



**Star Valley High School
Student Handbook
2018 - 2019**

“Home of the Braves”

**445 West Swift Creek Lane
Afton, WY 83110
www.svhs.lcsd2.org
(307) 885-7847 Main Office
885-4020 Counseling Office
885-4000 Attendance Office**

Principal Mr. Homer Bennett
Asst. Principal/Athletic Director Mr. Robert Erickson
Asst. Principal.....Mr. Kory Hokanson

Principal’s Message

As a Star Valley High School student, you are surrounded by a tradition of excellence in academics and activities. As you follow the footsteps of students from past generations, you have a responsibility to the alumni, to the community, and to the future generations of SVHS students to uphold the highest standards of performance in academics and activities. As your principal, I will do my best to support every student in learning and reaching your goals.

The SVHS faculty will establish a safe and orderly learning environment and we will provide opportunities for every student to be successful. We ask our students to be mindful and considerate of others. A safe learning environment begins with you! At SVHS we value every student and we expect our students to treat each other with dignity and respect. Bullying and harassment will simply not be tolerated. Through encouragement and teamwork, your class can build on this great tradition of excellence!

*“Remember upon the conduct of each depends the fate of all.” –Alexander the Great
“If everyone is moving forward together, then success takes care of itself.” – Henry Ford*

SVHS School Song

Praise the name of Star Valley High
Raise her banners up to the sky.
Work for honors, great and small,
We live by her standards, one and all

Blaze our colors, crimson and gold
To these colors ever we’ll hold
Always loyal, cheer for you,
And to thee, we’ll all be true!

Our Vision

Bravely preparing for the ever-changing world through rigor, relevance, and relationships in academics and activities.

Our Mission

The mission of Star Valley High School and its stakeholders is to provide a safe, secure, respectful, and stimulating environment where all students will be engaged in a rigorous, relevant curriculum. Success will be measured through local, state, and national testing. All students will be challenged to become collaborative workers, effective communicators, and critical thinkers with problem solving skills. Their development will be fostered by positive relationships. All students will be guaranteed equal access to available resources. Upon graduation, they will demonstrate personal accountability, become responsible citizens in a democratic society, and be prepared for the challenges of an ever-changing global society.

Our Goals

1. Students will show a one-year academic growth for each year of academic instruction.
2. Students will improve in inquiry and problem solving.

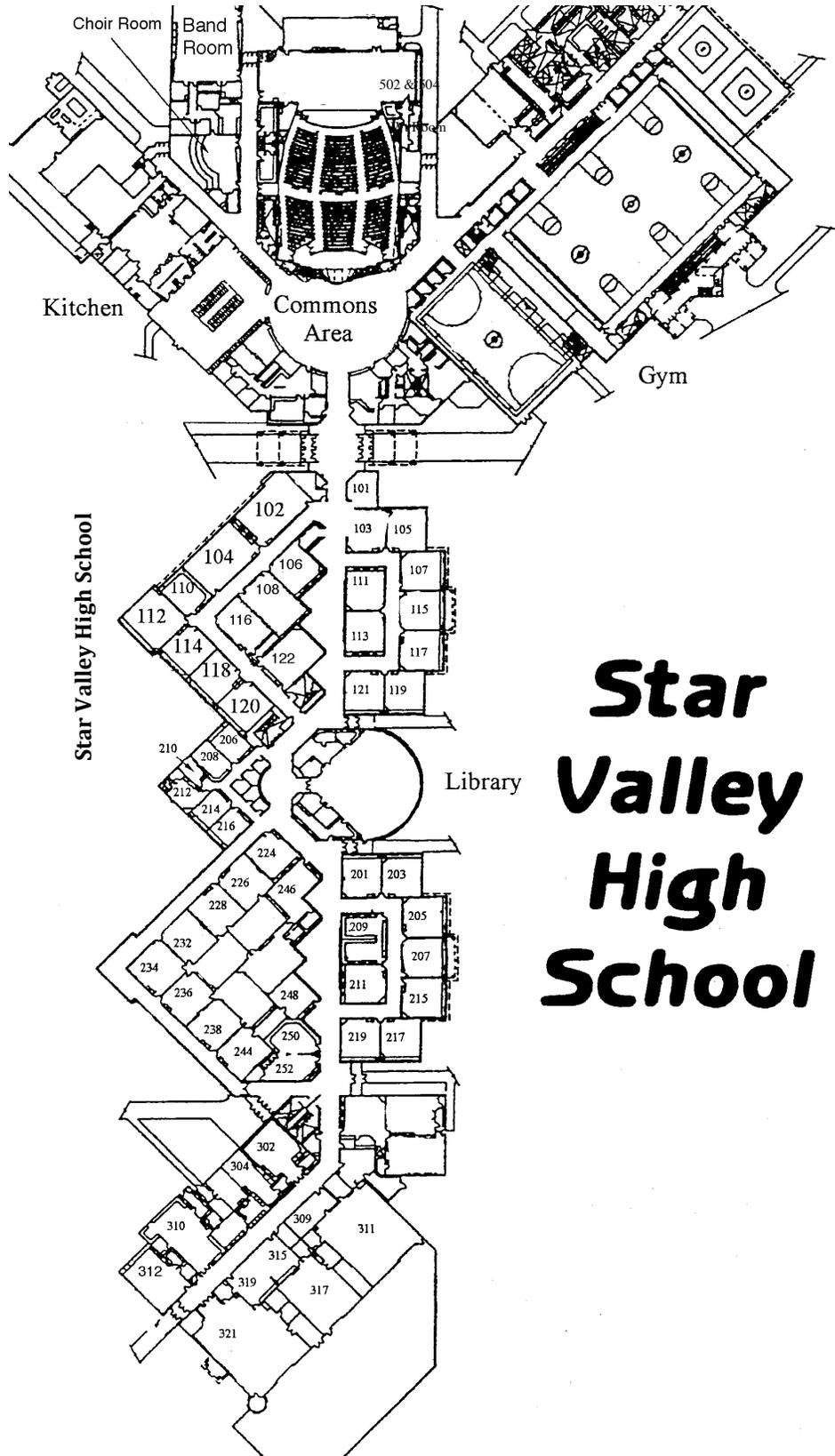
“Don’t lower your expectations to meet your performance. Raise your level of performance to meet your expectations. Expect the best of yourself, and then do what is necessary to make it a reality.” - Ralph Marston

Acknowledgement of Handbook Policies Form Star Valley High School

The Star Valley High School Student Handbook can be accessed on the web at <http://www.svhs.lcsd2.org/>. Please review the provisions of the handbook with your parent(s).

COURSE DESCRIPTIONS & SYLLABI

Syllabi and course descriptions are available at Star Valley High School’s website at <http://www.svhs.lcsd2.org/>. You may also request a hard copy from teachers if necessary. Please review each applicable course syllabus and contact the specific teacher if you have a question regarding course requirements.



Allred, Kari	Choir
Balls, Tyson	310/312
Barber, Lisa	Orch
Basye, MaryBeth	212/214
Bryson, Kelsey	224
Burch, Nikki	113
Call, Samantha	219
Christensen, Tawny	206
Clark, Eddie	500
Clinger, Kellie	226
Clove, Tyrell	238
Crosby, Nicc	115
Dockstader, Kim	302/308
Draney, Tennyson	MC
Draney, Ty	119
Erickson, Julie	112
Erickson, McKay	117
Filibi, Jayne	425 Gym
Fullmer, Kelly	203
Griffith, Sharolyn	107
Guild, Adam	304/306
Hall, Tom	101
Heiner, Nicki	301
Hooper, Jessica	201
Jenkins, Patience	111
Johnson, Robyn	205
Johnson, Tara	106
Kabonic, Paul	246
Kurt-Mason, Jordan	207
Lancaster, Aaron	121
Madsen Jordan	301
Mattson, Michael	103/313
Moore, David	232
Nethercott, Mark	236
Opitz, Dustin	250
Parry, Casey	105
Patterson, Winston	215
Patton, Ken	315
Pebbles, Reed	120
Peterson, Blake	228
Philpott, Karlie	104/108
Sand, Kurt	Band
Sloan, Spencer	216
Taylor, Andy	234
Taylor, Brandy	102
Waldron, Kevin	217
Walker, Janna	110
Warren, Dallas	319/321
Wetzel, Joe	114
Williams, Debbie	118
Young, McKay	504

Star Valley High School

Star Valley High School 2018-2019 Calendar

Key

- Red Days
- Gold Days
- ⊘ No School
- 1/2 day
- ★ Graduation

August

M	T	W	T	F
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

Aug 15-16 Student Registration
 Aug 17 First Day - Teachers
 Aug 21 First Day - Freshmen
 Aug 22 First Day of School - Students

