

# **Minico Spartan Student Handbook 2026 - 2027**



# Minico Spartan Student Handbook 2026 - 2027

## Minico High School

292 West, 100 South  
Rupert, Idaho 83350  
Fax # (208)436-3266

|                                 |                          |                    |
|---------------------------------|--------------------------|--------------------|
| <b>Principal:</b>               | Mrs. Kimberley Kidd      | 436-4721 ext. 3100 |
| <b>Assistant Principal:</b>     | Mrs. Kailee Hansen       | 436-4721 ext. 3003 |
| <b>Assistant Principal:</b>     | Mr. Richard Jarvis       | 436-4721 ext. 3006 |
| <b>Athletic Director:</b>       | Mr. Brady Trenkle        | 436-4721 ext. 3007 |
| <b>Attendance:</b>              | Mrs. Jessica Grimsman    | 436-4721 ext. 3002 |
| <b>Receptionist:</b>            | Mrs. Brandi Perez        | 436-4721 ext. 3005 |
| <b>Financial Secretary:</b>     | Mrs. Kris Christensen    | 436-4721 ext. 3004 |
| <b>Registrar:</b>               | Mrs. Meggan Fenstermaker | 436-4721 ext. 3008 |
| <b>School Resource Officer:</b> | Mr. Bob Higens           | 436-4721 ext. 3163 |

### **Counselors:**

|                     |     |                    |
|---------------------|-----|--------------------|
| Mrs. Nikki Sayer    | A-G | 436-4721 ext. 3149 |
| Mrs. Brittany Rigby | H-O | 436-4721 ext. 3151 |
| Ms. Mikea Alexander | P-Z | 436-4721 ext. 3150 |

# Welcome to Minico High School!

Welcome to another school year at Minico High School! Whether you are a freshman beginning your high school journey or a senior preparing for graduation, we are excited to have you as part of our school community.

High school is more than attending classes and earning grades. It is a time to discover your interests, develop your talents, build lasting friendships, and prepare for your future. Each day presents an opportunity to learn and grow.

This handbook serves as a guide to help you understand our high school's expectations, policies, procedures, and opportunities. We encourage you and your family to review it carefully and use it as a resource throughout the school year.

At Minico High School, we believe in creating a safe, respectful, learning environment where every student has the ability to succeed. We challenge you to:

Be #SpartanStrong:

A **Spartan** is:

**Self-Accountable**

**Tough**

**Resilient**

**Optimistic**

**Noble**

**Genuine**

Remember that success is not measured solely by grades or accomplishments, but also by the character you demonstrate and the impact you have on those around you.

Our teachers, counselors, support staff, and administrators are committed to helping you achieve your goals. We encourage you to ask questions, seek support when needed, and take advantage of the many opportunities available to you at Minico High School.

We are proud to be part of the Minico tradition and look forward to a year filled with learning, achievement, growth, and school spirit. Together, let's make this year one of our best yet.

Sincerely,  
The Administration, Faculty, and Staff

WE ARE MINICO

## District Mission Statement

Minidoka School District is dedicated to fostering each student's academic, emotional and social growth through excellence, respect and shared responsibility.

## Minico High School Mission Statement

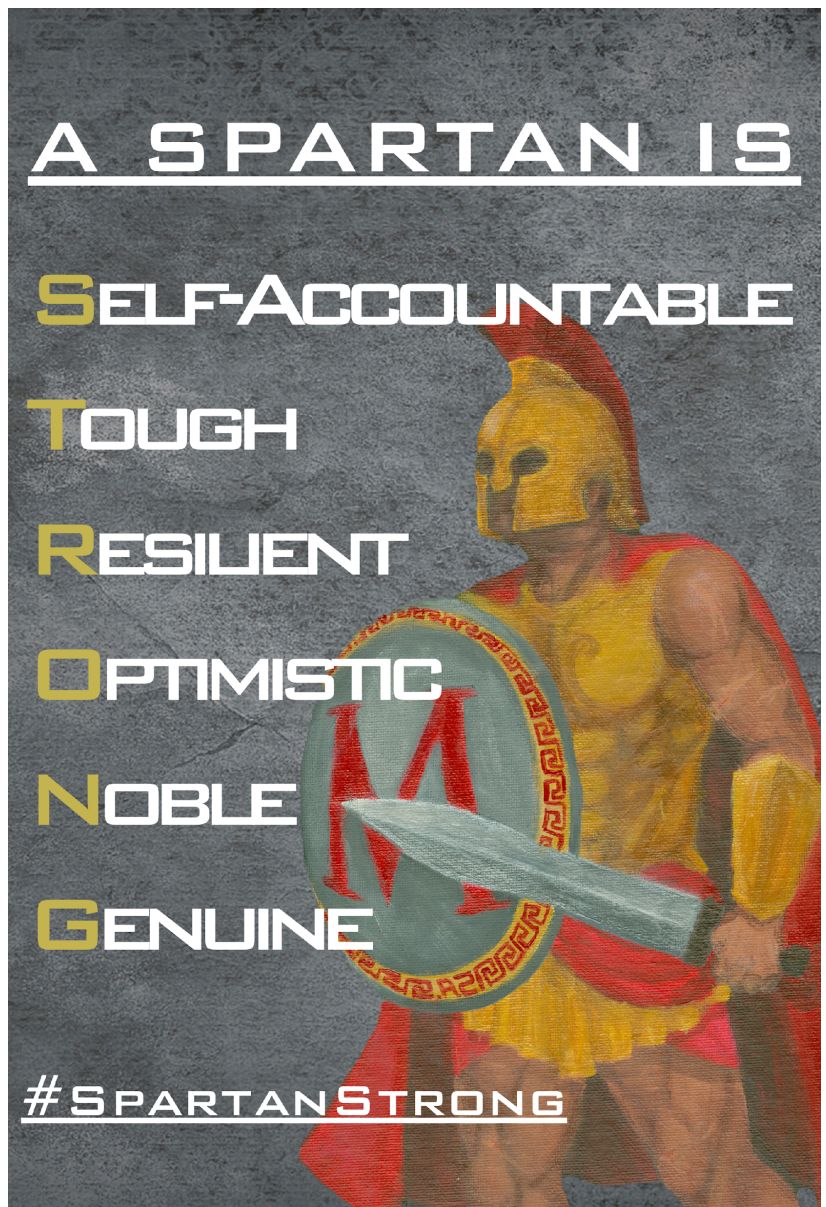
WE ARE MINICO #SpartanStrong

### Minico FIGHT SONG

Come on and fight, Spartans fight.  
Come on and let's win this game.  
Let's go on to victory,  
Let's fight 'em fair and play 'em square.  
So fight, Spartan's, fight!  
Come on and let's win this game.  
Just one more score, and then the  
game is ours. Let's win this game!  
M - I - N - I - C - O

### SPARTAN STRONG

Minico High School has adopted a theme to promote positive decision-making and help students develop healthy relationships. The theme identifies six areas to assist students in building positive, lifetime behaviors and attributes.





## Daily Bell Schedule MONDAY - THURSDAY

|                        |                                                                    |
|------------------------|--------------------------------------------------------------------|
| FIRST BELL             | 7:50 A.M.                                                          |
| 1 <sup>st</sup> PERIOD | 7:55 A.M. – 9:05A.M. (First 12 minutes for homeroom/announcements) |
| 2 <sup>nd</sup> PERIOD | 9:09A.M. – 10:07 A.M.                                              |
| 3 <sup>rd</sup> PERIOD | 10:11 A.M. – 11:09 A.M.                                            |

|                                        |                         |
|----------------------------------------|-------------------------|
| 1 <sup>st</sup> LUNCH (9-10)           | 11:13 A.M. – 11:43 A.M. |
| 4 <sup>th</sup> PERIOD CLASSES (11-12) | 11:13 A.M. – 12:10 A.M. |
| 2 <sup>nd</sup> LUNCH (11-12)          | 12:14 A.M. – 12:44 P.M. |
| 4 <sup>th</sup> PERIOD CLASSES (9-10)  | 11:47 A.M. – 12:44 P.M. |

|                        |                        |
|------------------------|------------------------|
| 5 <sup>th</sup> PERIOD | 12:48 P.M. – 1:46 P.M. |
| 6 <sup>th</sup> PERIOD | 1:50 P.M. – 2:48 P.M.  |
| 7 <sup>th</sup> PERIOD | 2:52 P.M. – 3:50 P.M.  |

### FEES

Activity Card..... \$43.00

Annual ..... \$64.00\*\* (Subject to change)

Parking.....\$12-\$60 (see **Parking** on page 27)

Class activity/project fees.....refer to MHS website to access the “Course Catalog” for class fees.

