



ANACONDA JUNIOR/SENIOR HIGH SCHOOL

STUDENT AND PARENT HANDBOOK

*AJSHS Mission: To establish a safe learning environment to
prepare students for a successful life beyond high school.*

2023–2024

Adopted: June 2023

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Anaconda Junior/Senior High School Copperheads

Student Handbook 2023-2024

IMPORTANT PHONE NUMBERS AND EXTENSIONS

Main Office..... 563-5269 (Ext. 1503)

Principal..... Mr. Swanson (Ext. 1504)

Vice-Principal..... Mr. Norris (Ext. 1506)

Counselor Offices... Mr. Casey (Ext. 1507)

Mrs. Hoscheid (Ext. 1508)

Visit us on the web at

www.anacondaschools.org

SCHOOL ADMINISTRATION

Principal – Erik Swanson

Vice-Principal/A.D. – Dakota Norris

ADMINISTRATIVE STAFF

Katie Bisch, Secretary

COUNSELORS

Joseph Casey

Kari Hoscheid

OUR MISSION

To establish a safe learning environment to prepare students for
a successful life beyond high school.

OUR BELIEFS

Anaconda Junior/Senior High School believes in

- o Establishing a safe and positive environment.
- o Creating an engaging learning environment.
- o Meeting individual student goals
- o Fostering different learning styles.
- o A strong curriculum.
- o A positive learning atmosphere
- o Student success now impacts their future

Loyalty

We're loyal to you A.H.S.
We're Silver and Blue
A.H.S. We'll back you to
stand We're the best in the
land

For we know you can stand A.H.S. RAH! RAH!
So pack up the ball A.H.S.
We're backing you all A.H.S.
Our team is the fame protector
Onward for we expect a VICTORY A.H.S!

ANACONDA PUBLIC SCHOOLS

JOHN SULLIVAN, SUPERINTENDENT
1410 WEST PARK STREET; ANACONDA, MT 59711
TEL: (406) 563-6361 FAX: (406) 563-7763

BUSINESS OFFICE

Gayle Holm, BUSINESS MANAGER/CLERK TEL: (406) 563-8277 FAX: (406) 563-7763

Dear Parents, Teachers, Building Occupants, and Employee Organizations:

In the past, asbestos was used extensively in building materials because of its insulating, sound absorbing, and fire retarding capabilities. Virtually any building constructed before the late 1970s contained some asbestos. Intact and undisturbed asbestos materials generally do not pose a health risk. Asbestos materials, however, can become hazardous when, due to damage or deterioration over time, they release fibers. If the fibers are inhaled, they can lead to health problems, such as cancer and asbestosis.

In 1986, Congress passed the Asbestos Hazard Emergency Response Act (AHERA) which requires schools to be inspected to identify any asbestos containing building materials. Suspected asbestos-containing building materials were located, sampled (or assumed) and rated according to condition and potential hazard. Every three years, Anaconda School District #10 has conducted a re-inspection to determine whether the condition of the known or assumed asbestos containing building materials (ACBM) has changed and to make recommendations on managing or removing the ACBM. At the last re-inspection conducted, all materials listed in the Management Plan as asbestos containing (or assumed to be asbestos containing) were inspected and found to be in good condition.

The law further requires an asbestos management plan to be in place by July 1989. Anaconda School District #10 developed a plan, as required, which has been continually updated. The plan has several ongoing requirements: publish a notification on management plan availability and the status of asbestos activities; educate and train its employees about asbestos and how to deal with it; notify short-term or temporary workers on the locations of the asbestos containing building materials; post warning labels in routine maintenance areas where asbestos was previously identified or assumed; follow set plans and procedures designed to minimize the disturbance of asbestos containing building materials; and survey the condition of these materials every six months to assure that they remain in good condition.

It is the intention of Anaconda School District #10 to comply with all federal and state regulations controlling asbestos and to take whatever steps are necessary to ensure students and employees a healthy and safe environment in which to learn and work. You are welcome to review a copy of the asbestos management plan in the Superintendent's Office or the administrative office of the school during regular business hours. John Sullivan, Superintendent can be contacted regarding the asbestos plan and asbestos-related issues should be directed to him at 406-563-6361.

Anaconda Public Schools
Board of Trustees
2022-2023

Chair-Kevin Patrick	kevin.patrick@anacondaschools.org
Vice Chair-Charlie Farmer	cfarmer@anacondaschools.org
Teal Allick	tallick@anacondaschools.org
Matt Ives	mives@anacondaschools.org
Keriann Orrino	korrino@anacondaschools.org
Gayle Venturelli	gventurelli@anacondaschools.org
Sam Jovanovich	sjovanovich@anacondaschools.org

Anaconda JSHS Bell Schedule

Monday-Thursday

Period	Time
Warning	8:08 a.m.
1st	8:11 a.m.-9:03 a.m.
2nd	9:07 a.m.-10:00 a.m.
3rd	10:04 a.m.-10:56 a.m.
HS 4th	11:00 a.m.-11:52 a.m.
JH Lunch	10:56 a.m.-11:36 a.m.
JH 4th	11:36 a.m.-12:28 p.m.
HS Lunch	11:52 a.m.-12:32 p.m.
5th	12:32 p.m.-1:24 p.m.
6th	1:28 p.m.-2:20 p.m.
7th	2:24 p.m.-3:15 p.m.

Friday

Period	Time
Warning	8:08 a.m.
1st	8:11 a.m.-8:51 a.m.
2nd	8:55 a.m.-9:34 a.m.
SEL	9:34 a.m. - 10:04 a.m.
3rd	10:08 a.m.-10:47 a.m.
4th	10:51 a.m.-11:30 a.m.
JH Lunch	11:30 a.m.-12:10 p.m.
HS 5th	11:34 a.m.-12:13 p.m.
JH 5th	12:10 p.m.-12:49 p.m.
HS Lunch	12:13 p.m.-12:53 p.m.
6th	12:53 p.m.-1:32 p.m.
7th	1:36 p.m.-2:15 p.m.

I. ATTENDANCE

AJSHS Attendance Statement

Students are to attend all classes for which they are registered. Such attendance reflects a student's discipline, responsibility, and integrity and is a significant factor on his/her record. Future employers are as much concerned about punctuality and dependability as they are about an academic record. School success, scholarship and job opportunities are greatly affected by a good attendance record. **The District permits resident students of school age who are enrolled in a nonpublic or home school to enroll part-time in a District school at the parents request.**

Attendance Policy (3122)

Attendance plays a vital role in the student's academic success, making it extremely important that they are in class. There are many activities and discussions which occur in the classroom, which simply cannot be made up. Even though students may get the notes and do the assignments, they have lost the value of actively participating and interacting with the teachers and other students in the class.

A telephone call or note from a parent is necessary when a student is absent or late to school for any reason. If a student is enrolled on a part-time basis the office must be notified before the start of the student's school day. The office number is 406-563-5269 Ext. 1503. Students leaving school during the school day must check out through the AJSHS office to ensure parent permission is granted.

Absences need not be consecutive to come under this policy.

Absences counted against the 15-day absence limit (NON-EXEMPT):

- **Parent Call (PC):** When a parent or guardian contacts the school for their child's absence, three (3) of these days per semester will not count against the 15 day absence limit.
- **Unexcused Absence (UA):** An unknown, unreported absence by a parent or guardian. Students are only allowed to make up work missed during unexcused absences at teacher discretion. When a student is more than 10 minutes tardy to a class, that tardy becomes an unexcused absence.
- **Suspension (OSS):** Disciplinary action that results in the exclusion of a student from classes and/or extracurricular activities for a specified period of time. *Please see Discipline Policy.*
- **Truancy:** *Please see Discipline Policy.*
- **Tardies (T):** A tardy is defined as a student not being within the threshold of the doorway when the tardy bell starts ringing. Repeated instances of tardiness will result in disciplinary action. *Please see Discipline Policy.*

Absences NOT counted against the 15-day absence limit (EXEMPT):

- **School-Related Absences (SR):** When a student is absent due to a school-sponsored or school-approved event. Students are required to make up all work that is missed to gain the necessary skills taught in the course.
- **Suspension (ISS):** Disciplinary action that results in the exclusion of a student from classes and/or extracurricular activities for a specified period of time. *Please see Discipline Policy.*
- **Medical Absence (MD):** An absence that is medically cleared through written documentation from a licensed physician. Documentation must be turned in to the high school office. Students are required to make up all the work that is missed to gain the necessary skills taught in the course.
- **Bereavement (MD):** An absence due to a death or funeral. Students are required to make up all the work that is missed to gain the necessary skills taught in the course.
- **College Visit (SR):** An absence due to a college visit and verified through written documentation from the visited institution. Documentation must be turned in to the high school office. A maximum of 3 days will be allowed. Students are required to make up all the work that is missed to gain the necessary skills taught in the course.
- **Outside Activity (SR) Absence:**
 - Students who participate in sports or activities that are not sponsored by Anaconda High School will be allowed to miss school to participate in these activities under the following conditions: Parent and student must receive prior approval from the principal to miss school days for the activity in question. Sports activities will need to be a verifiable competitive activity with a coach/sponsor and competition or performance schedule. In addition, activities with educational and experiential value for the students can also receive prior approval from the principal. Students are required to make up all work for days missed and utilize a pre arranged absence form. Up to 5 days in a semester may be designated at "Outside Activity Absence." **These 5 days will not count towards the 15-day absence limit. Absences for an outside activity exceeding 5 days in a semester will be counted towards the 15-day absence limit.**
 - A juvenile court proceeding documented by a probation officer.
 - An absence required by state or local welfare authorities.
- While the absences listed above are not counted against the 15-day absence limit, students get 1 day for every day absent to make up any work that is missed.

Any exceptions to the absences listed above shall be at the principal's discretion.

Students at AJSHS earn credit in their courses. Students must meet two (2) requirements to earn credit in a course:

1. The student must have a passing grade to receive credit in class taken.
2. The student has not missed more than 15 days in the class taken.

Beyond 15 Days Attendance Policy Procedures:

- Attendance Letters sent home monthly for students who have 5 unexcused absences in 1 or more class periods
- After fifteen (15) unexcused absences per class period during a semester, he/she is in violation of the absence limit.
- Students who have accrued fifteen (15) or more days absent per class period in a semester will lose credit, including students enrolled in the credit retrieval program.. Students have the right to appeal through building level administration.

Extended Illness or Health Condition

If a student is confined to home or hospital for an extended period, the school shall arrange for the accomplishment of assignments at the place of confinement whenever practicable. If the student is unable to do his/her schoolwork, or if there are major requirements of a particular course, which cannot be accomplished outside of the class, the student may be required to take an incomplete or withdraw from the class without penalty.

Excused Absence for Chronic Health Condition

Students with a chronic health condition which interrupts regular attendance may qualify for placement in a limited attendance and participation program. The student and his/her parent shall apply to the principal and a limited program shall be written following the advice and recommendations of the student's medical advisor. The recommended limited program shall be approved by the principal. Staff shall be informed of the student's needs, though the confidentiality of medical information shall be respected at the parent's request. Absence verified by a medical practitioner may be sufficient justification for home instruction.

II. STUDENT DISCIPLINE

Administrative Responsibility

In the absence of policy, the students or activity group will be subject to the determinations which the activity sponsor or principal deem reasonable and prudent. After due process in any instances of misbehavior the principal, vice-principal or his/her designee may administer what he/she considers appropriate disciplinary action.

Student Discipline (3310)

A teacher or principal has the authority to hold a pupil to strict accountability for disorderly conduct in school, on the way to or from school, at lunch, or during intermission, recess or at a school sponsored activity.

Disciplinary action may be taken against any student guilty of gross disobedience or misconduct, including, but not limited to:

- Using, possessing, distributing, purchasing, or selling tobacco products, and alternative nicotine and vapor products. (MCA, 16-11-302)
- Using, possessing, distributing, purchasing, or selling alcoholic beverages, including powdered alcohol. Students who are under the influence are not permitted to attend school functions and are treated as though they had alcohol in their possession.
- Using, possessing, distributing, purchasing, or selling illegal drugs or controlled substances, look-alike drugs, and drug paraphernalia. Students who are under the influence are not permitted to attend school functions and are treated as though they had drugs in their possession.
- Using, possessing, distributing, purchasing, or selling tobacco, vapor products, or marijuana products (tobacco includes, but is not limited to cigarettes, cigars, snuff, smoking tobacco, smokeless tobacco, alternative nicotine product, or any other tobacco or nicotine innovation; marijuana products include but are not limited to edible products, ointments, tinctures, marijuana derivatives, marijuana concentrates, and marijuana intended for use by smoking or vaping)
- Using, possessing, controlling, or transferring a weapon in violation of the "Possession of a Weapon in a School Building" section of this policy.
- Using, possessing, controlling, or transferring any object that reasonably could be considered or used as a weapon.
- Disobeying directives from staff members or school officials and/or rules and regulations governing student conduct.
- Using violence, force, noise, coercion, threats, intimidation, fear, or other comparable conduct toward anyone or urging other students to engage in such conduct. Except when physical force is determined to be reasonable and necessary and used as self-defense or the defense of another person after an investigation into such conduct.
- Causing or attempting to cause damage to, or stealing or attempting to steal, school property or another person's property.
- Causing or attempting to cause damage to school property or another person's property using arson.
- Engaging in any activity that constitutes disorderly conduct, an interference with school purposes or an educational function, or any disruptive activity.
- Unexcused absenteeism; however, the truancy statutes and Board policy will be utilized for chronic and habitual truants.
- Hazing.
- The forging of any signature, or the making of any false entry, or the authorization of any document used or intended to be used in connection with the operation of the school.