September

M	T	W	T	F
⊘	4	5	6	7
10	11	12	13	⊘
17	18	19	20	21
24	25	26	27	⊘

Sept 3 Labor Day
 Sept 14 No School
 Sept 28 No School

October

M	T	W	T	F
1	2	3	4	5
8	9	10	11	⊘
⊘	16	17	18	19
22	23	24	25	26
29	30	31		

Oct 12-15 No School

November

M	T	W	T	F
			1	⊘
5	6	7	8	⊘
12	13	14	15	⊘
19	20	21	⊘	⊘
26	27	28	29	30

Nov 2 No School
 Nov 9 Staff PD/Students Off
 Nov 13 Evening PTC Etna
 Nov 14 Evening PTC SVHS
 Nov 21 Braves In Action 1/2 Day
 Nov 22-23 Thanksgiving Break

December

M	T	W	T	F
3	4	5	6	⊘
10	11	12	13	14
17	18	19	20	21
Break				

Dec 7 No School
 Dec 24-Jan 1 Christmas Break

January

M	T	W	T	F
Break		⊘	3	4
7	8	9	10	⊘
14	15	16	17	⊘
21	22	23	24	⊘
28	29	30	31	

Jan 2 Staff PD/Students Off
 Jan 3 Students Return
 Jan 3 2nd Semester Begins
 Jan 11 No School
 Jan 18 No School
 Jan 25 No School

February

M	T	W	T	F
				1
4	5	6	7	⊘
11	12	13	14	⊘
⊘	19	20	21	⊘
25	26	27	28	

Feb 8 Staff PD/Students Off
 Feb 15-18 No School
 Feb 22 No School

March

M	T	W	T	F
				⊘
4	5	6	7	⊘
11	12	13	14	15
18	19	20	21	22
Spring Break				

Mar 1 No School
 Mar 8 No School
 Mar 12 Evening PTC Etna
 Mar 13 Evening PTC SVHS
 Mar 25-29 Spring Break

April

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	⊘
22	23	24	25	26
29	30			

April 19 No School

May

M	T	W	T	F
		1	2	⊘
6	7	8	9	10
13	14	15	16	⊘
20	21	22	23	24
⊘	★	29	30	31

May 3 No School
 May 17 No School
 May 27 No School
 May 28 Graduation
 May 31 Last Day of School 1/2 Day

SVHS BELL SCHEDULE

	Schedule 01 Regular		Schedule 02 Assembly		Schedule 03 Assembly
1st Bell	8:05	1st Bell	8:05	1st Bell	8:05
1st Period	8:15-9:37	1st Period	8:15-9:21	1st Period	8:15-9:37
Passing	9:37-9:44	Passing	9:21-9:28	Passing	9:37-9:44
2nd Period	9:44-11:06	Assembly	9:28-10:24	2nd Period	9:44-11:06
Passing	11:06-11:13	Passing	10:24-10:31	Passing	11:06-11:13
Reading	11:13-11:37	2nd Period	10:31-11:37	Reading	11:13-11:37
Lunch	11:37-12:10	Lunch	11:37-12:10	Lunch	11:37-12:10
Passing	12:10-12:17	Passing	12:10-12:17	Passing	12:10-12:17
3rd Period	12:17-1:39	3rd Period	12:17-1:39	3rd Period	12:17-1:31
Passing	1:39-1:46	Passing	1:39-1:46	Passing	1:31-1:38
4th Period	1:46-3:08	4th Period	1:46-3:08	4th Period	1:38-2:53
Passing	3:08-3:15	Passing	3:08-3:15	Passing	2:53-3:00
5th Period	3:15-3:45	5th Period	3:15-3:45	Assembly	3:00-3:45
	3:45-3:52				
	3:52-4:30				

	Schedule 04 1st Day of School - Assembly		Schedule 05 Last Day of School		Schedule 06 Homecoming
1st Bell	8:05	1st Bell	8:05	1st Bell	8:05
1 st Period	8:15-8:42	Lockers	8:15-8:25	1st Period	8:15-9:01
Passing	8:42-8:49	Passing	8:25-8:30	Passing	9:01-9:08
2 nd Period	8:49-9:16	1st Period	8:30-8:50	2nd Period	9:08-9:54
Passing	9:16-9:23	Passing	8:50-8:55	Passing	9:54-10:01
Assembly	9:23-10:28	2nd Period	8:55-9:15	3rd Period	10:01-10:47
Passing	10:28-10:35	Passing	9:15-9:20	Passing	10:47-10:54
3 rd Period	10:35-11:02	3rd Period	9:20-9:40	4th Period	10:54-11:37
Passing	11:02-11:09	Passing	9:40-9:45	Lunch	11:37-12:10
4 th Period	11:09-11:37	4th Period	9:45-10:05	Passing	12:10-12:17
Lunch	11:37-12:10	Passing	10:05-10:10	Assembly	12:17-1:15
Passing	12:10-12:17	1st Period	10:10-10:30		
1 st Period	12:17-12:50	Passing	10:30-10:35		
Passing	12:50-12:57	2nd Period	10:35-10:55		
2 nd Period	12:57-1:30	Passing	10:55-11:00		
Passing	1:30-1:37	3rd Period	11:00-11:20		
Reading	1:37-1:47	Passing	11:20-11:25		
Passing	1:47-1:54	4th Period	11:25-11:45		
3 rd Period	1:54-2:27	Passing	11:45-11:50		
Passing	2:27-2:34	5th Period	11:50-12:00		
4 th Period	2:34-3:07				
Passing	3:07-3:14				
5th Period	3:14-3:45				

	Schedule 07 Early Release		Schedule 08 Awards/ YrBook
1st Bell	8:05	1st Bell	8:05
1st Period	8:15-9:00	1st Period	8:15-9:18
Passing	9:00-9:07	Passing	9:18-9:25
2nd Period	9:07-9:52	2nd Period	9:25-10:28
Passing	9:52-10:59	Passing	10:28-10:35
3rd Period	10:59-10:44	3rd Period	10:35-11:37
Passing	10:44-10:51	Lunch	11:37-12:10
4th Period	10:51-11:37	Passing	12:10-12:17
Lunch	11:37-12:10	4th Period	12:17-1:38
		Passing	1:38-1:45
		Assembly	1:45-2:45
		Signing	2:45-3:45

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Welcome to Star Valley High School. We hope you have a great school year. Please review the handbook to familiarize yourself with the expectations for SVHS students. If you have questions please ask a staff member or administrator for clarification.

Admission

As per Lincoln County School District Policy JEC, only “children resident” in the District may be enrolled.

Resident students are defined as children, over 5 years of age and under 21, who live with a natural parent, an adoptive parent, legal guardian, or legal custodian appointed by a court of competent jurisdiction, and the parent, guardian, or custodian actually resides in Lincoln Co. School District No. 2. The district requires that legal status claimed be proven by appropriate documentation. All other students are non-resident students.

Admission will be denied to any student who has completed the twelfth grade, or to any child whose attendance would be inimical to the health, safety, or welfare of other pupils. In such instance, the Board shall make the best possible provision for suitable and adequate education, in accordance with state law.

No student will be allowed to register in high school after ten (10) days of a semester have expired unless such student is transferring from another school system. The earliest entry date for any such student will be the first day of the next semester. If a student withdraws from high school, he/she may be reinstated within seven (7) school days of the withdrawal. Reinstatement after seven (7) days can only occur at the beginning of the next semester or by express written approval of the Superintendent.

Assemblies

Students are expected to conduct themselves as ladies and gentlemen at all assemblies. They are to be respectful and quiet while others are presenting. Students who call out, disrupt, or draw undue attention to them selves will be excluded from future assemblies. **CELL PHONES and other electronic devices are NOT to be used during assemblies. Violation will result in confiscation of the device and application of the disciplinary code.**

Attendance

As per Lincoln County School District #2 Policy JED, the Board of Education embraces the philosophy that regular attendance of pupils is basic for school success. The Board supports the policy that while it is the parents' duty and responsibility to determine the child's attendance at school, the school shares this responsibility with the parents. **In some cases it may be the duty of the school not to condone certain parentally approved absences.** It is the expectation of the Board and SVHS administration that, whenever possible, appointments shall be made on Fridays when regular school is not in session.

Excused absences are those that are excused by a parent/guardian within five (5) days of a student's return to school and meet the definition of an excused absence in Board Policy JED. Excused absences shall be limited to:

1. Personal illness
2. Funerals, weddings, deaths or extraordinary events in the family.
3. Medical or dental appointments not possible other than during school time.
4. Family emergencies.
5. School related business or activities with the sanction of and approval of the school.

Unexcused absences are any absences resulting from a student's failure to follow the appropriate check out procedures, are not excused by a parent/guardian within five (5) days of the student returning to school from a legitimate absence and all other absences not defined as “excused”.

When a student has accumulated three (3) **excused or unexcused** absences, (6 in a class that meets daily) in one class during a semester, the parent/guardian of that student will be notified. If a student accumulates five (5) absences (10 in a class that meets daily) in one class during a semester, the student and his/her parent/guardian will be contacted by a school official. **If a student is absent six (6) times, excused or unexcused, (11 in a class that meets daily) in one class during a semester, he/she WILL LOSE CREDIT for that class and must petition for credit through the SVHS attendance committee.** When determining if credit should be awarded, the attendance committee will consider factors such as: the final grade earned in the course, the nature of the absences (excused/unexcused, etc.), past attendance record, teacher's recommendation, disciplinary record, the student making up time outside of the school day, etc. The attendance committee may choose to grant credit, deny credit, or set specific conditions that the student must fulfill before receiving credit.