Class fees must be paid prior to the fifth (5th) school day of the semester. Failure to pay the fee may result in a mandated class change.

\*\*Annuals **will not** be available for purchase after the first semester. Annual sales will end in December.

### ACTIVITY CARD

**All students involved in any extra-curricular activities are required to purchase an activity card.**

At registration time, we encourage all students to purchase an activity card (\$43.00) which entitles them to attend all activities and assemblies sponsored by the student body. The fee includes all home events, as well as national school assemblies held during the school year. This fee does not cover specified dances during the school year. Students who do not buy an activity card will have to pay the regular admission fee to all activities.

# **SAFETY**

## **VISITORS**

All visitors will please check in to the main office through the large set of doors near the Southwest side of campus. Visitors will present their driver's license and be assigned a visitors pass.

## **MESSAGE/GIFT/FOOD DELIVERY**

Students will not have food/drinks, flowers, plants, or other gift deliveries brought to individual classrooms. Students will be notified at noon or at the end of the day if such items are waiting for them in the main office. **Balloons are not allowed at school or graduation.**

## **SAFETY DRILLS/EVACUATIONS**

Each month Minico High School will practice an evacuation from the building in the form of a fire drill. Students will also be involved in at least one other practice evacuation as well as be involved in a practice "Lockdown" and several "Hall Check" drills throughout the year. During any practice or safety drill, students are expected to go to their assigned area with their teacher, be on their best behavior, and comply with drill rules and guidelines. In the case where there is an actual school wide evacuation due to a safety issue, Minico High School students will be taught to evacuate to the Elks Lodge/Golf Course where they will be reunified with their parents. In an actual emergency evacuation where students would need to leave the premises, many may get into their own or someone else's car to escape to safety. It is important that parents communicate with their student(s) regarding the protocols and expectations with such an occasion.

## **ALL STUDENTS PROHIBITED FROM WALKING ACROSS HWY 25**

Students are PROHIBITED from crossing Idaho State Highway 25 from Minico High School during school hours. Once students arrive on school grounds they cannot walk across the highway for any purpose. Also, at the end of the school day a student cannot leave the school grounds by walking across Idaho State Highway 25 without expressed consent from parents and has received administration approval. Supervised and approved activities are exempt.

## **INTERNET USE (See District Policy #3270-P(1) & 3270F)**

Individual users of the Internet have the ultimate responsibility to use Internet resources appropriately. Students accessing any computers at the high school must sign a district Internet Usage Agreement and follow rules specifically outlined in the student handbook. Violation of network security or any school/district rules may result in the following disciplinary actions:

- Students may lose all access to computers in the district for one calendar year from the date of the infraction.
- If enrolled in a computer class, the student may receive a failing grade in that class.
- Students may be subject to school disciplinary action.

# **ENROLLMENT, ACADEMICS, and GRADUATION**

## **ENROLLMENT REQUIREMENTS (including Dual Enrollment and Open Enrollment)**

**Minico High School is a four-year high school. Full-time students at Minico are expected to have a full schedule and be in attendance for a minimum of ninety percent (90%) of each class Pg 7.**

### **Definition of a full-time student:**

The student must be enrolled in at least five (5) credit courses per semester. To graduate on time a student must be enrolled, on average, in a minimum of six (6) credit classes per semester.

All students who enroll at Minico High School, including dual enrollments, shall be subject to all the same policies, regulations and school rules. All students must present proof of immunization before being enrolled. Legal guardianship must also be shown if they do not reside with their parent(s). Students may be required to provide proof of residence if there is a question of resident status. Students who reside outside of District 331 must provide their own transportation and complete an open enrollment form, which must then be approved by the Superintendent. With permission from the administration, students who withdraw from a school may re-enroll during a school year.

**Dual enrollment** requirements are found in Minidoka County School District # 331 Policy NO: 3030.00

## **OPEN ENROLLMENT**

Minidoka County School District requires that prior to consideration of a request for transfer when residing outside of our school district's boundaries, an Open Enrollment Application must be submitted to Minico High School by the student's parent/guardian or appropriate designee. Applications may be denied.

## **Work-based Credits and Release Time Schedules and Expectations (See Guidance Counselor for details)**

All students are expected to have a full schedule that must be completed within the first two days of the semester. Juniors and Seniors seeking work-based credit hours must obtain parental consent. In addition to parental consent, Juniors are required to attend **five** consecutive on-campus classes during the semester. This policy ensures that students meet their academic responsibilities while also accommodating those who seek work-based learning opportunities.

Furthermore, such students with a five or six period schedule cannot loiter on campus during their work-based credit and release time except during any reasonable time before/after scheduled classes or when participating in an approved school activity. Failure to comply with the work-based or release time expectations and guidelines may jeopardize further opportunities for work-based credits.

## **Guidelines By Content /Subject Area**

Students will need to meet the following Graduation/Diploma requirements:  
Secondary Language Arts and Communication- Nine (9) credits are required. Eight (8) credits of instruction in Language Arts. Each year of Language Arts shall consist of language study,

composition, and literature and be aligned to the Idaho Content Standards for the appropriate grade level. One (1) credit of instruction in communications consisting of oral communication and technological applications that includes a course in speech, a course in debate, or a sequence of instructional activities that meet the Idaho Speech Content Standards requirements.

Mathematics- Six (6) semester credits are required: two (2) credits of Algebra I or courses that meet the Idaho Algebra I Content Standards as approved by the State Department of Education; two (2) credits of Geometry or courses that meet the Idaho Geometry Content Standards as approved by the State Department of Education; Juniors will take two (2) credits of Algebra II or courses that meet the Idaho Algebra II Content Standards as approved by the State Department of Education. **If a Junior does not test proficient on the Mathematics ISAT, they will be required to take two math classes their Senior Year. Seniors will receive elective credits for their two assigned math courses unless those classes are needed for graduation requirements. We strongly encourage all students to prepare well for the ISAT.**

Science- Six (6) credits will be required. Secondary sciences include instruction in the following areas: biology, physical science or chemistry, and earth, space, environment, or approved applied science. Four (4) credits of these courses must be laboratory based.

Social Studies- Seven (7) credits are required, including government (two (2) credits), United States history (four (4) credits), and economics (one (1) credit). Courses such as geography, sociology, psychology, and world history may be offered as electives, but are not to be counted as a social studies requirement.

Humanities- Two (2) credits are required. Humanities courses include instruction in visual arts, music, theatre, dance, or world language aligned to the Idaho content standards for those subjects. Other courses such as literature, history, philosophy, architecture, or comparative world religions may satisfy the humanities standards if the course is aligned to the Idaho Interdisciplinary Humanities Content Standards.

Health/Wellness- One (1) credit is required. Courses must be aligned to the Idaho Health Content Standards.

Content Standards- Each student shall meet locally established subject area standards (using state content standards as minimum requirements) demonstrated through various methods of accountability including examinations, essays, projects, or other measures.

College Entrance Examination- A student wanting to be considered for Valedictorian/Salutatorian must take the SAT examination. Students must take and pass a Civics Exam in accordance with Idaho State Department of Education requirements

Senior Project-A student must complete a senior project by the end of grade twelve (12). The project will include an oral presentation and students must pass their Senior research paper. Additional requirements for a senior project are at the discretion of the school district.

Middle School- If a student completes any required high school course with a grade of C or higher before entering grade nine (9), and if that course meets the same standards that are required in high

school, then the student has met the high school content area requirement for such course. However, the student must complete the required number of credits in all high school core subjects, as identified herein, in addition to the courses completed in middle school.

Special Education Students- A student who is eligible for special education services under the Individuals with Disabilities Education Improvement Act (IDEA) must also meet the graduation requirements, with the assistance and guidance of the student's Individualized Education Program (IEP) team.

Foreign Exchange Students- Foreign exchange students may be eligible for graduation by completing a comparable program as approved by the school district.

### **Minico High School Graduation Requirements**

|                                                                                    |    |
|------------------------------------------------------------------------------------|----|
| English                                                                            | 8  |
| Algebra I A and B (9 <sup>th</sup> grade)                                          | 2  |
| Geometry A and B (10 <sup>th</sup> )                                               | 2  |
| Algebra II A and B or equivalent (11 <sup>th</sup> )                               | 2  |
| Speech                                                                             | 1  |
| Computer Technology/Digital Literacy                                               | 1  |
| Science                                                                            | 6  |
| 11 <sup>th</sup> US History                                                        | 2  |
| 9 <sup>th</sup> US History                                                         | 2  |
| Economics                                                                          | 1  |
| American Government                                                                | 2  |
| Health                                                                             | 1  |
| Physical Education                                                                 | 1  |
| Humanities                                                                         | 2  |
| Electives<br><sup>2</sup> Senior Math Class (12 <sup>th</sup> ) 2 elective credits | 15 |
| Totals                                                                             | 48 |



## Additional Guidelines

<sup>2</sup>If students do not test proficient on the Mathematics ISAT their Junior year, they will be required to take a math class each semester of their Senior year.