These grounds for disciplinary action apply whenever the student's conduct is reasonably related to school or school activities, including, but not limited to:

- On, or within sight of, school grounds before, during, or after school hours or at any other time when the school is being used by a school group;
- Off school grounds at a school-sponsored activity, or event, or any activity or event which bears a reasonable relationship to school;
- Traveling to and from school or a school activity, function, or event; or
- Anywhere, if the conduct may reasonably be considered to be a threat or an attempted intimidation of a staff member, or an interference with school purposes or an educational function.

Disciplinary Measures

Disciplinary measures may include, but are not limited to:

- Expulsion
- Suspension, in-school and out-of-school
- Detention, lunch and after school
- Loss of student privileges
- Loss of bus privileges
- Notification to juvenile authorities and/or police
- Restitution for damages to school property

No person who is employed or engaged by the District may inflict or cause to be inflicted corporal punishment on a student. Corporal punishment does not include, and District personnel are permitted to use, reasonable force as needed to maintain safety for other students, school personnel, or other persons, or for the purpose of self-defense.

Firearms (3311)

For the purpose of the firearm section of this policy, the term “firearm” means (A) 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; (B) the frame or receiver of any such weapon; (C) any firearm muffler or firearm silencer; or (D) an destructive device pursuant to 18 U.S.C. 921 (4). Such term does not include an antique firearm pursuant to 18 U.S.C. 921 (16).

It is the policy of the Anaconda School District to comply with the federal Gun Free Schools Act of 1994 and state law 20-5-202 (2), MCA, pertaining to students who bring a firearm to, or possess a firearm at, any setting that is under the control and supervision of the school district. In accordance with 20-5-202 (3), MCA, a teacher, superintendent, or a principal shall suspend immediately for good cause a student who is determined to have brought a firearm to, or possess a firearm at, any setting that is under the control of the school district. In accordance with Montana law, a student who is determined to have brought a firearm to, or possess a firearm at, any setting that is under the control and supervision of the school district must be expelled from school for a period of not less than one (1) year.

However, the Board of Trustees through this policy authorizes the Superintendent, or principal of a school without a Superintendent, to use his/her discretion on a case-by-case basis and modify the requirement of expulsion of a student if her/she deems such modification to be warranted under the circumstance. *Note: Under this option, there is no expulsion hearing unless the administration determines that the circumstances warrant a recommendation of expulsion of the student for a period of one (1) year to the Board.*

A decision to change the placement of a student with a disability who has been expelled pursuant to this section must be made in accordance with the Individuals with Disabilities Education Act.

Possession of a Weapon other than Firearm (3311)

The district does not allow weapons on school property. Any student found to have possessed, used or transferred a weapon on school property will be subject to discipline in accordance with the District’s discipline policy. For the purpose of this section, “weapon” means any object, device, or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury, including but not limited to air guns; pellet guns; BB guns; fake (facsimile) weapons; all knives; blades; clubs; metal knuckles; num-chuks; throwing stars; explosives; fireworks; mace or other propellants; stun guns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon.

No person shall possess, use, or distribute any object, device, or instrument having the appearance of a weapon, and such objects, devices, or instruments shall be treated as weapons, including but not limited to weapons listed above which are broken or non-functional, look-alike guns, toy guns, and any object that is a facsimile of a real weapon. No person shall use articles designed for other purposes (i.e. lasers or laser pointers, belt, combs, pencils, files, scissors, etc.) to inflict bodily harm and/or intimidate, and such use will be treated as the possession and use of a weapon.

The district will refer to law enforcement for immediate prosecution of any person who possesses, carries, or stores a weapon in a school building, and the District may take disciplinary action as well in the case of a student. In addition, the District will refer for possible prosecution of a parent or guardian of any minor violating this policy on grounds of allowing a minor to possess, carry, or store a weapon in a school building. (45-8-361 (1)(2))

For the purpose of these sections of Firearms and Possession of a Weapon other than Firearms, “school building” means all buildings owned or leased by a local school district that are used for instruction or for student activities. (45-8-361 (3b)).

The board may grant persons and entities advance permission to possess, carry, or store a weapon in a school building. All persons who wish to possess, carry, or store a weapon in a school building must request permission of the Board at a regular meeting. The Board has sole discretion in deciding whether to allow a person to possess, carry, or store a weapon in a school building (45-8-361 (3b)).

This policy does not apply to law enforcement officers acting in his or her official capacity (45-8-361 (3a)).

State Law Protects Teachers (MCA 20-4-303)

Any parent, guardian, or other person who shall insult or abuse a teacher anywhere on the school grounds or school premises shall be deemed guilty of a misdemeanor and, upon conviction of such misdemeanor by a court of competent jurisdiction, shall be fined no less than \$25 or more than \$500.

This law includes substitute teachers. Any student abusing (physically and/or mentally) a substitute teacher will serve in addition the following consequences:

First offense:	One day of ISS.
Second offense:	One day of OSS.
Third offense:	Three days of OSS.
Fourth offense:	Five days of OSS.
Remaining offenses:	Up to ten days of OSS.

Delegation of Authority

Each teacher, and any other school personnel when students are under his/her charge, is authorized to impose any disciplinary measure, other than suspension, or expulsion, corporal punishment or in-school suspension, which is appropriate and in accordance with the policies and rules on student discipline. Teachers may remove students from a classroom for disruptive behavior to the office where administration will determine appropriate measures.

In-School Violence Policy

Students will be removed from school by the police and the parents will be called. Conditions for re-entry into school will be made by the principal.

Detention

For minor infractions of attendance, discipline policies and regulations, staff may detain students. Students may be required to serve detention. Preceding the assessment of such punishment, the staff member shall inform the student of the nature of the offense charged and/or the specific conduct, which allegedly constitutes the violation. The student shall be afforded an opportunity to explain or justify his/her actions to the staff member. Parents must be notified prior to a student serving an after-school detention. Students detained for corrective action or punishment shall be under the supervision of the staff member or designee.

Detention is a period of time a student will remain after the regular class hours for the purpose of making up class time lost or disrupted because of disciplinary reasons or for violations of school rules which interfere with the accepted educational process.

1. Individual teachers may hold a detention period as a method of handling their classroom discipline.
2. Detention resulting from disciplinary referrals sent to the vice-principal will be assigned by the administration only.

If a student fails to serve his/her detention within two (2) days after receiving notice, he/she may be assigned to ISS.

Lunch Detention Rules

1. Lunch detention will be assigned at the discretion of the AJSHS staff.
2. Students must report within five minutes after the lunch bell rings.
3. Students must work on school assignments or read during lunch detention. **No technology is allowed.**
4. No student is to sleep in lunch detention.
5. No talking is allowed during lunch detention.
6. Students who fail to report to detention will be required to serve one additional period of detention.
7. If a student fails to report to two consecutive lunch detentions, he/she will be assigned one day of ISS.
8. Any student causing problems in lunch detention will be assigned ISS.

After School Detention Rules

1. Detention will be assigned at the administrator's discretion.
2. Students will be given notice of detention one day in advance.
3. Students must report within five minutes after school is out.
4. Students must work on writing assignments given to them by the detention monitors during detention. This assignment must be signed by a parent and returned to the admin.
5. No student is to sleep in detention.
6. No talking is allowed during detention.
7. Students who fail to report to detention will be required to serve ISS the following school day.
8. **NO EXCUSES WILL BE ACCEPTED FOR MISSING DETENTION.**
9. Any student causing problems in detention will be assigned ISS.
10. When released from detention, students will leave the building immediately using the nearest exit.

In-School Suspension

Students assigned to in-school suspension will be excluded from attending their regular class schedule, but will be required to report to the administrator at the first bell. Any high school student (9-12) placed in in-school suspension may not leave campus for lunch. Any junior high student (7-8) placed in in-school suspension will be required to stay on campus. **A student who has in-school suspension will be allowed to participate in extra-curricular school activities for that day once that suspension is done.**

In-School Suspension Rules

1. Students must report at the first bell to the school administrator.
2. Students must bring books and instructional materials for each scheduled class. Students will not be allowed to get assignments from teachers the day of the assigned in-school suspension.
3. Students will remain in the suspension room leaving only at times designated by the teachers in charge.
4. Students must eat lunch in the in-school suspension room.
5. Any disruptions or problems resulting while on in-school suspension will result in an additional day being added, out-of-school suspension or expulsion.

Out-of-School Suspension

Suspension is the exclusion from school for 1 to 20 school days. Any work missed during the suspension is at the discretion of the teacher. Only the principal, vice-principal or his designee shall have the power to suspend students. A student suspended from school is concurrently suspended from all school activities.

Suspension Procedure

Students may be suspended with an informal hearing consisting of:

1. Advising the student orally or in writing about the accusations against him/her.
2. If the student admits the charges, he/she may then be suspended.
3. If the student denies the accusations, the student shall be informed of the witnesses (if an adult) to and the details of the infraction.
4. Whether charges are admitted or denied, students shall be allowed to explain their actions.
5. If the charges are denied, the student shall be allowed to give names of persons to clear him.
6. These persons should be interviewed, if practical, prior to suspension.
7. Administrators will determine suspension based on the evidence.
8. A parent shall be notified of the suspension immediately.

Where expulsions are to be considered, more elaborate hearings and proceedings are required and will be conducted by the Board of Trustees and Superintendent upon recommendation of the Principal.

ANY OTHER SITUATION THAT MAY ARISE NOT SPECIFICALLY ENUMERATED ABOVE THAT WOULD BE A DETRIMENT TO STUDENTS, STAFF, OR PROPERTY OF AJSHS WILL BE DEALT WITH ACCORDINGLY.

Disciplinary Policy Concerning Chemical Abuse

The goal of this specific policy is to help the students of Anaconda School District #10 overcome any problems resulting from their use or misuse of alcohol or other mind-altering chemicals including tobacco products. Students and/or their families are encouraged to seek confidential assistance in obtaining early positive intervention.

To uphold our educational values and to respect our legal system, the Anaconda School District #10, School Board of Trustees, administrators, educators and parents, established the following policy:

In School And/Or on School Property From The First Scheduled Activity Day Until The End Of The Scheduled School Term:

1. The selling or distribution of illegal drugs, drug paraphernalia, alcohol or other intoxicants, on school property, at school sponsored activities or at a school function will result in a law enforcement referral, removal from the school premises, and recommendation for an expulsion hearing before the School Board.
2. Possession of alcohol or illegal drugs, or drug paraphernalia, on school property, at school sponsored activities or at a school function will result in immediate referral/report to the police and:
 - a. First Offense for possession: will serve up to ten days of suspension out of school.
 - b. Second Offense for possession: will be recommended for expulsion with a hearing before the School Board.
3. Under the influence of alcohol or illegal drugs on school property, at school sponsored activities or at a school function will result in immediate referral/report to the police and upon conviction or proof of a positive breathalyzer or refusing to take the breathalyzer:
 - a. First Offense for consumption: will serve up to three days of suspension out of school.
 - b. Second Offense for consumption: will serve up to ten days of suspension out of school.
 - c. Third Offense for consumption: will be recommended for expulsion with a hearing before the School Board.

Offenses are cumulative through a student's tenure at Anaconda High School, meaning that offenses will stay with a student until they graduate.

Tobacco/Nicotine Products

Possession and/or consumption of tobacco/nicotine products in public school buildings or property or away from school while on a school sponsored activity is prohibited in accordance with the state law. Tobacco/Nicotine products means a substance intended for human consumption that contains tobacco/nicotine but is not limited to cigarettes, cigars, snuff, smoking tobacco, smokeless tobacco, nicotine and any other tobacco/nicotine innovation, including e-cigarettes and other similar products. Public school buildings or property means public land, fixtures, buildings, or other property owned or occupied by an institution of teaching or minor children and includes school playgrounds, school steps, parking lots, administration buildings, athletic facilities, gymnasiums, locker rooms and school buses. The possession and use of tobacco/nicotine products by anyone on school property will result (with each offense) with confiscation of the product, three (3) day out-of-school suspension and referred to law enforcement.