Any student leaving campus during the school day **MUST CHECK OUT AT THE ATTENDANCE OFFICE PRIOR TO LEAVING.** Checking out of school will require parent or guardian verification. Parent/guardian may send a note requesting release of a student at a designated time, calling the attendance office requesting release of a student at a designated time or signing a student out at the attendance office window. Students are responsible to verify that they have been properly checked out by a parent/guardian **PRIOR TO LEAVING CAMPUS.** Any absence resulting from a student leaving campus without properly checking out of school will be regarded as an unexcused absence and/or truancy and will be subject to the disciplinary measures that accompany such. Upon returning to school students **MUST CHECK IN AT THE ATTENDANCE OFFICE TO RECEIVE A PASS TO CLASS.**

When returning after an absence students will need a note or phone call from a parent/guardian to excuse the absence. The Attendance Office must receive the excuse within five (5) school days following the absence or it will become an unexcused absence and/or truancy. Students who are 18 years of age may be required to have parent or administrator authorization in order to appropriately check out and excuse absences.

Bus Rules

Riding the school bus is a privilege. Students are expected to follow the bus rules at all times, thus enabling the driver to carry out his/her duties in a safe manner. Students who do not adhere to bus rules will be subject to disciplinary consequences, which may include loss of bus riding privileges.

Activity buses are ONLY available for SVHS students participating in approved activities. The 4:30pm bus is for students in after school detention. A pass is required from the teacher to ride this bus.

The 6:00pm activity bus is ONLY for students participating in athletics/activities. An approved activity sticker, attached to your student ID, is required to ride this bus.

Classroom Rules

All staff members will hold students accountable for the policies set forth in this handbook. Teachers may set additional rules and expectations for conduct in their classrooms. Consequences for classroom violations will be imposed by individual teachers.

Counseling

Counselors are available to help you with school or personal problems. They also can help you obtain college, scholarship and post high school training information. Any student wishing to see a counselor must have a scheduled appointment or permission from their teacher **before** coming to the office. Students without appointments will be sent back to class. Every effort should be made to schedule counseling appointments during non-core academic classes.

Dances

School dances are open to students currently enrolled at Star Valley High School. ID's will be required. Persons not enrolled at Star Valley High School must be approved in advance by the administration before attending, including students from other high schools in LCSD #2. Middle school students are not allowed to attend high school dances.

All dances will be finished by 11:30 p.m. Admission will be charged at the door for select dances. SVHS dance policy prohibits leaving and re-entry to the dance. No student will be admitted to the dance after 10:00 p.m. Admission to SVHS dances may require submission to passive alcohol testing (breathalyzer). Students suspected of alcohol or drug use will be turned over to the police for legal action. School dress code is in effect at ALL dances. Special dress standards may be imposed during formal dances.

Discipline Code

The purpose of a discipline code is to aid in the maintenance of a safe and orderly learning environment that will promote successful teaching and learning. It is the belief of the faculty that students will conform to high, but reasonable behavior standards if they clearly understand what is expected of them.

The administration reserves the right to use discretion and common sense when assigning consequences to violations of the discipline code. Student's age, previous behavior, discipline history, and severity of the infraction will be taken into consideration when assigning consequences. Some consequences may be more or less severe depending on the above factors. Parents will be notified when disciplinary consequences are imposed. Discipline issues not addressed specifically in this policy will be handled according to the discretion of the administration. Every student has a right to the following:

- Explanation of the infraction they are accused of.
- An opportunity to explain their side of the situation.
- An explanation of the consequences that will take place in the event they are found to have violated the Code.

School Board Policy will guide the application and interpretation of the Code. In no case should the Code be interpreted or applied in such a way as to contradict policy.

Law enforcement officials, fire department, or any other appropriate officials may be called in if the administration deems it necessary to insure the safety of students, school personnel, or property. When feasible, parents will be notified before a student is questioned by an outside official.

Detention Options			
The purpose of detention is to serve as a consequence for students who violate the SVHS discipline code. Detention is designed to be somewhat aversive in that students are not permitted to socialize, sleep, or use electronic devices. Students who violate detention rules are subject to additional time in detention or other appropriate disciplinary consequences.			
Noon Detention		After School Detention (ASD)	
Noon Detention will occur daily from 11:37am – 12:10pm. Noon detention will be managed as a quiet study hall, and all classroom rules will apply. Students will be provided an opportunity to purchase a school lunch, or they may eat a lunch brought from home. Students are not permitted to leave the detention classroom at any time during the lunch hour, except in the event of an emergency.		After School Detention will occur afternoons from 3:45-4:25pm Tues – Wed. Detention will be managed as a quiet study hall, and all classroom rules will apply. In the absence of academic work, students may also be engaged in school service projects. Students serving after school detention may ride the 4:30 study bus with a pass from the detention supervisor. When assigned, After School Detention takes precedence over activities and athletics.	
Suspension Options			
In School Suspension (ISS)		Out of School Suspension (OSS)	
Students who are assigned ISS must report to the ISS room immediately upon arrival to campus. Students in ISS will be required to work independently and quietly on school work and other academic tasks assigned by the ISS coordinator. Students will be provided an opportunity to purchase a school lunch, or they may eat a lunch brought from home. Students will eat lunch in the ISS Room. During an assigned ISS day, students will not be permitted to participate in extra-curricular activities and are prohibited from being on campus after dismissal. Students who fail to comply with the rules of ISS will be assigned ASD during the same afternoon and/or additional ISS time during the subsequent school day.		Students who are suspended from Star Valley High School are prohibited from being on campus or in attendance at any school activity or event for the duration of their suspension. A parent meeting to develop or review a behavior plan/contract may occur prior to the student returning to school. Students who come on to campus during an Out of School Suspension will be subject to arrest and prosecution for trespassing as well as additional school consequences.	
School-wide Tardy Policy			
All students are expected to be in their classes when the tardy bell sounds. Teachers may require students to be in their seats or in a particular designated location within the classroom, gym, or shop when the bell sounds. A tardy is consistently recorded when a student is late to class. When a student is tardy, the teacher notifies the student that he/she is being marked tardy and is required to serve one unit of detention. Students must complete the required detention(s) either on the same day of the tardy(s) or by the end of the next school day.			
Behavior	Consequence		
1 tardy in a day	1 unit of detention (noon or ASD) to be completed by the end of the next school day.		
2nd tardy in a day	2 units of detention (noon &/or ASD) to be completed by the end of the next school day.		
3 or more tardies in a day	2 units of detention (noon &/or ASD) to be completed by the end of the next school day and referral to principal.		
Students who are habitually tardy will be referred to the principal for other appropriate disciplinary action, which may include Tuesday/Wednesday school detention, school service work, and/or ISS.			
Offenses violating rules of common courtesy, classroom and school rules, or behavior that interferes with the learning of self or others.			
Behavior	Tier 1	Tier 2	Tier 3
Disrespect for school property. (Including but not limited to: abuse of iPads, littering, leaving lunch trays, writing on desks, abuse of lockers, etc.)	Restore to acceptable condition and 2 units of detention/school service	Restore to acceptable condition and 4 units of detention/ Tuesday/Wednesday school detention, school service and parent contact	Restore to acceptable condition, 1-3 days suspension and parent contact
Disruptive Behavior	Teacher initiated phone call home	Teacher initiated phone call home. Teacher, parent, and student meeting	Referral to administration
Dress Code Violation (Excluding hats)	Student complies with dress code and parent contact	Student complies with dress code, parent contact and 1 unit of detention	Suspension 1-3 days
Hat Violation	Hat will be confiscated and kept by staff member until the end of the school year. *Student may get his/her hat back prior to the end of the year by paying \$5.00 to be donated to a charity designated by the school.		