Digital Literacy is a graduation requirement with guidelines from the State Department of Education.

Taking Fine Arts classes, Practical Arts classes, or Performing Arts classes may satisfy the Humanities requirement.

Computer Technology credit may be earned anytime during high school.

School-To-Work credits will be accepted as elective credits (11<sup>th</sup> and 12<sup>th</sup> grade only). **Only four (4) school-to-work credits are allowed for elective credit towards graduation.**

P.E. Credits will only be earned through participation in physical education classes.

## **CLASS CHANGES**

A student/parent may request a change of classes within the **first week** of classes. Changes will be left to the discretion of the counselor or administrator based on class sizes, and if the changes jeopardize the student's educational progress, the counselor or administrator may need to discuss the issues with the student and/or parent.

If parent(s) are requesting a teacher change, a meeting with an administrator is necessary before the request may be granted.

## **STUDENT AIDES**

Only Junior and Senior students may be a teacher aide one time per semester. All other circumstances must be approved by the administration.

## **GRADING PROCEDURES**

The Idaho Department of Education authorizes individual high schools to grant credit for each subject a student takes and passes in the public schools. At Minico High School, credit will be granted on a semester basis. This means that the grade a student earns at the end of each-semester will be placed in his/her permanent record.

**LATE WORK:** Late work acceptance dates will be set at the end of each semester and after each Parent Teacher Conference. Students will be notified of late work acceptance dates in advance. Teachers will have discretion on assignments, projects, tests, and quizzes that could be accepted as late work.

\*\*\*Spartan Spoils rewards are also used at teacher discretion.

### Grading Scale

| Percentage | Letter Grade | GPA Rating |
|------------|--------------|------------|
| 93 - 100%  | A            | 4.0        |
| 90 - 92%   | A-           | 3.67       |
| 87 - 89%   | B+           | 3.33       |
| 83 - 86%   | B            | 3.00       |
| 80 - 82%   | B-           | 2.67       |
| 77 - 79%   | C+           | 2.33       |
| 73 - 76%   | C            | 2.00       |
| 70 - 72%   | C-           | 1.67       |
| 67 - 69%   | D+           | 1.33       |
| 63 - 66%   | D            | 1.00       |
| 60 - 62%   | D-           | 1.00       |
| Below 59%  | F            | 0.00       |
| Pass/Fail  | P/F          | -----      |

### **Transfer of Students Grades**

Students transferring into Minico High School will receive the equivalent grade from their previous school that had a different grading scale. Students with weighted grades shall receive a one-grade increase from the listed grade if this does not exceed the weighing given by the previous school. EXAMPLE: A student transfers into Minico from a school that gives a 20% (two grade) increase. This student shall receive a one grade increase. A student transfers in from a school that gives a 5% increase. The student shall receive a 5% increase. At no time shall the student receive more than a 4.0 for a credit.

### **Zeros and Failing Grades**

When receiving a zero on an assignment, a student should consult with the teacher immediately to rectify the problem. Waiting for weeks/months to “fix” the grade after it is posted is an unfair and unreasonable request to be made to the teacher.

If a student is failing at midterm, the parents shall be contacted by telephone, in writing, electronically or personal visit by the teacher (**POLICY NO: 580.00**).

## **GRADUATION REQUIREMENTS & DIPLOMAS (Policy # 2700 & 2700-P(1))**

It is the philosophy and expectation to have each student who graduates from Minico High School to be college and career ready, therefore the following are the expectations of all seniors.

To receive a diploma from Minico High School, students must complete all of the State and District requirements for graduation and complete a total of forty-eight (48) credits as identified below and all school fees must be paid in full. **Additionally, senior students must be enrolled as a full-time student (5 classes) at MHS during their final semester of high school\*, must meet the attendance policies, and they must pass all of their senior year classes in order to participate in MHS's graduation commencement.**

### **\*Early Graduation/Early Completers**

In order to graduate early, a student must comply with the district's policy *Early High School Graduation #2700-P(1)*. Students desiring to finish their courses early (at the end of semester one of their senior year) and graduate must meet with their counselor and parent together during the prior year of the intended graduation date to ensure a plan for accomplishment.

**Students and parents should be aware that any additional earned credits such as home school, on-line, or college credits may unknowingly impact a student's graduation progress and the student's athletic/activity years of participation eligibility.**

## **COMMENCEMENT EXERCISES PARTICIPATION POLICY**

Students who have met the necessary academic and attendance requirements required for graduation and do not owe a fine, are eligible to participate in commencement exercises. Students who have not completed all graduation requirements for the current school year will be allowed to participate in the commencement exercises of the following year provided they meet all the requirements for graduation at that time and they have filed a graduation request on or before November 1 of the school year in which they intend to participate in the commencement exercises.

## **GRADUATION DRESS CODE**

Students proper dress attire. (No Levi's or flip flops.)

NO sunglasses (depending on the location of the commencement).

NO additional decorations to cap or gown.

NO party items (silly string, beach balls, water guns, firecrackers, etc).

All other school rules will be in effect.

## **SELECTION OF VALEDICTORIAN & SALUTATORIAN**

The following requirements shall be considered in the selection of Valedictorian and Salutatorian:

Must be in that year's graduating cohort.

Complete all requirements of the Diploma.

Complete a minimum of 15 credits of honors or dual credit courses.

Early graduates will not be in consideration for Valedictorian and Salutatorian.

The student with the highest overall GPA in grades nine through twelve, through the first nine weeks of second semester during senior year will be eligible for Valedictorian. If more than one student meets the criteria, valedictorian and salutatorian will be determined by the highest SAT score taken on or before the March National SAT Test date of graduation year.

Grades will be pulled after the completion of the first nine weeks of the second semester. These grades will determine placement of Valedictorian, Salutatorian and the top ten scholars.

In the event a grade is disputed, that issue shall be resolved by the end of the term the course is taken.

Students being considered for Valedictorian or Salutatorian must have attended Minico High School full time for their entire senior year.

Students being considered for Valedictorian or Salutatorian shall not have repeated any classes.

Graduates with a cumulative GPA of 3.75 or higher will be recognized at graduation with a Minico honor cord that will be collected prior to receiving their diploma. \*Students may purchase their own honor cord if they wish to keep it.

## **LIBRARY SERVICES**

The library/media center opens at 7:45 a.m. and remains open until 4:00 p.m. Students are encouraged to use the library before school, at lunch, and after school. Students may also use the library during class time if there is room available and if they receive a pass from their instructor.

Books and most library materials are checked out for a six-week period. Magazines and periodicals can be checked out on a weekly basis. Fines are assigned for overdue materials. Binding is available for reports and other materials.

## **NON-RESIDENT CREDIT**

Non-resident credit will be accepted as listed:

If a student has attended secondary school (grades 9-12) four years and is short 1-4 credits for graduation.

Credit will be accepted from any accredited college, university, or high school independent study course.

Credit will be accepted for a summer school and/or high school program at an accredited college, university, or high school.

Workshops and seminars approved by the State Department of Education will also be accepted.

Resident credit will be accepted upon receipt of an official transcript from the previous school. Credit will be accepted for work completed in grades 9-12.

## **MINICO HONOR SOCIETY**

Minico Honor Society is a club that promotes appropriate recognition for students who reflect outstanding accomplishments in the areas of academics, character, leadership, and service.

College admissions offices often look for Honor Society membership as a valid indicator that the applicant will succeed at the collegiate level. Students with a cumulative GPA of 3.75 or higher are invited to join. \*Minico Honor Society students who have paid their fees are responsible for the purchase of their Honor Cord for graduation.

## **COLLEGE VISITS by SENIORS /JUNIORS**

Senior and Junior students with an overall GPA of 2.0 or better may take one day from school to visit the college, university, or military organization of their choice, as long as the student's grades remain with an overall GPA of 2.0. No penalty for this absence will be applied under the 90% attendance policy. Students requesting this privilege must get a **pre-excused form** from a counselor. This form must be filled out, verified by the counselor, and signed by each individual teacher at least twenty-four hours in advance. The completed form must be returned to the attendance secretary **before** the student leaves school for the visit and students must return with proof of attendance from the college.

