

Shoshoni Wranglers



**404 Wrangler Way
SHOSHONI, WY 82649**

Secondary office 876-2576 Fax: 876-9325

Administration 876-2583 Fax: 876-2469

Elementary office 876-2563 Fax: 876-2542

Nurse Fax: 876-2835

Website Address: www.shoshonischools.org



: <https://www.facebook.com/shoshoniSchools/>

7-12 STUDENT & PARENT HANDBOOK 2023-2024

PARENT INFORMATION

PARENT SUPPORT

If you have a concern but feel uncomfortable approaching a specific teacher or the principal, please be aware that the district can help you to find a staff member to support you in contacting the principal or teacher of concern. Please call the office for more information.

PARENT PARTICIPATION

Parents are encouraged to be a part of their student's education. There are opportunities for you to be active at the school in the following capacities:

- a. Chaperone class/field trips
- b. Chaperone dances
- c. Participate on committees
- d. Concessions at extracurricular activities

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ADMINISTRATION

Bruce Thoren

Superintendent ♦ bthoren@fremont24.com

Ted Robinson

JH/HS Principal ♦ trobenson@fremont24.com

Aftann Kisling

Special Ed Director ♦ akisling@fremont24.com

Andrea Gilbertson

Elementary Principal ♦ agilbertson@fremont24.com

BOARD OF TRUSTEES

Amanda Slack

Jennifer Gardner

Jock Campbell

Emily Jarvis

Gerald (TJ) Jarrard

Lynn Thompson

Gavin Woody

FCSD #24 Strategic Plan Summary

VISION

We empower all learners to succeed in an ever changing world.

MISSION

Partner with students, parents, staff, and community, as learners together, to create a safe, progressive educational experience where students are inspired to reach their full potential, and success is an expectation for all.

Core Belief One



FCSD #24 will prepare students to become productive citizens who find value in a practical and purposeful education.

We commit ourselves to:

1. All students having college and career exposure
 - a. Careers exposure and interest inventories K-12
 - b. 7-12th grade individual learning pathways aligned to student goals
 - c. Teach skills that are applicable for graduating students
 - d. Provide real-world opportunities
2. Providing all students a high-quality education that promotes lifelong learning
 - a. Provide a viable curriculum that addresses the skills and knowledge that students are to learn
 - b. Prepare students to graduate on time
 - c. Improve literacy and mathematics skills of all students, with a goal of demonstrating proficiency at or above grade level for all
 - d. Implement technology that will enhance student learning, engagement, and personal growth
 - e. Formalize early literacy program (PreK-3)
3. All students showing growth based on learning that is engaging and relevant.
 - a. Students will be taught the growth mindset theory
 - b. Develop civically engaged students
 - c. Differentiate instruction based on student need and interest
 - d. Provide character education PreK-12

Core Belief Two



FCSD #24 will be a responsive organization that fosters and values growth at all levels.

We commit ourselves to:

1. Providing leadership opportunities for all stakeholders
 - a. Involving stakeholders

- b. Daily classroom practice for students
- c. Recruiting, employing, developing, retaining a workforce that achieves the mission and goals of the district
- 2. Maintaining an environment that sets high expectations, provides a healthy culture, and a safe setting
 - a. Setting expectations for students, parents, and staff that are clearly defined and shared
 - b. Integrating a system to facilitate responsiveness and communication between staff, students, and families
 - c. Improving stakeholder communication
 - d. Involving, engaging, and valuing all stakeholders
 - e. Strengthening student reward and recognition programs
 - f. Ensuring schools are safe and secure for all stakeholders



Core Belief Three

FCSD #24 prioritizes learning that engages local and community resources.

We commit ourselves to:

- 1. Developing and maintaining community partnerships that enrich learning
 - a. Sustaining BOCES, BOCHES, Shoshoni Recreation Department partnerships and develop new partnerships with local business and industry to support student learning
 - b. Providing students access to school-based and community-based extracurricular and co-curricular opportunities
 - c. Incorporating career exploration opportunities for HS students
 - d. Supporting the Wrangler Pack Program
- 2. Ensuring effective and strategic utilization of resources
 - a. Exploring potential resources and acquiring additional resources where possible
 - b. Optimizing current resources and opportunities to best meet student needs

WE BELIEVE

- That each individual has the right to and responsibility for creating and maintaining a physically and psychologically safe and drug-free school environment.
- That shared ownership of the learning process between students, parents/guardians, educators, and the community is imperative.
- That every individual should perform to his/her personal best.
- That each individual has freedom of choice and responsibility for the resulting consequences.
- That students need to complete high school prepared to continue learning and to earn a living.
- That the virtues of honesty, integrity, tolerance, and hard work are vital to character development and are specifically taught and universally practiced in our school.
- That it is essential to provide quality education for all students and discriminate against none.
- That meeting the needs of the individual student is our ultimate purpose.
- That students deserve a stimulating learning environment which affords them the opportunity to develop their own educational plans based on personal desires, talents, and goals.
- That education is a life-long process and not limited to the traditional school setting.
- That providing meaningful learning activities and tools relevant to individual interests and needs will prepare students for life's challenges.
- That embracing change is essential for growth.
- That education broadens perspective, deepens understanding, and heightens appreciation for diversity.
- That the community has the responsibility to educate and guide its children.
- That reward, recognition, respect, and reinforcement benefit everyone.
- That all people have intrinsic worth and deserve respect.
- That teacher and student self-esteem is a primary educational imperative.
- Without learning there is no teaching.

SCHOOL SONG

Whether we win, or whether we lose
This is the yell we'll always choose:
You're a grand old school,
With your gold and your blue
And we're proud of the team on the floor.
We will cheer for them and scream for them
As they come through the door.
You're a school on high and your victory is nigh,
So keep on working right through the task
And should old acquaintance be forgot,
Keep your eyes on the S-H-S!
Blue and Gold, FIGHT FIGHT!
Blue and Gold, FIGHT FIGHT!
Who fight? We Fight
Blue and Gold, FIGHT FIGHT!

SHOSHONI SCHOOL HISTORY

Formal education began in Shoshoni, Wyoming in 1906. The school consisted of 1st through 8th grade. Two teachers shared teaching responsibilities; Mrs. Blackwell teaching the younger children, and Mr. Pope teaching the older children, as well as acting as the principal. The primary classes were taught in the land registry building, and the upper grades were taught in the old Shoshoni Town Hall. At this time, the total enrollment was approximately 58 children. As enrollment increased, the need for a school building became more and more evident. In 1907 construction commenced on a new schoolhouse, the cost of which was about \$7,000. While the school was being constructed, 1st through 4th grades were taught in the Shoshoni jailhouse.

By 1923, Shoshoni School employed five teachers and catered to approximately 134 students. It was at this time that the school met the standards of the state department and was placed on the accredited list for the State of Wyoming.

As the years passed enrollment continued to rise. Faculty, staff, and administration changed and grew throughout these first years, as Shoshoni School developed into a well-established educational institution. The construction of the old school began on February 15, 1937 and was accepted on August 28, 1937. On September 13, 1937, the doors of the new school opened for classes. For many years, the original building proudly housed the school. Additions were made in 1958, 1965, 1974, and 1978. The 1965 addition included the building of the main gym.

Shoshoni School has seen many changes in its existence, as the culture and climate has grown and changed around it. In 1970, the rural Lysite School consolidated with Shoshoni School after many years of deliberation and dwindling enrollment on its part. As the school changed and grew, so did the community. By 1972, the SHS Pep Club, which supported the sports teams, was made into the Booster Club, and organization that is still an integral part of Shoshoni's climate of school spirit and pride.

In the early 1990's, Shoshoni saw a large increase in the number of out-of-district children attending the school. The addition of a practice gym, new elementary classrooms, auditorium, and art room was completed and dedicated on Aug 27, 1996.

Homecoming traditions have changed throughout the years, but the SHS students' spirit remains the same. Theme days, pep rallies, assemblies and Friday Night Football Games are just a few of the traditions that continue today. The hallways of Shoshoni School are filled with deep tradition. Royal Blue and Gold are Shoshoni School's official colors, and the Wrangler is the formal mascot of the school. The school song is sung to the tune of "Grand 'Ol Flag"; the words have been written to show support of student organizations. After every home sports game, win or lose the untiring students of the SHS gather in the middle of the field or gym to sing the fight song and support their team.

Time honored traditions and big dreams for a small school have made SHS what it is today. Enthusiasm, a competitive spirit, and the continued desire to succeed define all that Shoshoni School has to offer today and will continue to offer for years to come.

Special thanks to Brenda Herbst (class of 2002) for providing Shoshoni School's history. appended by others in 6/2003, 8/2004, 5/2006, 7/2008, 2/2012.

SHOSHONI SECONDARY SCHOOL STAFF

| | | | |
|---------------------|---------------------------|-----------------------|-------------------------|
| Amos, Carl | Bus Driver | Michelena, Sally | Behavior Specialist |
| Brown, Bryan | English | Mills, Max | Science/ AD |
| Bulow, Pam | Custodian | Mortimore, Macey | Math |
| Cassity, Kortni | Occupational Therapist | Myers, Cody | School Resource Officer |
| Chavez, Stacie | Custodian | Nelson, Dylan | Science |
| Christensen, Damein | Ag/FFA | Neil, Laura | Cook |
| Clemetson, Cory | CTE | Olson, Sande | Cook |
| Crimm, Laci | Para | Peregoy, April | SPED Secretary |
| Davison, Karen | Cook | Peregoy, Drew | Drama/Broadcasting |
| DeWitt, Kadon | Custodian | Peterson, Taylor | Bus Driver |
| DeWitt, Teresa | SPED | Pingetzer, JJ | Maintenance Supervisor |
| Dick, Taylor | PE/Health | Post, Donna | Nurse |
| Dye, Amber | Human Resources | Rapp, Rachel | Science |
| Eastman, Cassidy | Math Apprentice-Sped | Rambo, Skylar | Custodian |
| Failoni, Monte | Math | Schwartz, Deanna | Para |
| Fender, Tracy | Cook | Slack, Brady | Social Studies |
| Flores, Chantel | Math | Smith, Jesse | Technology/Help Desk |
| Gardner, James | Transportation Supervisor | Thoren, Sabrina | Secondary Secretary |
| Gopp, Shaundi | English | Trehearne, Heather | Math |
| Hamilton, Rhonda | Bus Driver | Truempler, Tony | Para |
| Highsmith, Ethan | Help Desk | Vasco, Carmen | Physical Therapist |
| Hubenka, Greg | Mechanic | Venzor, Colette | Secretary/Accounting |
| King, Amber | Life Skills | Watson, Kay | Financial Officer |
| Knott, Bonnie | Custodian | Weber, Marty | Social Studies |
| Ladner, Lesa | Food Services Manager | Wempen, Andy | Industrial Arts |
| Leseberg, Randy | Bus Driver | Thoren, Bruce | Superintendent |
| Manzanares, Marcie | Custodian | Weaver, Beau | Bus Driver |
| Mason, Amy | School Counselor | Woody, Brooks | Para |
| McClure, Richard | Bus Driver | Westmoreland, Charles | Bus Driver |
| McCoy, Josh | Database Manager | | |