Conduct jeopardizing student health (Including Piercing and Tattoos)	Confiscation of device(s), parent contact, contract	Confiscation of device(s), parent meeting, detention	Original consequences plus 1-3 days suspension and parent meeting
Internet Use Agreement Violation (Includes putting iPad in Airplane mode)	Student's iPad will be put on the white list for two weeks	Parent meeting and contract	Loss of iPad for the rest of the semester, parent meeting, refer for counseling
Inappropriate display of affection (PDA)	Formal warning and parent contact	Parent meeting and detention	Suspension 1-3 days
Failure to comply with disciplinary consequences	Double the original consequences	Double the original consequences and parent contact	Original consequences plus 1-3 days suspension and parent meeting
Failure to check out prior to leaving school, or failure to clear absences with attendance office	1 unit of detention	2 units of detention	Tuesday/Wednesday school detention and parent conference
Insubordination (defiance of authority or showing disrespect)	2 units of detention and parent contact	Tuesday/Wednesday school detention and parent contact	1-3 days suspension, parent meeting and behavior contract
Cheating, plagiarism, or falsifying documents	Tuesday/Wednesday school detention, loss of points on assignment and parent contact	1 day suspension, loss of points on assignment, and parent meeting	3 days suspension, loss of points on assignment, and parent meeting
Use of electronic devices (excluding cell phones) in classrooms and assemblies	Device confiscated can be picked up by student at the end of the day and behavior contract and parent contact	Device confiscated; can be picked up by parent and behavior contract signed by both student and parent	Device confiscated; can be picked up by parent at the end of 30 days
Use of cell phones in classrooms and assemblies	Device confiscated; can be picked up by student at the end of the day and behavior contract and parent contact	Device confiscated; can be picked up by parent and behavior contract signed by both student and parent	Device confiscated; can be picked up by parent at the end of 30 days
Food and/or drink in hallways	Student complies and 1 unit of detention/school service	Student complies and 2 units of detention/school service and parent contact	Student complies and Tuesday/Wednesday school detention/school service and parent contact
Truancy	2-4 units detention/ Tuesday/Wednesday school detention & parent contact	1 day ISS and or referral to law enforcement	1-3 days suspension and parent meeting and referral to law enforcement
Vulgarity and/or profanity	2-4 units detention/ Tuesday/Wednesday school detention & parent contact	1 day ISS	1-3 days suspension and parent meeting
Matters of Law – Violation of law. Law enforcement will be notified. These are examples only and not limited to:			
Behavior	Tier 1	Tier 2	Tier 3
Fighting/Promoting Violence*	1-3 days suspension, parent contact, and behavior contract	3-5 days suspension, parent meeting, and referral to superintendent	Referral to superintendent
*Promoting Violence: The promotion of violence by encouraging others to fight/engage in an altercation, taunting those involved in a fight/altercation, recording and/or distribution of a fight/altercation, failing to seek adult intervention to prevent or stop a fight/altercation and failing to report a fight/altercation which has occurred, or may occur, shall result in disciplinary action, up to and including suspension or expulsion.			
Harassment (physical, sexual, racial, and verbal)	1-3 days suspension, parent contact, and behavior contract	3-5 days suspension, parent meeting, and referral to superintendent	
Making a 911 call, bomb threats, or pulling fire alarms falsely	1-3 days suspension, parent contact, and behavior contract, referral to law enforcement	3-5 days suspension, parent meeting, and referral to superintendent, referral to law enforcement	
Stealing	1-3 days suspension, restitution, parent meeting, and behavior contract	3-5 days suspension, restitution, and referral to superintendent	

Vandalism	1-5 days suspension, restitution, parent meeting, and behavioral contract	Up to 10 days suspension, restitution, and referral to superintendent	
Assault of a staff member	Up to 10 days suspension and referral to superintendent		
Personal substance abuse (consuming, soliciting, possessing, or under the influence of: alcohol or other drugs, or paraphernalia. This includes OTC drugs, prescription drugs and misuse of everyday substances.)	Up to 5 days suspension, parent meeting and behavior contract	5-10 days suspension, referral to superintendent	
Tobacco possession or use (including hookah devices, electronic cigarettes, and any tobacco or nicotine product)	1-3 days suspension, parent contact	3-5 days suspension, parent meeting	Referral to superintendent
Possession with intent to sell or distribute an illegal substance, OTC drug or prescription drug	Referral for expulsion hearing		
Use and/or possession of weapons or explosive devices	Referral for expulsion hearing		

Students suspended from school **MAY NOT attend any school activity as a participant or spectator, including practices and competitions, for the duration of the suspension. Suspensions adjacent to a weekend (either Thursday/Friday or Monday) include activities held on the weekend. Students are not permitted on school grounds during out of school suspension (OSS). Students are only permitted to be on school grounds during school hours during in-school suspension (ISS).

Student Dress and Appearance

JICA

The Lincoln County School District #2 Board of Trustees recognizes the effect that student dress and grooming have upon the behavior and commitment to learning of all students. In order to maintain an atmosphere conducive to learning, the Board requires all students to make good choices with regard to their personal appearance.

It further recognizes the vital role parents play in assisting their children in making appropriate choices regarding clothing, accessories and personal appearance for a successful school experience.

Each building will use stakeholder input to define their own procedures, to include the district policy. Procedures for implementation of the dress code policy, including non-compliance, are created at individual schools. Refusal to adhere would be considered insubordination/defiance and the student will be held accountable in accordance with the building discipline procedure for such an offense.

Recognizing that student dress styles continually evolve and change and that no specific set of standards can be expected to remain current, expectation for student dress is reviewed and published regularly, at the building level, and may be amended. There may be special days when the expectation for student dress could be altered.

1. Clothing appearance or personal hygiene and grooming practices that draw an inordinate amount of attention to the individual student is considered inappropriate for school. The dress and or grooming style of any student must not interfere with the educational process or safety of self or other students.
2. Students are not to wear clothing that reveals the body in an inappropriate manner as defined in each buildings' dress code procedure.
3. Heavy coats are to be left in a locker. Trench coats are not allowed.
4. Students are not to wear excessive jewelry, ornaments, or accessories, which distract from the learning environment or could be used as an instrument to cause harm to self or others.
5. T-shirts, tattoos, or any type of clothing or personal items bearing a reference to alcoholic beverages, tobacco products, drugs, drug related slogans and any other wording, drawing, pictures, symbols, etc. which in any way can be interpreted as suggestive, obscene, offensive or depicting violence are not permitted.

6. Undergarments should be worn in an appropriate manner and should not be visible.
7. Pants must be worn at the waist and not allowed to sag.
8. Students are required to wear appropriate and safe footwear at all times.

Exceptions to the dress code necessitated by religious practice will be considered individually by the building administrator. The above guidelines are minimal requirements for schools established by the district. School administrations in consultation with faculty, parents, and students may establish more guidelines as needed for their schools.

AMENDED: August 2, 2016
 AMENDED: October 2, 2003
 ADOPTED: July 16, 2003
 Lincoln County School District #2, Wyoming

SVHS STUDENT DRESS & APPEARANCE GUIDELINES

	Tier 1	Tier 2	Tier 3
Dress Code Violation (Excluding Hats)	Student complies with dress code and parent contact	Student complies with dress code, parent contact and 1 unit of detention	Suspension 1-3 days
Hat Violation	Hats will be confiscated and kept by staff member until the end of the school year. "Student may get his/her hat back prior to the end of the year by paying \$5.00 to be donated to a charity designated by the school.		

- All clothing shall be modest, clean, neat and unexaggerated.
- When shorts, skorts, skirts, or dresses are worn, the bottom of the hem must proximate the kneecap.
- Bare midriff shirts, sleeveless shirts, blouses, tank tops, or any other type of clothing that permits underclothing or skin normally covered by underclothing to be seen while standing, sitting or bending, are not to be worn.
- Shoes must be worn at all times. Wheels, noisemakers, or damaging equipment on footwear are not permissible.
- Heavy coats are to be left in lockers. Light jackets, blazers, vests, sweaters, and sweatshirts may be worn to classes.
- Hats, bandannas, sunglasses, and pajama pants are not to be worn during school hours.
- Inappropriate types of chokers, heavy chain necklaces, other heavy chains, spike necklaces and wristbands or wallet chains are not allowed.
- Distracting hairstyles (for example high spiked hair, hair carvings, mohawks) are not allowed.
- Pierced jewelry that can be considered a distraction or safety issue (for example those hanging loosely or those composed of inappropriate or dangerous material) may not be worn. Nose rings, lip rings, tongue piercing rings or any other body piercing other than one small nose stud and a maximum of two earrings per ear can be worn.
- A voluntary school uniform will always satisfy these guidelines.
- There may be special days when the dress code may be relaxed or altered.
- Hats and hoodies are to be removed upon entering the building.
- The administration reserves the right to determine whether a student is in compliance with the policies set forth here. (LCSD#2 policy JICA)

SVHS STUDENT DRESS & APPEARANCE GUIDELINES

Electronic Devices

Personal electronic devices, including cell phones, pagers, MP3 players, iPods, and CD players are not to be out, on or in use in any classroom without specific permission from the classroom teacher. See consequences in the discipline chart. Viewing and/or distribution of pornographic material will be handled on a case-by-case basis as per Board Policy JICJ.

Eligibility for Extra-Curricular Activities

Any student who participates in a WHSAA sanctioned activity must meet the eligibility rules established by the WHSAA as published in the official handbook for the year of participation. Two of the criterion are, 1) student must be in good standing, "a creditable school citizen whose conduct in and out of school is such that it will not reflect discredit upon your school" (6.1.0), and 2) "student must currently be passing in four solid subjects, and you must have passed in four solid subjects during the immediate preceding semester." (6.2.0) For a complete list of WHSAA eligibilities, see the pamphlets, which are available in the main office.