## **GUIDANCE & COUNSELING DEPARTMENT**

The school counselors work with students as they make plans for the present and future. The counselors evaluate educational and vocational information and relate that information to the student's abilities and interests. They also help students to evaluate study time and techniques in the organization of school work.

Students are to discuss vocational and scholastic problems with their assigned counselor, but may talk with any of the three counselors for help dealing with personal problems. Student-counselor conferences are kept in the strictest confidence. When a student desires to see the counselor, he/she must make an appointment and secure a pass, clearing the absence with their classroom teacher in whose class will be missed **BEFORE** going to see the counselor.

Violations of this procedure will lead to the student being considered truant from classes missed while in the counseling center.

## **WITHDRAWAL FROM SCHOOL**

If it becomes necessary for students to withdraw from school, they must obtain a "student withdrawal" form from the attendance office. The withdrawal form, textbooks, class materials, laptop computer (along with charging cord and case), etc. must be presented to each teacher for clearance signatures. This form is to be returned to the Attendance Office for final approval. Students who withdraw from school are not to be on school grounds at any time during the school day without a visitor pass.

# **STUDENT ATTENDANCE REQUIREMENTS AND PROCEDURES**

## **(refer to District Policy #3050.00 for additional information)**

Students are expected to be in attendance to school, to be to their classes on time, and attentive when the bell rings. Students (and parents) have the responsibility to check on PowerSchool and know their attendance situation.

### **ABSENCE VERIFICATION PROCEDURE**

Parents should notify the school of a student's absence by phone at 436-4721 Ext. 3002 or by written notice.

Students who arrive late to school or return from appointments must enter school through the attendance office to assure that his/her attendance is properly recorded.

**\*\*\*Parents/Guardians have the responsibility to regularly check that their phone number is up to date in PowerSchool to ensure they are receiving calls related to student attendance.**

### **STUDENT ABSENCES/ATTENDANCE**

All students will be required to be in attendance in each class no less than 90% of the total days each semester. Currently, students who miss more than **seven (7)** days of any class per semester will be in jeopardy of failing to receive credit for the class.

### **ABSENCES**

**\*All absences will count against the 90% attendance requirement** (see exceptions below).

Students who leave the area with migrant parents or due to legal requirements and plan to return to MHS are expected to meet with and give administration at least a one-week notice prior to departure in order to make arrangements/plans for alternative work/grades and advancement.

Unexcused absences (A) include those absences which are not verified by a parent/guardian or by an administrator, and they are used to determine **Habitual Truancy**.

### **EXCEPTIONS TO ATTENDANCE REQUIREMENT**

*\*Exceptions include absences due to attendance to school activities, attendance to funerals, visits to doctor's offices verified with a note from the doctor, court appointments, mandated/recommended stay at home orders, and other "extenuating circumstances" as described in District Policy 2621.00*

**Documentation of doctor or counseling appointments, and court appointments** must be emailed or faxed from the doctor's office or delivered to the school by a parent **within thirty (30) calendar days** of returning to school in order to be accepted as an excused absence. It is the parent's responsibility to ensure doctor's notes have been received (see Policy 3050).

Students with excessive absences and/or who have a history of frivolous or unexcused absences in any class will not receive credit for the class, and the grade will be marked as FA (Failure due to Attendance) on their transcript. Additionally, the students may become ineligible for participation in

extracurricular activities until the end of the next grading period. Any student with an FA in a core class will have to enroll in a **credit recovery** class or re-enroll in an equivalent class to receive the credit.

## **APPEALS**

Students (and parents) have the responsibility to check and know their attendance situation. Under extremely rare circumstances (refer to Policy #3050) a student with excessive absences who receives an FA may appeal for the credit. Any student who accumulates over sixteen (16) absences and has met with an administrator to complete an extenuating circumstance form is eligible to appeal for credit.

## **TRUANCY**

Truancy: This is an absence that is unauthorized or illegitimate in the opinion of the administration. Students who are out of their assigned classroom/area without a hall pass or without their teacher's permission may be considered truant. Any student absence which is not pre-cleared by the attendance secretary or administration, is without the knowledge of parents or administration, or is not of an emergency nature may be considered truant. If a student is truant three times (3) it may be considered a Habitual Truancy- **see below**

**Habitual Truancy (Policy No 3050)** shall be defined as receiving three or more truancies, or three unexcused absences, and attendance below 90%.

Students who are habitually truant, will have a parent meeting with administration as well as be assigned a Spartan Studies. If students do not attend Spartan Studies, they will receive an in-school suspension. If habitual truancy continues students may be referred to Mt. Harrison High School, expelled, and/or referred to Juvenile Court for further action.

## **Leaving Class: Hall Passes/Teacher Note**

Students are expected to be at the proper place and time throughout the school day. There may be times when a student needs to leave the classroom. Because teachers are responsible to know where their students are during the class period students will follow the school and classroom rules for temporarily leaving the classroom.

Minico has a hall pass policy in place. No student shall leave the classroom during class time without permission from the teacher and are expected to follow the rules and protocols for leaving the classroom. When using a hall pass, students will be expected to stay in the building and on the floor level of their classroom. When leaving class with a hall pass, students will leave their backpack in the classroom. Students are not allowed to go to their cars during class time or to other classes while using a hall pass. A student must have a teacher's note and permission to go to another class, library, or office unless they are called to a location by administration, an office staffer, or counselor or if they are accompanied by a staff member. Students who leave class without permission or abuse or violate the hall pass/note privilege may lose their hall pass privilege or may be assigned lunch academy(s), Spartan Studies, and/or in-school suspension (PASS). Any student who is defiant and/or refuses to comply with their teacher, will be assigned either a Spartan Studies or a suspension.

## LEAVING SCHOOL EARLY

If it becomes necessary for a student to leave school during school hours other than leaving for lunch time, **he/she must check out through the attendance office** and have parental/guardian permission **BEFORE** leaving school grounds. Leaving more than fifteen (15) minutes early will result in an absence. Students who fail to follow this procedure will be **considered truant**.

## EXTENDED ABSENCE REQUEST

Students leaving for an extended period of time will need to fill out a form listing the days they will be gone, along with signatures from their teachers and get administrative approval. This form must be returned to the attendance office prior to leaving. Students who intend to be absent from school for ten (10) or more consecutive school days for unapproved reasons, will be withdrawn from Minico High School. Students who wish to return to Minico the following term will need to make arrangements with the school administration before the start of the new semester.

## \*\*\*MAKE UP WORK

Excused Absences: When a parent calls to notify the school of their child's absence, the student will be allowed two days to make up any homework given on the day(s) of absence. Assignments, tests, quizzes, and/or projects assigned before the day(s) of absence, are due when the student returns to school or on the assigned due date.

School Business: Student work may be required to be completed prior to the activity.

## TARDY VIOLATIONS PROCEDURES

A student is considered tardy if he/she comes to class and is not seated before the tardy bell rings. Students who are more than 15 minutes late to class will be considered absent. **Every third tardy will equate to an absence.** A student that walks into class late is responsible to follow up, after class, with the teacher to make sure their attendance is marked accurately. A teacher has the right to implement consequences for each tardy and/or a more severe tardy policy. If a student leaves a class early, more than 15 minutes, they will be considered absent.

Generally, a fourth tardy in any class will result in a Lunch Academy Detention that will be assigned by the teacher. The teacher will also call the parent(s)/guardian of the student. When four additional tardies are accumulated (equaling a total of eight), the student will be assigned three days of Lunch Academy Detention.

Any subsequent tardies (nine or more in one class) will result in an additional parent contact/meeting and the student will be assigned to attend Spartan Studies. If the problem persists, additional consequences will be assigned, which may include suspension, and/or expulsion. **If a student accumulates more than 15 tardies collectively in a semester, the student will meet with an administrator and be assigned to Spartan Studies.**

Lunch Academy is a detention that is served during the student lunch period. Students will be permitted to get food from the cafeteria and then must report to the appointed room for the detention.



## **EXTENUATING CIRCUMSTANCES**

Extenuating circumstances may be defined as one-time occurrences, absences, or needs for absences which would not normally occur on any type of regular basis. In order to be considered for extenuating circumstances, please contact the Minico High School office for conditions and guidelines.

EXCEPTION: Serious illness or accident for an extended period of time certified by a medical doctor.

## **STATE OF IDAHO DEPARTMENT OF EDUCATION "HOMEBOUND" PROGRAM**

Students who are out of school for extended illness or accident may petition for HOMEBOUND status so that the days absent will not affect their credit. In order for a student to be considered for the HOMEBOUND program, they must be absent from school for ten (10) consecutive days and apply through the Special Services director (436-7415) so that a HOMEBOUND teacher can be assigned.

