required to report any sexual abuse.
 - o Counselors are required to report any suicide threats or attempts.
 - o Counselors are required to report any illegal drugs, including alcohol, cigarettes, vape materials, and/or marijuana.
 - o Counselors are required to report felony crimes.
 - o Counselors are required to report if they feel your life, or the lives of others are in danger.
 - o All school personnel are under obligation to report child or sexual abuse to the authorities.

DISTURBANCE POLICY

- Anytime a student makes a threat against another student, the staff, or the school, law enforcement will be contacted.

DISRUPTION AND LOITERING

- Idaho Code provides that a person who disrupts the education process or whose presence is detrimental to the morals, safety, health, academic learning, or discipline of the pupils or who loiter in the school or on school grounds, is guilty of a misdemeanor.

- Once a student's daily schedule is completed, they are required to leave the school campus unless prior arrangements have been made (tutoring, practice, homework, detention, etc.).

DRESS CODE

Students have the RIGHT:

- To dress and groom according to their choice consistent with the goals and purposes of the educational environment.

Students have the RESPONSIBILITY:

- To dress and groom so the teaching/learning process is not disrupted.
- To be dressed, groomed, and clean so that a health/safety issue is not created.

It is the policy of this school district that all students shall dress in a manner which is appropriate for an effective educational environment. While recognizing the importance of allowing students to express their individuality through their attire, the school is responsible for ensuring that student dress is conducive to a positive and respectful environment for all students. All students, therefore, are required to dress in a manner that promotes a safe and healthy school environment, and is not disruptive of the educational climate and process.

Students are prohibited from wearing or carrying clothing, accessories, or jewelry, or displaying piercings or tattoos, which, by picture, symbol, or word, depict or allude to any of the following:

- Hoods, bandannas in the main building.
- Hats are at the teachers discretion within their classroom.
- Clothing with logos, words, or pictures that are vulgar, disrespectful, sexually suggestive, or profane; or that advocate illegal acts, violence, prejudice, or tobacco, alcohol, or other drug use.

- Tube-tops, half-shirts, and shirts that have cutouts or expose the midriff; tank-tops must have straps three fingers wide, show no cleavage, and must be full length covering the midriff.

- Mini skirts, track or other short shorts; hemlines cannot be any higher than six inches from the center of the knee or must have material beyond the extended fingers while standing upright.

- No rips or tears above the knee or transparent clothing.

- No Spandex-style shorts

- **NO pajamas, boxers, slippers, or blankets.**

- No clothing that may be gang-related. Gang-related attire includes but is not limited to: hats, bandannas, or articles of clothing with writing, markings, or symbols of gang affiliation. Flying "colors" or wearing a single color of gang affiliation. Sagging pants, extra-long belts, or other paraphernalia. Building administration will follow recommended guidelines as set by local, state, and federal law enforcement.

Students are prohibited from wearing clothing that reveals a student's underwear, bosom, abdomen, or buttocks. Students are not allowed to wear head coverings in school buildings during class hours unless a building administrator or designee states otherwise. Students are required to wear shoes or other footwear in school buildings. The building administrator or designee may identify additional dress code requirements to address specific needs within their respective building or for a specific activity.

When students travel on trips and represent Payette High School, the dress code is in effect.

Dress Code Enforcement

Students in violation of this dress code will be provided with three options to meet the dress code during the school day:

- Students will be asked to put on their own alternative clothing, if already available at school, to be dressed to code for the remainder of the day. Students will be marked tardy or absent depending on missed class time.

- Students will be provided with temporary school clothing to be dressed to code for the remainder of the day. Students will be marked tardy or absent depending on missed class time.

- If necessary, students' parents may be called during the school day to bring alternative clothing for the student to wear for the remainder of the day. Students will be marked tardy or absent depending on missed class time.

Note: Time missed for dress code corrections will count as a tardy/absence and apply towards semester final eligibility.

Spirit Day Dress Code

Spirit days are approved by administration and dress code policy applies.

DRUG AND ALCOHOL

Complete policy and regulation can be obtained from Payette School District Policy manual, section #3320. Upon reasonable suspicion, the student will be asked if he or she has used and/or is under the influence of alcohol and/or drugs.