Truancy Policy

Truancy is an absence without prior knowledge and approval of the parent or administration. Any student involved in an excessive number of excused/unauthorized absences can be declared truant by administration. The following consequences will be assigned for the truancy:

- All classes missed during the truancy may result in "0" for all work missed.
- The student will serve an after school detention for the period skipped.
- If the student chooses to miss the school detention, the student will receive one day of ISS.
- A referral for truancy may be made to the appropriate law enforcement agency under Anaconda-Deer Lodge County Ordinance No. 19.

Tardy Policy

A tardy is defined as a student not being within the threshold of the doorway when the tardy bell starts ringing. Repeated instances of tardiness will result in disciplinary action. Students who are tardy three (3) times in one class period will serve one after school detention.

Student Due Process Rights (1700)

When a student is accused of violating any school regulation, prior to the administering of punishment, the student shall be informed of the school rules and the district's due process procedure of which he/she is in violation. If the charges can be substantiated, the principal/vice-principal may then suspend or discipline the student. In all instances the student will be allowed the opportunity to tell his/her side of the story. If the student denies that he or she is in violation of a policy, the student and/or parents may follow the Board Policy 1700 – Uniform Complaint Procedure.

The Board establishes this Uniform Complaint Procedure as a means to address complaints arising within the District. This Uniform Complaint Procedure is intended to be used for all complaints except those involving challenges to educational material and those governed by a collective bargaining agreement. The District requests all individuals to use this complaint procedure, when the individual believes the Board or its employees or agents have violated the individual's rights under: (1) Montana constitutional, statutory, or administrative law; (2) United States constitutional, statutory, or regulatory law; or (3) Board policy.

The District will endeavor to respond to and resolve complaints without resorting to this formal complaint procedure and, when a complaint is filed, to address the complaint promptly and equitably. The right of a person to prompt and equitable resolution of a complaint filed hereunder will not be impaired by a person's pursuit of other remedies and use of this complaint procedure does not extend any filing deadline related to the pursuit of other remedies. The Superintendent has the authority to contract with an independent investigator at any time during the complaint procedure process. Within (15) calendar days of the Superintendent's receipt of the independent investigator's report and recommendation, the Superintendent will respond to the complaint and take such administrative steps as the Superintendent deems appropriate and necessary.

Level 1: Informal

An individual with a complaint is first encouraged to discuss it with the appropriate teacher, counselor, or building administrator, with the objective of resolving the matter promptly and informally. An exception is that a complaint of sexual harassment should be discussed directly with an administrator not involved in the alleged harassment.

Level 2: Building Administrator

When a complaint has not been or cannot be resolved at Level 1, an individual may file a signed and dated written complaint stating: (1) the nature of the complaint; (2) a description of the event or incident giving rise to the complaint, including any school personnel involved; and (3) the remedy or resolution requested. This written complaint must be filed within thirty (30) calendar days of the event or incident or from the date an individual could reasonably become aware of such event or incident. When a complaint alleged violation of Board policy or procedure, the building administrator will investigate and attempt to resolve the complaint. The administrator will respond in writing to the complaint, within (30) calendar days of the administrator's receipt of the complaint.

If either the complainant or the person whom the complaint is filed is dissatisfied with the administrator's decision, either may request, in writing, that the Superintendent review the administrator's decision. (See Level 3) This request must be submitted to the Superintendent within (15) calendar days of the administrator's decision.

When a complaint alleges sexual harassment or a violation of Title IX of the Education Amendments of 1972 (the Civil Rights Act), Title II of the Americans with Disabilities Act of 1990, or Section 504 of the Rehabilitation Act of 1973, the building administrator may turn the complaint over to a District nondiscrimination coordinator. The coordinator will complete an investigation and file a report and recommendation with the Superintendent. A coordinator may hire, with the approval of the Superintendent, an independent investigator to conduct the investigation. Within (15) calendar days of the Superintendent's receipt of the coordinator's or independent investigator's report and recommendation, the Superintendent will respond to the complaint and take such administrative steps as the Superintendent deems appropriate and necessary. If either the complainant or the person against whom the complaint is filed is dissatisfied with the Superintendent's decision, either may request, in writing, that the Board consider an appeal of the Superintendent's decision. (See Level 4.) This request must be submitted in writing to the Superintendent, within fifteen (15) calendar days of the Superintendent's written response to the complaint, for transmission to the Board.

Level 3: Superintendent

If either the complainant or the person against whom the complaint is filed appeals the administrator's decision provided for in Level 2, the Superintendent will review the complaint and the administrator's decision. The Superintendent will respond in writing to the appeal, within thirty (30) calendar days of the Superintendent's receipt of the written appeal. In responding to the appeal, the Superintendent may: (1) meet with the parties involved in the complaint; (2) conduct a separate or supplementary investigation; (3) engage an outside investigator or other District employees to assist with the appeal; and/or (4) take other steps appropriate or helpful in resolving the complaint.

If either the complainant or the person against whom the complaint is filed is dissatisfied with the Superintendent's decision either may request, in writing, that the Board consider an appeal of the Superintendent's decision. (See Level 4.) This request must be submitted in writing to the Superintendent, within fifteen (15) calendar days of the Superintendent's written response to the complaint, for transmission to the Board.

Level 4: The Board

Upon written appeal, the Board will consider the Superintendent's decision in Level 2 or 3. Upon receipt of a written request for appeal, the Chair will either: (1) place the appeal on the agenda of a regular or special Board meeting; or (2) appoint an appeals panel of not less than three (3) trustees to hear the appeal and make a recommendation to the Board. If the Chair appoints a panel to consider the appeal, the panel will meet to consider the appeal and then make a written recommendation to the full Board. The Board will report its decision on the appeal, in writing, to all parties, within thirty (30) calendar days of the Board meeting at which the Board considered the appeal or the recommendation of the panel. A decision of the Board is final, unless it is appealed pursuant to Montana law within the period provided by law.

Level 5: County Superintendent

When a matter falls within the jurisdiction of a county superintendent of schools, the decision of the Board may be appealed to the county superintendent by filing a written appeal within thirty (30) calendar days of the Board's decision, pursuant to Montana law.

Code of Conduct for Activity Participation

Each student of the Anaconda Senior High participating in an activity is subject to rules while engaged in that activity. Violation of rules will result in disciplinary action. For all rules governing AJSHS Athletes and Activities please refer to the Copperhead Athletics/Activities Parent/Coach/Athlete Handbook. A student is subject to having his or her privilege for participating in school activities suspended by the principal for conduct or discipline reasons. Academic expectations must also be met.

Sexual Harassment/Intimidation of Students (3225)

Sexual harassment is a form of sex discrimination and is prohibited in the District. An employee, District agent, or student engages in sexual harassment whenever he/she makes unwelcome advances, requests sexual favors, or engages in other verbal, non-verbal, or physical conduct of a sexual or sex-based nature, imposed on the basis of sex, that:

1. Denies or limits the provision of educational aid, benefits, services, opportunities, or treatment, or that makes such conduct a condition of a student's academic status; or
2. Has the purpose or effect of:
 - a) substantially interfering with the student's educational environment;
 - b) creating an intimidating, hostile, or offensive educational environment;
 - c) depriving a student of educational aid, benefits, services, opportunities, or treatment; or
 - d) making submission to or rejection of such unwelcome conduct the basis for academic decisions affecting a student.

The terms "intimidating", "hostile", and "offensive" include conduct, which has the effect of humiliation, embarrassment, or discomfort. Examples of sexual harassment include, but are not limited to, unwelcome touching, crude jokes, or pictures, discussions of sexual experiences, pressure for sexual activity, intimidation by words, actions, insults, or name calling, teasing related to sexual characteristics, and spreading rumors related to a person's alleged sexual activities.

Students who believe that they may have been sexually harassed or intimidated should contact a counselor, teacher, Title IX coordinator, or administrator, who will assist them in the complaint process. Supervisors or teachers who knowingly condone or fail to report or assist a student to take action to remediate such behavior of sexual harassment or intimidation, may themselves be subject to discipline.

Any District employee who is determined, after an investigation, to have engaged in sexual harassment will be subject to disciplinary action up to and including discharge. Any student of the District who is determined, after an investigation, to have engaged in sexual harassment will be subject to disciplinary action, including, but not limited to, suspension and expulsion consistent with the disciplinary policy. Any person knowingly making a false accusation regarding sexual harassment will likewise be subject to disciplinary action up to and including discharge with regard to employees, or suspension and expulsion with regard to students.

The District will make every effort to ensure that employees or students accused of sexual harassment or intimidation are given an appropriate opportunity to defend themselves against such accusations.

To the greatest extent possible, complaints will be treated in a confidential matter. Limited disclosure may be necessary in order to complete a thorough investigation. Retaliation against persons who file a complaint is a violation of law prohibiting discrimination and will lead to disciplinary action against the offender.

Any individual seeking further information should contact the Superintendent for the name of the current Title IX Coordinator for the District. The Superintendent shall ensure that the student and employee handbooks identify the name, address, and telephone number of the individual responsible for coordinating the District's compliance efforts.

An individual with a complaint alleging a violation of this policy shall follow the Uniform Grievance Procedure (Policy 1700)

Hazing/Harassment/Intimidation/Bullying/Menacing (3226)

The Board will strive to provide a positive and productive learning and working environment. Hazing, harassment, intimidation, menacing, or bullying by students, staff, or third parties is strictly prohibited and shall not be tolerated.

Definitions:

- "Third parties" include, but are not limited to, coaches, school volunteers, parents, school visitors, service contractors or others engaged in District business, such as employees of businesses or organizations participating in cooperative work programs with the District and others not directly subject to District control at inter-District and intra-District athletic competitions or other school events.
- "District" includes District facilities, District premises, and non-District property if the student or employee is at any District-sponsored, District-approved, or District-related activity or function, such as field trips or athletic events, where students are under the control of the District or where the employee is engaged in District business.
- "Hazing" includes, but is not limited to, any act that recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation or as a condition or precondition of attaining membership in or affiliation with any District-sponsored activity or grade-level attainment, including, but not limited to, forced consumption of any drink, alcoholic beverage, drug, or controlled substance, forced exposure to the elements, forced prolonged exclusion from social contact, sleep deprivation, or any other forced activity that could adversely affect the mental or physical health or safety of a student; requires, encourages, authorizes, or permits another to be subject to wearing or carrying any obscene or physically burdensome article, assignment of pranks to be performed, or other such activities intended to degrade or humiliate.
- "Harassment" includes, but is not limited to, any act which subjects an individual or group to unwanted, abusive behavior of a nonverbal, verbal, written, or physical nature, on the basis of age, race, religion, color, creed, national origin, sex, ancestry, disability, or marital status.
- "Bullying" (including cyberbullying), means any harassment, intimidation, hazing, or threatening, insulting, or demeaning gesture or physical contact, including any intentional written, verbal, or electronic communication ("cyberbullying") or threat directed against a student that is persistent, severe, or repeated, and that substantially interferes with a student's educational benefits, opportunities, or performance, that takes place on or immediately adjacent to school grounds, at any school-sponsored activity, on school-provided transportation, at any official school bus stop, or anywhere conduct may reasonably be considered to be a threat or an attempted intimidation of a student or staff member or an interference with school purposes or an educational function, and that has the effect of:
 - A. Physically harming a student or damaging a student's property;
 - B. Knowingly placing a student in reasonable fear of physical harm to the student or damage to the student's property;
 - C. Creating a hostile educational environment, or;
 - D. Substantially and materially disrupts the orderly operation of a school.

***Bullying does not include the determination after an investigation that the student's used reasonable and necessary physical force as self-defense or the defense of another in response to a physical attack.**

- "Intimidation" includes, but is not limited to, any threat or act intended to tamper with, substantially damage, or interfere with another's property, cause substantial inconvenience, subject another to offensive physical contact, or inflict serious physical injury, on the basis of age, race, religion, color, creed, national origin, sex, ancestry, disability, or marital status.
- "Menacing" includes, but is not limited to, any act intended to place a school employee, student, or third party in fear of imminent serious physical injury.

All complaints about behavior that may violate this policy shall be promptly investigated. Any student, employee, or third party who has knowledge of conduct in violation of this policy or feels he/she has been a victim of hazing, harassment, intimidation, bullying, or menacing in violation of this policy is encouraged to immediately report his/her concerns to the building principal or the Superintendent, who have overall responsibility for such investigations. This report may be made anonymously or can be in writing either in letter format or a Harassment Form may be filled out. A student may also report concerns to a teacher or counselor, who will be responsible for notifying the appropriate District official. Complaints against the building principal shall be filed with the Superintendent. Complaints against the Superintendent shall be filed with the Board

The complainant shall be notified of the findings of the investigation and, as appropriate, that remedial action has been taken.