## **SEMESTER EXAMS/ATTENDANCE RULES**

Students who miss all or any of the last day(s) of the semester for any excuse, with the exception of illness verified by a valid physician's statement or death in the family, or for other extenuating/exceptional circumstances approved by administration, will be responsible to take any required semester exams after they return to school. Only those students who have approved extenuating circumstances will be allowed to make up exams or take exams prior to the specified semester test dates assigned by the school administration. Students who do not meet these requirements will receive a grade of zero for each of the required exams until the student comes back to school and takes the examinations. It shall be the responsibility of the student to contact the teacher immediately upon returning to school for any/all work that needs to be made up.

If a student is failing at midterm, the parents shall be contacted by telephone, in writing, electronically or personal visit.

## **RECOVERING FAILED CREDITS: OPTIONS**

Priority for enrollment in credit recovery classes will be given to students in their Junior and Senior years.

Minico High School students also have the following options available to complete grade level requirements: Repeat the course in person, enroll in Idaho Digital Learning Academy, or enroll in IDLA credit recovery (there is a cost per credit). IDLA credit recovery is available pending course availability and students have earned a 50% or higher and have 16 or less absences in the failed course.

# **STUDENT BEHAVIOR & DISCIPLINE POLICY**

Students are expected to be honest in their work, to comply to school expectations and rules, to be respectful to all, and to be responsible for their efforts, actions, education...to be **#SPARTAN STRONG!**

## **Academic Dishonesty**

Any student giving or receiving unauthorized help in any exam, quiz, written work, distributing photos of tests or projects and plagiarism of any kind will receive the minimum of a zero for that assignment. *Example of dishonesty/cheating: A student copying or giving copies of an assignment or test that defy the teacher's expectations.* This student may also be referred to the administration for further disciplinary action, including detention or suspension.

Any repeated offenders in the course of a semester grading period may receive a failing grade for that semester.

## **Plagiarism, Cheating and Artificial Intelligence (AI)**

Minico High School students are expected to formulate and produce their own original products/work. Using research and AI are both acceptable resources for helping students to create a thoughtful and meaningful product, however, no more than 30% of the paper may be AI generated and it must be cited as such. Copying another's work, including those produced by AI, is considered cheating. Using another person's words and/or ideas as your own, without citing the source, is plagiarism. Cheating and plagiarism are both unacceptable at MHS. Students caught doing either will receive appropriate consequences, based upon classroom rules, possibly including zero for the assignment without the possibility of a rewrite, a call/meeting from the teacher to the parent, Lunch Academy, and/or Spartan Studies.

**If a PED is out during a test, there will be an assumption of cheating, the device/phone will automatically be taken to the office, and appropriate actions/consequences will occur at that time.**

## **STUDENT DISCIPLINE**

It is the intent of the Minico High School administration to support teachers in the area of classroom behavior and student discipline. It is our belief that students must be responsible for all their actions while in attendance at school and school activities.

Each teacher has a set of classroom rules that are necessary to maintain a positive learning environment. Students who violate these rules may be assigned detention at lunch or be sent to the vice principal's office. All behaviors that need further discipline are to be dealt with by an administrator.

Students referred to the office for violation of school rules will receive appropriate consequences, which may include Lunch Academy Detention, Spartan Studies, in school or out of school suspension, community service, restitution, and /or expulsion. Any action by a student which violates any law or statute will be referred to law enforcement authorities for further action.

A hierarchy of consequences will apply to frequent or repeat offenders.

NOTE: Many teachers assign students to serve detention with the teacher at lunch or after school for minor violations of classroom rules or for academic support. Students who are assigned detention of this nature are expected to serve the assigned time. Teachers may assign detention to students in alignment with classroom rules.

## **CONSEQUENCES FOR INAPPROPRIATE BEHAVIOR**

**Lunch Academy Detention:** Students may be assigned to a Tuesday, Wednesday, and Thursday lunch detention in the assigned detention room. The use of PED's/cell phones is prohibited while serving Lunch Academy.

**Spartan Studies:** Students who are required to attend Spartan Studies will be assigned as follows:

Written notice will be given to students.

Spartan Studies starts promptly at 8:00 a.m. as doors will be locked at this time. Students will serve on the assigned day. There will be no exceptions for employment, inconvenience, prior commitments, etc. except in the case of an emergency and if the assigning staff member has been contacted.

The first failure to attend an assigned Spartan Studies will result in a parent contact, one day of in-school suspension (PASS Room), and the student may be reassigned to attend Spartan Studies.

Additional failures to attend Spartan Studies will result in two-days of suspension or additional Spartan Studies.

Teachers also have the discretion to assign students to academic Spartan Studies. Students who are assigned academic Spartan Studies must adhere to all of the rules of Spartan Studies. However, when the student finishes their homework, they are free to leave.

## **In-School Suspension/Positive Alternative to Student Suspension (P.A.S.S.)**

Minico High School maintains an in-school suspension program which may be used by the administration to remove a student during a class if there is a need. The administrator may also assign a student PASS for one or two days, and the student is not allowed to attend after school activities during the time of the PASS.

**Suspension:** Students who are suspended out of school, are not to be present at or be on the school grounds for any reason whatsoever, including all evening activities, until after the day following the completed suspension. Students who violate this rule will be subject to additional suspension from school and may also be referred to law enforcement for other appropriate consequences. Out of school suspension days count against student attendance allowance.

## **MAJOR DISCIPLINE**

Major discipline problems are referred to assistant principal, principal or designee for possible warning, detention, suspension, referral to the District Discipline Referral Committee (DDRC), and/or referral to Minidoka County School Board for expulsion. The procedure for handling major discipline

problems is stated below; however, any step(s) may be skipped and action initiated at a subsequent step or suspension invoked if the seriousness of the problem warrants. Such is the instance of fighting. Upon the second offense of fighting, the student may be referred to the DDRC. The following are minimal procedures/consequences for offenses and major offenses:

**Step 1 Offense**

The assistant principal, principal or designee will hold a personal conference with the student. This will result in a verbal warning or further disciplinary action.

**Step 2 Offense**

Step one will be repeated and appropriate disciplinary action will occur.

**Step 3 Offense**

The student will attend a Spartan Studies or suspension.

**Step 4 Offense**

The student will be assigned two Spartan Studies or suspension. Parents will be contacted for a conference with an administrator.

**Step 5 Offense**

The previous steps may be repeated. Students could be assigned up to 5 days of in school or out of school suspension. Parents will need to come in for a conference. At this time the student will be put on a behavioral contract.

**Step 6 Offense** A student will be assigned 5 days out of school suspension and will be referred to the DDRC.

Two occurrences of a major violation and/or continuous violation of school rules in a single school year constitute grounds for possible expulsion from Minico High School.

**VIOLATION OF RULES RESULTING IN SUSPENSION OR EXPULSION**

Due Process will be utilized to address these serious violations, and in all cases where a crime has been committed, law enforcement will likely be involved.

**POSSESSION OF WEAPONS:** Minico has zero tolerance for students who bring weapons including laser pointers, to school or have in their possession at school, on the way to or from school, on school property, in school transportation vehicles, or at any school sponsored activities, weapons or other objects/substances which are a threat to the health and safety of other students, staff members or visitors, or are a disruption to the educational process. Weapons are defined as implements capable of inflicting serious bodily damage (District Policy #952.00)

The possession of a firearm of any sort on school property is prohibited by Gun Free Schools Act. Students found in possession of a firearm on property or at any school-sponsored activity, will be immediately suspended from school for those days permitted by law and referred to the DDRC for

expulsion. Students expelled under the Gun Free School Act will not be allowed to return to school for a period of 365 days from the date of expulsion.

Additionally, any person found in possession of a weapon will be referred to law enforcement personnel for appropriate action. A student who inadvertently brings a weapon to school and immediately upon arrival surrenders to a staff member may be excluded from some of the requirements of the policy.

**PROHIBITION OF GANGS AND HATE GROUPS:** Gangs, hate groups, and similar organizations or groups which advocate hatred or discrimination on the basis of race, color, religion, sex, ancestry, national origin, or disability is inconsistent with the fundamental values of the educational environment.

The activities of such groups and their members are prohibited on school property and at all school sponsored functions.