In addition to the eligibility rules, any student at Star Valley High School who participates in extra-curricular activities must:

1. Maintain a passing grade in all classes for the time period in which a student participates in an activity.

2. Demonstrate good citizenship in classes and school by following the Student Training Code, which the student and the student's parents have signed.
3. Students and parents must sign the WHSAA Eligibility pamphlet, which will be kept on file at the school.
4. No student is eligible to participate in an activity or practice if he/she has been absent from school the day of the activity. Special circumstances must be cleared in advance through the school administration.
5. Students must follow other rules and requirements as established by individual activities advisors.
6. Must have a current physical exam by a medical doctor, dated after May 1st for each year. Students are responsible for the cost of the physical. The physical must have signatures by the athlete, parent, and doctor in order to be considered valid and complete.

It is the student's responsibility to keep up on schoolwork and constantly check to make sure that work is done and assignments are turned in.

Eligibility Procedure

Students will be identified as a member of a sports team, speech team, cheerleading, music group, or other extracurricular activity. Each Tuesday the main office will run a grade report on these students. Any student with an F will be notified that he/she is on eligibility **warning** status by his/her coach during the first week the F is obtained.

If a student receives an "F" for two consecutive weeks in the same class, he/she will be put on eligibility **suspension** and will not be allowed to participate in that week's events. A student will not become eligible until the next grade check is run on Tuesday and they are passing that class. Students on eligibility suspension are required to attend 5th Hour Study until they are again eligible to participate. Three consecutive weeks of eligibility suspension, in the same class, will result in dismissal from the team, group, or club.

One time activities such as field trips, competitions, and class excursions that go beyond the normal class period, etc. require the sponsor of such an activity to provide a list of students involved to the main office at least two weeks prior to the event. The eligibility on these students will be run in the same manner as explained above for the team and extracurricular activities.

Students who participate in WHSAA sanctioned events are subject to random drug testing as per district policy.

Fees and Fines

Students can participate in a general program of study at Star Valley High School without paying or accruing fees. Certain courses may provide students with enhancement options that require fees. Enhancement options are usually projects that require materials or other resources not provided by the school. Enhancements are not required; therefore, a student's grade cannot be penalized when a student does not participate in enhancements. Projects that are created when a student chooses an enhancement must be paid for in full before they will be allowed to leave the premise. Although AP and concurrent enrollment courses are free, fees are required when a student chooses to participate in AP testing and/or concurrent enrollment for college credit.

Participation in activities and clubs extend a student's school experience beyond the general program. Students who participate in activities and clubs are subject to fees. Following is a list of fees for participation in various activities and programs here at SVHS:

Activities Fee - Students participating in WHSAA sanctioned activities with designated season are required to pay a non-refundable \$25 fee per activity.

Activities Fee - Students participating in WHSAA sanctioned single event activity are required to pay a non-refundable \$10 fee per activity.

Yearbook Fee – The fee for yearbooks is \$47. Yearbooks will be purchased during registration.

There may be additional fees required to meet the unique needs of specific activities.

Check Out Fine - \$10.00. End of year check out requires students to return books and appropriate materials to classroom teachers and to check in any outstanding library books, computers, etc. at the library. This check out also requires a locker inspection and any damages to be assessed. This checkout is completed the **last day** of school for underclassmen. ***If students fail to turn in the proper check out form they will be fined the \$10.00 fee.*** The student will also be fined for the replacement cost of books and materials not properly returned.

Early check out is discouraged. However, if personal circumstances require a student to leave prior to the last day of school, all check out procedures must be completed. Early check out must be approved by the administration in advance.

No transcript of credits or school files will be sent from this high school to any other institution until all fees and financial obligations are paid in full through the high school office.

1:1 Electronic Devices

Instructional Electronic Devices for Students

The purpose of the Lincoln County School District #2 One-to-One Digital Learning Environment is to provide continuous use and integration of technology across all environments to:

- Increase student learning of 21st Century Skills
- Demonstrate competency regarding the Wyoming Content and Performance Standards
- Improve student engagement

Students in good standing entering grades 9-12 will be provided or have access to an electronic device. LCSD#2 will retain legal title to the device at all times, and the user's right of possession and use will be limited to and conditional upon full and complete compliance with district policies and procedures.

LCSD#2 may take possession of provided electronic devices at any time to ensure compliance with district policy and procedure. There is no expectation or right to privacy relating to materials downloaded on or accessed from this device.

Students no longer enrolled in Lincoln County School District #2 must return the device along with all accessories or comply with the terms of their LCSD#2 use agreement. Use agreement funds collected, as a part of this initiative, will not be refunded.

In the event a device is lost or stolen, the student/guardian must to file a police report as soon as possible and notify the school administration/personnel. LCSD#2 will take necessary measures to recover the device, including deploying location software and collaborating with law enforcement.

If a device is lost, stolen, or intentionally damaged as a result of irresponsible behavior, the parent/guardian will be responsible for the full replacement cost.

The Information Technology Team is responsible for monitoring and managing the electronic devices.

LCSD#2 iPad Use Agreement Plan

Lincoln County School District #2 students have three options available to them through the school district as part of the Digital Learning Implementation. The following items apply to all three options.

- iPad cases, provided by the school district, are not to be removed.
- iPad cases are not covered under the Use Agreement. Replacement cases are available at cost.
- Replacement iPad chargers and cables are not covered under the Use Agreement. Replacement chargers are available at cost.
- **PLEASE SIGN & SELECT ONLY ONE OF THE THREE OPTIONS BELOW.**

Parent / Guardian Name (Please Print): _____

Parent Signature _____ Date: _____

Student Signature _____ Date: _____

The purpose of the Lincoln County School District #2 1:1 Digital Learning Environment is to increase student learning of 21st Century Skills and the Wyoming Content and Performance Standards, through continuous use and integration of technology across learning environments including school, home, and community. To achieve this, the district is providing iPads for all students in grades 9-12.

Option #1- Purchase

Annual Use Agreement Cost – Non-Refundable & Non-Transferrable	Replacement or Repair Cost (1 st Occurrence*)	Purchase cost
\$40	\$50	Purchase price at graduation or dis-enrollment will be based on the current value of the iPad less any Use Agreement Costs paid.

* A \$50.00 fee will be charged for repairs and/or replacement for the 1st occurrence. Students will be responsible to pay full repair costs for subsequent incidents. A pattern of misuse or damage to the iPad by the student will result in limited iPad availability during school hours. Replacement iPads may not be an equivalent model to the original iPad.

INTENTIONAL DAMAGE/LOSS – Student/Parents are responsible for full payment of intentional damage or loss of the iPad and accessories. Warranty and the Use Agreement **DOES NOT** cover intentional damage of devices.

_____ (\$40.00) Yes, I choose to participate in the iPad Use Agreement with purchase, as stated above, available through the school district.

Option #2- No Purchase

By selecting Option #2, I choose not to participate in the purchase of an iPad. However, I understand an iPad will be issued to my student. I agree to pay full cost of repair or replacement should the iPad become damaged, lost, or stolen.

_____ I choose not to participate in the purchase of an iPad as outlined in Use Agreement- Option #1 as outlined above. I agree to pay full cost of repair or replacement should the iPad become damaged, lost, or stolen.

Option #3- School Use Only

_____ I understand an electronic device will be made available for my student during the school day. No iPad will be issued for personal use off campus.

Terms

Students will comply at all times with the LCSD#2 Instructional Device Agreement. Any failure to comply may terminate student's rights of possession, effective immediately, and the district may repossess the iPad. Any lost, stolen, or damaged iPads must be reported to school authorities immediately.

Instructional Use Agreement

LCSD#2 has legal title to the property at all times. The student's right of possession and use is limited to and conditioned upon full and complete compliance with this agreement. Students will be required to read and comply with the LCSD#2 Internet Use Agreement. (EDC-R)

Teachers and staff may also set additional requirements for use within classrooms, lunchrooms, etc.

LCSD#2 reserves the right to confiscate and search an iPad to ensure compliance with the Internet Use Agreement and/or the Instructional Device Agreement.

LCSD#2 reserves the right to restrict apps or other content from being installed onto the device.

Students will be given the opportunity, upon exiting, to purchase their iPad at a tiered rate set by the district.

Loss, Theft or Damage

Should an iPad be damaged, lost, or stolen the student or parent/guardian should immediately notify the school administration. If an iPad is stolen the student/guardian should file a police report as soon as possible. If the iPad is lost, stolen, or damaged as a result of irresponsible behavior, the parent may be responsible for the full replacement cost.

In the event of a lost or stolen iPad a police report will be filed and LCSD#2 may deploy location software to aid in recovering the iPad. Students who are no longer enrolled in LCSD#2 must return the iPad, along with any other accessories, at the time they leave. Use Agreement funds will not be refunded.

Repossession

If the student does not return the iPad the school resource officer will be notified and the device will be considered stolen.

Monitoring and Supervision

- Do not leave the iPad unattended in an unlocked classroom or during an extracurricular activity.
- Any attempt to "jailbreak" or remove the MDM profile may result in loss of privilege and/or suspension.
- Internet filtering is provided as a safeguard. Attempting to by-pass the Internet filter or MDM is prohibited.
- Students are responsible for the safety and security of the iPad and any activity on the device.
- The district may disable the iPad remotely to protect the device and/or data on the device.

Transport

- Do not leave the iPad in a vehicle for extended periods of time or overnight.
- Do not leave the iPad in visible sight when left in a vehicle.