FREMONT COUNTY SCHOOL DISTRICT #24



2023-2024



21-Professional Development
 21-Open House - 5:00-7:00 pm
 22-Professional Development
 23-First Day of School
 28-Elementary PD-No Elem School

| AUGUST 2023 | | | | | | |
|-------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

| JANUARY 2024 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

1-No School
 2-All Staff PD-No School
 15-Elementary PD-No Elem School
 26-No School

4-Labor Day-No School
 18-All Staff PD-No School

| SEPTEMBER 2023 | | | | | | |
|----------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

| FEBRUARY 2024 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | | |

5-All Staff PD-No School
 16-No School
 26-Elementary PD-No Elem School

16-All Staff PD-No School
 20-End of 1st Quarter
 24-Secondary PTC - 5:00-7:00 PM
 26-Early Release - 1:33 PM
 26-Elementary PTC-No Elem School
 27-No School
 30-Elementary PTC-No Elem School

| OCTOBER 2023 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

| MARCH 2024 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

15-End of 3rd Quarter
 18-All Staff PD-No School-Elem PTC
 25-29-No School

21-Early Release - 1:33 PM
 22-24-No School
 27-All Staff PD-No School

| NOVEMBER 2023 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |

| APRIL 2024 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

1-No School
 19-All Staff PD-No School

15-All Staff PD-No School
 20-End of 1st Semester
 20-Early Release-1:33 PM
 21-31-No School

| DECEMBER 2023 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

| MAY 2024 | | | | | | |
|----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

10-All Staff PD-No School
 19-GRADUATION - 2:00 PM
 21-Last Day of School
 21-Early Release - 1:33 PM
 22-All Staff PD

- KEY**
- All Staff PD-No School
 - No School
 - First/Last Day/End Grading Period
 - Early Release - 1:33 PM
 - Elementary PD-No Elem School
 - Graduation
 - Open House/PT

Approved by FCSD#24 -
 February 20, 2023

Approved by State Board
 of Education -
 May 18, 2023

****School Starts @ 8:00 AM****
Dismiss Mon-Thurs @ 3:33 PM
Dismiss Friday @ 1:33 PM

Shoshoni Elementary 876-2563
 Shoshoni Secondary 876-2576
 Bus Garage 876-9431

BUILDING HOURS

The building will be open to students at 7:30 a.m. Students who are involved in supervised activities must leave the building as soon as their respective activity has ended.

First bell for JH/HS will be at 7:55 am. Classes start promptly at 8:00 am.

Students are not allowed in the hallways until 7:50 am.

SECONDARY BELL SCHEDULE











Monday - Thursday Time Schedule

| | | | |
|------------------|----------|----------|------|
| Session 1 | 8:00 AM | 9:09 AM | 1:09 |
| SWAG | 9:12 AM | 10:12 AM | 1:00 |
| Session 2 | 10:15 AM | 11:24 AM | 1:09 |
| Session 3 | 11:27 AM | 12:36 PM | 1:09 |
| LUNCH | 12:36 PM | 1:08 PM | :32 |
| Session 4 | 1:11 PM | 2:21 PM | 1:10 |
| Session 5 | 2:24 PM | 3:33 PM | 1:09 |

Friday Time Schedule:

| | | | |
|-----------------|----------|----------|-----|
| Period 1 | 8:00 AM | 8:40 AM | :40 |
| Period 2 | 8:43 AM | 9:23 AM | :40 |
| Period 3 | 9:26 AM | 10:06 AM | :40 |
| Period 4 | 10:09 AM | 10:49 AM | :40 |
| Period 5 | 10:52 PM | 11:32 AM | :40 |
| LUNCH | 11:32 AM | 12:07 PM | :35 |
| Period 6 | 12:10 PM | 12:50PM | :40 |
| Period 7 | 12:53 PM | 1:33 PM | :43 |

Student Appearance/Dress Code

| Guidelines | Acceptable | Unacceptable |
|--|---|---|
| <p>All clothing should fit properly and appropriately cover the body - no undergarments showing - one shall not be able to see up, down, or through chosen attire.</p> |  |  |
| <p>Shorts and skirts must be no shorter than mid thigh.</p> |  |  |
| <p>All pants, shorts, skorts, skirts must be worn no lower than the hips, no sagging or undergarments showing. Also, holes in pants must abide by the short rule, no higher than mid-thigh.</p> |  |  |
| <p>Sunglasses, chains, dog collars, do-rags, and sharp objects are not to be worn in school. Students cannot wear the hoods of their sweatshirts on their head. Students may wear hats only if they are not distracting to the educational environment or have gang affiliation.</p> |  |  |
| <p>Clothing or personal items that racist, sexist, promote drugs/alcohol, tobacco, sexually inappropriate, or vulgar in interpretation are not allowed.</p> | |  |
| <p>Face Painting Body & Face Painting: This is permitted, so long as it is</p> |  | |

| | | |
|--|--|--|
| <p>consistent with spirit generation for the contest. Messages that denigrate anyone (e.g., the opponent) are not permitted; this also applies to clothing with a message.</p> | | |
|--|--|--|

PE CLOTHING MUST MEET DRESS CODE REQUIREMENTS

SCHOOL ISSUED UNIFORMS MAY BE WORN

STUDENT DISCIPLINE

Students are expected to conduct themselves in a manner that is consistent with the vision, goals and values of Shoshoni Schools. Accordingly, Shoshoni Schools will teach students to be respectful, responsible and safe while at school and on school property.

Responsibilities of Students

- Student responsibilities include regular school attendance, conscientious effort in classroom work and conformance to school rules and regulations. Above all, students share with the administration and faculty a responsibility to develop a climate within the school that is conducive to learning.
- NO student has the right to interfere with the education of his/her fellow students. It is the responsibility of each student to respect the rights of teachers, security, students, administrators and all others who are involved in the educational process. Students should express their ideas and opinions in a respectful manner.
- Any student who has a grievance with a school staff member, absent a disciplinary matter, may raise his/her grievance with the School Principal.

Shoshoni Schools will provide students with lessons, interventions and encouragement to display the School expectations at all times. Should a student and parent/legal guardian choose not to accept behavior intervention support, consequences will be assigned with the intention being to help the student decide to be safe, respectful, and responsible at school.

Intervention program may include but is not limited to:

- Parent/Legal Guardian Contact and/or Meeting
- Reteach behavior expectation
- Reinforce expectations
- Loss of Privilege
- Implementation of appropriate interventions(s)
- Check-In/Check-Out outlined in behavioral plan

- After School Intervention
- Lunch Detention
- Red Zone
- Development of an action plan or behavioral contract
- Behavior Specialist Consultations

Disciplinary Actions may include but are not limited to:

1. INFORMAL TALK

A school authority (teacher, administrator or counselor) talks to the student and tries to reach an agreement on how the student should behave.

2. CONFERENCE

A formal conference is conducted with the student and one or more school authorities.

3. PARENT INVOLVEMENT

The parent is notified by telephone, personal contact, letter or certified letter. A conference may be conducted with the student, parent, appropriate school officials and any other individuals concerned.

4. IN SCHOOL SUSPENSION (ISS)

The student is subject to consequences that do not require out of school suspension but will require loss of privileges, detention, and temporary removal from the regular classroom environment students will receive instructional service in an alternative setting. This will be recorded as in school suspension for attendance purposes. The parent will be notified.

5. SHORT TERM SUSPENSION

The student is subject to a suspension of 1-5 school days or less. A short term suspension may be imposed by school administrators. During that suspension, the student is not permitted on school property or at school functions.

6. LONG TERM SUSPENSION

The student is subject to a suspension of 6-10 school days or more. A long term suspension may be recommended by the school administrator and imposed by the superintendent or designee during that suspension, the student is not permitted on school property or at school functions unless the student has been readmitted to school. If the student is readmitted, the student will be placed on a behavioral contract for the remainder of the current school year.

7. EXPULSION

The student is subject to permanent expulsion from Shoshoni Schools. Expulsion may be recommended by a school administrator and imposed by the Superintendent and School Board. Upon expulsion, a student is not permitted on school property or at school functions unless the student has been readmitted to school.

Shoshoni Secondary Schools attempt to resolve all student management issues with the student(s) first. These good faith attempts are made because all secondary students are treated as young adults and they are held accountable for their behavior. If issues are unresolved or issues continue, then the school will seek parental/guardian support.

The following section describes misbehaviors that are disruptive to the educational learning environment and are prohibited. The consequences corresponding to the following

offenses are guidelines. Disciplinary action for a violation of applicable policies may be adjusted based upon individual case circumstances including the repeat or egregious misconduct of a student.

The listed offenses below are not all inclusive and may be updated as deemed necessary. If multiple violations occur during a single incident, then the consequence imposed will take place based upon the most severe violation. **While the following chart serves as a guide, all consequences are ultimately at the discretion of the administration and students who show honesty and integrity may serve a lesser punishment depending on the circumstances.**

| Behavior Not Allowed | First Violation Range | Repeated Violation Range |
|--|---|--|
| <p>Academic Misconduct/Cheating: <i>Cheating, plagiarism or any other type of academic misconduct that enables a student to receive a grade or score that was not or would not have been earned legitimately</i></p> | <p>Minimum: Parent Involvement</p> <p>Maximum: Loss of credit for assignment</p> | <p>Minimum: In School Suspension</p> <p>Maximum: Short Term Suspension</p> |
| <p>Alcohol Violation (Possession/Use/ Providing Selling): <i>Alcohol violations will be considered matters of the law. Use, possession, sale, purchase or distribution of Alcoholic substances. This violation includes drunkenness at a school event. An alcohol violation preceded by a drug violation will be treated as a repeated occurrence for Disciplinary action.</i></p> | <p>Minimum: Short Term Suspension and Intervention Program</p> <p>Maximum: Long Term Suspension (up to 10-day suspension)</p> | <p>Minimum: Long term suspension and Intervention Program</p> <p>Maximum: Recommendation for Expulsion</p> |
| <p>Arson (Structure/Property): <i>Damaging or attempting (action that may cause a fire) to damage property by fire or incendiary device.</i></p> | <p>Minimum: Long Term Suspension</p> <p>Maximum: Expulsion</p> | <p>Expulsion</p> |
| <p>Assault (Aggravated): <i>Causing serious physical injury to another; using a deadly weapon or dangerous instrument.</i></p> | <p>Minimum: Short Term Suspension</p> <p>Maximum: Long Term Suspension</p> | <p>Minimum: Long Term Suspension</p> <p>Maximum: Expulsion</p> |

| | | |
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| <p>Assault : <i>A physical attack on a person who does not wish to fight or provoke it. This violation includes a student who encourages another to commit an assault</i></p> | <p>Minimum: Intervention Program/Short Term Suspension</p> <p>Maximum: Long Term Suspension</p> | <p>Minimum: Long Term Suspension</p> <p>Maximum: Expulsion</p> |
| <p>Automobile Violation: <i>Misuse of an auto on school property, including Unauthorized parking.</i></p> | <p>Minimum: Informal Talk</p> <p>Maximum: Short Term Suspension of privileges per administration</p> | <p>Minimum: Conference</p> <p>Maximum: Long Term Suspension of privileges</p> |
| <p>Bomb Threat: <i>False Endangerment</i></p> | <p>Minimum: Long Term Suspension</p> <p>Maximum: Expulsion</p> | <p>Expulsion</p> |
| <p>Bullying and/or Hazing: <i>Continual physical or psychological abuse of another student by means of <u>verbal or physical threats, intimidation, insults or other aggressive behavior.</u> This violation includes abuse based upon race, ethnicity, gender, sexual orientation, religion or disability, and forcing a student to risk or suffer physical or mental harm or degradation to join, participate or remain in a school-affiliated organization.</i></p> | <p>Minimum: In School Suspension and/or Intervention Program</p> <p>Maximum: Short Term Suspension and/or Intervention Program</p> | <p>Minimum: Short Term Suspension and/or Intervention Program</p> <p>Maximum: Long Term Suspension</p> |
| <p>Burglary or Breaking/ Entering: <i>Burglary or Breaking/ Entering will be considered matters of the law. Entering an education property without authorization using the slightest degree of force.</i></p> | <p>Minimum: In-School Suspension</p> <p>Maximum: Expulsion</p> | <p>Minimum: Short Term Suspension</p> <p>Maximum: Expulsion</p> |