- If the student admits to the use, the student's parent/legal guardian will be immediately called.
- The student will be asked to reveal the circumstances involving the use of alcohol and/or drugs and asked if any other students were involved.
- Law enforcement will be called when deemed appropriate.
- The student will be immediately suspended from school, and depending upon the circumstances, may be suspended for up to 20 days and/or recommended for expulsion.
- As a condition of readmission, the student and parent will agree to undergo assessment and counseling for alcohol and/or drug use. The district will provide counseling services and any other services available to the student and/or the student's parents.
- If the student does not admit to the use of alcohol and/or drugs and the staff member(s) in charge, after talking to the student, still believes that the student used or was/is under the use or influence of alcohol and/or drugs, an investigation will be conducted, which may include a search of the student's locker, car, desk, or any other school property used by the student may be subject to search. In addition, law enforcement will be called immediately as will be the parent/guardian. The student will be suspended from school pending an investigation. If the investigation shows that, more likely than not, the student used or was under the influence of drugs and/or alcohol, a recommendation for expulsion may be made to the Superintendent's Office. The Superintendent may make a referral for a student expulsion hearing to the Board of Trustees. The student will be entitled to full due process prior to being expelled from school. As a condition of readmission, the Board may require that the student undergo assessment and counseling for alcohol and/or drug use.

ELECTIONS

Associated Student Body (ASB)

- Associated Student Body Offices include President, Vice President, Secretary, and Treasurer.
- ASB candidates must complete an application to run for any office.
- Applications will be available through Infinite Campus.
- ASB candidates must have and maintain an unweighted cumulative 3.0 GPA with no fines.
- ASB candidates must pass 2 leadership qualification rubrics completed by teachers
 - o If there are not enough candidates interested in office, the slate of officers may be less.

Class Officers

- Each class shall elect a President, Vice-President, Secretary, and Treasurer.
- Class candidates must complete an application to run for any office.
- Applications will be available through Infinite Campus.
- Class candidates must have and maintain an unweighted cumulative 2.5 GPA with no fines.

- Class candidates must pass 2 leadership qualification rubrics completed by teachers.

ELECTRONIC DEVICES

- The use of electronic devices for non-educational purposes is disruptive to the learning environment. As a result, Payette High School prohibits usage of personal electronic devices from 8:25am – 4:00pm, except for the cafeteria during mealtimes, unless explicitly authorized by a teacher or staff member.
- Personal electronic devices are defined to include, but are not limited to cell phones, wireless headphones, headphones, smart phones, tablets, laptops, portable music devices, game consoles, and any other personal electronic device(s) deemed a disruption to the educational process by the school.
- Students are advised to leave all personal electronic devices at home or locked in their personal vehicle. Payette High School is not responsible for theft or damage to a student's personal electronic device if the item is brought into the school facility, including confiscated items. All items which violate this policy will be confiscated by the office staff and locked up securely until it is retrieved by the student or parent/guardian per the policy.
- The building administrator will follow the following steps to enforce this policy. The outlined policy is in effect for the school year and PHS Staff will enforce it to support the educational environment:
 - o **FIRST OFFENSE:** Warning. Students may obtain their personal electronic device from the PHS office at the end of the school day. Parents / guardians are notified.
 - o **SECOND OFFENSE:** 3 days of lunch detention. The personal electronic device is kept by the PHS office until a parent/guardian can retrieve it.
 - o **THIRD OFFENSE:** The student will sign a non-use contract stating that no electronic devices will be allowed in school groups. The personal electronic device is kept by the building administrator until a conference with the student's parents/guardians occurs.
 - o **FOURTH OFFENSE:** The student is suspended for a minimum of one (1) school day and may be required to meet with school administration to determine further disciplinary action.

EMPLOYEE RESPONSIBILITIES REGARDING STUDENT HARASSMENT, INTIMIDATION, AND BULLYING

The personal safety and welfare of each child is of paramount concern to the Board of Trustees, employees, and patrons of the Payette School District. Payette School District employees are authorized and expected to intervene or facilitate intervention on behalf of students facing harassment, intimidation, and bullying. The Payette School District shall provide ongoing professional development to assist school employees in preventing, identifying, intervening, and responding to harassment, intimidation, and bullying.