Students whose behavior is found to be in violation of this policy will be subject to discipline up to and including expulsion. Staff whose behavior is found to be in violation of this policy will be subject to discipline up to and including dismissal. Third parties whose behavior is found to be in violation of this policy shall be subject to appropriate sanctions as determined and imposed by the Superintendent or the Board. Individuals may also be referred to law enforcement officials.

Retaliation is prohibited against any person who reports or is thought to have reported a violation, files a complaint, or otherwise participates in an investigation or inquiry. Such retaliation shall be considered a serious violation of Board policy, whether or not a complaint is substantiated. False charges shall also be regarded as a serious offense and will result in disciplinary action or other appropriate sanctions.

The Superintendent shall be responsible for ensuring notice of this policy is provided to students, staff, and third parties and for the development of administrative regulations, including reporting and investigative procedures, as needed.

Student Cheering Section

The student cheering section promotes the success of teams and individuals in sporting events. The cheering section will be guided by the cheerleaders, and cheers should be led only by the cheerleaders. The cheering section will not do the following:

1. Chanting. This is cheering rhymes not sanctioned by the cheerleaders, which may include profanity or vulgar comments in regard to the opposing team or individual on the opposing team.
2. Booing or harassing the opposing team or an individual.
3. Booing or harassing the referees.
4. Remove Clothing.
5. Use noisemakers such as an air horn, whistle or megaphone.
6. Use silly string.
7. Throw items onto the floor or the field.
8. Stand for the entirety of games. [Students may stand if approved by the athletic director or principal or until the Copperheads score the first point(s) of the contest.
9. Students will not block the main aisle.

Students will respect authority including the superintendent, principal, vice-principal/athletic director, faculty, staff, adult fans and police.

Misbehavior in the cheering section at games or tournaments will result in the following disciplinary consequences:

1. First offense – Most incidents will start with a warning, but based on the severity, the student(s) may be asked to leave the contest. The incident will be documented.
2. Second offense - The student(s) will be asked to leave the contest. The incident will be documented. The student(s) will be suspended for three (3) games or the end of the season depending on severity.
3. Third offense – The student(s) will leave the contest. The incident will be documented. The student(s) will be brought before the Board of Trustees for possible expulsion from activities.
4. Committed offenses will remain with the student throughout his/her entire high school career. (Example: If a student breaks a rule in his or her freshman year, this is violation one (1). If the same student during his/her junior year commits a violation, this would be violation two (2).

Tournaments involve many schools and fans. Our school cannot be publicly humiliated by students' bad behavior. Disruptive students will be removed from the tournament, if necessary, by the police or tournament security and will not be allowed to further attend the tournament. Students who are disruptive at a tournament will automatically be removed and will be brought before the Board of Trustees for disciplinary actions up to possible expulsion from activities.

III. ANACONDA JUNIOR/SENIOR HIGH SCHOOL POLICY AND GUIDELINES

Academic Honesty/Integrity:

Honesty and Integrity of one's actions and in one's work is a value that transcends the school classroom. At AJSHS we strive to "prepare students for a successful life beyond high school," learning how to be successful throughout high school through honest means is an important component of this preparation. This lesson will help students be successful later on in life, whether students enter a career immediately or pursue post-secondary education. Academic Integrity goes hand-in-hand with the readiness, responsibility, and respect of the AJSHS Mantra.

Types of Academic Dishonesty (Definitions):

Cheating: copying from others, using unauthorized materials on test, quizzes, or work, turning in work completed by others, use of technology devices to copy and send assignments to other students.

Facilitation: knowingly aiding (or attempting to aid) another student to copy, use unauthorized materials, or completing another student's work or giving answers.

Plagiarism: the unauthorized use or close imitation of another's work without proper citation

Forgery: deception involving falsification of information or another's signature

Some examples of Academic Dishonesty include:

1. Copying another student's answers on tests, quizzes, or homework.
2. Asking another student for the answers to an assignment.
3. Providing or receiving answers from another section of the same class on a test or quiz.
4. Using an unauthorized "cheat sheet" on a test or quiz.
5. Allowing another student to copy your work or verbally providing answers for another student.
6. Working together on an INDEPENDENT assignment, for example, a homework assignment that is not group work.
7. Submitting a paper or presentation in which you have copied or closely imitated material from another source.
8. Doing another student's work for them or turning in an assignment not completed by you.
9. Using a calculator, translator, or other device to aid you in completing work when such a device is prohibited.

Tips to get Academic help Honestly include:

1. Ask the teacher for help.
2. Ask the teacher for study tips and guidance before the quiz or test. Study regularly; do not cram for tests!
3. Use your resources. Look in your book, notes, or previous assignments.
4. With instructor permission, ask another student for guidance on where to find the information or process to get the answer.

Consequences: Offenses will be recorded and made available to the student's other teachers and club advisors.

First offense in course*, student receives a 0% for the assignment, test, quiz in which the incident occurs.

Second offense in course, student receives a 59% F for the quarter, or grade earned** if that grade is lower than a 59%.

Third offense in course, student receives a 0% F for the semester, student loses credit for that semester of the course.

Course Consequences:

*Course refers to the entire course; most AHS courses are year-long courses.

**In the event that a student loses credit for the first semester of a year-long course, but has the opportunity (student is not guaranteed this opportunity, it is with instructor consent only, some courses cannot be continued if not completed consecutively) to earn credit in the second semester of that course, an additional offense (4th offense in course) would result in loss of credit for the second semester also.

Please Note: Earning credit in the course later does NOT replace failure of the course previously.

Book Fines (3520)

Fines for lost, damaged or overdue school, text, or library books will be assessed if necessary. Fines will need to be paid prior to final checkout.

A damaged book is one with writing, liquid spill, spine tears or other damage. The damaged book MUST BE USABLE. If the book is UNUSABLE, the student will be charged the Lost or Destroyed rate. A new book is considered 1-2 years of first use.

The following will be a guideline that teachers may use to assess fines.

Hardback Textbook

Lost or Destroyed	\$60.00
Damaged New Book	\$40.00
Damaged Old Book	\$20.00

Paperback Textbook

Lost or Destroyed	\$30.00
Damaged New Book	\$20.00
Damaged Old Book	\$10.00

Paperback Novel/Library Books

Lost or Destroyed (Hardback)	\$30.00
Lost or Destroyed (Paperback)	\$15.00
Damaged New Book	\$10.00
Damaged Old Book	\$5.00

Breakfast and Lunch Program

Breakfast and lunch in the Anaconda Public Schools will be served starting the first day of school. Breakfast and lunch are offered daily by all schools within the district. The school breakfast and lunch prices are available in the main office. Menus for each school are available monthly. Applications for free and reduced priced lunches are available at the main office.

The high school students (9-12) have an open campus lunch. Open Lunch may be suspended by the principal for disciplinary reasons, it may be suspended for any time the principal deems necessary, up to the remainder of the year. Junior high students (7-8) have a closed campus for lunch. Junior high students may go off-campus for lunch if they are picked up by someone who is on their emergency contact card.

Cell Phones and Other Electronic Equipment

High School

Cell phones and other electronic devices will be turned in at the beginning of every class period in the cell phone designated spot placed in each classroom. Students may use electronic devices on campus before school, during passing times, during the lunch period, and after school.

- “Personal technology” will not be allowed to be used in the classroom for any kind of testing.
- Passing Periods: Students may make use of cellular phones, MP3s, and iPods in the halls during the four-minute passing period between classes. Upon entering the classroom, use is restricted to teacher discretion.
- Emergencies/Drills: Personal technology devices are a safety issue during an emergency. These devices have the capabilities to set off bombs, can interfere with emergency response, and could be a major disruption. Therefore, personal technology devices are not allowed during emergencies/drills and may be confiscated.
- Cameras including cameras on phones are illegal to use in restrooms and locker rooms.
- Cameras including cameras on phones are not to be used in the classroom.

Junior High School

Cell phones MUST be placed in the students designated locker when school begins. Students will not be allowed to be on their cell phones during the entirety of the school day including during passing times and during the lunch period.

Child Safety GPS and Audio Child Tracking/Monitoring Systems

Parents and students are expressly prohibited from using covert means to listen-in or make a recording (audio or video) of any meeting or activity at school. This includes placing recording devices, or other devices with one- or two-way audio communication technology (i.e., technology that allows a person off-site to listen to live conversations and sounds taking place in the location where the device is located), within a student's book bag/backpack, on the student's person or otherwise in an area capable of listening in or recording without express written consent of the Superintendent. Any requests to place a recording device or other device with one- or two-way audio communication technology within a student's book bag/backpack or on a student's person shall be submitted, in writing, to the Superintendent along with an explanation of why such recording is necessary. The Superintendent or designee shall notify the parent(s), in writing, whether such request is denied or granted within five (5) school days. Where consent has been given by the Superintendent, the Principal must be given access by the parent to be a school guardian on the device. This will ensure any “Listen-In” feature is disabled during school hours due to privacy concerns.

Consequences of Misuse of Cell Phone for Junior High and High School

- If a student is caught with a cell phone during a designated class period the student will turn over their cell phone to either the teacher or the office.
- The student will serve one (1) day of ISS.
- The student can pick up their cell phone at the end of the school day.
- If the student continues to misuse their cell phone, the school building administrators can at any point not allow the student to bring their cell phone on school property.

Communicable Diseases / Conditions

To protect children from contagious illnesses, students infected with certain diseases are not allowed to come to school while contagious. Parents of a student with a communicable or contagious disease should phone the school nurse or principal so that other students who **may** have been exposed to the disease can be alerted. These diseases include, but are not limited to:

Amebiasis (Dysentery)
Campylobacteriosis (Food Poisoning)
Chickenpox (Varicella)
Chlamydia
Diphtheria
Gastroenteritis (Stomach Flu)
Giardiasis
Gonorrhea

Influenza (Seasonal Flu)
Lice (Pediculosis)
Measles (Rubeola)
Meningitis (Meningococcal Disease)
Methicillin-Resistant Staph Aureus (MRSA)
Molluscum Contagiosum (Pox)
Mononucleosis (Mono)
Mumps

Rubella (German Measles)
Salmonellosis (Food Poisoning)
Scabies
Shigellosis
Streptococcal Disease (A Strep)
Syphilis
Tuberculosis
Whooping Cough (Pertussis)

Hand, Foot, Mouth Disease (HFMD)
Hepatitis A or B

Pinkeye (Conjunctivitis)
Ringworm

[Further information may be found at policy 3417 in the District's Policy Manual]

Complaints By Students/Parents

Usually student or parent complaints or concerns can be addressed simply — by a phone call or a conference with the teacher. For those complaints and concerns that cannot be handled so easily, the District has adopted a uniform complaint procedure. In general, a parent or student should first discuss the complaint with the individual involved. If unresolved, a written complaint and a request for a conference should be sent to the Principal. If still unresolved, the matter may be referred to the Superintendent. Under some circumstances, the District provides for the complaint to be presented to the Board of Trustees in the event the matter cannot be resolved at the administrative level.

Some complaints require different procedures. Any building office or the Superintendent's office can provide information regarding specific processes for filing complaints. Additional information can also be found in the Board policy, available in the principal's and Superintendent's offices.

Computer Resources

To prepare students for an increasingly computerized society, the District has made a substantial investment in computer technology for instructional purposes. Use of these resources is restricted to students working under a teacher's supervision and for approved purposes only. Students and parents will be asked to sign a user agreement (included in Section VII of this handbook) regarding use of these resources; violations of this agreement may result in withdrawal of privileges and other disciplinary action.

Students and parents should be aware that electronic communications — email — using District computers are not private and may be monitored by District staff.

Anaconda School District Children's Internet Protection – (3612-3612P-3612F)

We are pleased to bring Internet access to Anaconda Public Schools and believe the Internet offers vast, diverse and unique resources to both students and teachers. Our goal in providing this service to students and teachers is to promote education excellence in schools by facilitating resources, sharing innovation, and communication. The Internet is a privilege, not a right. The Internet is an electronic superhighway connecting thousands of computers all over the world and millions of individual subscribers.

Guidelines:

Internet access is coordinated through a complex association of government agencies, and regional and state networks. In addition, the smooth operation of the network relies upon the proper conduct of the end users who must adhere to strict guidelines. These guidelines are provided here so that you are aware of the responsibility you are to acquire. In general, this requires efficient, ethical and legal utilization of the network resources in accordance with the mission of Anaconda School District. If a user violates any of these provisions, his or her account will be terminated for a period of at least two weeks and future access could possibly be denied.