Content

Applications (Apps) will be downloaded (synced) at school. School owned devices may be synced to a student's personal computer, however, in the event the device runs out of memory, all such personal content will be subject to deletion to make room for required instructional content. Likewise, students may also load apps that are not part of the required instructional program, however, in the event the device runs out of memory, all such apps and content will be subject to deletion. LCSD#2 will not be liable for lost or erased personal data or content. Apps or content purchased, downloaded, or created by the student are not the responsibility of the district.

Mobile Technology Precautions

- Keep your iPad in the district-issued or approved case at all times.
- Keep iPads free of any writing, drawing, stickers, or labels that are not applied by LCSD#2.
- Do not set books on the iPad.
- Do not have food or drinks around the iPad.
- Wipe surfaces with a clean, dry soft cloth.
- Avoid touching the screen with pens or pencils.
- Do not leave the iPad exposed to direct sunlight or near any heat or moisture sources for extended periods of time.
- Students should not photograph any other person without that persons' consent. Respect the privacy of others.
- The iPad is subject to routine monitoring by LCSD#2. Upon request of any LCSD#2 staff member, a student must immediately surrender their device.

Cyber Bullying

The highest level of **Digital Citizenship** is expected from each student. Electronic devices and network access will be available to students who adhere to the strict level of Digital Citizenship. LCSD#2 policy, JICFA, strictly prohibits cyber bullying. Cyber-bullying is bullying through the use of technology or any electronic means. State law prohibits bullying.

Harassment, intimidation or bullying means any intentional gesture or any intentional written, verbal or physical act that a reasonable person under the circumstances should know will have the effect of:

1. *Harming a student physically or emotionally, damaging a student's property or placing a student in reasonable fear of personal harm or property damage; or*
2. *Insulting or demeaning a student or group of students, causing substantial disruption in, or substantial interference with, the orderly operation of school; or*
3. *Is so sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for a student or group of students.*

"Written" acts include, but are not limited to handwriting or typed communications, e-mails, text messages, blogs and other forms of electronic communications.

A "school" as defined in this policy includes a classroom or other location on school premises, a school bus or other school related vehicle, a school bus stop, an activity or event sponsored by a school, whether or not it is held on school premises, and any other program or function where the school is responsible for the children. (LCSD#2 Policy JICFA) (WY Stat § 21-4-313)

Students using school issued electronic devices or the district network to participate in Cyber Bullying may lose possession and access to both the device and the network. Students who engage in cyber bullying, harassment or intimidation shall be subject to disciplinary action, up to and including suspension or expulsion. (JICFA)

Student Responsibilities

- Find my iPad must be turned on at all times.
- LCSD#2 is not responsible for the loss of any personal files that may be deleted from an iPad.
- In the event of any disciplinary action, the completion of all class work remains the responsibility of the pupil.
- Students are responsible for home Internet connections. The school will **not** provide support for home internet or networks.

Maintaining and Safeguarding

- iPad batteries are required to be charged and be ready to use in school.
- Memory space is limited. Academic content takes precedence over personal files and apps.
- iPads belonging to other students are not to be tampered with in any manner.
- If an iPad is found unattended, it should be given to the nearest staff member.

Prohibited Use of the iPad

- Accessing or Posting Inappropriate Materials – All material on the iPad must adhere to the LCSD#2 Internet Use Agreement Policy & the Student Technology Agreement. Students are not allowed to send, access, upload, download or distribute offensive, threatening, pornographic, obscene, or sexually explicit materials.
- Cameras – students must use good judgment when using the camera. The student agrees that the camera will not be used to take inappropriate, illicit, or sexually explicit photographs or videos; nor will it be used to embarrass anyone in any way. ***Any use of camera in restrooms or locker rooms, regardless of intent, will be reported to the School Resource Officer.***
- It is illegal for students to transmit or possess pornographic images of themselves or other students.
- Any student caught trying to gain access to another student's accounts, files, or data will be subject to disciplinary action.
- Malicious Use/Vandalism – any attempt to destroy hardware, software, or data will be subject to disciplinary action.
- Inappropriate media may not be used as a screensaver or background photo. Presence of pornographic materials, inappropriate language, alcohol, drug, or gang related symbols or pictures will result in disciplinary actions.

Student Pledge – Can we put this online? Canvas Course

(Please put your initials on the line after each statement once you have read it. Your initials on the line signify you are in agreement).

1. I will take care of my iPad. I understand that I will be issued the same mobile device each year. _____
2. I will never leave my iPad unattended or in an unsecure location. _____
3. I will never loan out my iPad to other individuals. _____
4. I will know where my iPad is at all times. _____
5. I will charge my iPad daily. _____
6. I will keep food and beverages away from my iPad since they may cause damage to the iPad. _____
7. I will not disassemble any part of my iPad or attempt any repairs. _____
8. I will protect my iPad by using the district-approved case at all times. _____
9. I will use my iPad in ways that are appropriate and educational. _____
10. I will not place decorations (such as stickers, markers, etc.) on the iPad. _____
11. I can decorate the iPad **case**, above the identification label, with appropriate stickers, markers, etc. _____
12. I understand my iPad is subject to inspection at anytime, without notice, and remains the property of LCSD#2. _____
13. I will not “Jailbreak” or attempt to alter the operating system in any way. _____
14. I will follow the policies outlined in the Internet Use & Student Technology Agreements at all times. _____
15. I will file a police report if my iPad is stolen. _____
16. I will be responsible for all intentional damage. _____
17. I agree to pay for the replacement of my power cords, charger, and case in the event any of these items are damaged, lost, or stolen. _____
18. I will “Backup” my iPad’s content by turning on the Backup option in my iPad Settings.

Students will complete a Canvas course quiz reviewing the handbook and sign this form electronically during the first few weeks of school.

FERPA

The Family Educational Rights and Privacy Act (FERPA) affords parent and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. Student directory information may be released at the discretion of the school. This includes such information as height/weight for athletic programs, names and phone numbers for PTA directories, etc. If you do not want your student’s information released please contact the counseling office.

Students, parents, and patrons may request a full copy of the district’s FERPA policy and procedures from the Lincoln County School District #2 office located at 222 E. 4th Avenue in Afton.

5th Hour Study

Fifth Hour Study encourages all students to maintain a high standard of learning at Star Valley High School. The purpose of 5th Hour Study is twofold. First, it provides all students with academic support, remediation, and extra time for study and retakes. Second, it provides another layer of motivation and support for students who are participating in extracurricular activities.

Fifth Hour Study is structured to benefit and encourage all students. All students are required to participate in 5th Hour Study. This allows all students to get caught up on assignments, receive academic support, and retake or make up tests. Following 5th Hour Study, students begin practice/participation at a time established by their coach/advisor, beginning sometime after 5th Hour dismissal. The activities bus leaves SVHS at 6:15pm.

Students are required to attend 5th Hour Study every day. Students can use this time to complete homework, study for an upcoming test, or engage in other academic related tasks. Students who are in need can also receive academic support, which may include supervised study, re-teaching from a teacher, and/or peer tutoring. When individualized teacher support is needed for a short duration of time, the student can obtain a pass to go to a particular teacher’s classroom to receive assistance. When support is needed for more than a week from a particular teacher, the student may be transferred into that teachers 5th Hour Study class. Transfer requests must be signed by both teachers and processed by the counseling department. **Transfer requests for 5th hour will be made by teachers only.** Although students do not receive graduation credit for participation in 5th hour, attendance is mandatory and each student receives a participation score each day. Scores are based on clear criteria for participation in 5th hour and incentives are provided to encourage students to make good use of 5th hour. The following bullets provide clarity to the 5th hour procedures:

- All students begin and end the class period in their assigned 5th hour class (homeroom). When a student goes to another classroom, they will need a yellow hall pass from the requesting teacher. Students have to obtain a yellow pass prior to 5th hour that day.
- Credit will not be granted for 5th hour.

Juniors and Seniors who are advanced in one or more particular subjects can apply to serve as **peer tutors**. Peer tutors are oriented, trained, and supervised by a Peer Tutor teacher/advisor. Peer tutors are assigned through PLC teams (groups of teachers working together to help students). Students who participate faithfully in this program receive special recognition from the faculty that may help with scholarships, they can receive service credit toward National Honor Society and they may be provided special privileges regarding 5th Hour. **Applications for the Peer Tutoring Program can be obtained in the Counseling Office. Teachers with a 4th hour planning will each be in charge of a group of peer tutors and the students they are tutoring.**

Juniors and Seniors who posted a 2.5 GPA or higher during the previous semester, who are regularly employed, and who have transportation, may apply for **work release** from 5th Hour Study. These students are held to the same eligibility standards as other students who participate in extracurricular activities. Each student is required to show proof of employment and if their employment terminates at any time during the school year or if they become academically ineligible, they will be required to enroll in 5th Hour Study. Each student applying for work release from 5th Hour Study is required to sign a contract that must also be signed by the student’s parent and employer. **Applications for work release can be obtained in the Counseling Office.**

Zeros Aren’t Permitted (ZAP)

One obstacle to academic success is the failure to complete assigned homework on the part of the student. Without student’s completion of homework, teachers have no way of knowing if the student learned the concept.