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| <p>Dangerous Weapon/Instrument: <i>Dangerous Weapon/Instrument will be considered matters of the law. Use, display or possession of (1) any operable or inoperable, loaded or unloaded weapon that will or is designed to, or may readily be converted to, expel a projectile by the action of an explosive; Use, display or possession of a knife, ice pick, CO2- or spring-powered pellet or BB gun, brass knuckles, nunchakus, club, fireworks, explosive ammunition or any other instrument not designed for lethal use, but which may be capable of causing death or other serious physical injury. This violation also includes anything perceived by a reasonable person to be capable of causing injury, given the manner in which it is used or threatened to be used, such as a toy gun or a starter gun.</i></p> | <p>Minimum: Short Term Suspension</p> <p>Maximum: Long Term Suspension</p> | <p>Minimum: Long Term Suspension</p> <p>Maximum: Expulsion</p> |
| <p>Deadly Weapon/Firearm: <i>Deadly Weapon/Firearm will be considered matters of the law Use, display or possession of (1) any operable or inoperable, loaded or unloaded weapon that will or is designed to, or may readily be converted to, expel a projectile by the action of an explosive; (2) the frame or receiver of any such weapon; (3) a firearm muffler or firearm silencer; (4) any destructive device, including (a) any explosive, incendiary or poison gas device, (b) any weapon that will, or may readily be converted to, expel a projectile by the action of an explosive or other propellant and that has any barrel with a bore of more than one-half inch in diameter, and (c) any combination of parts either designed or intended for use in converting any device into any destructive device and from which a destructive device may readily be</i></p> | <p>Minimum: Long Term Suspension</p> <p>Maximum: Expulsion</p> | |

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| <p><i>assembled. This violation includes handguns, pistols, rifles, shotguns and flare guns.</i></p> | | |
| <p>Defiance - Disrespect - Insubordination - Non- Compliance: <i>Failure to comply with reasonable requests of school officials or other disrespectful behavior. Physical resistance to school officials may result in long term suspension, regardless if such resistance is a first occurrence.</i></p> | <p>Minimum: Intervention Program and/or In-School Suspension</p> <p>Maximum: Short Term Suspension</p> | <p>Minimum: Short Term Suspension</p> <p>Maximum: Long Term Suspension</p> |
| <p>Discrimination: <i>Mistreatment based upon race, ethnicity, gender, religion or disability. This violation includes false accusations of discrimination or harassment.</i></p> | <p>Minimum: Conference</p> <p>Maximum: In-School Suspension and/or Intervention Program</p> | <p>Minimum: In-School Suspension</p> <p>Maximum: Long Term Suspension</p> |
| <p>Disorderly Conduct: <i>Conduct that disrupts the orderly operation or educational environment or mission of the school. This violation may include profanity, obscene gestures and excessive public displays of affection</i></p> | <p>Minimum: Conference</p> <p>Maximum: In-School Suspension</p> | <p>Minimum: Short Term Suspension /Intervention program</p> <p>Maximum: Long Term Suspension</p> |
| <p>Dress Code Violation: <i>Failure to comply with division and school dress standards</i></p> | <p>Minimum: Informal Talk</p> <p>Maximum: In-School Suspension</p> | <p>Minimum: Parent Involvement</p> <p>Maximum: In-School Suspension</p> |

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| <p>Drug Violation (Distribution): <i>Drug violations will be considered matters of the law. Distribution, manufacture or sale of marijuana, other illegal drugs and inhalants, and other noxious substances. It also includes distribution, manufacture or sale of drug paraphernalia and imitations of illegal drugs and other noxious substances, including medication for which a student does not have a prescription. Distribution of a medication or a dietary supplement for recreational use will be treated as a drug violation (distribution).</i></p> | <p>Minimum: Short Term Suspension and Intervention Program</p> <p>Maximum: Longer Term suspension Intervention Program</p> | <p>Minimum: Long Term Suspension and Intervention Program</p> <p>Maximum: Recommendation for Expulsion</p> |
| <p>Drug Violation (Possession/Use): <i>Use, possession or purchase of marijuana, other illegal drugs and inhalants, and other noxious substances. This includes off-campus use and then being on division property or at a division function. It also includes use, possession or purchase of drug paraphernalia and imitations of illegal drugs and other noxious substances Possession of medication or a dietary supplement for recreational use will be treated as a drug violation (possession). A drug violation preceded by an alcohol violation will be treated as a repeated occurrence for disciplinary action.</i></p> | <p>Minimum: Short Term Suspension and Intervention Program</p> <p>Maximum: Long Term suspension Intervention Program</p> | <p>Minimum: Long Term Suspension and Intervention Program</p> <p>Maximum: Recommendation for Expulsion</p> |
| <p>Electronic Devices Violation: <i>Inappropriate use of electronic devices, such as computers, cell phones, Cameras and audio/video recorders, and other information systems devices, such as the Internet and e- mail. This violation includes the use of any recording or video device in such a way that it violates the</i></p> | <p>Minimum: Conference/Loss of Privileges/Absence for the period</p> | <p>Minimum: In-School Suspension/Loss of Privileges</p> |

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| <p>privacy of others. Staff members will utilize the provided cell phone holder case as a management tool.</p> | <p>Maximum: In-School Suspension</p> | <p>Maximum: Out of School Suspension</p> |
| <p>Fighting: <i>Mutual participation in physical violence against a Person or persons.</i></p> | <p>Minimum: In-School Suspension</p> <p>Maximum: Short Term Suspension</p> | <p>Minimum: Short Term Suspension</p> <p>Maximum: Long Term Suspension</p> |
| <p>Fire Alarm Misuse/False Report: <i>Intentionally ringing fire alarm when there is no fire or reporting a fire to school or officials without reasonable belief one exists</i></p> | <p>Minimum: In-School Suspension</p> <p>Maximum: Short Term Suspension</p> | <p>Minimum: Short Term Suspension</p> <p>Maximum: Long Term Suspension</p> |
| <p>Harassment <i>To subject one to hostile or prejudicial remarks or actions; pressure or intimidate. To irritate or torment.</i></p> | <p>Minimum: Informal Talk/Parent Involvement</p> <p>Maximum: In-School Suspension or Short Term Suspension</p> | <p>Minimum: Short Term Suspension</p> <p>Maximum: Long Term Suspension</p> |
| <p>Lying/False Accusation: <i>Knowingly giving false or misleading information, including false accusations against others.</i></p> | <p>Minimum: Parent Involvement</p> <p>Maximum: Conference/Intervention Program</p> | <p>Minimum: Intervention Program/In-School Suspension</p> <p>Maximum: Short Term Suspension</p> |
| <p>Sexual Harassment: <i>Unwelcome conduct of a sexual nature, regardless of whether the conduct is verbal or physical. Sexual harassment may also constitute sexual abuse. Sexual harassment also includes indecent exposure, sexual innuendos, etc.</i></p> | <p>Minimum: Short Term Suspension/Intervention Program</p> <p>Maximum: Long Term Suspension</p> | <p>Minimum: Long Term Suspension</p> <p>Maximum: Expulsion</p> |

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| <p>Social Media: <i>Social media will NOT be considered the school's responsibility. The school will monitor the situation during school hours/school activities if needed to ensure safety within the school.</i></p> | <p>Minimum: Informal talk</p> <p>Maximum: Conference/In-School Suspension</p> | <p>Minimum: In-School Suspension</p> <p>Maximum: Short Term Suspension</p> |
| <p>Student Speech: <i>Prohibited speech or violation of valid school restrictions on the time, place or manner of speech or other Communications. This violation includes speech that causes a material and substantial disruption; lewd, vulgar or plainly offensive speech; "fighting words;" threats of violence; and racial, ethnic, sexual or religious slurs.</i></p> | <p>Minimum: Informal talk/Parent Involvement</p> <p>Maximum: Conference/In-School Suspension</p> | <p>Minimum: In-School Suspension</p> <p>Maximum: Short Term Suspension</p> |
| <p>Technology: In appropriate use of: using or accessing email, chat lines, or other communication channels; using obscene material; harassing, insulting or attacking others; accessing (without authorization), damaging, or making unauthorized changes to computers, systems, or computer networks (including downloading software or sniffing network traffic.); violating copyright laws</p> | <p>Minimum: Short term in-school suspension and/or intervention program</p> <p>Maximum:</p> | |
| <p>Theft: <i>Taking or concealing property that belongs to others.</i></p> | <p>Minimum: In-School Suspension and/or Intervention Program</p> <p>Maximum: Short Term Suspension</p> | <p>Minimum: Short Term Suspension</p> <p>Maximum: Long Term Suspension</p> |
| <p>Threats: <i>A threat is an expression of intent to physically or sexually harm someone, something, or the school. This expression may be spoken, written, or gestured.</i></p> <p><i>Threats can be expressed directly or indirectly to the victim or to others, and</i></p> | <p>Minimum: In-School Suspension and/or Intervention Program</p> <p>Maximum: Short Term Suspension</p> | <p>Minimum: Short Term Suspension</p> <p>Maximum: Long Term Suspension</p> |

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| <i>threats may be explicit or implied.</i> | | |
| Tobacco Violation: <i>Tobacco violations will be considered matters of the law. The use, distribution or possession of a tobacco product. This includes vaping.</i> | Minimum: Short term suspension and/or Intervention Program Maximum: Longer term suspension (up to 10-day suspension) | Minimum: Long term suspension and Intervention Program Maximum: Recommendation for Expulsion |
| Vandalism: <i>Destroying or defacing property of the division, staff or students. This violation includes graffiti.</i> | Minimum: Short Term Suspension Maximum: Long Term Suspension | Minimum: Long Term Suspension Maximum: Expulsion |