Any Payette School District employee who has witnessed, or has reliable information, that a student has been subject to harassment, intimidation or bullying, must report the incident to the designated school official in accordance with Payette School District policy and procedure 3295 and 3295P. Individuals who would like more information may reference policy 5265 *Employee Responsibilities Regarding Student Harassment, Intimidation, and Bullying*.

EXPECTATIONS OF STUDENTS

Student handbooks supplement the Payette School District Policy Manual that is available on the district website: www.payetteschools.org.

- Students are expected to exemplify and follow school values to be Always Safe, Respectful, Responsible, and Resilient.

- Each student is always considered an ambassador of Payette High School; to their family; to the community; to other schools and communities; and to each other.
- Students are expected to bear adult responsibility for their actions.
- Prolonged embraces and kissing are inappropriate and may result in referral to parents and/or to our counseling program.
- Students are expected to be respectful in actions and language.
- Students are expected to use the restroom between class periods. If a student needs to leave the classroom, such permission needs to be initiated by using E-HallPass (Securlypass).

E-HALLPASS (Securlypass)

Students are expected to use the electronic e-hallpass system if they need to leave the classroom. Students will create a pass and wait for teacher approval before exiting the classroom.

FAMILY EDUCATION RIGHTS AND PRIVACY ACT (FERPA)

- Parents may access, seek to amend, or consent to disclosures of their child's education records, unless there is a court order or other legal document specifically stating otherwise.
- When a student turns 18 years of age or attends a postsecondary institution, the student and not the parent may access, seek to amend, and consent to disclosures of his or her education records.
- Schools must provide a parent with an opportunity to inspect and review his or her child's educational records within 45 days of the receipt of a request.
- Schools must retract the names and other personally identifiable information about other students that may be included in the child's educational records.

FRIDAY SCHOOL

- Students may be assigned to Friday School for violations of the various discipline and attendance matters.
- A schedule of Friday School dates will be published at the beginning of the year.
- Friday School hours are 9:00 am - 1:00 pm.
- Students should bring assignments to work on during Friday School or tasks will be provided.
- Students assigned to Friday School may defer it for one month due to personal conflicts.
- Failure to attend a Friday School, or behavior resulting in being removed from Friday School, may result in further disciplinary consequences.

FOOD AND DRINK

- Students may have **snack** food and/or drinks in the classroom with teacher approval.
- Purchasing or obtaining food or drink must be completed during passing times.
- NO DOOR DASH or food deliveries.
- Students are not allowed to have food in the hallways during lunchtime.

GANGS

Identified gang activity, dress, writing, and paraphernalia are prohibited at Payette High School. Involvement in this type of activity will result in suspension or possible expulsion. The SRO will be involved when appropriate.

GRADING SCALE

<u>Letter Grade</u>	<u>Range</u>
A+	98% - 100%
A	94% - 97%
A-	90% - 93%
B+	88% - 89%
B	84% - 87%
B-	80% - 83%
C+	78% - 79%
C	74% - 77%
C-	70% - 73%
D+	68% - 69%
D	64% - 67%
D-	60% - 63%
F	59% and below

GRADUATION REQUIREMENTS

- Payette High School is accredited by the State of Idaho and the Northwest Accreditation Association.
- Payette High School uses credits to designate satisfactory completion of class work.
- Subjects are worth 1 credit per semester except Teacher's Assistant, which is worth .5 credit per semester.
- Any student absent more than 10% of the total time a class meets may be denied credit for that class.

IN-SCHOOL SUSPENSION

- Students may be assigned to In-School Suspension for violations of the attendance policy, tardy policy, or discipline policy.
- Students in ISS may not be allowed to attend field trips during the school day or participate in extracurricular activities.
- Phones are not allowed in ISS and must be placed in lockers.
- Extended stays in ISS must be assigned by the administration.
- Lunch time is included in full-day in-school suspension.