**Bullying, Coercion, Cyberbullying, Discrimination, Gang Activity, Harassment, Hazing & Intimidation**  
(*District Policy No. 3295.00*)

Bullying, coercion, cyberbullying, discrimination, gang activity, harassment, hazing and/or intimidation of students and/or employees is prohibited and will not be tolerated. Bullying, harassment and/or intimidation is generally characterized by aggressive or intentionally harmful behavior carried out over time in an attempt to exercise control over the victim. Cyberbullying is a digital form of bullying that utilizes any electronic communication device to convey a message in any format (audio, video, text, graphics, photographs, or a combination of these) that intimidates, harasses, or is otherwise intended to harm another individual. Coercion is using force or control to get another person to do something against their will that involves negative outcomes, behaviors, or emotions. Hazing is any act that is intended to cause humiliation, embarrassment, intimidate, demean, or endanger the mental or physical health of a person as a condition of membership to any district-sponsored group or organization. Gang activity includes wearing, possessing, using, distributing, banging, displaying or selling any clothing, jewelry, emblem, badge, symbol sign, gesture, codes, or other things that suggest gang membership. Behaviors that are prohibited under *District Policy No. 3295.00* include, but are not limited to: physical abuse; verbal abuse; psychological abuse; intentional gestures or any intentional written, verbal, or physical acts or threats against another that causes harm, damage to property, fear of harm or fear of damage to property; inappropriate touching (patting); implied sexual favors; suggested sexual activity; verbal harassment; or abuse that is gender oriented.

Anyone who believes he or she has been a victim of bullying, coercion, cyberbullying, discrimination, gang activity, harassment, hazing and/or intimidation should report the alleged acts immediately to a teacher, counselor, supervisor, principal or the superintendent. Complaints will be investigated following the procedures of *District Policy No. 3295P(1)*.

**DANGEROUS & ANTISOCIAL BEHAVIOR** (District Policy No. 3295)

Students will receive up to 5 days suspension for bullying, fighting, gang activity, harassment, or any other dangerous or antisocial behavior, including hazing or initiations. Any further violation will be grounds for expulsion from school. If it has been determined that a criminal act has been committed the incident will be referred to law enforcement.

**DISRUPTION OF SCHOOL:** A student shall not disrupt (or encourage disruption) of school by use of violence, force, noise, coercion, disrespect, threat, intimidation, harassment, bullying, hazing, cyber bullying, discrimination, passive resistance, or/and other similar conduct. Students found in violation of this policy will be subject to discipline up to, and including expulsion.

**THEFT OR DESTRUCTION OF SCHOOL PROPERTY:** A student shall not intentionally cause or attempt to cause substantial damage to valuable property of the school including defacing property of the school or of others, or steal or attempt to steal property of the schools or of others. Restitution may be sought under the laws of the State of Idaho. Students should refrain from bringing large quantities of money to school and should lock their valuables in a locker. Lockers are available in the school and in the locker room. **Students will need to bring their own locks and lock their lockers.** Minico High School is not responsible for lost or stolen items.

**ASSAULT/BATTERY ON A SCHOOL EMPLOYEE, STUDENT, or OTHER PERSON:** A student shall not threaten through actions or words, intentionally cause or attempt to cause physical injury or intentionally behave in such a way as could reasonably cause physical injury to a school employee, student, or any other person at the school or at any school activity.

**DRUGS, ALCOHOL, AND TOBACCO USE:** (Policy 3320) A student shall not use, possess, sell, buy, or distribute drugs, including alcohol, tobacco (including smokeless or electronic cigarettes or look-alikes), controlled substances or related paraphernalia or over-the-counter medications (except as per Policy 3510) on school premises.

**NOTE:** Idaho State law prohibits the use of tobacco on public school property. This includes students, visitors, and school personnel, whether or not school is currently in session. Minico High School complies fully with this law.

## **BUS CONDUCT**

Proper conduct by the students is expected and contributes to the safety of the pupil transportation program. Refer to District Policy 802 for transportation discipline procedure.

Each passenger will maintain appropriate behavior while loading, riding, and unloading.

## **MISCELLANEOUS**

Throwing rocks, ice, snowballs or other projectiles that might injure others or damage property may result in suspension from school.

Students are not to access the roof of any building at Minico High School. Doing so will result in appropriate discipline and possible suspension.

Under no circumstances is there to be hazing or initiation of students at Minico High School. Confirmed violations will result in suspension from school.

Students are not to bring articles to school that are deemed inappropriate for a school setting. Articles such as laser pointers, skateboards, razor scooters, water guns, lighters and/or matches, etc. are prohibited during school hours. Violations of this policy may result in loss of the article and possible suspension from school.

## **STUDENT USE OF PERSONAL ELECTRONIC DEVICES (PED's)** **(District Policy No. 3265 AND 370-P(1))**

**Refer to District Policy No. 3265 and 3270-P(1) for the entire policy, including special procedures for students who may be partially exempt from portions of this policy.**

The Minidoka School District is dedicated to fostering each student's academic, emotional and social growth through excellence, respect and shared responsibility.

Within Minico's school culture, we are deeply committed to learning by using a variety of teaching and learning methods, including the use of technology. Fundamental to student learning is the integrity of classroom instruction and the ability to manage and foster appropriate behaviors that enhance learning. In an effort to promote smart and appropriate use of technology. Each student has been provided a computer and are expected to bring that device to each class, charged and ready to use each day. The provided devices will be the primary device for academic purposes. For a variety of reasons, the use of personal electronic devices (PED), **including any electronic device not issued by the District that is capable of accessing the internet or sending an electronic message to another device, such as smart phones, other cell phones, earbuds, tablets, laptops, gaming systems, e-readers, smart glasses and smart watches**, will be **prohibited** from 7:50 a.m. through 3:50 p.m. For the general population, ear devices are restricted to noise blocking headphones only (no blue-tooth devices allowed) and are only to be used as stated in the student's IEP or other educational/health plan.

Otherwise, **PED's should not be in use or in the student's possession\*, must be turned off or placed on silent mode and put away \*either in a backpack, in a locker, or in a student's vehicle. (see District Policy 3265)**

*\*\*\* NOTE: Due to the evolving nature of technology-additional rules and regulations may be added throughout the school year.*

### **Consequences for Noncompliance or Misuse of PED's in the Classroom/Hall Violations**

- **Students who manage their PED's as expected will not have any consequences.**
- **There will be no warnings given after the second week of school**
- **First offense: the device is given to the administrator, and returned at the end of the period.**
- **Second offense- the device will be given to an administrator, and a parent/guardian will be required to retrieve the device from the administrator and make a plan in the case of further violations.**
- **Third offense- the device will be given to an administrator, and a parent/guardian will be required to retrieve the device from the administrator and make a plan in the case of further violations. The student will receive an appropriate consequence including Spartan Studies and/or Lunch Academy.**
- **Further violations will result in continued consequences which may include out of school suspension and/or an informal expulsion hearing.**

- **Implicit or explicit student refusal to place the phone in the backpack, or refusal to give the phone or device to the teacher, administrator, or staff member upon request will result in the student being sent to the office, parent conference with an administrator and the teacher will ensue along with the student receiving an appropriate consequence no less than a Spartan Studies or suspension. A student who forgets to bring their assigned device to school will be expected to take appropriate actions to remedy the issue (borrow one from the library) prior to class.**

Students should communicate clearly with their family, friends, and bosses about the school PED rules and the appropriate times to communicate. In the case of an emergency at home, parents will be encouraged to contact the school. Otherwise, students are expected to read and respond to their received messages before and after school hours. If a student is involved in an individual emergency at school, a school official will contact the student's parent(s).

At the beginning of each school year an acceptable use policy letter will be sent home with students, to be signed and returned, which outlines expectations and consequences regarding having a cell phone or PED at school in accordance with District Policy No.3265 and 3270-P(1) and Minico High School expectations and policies.

### **PED Use During School Emergency/Lockdown Situations**

During lockdown and other school emergency situations, students are expected to comply with district, school, teacher, and emergency services protocols and requests. It is important to understand that the sharing of incorrect information can lead to panic and chaos as well as compromising public safety by complicating emergency services response time due to road and traffic issues and communications issues with internet and cell tower limitations. During a lockdown/emergency situation, the school district will post on the district website ([minidokaschools.org](http://minidokaschools.org)) any facts and information to parents and the public as they become available. Students should neither video/record other students or staff during the emergency situation nor share recorded material of the incident on social media platforms. Emergency services and/or a school representative will contact the parents of any student who has been injured or directly involved in an emergency situation

### **PROFANITY**

Students need to be respectful of those around them and are expected to speak and act responsibly. Use of profanity is unacceptable and students will be disciplined accordingly.

### **Minidoka County School District #331 Drug and Alcohol-Free Workplace (District Policy 3300 and 5320)**

The Minidoka County School Board and Minico High School are committed to meeting its legal and moral responsibilities to safeguard the health, character, citizenship, and personal development of students. It is recognized that certain offenses, including those of alcohol and drug abuse, are barriers to the positive development of the citizenry and can lead to the illness of alcoholism and other chemical dependencies.