Technology Infractions:

| Behavior Not Allowed | First Violation Range | Repeated Violation Range |
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| Level 1: Accidental (Min) - any purely accidental mishap resulting in damage to a student device as a result of misfortune or happenstance. An unfortunate, but one-off event. | Minimum: Lunch detention Maximum: After school detention | Minimum: After school detention Maximum: <ul style="list-style-type: none"> ● Loss of privileges - not taking computer home ● Pay for damages ● Work off payment |
| Level 2: Negligence (Gray) - student device damage as a result of the device not properly being cared for. A repeat Level 1 offense will likely end up here. | Minimum: After school detention Maximum: <ul style="list-style-type: none"> ● Loss of privileges - not taking computer home | Minimum: <ul style="list-style-type: none"> ● Loss of privileges - not taking computer home ● Pay for damages ● Work off payment Maximum: <ul style="list-style-type: none"> ● Loss of computer |

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| <p>Level 3: Purposeful (Severe) - intentional damage, i.e. dropping on purpose etc. A repeat Level 2 offense ends up here.</p> | <p>Minimum:</p> <ul style="list-style-type: none"> ● Loss of privileges - not taking computer home ● Pay for damages ● Work off payment <p>Maximum:</p> <ul style="list-style-type: none"> ● Loss of computer ● Pay for damages ● Work off payment | <p>Minimum:</p> <ul style="list-style-type: none"> ● Loss of computer ● Pay for damages ● Work off payment <p>Maximum:</p> <ul style="list-style-type: none"> ● ISS/OSS |
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Student Acceptable Technology Use Procedures

Use of the Internet provides great educational benefits to students. Unfortunately, some material accessible via the Internet may contain items that are illegal, defamatory, or potentially offensive to some people. Access to the Internet is given as a privilege to students who agree to act in a considerate and responsible manner. We require that students and parents/guardians read, accept, and sign the following rules for acceptable on-line behavior.

1. Students are responsible for good behavior on the Internet just as they are in school. General school rules for behavior and communications apply.
2. Network storage areas may be treated like school lockers. Network administrators may review files and communications to maintain system integrity and ensure that users are using the system responsibly. Users should not expect that files will be private.
3. The network is for educational purposes, not for personal use.
4. The following are not permitted:
 - a. Sending or displaying offensive messages or pictures
 - b. Using or accessing email, chat lines, or other communication channels
*(exception for specific class assignments under the direct supervision of the instructor)
 - c. Using obscene language
 - d. Harassing, insulting, or attacking others
 - e. Accessing (without authorization), damaging, or making unauthorized changes to computers, systems, or computer networks (including downloading software or sniffing network traffic)
 - f. Violating copyright laws
 - g. Using another's password
 - h. Trespassing in another's folders, work, or files
 - i. Intentionally wasting limited resources
 - j. Employing the network for commercial purposes
 - k. Revealing the personal address or phone number of yourself or any other person
5. Users must be advised of ethics and security and must use proper login procedures for the local network and the Internet.

6. Fremont County School District #24 makes no warranties of any kind, whether express or implied, for the service it is providing. FCSD #24 will not be responsible for any damages a user suffers. This includes a loss of data resulting from delays, non-deliveries, missed deliveries, or service interruptions caused by FCSD #24's negligence or by the user's errors or omissions.
7. Use of any information obtained via the Internet is at the user's own risk. The district specifically will not be responsible for the accuracy, quality, and appropriateness of information obtained through its services. All users must consider the source of any information they obtain, and consider how valid that information might be.

Access to the network and the Internet is a privilege, not a right. Inappropriate use of access privileges, including any violation of these rules may result in a loss of access as well as other disciplinary or legal action. I have read the rules for acceptable technology use, understand them, and agree to comply with the above stated rules. Should I violate the rules, I understand I may lose Internet and/or network privileges at school.

I grant permission for the minor student signing above, to access networked computer services such as the Internet. I understand that some materials on the Internet may be objectionable, but I accept responsibility for providing guidance to the above student on Internet use both inside and outside of the school setting, and for conveying standards for the above student to follow when selecting, sharing, or exploring information and media. I also release Fremont County School District #24, its officers and employees from any claims and damages arising from use, or inability to use district provided technologies.

The assigned one-to-one device will be allowed to go home with the listed student under the following conditions:

1. This Student Laptop Agreement form, which will be signed by the parent/guardian, student, and a Technology Department representative, will be kept on file at the school.
2. Both the parent/guardian and student have read, understand, and agree to the Acceptable Use Policy. Also, a copy of the Acceptable Use Policy has been given to the parent/guardian.
3. Understanding and agreeing that use of this equipment for any purpose other than educational use may result in loss of laptop privileges. Refer to the Guidelines for Disciplinary Action chart in the Student Handbook.
4. The configuration of the hardware equipment and all accompanying software may not be altered, nor can software be copied to or from the computer or installed on the computer under any circumstances.
5. Parents/guardians accept full financial responsibility for any loss, theft, or damage to the assigned laptop or equipment by their child while in their child's possession during the 2022-2023 school year. The cost of repair or replacement of the assigned laptop and equipment caused by neglect, careless handling, or improper care that is not covered through any warranty or service contract coverage which represents damage beyond normal/reasonable "wear and tear" is also the parent/guardian's responsibility.
6. Students must bring the assigned laptop to school fully charged each day. Failure to bring the laptop each day will result in loss of laptop privileges.
5. The assigned laptop, which is property of Fremont County School District #24, must be returned prior to the end of the 2022-2023 school year or prior to transferring/dropping classes, whichever comes first, in the condition it was given with normal/reasonable "wear and tear."

Off-Campus Activities

Students on school-sponsored trips are under the jurisdiction of the school at all times. They cannot ride in student cars, or any other car, without permission from the building principal.

- Pre-approval by the principal is mandatory for students to leave an activity with anyone other than their parent or guardian. They will not be allowed to leave any away activity with other students.
- Students are expected to behave in the same manner as if they were at school. Failure to do so will result in exclusion from such further activities; additional disciplinary consequences may also result from the school, law enforcement, the court system, or other legal action.

Student Grievances/Chain of Communication

Students have both the right and the responsibility to express school related problems and concerns to the administration. The procedure for students/parents to register complaints and/or discuss issues shall follow the chain of communication in the following order:

- Teacher, Principal, Superintendent, and finally the School Board.

**FAILURE TO FOLLOW THE CHAIN OF COMMAND WILL RESULT IN
BEING SENT BACK TO THE APPROPRIATE LEVEL**

Attendance Rules and Procedures

Sections 21-4-101 through 21-4-107 of the Education Code of the State of Wyoming regarding compulsory attendance shall govern students who have not yet reached their sixteenth birthday or completed the tenth grade.

- 1) Students who are of mandatory school age and who have accumulated ten or more absences per semester may be referred for possible legal action.
- 2) In compliance with state law, a student who is absent for ten consecutive days will be dropped from the roll (EXCEPTION: a serious illness/injury for which homebound arrangements have been made). Appropriate authorities will be notified concerning possible violations of compulsory attendance laws.
- 3) A **truant absence** means the absence of any student when such absence occurs without the knowledge or approval of the parent and the school. Students who are truant will face the following penalties:
 - a) **1st Violation**—For the amount of time spent away from school truant, the student will serve double that time in after school detention, and 0's in classes missed
 - b) **2nd Violation**—Conference with administration, parent and student. Double time missed will be served in after school detention. These absences shall be counted against the total allowable absences each semester. Truant absences shall cause the student to receive a "0" for work missed, i.e., no makeup work will be allowed.

Attendance Procedures

Regular attendance at school is vitally important to each student as it can directly affect his/her progress academically and his/her development of attitudes and habits for later life. The more absences a student accumulates, the less he or she can be expected to adequately participate in and understand classroom activities. Statistics nationally, as well as directly in this district, verify that students with fewer absences generally earn higher grades and are more successful.

Learning to regularly attend and to be on time is a tool, which is not only beneficial in school but will help students to be successful in college as well as future endeavors.

It is the school Board's duties to set criteria for receiving credit for classes. To successfully complete a class and receive credit, a student must:

- Earn passing grade and have satisfactory attendance as defined by this policy.

When a student has missed ten (10) days of the same class in any one semester, this equates to more than 10% of the total class time. The Board believes that except in exceptional circumstances when a student misses more than ten (10) days of the same class in any one semester, that there has not been adequate participation in the class to receive credit.

Special arrangements, with the approval of the principal, can be made for students who have a serious illness or injury, **with medical documentation**, that has or will prevent them from attending school after ten successive days of absence. In these cases, provisions will be made by the administration for the students involved to make up their work and schooling requirements to the satisfaction of the administration.

In compliance with state law, a student who is absent for ten (10) consecutive days will be dropped from the rolls and the appropriate authorities will be notified.

Attendance Definitions

Excused absences that DO NOT count against the rule of 10:

1. An absence as a result of participation in school activities.
2. College visitation by seniors/juniors with documentation (3 Maximum - only day of visitation is excused)
3. Medical ***with a note*** from the physician's office within 72 hours of date of service.
4. Pre arranged absence. **Get a pre arranged absence form from the high school office. THE FORM MUST BE COMPLETED BY ALL TEACHERS, SIGNED BY PARENTS AND TURNED INTO THE HIGH SCHOOL OFFICE 24 HOURS BEFORE THE STUDENT LEAVES.** You will be allowed five pre-arranged absences per semester.
5. **Students who owe time due to excessive absences, cannot use pre-arranged absences.**
6. **Students who are ineligible cannot use pre-arranged absences.**

Excused absences that DO count against the rule of 10:

1. **Excused Absence:** An excused absence is when a note or phone call from a parent/guardian is given to the school. Notification of a planned absence may be given before the absence.
 - a) To be excused, the absent student's parent/guardian must verify absences by written message, telephone call, or parents who accompany their child back to school. All written excuses must include date, clear reason for absence, and parental signature.
 - b) A student shall not leave school in the custody of a person other than the child's parent or guardian unless the school has the prior written authorization from the parent or guardian designating a specific person who will be responsible for the student.
 - c) Parents may also request, in writing, to have their son/daughter excused from school without adult supervision.
 - d) Parents will be called by FCSD 24's automated calling system and/or the secondary secretary to verify absences or absence requests on any given day.
 - e) All classroom work or assignments missed by excusable absence must be made up on the basis of one day for every day missed up to five days or within such time as set by the teacher or teachers of the classes missed.
2. **Unexcused absence:** An unexcused absence is an absence for which notification required for an absence to be excused is not received. A student whose absences are unexcused will not be allowed to make up work in the class or classes from which they are absent at the discretion of the teacher and administration.
3. **Unexcused tardy:** Students who have an unexcused tardy will be counted as absent if they miss **more than ten minutes of class**. Additionally, **every 4th tardy** will be an absence. These absences will count toward the rule of ten.
4. **Truant absences:** A truant absence is when a student is absent without the knowledge or approval of the parent and the school. Wyoming state law requires the school to report to the County Attorney or Youth Services any student with 5 trancies.
5. Out of School Suspensions.