The goal of the Zero’s Aren’t Permitted (ZAP) program is to provide support for students, promote responsibility and good study habits, reinforce the value of hard work and effort, and foster good communication between home and school. This program will also make us evaluate the educational relevance of homework to reinforcement learning.

The ZAP program is a tiered approach to help provide support and an incentive for students to complete their school work (See Student Handbook).

Tier One: Students will be assigned to either Lunch ZAP or Tuesday/Wednesday after school ZAP (whichever comes first) where they will be given supervision and academic support by a certified teacher until they have completed their work. Students will be required to attend both lunch and after school ZAP until the assignment they are missing is complete. The teacher of

students being placed in the ZAP program will notify parents by phone, email, and/or txt. As long as a student attends, they will not move into tier two. If the student chooses not to complete their work and does not continue attending lunch & after school ZAP, then they will be moved to tier two intervention of the ZAP program.

Tier Two: If a student chooses not to attend ZAP tier one then the student will be placed in ZAP ISS until the assignment is complete or the student is referred to tier three for possible alternative scheduling/placement.

Tier Three: Parent meeting and possible alternative schedule/placement.

ZAP Procedures

Step One: Teacher notifies student that he/she will be in the ZAP program and acquires parent permission via email or phone on the initial ZAP referral.

Step Two: Teachers will complete the “Google ZAP form” to provide assignment details for ZAP Coordinators.

- o ZAP Coordinators will track student data, including each student’s ILP.
- o The ZAP Coordinators will determine if the work is properly completed before they will allow the student to be removed from the ZAP program.

Graduation Requirements			
Requirement	Credits		
BUSINESS	0.50	Geometry	1.00
		Other Math	1.00
		(at least .5 must be earned during the junior year)	
LANG ARTS	4.00	SCIENCE	3.00
English I	1.00	Phys Science.....	1.00
English II	1.00	Biological Science	1.00
English III	1.00	Elective Science	1.00
English IV	1.00		
SOC STUDIES	3.00	PHYSICAL ED.	1.50
World Hist. & Culture	1.00	PE I	0.50
American Hist	1.00	Health	0.50
U.S. Gov’t	0.50	PE Elective	0.50
SS Elective	0.50		
MATH	3.00	TOTAL CREDITS REQUIRED FOR GRADUATION:	28 Credits
Algebra I	1.00		

Students are allowed to take up to four credits from an alternative source with **PRIOR** approval from their counselor and administration. If **Prior** approval is not obtained, credit may not be honored toward SVHS graduation requirements.

Valedictorian, Salutatorian and Honor Student Selection

Criteria for consideration will include:

1. Valedictorian class rank as determined by points figured by the following formula: Grades of the 22 semesters of ranked courses are multiplied by their ranks and summed. The sum is added to the result of the GPA *25.
2. All courses are ranked according to difficulty: Basic Courses = 1, Intermediate = 2, and Difficult=3
3. Must have been a full time student at Star Valley High School for at least two semesters prior to selection. Selection cut off date for grades is two weeks prior to graduation.
4. Exchange and early graduation students will not be eligible.
5. Only grades transferred from an accredited high school will be considered and will be computed on the scale of Star Valley High School.
6. If a tie exists, the students will share the honor.
7. There is a citizenship component considered in the final selection of Valedictorian, Salutatorian and Honor Students.

A complete list of courses and weights is available in the Counseling Center. SVHS provides for 3 levels of transcript endorsement. For requirements of each level, please contact the Counseling Center at 885-4020.

*Participation in SVHS graduation ceremonies and senior activities will be dependent on student conduct.

Literacy Project

Literacy Project (Academic Exploration) is required for all SVHS students. The only exception to this is special criteria set forth and agreed upon between administration and student groups (i.e. senior ACT incentives). The SVHS literacy course will consist of several units designed by teachers, counselors, and administration ranging from character education and life skills to technical reading and digital citizenship. Students will be assigned a literacy class and complete the course in Canvas. If a student feels uncomfortable with the content of the book selected they can see the counselor to change their schedule, or contact the administration to have a book removed from the guided reading book list.

There are no excused absences from the Literacy Project. Any exceptions to this rule must be made in advance with administration.

Habitually Disruptive

Students who are habitually disruptive prevent teaching and learning from occurring in the school setting. "Habitually disruptive behavior" means overt behavior willfully initiated by a student causing disruption in the classroom, on school grounds, on school vehicles or at school activities or events which requires the attention of a teacher or other school personnel (Wyoming State Statute 21-4-301(b)).

Students accumulating a series of violations (2 major violations resulting in suspension or 5 minor violations) will be considered to be habitually disruptive and will be referred to the superintendent. The administration reserves the right to determine whether violations are deemed major or minor.

Harassment, Intimidation, and Bullying

Harassment, intimidation or bullying of students at school is prohibited. Harassment, intimidation or bullying means any intentional gesture or any intentional written, verbal or physical act that a reasonable person under the circumstances should know will have the effect of:

1. Harming a student physically or emotionally, damaging a student's property or placing a student in reasonable fear of personal harm or property damage; or
2. Insulting or demeaning a student or group of students, causing substantial disruption in, or substantial interference with, the orderly operation of school; or
3. Is so sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for a student or group of students.

"Written" acts include, but are not limited to handwriting or typed communications, e-mails, text messages, blogs and other forms of electronic communication.

Students who engage in this behavior shall be subject to disciplinary action, up to and including suspension or expulsion (per District Policy JICFA).

Honor Roll

A student must earn a grade point average of 3.5 or above in a term and be carrying at least 6 classes to be eligible for the honor roll. A 3.90 GPA is required for the principal's honor roll.

Lockers

Students may request a locker for clothes, books and personal items. The school places responsibility upon the student for the contents of the locker and the condition of the locker and lock. Students will be fined for locker abuse or vandalism.

Students enrolled in P.E. classes and/or participating in school sports will also have gym lockers available for their use. These lockers should also be kept locked at all times to prevent theft of personal items. Additional security lockers are available in the hallway.

Personal padlocks placed on lockers will be cut off. Lockers are subject to periodic inspection at the discretion of the school authorities. This includes drug-sniffing dogs.

The school is not responsible for theft of personal items. Personal belongings need to be kept in the locker or with the student AT ALL TIMES. **Students should keep lockers locked and their combinations confidential.**

Lunch

Two hot lunch choices, grab'n go salads and sack lunches are available each day in the cafeteria for \$2.85, extra milk is \$0.50. A variety of a la carte items are also available. Students may also bring their own lunch and eat in the cafeteria. Breakfast is also available in the cafeteria from 7:45-8:05 each day for \$1.85.

Money for lunch can be deposited in the student's uniquely numbered account online through Infinite Campus or students can pay at the cafeteria till. Students and Parents can check lunch balances online through Infinite Campus or at the cafeteria till. Students may not charge meals.

Free or Reduced Lunch

For students whose parents meet certain financial income guidelines, the school offers a free or reduced price lunch. Applications may be picked up at the cafeteria or the high school counseling office. You must reapply every year.

Medications

Please note that all medications, including prescriptions and over the counter medications, administered or taken at school need parental permission. These forms can be obtained at the counseling center and must be filled out in advance. The form will indicate whether the medication can be self-administered, or needs to be administered by a school official. **Students may not give medications of any kind to other students.**

NCAA Clearinghouse Rules

Students wishing to participate in NCAA sanctioned activities must meet the following standards:

Div I – 16 Core Courses	3 English
4 English	2 Math (Algebra 1 or higher)
3 Math (Algebra 1 or higher)	2 Science
2 Science	3 additional English, Math or Science
1 additional English, Math or Science	2 Social Studies
2 Social Studies	4 from above or Foreign Language
4 from above or Foreign Language	Core GPA = 2.2
Core GPA = 2.3	Please see the website at www.ncaa.org for more information.
Div II – 16 Core Courses	

Notice of Nondiscrimination

Applicants for admission and employment, students, parents, persons with disabilities, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the Star Valley High School are hereby notified that this school does not discriminate on the basis of race, sex, color, national origin, age, religion, or disability in admission or access to, or treatment or employment, in, its programs and activities. Any person having inquiries concerning the school's compliance with the regulations implementing Title VI, Title IX, The Americans with Disabilities Act (ADA) or Section 504 is directed to contact:

Kory Hokanson
P.O. Box 8000
445 W. Swift Creek Lane
Afton, WY 83110
(307) 885-7847

Who has been designated by the school to coordinate efforts to comply with the regulations regarding nondiscrimination.

Infinite Campus Access

Access to Infinite Campus can be gained by going to <http://ic.lcsd2.org>. Each parent will be given an activation key and parents will create their own accounts by following the online instructions. Each student is assigned a username and password. If you do not know what these are, please contact the Counseling Center at 885-4020. Each household should receive an email prior to school starting.

Publications

Star Valley High School's yearbooks will be purchased at registration. Distribution is near the end of the school year. The "Mountain Star," the school's online newspaper, is posted approximately once a month.