1. Acceptable uses of the network are activities, which support learning and teaching and are consistent with the educational objectives of the Anaconda School District. Network users are encouraged to develop uses which meet their needs and which take advantage of the Internet's functions.
2. Unacceptable uses of the network include, but are not limited to:
 - A. Violating the conditions of the student's rights and responsibilities policy dealing with student's rights to privacy.
 - B. Using profanity, obscenity, or other language which may be offensive to another user, and making threats.
 - C. Reposting personal communications without the author's consent.
 - D. Copying commercial software in violation of copyright laws.
 - E. Using the network for financial gain or for any commercial or illegal activity.
 - F. Users are prohibited from spreading computer viruses or other malicious programs.
 - G. Sharing personal information on the web.
 - H. Tampering with other's files.
 - I. Vandalism
 - J. Using thumb drives or downloading without explicit permission.
 - K. Using Facebook, Snapchat, Twitter, and any other social media, FTP, Chatroom, and E-Mail without explicit permission.

Users who violate the use policy will lose their computer privileges in the school district for a period of at least two weeks and possible future access will be denied. If you would like to be on the school district's Internet programs you must agree to the above policy.

Students must sign the school district's Internet policy. A copy can be found in Section VIII of this handbook. [For additional information, see policy 3612]

Dances

All school dances must be chaperoned and have sponsors approval, and the approval of the campus administration. Chaperones should be present and remain until the activity is over. Musical groups, engineers and policemen are to be paid by check. Students are under the jurisdiction of school officials at dances and all other school functions. Good conduct is expected.

If a group having a dance wishes to get its own band, they must get this band two weeks before the dance and report it to the campus administration. for approval at that time. Students must have at least ten chaperones by the Monday before the dance and a minimum of six chaperones must be staff members. This list must be turned into the vice-principal. Admission will be determined by the group with sponsor approval. The band may receive no more than \$550.00. Do not make any guarantees with the band other than this, especially – none of the gate profits. No refunds will be given at the dance for any reason. Once a student has left the dance, he/she will not be allowed to return except for emergency situations that will be handled by the people taking the tickets at the door. Students will not be allowed to enter the dance without paying just to enter for a few minutes. No student will be admitted to the dance ½ hour after the dance begins.

Dances for the junior high (7-8) and high school (9-12) are to be separated into those class groups at all times. Members of the group putting on the dance will remain at the door to help the people taking tickets make sure that no one who should not be there be allowed into the dance. Also members of the group should watch the dance itself and report any intruders that are inside to a chaperone so they can be asked to leave the dance. Guests of AJSHS students are to be admitted only upon presentation of a Guest Pass. This pass must be obtained from the office by the student before 3:15 p.m. on the day of the dance. The AJSHS student to whom the card is issued assumes full responsibility for the conduct of the guest.

Building administrators or their designees reserve the right to screen students and guests with a passive alcohol screening device prior to entering the dance. If the screening process indicates that a person has been using alcohol reasonable attempts will be made to contact his/her parent or guardian. Students refusing this screening will be considered to be under the influence and will be subject to discipline, and will be subject to the fore mentioned process. The police will also be contacted.

Students Responsibilities at Dances

Students attending school will not be allowed to use alcohol and/or drugs and participate in extracurricular activities. The rules of conduct are as follows:

- If caught, the police will be called immediately and the student, with parents, will report to the principal's office the following Monday morning.
- Students must hold a responsibility, in that members of the group sponsoring the dance must report any information about vandalism or misconduct to chaperons.
- There must be patrolling by police officers on a periodic basis throughout the duration of the dance (esp. at the dance's beginning and the conclusion.) If the student is in violation of the terms of this contract, it is incumbent upon the chaperones to notify the police.

If there are any major disturbances, the dance will be terminated immediately. If a student is removed from a formal dance because of alcohol or drugs, he or she will not be allowed to attend another formal dance for a period of one year. Students will respect authority including the superintendent, principal, vice-principal, athletic director, faculty, adult fans and police.

Formal Dances (9-12 students only)

AJSHS has traditionally had two formal dances, The Sno-Ball and the Junior Prom. These dances require the following decorum:

1. Girls will wear sophisticated formals or acceptable dresses that do not display bare midriffs, extremely low cut cleavages, or low cut backs.
2. Boys should wear tuxedos, suits, or sports coats.
3. No jeans or sweatpants will be allowed.
4. Boys or Girls "costumes" are not acceptable.
5. Boys may remove coats, but shirts must be worn at all times. A vest is not considered a shirt.
6. No hats, sunglasses, or headbands will be allowed.
7. Shoes will be worn at all times.

Students who do not meet the above criteria, or behave in a way that chaperones deem are not appropriate will be asked to leave the dance. The principal or his designee will have the final say.

Out of school guests may include only students who are enrolled in another 9-12 grade high school. These students need to be approved by the principal or his/her designee one week prior to the dance.

Dress and Grooming (3224)

The District's dress code is established to teach grooming and hygiene, prevent disruption, and minimize safety hazards. Students and parents may determine a student's personal dress and grooming standards, provided that they comply with the following guidelines:

1. Clothes and hair shall be kept clean and must meet common standards of decency.
2. Hats, Bandanas, Handkerchiefs (Hairdo Rags), or Sunglasses will not be worn in any of the three buildings and if brought into any building must be kept in the student's locker. Please Note: Although hooded sweatshirts are allowed,

the wearing of the hood itself is prohibited.

(Exception: school appropriate hats, bandanas, and handkerchiefs with costumes for spirit days).

3. All Shirts must cover the Mid-Section of the body, no Midriffs will be allowed.
4. All undergarments must be covered at all times.
5. All Shirts must cover the upper chest area of the body, no cleavage should be showing.
6. Pants must be worn at the waistline. No Sagging or Dragging will be tolerated. When holes are present in the pants, the holes must be a minimum of one inch below fingertip length.
5. No Chains of any kind including Wallet Chains shall be carried or worn.
6. No Shirts shall have reference to Vulgar, Obscene, Alcohol, Tobacco, Drugs, or Sexual Connotations.
7. Low Cut Muscle or T-Back Shirts, Spaghetti Strap, Open back, or Racer Back Shirts are not acceptable..
MODEST Tank Tops accepted.
8. Everyone must wear soled shoes.
9. Skorts and Shorts that have fullness must be at least one inch below fingertip length when shoulders hang loose.
10. Students are not allowed to wear pajama type pants of any style (Exception: pajama pants with costumes for spirit days).
11. Student's personal attire must conform to a reasonable person's standard so as not to create a disruption to a positive learning environment.

Discretion of what is excessive or in bad taste will be left up to the faculty and final say will lie with administration. Violation of the dress code will result in the student being told to correct the problem. If sent home to change, the student's attendance will be marked "unexcused" and appropriate disciplinary action may follow if dress code violations continue.

The above list is a general list used by the administration. Teachers may include a more stringent dress code in their syllabi. The administration will uphold any dress code by the teacher that is found on their syllabi. These "clear expectations" in the syllabi will also be covered by the teacher the first week of class.

Driver Education (2163)

Students fifteen (15) years old or older are eligible to enroll in a traffic education program. Students are scheduled by age, with the oldest student having first priority.

The purpose of the program is to introduce students to a course of study which leads to the eventual development of skills appropriate for a licensed driver. The traffic education program is designed to meet the criteria established by the Superintendent of Public Instruction. These criteria include requirements for instructional time, for instructor certification, recommendations for course of study and reimbursement procedures.

Fees

Materials that are part of the basic educational program are provided with state and local funds and are at no charge to a student. A student, however, is expected to provide his or her own pencils, paper, erasers, and notebooks and may be required to pay certain other fees or deposits, including:

- Costs for materials for a class project that the student will keep.
- Membership dues in voluntary clubs or student organizations and admission fees to extra-curricular activities.
- Personal physical education and athletic equipment and apparel.
- Voluntarily purchased pictures, publications, class rings, yearbooks, graduation announcements, etc.
- Voluntarily purchased student accident insurance.
- Musical instrument rental and uniform maintenance, when uniforms are provided by the District.
- Personal apparel used in extracurricular activities that becomes the property of the student.
- Student identification cards.
- Fees for lost, damaged, or overdue library books.
- Fees for driver training courses, if offered.
- Fees for optional courses offered for credit that require use of facilities not available on District premises.
- Summer school courses that are offered tuition free during the regular school year.

Any required fee or deposit may be waived if the student and parent are unable to pay. Application for such a waiver may be made to the principal.

[For more information, refer to Board Policy 3520]

Fundraising

Student clubs or classes, outside organizations, and/or parent groups occasionally may be permitted to conduct fund-raising drives for approved school purposes. An application for permission must be made to the principal at least 10 school days before the event. Except as approved by the principal, fundraising by non-school groups is not permitted on school property.

[For further information, see policies 3530, 3535]

Homework (2430)

Homework is a constructive tool in the teaching/learning process when geared to the needs and abilities of students. Purposeful assignments not only enhance student achievement, but also develop self-discipline and associated good working habits.

Teachers may give homework to students to aid in the student's educational development. Homework should be an application or adaptation of a classroom experience, and should not be assigned for disciplinary purposes. Grades should reflect academic knowledge and should never be given for discipline or participation.

Immunization

A student must be fully immunized against certain diseases or must present a certificate or statement that, for medical or religious reasons, the student will not be immunized. The immunizations required are: varicella, diphtheria, pertussis (whooping cough), poliomyelitis, measles (rubeola), mumps, rubella, and tetanus in the manner and with immunizing agents approved by the department. Haemophilus influenzae type "b" immunization is required for students under age five (5).

A student who transfers into the District may photocopy immunization records in the possession of the school of origin. The District will accept the photocopy as evidence of the immunization. Within thirty (30) days after a transferring student ceases attendance at the school of origin, the District must receive the original immunization records for the student who transfers into the District.

If a student's religious beliefs conflict with the requirement that the student be immunized, the student must present a statement signed by the student (or by the parent, if the student is a minor) stating that immunization conflicts with the beliefs and practices of a recognized church or religious denomination of which the student is an adherent or member. This statement must be renewed yearly. If a student should not be immunized for medical reasons, the student or parent must present a certificate signed by a Montana licensed physician stating that, in the doctor's opinion, the immunization required would be harmful to the health and well-being of the student or any member of the student's family or household. This certificate must be renewed yearly unless the physician specifies a life-long condition.

[For further information, see policy 3413]

Law Enforcement

Questioning of Students

When law enforcement officers or other lawful authorities wish to question or interview a student at school:

- The principal will verify and record the identity of the officer or other authority and ask for an explanation of the need to question or interview the student.
- The principal ordinarily will make reasonable efforts to notify parents unless the interviewer raises what the principal considers to be a valid objection.
- The principal ordinarily will be present unless the interviewer raises what the principal considers to be a valid objection.
- The principal will cooperate fully regarding the conditions of the interview, if the questioning or interview is part of a child abuse investigation.

Students Taken into Custody

State law requires the District to permit a student to be taken into legal custody:

- To comply with an order of the juvenile court.
- To comply with the laws of arrest.
- By a law enforcement officer if there is probable cause to believe the student has engaged in delinquent conduct or conduct in need of supervision.
- By a probation officer if there is probable cause to believe the student has violated a condition of probation imposed by the juvenile court.
- To comply with a properly issued directive to take a student into custody.
- By an authorized representative of Child Protective Services, Montana Department of Protective and Regulatory Services, a law enforcement officer, or a juvenile probation officer, without a court order, under the conditions set out in the Montana Code relating to the student's physical health or safety.

Before a student is released to a law enforcement officer or other legally authorized person, the principal will verify the officer's identity and, to the best of his or her ability, will verify the official's authority to take custody of the student.

The principal will immediately notify the Superintendent and will ordinarily attempt to notify the parent unless the officer or other authorized person raises what the principal considers to be a valid objection to notifying the parents. Because the principal does not have the authority to prevent or delay a custody action, notification will most likely be after the fact.

District board policies 4410 and 4411 will also be used as guidelines.

Medicine At School

A student who must take prescription medicine during the school day must bring a written request from his or her parent, and the medicine in its original, properly labeled container, to the high school secretary. The secretary will either give the medicine at the proper times or give the student permission to take the medication as directed.

