



KOOTENAI BRIDGE  
ACADEMY

**STUDENT  
HANDBOOK**

**22-23**

## **Vision Statement**

To provide every student an academically excellent education, to facilitate graduation for alternative students, while ensuring the students have the technological foundation to be successful in the 21<sup>st</sup> Century.

## **Mission Statement**

Providing bridges to success through education, self-motivation, and community responsibility.

## **School Hours:**

Monday – Thursday: 8 a.m. – 6 p.m.

Friday: 8:00a.m. – 11:00a.m.

## **Attendance Policy**

Regular attendance is critical to student success. Students are expected to log on to GradPoint/Connexus Monday-Thursday. For the purposes of taking attendance, logging on from home will be considered the same as being physically in the building. **To be counted as present, Students must complete at least 5 quizzes or post-tests on each of these 4 days; failure to do so will result in the Student being marked absent. Students are allowed 6 absences in every nine-week quarter; exceeding 6 absences will result in deactivation of the Student's GradPoint/Connexus account for the remainder of the quarter. (See Graphic on last page of this Handbook)**

Students can make up absences by doing extra assessments (every extra 5 quizzes/post-tests will count as a day of attendance; removing absences as needed. Extra assessments are those beyond the students required 5 on attendance days, or any assessments completed Friday – Sunday.

## **School Closures**

We will adhere to SD271's school closures due to snow and/or ice conditions and/or Covid-19 outbreaks. Please contact the hotline number for emergency snow closure information. The number is 667-0784. The number will be updated before 6:00 a.m. if there is to be a school closure. This information is also broadcast on local news, radio, web and social media platforms

KBA will also adhere to SD271's policy on the wearing of masks. As the infection rate ebbs and flows, we will respond accordingly and in tandem with 271.

## **Student Conduct / Expectations**

Students will treat all others, staff and students alike, with respect at all times. Students who are also parents may not bring their baby/child with them into the lab. **Pets are never allowed on campus.**

## **Student Attire**

Please use common sense when picking your clothing for the day. No offensive, drug/alcohol related, or revealing clothing. If staff feels students attire is not appropriate, the student will be asked to leave until they can return properly dressed.

## **Elective Credits**

Various options are available for earning elective credits. Please speak to a staff member for a list of these options.

## **Discipline**

- If a student is producing undesirable behavior, the staff has been trained to take care of it themselves. If it is more serious, the parents are contacted and the student is put on a contract for attendance, discipline, or academic performance. Students come up with their own contract to correct misbehavior. Students know that if they do not fulfill the contract they jeopardize their enrollment at the school.
- Any suspension or expulsion will comply with IC 33-205. The Principal/Director of the school in accordance with school policy and state code will deal with such behaviors that may be deemed a detriment to the health and safety of the school.
- Any student may appeal discipline decisions to the board for review.
- Minor violations shall be defined by the faculty and administration at the beginning of the school year, and are open to change during the year if necessary.
- Major violations are defined as any illegal actions conducted on school property or during school sponsored activity, including but not limited to possession of illegal substances, weapons at school, malicious vandalism, or assault. Any major violation will be reported immediately to local law enforcement and will result in the immediate expulsion of the parties involved.
- KBA is a Closed Campus. Once students have arrived, they are to stay in the building until the end of their shift; once they leave they are done for the day. Students may only go to their cars after obtaining permission and only to get forgotten items. There is to be no loitering in the parking lot.

## **Electronic Devices**

Students are encouraged to bring music and headphones to listen to while they work. Please be respectful to those around you. Please use common sense when using cell phones in the lab – if you NEED to make a call, go to the break room. Excessive talking or texting in the lab may result in the confiscation of the phone until the end of the day.

## **Technology use Agreement**

Internet resources are integral to the learning environment. Students are provided access to the Internet while working on computers at the school.

While accessing the internet from school computers, the following rules apply:

- Do not allow or introduce computer viruses to infect the school computers.
- Do not use facilities and/or services for commercial or political purposes.
- Do not alter computer settings.
- Do not waste system or network resources.
- Do not try to hack into the network by "breaking" passwords or gaining access to protected areas.
- Do not possess "hacking software" or visit "hacking websites."
- Do not use anyone else's log-in, user ID, or password or share a user ID with any other person.
- Do not intentionally cause damage to school technology.
- Do not download or install any programs on school computers..

## **DRUG, ALCOHOL AND TOBACCO USE**

Students attending Kootenai Bridge Academy will not use, possess, sell, buy, or distribute drugs, including alcohol, tobacco, controlled substances, or related paraphernalia, on school premises or at school sponsored activities. Any student will violate the schools drug, alcohol and tobacco use policy when:

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

## **Visitors**

All visitors must check in at the office. The principal or other school official shall determine the appropriateness of the visitation. Students are not permitted to bring visitors to join them in the lab while they work. We encourage parents to call, visit the school, or email frequently to check on their child's progress.

## **Dual/Concurrent Enrollment**

Students from KBA shall be allowed to participate in dual/concurrent enrollment options in the district

of their residence provided that student meets eligibility requirements for that program, as specified in 33-203(7), Idaho Code. Dual/concurrent enrollment options will be subject to district procedures as allowed in Idaho Code 22-203(1). Concurrent enrollment will include the enrollment in a post-secondary institution. Any credits earned from the accredited post-secondary institution will be credited toward graduation requirements as outlined in the KBA Board Policy.

## **Extra-Curricular Activities**

KBA students that are currently or planning on participating in any extra-curricular activities at another school must meet the IHSAA and /or the schools minimum requirements to be eligible.

## **Parent Communication**

Parents are encouraged to come in to the school (no appointment necessary), call at (208) 930-4515 or email at [kootenaibridgeacademy@gmail.com](mailto:kootenaibridgeacademy@gmail.com) whenever there are any questions regarding school operations or student performance. We encourage you to Friend us on Facebook @kbatrolls, and download our app from [Apple Store](#) or [Google Play](#). Upon request, a Parent Observer account can be created for Parents so they can monitor student progress from home at will.

## **Graduation Requirements:**

- \*All Students must complete required credits by [Idaho State Law](#) (currently 46)
- \* Students must complete a [Senior Project](#).
- \*All students must pass the Civics Test

## **Procedure for taking Final Exams Remotely:**

Finals exams are taken in the school. For students who live outside of Kootenai County, remote proctoring can be made available.

1. Email [erin@kootenaibridgeacademy.org](mailto:erin@kootenaibridgeacademy.org) for availability and scheduling.
2. Failure to adhere to scheduled proctor time without sufficient notice could result in revocation of proctor privileges.