INSTRUCTION

Payette School District Board of Trustees encourages parents/guardians to be involved in school activities and their student's academic progress. The Payette School District has an approved curriculum and assessment program. Parents who have concerns about their students participating in the approved curriculum/program may seek more information in policy 2425 *Instruction Parental Rights*.

INTERNET/TECHNOLOGY

- Students must sign a technology usage agreement form and follow PSD Policy 3275A1.
- Any misuse of PHS computers may result in complete or partial loss of computer privileges.
- Computer use is governed by and may be subject to Idaho Statute 18-2202 COMPUTER CRIME.

- Any person who knowingly and without authorization ALTERS, damages, or destroys any computer, computer system, or computer network, or any computer software, program, documentation, or data contained in such computer, computer system, or computer network, commits computer crime. A violation of the provisions of this section shall be a FELONY.

LOCAL SCHOOL WELLNESS

Payette School District policy 8200 addresses local school wellness, primarily the school food service program. The Healthy, Hunger-Free Kids Act of 2010 requires that the parents, students, Payette School District staff, administrators, Trustees, food services staff, school health professionals, teachers of physical education, and the public be allowed to provide input on the development of this policy. Such information may be provided on the Payette School District website, through dissemination of student handbooks, or in any other manner the Superintendent may deem appropriate.

LOCKERS

- Each student will be assigned a specific locker by the office.
- Changes in locker assignments will not be made unless permission is received from the office.
- Lockers are to remain locked when not in use and are not to be “rigged” to open without the combination. Failure to comply with this policy may result in loss of a locker.
- PHS locks must be used on P.E. lockers.
- Lockers are the property of PHS and may be checked at the discretion of administration.

LOST AND FOUND ARTICLES

- Return found books to the library.
- All other articles should be turned into the office.
- Report all articles lost or stolen to the office.
- Call for all lost articles (other than library books) at the office.

LUNCH DETENTION

- Students assigned lunch detention will receive a notification to attend lunch detention. Students are required to report at the appointed time to the appointed location noted in the notification.
- They are not to leave until they are released by the lunch detention supervisor.
- Failure to attend as assigned will result in an additional day of lunch detention being assigned.
- At the discretion of administration students may be assigned a day of ISS/Friday School in exchange for excessive lunch detentions.

MEDICATION POLICY

For policies regarding illness at school, medications, and immunizations, please refer to Appendix III of this handbook.

MILITARY RECRUITMENT

- Information can be obtained from Public Law 107-100, No Child Left Behind Act of 2001.
- Access to student recruiting information: Notwithstanding section 444(a) (5) (B) of the general Education Provisions Act and except as provided below, each local educational agency receiving assistance under the No Child Left Behind Act.

- Section 9528 shall provide, on request made by military recruiters or an institution or higher education, access to secondary school students' names, addresses, and telephone listings.
- CONSENT-A secondary school student or the parent of the student may request that the student's name, address, and telephone listing described above not be released without prior written parental consent, and the local educational agency or private school shall notify parents of the option to make a request and shall comply with any request.

PARENTS' RIGHT-TO-KNOW NOTICES

Payette Schools employs teachers and paraprofessionals that meet the highly qualified requirements under the Elementary and Secondary Education Act (ESEA), as well as state certification requirements. All required documents of certification, degrees earned, and qualifications are held at the Payette School Payette School District 371 Office, located at 1312 1st Ave N, Payette. Payette Schools is a schoolwide Title I school; thus all students are considered Title I. Title I schools require that all parents have the right to request information regarding the qualifications of their child's classroom teacher.

The Payette School District must provide parents/guardians with information on the level of achievement and academic growth of the student, if applicable and available, on each of the State academic assessments required by law. Parents/guardians will also receive information if a student has been assigned or taught for four or more consecutive weeks by a teacher who does not meet applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been placed.

Information regarding Parent's Right-to-Know Notices is available in Payette School District policy 4160. Additional notices covered in this policy include our Testing Transparency requirements, English Learner Program notices, Family Engagement policy, Homeless Children/Youth notice and procedure for Persistently Dangerous Schools.