In compliance with state law, a student who is absent for ten (10) consecutive days will be dropped from the rolls and the appropriate authorities will be notified.

GENERAL PROCEDURES FOR SECONDARY ABSENCES:

1. After the student has been absent **ten (10) times** for any class or classes during the semester, the parent and student shall be given a notice of the number of absences and that any further absences may result in an **inability to earn credit** in that class for the semester. A conference including the student, the student's parents, the principal, and the guidance counselor will be required.
2. Any student who is absent from class **11 times** will make up, minute for minute, the time that they have missed. Makeup must be completed in Red Zone or as determined by the building principal. Failure to do so will result in no credit.

3. Any subsequent absence shall result in no credit unless made up minute for minute.
4. Students that leave the school without checking out with the high school office will be unexcused.

Tardies:

Any student who is not in class by the final bell signifying the start of class shall be tardy unless a written note excusing the tardy is provided by another teacher or administrator. A student will be allowed a total of three tardies per nine week period. Every **4th tardy will be an unexcused absence** and count toward the rule of ten. **Secondary students who are tardy will be counted as absent if they miss more than ten minutes of class.** This absence will also count toward the rule of ten.

Red Zone

A mandatory assigned extension to the school day (3:33 -5:30) for secondary students. Criteria for assignment is:

- Zeros in classes
- Behavior issues
- Attendance issues
- Administrative discretion

End of Year Check Out

EARLY CHECKOUT—If a student checks out before the school year is over, grading will be at the teacher's discretion.

Withdrawal from School

Withdrawal from school attendance requires that a student check in all books, laptop, and other district property. Transcripts, report cards or any other records may be held until all fees, books, laptop, library fines, lunch accounts, and any other financial obligations, have been paid. Checkout forms must be obtained from the principal's office. (also see end of year checkout)

- The Board of Trustees of Fremont County School District #24 reserves the authority to deem no credit, grade, or diploma to be awarded until such time a student has met the district's requirements for such credit, grade, or diploma and the student has made payment for all indebtedness due the district.

GENERAL INFORMATION

Announcements

If anything is to be announced to the high school it needs to be given to the high school secretary by 7:50 a.m. daily, email is the preferred method of delivering announcements. Students/teachers should read them each day at 8:05 a.m.

Assemblies

At all times the student's behavior must be courteous. An indicator of the quality of the school is the conduct of its student body at an assembly. Whether guests are present or not, each student is personally responsible for the impression made by the school as a whole.

- Students who are discourteous will have their assembly privileges revoked for a period of time to be determined by the principal. During that time, they will be assigned to the student management center.

Assessment Testing

All students of Fremont County School District #24 will participate, at the appropriate level, in any assessment testing required by the State of Wyoming to meet the required standards of education as required by the District and the State. The resulting scores of these tests completed by high school students will be recorded on the official transcript of the school and will remain on the student's permanent record and may be used as a condition of graduation.

Testing Schedule

Throughout the year the school will provide opportunities for a variety of tests to be administered. Purposes of such tests may be to qualify for college admission, career planning, or learning assessment.

- In some cases, dates for testing are set by the agency administering the test (and cannot be changed by the school; travel may also be required for these tests and is the individual's responsibility). In other cases the school has the authority to set test dates to accommodate the majority of students.

Bicycles, etc.

Students may ride a bicycle to and from school. A bicycle rack is provided.

- The student accepts full liability for any loss, accident, or injury.
- Bicycles, scooters, skateboards, rollerblades, heelys, etc. shall not be ridden on school grounds.

Buses

Shoshoni School students are expected to follow the district guidelines for proper student behavior when riding all school buses. Students riding buses should always conduct themselves in a manner that will ensure the safety of all passengers. Riding a bus is a privilege, which can be removed for misbehavior. The bus driver has complete authority on the bus for the safety of the students.

Your child's school bus rules are as follows and are posted on each bus: (To be observed at all times).

- Be at your pickup point five (5) minutes before pickup time.
- Follow all school rules and the directions of the bus driver.
- Respect the bus as school property; keep the bus clean and do not be destructive.

- Food, gum, and drinks are NOT ALLOWED (Sometimes food and drink are allowed on an activity bus. Check with the driver first).
- Students must remain seated and facing forward when the bus is moving. The aisle must remain clear of obstacles.
- No unacceptable language, loud talking, pushing, shoving or fighting. Keep hands to yourself.
- Students must bring a note from home if they plan to ride any bus other than their usual route (this includes being dropped at any stop other than their own). This will be allowed only as seating permits on the bus.
- No glass containers (including vases), helium balloons, insects or other assorted critters will be transported on the bus.
- Scooters and skateboards will not be allowed on the buses.
- Drugs, tobacco, and alcohol are illegal for school-age students and are prohibited on the bus.

If students elect to break the rules, the following consequences will be applied:

- 1st incident:** Student behavior is logged and parent contacted by the bus driver.
- 2nd incident:** Written student misconduct reports filed by the bus driver with the principal and parent contacted by the principal.
- 3rd incident:** Second student conduct report is filed with the principal, bus driver, transportation director, parents contacted, and student may be suspended from riding the bus depending on circumstances and/or the severity of the infraction. This may also result in a meeting between all parties and a behavioral contract may be implemented. If suspended from the bus, parent/guardian are responsible for transportation.
- 4th incident:** Principal informed, parents contacted, may be suspended from bus privileges depending on circumstances and/or the severity of the infraction for a longer period of time. If suspended from the bus, parent/guardian are responsible for transportation. This could result in student being revoked transportation privileges for the rest of the school year.

SEVERE MISBEHAVIOR: behavior which exceeds reasonable bounds or endangers the driver, student in question, or other students riding the bus. **CONSEQUENCES: possible suspension of all bus riding privileges for the current school year.**

Activity route buses

Activity route buses will run Monday through Thursday at 5:45.

- If your child is **not in school sponsored or SRD activities**, including Red Zone, extended school day, serving after school detention, Wrangler Round-Up, or other school approved activities, **they WILL NOT be allowed to ride the after school activity bus.**

Change of Address

All pupils or parents are asked to please report change of address or telephone numbers, which occur during this school year to the office.

- Parents may use their Infinite Campus Portal to request a change. The changes will then be evaluated and approved/denied.

Class Changes

High School students will be allowed to make changes in their class schedules during the first week of the first semester. All course changes for the second semester shall be made before the end of the first semester in order that no class time is lost.

- Students should consult with their parents, teachers, guidance council, and the principal before picking up a drop/add form in the guidance office. The teachers involved and the student's parents must then sign the form before being presented for the principal's signature. The schedule change card must then be returned to the guidance office. Students will not be allowed to make a schedule change until this process is completed.

Class Organization

Elections of class officers are to be held during the first week of the school year. The following are to be elected: President, vice-president, secretary, treasurer, and student council representative.

Closed Campus Policy

Shoshoni High School has a closed campus policy.

Dance and Party Rules

All students are eligible to attend dances, regardless of grade eligibility.

- Attendance at all high school dances is limited to enrolled students at Shoshoni High School (9-12). If a student wishes to bring an off campus guest to any high school dance, they must have it authorized by the principal with a dance admit form prior to the dance. **Guests must be under 19 years of age.**
- **Students must be in attendance all day the day of or the day prior to the dance.**
 - o **EXCEPTION: medical absence excused by note from the practitioner**
- If a student wears clothing that is offensive to staff or other students he/she will be asked to cover up or change.
- Any student who leaves the building during a dance or party without permission of a sponsor cannot re-enter the dance or party.
- Students will not be admitted after the first hour of a dance.
- Dances and parties on weeknights shall end by 10:30 P.M.; on Friday and Saturday nights by 12:00 midnight. The Junior-Senior Prom may last until 1:00 A.M.
- Attendance at **junior high dances and parties** will be limited to enrolled students at Shoshoni Junior High School (7-8) who have attended school the entire day of the event.

Any person conducting himself in a disorderly way at any activity shall be removed from that activity. Until he or she shows a willingness to act properly, he/she will not be permitted to attend school activities. IF A STUDENT VIOLATES THESE RULES, A PARENT/GUARDIAN WILL BE REQUIRED TO PICK STUDENT UP IMMEDIATELY AT THEIR OWN EXPENSE.

Drills and Evacuation Procedures

We at FCSD #24 are committed to creating a school climate that focuses on the safety of our staff and students. To ensure this, all staff, including substitutes have undergone extensive training and have been assessed on emergency preparedness.

- Your student's safety is our first concern at FCSD #24. In the case of a school evacuation or emergency you will receive a phone message and/or text from the school with important information and instructions for you to follow. Do not call the pick up location. This ties up the phone lines for emergency personnel.
- When you are given a location to pick up your student please remember to bring a photo ID with you. While most of us may know who you are, in the case of an emergency we may have other personnel helping who will not recognize you. No student will be released to anyone that is not on his or her emergency contact list. Please understand that this will be a slow process and your patience will be required and appreciated.
- Students who ride the bus, drive or walk to school will not be released until a parent/guardian or emergency contact has been notified.
- It is very important that you keep the school up to date on your contact information.
- Monthly safety drills will be conducted to include
 - Fire
 - Lockdown
 - Tornado
 - Evacuation
 - Other, as appropriate

ELECTRONIC DEVICES IN CLASSROOMS

Staff members will require students to place cell phones in hanging holders during class time. If students are non-compliant, this may result in students receiving an absence during that class period.

Emancipated Minor

All students who attain the status of "emancipated minor" legally should inform the principal as soon as this takes place and provide appropriate documentation.

ENERGY DRINKS ARE NOT ALLOWED IN SCHOOL. ALSO NO FOOD OR DRINKS WITH RED DYE. THIS INCLUDES SPICY/RED HOT CHIPS.

Fundraisers

Fundraisers at school-sponsored activities shall be regulated by the principal under the authority of the superintendent.

- Sponsors will fill out the online request for ALL money-making projects which impact the school and its organizations. All fundraising rights for the district shall be under the direction of the principal, and all proceeds or profits shall be deposited in the proper school account.
- Fundraising rights are reserved for the school or student organizations. **Outside organizations will not be granted fundraising rights for activities scheduled on school property** except in extreme circumstances and by special permission of the Board or its designee, the superintendent.