[For further information, see policy 3416]

Parent Involvement, Responsibilities, And Rights

The District believes that the best educational result for each student occurs when all three partners are doing their best: the District staff, the student's parent, and the student. Such a partnership requires trust and much communication between home and school. To strengthen this partnership, every parent is urged to:

- Encourage his or her child to put a high priority on education and commit to making the most of the educational opportunities the school provides.
- Review the information in the student handbook with his or her child and sign and return the acknowledgment form(s) and the directory information notice. A parent with questions is encouraged to contact the high school principal.
- Become familiar with all of the child's school activities and with the academic programs, including special programs, offered in the District. Discuss with the counselor or principal any questions, such as concerns about placement, assignment, or early graduation, and the options available to the child. Monitor the child's academic progress and contact teachers as needed.
- Attend scheduled conferences and request additional conferences as needed. To schedule a telephone or in-person conference with a teacher, counselor, or principal, please call the school office at (563-5269) for an appointment. A teacher will usually arrange to return the call or meet with the parent during his or her conference period or at a mutually convenient time before or after school.
- Exercise the right to review teaching materials, textbooks, and other aids, and to examine tests that have been administered to his or her child. [See Protection of Student Rights on Page 12]
- Become a school volunteer. For further information, contact Mr. Green.
- Offer to serve as a parent representative on the District-level or campus-level planning committees formulating educational goals and plans to improve student achievement. For further information, contact Mr. Hansen.
- Address the Board when appropriate. [See policies 1400 and 1441]

Protection of Student Rights

Surveys

Parents have the right to inspect any survey or evaluation and refuse to allow their child to participate in such a survey or evaluation.

Instructional Materials

Parents have the right to inspect instructional materials used as a part of their child's educational curriculum, within a reasonable time. This does not include academic tests or assessments.

Collection of Personal Information from Students for Marketing

The district will not administer or distribute to students any survey or other instrument for the purposes of collecting or compiling personal information for marketing or selling such information, with the exception of the collection, disclosure, or use of personal information collected for the exclusive purpose of developing, evaluating, or providing educational products/services for, or to, students or educational institutions.

Pursuant to federal law, the district will not request, nor disclose, the identity of a student who completes any survey or evaluation (created by any person or entity, including the district) containing one or more of the following:

- Political affiliations.
- Mental and psychological problems potentially embarrassing to the student or family.
- Sexual behavior and attitudes.
- Illegal, antisocial, self-incriminating, and demeaning behavior.
- Criticism of other individuals with whom the student or the student's family has a close family relationship.
- Relationships privileged under law, such as relationships with lawyers, physicians, and ministers.
- Religious practices, affiliations, or beliefs of students or the student's parent/guardian.
- Income, except when the information will be used to determine the student's eligibility to participate in a special program or to receive financial assistance under such a program.

Public Display of Affection

The school is a place for students to advance their skills in various subjects. AJSHS also realizes that many relationships can be formed during a student's school tenure. However, the school is not the place to show affection towards the other person. Public display of affection includes any touching of another individual in any manner. Students who choose not to follow this policy will be subject to one night of after-school detention per referral. If the problem continues, a meeting between the Vice-Principal, the student, and the students' parents will take place.

Safety

Accident Prevention

Student safety on campus and at school-related events is a high priority of the District. Although the District has implemented safety procedures, the cooperation of students is essential to ensure school safety. A student should:

- Avoid conduct that is likely to put the student or other students at risk.
- Follow the behavioral standards in this handbook, as well as any additional rules for behavior and safety set by the principal, teachers, or bus drivers.
- Remain alert to and promptly report safety hazards, such as intruders on campus.
- Know emergency evacuation routes and signals.
- Follow immediately the instructions of teachers, bus drivers, and other District employees who are overseeing the welfare of students.

Emergency Medical Treatment and Information

If a student has a medical emergency at school or a school-related activity when the parent cannot be reached, the school will need to have written parental consent to obtain emergency medical treatment and information about allergies to medications, etc. Therefore, parents are asked each year to complete an emergency care consent form. Parents should keep emergency care information up to date (name of doctor, emergency phone numbers, allergies, etc.). Please contact the office to update any information.

Drills: Fire, Tornado, and Other Emergencies

From time to time, students, teachers, and other District employees will participate in drills of emergency procedures. A total of eight drills need to be completed throughout the year. When the alarm is sounded, students should follow the direction of teachers or others in charge quickly, quietly, and in an orderly manner.

Searches

In the interest of promoting student safety and attempting to ensure that schools are safe and drug free, District officials may from time to time conduct searches. Such searches are conducted without a warrant and as permitted by law.

Students' Desks and Lockers

Students' desks and lockers are school property and remain under the control and jurisdiction of the school even when assigned to an individual student. Students are fully responsible for the security and contents of the assigned desks and lockers. Students must be certain that the locker is locked, and that the combination is not available to others.

Searches of desks or lockers may be conducted at any time there is reasonable cause to believe that they contain articles or materials prohibited by District policy, whether or not a student is present. Searches may also be conducted at random, in accordance with law and District policy. See policy 3231.

The parent will be notified if any prohibited items are found in the student's desk or locker.

Vehicles on Campus

Vehicles parked on school property are under the jurisdiction of the school. School officials may search any vehicle any time there is reasonable cause to do so, with or without the presence of the student. A student has full responsibility for the security of his or her vehicle and must make certain that it is locked and that the keys are not given to others.

Drug Detection Dogs

The Superintendent may request the assistance of law enforcement personnel or private individuals to conduct inspections and searches through the use of specially trained dogs.

Videotaping Of Students – (3235)

The District uses video cameras on District property to ensure the health, welfare, and safety of all staff, students, and visitors to District property, and to safeguard District facilities and equipment. Video cameras may be used in locations as deemed appropriate by the Superintendent. Students in violation of Board policies, administrative regulations, building rules, or law shall be subject to appropriate disciplinary action. Others may be referred to law enforcement agencies.

Video recordings may become a part of a student's educational record. The District shall comply with all applicable state and federal laws related to record maintenance and retention.

Teachers may record their class to review for self-improvement, these videos may not be shared except with mentors or administrators for constructive feedback except in the case of capturing safety or dangerous situations.

Other Miscellaneous Items

Activity - I.D. Cards

Activity – I.D. Cards will sell for \$30.00. These Activity – I.D. Cards will entitle students to be admitted to all athletic contests (except MHSA championship athletic contests), school concerts, and school plays in any district building. The Activity – I.D. Cards will also serve students for identification in events away from home.

Daily Announcements

Any student or teacher wishing to post an announcement must submit it to the main office by 8 a.m. every morning, it is to be announced. Announcements should be turned in to the campus secretary to be added to the daily announcement sheet. Announcements will be read at the beginning of the day. Teachers will also post the bulletin in their classroom. Other announcements may be read at other times of the day if approved by the principal or vice-principal.

Assemblies

Students at AJSHS can be proud of their outstanding conduct at both pep and performance assemblies. Our students are remembered for their excellent behavior by visiting performers. We want to maintain this image. If students choose not to attend, they must report to the cafeteria. The program for each assembly must be approved by the principal at least three days in advance of the assembly.

Buses

The School District provides bus transportation for all students living beyond the city limits. Students are expected to know and abide by all rules for bus transportation. Students failing to obey the driver or refusing to observe other bus regulations will forfeit their right to ride the bus.

Charter buses for school activities

When students travel with any school organization, they are expected to travel with the group to and from the activity. If a parent wishes to have their child transported in another way, he/she must come into the main office and fill out a form prior to the activity.

Parking

Students should park in a proper manner at all times. Areas at AJSHS and the Memorial Gym designated for handicapped parking are solely for that purpose. The Community Center parking lot and alley behind the high school is NOT available for student parking. Students parking in an area they should not be subject to be towed at their expense.

Traffic

Students are to drive in a prudent manner at all times in all the areas of the school campus.

Lost & Found

Personal articles found in or about the school should be turned in at the office. Students may claim their possessions at the office before or after school. Articles not claimed within one month will be disposed of.

Bulletin Boards

The bulletin boards are a place for posting notices relating only to school activities and official notices from the office. Student notices must be cleared through the office before display. One bulletin board will be set aside for notices that involve non-school related activities. Posting of these notices, however, must have the approval of the Principal. Any messages for students will be posted on the message board in the office. It is the responsibility of the student to check the message board regularly.

Decorations & Posters

All decorations or posters displayed in or on school property must be approved by the club sponsor and the principal. Such decorations or posters must be removed on the day following the activity. Only masking tape, painters tape, or magnets will be used for putting up decorations. In all cases such posters must be in good taste.

Request for Purchase

Purchase of all school supplies, printed material, repairs or general materials must be approved with a Request for Purchase. Students wishing to make purchases must have a Request for Purchase signed by the sponsor and approved by the Principal. Materials ordered without a Request for Purchase will not be paid out of group or school funds.

Change of Address

Students should promptly notify the office of any changes of address or telephone number.

IV. STUDENT SUPPORT SERVICES

COUNSELING CENTER

The counseling offices are located on the second and third floor. Counselors are available to assist in testing, academic advising, individual and group counseling, and post-secondary planning. All students are encouraged to make use of the counseling offices as the need arises. Counseling office hours are from 8:00 a.m. to 3:30 p.m.

Academic Counseling

Students and parents are encouraged to talk with a school counselor, teacher, or principal to learn about course offerings, the graduation requirements of various programs, and early graduation procedures. Each spring, students in grades eight (8) through eleven (11) will be provided information on anticipated course offerings for the next year and other information that will help them make the most of academic and vocational opportunities.

Students who are interested in attending a college, university, or training school or pursuing some other type of advanced education should work closely with their counselor so that they take the high school courses that best prepare them. The counselor can also provide information about entrance examinations and deadlines for application, as well as information about automatic admission to state colleges and universities, financial aid, housing, and scholarships.

Personal Counseling

The school counselor is available to assist students with a wide range of personal concerns, including such areas as social, family, or emotional issues, or substance abuse. The counselor may also make available information about community resources to address these concerns. Students who wish to meet with the counselor should contact them to set up an appointment.

Please note: The school will not conduct a psychological examination, test, or treatment without first obtaining the parent's written consent, unless required by state or federal law for special education purposes.

MONTANA DIGITAL ACADEMY

Anaconda High School is working with the Montana Digital Academy to help broaden opportunities for students. The District will permit a student to enroll in an approved distance learning course, in order that such students may include a greater variety of learning experiences within the student's educational program.

Credit for distance learning courses may be granted, provided the following requirements are met:

1. Prior permission has been granted by the principal.
2. The program fits the education plan submitted by the regularly enrolled student;
3. The course does not replace a required course offered by the District;
4. The course is needed as credit retrieval and cannot fit into the student's schedule; and
5. Credit is granted for schools and institutions approved by the District after evaluation for a particular course offering.

The District will not be obligated to pay for a student's distance learning course.

JUMP START

The Jump Start program is a partnership between AJSHS and Montana Tech that allows high school sophomores, juniors and seniors to enroll in college classes. Students enrolled in these courses will receive high school credit AND college credit, thus calling them dual credit courses. The classes offered as Jump Start Courses at AJSHS are:

Honors US History (American History I, 3 cr./American History II, 3 cr.)

Honors Senior English (College Writing, 3 cr./College Literature, 3 cr.)

Advanced Biology (Discover Biology, 3 cr.)

In addition, Montana Tech offers other online courses that AJSHS will honor as dual credit courses.

Students enrolled in these courses pay a discounted dual enrollment fee of 50% the two year institution's tuition.

CREDIT RECOVERY/SUMMER SCHOOL

The District's summer program of instruction, if offered, shall be for the purpose of remediation of credit of high school students. All classes offered for credit must meet minimum state requirements for accreditation.

Remediation credit courses shall be offered for grades 9-12 in accordance with District advancement requirements. The principal must approve credit course offerings.

SCHOOL-TO-WORK/CAREERS

This program gives students the opportunity to explore different careers and gain skills that are required in their work environment. There are opportunities for students to participate in job shadows, internships, work experience, aptitude and career interest testing/ASVAB and related community based activities. Contact the AJSHS Counseling Center for more information.

UPWARD BOUND/TALENT SEARCH

Upward Bound and Talent Search provide opportunities for students to succeed in high school and prepare for college entrance. The goal of Upward Bound and Talent Search is to increase the rate at which participants complete secondary education and enroll in and graduate from institutions of postsecondary education. Upward Bound and Talent Search serves: high school students from

low-income families; high school students from families in which neither parent holds a bachelor's degree; and low-income, first-generation military veterans who are preparing to enter postsecondary education. Please contact the Upward Bound coordinator Brandon McLean at 491-3023 for more information.

Admission and Enrollment – (3141)

Anaconda School District reserves the right to refuse to assign or admit non-resident students into the School District. The District may refuse to assign or admit a student in the Anaconda District if he/she is not in good standing. A student is considered not in good standing if he/she:

1. Was previously expelled from a public school district or an accredited non-public school.
2. Was the subject of a recommendation of an authorized school official for expulsion, but withdrew from the public school district or accredited non-public school prior to the Board of Trustees or governing authority-taking action on the recommendation.
3. Was previously engaged in conduct, which caused the student to be the subject of a petition to declare the youth in need of supervision, serious juvenile offender, or juvenile delinquent, or is presently under parole or probation or referred to adult court.