PAYETTE HIGH SCHOOL FIGHT SONG

Fight, Fight for our Payette High
 Bring on the red and bring on the white,
 Send a rally, cheers on high
 Shake down the thunder from the sky.
 Whether the odds be great or be small,
 Our Payette High will win overall.
 While our Payette Pirates fight,
 We'll march onto victory, Hey!

PAYETTE SCHOOL DISTRICT NUTRITION

Payette School District Meal Costs (for families that do not qualify for free or reduced meals).

Student Breakfast	\$2.50
Student Lunch	\$3.50
Student Snack	\$2.10
Additional Milk	\$.50

The Payette School District adopts the following policy to ensure Payette School District employees, families, and students have a shared understanding of expectations regarding food service meal charges. The policy seeks to allow students to receive the nutrition they need to stay focused during the school day, avoid identifying to other students with insufficient funds to pay for school meals, and maintain the financial integrity of the school nutrition program.

The Payette School District will make reasonable efforts to notify families when meal account balances are low. The Payette School District will make reasonable efforts to collect unpaid meal charges. More information regarding the procedures surrounding this process is available in Payette School policy *8245 Unpaid Meal Charges*.

PAYETTE SCHOOL DISTRICT NUTRITION COMMITTEE

With the purposes of monitoring the implementation of the Payette School District's wellness policies, evaluating policy progress, serving as a resource to school sites, and revising the policies as necessary, a Payette School District-wide nutrition committee will be established to develop, implement, monitor, and review Payette School District-wide nutrition and physical activity policies. The Board specifically acknowledges that community participation is essential to the development and implementation of successful school wellness policies. A report will be provided to the school board and may also be distributed to school health councils, parent/teacher organizations, school principals, and school health services personnel in the Payette School District. Details about the committee are available in Payette School District policy *8210*. Individuals wishing to provide feedback or participate in the committee should contact the Payette School District office at 208-642-9366.

PIRATE LUNCHES

- Pirate lunches are awarded at the discretion of the administration.
- Pirate lunches may be a reward for on-time attendance, behavior, school spirit, or academics.
- A pirate lunch schedule includes a longer lunch.

RECOGNITION

Students receiving awards or in the news regarding current events have their photos and names published and released without prior written consent of a parent or guardian. Please give a written notification to the office if a student's name or picture is to be withheld.

SCHOOL PARTIES AND DANCES

- Students who leave the dance will not be allowed to return.
- All school parties and dances will end no later than 12:00 midnight.
- Organizations and clubs that sponsor the event MUST clean the facility.
- All school rules and regulations apply during the SCHOOL SPONSORED ACTIVITY.
- Dances must have the secretary, or the president of the club/organization complete an Activity Application form from the office.
- The Activity form must be approved at least one week prior to the dance by the administration.
- Students may be required to show their student ID to get into the dance.
- No coats are worn in the dance area. They must be checked at the door.
- All water bottles are subject to inspection upon request.
- No purses or carry-alls of any kind are permitted past the door and must be checked.
- Dress code shall be enforced at dances.
- All music and DJ's must be approved prior to the dance. If changes are made any time after the approval, the dance will be shut down and no refunds given.
- All dancing and music must be appropriate and not of a lewd or suggestive nature.
- Guests will only be brought to the dance if they have completed a dance guest registration form prior to the dance and have been approved by the administration. The out of district form is available in the PHS office:
 - o Prom guests cannot be more than 4 years older than the PHS student. For the other dances, guests cannot be older than 19 years of age.

- o All guests must be at least a freshman in high school.
- o The form must be approved before the dance begins.

SEMESTER TEST POLICY

A semester test schedule will be provided at the beginning of each semester. Final exams will not be given at any other time than those scheduled by the school. Any exceptions to this policy will be considered only after a written request by a parent or guardian is made and approval is granted by the principal. **For the purpose of final exams, three tardies in a class will equal one absence in that class.**

Students will be exempt from semester exams if:

- **Individual student is currently passing each respective class with a minimum of 60%, AND**

- Student has three or fewer total absences per semester (per class).

- Any student may choose to take the exam to improve a grade.