Graduation Ceremony

- The school band will play at each graduation ceremony. All musical performances must be approved by the principal.
- Appropriate attire will be worn at the graduation ceremony under the gowns, i.e., dress slacks or skirts, etc. No shorts under gowns. No beach flip-flops.
- Class motto and class song must be approved by the principal.
- Senior class video presentations must be appropriate in content and be presented to the principal by the Thursday before graduation in order to be included in the graduation ceremony.
- The Senior Class will wear royal blue and gold in the ceremony, with students wearing royal blue gowns with gold stoles. As these are the official school colors, they will be worn as a sign of respect to Shoshoni High School and its traditions.
- All class decisions, pertaining to graduation, must be voted on by the class and cleared by class sponsors and principal.
- ONE speaker will be allowed.
- Any deviation to the tradition of Shoshoni's graduation ceremony must be approved by the principal.
- Classes entering into their senior year must have a minimum of \$1,500 in their class account to cover the costs of graduation OR students will be charged a graduation fee in Infinite Campus.
- **ACADEMIC AWARDS:** Senior student's attire at the awards ceremony should be professional and school appropriate, e.g. nice slacks, dress/skirt, etc.

Hathaway - <https://hathawayscholarship.org/>

What does the Hathaway Scholarship do?

The Hathaway Scholarship helps students attend college by helping to pay for tuition. It can be used at the University of Wyoming or at any of the Wyoming's Community Colleges.

Who is eligible for a Hathaway Scholarship?

Every Wyoming middle and high school student is automatically eligible for the Hathaway Scholarship, but they must maintain certain GPA scores and meet certain class requirements throughout high school in order to graduate with it.

Homecoming and Prom

- Royalty may be elected for Homecoming and Prom. To hold a royalty position, a person must attend SHS for at least one year. Only one royalty position may be held by a person per school year.
- The Homecoming King and Queen shall be seniors, nominated and elected by the entire high school student body (grades 9-12). Attendants may be elected from each high school class.
- The Prom King and Queen shall be seniors, nominated and elected by the entire high school student body (grades 9-12). Attendants may be elected from each high school class.
- The final Royalty will consist of a King and Queen, 2 senior attendants, 2 junior attendants, 2 sophomore attendants, and 2 freshmen attendants.

Honor Graduates

The valedictorian and salutatorian, as well as other honor graduates, will be selected on the basis of their scholastic standing at the end of seven (7) semesters.

- Students must have a grade average of 3.5 or above to be considered honor students based on weighted GPA.
- Scholarships may be awarded to students with an exemplary high school grade point average.
- A valedictorian and salutatorian may be designated for each graduating class. The graduating senior, or seniors, with the highest weighted grade point average (GPA) will be recognized as the valedictorian if s/he meets the criteria. The graduating senior or seniors with the second highest weighted GPA will be recognized as the salutatorian.
- In the event that there are two or more graduating seniors who have accumulated identical class-high grade point averages, no salutatorian will be designated (at the discretion of the principal). More than one salutatorian, however, may be declared in the event there are identical grade point averages for that honor, and when there is not a clear, single designee for the award of valedictorian.
- To be considered for the awards of valedictorian or salutatorian, a student must have earned at least eight credits at Shoshoni High School.
- All classes, except those where outcomes are modified as a result of an IEP, will be included in calculating the student's grade point average to determine the annual honor of valedictorian or salutatorian.

Shoshoni students are recognized for academic achievement. An honor roll is displayed at the end of each grading period. There are three levels of honor at Shoshoni High School:

- Straight A's (4.0 GPA)

- Principal's Honor Roll (3.50-3.99 GPA and no D's or F's)
- Scholastic Honor Roll (3.25-3.49 GPA with no D's or F's).

Lockers

LOCKERS ARE THE PROPERTY OF THE SCHOOL AND THE SCHOOL RESERVES THE RIGHT TO ENTER A LOCKER AT ANY TIME TO INSPECT THE CONTENTS.

- Any damage to the locker will be the responsibility of the student. Keep lockers clean and free of stickers and adhesive. Do not write on lockers. Do not leave valuables in your lockers. The school is not responsible for lost or stolen articles. **THIS INCLUDES LOCKER ROOMS.**
- **If you would like to be issued a locker, YOU MAY REQUEST A LOCKER in the HS office.**

Movies

The building principal must approve any movies shown in the classroom or at school sponsored activities.

National Honor Society

A faculty committee in accordance with the NHS national guidelines in the areas of scholarship, character, leadership, and service, recommends students for NHS membership. Students in the freshman, sophomore, junior, and senior classes are eligible for consideration.

Out of District Students Currently Enrolled

Students will be reviewed throughout the school year on behavior, attendance and academic performance (grades, test scores), and positive parent relations.

- Application in subsequent years will be as follows:
 - Students who meet criteria of good attendance, behavior and academic performance will not be required to re-apply the following year.
 - Underperforming students will be notified by the end of the 3rd quarter that they need to re-apply. Re-application process requires the parent/guardian and student to write a plan of action to be submitted prior to the last day of school.
 - In the event of a major disciplinary infraction, the student will be "uninvited" and may not re-apply.

FCSD #24 RESERVES THE RIGHT TO REFUSE OR ACCEPT ANY OUT OF DISTRICT APPLICANT

School Insurance

- The district does not carry student insurance. However, there is student accident insurance available (at your own cost). www.studentinsurance-kk.com Students must have proof of insurance BEFORE participating in extracurricular activities, including practices.

School Lunch Program

Shoshoni School operates a hot lunch program which provides lunches every day. Costs for school lunches are available by contacting the office(s).

- Milk and ala carte items may be purchased and deducted from your lunch account. Students on free lunch will be charged and expected to keep money in their account if they choose to purchase extra items. **Students with a negative lunch balance will not be allowed to purchase ala carte items.**
- THE DISTRICT DOES NOT ALLOW CHARGING TO LUNCH ACCOUNTS.
- The online payment feature on Infinite Campus allows use of a credit/debit card to add money to an account. For more information, contact the building secretary.
- Application forms for free and reduced price meals are available in the school office. Each family will receive a letter concerning this information at the beginning of the school year.
 - If at any time during the school year, your financial status changes and you need assistance, you are encouraged to fill out a free/reduced application form. ***ALL INFORMATION WILL REMAIN CONFIDENTIAL.***
- The district's automated calling system will call when your balance reaches \$7.00 so the household has adequate time to add money to the account.
- The Board of Trustees of Fremont County School District #24 reserves the authority to deem no credit, grade, or diploma to be awarded until such time a student has met the district's requirements for such credit, grade, or diploma and the student has made payment for all indebtedness due the district.

Student Vehicles

- Students must register their vehicle with the secondary office. They will be given a parking permit that must be displayed in your vehicle window at all times.
- They may park in the areas reserved for student parking. The parking lot closest to the football field.
- In the interest of student safety, Shoshoni High School will officially be a closed campus.
- Permission must be obtained from the office to move the car during the school day. Students are not to sit in vehicles at any time during the day.

Visitors

- **All visitors and parents must sign in at the secondary or elementary office when they come into Shoshoni Schools for any reason.** Visitors will be given a visitor's pass that will entitle them to be in the building. We appreciate your cooperation to keep our students safe at all times.
- **LUNCH VISITORS**
 - **7-12 STUDENTS ARE NOT ALLOWED TO HAVE VISITORS FOR LUNCH UNLESS PRE APPROVED BY PRINCIPAL.**

Athletic/Activities Information

Athletic Participation

All athletes who participate in a sport are encouraged to stay in that sport for the entire season. Students will be allowed to change sports within the first two weeks of that sport season. Any subsequent change cannot be made without the express approval of the coaches, Athletic Director, and/or principal.

Athletic Awards

Each year a male and female athlete of the year may be selected. The athlete with the most points accumulated will be named athlete of the year. The criteria are available in the Athletic Handbook.

- Students will receive the letter “S” for their accomplishments in sports as follows:

| | |
|------------------|-------------|
| Volleyball | Boys Track |
| Football | Girls Track |
| Boys Basketball | |
| Girls Basketball | |
| Wrestling | |

Clubs, Organizations, and Activities

- There are a variety of activities for students and they are encouraged to become involved. Listed below are clubs and organizations at SHS:

| | | |
|-----------------------|------------------------|-----------------------------|
| <u>Organizations:</u> | TARGET | Student Council |
| | FFA | Yearbook |
| | National Honor Society | Washington DC/New York Trip |

| | | |
|-------------------|------------|-----------------|
| <u>Athletics:</u> | Football | Wrestling |
| | Volleyball | Track and Field |
| | Basketball | |

All clubs, organizations and special groups will have a faculty advisor/sponsor.
All meetings are to be *approved of and attended by* the advisor/sponsor.

Class Sponsors

- Class Sponsors will be assigned by the principal.

Student Council

- The Student Council of Shoshoni School is a service organization that trains student leaders. The Council also represents the student body in questions of school policy, programs, and rules.

CO-CURRICULAR ELIGIBILITY

Students, parents, faculty and staff are encouraged to check grades often (through Infinite Campus accounts, teachers, etc.) to maintain the best grades possible and ensure accuracy within the reporting system.

The following requirements must be met to establish eligibility for participation in all co-curricular activities for all students in grades 5-12:

- AN ELIGIBILITY REPORT WILL BE RUN FROM THE ELECTRONIC GRADING SYSTEM, BY THE ACTIVITIES DIRECTOR, BEFORE 1ST period OF THE REPORTING DATE AND DISTRIBUTED TO STAFF.
- *The reestablish list will run on the Monday of the next week after an eligibility report (if there is not school on Monday, it will be run on the next closest school day)
- If an eligibility report date is missed due to unforeseen circumstances, the report will be run on the next scheduled date. In extenuating circumstances, the principal may make decisions regarding eligibility
- Students who receive one or more failing grades (F) and/or have more than ONE D in all their classes when the eligibility report is generated will be declared ineligible for participation in extracurricular activities for the remainder of the week.
- Students may regain eligibility in two ways:
 - o The first day of the reestablish week, the AD will run the eligibility report. If the student meets eligibility requirements per the report, he/she will be deemed eligible. OR
 - o If the student is not eligible, per the report run on the first day of the reestablish week, he/she will be required to obtain a reestablishment sheet from the HS Office and reestablish with the teacher(s) that he/she is ineligible in and return that sheet to the AD by 3:40 pm of the reestablish day.
- A RE ESTABLISHED LIST CONTAINING THE NAMES OF ALL STUDENTS WHO WERE INELIGIBLE THE PREVIOUS WEEK WITH A NOTATION OF THOSE WHO HAVE RE ESTABLISHED WILL BE DISTRIBUTED TO STAFF.
- The Activities Director will notify every ineligible student in a timely manner before the next event for which they are ineligible.
 - o If a report is not run or the student has not been notified, the student is considered eligible.
- During the first week a student is ineligible they may still practice with their team.
 - o If a student remains ineligible for a **second consecutive week it is recommended they spend their practice time after school in the study lab** or with a classroom teacher

- o getting help with their subjects; however, they may practice with their team—*at the coach's discretion*.
- o Students who remain ineligible for a **third consecutive week may not practice with their team** and it is strongly recommended that they spend time in the study lab and/or with teacher(s) working to become eligible. A student who is ineligible for four consecutive weeks will be required to meet with the principal, a parent/guardian, and the coach (if s/he is participating in an extracurricular activity).
- Students who are ineligible may not travel with their team to observe events.
- Ineligibility that occurs at the end of the fourth quarter grading period will not carry over to the first quarter of the following year. Except for the following semester guidelines:
 - o Incoming 8th grade and current high school students may be failing in no more than one class in which they are enrolled during the first semester to be eligible for the second semester,
 - o and they may be failing in no more than one class in which they are enrolled during the second semester to be eligible for the first semester the following year.
- Ineligibility bars participation in all co-curricular activities except for events in which credit can accrue or class meetings.