The district may, on a case-by-case basis, accept an out-of-district student who has been expelled from another district.

MASTER COURSE LIST

Many factors were taken into account in developing a master course list at AJSHS. To ensure a relevant curriculum that meets the needs of a diverse student body while meeting state and national standards, courses reflect topics for beginners through advanced learners as well as vocational topics for focus.

STUDENT SCHEDULES

All academic, vocational and all other classes are open to all students. Neither administration nor the counselor assigns classes to students, they merely advise them.

Student schedules are built on the following criteria:

1. In early spring, student's rank next year's offered courses by prioritizing the electives they are interested in enrolling and the classes required at that grade level. A large attempt will be made to give every student his or her first elective choice.
2. The administration determines the amount of sections needed for each class using the student's requests. If a class does not have enough students wishing to take the class, it will not be offered.
3. Administration and counselors create the student's schedule based on the following order: (1) required courses taught at that grade level, (2) any courses the student needs to repeat, (3) future graduation requirements, and (4) the student's prioritized list.

COURSE LOAD

Students are required to enroll in seven academic solids each semester unless you are a senior. Seniors (in good standing) are required to enroll in six academic solids each semester but be accountable for seven periods. Please refer to the chart below for scheduling choices. AJSHS does not schedule “open free periods” for students. Other class load arrangements must be made in consultation with a guidance counselor, parent, and approval of the administration.

Grade Level	Academic Solid	Student Aide/ Music Intern	Period 7 Early Release
Freshmen	X		
Sophomore	X		
Junior	X	X	
Senior	X	X	X

CLASS SCHEDULE CHANGES

Anaconda Junior Senior High School’s scheduling process is request-driven, so changes to student schedules are to be avoided in order to maintain the integrity of the master schedule. To this end, schedule changes are subject to the following conditions:

- After the initial registration process, a period of **four (4)** days will be available for additional changes to a student’s schedule. These changes shall be made through the school counselor and must be approved by the instructors, parents/guardians and administration. Changes will only be allowed if any of the following situations exist:
 - An obvious error in the schedule, such as a blank class period.
 - A student has been rescheduled into a failed course, but has made up the course during the summer.
 - Changes need to be made to fulfill college requirements.
 - A required course that is not currently in their schedule.
 - A recommendation from a classroom teacher that the student does not have the ability to complete the requirements of the course.
 - Changes made in accordance with Special Education or Section 504 plans.

Other requests may be considered on a case-by-case basis during the first **ten (10)** days of the semester. The determining factor for making any changes will be availability of space in classes, the effect on other students, and whether the change is in the best interest of the student involved.

- If a student drops a class **after the tenth day of semester 1**, the transcript will show the semester class grade as an “F”. If a student drops a class **after the tenth day of semester 2**, the transcript will show the semester class grade as an “F”. Exceptions will be made on a case-by-case basis. Examples of situations which would warrant such an exception include:
 - Changes made in accordance with Special Education or Section 504 plans.
 - Recommendations from a classroom teacher that the student does not have the ability to complete the requirements of the course.
- Changes in schedules will not be made to accommodate a preferred instructor or specific time of day.
- While a student is in the process of dropping a class, he/she must still attend the class.

COURSE CANCELLATIONS

Every effort is made to offer a selection of courses that meet the needs of a wide variety of students. On occasion, courses may be canceled after the registration process. Reasons for course cancellations include, but are not limited to: classes not meeting minimum enrollment requirements or staffing conflicts. If a course is canceled, a student’s alternative course choice will be selected.

COURSE RETAKES

All classes attempted at AJSHS and all acceptable transfer credits shall be recorded on the transcript. If a student repeats a class that was previously passed, the highest grade will be used when computing the GPA and class rank, but both grades will be listed on the transcript. Exceptions may apply to elective courses. If a student repeats a class that was previously failed, the GPA and class rank will reflect the “F” and the retake grade, and both grades will be listed on the transcript. If a course is retaken, credit shall be awarded only once with the exception of math.

Student Records (3600 F1)

A student’s records are confidential and are protected from unauthorized inspection or use. A cumulative record is maintained for each student from the time the student enters the District until the time the student withdraws or graduates. A copy of this record moves with the student from school to school.

By law, both parents, whether married, separated, or divorced, have access to the records of a student who is under 18 or a dependent for tax purposes. A parent whose rights have been legally terminated will be denied access to the records, if the school is given a copy of the court order terminating these rights.

The principal is custodian of all records for currently enrolled students. The Superintendent is the custodian of all records for

students who have withdrawn or graduated. Records may be reviewed during regular school hours, upon completion of the written request form. The custodian or designee will respond to reasonable requests for explanation and interpretation of the records. If circumstances prevent a parent or eligible student from inspecting the records, the District will either provide a copy of the requested records or make other arrangements for the parent or student to review the requested records.

Parents of a minor or of a student who is a dependent for tax purposes, the student (if 18 or older), and school officials with legitimate educational interests are the only persons who have general access to a student's records. "School officials with legitimate educational interests" include any employees, agents, or Trustees of the District; cooperatives of which the District is a member; or facilities with which the District contracts for the placement of students with disabilities, as well as their attorneys and consultants, who are:

- Working with the student;
- Considering disciplinary or academic actions, the student's case, and individual education plan (IEP);
- Compiling statistical data; or
- Investigating or evaluating programs

The parent's or student's right of access to, and copies of, student records does not extend to all records. Materials that are not considered educational records, such as teachers' personal notes on a student that are shared only with a substitute teacher, records pertaining to former students of the District, and records maintained by school law enforcement officials for purposes other than school discipline do not have to be made available to the parents or student.

For more information about FERPA rights of a parent when a student turns 18, refer to district policy 3600F1.

Certain officials from various governmental agencies may have limited access to the records. The District forwards a student's records on request and without prior parental consent to a school in which a student seeks or intends to enroll. Records are also released in accordance with court order or lawfully issued subpoena. Unless the subpoena is issued for law enforcement purposes and the subpoena orders that its contents, existence, or the information sought not be disclosed, the District will make a reasonable effort to notify the parent or eligible student in advance of compliance.

Parental consent is required to release the records to anyone else. When the student reaches 18 years of age, only the student has the right to consent to release of records.

Students over 18, and parents of minor students may inspect the student's records and request a correction if the records are inaccurate, misleading, or otherwise in violation of the student's privacy or other rights. If the District refuses the request to amend the records, the requestor has the right to ask for a hearing. If the records are not amended as a result of the hearing, the requestor has 30 school days to exercise the right to place a statement commenting on the information in the student's record. Although improperly recorded grades may be challenged, parents and the student are not allowed to contest a student's grade in a course through this process. Parents or the student have the right to file a complaint with the U.S. Department of Education if they believe the District is not in compliance with the law regarding student records.

Parents may be denied copies of a student's records (1) after the student reaches age 18 and is no longer a dependent for tax purposes; (2) when the student is attending an institution of post-secondary education; (3) if the parent fails to follow proper procedures and pay the copying charge; or (4) when the District is given a copy of a court order terminating the parental rights. If the student qualifies for free and reduced-price meals and the parents are unable to view the records during regular school hours, upon a written request of the parent, one copy of the record will be provided at no charge.

Certain information about district students is considered directory information and will be released to anyone, including military recruiters and/or post-secondary institutions, who follow procedures for requesting it, unless the parent objects to the release of any or all directory information about the child. The opportunity to exercise such an objection was provided on the form signed by the parent to acknowledge receipt of this handbook. Should circumstances change, the parent can contact the principal to indicate his or her desire to change the original request. Directory information includes; a student's name, address, telephone number, date and place of birth, participation in officially recognized activities and sports, weight and height of members of athletic teams, photographs, dates of attendance, awards received in school, and most recent previous school attended.

Special Education Records

Parents of a student with disabilities who has been provided special education services by the District will be notified when any information that specifically identifies the student is no longer needed. If the parent requests destruction of the information and the time established by law for retention has expired, the records will be destroyed. However, if the retention period established by law has not expired, the material will be deleted from the records but the records will be maintained until the time has expired

Report Cards (2420)

The issuance of grades and progress reports on a regular basis serves as the basis for continuous evaluation of the student's performance and determining changes that should be made to effect improvement. These reports shall be designed to provide information that will be helpful to the student, teacher, counselor, and parent.

Written reports of absences and student grades or performance in each class or subject are issued to parents at least once every nine (9) weeks.

In grades 7-12, achievement shall be reported to parents as:

Grade	Percentage	Sem. GPA
A	93-100	4.0
A-	90-92	3.7
B+	87-89	3.3
B	83-86	3.0
B-	80-82	2.7
C+	77-79	2.3
C	73-76	2.0
C-	70-72	1.7
D+	67-69	1.3
D	63-66	1.0
D-	60-62	0.7
F	0-59	0
NP	0	0
P	100	0

The cumulative grade-point average is computed by dividing total grade points earned by the total number of subjects taken. The current term grade-point average is computed using the same process.

I - Incomplete (All incomplete work must be made up, within two weeks following the end of each grading period or revert to a grade of F).

Students will have two weeks in which to make up quarterly in-completes. It is up to the student to take the initiative or make arrangements for the conversion of in-completes. If there is no effort on the part of the student to make-up the in-completes, they automatically become F's.

NG – No Grade for students who have not been enrolled long enough to receive a grade.

Students will receive a grade slip on the Wednesday following the end of each nine-week term. At report card time, each student will receive a grade slip even if it designates only N.G.

IT IS THE RESPONSIBILITY OF THE TEACHER TO MAKE STUDENTS AWARE OF HIS OR HER GRADING SYSTEM AT THE BEGINNING OF EACH GRADING PERIOD.

Teachers must always be able to justify the grades they give the students.

Semester Tests

Semester exams will be given sometime during the last five (5) days of the semester. All students must participate unless they satisfy the following:

1. Student has earned a grade of 90% or higher during the current semester; AND
2. Student has not missed the class more than five (5) days in the class (Exception: School related and medical do not apply.)

Exception: For any course that is listed as an academic honors curriculum class, students will be required to take the semester test in that exam.

Grade Classification

The district has established a set of advancement requirements for 9-12 grade students, which will act as a guide in helping students move methodically and purposefully on a course that will eventually lead to high school graduation.

After the ninth grade, students are classified according to the number of credits earned toward graduation. The advancement requirements are as follows:

Credits Earned	Grade Placement
6	Sophomore (10)
12	Junior (11)
18	Senior (12)

Class Ranking (2410 P)

Class rank is arranged according to a weighted cumulative GPA of the student. All classes offered by AJSHS are included in the class rank calculation.

Weighted cumulative GPA will be calculated by using a multiplier for the following academic honors courses (Listed Below). In essence, the multiplier works as a weighted grade. For all non-academic honors courses, a multiplier of 1 will be used. For those classes listed below a multiplier of 1.5 will be used. This will place more emphasis on those classes gearing students for college.

Students recognized in the Top Ten in their graduating class may NOT have a "P" in any course where a letter grade is an option.

Credit Transfer/Assessment for Placement (2413)

The school transcript will record courses taken in home schools or non-accredited schools by indicating the title of the course, the school where the course was taken, and the grade.

For purposes of calculation of class rank, only those courses taken in an accredited school will be used. See board policy 2413 for complete details regarding credit transfer and placement assessment.

Awards and Honors (2410 P)

Honor Roll

One honor roll will be published listing all those students whose current grade point average is 3.00 or above. An F in any subject eliminates the pupil from honor roll consideration.

National Honor Society

Membership in the National Honor Society requires a "B" average or better. Members are also rated on service, leadership and character.

Graduation Requirements

GRADUATION RESPONSIBILITIES

It is the student's responsibility to satisfy all AJSHS graduation requirements on time. Students must meet AJSHS graduation requirements to participate in the graduation ceremony. Students are strongly urged to vigorously pursue their studies so they can participate in the graduation ceremony. The diploma will be issued after all graduation requirements have been satisfied.

Graduation Commencement Exercises

1. Any student who is an official member of the Senior Class during the second semester (enrolled in sufficient credits to graduate), attending regularly and in good standing but does not complete all the requirements for graduation before commencement exercises, will not be allowed to participate in graduation activities. Special circumstances may be considered by the principal.
2. Students who are not enrolled in sufficient credits to graduate will not be allowed to participate in graduation activities.
3. In the event graduation requirements change, seniors who do not fully complete graduation requirements at the end of the school term may have June, July and August to complete the work. After September 1st, however, they must meet any new requirements for graduation, unless an exception is made by school officials for good reason.

General Graduation Requirements for Anaconda High School:

The following general graduation plans are set up to meet the majority of student needs for the basic requirements required to graduate from Anaconda High School. **This is the base plan.** students and parents should meet with the Academic Counselor to discuss more rigorous options based on the student's goals.