Exemption from finals is intended to be an occasional occurrence, not an expectation. Missing a required final exam may be grounds for loss of credit in the class. **Time missed for dress code corrections will count as a tardy/absence and apply towards semester final eligibility.**

This does not apply to finals for IDLA or dual credit classes because the procedures for these classes are set outside PHS.

Finals will count for 10% of a student's overall grade.

SENIOR ACTIVITIES

- Senior activities are considered a field trip and may be denied.

- Seniors must be attending Payette High School to participate in senior activities.

- Non-graduating seniors may not attend the senior activities such as painting the parking lot, missing days after finals, or the actual graduation ceremony.

STUDENT DATA PRIVACY AND SECURITY

The efficient collection, analysis, and storage of student information is essential to improve the education of our students. The privacy of students and the use of confidential student information is protected by federal and State laws, including the Family Educational Rights and Privacy Act (FERPA) and the Idaho Student Data Accessibility, Transparency, and Accountability Act of 2014 (Idaho Data Accountability Act).

The Payette School District shall follow applicable State and federal laws related to student privacy in the collection of student data. The Payette School District shall provide parents, legal guardians, or eligible students, as applicable, the ability to review their child's educational records annually. Individuals who would like more information may reference in policy 3575 *Student Data Privacy and Security*.

STUDENT DRIVING

The right to operate an automobile around the school grounds may be suspended for the student when the safety of others demands it. The following driving regulations and parking procedures are established to minimize accidents on the school grounds.

- Students must register their vehicles, obtain a parking permit, and inform the office of any changes.

- The speed limit on the school grounds is 5 miles per hour maximum.

- Reckless driving will result in loss of parking privileges.
- Students should park in designated parking spaces ONLY. Parking in an unauthorized parking spot will result in a school issued parking notice.
- If a student does need to obtain an item from a vehicle during school hours, the office will issue a parking pass and note the time the student is absent from the building. The student should check in and out at the front office.
- Students will be required to complete a permission to drive form when needed to assist with a school related event or task within school hours. Form must be completed prior to departure from the school.

STUDENT HEALTH/PHYSICAL SCREENINGS/EXAMINATIONS

The Board may arrange each year for health services to be provided to all students. Parents/guardians will receive a written notice of any screening result which indicates a condition that might interfere or tend to interfere with a student's progress. In general, the Payette School District will not conduct physical examinations of a student without parental consent to do so or by court order, unless the health or safety of the student or others is in question.

Further, parents will be notified of the specific or approximate dates during the school year when any non-emergency, invasive physical examination or screening administered by the Payette School District is conducted which is:

- Required as a condition of attendance
- Administered by the school and scheduled by the school in advance; and
- Not necessary to protect the immediate health and safety of the student or other students

Parents or eligible students will be given the opportunity to opt out of the above-described non-emergency, invasive physical examination, or screening. Students participating in activities governed by the Idaho High School Activities Association will be required to follow the rules of that organization, as well as other applicable Payette School District policies, rules, and regulations. More information regarding this process is available in Payette School District policy 3500.

STUDENT PARKING

- School parking lots are school property, and all school rules and regulations are in effect in these areas.
- Students are not to be in parking lots during school without permission from the office (signed pass).
- Students should register their car with the attendance office and will receive a parking permit for their right front window.
- Parking spaces not marked for staff along the curb by the dome and in the front parking lot are available for students on a first come, first serve basis. All other parking in the dome area and front lots is on a first come, first serve, daily basis.

STUDENT INJURIES

- The school does not provide medical insurance to automatically pay for medical expenses when students are injured at school.
- It is the parent/guardian's responsibility for expenses incurred due to student injuries.
- Student medical insurance information is available to families for insurance purchase.
- Brochures outlining coverage and premiums are available in the office.