Participation Requirements

- **Students must be in attendance all day to practice, play or participate in an activity that day, or be in attendance all day of the previous school day if the activity is on a non-school day unless prior arrangements have been made and cleared through the office.** The only excusable absences are Medical/Dental appointments and family emergencies (death/illness in the family). Medical/dental appointments will be excused ONLY by a note from the medical practitioner. The secretary will notify coaches of any unexcused absences.
- **MORNING PRACTICE-Students must attend school all day the day of morning practice or they will not be allowed to participate in the next scheduled event. Examples: Games, field trips, etc.**
- All activities are an extension of the school day; therefore, all school rules and behavior expectations apply when on the bus, while traveling, staying overnight or otherwise away from our school. Don't do anything to embarrass yourself, your family or your school.
- Transfer students to Shoshoni High School will be eligible to participate provided they were eligible by the standards of their former school and by the standards established by the WHSAA.

Alcohol / Tobacco / Drug Policy

The use and / or possession of mood-altering chemicals such as alcohol, tobacco, drugs or drug paraphernalia (including vapor pens and electronic cigarettes) by participants of extra-curricular activities (regardless of age) is prohibited. This policy shall be in effect beginning with the first day of school (or first day of practice) in August and end on the last day of school (or final competition) in May; in addition, these rules will be in force at all school sponsored summer activities (i.e. open facilities, summer camps, etc.).

Note: IF A STUDENT VIOLATES THESE RULES AT AN OFF-CAMPUS, SCHOOL SPONSORED ACTIVITY, A PARENT/GUARDIAN WILL BE REQUIRED TO PICK STUDENT UP IMMEDIATELY AT THEIR OWN EXPENSE.

A suspension will carry over into the next activity season of participation, provided the student/athlete successfully completes that entire season.

Once a violation has occurred, penalties will be graduated and assessed to level 2 and level 3 for one year from the date of the incident. The student's record is cleared after 365 days without violations.

Definition of an Offense

1. If reasonable evidence is presented to the principal that would cause the principal to believe such an offense has occurred; even if a ticket from law enforcement is not issued
2. Notification of an offense from the Student Resource Officer to the coach, AD, or principal
3. If a participant is convicted or enters into a plea bargain in the court system
4. If the student comes forward and discloses that he/she is guilty of an offense prior to school administration or coaches being aware of the incident. These students will also be eligible to receive a reduced sentence; at the discretion of administrators

| Infraction Chart | | | | |
|---|---|--|--|---|
| **All contests are per WHSAA guidelines for what constitutes a contest in each sport/activity** | | | | |
| Infraction | 1st Violation | | 2nd Violation | 3rd Violation |
| Tobacco and Alcohol (use or possession) | FB & TK= 1 contest VB, BB & WR= 2 contests Activities = 1 contest | | FB & TK= 2 contests VB, BB & WR= 4 contests Activities = 2 contests | FB & TK= 4 contests VB, BB & WR= 8 contests Activities = 4 Contests |
| Controlled Substance—Not prescribed to the individual (use or possession) | FB & TK= 4 contests VB, BB & WR= 8 contests Activities = 4 contests | | FB & TK= 8 contests VB, BB & WR= 16 contests Activities = 8 contests | 365 days |

For all tobacco, alcohol, controlled substance violations:

- The contest suspension will count all levels (e.g. Varsity/JV) as 1 contest
- Attendance at practice will be at the discretion of the coach or advisor. Parents/Guardians will be notified, and a record will be kept of the pertinent facts, actions and contracts associated with the consequences.
- The student will complete an alcohol/drug diversion program as deemed appropriate under the guidance of the onsite SRO and/or administration. All costs that may be associated with the diversion program are the responsibility of the student and his/her family.

BOARD POLICIES

Links are attached to each policy for further clarification.

JECD - [Children and Youths in Transition](#)

Fremont County School District #24 has policy JECD and regulation JECD-R for Homeless Children and their rights to education as well as a referral form and dispute resolution.

JFCH - [Alcohol Use And Drug Abuse By Student](#)

The Board recognizes the need for an environment that protects the health, welfare and safety of the students who attend the district's schools. The Board is concerned about the community problem of alcohol and drug abuse and further recognizes that the use of alcohol, narcotic drugs, depressants, and other controlled substances acquired illegally or inappropriately constitutes a hazard to the positive development of students .

GBAB - [Sexual Harassment](#)

Sexual harassment of students is prohibited. An employee or a student engages in sexual harassment whenever he/she

- makes unwelcome sexual advances,
- requests sexual favors, or
- engages in other or physical conduct of a sexual or sex-based nature imposed on the basis of sex, which denies or limits the provision of educational aid, benefits, services, or treatment; or that makes such conduct a condition of a student's academic status; or has the purpose or effect of substantially:
 - interfering with a student's educational environment;
 - creating an intimidating, hostile, or offensive educational environment;
 - depriving a student of educational aid, benefits, services, or treatment; or
 - making submission to or rejection of such unwelcome conduct the basis of academic decisions affecting a student.

JGE - Weapons Policy

Fremont County School District #24

Section 1. Definitions.

- a. Items in the following categories are defined as weapons:
 - a. Type 1: Deadly weapon as defined in W.S. 6-1-104 (a) (iv).
 - b. Type 2: Articles other than deadly weapons used or threatened to be used to inflict bodily harm and/or to intimidate other persons regardless of whether or not the possessor actually used or intended to use the article to inflict bodily harm or intimidate other persons. Examples are chains, clubs, stars, ammunition, etc.
- b. "Possession" means having a weapon actually in a student's personal possession, or in their desk, locker, or vehicle.
- c. "Use" means threatening to or actually inflicting injury on another person with a weapon.
- d. "Campus" means within the boundaries of real property used by the school district primarily for the education of any student in any grade from Kindergarten through Twelfth Grade.

Section 2. Possession or use of weapons.

- a. "Possession" of a Type 1 or Type 2 weapon on campus, or at a school activity, or within any school bus is prohibited.
- b. "Use" of any type of weapon on campus, or at a school activity, or within any school bus is prohibited at all times.

Section 3. Penalty.

- A student, who possesses, uses, transfers, carries or sells a deadly weapon while on the school campus or on any school bus or while in attendance at any school activity, shall be expelled from school for not less than one (1) year except that the Superintendent of Schools may modify the expulsion requirement on a case-by-case basis. The Superintendent must notify, in writing, all parties of any modification of expulsion.
- A student in possession of a Type 2 weapon shall be subject to administrative disciplinary action which may include suspension or expulsion of up to one (1) year.
- A student using any type of weapon shall be suspended immediately from school and referred to the Superintendent and the Board of Trustees for further disciplinary action up to and including expulsion from school.

Section 4.

- a. Any student recommended for expulsion shall be afforded an opportunity for a hearing as provided by W.S. 21-4-305 (d).

Section 5.

1. After the applicable notice and hearing requirements of this section are complied with if it is determined that a student is to be expelled pursuant to section 3 (a) of this policy, the Superintendent shall notify the district attorney of the violation together with the specific act in violation of this subsection and the name of the student who is being punished pursuant to subsection 3 (a) of this policy.

2. The school district will refer to the criminal justice or juvenile delinquency system any student who brings a firearm defined in Section 921 of Title xviii of the U.S. Code to school.

JICFA - Harassment, Intimidation and Bullying

Harassment, intimidation or bullying of students at school is prohibited.

"Harassment, bullying, or intimidation" is any gesture or written, verbal, graphic, or physical act (including electronically transmitted acts – i.e. internet, cell phone, personal digital assistant (pda), or wireless hand held device) that is reasonably perceived as being motivated either by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression; or a mental, physical, or sensory disability or impairment; or by any other distinguishing characteristic.

JLJ - Seclusion and Restraint in Schools

It is the policy of Fremont County School District No. 24 to regulate the use of seclusion and restraint with students pursuant to W.S. '21-2-202(a)(xxxii), W.S. '21-3-110(a)(xxxi), and Chapter 42 of the Wyoming Department of Education rules (hereinafter Rules). This policy and the regulation that accompanies it shall govern all regulated use of seclusion and restraint.

(regulations/forms are available online at <http://www.shoshonischools.org> under About Us > Governing BOARD, Governing Board Policies.)

KIB - Sex Offenders on School Property

Pursuant to Wyoming Statute §6-2-320, effective July 1, 2010, registered sex offenders requesting permission to be on Fremont County School District #24 property under conditions not already specified under this law, are required to have written permission.

In compliance with this law, registered sex offenders seeking written permission to be on school property, or to attend a school event located elsewhere, are required to submit the form (KIB-E) to the appropriate principal no later than three (3) school days in advance of the date he/she is requesting.

A reply to this written request will be given prior to the requested date. Only the Superintendent may grant permission for this request after consulting with the appropriate principal.

For further information regarding procedures, please review the policy in the policy manual.

GBR - Copyright Policy

Fremont County School District #24 recognizes that United State Code makes it illegal for anyone to duplicate copyrighted materials without permission of the copyright holder, except for certain exempt purposes.

JECF - [Legal Guardianship](#)

Students are required to attend school in the district where their parents or legal guardian(s) reside. When a student does not reside with his/her parent(s), the person(s) responsible for that student must have legal guardianship of the student.

A person who enrolls a student who has a note or a notarized note from the parent is not a legal guardian unless he/she is named the legal guardian in a court document. A copy of the certified court document identifying the person as the legal guardian must be filed in the student's cumulative file.

The legal guardian or legal custodian shall present proper documentation from a state or federal agency placing the child with the person with whom they reside. If such court order or documentation has not been issued at the time of enrollment, the person with whom the student resides shall present a notarized statement to the enrolling officer of intent to seek such court order and shall provide such documentation within thirty (30) days of the student's enrollment. Failure to present satisfactory proof, as outlined above shall require the automatic withdrawal of the student.

In all cases the superintendent reserves the right to make an independent investigation and to make the final determination as to the guardianship of a student.

FERPA - Information

Family Educational Rights and Privacy Act (FERPA) - Notice for Directory Information

[Note: Per 34 C.F.R. § 99.37(d), a school or school district may adopt a limited directory information policy. If a school or school district does so, the directory information notice to parents and eligible students must specify the parties who may receive directory information and/or the purposes for which directory information may be disclosed.]

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that Fremont County School District #24, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Fremont County School District #24 may disclose appropriately designated "directory information" without written consent, unless you have advised the Fremont County School District #24 to the contrary in accordance with Fremont County School District #24 procedures. The primary purpose of directory information is to allow the Fremont County School District #24 to include information from your child's education records in certain school publications.

Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's

prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965, as amended (ESEA) to provide military recruiters, upon request, with the following information – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student’s information disclosed without their prior written consent. **[Note: These laws are Section 9528 of the ESEA (20 U.S.C. § 7908) and 10 U.S.C. § 503(c).]**

If you do not want Fremont County School District #24 to disclose any or all of the types of information designated below as directory information from your child’s education records without your prior written consent, you must notify the Fremont County School District #24 in writing by **September 7, 2018**. Fremont County School District #24 has designated the following information as directory information:

- Student's name
- Address
- Telephone listing
- Electronic mail address
- Photograph
- Date and place of birth
- Major field of study
- Dates of attendance
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- The most recent educational agency or institution attended
- Student ID number, user ID, or other unique personal identifier used to communicate in electronic systems but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user’s identity, such as a PIN, password, or other factor known or possessed only by the authorized user
- A student ID number or other unique personal identifier that is displayed on a student ID badge, but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user’s identity, such as a PIN, password, or other factor known or possessed only by the authorized user.

More information is available in board policies JRA, JRA-1, AND JRA-2 available online.

DISCRIMINATION PROHIBITED

Fremont County School District #24 does not discriminate on the basis of race, color, national origin, sex, age, or disability in admission or access to, or treatment or employment in, its educational programs or activities. Inquiries concerning Title VI, Title IX, and Section 504, or the Americans with Disabilities Act, may be referred to the **District Superintendent**, Coordinator for the Office for Civil Rights, Fremont County School District #24, 404 Wrangler Way, Shoshoni, WY 82649, or phone (307) 876-2583, or the **Wyoming Department of Education, Office for**

Civil Rights Coordinator, 122 W. 25th St, Ste E200, Cheyenne, WY 82002, or (307)777-6218, or **Office for Civil Rights, Region VIII, U.S. Department of Education**, Federal Building, Suite 310, 1244 Speer Boulevard, Denver, CO 80204-3582, or (303)844-5695 or TDD (303)844-3417

[VOLUNTEER POLICY AND PROCEDURE](#)

It is the policy of the Fremont County School District #24 to accommodate the services of volunteers in its programs or activities when those services benefit and enhance the resources and the students of the School or District.

Volunteer Policy Statement:

- To strengthen school-community relations by providing interested parents and community members a chance to effectively participate in programs of the School or District.
- To provide parents and community members with an opportunity to learn more about the operation, objectives and programs of the District.
- To broaden and enrich the students' experiences through interaction with volunteers.

In an effort to assure that we have documentation on all of our parent/community volunteers, please indicate below your intentions to volunteer at the school district.

Volunteer Guidelines:

If you plan to only volunteer on a **sporadic basis less than 36 hours per school year**, you will need to complete the *Volunteer Packet* and get approval by the building principal BEFORE you can begin volunteering. This includes, field trips, classroom time, extracurricular activities, athletic events or practices.

If you plan to volunteer for **36 or more hours during the school year, regularly in the classroom setting, an overnight field trip, or for a full sports season**, in addition to the Volunteer Packet, you will need to undergo a Division of Criminal Investigations Fingerprint Background Check with completed results to the district BEFORE you can begin volunteering. Please note that the fingerprint process takes up to 10 days to complete once the fingerprint cards have been submitted.

- [Volunteer Packets can be found here.](#)

JHCD - [Administering Medicine to Students](#)

MEDICATION GUIDELINES

It is not the school district's responsibility to dispense prescribed medications or those over-the-counter remedies that a parent/guardian or physician may prescribe for a student. However, to assure school attendance for students who must use medications in the treatment of chronic or acute illness, the school will dispense medication when necessary. IF AT ALL POSSIBLE, IT IS BEST WHEN MEDICATION CAN BE GIVEN AT HOME.

STUDENT HEALTH

All students must be up to date with the state immunization documentation requirements to participate in school. These may be completed with your student's physician and/or with the Public Health Department. Please provide copies of this documentation to the school or complete the Wylr permission slip on the back of the student health history form to allow school staff to access the records from the online database.

Completing the student health history form sent home annually and given with new student registration paperwork as completely as possible assists all school staff in being aware of how best to support your student while at school. If health conditions, including medication, change occur during the school year after completing the health history form, please reach out to the school nurse with these changes.

Please evaluate your student daily for illness symptoms prior to sending them to school. Please do not send your student to school if they are ill; please keep them home. Also, always call the elementary or secondary office to notify the secretaries of your student's absence.

If your student exhibits illness symptoms while at school, they will be sent home. Please make sure parent/guardian contact information is updated regularly with any changes so we can reach you.

Your student may return to school 24 hours after illness symptoms (fever, vomiting, diarrhea, etc) have resolved without the use of medication to control the symptoms.

All medication, including over the counter medication, used during the school day or during school activities requires the medication administration form found in the handbook, online, or at the school to be completed annually or you may come to the school to administer the medication to your student. Do not have your student self carry any medication unless medical authorization is received by the school for medications such as epi-pens or inhalers.

If your child is being treated for an illness requiring prescription medications, such as antibiotics, to be given for an extended time and during the school day, you may come to the school to administer the medication to your student, or you may complete the medication administration form found in the handbook, online, or from the school for the school nurse to administer the medication to your student.

Code: JLCD-E(1), Pg. 1

MEDICATION PROTOCOL

Dear Parent:

According to Fremont County School District #24 Medication Protocol, when your child needs ***medication of any type*** (including over-the-counter medicine) given during school hours, you have the following choices:

1. You may discuss with your Health Care Provider ***an alternative schedule of medication***, so that it can be given outside of school hours.
2. You may **come to the school and give it to your child** at the appropriate time.
3. You may obtain a **Request for Administration of Medication Form** from the school to be completed by you and your child's healthcare provider (HCP). The ***HCP needs to indicate the diagnosis, drug, dose, and time medication to be given on the form. Be sure both you and the HCP sign the form.*** The medication must be in a pharmacy-labeled or manufacturer's container. Expired medication will not be accepted. All medication will be stored in a designated area that is to remain locked when not in use. Students must take all medication in the presence of designated school personnel.

EXCEPTION: Inhaler and Epi-pens may be carried by the student if the 'EXCEPTION' on the Request for Administration of Medication Form has been signed by both the parent/legal guardian and the Healthcare Provider and is on file in the school nurse's office.

Remember, that in order for *any* medication to be given at school, it must be in the original container and the school Medication Form must be filled out and signed by both you and the Health Care Provider.

All remaining medication must be picked up from the school by the parent/guardian. At the end of the school year, all medication **NOT** picked up will be discarded.

The Request for Administration of Medication form must be renewed each year.

Thank you for your cooperation.

Code: JLCD-E(1), Pg. 1

REQUEST FOR ADMINISTRATION OF MEDICATION

Childs Name _____ School: _____
Date of Birth _____ Grade: _____
School District #24 Fax# 307-876-2542

To be completed by parents/guardians and the healthcare provider (HCP) prescribing medication and faxed or brought back to the school.

| | |
|---|-------------------------------|
| Diagnosis _____ | |
| Medication(dose/frequency/usage) _____ _____ | |
| Reportable Adverse Reactions/Side Effects _____ _____ | |
| Beginning Date _____ | Ending Date _____ |
| List Other Medications Currently Being Taken _____ _____ | |
| Name of Prescribing Health Care Provider (please print) _____ | |
| HCP's Signature _____ | Date _____ |
| HCP's Phone Number _____ | HCP's Fax Number _____ |
| Parent Signature _____ | Date _____ |

I request that the School Nurse or his/her designee administer the medication as directed above. I understand it is my child's responsibility to report to the School Nurse office to receive the medication prescribed. **I UNDERSTAND STUDENT MEDICATION MUST BE IN THE ORIGINAL PRESCRIPTION OR MANUFACTURER'S CONTAINER.**

I authorize the release of information between the school and Healthcare Provider, and the HCP and school regarding my child's diagnosis and medication per HIPAA and FERPA.

Parent/Guardian Signature Phone Number Date

Emergency Contact Name Emergency Phone Number

INHALER/EPI-PEN EXCEPTION

This child meets Wyoming state statute §21-4-310 conditions for self-administration of life-saving drugs, and is responsible and **capable** of self-administration. *Note: Student must be able to tell time to use an inhaler correctly.*

Physician Signature Date Parent Signature

Parents *must* *initial each box and sign* and **students** *must* *sign* the *PARENT RELEASE* to acknowledge that you have read and understand each of the releases and/or warnings.

ALL of the following forms must be COMPLETED and returned to the office BEFORE LAPTOPS WILL BE ISSUED:

- ✓ ***Student Information***
- ✓ ***Health Information***
- ✓ ***Parent Release***
- ✓ ***Laptop Insurance***

Parent Release

(PLEASE READ AND INITIAL EACH OF THE FOLLOWING RELEASES, SIGN, DATE, AND RETURN TO SCHOOL)

| | |
|--|-----------------------|
| I understand and will follow the guidelines established in the Student Acceptable Technology Use Procedures (found in handbook). | <u>Initial</u> |
| I release the district from any liability resulting from or connected with the publication of my child's work, first and last name, or photograph. <u>If you do NOT wish to have these published, please notify the school in writing.</u> I understand the Wyoming Department of Education may use my student's photo and/or audio and video recordings to promote a healthy image of our students, schools, and practices. | <u>Initial</u> |
| Parent/Guardian Insurance Waiver: I understand that the district does not provide any type of health or accident insurance for injuries incurred by my child at school or at a school activity. <u>I have adequate health/accident insurance to provide for the care of my child in the event of an accident. Proof of insurance will be required before students may participate in extracurricular activities.</u> For voluntary student insurance at your cost, you can enroll here: www.studentinsurance-kk.com | <u>Initial</u> |
| Permission to Seek Emergency Medical Treatment: I hereby authorize Fremont County School District #24 and its faculty members in charge of my child (named below) to obtain all necessary medical care in the event that I cannot be reached to authorize it myself. I hereby authorize any licensed physician and/or medical personnel to render necessary medical treatment to my child. | <u>Initial</u> |
| Medication Authorization: A medication form must be completed prior to students receiving medication while at school. For a copy of the form, please see the school nurse. | <u>Initial</u> |
| Hathaway Requirement: I have read and understand the requirements for the Hathaway Scholarship and Success Curriculum, including the 8 th grade Unit of Study. | <u>Initial</u> |
| Student/Parent Handbook: I have read and discussed the student/parent handbook with my child. S/he and I <u>agree to abide by the policies and procedures in the book.</u> The handbook is ONLINE (see below link). A paper copy may be requested from the school secretary. | <u>Initial</u> |

Parent Signature _____ Date _____

PRINT STUDENT NAME _____ Grade _____

Student Signature _____ Date _____

ELECTRONIC HANDBOOK

GO TO <http://shoshonischools.org/> -QUICK LINKS-PARENTS-7-12 STUDENT HANDBOOK