The board of trustees hereby notifies all employees and students of Joint School District No. 331 that the unlawful manufacture, distribution, sale, possession, consumption or use of any illicit drug or



alcoholic beverage at the workplace, on the Minidoka County School District premises, or on school assignment and/or activities is absolutely prohibited. The board further notifies all employees and students that to be under the influence of alcohol, drugs, or any intoxicating substance at the workplace, on the school district premises, or on school assignment and/or activities is absolutely prohibited. **Compliance with this policy is mandatory.**

Violation of these policies by any employee or student will be cause for disciplinary action up to and including termination or expulsion.

All employees and students in violation of this policy will be referred to local law enforcement authorities. Students' parents or guardians will be notified immediately.

Administrators and supervisors are to review this policy with employees and students annually.

## **STANDARD OF DRESS**

As fashions change, developing a dress standard for school is challenging. Students and staff understand that certain forms of dress are appropriate for particular settings both in and out of school, but are not appropriated as attire in the general school setting i.e. a wrestling singlet is appropriate for wearing during a wrestling match/practice, but nowhere else during the school day, or a swimsuit is appropriate at the pool, but not as attire for regular school business. Therefore, boundaries of appropriateness have been set for attire at school. Minico High School students are expected to dress appropriately and to show proper attention to personal cleanliness, neatness, and conservative standards of dress and appearance for the safety and education of the student and all others in the school. In order to ensure academic excellence, ethical behavior and personal responsibility, dress will be of a nature that sets a school-wide tone of caring about personal integrity, school pride, and the courteous customs of the society in which we live. The purpose of this policy is to model and promote a safe, productive, and professional environment for students, staff and the community. This policy will apply equally and without bias based on gender, race, color, religion, national origin, disability, and/or age.

**GENERAL RULES FOR ATTIRE:** Clothing should always be clean, mended, suitable to body size, and in good taste.

**CLOTHING:** Pant/slacks are to be worn at the waist. Belts are not required, but if worn, must be in loops and are not to hang down. Pants that cannot be held up without a belt or those with holes above mid-thigh are prohibited. Bib type overalls/coveralls shall be worn in an appropriate, safe, fastened manner. Extreme tight-fitting clothing, clothing which is unduly revealing, or attire which detracts in any way from the educational mission of the school's instructional program, is unacceptable. See-through fabrics, mesh, and/or fishnet fabrics worn alone are prohibited. Clothes must conceal undergarments at all times. Shirts must have a modest neckline and midriff no more than one inch of skin may be showing. Halter tops, spaghetti straps, off-the-shoulder are discouraged when worn without a cover. Athletic team attire that does not meet the above criteria is to be worn only at competitions, practices, and/or for demonstrative purposes/assemblies with administrative approval.

**INSIGNIA:** Clothing and accessories that contain insignia are unacceptable at any time and in any form if they contain messages, writing, graffiti, and or insignia which advertise, endorse, and/or promote drugs, tobacco products, alcohol, profanity, illegal activities, racially derogatory or hate group references, Satanism, death or destruction, violence, shock-rock, sadism, gangs, racial separatism, and sexual or pornographic innuendo.

**HEAD COVERINGS AND HATS:** Out of courtesy, respect and for safety/identification reasons, during school hours, all head coverings including caps, visors, sweatshirt/hoodie hoods are unacceptable for all students with the exception of head coverings for medical purpose or religious observance. Under special occasions, hats may be worn with authorization by administration with specific guidelines. **See District Policy 3255.**

#### **ACCESSORIES**

- Belts must be in the belt loops and are not to be hanging from the waist.
- Accessories having studs or spikes (including metal) are prohibited.
- All pet paraphernalia is prohibited.
- Chains, including wallets which have a chain attached are prohibited.
- Jewelry, which could inflict bodily harm, used for drug paraphernalia, or construed as a weapon is prohibited.
- Shoes must be worn at all times.
- Students may be expected to remove certain jewelry deemed unsafe by the teacher during any class including Physical Education classes.
- No gang-related, profane or vulgar language, symbols or insignias etc. are to be cut into hair or tattooed or cut into skin. All offensive permanent marks must be covered.
- Bandannas are prohibited as attire in the school building.

**\*\* Violation of the dress code is subject to discipline up to suspension.**

#### **SEXUAL HARASSMENT**

The Board of Trustees believes that students and employees of the Minidoka County School District #331 have the right to learn and work in an atmosphere which is conducive to the achievement of their fullest potential. Sexual harassment of students or employees whether verbal or physical and whether engaged in by employees of the District or students, is prohibited and will not be tolerated.

The School District will investigate all complaints of sexual harassment whether the complaint is formal, informal, verbal or written, and discipline any student or employee who sexually harasses a student or employee of the School District.

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature.

Any person who believes he or she has been the victim of sexual harassment should report the alleged acts immediately to an appropriate teacher, counselor, supervisor, principal or superintendent.

## **PUBLIC DISPLAYS OF AFFECTION**

Inappropriate showing of affection in halls, classroom, or on school grounds will not be tolerated. Examples would be prolonged hugging, kissing, extensive physical contact, etc. that would offend other people. Violation could result in detention and/or suspension from school.

## **DRIVING TO SCHOOL/PARKING LOT REGULATIONS**

Student parking on the Minico High School campus is by "Permit Only" from **7:30 am to 3:50 pm**.

Driving to school and parking in the school's parking lot is a privilege; please treat it as such. Due to the limited number of student parking spaces as well as safety and trespassing issues, student parking will be closely monitored. Student cooperation is expected and appreciated. Student parking spaces on campus will be permitted to students who have a driver's license, complete the **Parking Permit Form**, and pay the permit fee. Each approved student will be granted a parking permit and will either park for the remainder of the school year in an assigned, numbered parking stall that matches their pass for the remainder of the school year or will park in the "Overflow Parking Lot". On special/or unforeseen occasions, such as after a heavy snowfall or parking lot construction, general parking will be the rule for the day. Students who are not assigned to a numbered parking stall will park in the general **Overflow Parking Lot** east of campus. \*The school administration will determine the process for assigning parking spaces. Students without a permit will not be allowed to park anywhere on the MHS campus. The Minidoka County School District assumes no responsibility for the theft or damage to vehicles parked or driven on school grounds or to those that are towed by a certified towing company. In an effort to protect your car and other possessions, we require the following of our students:

Any student who drives and arrives at school with a motorized vehicle, will park in his/her designated parking spot and will remain parked during the remainder of school hours, except to leave during lunch period. Cruising the parking lot and/or driving to the other side of campus to attend another class is prohibited.

Students will park only between solid yellow, parallel lines in the designated student parking areas, and are prohibited from parking in any staff spaces, handicap parking spaces, bus lanes, designated fire lanes, etc.

Students are prohibited from driving passengers on the exterior of their vehicles or in the bed of a pickup/truck while on school grounds.

Students with a permit who drive oversized vehicles and those with trailers will be required to park along the side of 300 West Road between the fence and the road beyond the greenhouse near the Football bleachers.

Students will keep their parking spaces litter free, and will not paint and/or write in their assigned space. The \$60 senior parking stalls are an exception and can be painted.

No student is to be in the parking lot during any class period without permission from a member of the faculty or administration. Students found in the parking lot during class time without written or direct permission may be considered TRUANT from class and disciplined accordingly.

Students are expected to not loiter in the parking lot when the school day is completed.

Students are expected to drive courteously, carefully, and responsibly on and around school property. Inattentive, reckless, or irresponsible driving on school grounds will not be tolerated. Violations of rules concerning parking lot and driving behavior may result in the loss of privileges for a period of time. Students who blatantly park illegally or fail to comply with parking rules may be towed at the owner's expense.

#### **Minico High School Parking Passes:**

**Step One:** Students and parents/guardians will complete and submit the on-line *Student Parking Permit* form on the Minico High School website.

**Step Two:** Those who have completed the on-line form will be assigned a parking space upon receipt of payment.

**Step Three:** Students will be assigned a parking spot during registration.\*\*

**Step Four:** The parking permit must be clearly displayed, facing forward on the rear-view mirror or on the dashboard while the vehicle is parked on campus. The parking permit may be transferred to another registered vehicle. Failing to display the parking permit or parking in unauthorized areas will result in the consequences listed below.

\*\*Freshman will be issued parking spots after school has begun.

#### Parking Consequences include:

1<sup>st</sup> offense: Warning/Citation

Other offenses: Citation/Towed/Loss of Parking privilege.