STUDENT OR EMPLOYEE SEXUAL HARASSMENT

- Complete policy and regulation can be obtained from Payette School District Policy Manual, Section #3085 (Students) and #5240 (Employees).
- It is the policy of Payette High School to provide and maintain an educational environment free from harassment based on sex or disability.
- Sexual harassment in any form is unacceptable conduct.
- For the purpose of this policy, sexual harassment is defined as any type of unwelcome or unwanted conduct of a sexual nature committed by any employee or student of the district.
- **VERBAL:** Demands by employees or offers by students of sexual favors for favorable grades, assignments, other educational benefits, or benefits related to extracurricular activities or promises of the same, sexual innuendo, suggestive comments, insults, threats, jokes about gender, specific traits, or sexual propositions.
- **NON-VERBAL:** Making suggestive or insulting noises, leering, whistling, or making obscene gestures or posting obscene pictures.
- **PHYSICAL:** Touching, pinching, brushing the body, or the coercion of sexual favors or actions.
- No student or employee shall attempt to influence, control, or otherwise affect educational or extracurricular status of a student or career status of an employee through sexual harassment.
- No student or employee will intentionally make or engage in any verbal comments, gestures, or physical contact of a sexual nature, which is unwelcome or offensive.
- If a student or employee experiences this type of conduct, the district suggests that the student or employee request that the offending individual refrain from such conduct.
- Any student or employee who believes he or she has been the subject of sexual harassment may report the incident at once to the proper personnel, i.e., teacher, counselor, principal, for students and supervisor for employee. Refer to District Policy Manual, Policy #3085
- Any student or employee may be subject to sanctions ranging from a reprimand to expulsion for a student, a reprimand to termination for an employee.
- Retaliation or discrimination against a student or employee for sexual harassment complaints is also prohibited.
- False accusations of sexual harassment can have serious effects on innocent students or employees. If an investigation results in a finding that a student or employee has falsely accused another of sexual harassment, knowingly or in a malicious manner, the student or employee may be subject to appropriate sanctions.

STUDENT RECORDS

The Payette School District will maintain a record for each student containing educational, demographic, and personal information. The Family Educational Rights and Privacy Act (FERPA) affords parents/guardians and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records.

These rights include:

- The right to inspect and copy the student’s education records within a reasonable time of the day the Payette School District receives a request for access.
- The right to request an amendment of the student’s education records that the parent(s)/guardian(s) or eligible student believes is inaccurate, misleading, irrelevant, or improper.
- The right to permit disclosure of personally identifiable information contained in the student’s education records, except to the extent that FERPA or State law authorizes disclosure without consent.
- The right to a copy of any school student record proposed to be destroyed or deleted.

- The right to prohibit the release of directory information concerning the parent's/guardian's child.
- The right to request that that information not be released to military recruiters and/or institutions of higher education.
- The right to file a complaint with the U.S. Department of Education concerning alleged failures by the Payette School District to comply with the requirements of FERPA.

Most information can be obtained regarding these procedures in Payette School District policy *3570F1 Student Records*.

SURVEYS – GENERAL

Surveys requesting personal information from students, as well as any other instrument used to collect personal information from students, must advance or relate to the Payette School District's educational objectives as identified in Board policy. This applies to all surveys, regardless of whether the student answering the questions can be identified and regardless of who created the survey.

Personally identifiable information from student education records may be disclosed to an educational agency or institution to:

- Develop, validate, or administer predictive tests
- Administer student aid programs; or
- Improve instruction.

In such cases, the school or Payette School District shall enter into a written agreement with the receiving organization. The study must not allow identification of individual parents or students by anyone other than representatives of the organization with legitimate interests in the information and the information must be destroyed when it is no longer needed for study purposes.

The Superintendent or designee shall notify students' parents/guardians of the following third-party surveys information:

- How to opt their child out of participation in activities as provided in this policy
- The approximate dates during the school year when a survey requesting personal information, as described above, is scheduled, or expected to be scheduled.
- How to request access to any survey or other material described in this policy.

More information regarding the procedures surrounding this process is available in Payette School policy *2140 Surveys- General*.

TEACHER ABUSE

- Teacher abuse may result in charges being filed under Idaho Code 18-916.
- Every parent, guardian or other person who upbraids, insults, or abuses any teacher at the public schools, in the presence and hearing of the pupil thereof, is guilty of a misdemeanor.
- Insubordination towards staff will not be tolerated and will result in consequences in line with the school discipline plan.