(Note: many scholarships require advanced coursework. Please check the requirements during freshmen and sophomore years.)

AHS General Diploma Requirements

4 credits of English
3 credits of Math (if going to college, must have Algebra I, Geometry, and Algebra II)
3 credits of Social Science (incl. American Hist in Jr. year and Govt in Sr. year)
2 credits of Science (incl. Physical Science and Biology)
1 credit of PE
1 credit of Fine Arts
9 Elective credits
Total of 24 credits

Suggested Yearly Breakdown of courses for AHS General Diploma

<u>Freshmen</u>	<u>10th Grade</u>	<u>11th Grade</u>	<u>12th Grade</u>
English	English	English	English
Math	Math	Math	Government
Physical Science	Biology	American History	Math or Elective
World History	Reading or Elective	Elective	Elective
PE	Fine Arts	Elective	Elective
Reading or Elective	Elective	Elective	Elective
Elective	Elective	Elective	Elective

Academic Honors Curriculum

Students wanting to graduate with honors will be required to successfully complete the following Academic Honors Curriculum (courses with an asterisk are offered as dual credit courses):

History

Honors US History*
Honors US Government/Economics*

English

Honors Senior English*
Honors Junior English

Science

Physics
Chemistry
Human Anatomy/Physiology
Advanced Biology*

Math

Trigonometry/Advanced Math Topics (if offered)
Pre-Calculus
Calculus

Final grade point averages are determined based on all eight semesters of high school attendance. An asterisk will indicate students who have completed the honors curriculum on the graduation program.

AHS Honors Diploma Requirements

4 credits of English (incl. Honors Jr. and Honors Sr. English)
4 credits of Math (incl. Algebra I, Geometry, and Algebra II)
3 credits of Soc. Science (incl. Honors Am. Hist. in Jr. year and Honors Govt in Sr. year)
4 credits of Science (incl. Physical Science and Biology)
1 credit of PE
1 credit of Fine Arts
2 credits of Foreign Language
5 Elective credits
Total of 24 credits

Suggested Yearly Breakdown of courses for AHS Honors Diploma

<u>Freshmen</u>	<u>10th Grade</u>	<u>11th Grade</u>	<u>12th Grade</u>
English	English	Honors English	Honors English
Math	Math	Math	Math
Physical Science	Biology	Honors US History	Honors Government
World History	Reading or Elective	Science	Science
PE	Fine Arts	Foreign Language	Elective
Reading or Elective	Foreign Language	Elective	Elective
Elective	Elective	Elective	Elective

NOTES: Graduation requirements are NOT the same as college entrance requirements. Be sure to check requirements for each college you are interested in.

Students planning on attending college after high school are encouraged to take Algebra I, Geometry, and Algebra II.

Students wanting to graduate with Honors MUST take Algebra I, Geometry, Algebra II, and at least one upper level math.

Students in the 8th grade who have taken Algebra I MUST complete at least three courses in math while in high school.

Juniors or Seniors wanting to graduate with Honors may take foreign language courses on MTDA.

MONTANA UNIVERSITY SYSTEM ADMISSION POLICIES

In order to be admitted to any of the four-year campuses of the Montana University System, students must meet a combination of admissions standards, on the MUS website:

<http://mus.edu/admissions.asp>.

FIRST, students must complete the Board of Regents' College Preparatory Program in high school. There are two tracks of college prep courses, the minimum core, established in 1991, and the rigorous core, adopted in 2002 as part of the math proficiency standard. OCHE maintains and posts the lists of each high school's core on the website:

<http://mus.edu/asa/hscp/index.asp>.

Students graduating in 2010 or later must complete the Rigorous Core to be eligible for a Montana University System Honor Scholarship.

Course	Minimum Core	Years	Rigorous Core	Years
Mathematics	Algebra I, II, and Geometry (or the sequential content equivalent).	3	Algebra I, II, and Geometry (or the sequential content equivalent) and a course beyond Algebra II (such as Trigonometry, Pre-Calculus, Calculus, Computer Math or course equivalent)	4
English	Written and oral communication skills and literature	4	Written and oral communication skills, literature, and a designated college-prep composition or research-writing course	4
Science	2 lab sciences: one year must be earth science, biology,	3	Full year each: General, physical or earth science; biology; chemistry or physics	3
Social Studies	Global studies (world history, world geography), United States history, government. Economics, American Indian history or other third-year course	3	Global studies (world history, world geography), United States history, government. Economics, American Indian history or other third-year course. Recommend: ½ year of other courses such as psychology, humanities	3
Electives	World language, computer science, visual and performing arts, or vocational education	2	2 years of a second language, music, fine arts, speech/debate, career and technical education (such as information technology, computer science)	3

AND, Admissions Policy 301.1 requires that students meet one of three minimum requirements:

Minimum admissions exam scores:	ACT Composite	SAT Total
UM-Missoula, MT Tech of the UM and UM Western	22	1540
MSU-Billings & Bozeman	22	1540
MSU-Northern	20	1440

OR have at least a 2.5 high school GPA (grade point average);

OR rank in the top half of the school's graduating class.

AND students must satisfy the Mathematics Proficiency standard (Policy 301.15):

Assessment	Fall 2009 +
ACT Writing Subscore on Optional Writing Test or	7
ACT Combined English/Writing Score or	18
Essay Score Writing Section of SAT or	7
SAT Writing Section Score or	440
AP English Language Literature Examination or	3
MUS Writing Assessment	3.5

OR a Minimum Score of 50 on CLEP Subject Exam in Composition.

Exceptions and additional details are available at <http://mus.edu/borpol/bor300/301-16.htm> .

Students who do not meet the Writing and/or Mathematics Proficiency standards may enter a four-year program under Provisional Admissions:

If a student has not yet demonstrated the ability to meet mathematics or writing proficient standards, the student may be admitted to a 2-year degree program or admitted provisionally to a 4-year program. Before gaining full admission status, the provisionally admitted student may prove appropriate proficiency by re-taking one or more of the listed assessments to earn the required score or earn a grade of C- or better in the math or composition course that is the prerequisite to the course that satisfies the general education program requirements. If students have been provisionally admitted, they must achieve full admission status before the end of three semesters or the completion of 32 credits in the Montana University System, whichever event occurs first.

NATIONAL COLLEGIATE ATHLETIC ASSOCIATION (NCAA)/NATIONAL ASSOCIATION OF INTERCOLLEGIATE (NAIA) ACADEMIC ELIGIBILITY

Students participating in high school athletics that plan to participate in college or university athletics will need to pay special attention to eligibility rules for admission. Students should work with their high school counselor, the coaches who recruit them, and college admissions offices to prepare for this important next step. It is critical for students and parents to have a full understanding of the requirements and to follow an academic plan to fulfill those requirements. It is the student/athlete's responsibility to meet NCAA/NAIA academic eligibility.

- **NCAA**

Students planning to participate in NCAA level athletics at college must be certified by the NCAA Eligibility Center. The Eligibility Center certifies an athlete's eligibility for both Divisions I and II. In order to be registered with the NCAA, students must complete the registration process found at www.ncaa.org).

- **NAIA**

Students planning to participate in NAIA level athletics at college can contact www.naia.org for additional information.

V. STUDENT ACTIVITIES

Athletics, publications, school organizations, music, and clubs provide a wide and varied program for interested students. The administration recognizes the merit of student organizations, which are properly sponsored, governed, and conducted. The following rules apply to student activities:

- The Principal shall have final control over the activities of all student organizations.
- All student organizations shall be chartered and their activities permitted through the Vice-Principal of AJSHS.
- No student organization shall exist in AJSHS, no activity carried on, nor money collected without prior consent of the Vice-Principal.
- No secret fraternities or societies are permitted.
- All student organizations and/or activities shall have a faculty sponsor who shall be responsible for the group.
- All student activities shall be governed by the rules and regulations of the Montana High School Association where they apply.

The following are student organizations that are offered at AJSHS:

Band/Chorus/Orchestra (Junior and High School)

Members participate in the District Music Festival each year with the opportunity to advance to the state competition. The fall session is complete with parades and athletic competitions for a majority of athletic contests. The year's events culminate at the spring concert and the music festivals.

ADVISOR: Spencer Fehr and Kim Lorengo

Battle of the Books (Junior and High School)

Members participate in this reading incentive program designed to encourage students to read quality literature.

ADVISOR: Anne Calhoun

Cheerleading (Junior and High School)

Varsity and junior varsity cheerleaders are selected each spring to serve through the next school year.

ADVISOR: Miranda Cole (JH); Mary Norris (HS)

Key Club (High School)

This service club is for the "key" youth of the school. Qualifications for membership include character, scholarship, and leadership. Some of the objectives and purposes are to develop initiative and leadership, to provide experience in living and working together to serve the school and community, to cooperate with the administration and teachers, and to prepare for useful citizenship.

ADVISOR: Kari Hoscheid

HOSA (High School)

Future Healthcare Professionals is a secondary club for grades 9-12 that develops leadership and teamwork skills, includes the community through service projects, educates and exposes students to a variety of available healthcare fields, and teaches students specific skills of healthcare professionals. This club is available upon successful completion of an application and recommendation letters."

ADVISOR: **Open**

Leadership Academy (High School)

This group prepares students for leadership positions at school and in the community with workshops designed and presented to give the students skills to be successful in this endeavor. Leadership Academy workshops teach core leadership skills such as goal-setting, mission development, project management, verbal and non-verbal communication, and teambuilding. This group is open to all students grades 9-12 and accepts new members in the beginning of the year.

ADVISOR: Erin Senst and Jaycee Jette

National Honor Society (High School)

Membership in the National Honor Society requires a "B" average or better. Members are also rated on service, leadership and character.

ADVISOR: **Open**

Student Council (Junior and High School)

The purpose of the Student Council shall be to encourage school spirit and loyalty, strive for improved conditions for students, cooperate with the faculty and administration in school issues and provide for better relations among administration, faculty and students.

ADVISORS: Erin Everett (JH); Megan Casey (HS)

We The People (High School)

This is a performance-based assessment used in the Honors American History class to examine student's knowledge of the Constitution and other founding documents. Students act as experts who participate in mock congressional hearings. Students read a four-minute paper and then answer six minutes of follow up questions regarding the founding documents, current and historical events and court cases. Be ready to write, re-write and speak in front of various audiences.

ADVISOR: Megan Casey

Yearbook (High School)

Created by members of the annual staff.

ADVISOR: John Flammond

The following MHSA athletic programs are offered at AJSHS:**Girls Sports**

Volleyball
Cross Country
Golf
Girls Basketball
Track & Field
Tennis
Softball
Wrestling

Boys Sports

Football
Cross Country
Golf
Wrestling
Basketball
Tennis
Track & Field

The interests and abilities component of the Title IX Regulation includes a three-prong test. The following questions help guide a school district to determine if they are in compliance:

1. Is the number of interscholastic male and female athletic opportunities substantially proportionate to the number of female and male students enrolled? Cheerleaders, drill team, pep band, or other participants whose activity is not an interscholastic activity are not included.
2. What is the district's history of adding sports for the underrepresented gender?
3. Are athletic interests met by the current programs?

More information on Title IX Regulation can be found on the MHSA web site at www.mhsa.org.

MONTANA HIGH SCHOOL ASSOCIATION (MHSA) AND ANACONDA HIGH SCHOOL (AHS)

ACTIVITIES ELIGIBILITY

(MHSA Regulation effective 2015-2016 school year)

To be eligible to participate in activities sponsored by MHSA and AHS, including pep band, music ensembles, or any other school sponsored activity that requires practice on a regular basis; a student must meet the following criteria:

1. The student must be currently enrolled in at least 20 hours per week and in regular attendance in ten hours per week at the school where the student participates. Regular attendance is defined as actual physical presence in the building (bricks and mortar). A homeschool student is not eligible to participate for an MHSA member school.
2. The student must pass a minimum of four classes and receive credit the previous semester.
3. The student must have been enrolled in an educational program the previous semester.
4. The student must meet the bi-weekly grade check requirements outlined in the Copperhead Athlete/Parent/Coach Handbook.

It is the student's responsibility to make sure his or her current academic schedule and grades meet the activities eligibility criteria. Students need to be careful when making schedule changes so that they do not inadvertently make themselves ineligible. The administration will not support a student request to drop a course after his or her activity season is complete

CLASS OFFERINGS

Classes will be offered as available- For a full list of Montana approved courses please see the following-

<https://opi.mt.gov/LinkClick.aspx?fileticket=nwtyFY35Kjc%3D&portalid=182>

Signature Page:

I, _____, the parent of
_____, have read and agreed to the rules
regulations and guidelines set forth in the Anaconda Junior Senior High School Handbook.

Signature_____ Date_____