Star Valley High School publications reflect upon our entire school and community. The school reserves the right to edit all school publications. Inappropriate material will not be approved for publication.

Registration and Class Changes**SCHEDULE CHANGES POLICY**

Counselors will work with students in the spring to ensure that they have the required courses to ensure graduation. Students will have the opportunity to register for elective classes of their choice.

Students will need to meet one or more of the following criteria in order to make a schedule change:

1. A mistake was made by the counselor i.e.: math level, pre-requisites not met, or student does not have a complete schedule.
2. The change must be made the week before school starts. There will be no schedule changes after school has started.
3. The class the student is requesting must be listed on the student's original course requests that are submitted in the spring.
NO EXCEPTIONS.
4. Change in placement for an IEP or 504
5. Changes to schedules must take place during registration and after school hours.

Any other request will be considered and if changes are made there will be a \$5.00 charge.

Released Time

The release of pupils during a portion of the day for the purpose of religious education will be permitted provided the pupil attends at the agreed upon time and place.

Failure to attend the religious education program at the agreed upon time and place may result in the loss of opportunity to have released time. Students losing the released time privilege will be placed in a study class but will not earn credit.

Absence of a pupil from school during school hours for religious education to be had outside the school buildings and grounds will be excused upon the request in writing signed by a parent or guardian of the pupil. The courses in religious education must be maintained and operated by or under the control of a duly constituted religious body or of duly constituted religious bodies.

Religious instruction will not count as a class nor may a student receive credit towards graduation for religious instruction. (Policy JEFB)

Retake and Make-up Work Policy

Common Assessments:

All teachers at SVHS will provide students with an opportunity to retake or make-up common assessments. Students can use one of two available pathways to retake common assessments for the purpose of improving performance. Each common assessment can only be retaken one time. Students can make-up common assessments if they were absent or for some other reason were not able to take the initially scheduled common assessment.

Students can retake or make-up a common assessment at a time scheduled with the teacher. Common assessment retakes or make-up tests must occur prior to the day of the next scheduled common assessment. Once the next scheduled common assessment has been administered, prior common assessments cannot be retaken or made up. When extenuating circumstances exist that are out of the student's control, common assessments may be retaken or made up beyond the timeframe presented in this paragraph, at the discretion of the teacher.

When a student makes up a common assessment that was administered during an excused absence, the student will receive full credit based on their earned grade. When a student makes up a common assessment that was administered when the student was truant, the highest possible grade on the common assessment cannot exceed 80%.

Retake Pathway One: Students can use this pathway to retake any common assessment one time. When a student retakes a common assessment using this pathway, the score of the initial assessment is averaged with the score of the retake. If the average of the two scores is below 80% but the retake score is higher than 80%, the student will receive 80% on the retake. If the average of the two scores is below 80% and the retake score is also below 80%, the retake score will replace the score of the initial assessment if the retake score is higher than the initial score. Before a student can retake a common assessment using this pathway, he/she must:

- Work with the classroom teacher during 5th hour to remediate on deficit skills required on the common assessment, or
- Work with a teacher within the department during assigned remediation times, or
- Receive course/unit specific peer tutoring under the direction of the classroom teacher.

Retake Pathway Two: Students who wish to make a commitment to work toward a better grade can retake one common assessment each semester for full credit (replace the initial grade with the retake grade) if they meet the following provisions:

- Attend two units of 5th hour with the teacher/peer tutor or after school tutoring engaged in course/unit specific remediation and study.
- Retake the test within one week of receiving a score from the initial assessment.
- Complete and turn in all classwork that was assigned during the related units of instruction leading up to the common assessment.

Classwork (assignments, projects, quizzes, labs, and homework):

The school will follow the ZAP (Zeros Aren't Permitted) policy and procedure addressing the following:

- When make-up work, late work, and retakes must be completed.
- Conditions for accepting make-up and late work, and provisions for retakes.
- Grading of make-up, late work, and retakes.

Individual departments will determine procedures for addressing the bullets listed above.

Each department's plan provides consistency between classrooms within the department. The department's procedures are published in each course syllabus and presented to students at the beginning of each semester.

Sexual Harassment Policy

It is the intent of Star Valley High School to maintain a learning environment that is free from sexual harassment. It is a violation of Star Valley High School Sexual Harassment policy for any student to harass another student through conduct or communications of a sexual nature.

IF YOU ARE BEING SEXUALLY HARASSED

Tell the harasser that his/her behavior offends you and you want it stopped, if it is safe for you to do so.

1. Tell someone. Talk to an adult you trust: your parents, teacher, school counselor, principal, etc.
2. File a complaint with the school principal, a teacher or counselor.
3. Keep a record of what happened, where it happened, and who witnessed it.
4. Avoid being alone with the harasser if possible.

DISCIPLINARY CONSEQUENCES FOR SEXUAL HARASSMENT:

MAY INCLUDE:

- | | |
|---|---|
| <ul style="list-style-type: none">✓ Verbal/Written Warning✓ Parent Conference✓ Detention✓ Suspension | <ul style="list-style-type: none">✓ Referral to Police✓ In School Suspension✓ Expulsion |
|---|---|

A juvenile convicted of sexual battery, which is considered a felony, can be sentenced to Wyoming Youth Authority, County Group Home or Juvenile Hall.

Sportsmanship for Activities and Events

The Wyoming High School Activities Association Rules and Regulations 3.7.0 state: Students' habits and reactions as spectators determine the quality of sportsmanship, which reflects upon the reputation of the school. Profane and abusive language and obnoxious behavior have no place at an athletic contest.

- a. Know and demonstrate good sportsmanship.
- b. Respect and cooperate with cheerleaders
- c. Respect the property of the school and the authority of school officials.
- d. Show respect for an injured player and do not heckle or jeer opposing teams.
- e. Cheer for your team.

Students are subject to the Code any time they are at school, a school activity, or any event sponsored by the school on school grounds or in any school vehicle.

Wyoming High School Activities Association Rules and Regulations state in Section 3.6.1: A school is responsible for the conduct of its team, coaches, students, and fans at any interscholastic event in which the school is participating.

Therefore, students will be subject to the school discipline code when attending events sanctioned by the WHSAA at any facility.

SVHS students who violate the Code of Conduct will miss the next two (2) events and complete a Good Standing Buy Back Program through the Activities Office before being allowed back to SVHS events. A second violation will result in long-term suspension from SVHS events for up to one year, depending on the severity.

When laws are broken, law enforcement authorities will be notified and charges will be filed. School disciplinary action will also be taken.

Student Conduct

All pupils are expected to comply with the printed school regulations as well as other commonly accepted standards of good behavior, pursue the required course of study and submit to the authority of the administration, teaching staff and all other persons employed for the purpose of instructing and supervising students.

Administrative and/or administrator designee is authorized to suspend any pupil for up to five (5) days for violation of approved rules of conduct. Any days beyond five (5) require superintendent approval (not to exceed 10 consecutive school days).

The following constitutes infractions of approved rules of conduct:

1. Willful disobedience of the staff.
2. The possession or use of tobacco, alcohol, illegal drugs or a substance used for the purpose of altering the mental processing, impairing the consumers' judgment or motor skills or contrary to the lawful intended use of the substance upon school premises or at school approved activities.
3. Profanity or vulgarity
4. Truancy and tardiness
5. Inappropriate public display of affection.
6. Unauthorized or inappropriate use of vehicles on school property
7. Vandalism of or tampering with district property
8. Offenses that may be detrimental to the welfare or safety of other pupils
9. Bullying, hazing or harassing others

10. Any other behavior that in the judgment of school authorities is detrimental to the welfare, safety and educational environment of others.

The above prohibited actions shall be published in a handbook and made available to students and parents. (Policy JFC)

Student Parking and Driving Privileges

While on SVHS' campus, students are expected to drive slowly, safely and orderly at all times and to park vehicles/all modes of transportation properly in single spaces in the student lot. Unsafe or inappropriate driving/parking practices may lead to loss of campus driving/parking privileges and referral to law enforcement.

Students are prohibited from parking in the 15-minute Visitor Parking spaces. Fines will be assigned to those violating this rule. Students are prohibited from parking in the staff lot. Violators are subject to towing.

Students are requested to park in the lot next to the football field when leaving on activity trips. Vehicles are not to be left in the parking lots overnight to facilitate parking lot maintenance.

Visitors

Parents are encouraged to visit the school anytime. All visitors must sign in at the main office. They will be issued a badge that must be visibly worn at all times while in the building.

Students may not bring guests to school.

Weapons

In accordance with Federal Statute and LCSD #2 policy, students are prohibited from bringing onto school grounds or to any school activity, any firearm or item that by definition is a weapon (knives, clubs, martial arts implements, explosive devices, or any item intended to inflict injury on another individual).

While recreational activities in the area often include the use of weapons, exceptions cannot be granted for inadvertent possession of a weapon on school property, either on your person or in a vehicle. It is extremely important that students understand the seriousness of violating this policy.

Violation of this policy may result in expulsion for up to one year.