TELEPHONE USE AND MESSAGES

- Office telephones are for the use of Payette High School Staff and NOT for the personal use of the students.
- Students who need to use the office/classroom phones on an emergency basis should ask permission and keep their conversations short.

TITLE 1-A

- Regarding Right to Receive Teacher Information: Federal law required that each school district receiving Title 1 funds, notify parents of each student attending any school receiving these funds that information regarding the professional qualifications of their child's classroom teacher(s) may be requested. As a parent of a student attending a school receiving federal program funds, you have the right to know:
 - Is my child's teacher licensed to teach the grades and subject(s) assigned?
 - Is my child's teacher teaching with a provisional license, meaning the state has waived requirements for my child's teacher?
 - What is the college major of my child's teacher?
 - What degree or degrees does my child's teacher hold?
- To request the state qualifications of your child's teacher or instructional aide, please contact Marci Holcomb at 208-642-9366.
- If you would like more information about Payette High School, please feel free to call 208-642-3327 or visit the district website at: www.payetteschools.org.

TITLE IX

- Payette School District does not discriminate based on sex in admission or employment in its educational programs or activities.
- Alleged noncompliance with Title IX or inquiries regarding the application of Title-IX may be referred to the Title IX Coordinator or office for Civil Rights.
- Title IX Coordinator for Payette School District is Ms. Brooke Webb, Payette High School, 208-642-3327.

TOBACCO AND VAPES

- Complete policy and regulation can be obtained from Payette School District Policy manual, section #3305
- Use, possession, and/or sale/distribution of tobacco, vapes, and vape juice by students is not permitted in school buildings, on school property at any time, or at any school sponsored activity.
- Payette School District is governed by Payette City Ordinance 1523.
 - **FIRST OFFENSE:** Parents will be contacted. Law enforcement will be notified. Students will have one week to enroll in a cessation program at their own expense and provide proof of enrollment. Failure to comply with this step will result in one day of out of school suspension.
 - **SECOND OFFENSE:** Parents will be contacted. Law enforcement will be notified. Student will be assigned three days of in-school suspension.
 - **THIRD OFFENSE:** Parents will be contacted. Law enforcement will be notified. The student is suspended for a minimum of one (1) school day and may be required to meet with school administration to determine further disciplinary action.

VISITORS TO AND CONDUCT ON SCHOOL PROPERTY

For the purposes of this policy, "school property" means school buildings, District buildings not being used as a school, vehicles used for school purposes, any location being utilized during a school athletic event or other school-sponsored event, properties posted with a notice that they are used by a school, and school grounds.

Visitors are welcome on school property provided their presence will not be disruptive. All visitors, including parents of students (unless otherwise exempted), must initially report to the building principal's office. Any person wishing to confer with a staff member must contact that staff member by telephone to make an appointment. Conferences with teachers are held outside school hours or during the teacher's conference/preparation period.

WATER CONSUMPTION/WATER BOTTLE POLICY

The Board of Trustees recognizes the importance of water consumption and encourages increased consumption of water throughout the day. Staff members should be particularly sensitive to student needs for water during periods of hot weather. Even during periods of moderate temperature, staff members should remind students of the value of consuming water. More information about the Payette Schools' outlook on water consumption can be found by viewing Payette School District policy *8235 Water Consumption/Water Bottle Policy*.

WEAPONS

- It is unlawful and is a misdemeanor for any person to possess a firearm or other deadly or dangerous weapon while on the property of a school or in those portions of any building, stadium, or other structure on school grounds.
- Violations of this policy will result in the student being referred to the Superintendent's Office for discipline review. The Superintendent may make a referral to the Payette School Board fo Trustees for a student expulsion hearing.
- Violations of this policy may result in prosecution under Idaho Code 18-3302D.

WITHDRAWAL FROM SCHOOL

- If it is necessary for a student to withdraw from school, a withdrawal form should be obtained from the office.
- Withdrawal form and textbooks must be presented to each of the student's teachers and the librarian. All required signatures must be on the form and turned back into the office for administrative signatures.
- Withdrawing students must not interrupt classes.
- Students who withdraw from school are not to loiter in the halls or on school grounds at any time.
- Parents must notify the office in writing that they have given permission for the student to withdraw.