After three offenses, or a severe safety risk to others has occurred, the student and parent/guardian will have a hearing with administration for the possible revocation of the permit.

#### **Parking fees and fines** (to be paid at the office)

\$60.00 Senior Prime Parking Pass Fee

\$22.00 for assigned paved parking pass.

\$12.00 for overflow parking permit

\$5.00 will be assessed for a lost or stolen permit.

\$15 fine for each citation for improper parking

\$25 fine for parking in a handicapped space and/or fire lane.

#### Visitor Parking

All visitors parked on school grounds must report immediately to the office to check in and register themselves and may be asked to provide their vehicle information.

#### **FOOD IN SCHOOL/LUNCH TIME EXPECTATIONS**

Students are expected to help keep the hallways, outside lawns, and parking lots clean at all times. Failure to keep hallways clean could result in loss of privilege to eat in the halls during lunch. When in the halls during lunch time, students should converse quietly as to not interrupt classes that are in session. Loitering on the second floor of the school is prohibited during lunch time.

## SEARCH & SEIZURES

While on school grounds, the administration and resource officers reserve the right to both search and seize any materials in violation of school policy. This search and seizure can include a student's personal vehicle, locker, backpack, gym bag, purse, etc.

This can be done at any time there is reason to believe a student may be in violation of school policy. No prior warning is needed. Search warrants are not necessary to perform this action in a school setting. Any violation of school policy found during any such search will be disciplined accordingly.

## THEFTS/REPORTING A LOSS

Students are reminded to secure vehicles, valuables, and lockers--BOTH hallway and PE lockers. In case of theft, the school accepts no responsibility for personal articles and property brought into the building(s) or onto school grounds. Staff may assist in the recovery of such items.

## ACTIVITY PARTICIPATION POLICY/GRADE ELIGIBILITY

### Grades

A student desiring to represent Minico High School in extracurricular activities must have a cumulative GPA of 2.0 and must be passing all classes.

Grades will be checked every two weeks and students who have a grade of less than 60% in no more than two classes will be placed on a **probation plan** and will either meet the requirements of the probation plan or will become ineligible. \*\*\*

After grade checks, a student who is not passing at least five classes will have one week to reach the minimum standard of five passing classes. If the student does not meet the minimum standard, he/she will be declared ineligible for participation until the standard is met.

### Activity Probation Plan\*\*\*

In order to encourage students who might otherwise not be allowed to participate, and to provide incentive for improvement, students who are unable to meet the 60% requirement, in the above circumstances, and is passing at least five of seven classes, may be allowed to practice, participate, or compete under the following circumstances:

The student must meet with administration and the teacher to determine if the student can be placed on academic probation.

If approved, the student will remain on academic probation each week thereafter until a satisfactory grade report is achieved at which time, they will be declared eligible to participate until the next grade check.

A student who has an unsatisfactory grade report or is declared ineligible to participate must continue to meet weekly with the administration to discuss current grades and an improvement plan.

Failure to meet the guidelines set forth in the improvement plan set by teacher, student, and administrator will result in the student being declared ineligible to participate for the remainder of the season.

Students must attend all required practices and perform all required training activities during the probationary period. Students who have been declared ineligible for the remainder of the sport season will not be allowed to practice or participate following the declaration of ineligibility.

Activity advisors will be responsible for grade check and eligibility requirements.

Students not meeting grade requirements will not participate in activities.

All school activities will be under this policy.

Only administration may waive any requirement.

## **EXTRA-CURRICULAR ACTIVITIES**

The following rules will be in effect for all spectators at IHSAA events:

1. Face Painting Full and/or half face painting is not permitted. Partial face painting is permitted such as small markings on the cheeks, nose, or forehead. Covering the face or head with a mask, or anything that obscures identification, is not permitted. School mascots and halftime performers are excluded.
2. Posters/Banners/Signs All signs must show only positive support. Those that direct negative comments towards opponents or are unsportsmanlike or vulgar are not permitted.
3. Artificial Noisemakers Artificial noisemakers shall not be used. Exception: Cheerleaders (only) may use megaphones at football games. Artificial noisemakers are items such as (but not limited to) megaphones, air horns, bells, whistles, clickers.
4. Balloons are not permitted at any IHSAA state play in or championship event.
5. Attire Bare chests are not permitted. Shirts must be worn.
6. Inappropriate Behaviors The following are not permitted:
  - a. Throwing objects onto the playing area before, during, or after a contest.
  - b. Entering the playing area before, during, or after a contest. (Which includes "storming" the court or field)
  - c. Verbal harassment or derogatory remarks directed toward an opponent or official.

Any student spectator expelled from an event by the administration, law enforcement, or game official will have to meet with the athletic director to view a sportsmanship video, and may be suspended from school up to five days and may not be allowed to attend any other extra-curricular function for up to a period of six weeks.

A second violation of this sort during the course of the school year may result in expulsion from all school activities for the remainder of the school year and suspension from school for five days.

Any student who is released/quit from any organization or club because of failure to follow the sport/club rules/regulations/grade requirement may have his/her name deleted from any pictures or other recognitions.

## **Rules & regulations governing participation in ALL extra-curricular activities**

Improper behavior (including before, during, and after the event) may result in loss of participation in school activities. Proper behavior while in competition representing the well-being and reputation of Minico High School is expected and required.

### **Training Rules and Substance Abuse Policies**

Participation in extracurricular activities is a privilege extended to the students of this school. Students participating in activities shall not use or possess tobacco, alcohol, or drugs or other substances found in District Policy 3300. Students doing so will be subject to the disciplinary actions of the Drug and Alcohol Policy for Extra-curricular Activities Code of Conduct that each participant must read and sign prior to participation.

### **Attendance Rules and Regulations for Participation in Extracurricular Activities**

Students must be in attendance one-half of the day of an activity or they will not be permitted to participate in that activity.

Exceptions are:

- If the student is attending a doctor's appointment during the course of the day, in which case a doctor's note must be shown to the attendance office upon return to school.
- If the student must stay home because of a serious illness in their family which has been pre-excused through the attendance office.
- A death in the family.
- Personal reasons or illnesses that are cleared by the administration in advance of missing school.
- Students who are assigned in-school suspension can compete that day if their activity takes place after the assigned detention. In-school suspension will not be scheduled around extra-curricular activities under any conditions.

### **Extra-Curricular Eligibility**

Those students participating in any extra-curricular activity come under the jurisdiction of the Idaho High School Activities Association regulations. In addition to these requirements, the participant must meet the following regulations outlined in the Minidoka School District policy:

Students participating in any activity covered by the I.H.S.A.A. must have and maintain a 2.0 grade point average. The grades will be calculated initially from the previous semester grades for students

transferring to Minico from other schools. Grade point averages figured from the previous semester grades will determine eligibility for the following semester.

No student is to take part in interscholastic athletics unless the student has completed the required **Physical Examination/Interim Questionnaire** approving participation, and a **Consent Form** is signed by the parents.

No student is to take part in interscholastic athletics/activities unless the student has athletic/activities insurance or is able to show proof that he or she is covered by a family health insurance policy. See the office staff for insurance information and insurance opportunities.

Students participating in extra-curricular activities must purchase an activity card. This includes participation in any competitive events as approved by the Idaho High School Activities Association including music, debate, cheerleading, and dance.

Although school staff may assist, any student wishing to participate in activities at the college or professional level are responsible for becoming aware of the rules, regulations, and protocols of such interests and **initiating** and completing any eligibility requirements. Visit <https://web3.ncaa.org/ecwr3/> for valuable information.

A complete copy of the Athletic Handbook is located on the internet at the Minico High School home page under documents.

Any person needing special accommodations to participate in school activities should contact Minico High School one (1) day prior to the activity at 292 West 100 South, telephone number 208-436-4721.

\*\*\*\*Any student participating in a student government position is required to be a full-time student at Minico High School, including attending the Student Government class, and must abide by the required code of conduct. A full-time student is defined as an enrolled student attending a minimum of five classes.

## **MINICO SCHOOL DANCES:**

Dances sponsored by Minico High School are for our full and part-time registered students and their guests. **Guest forms may be picked up in the school office or are available on-line and must be received by the office by the Wednesday before the dance.** Students will be notified of approval/denial by the end of the school day on Thursday prior to the dance. Students are fully responsible for their guest's actions. Guests will not be admitted without their accompanying student. Students leaving a dance or activity will not be readmitted to that activity. Students and guests will be required to have a dance contract on file to attend dances.

### Dance Guidelines:

Dancing and dance attire is expected to be appropriate for the type of activity. Provocative styles of dance and/or dress are not allowed and may lead to removal from the dance.