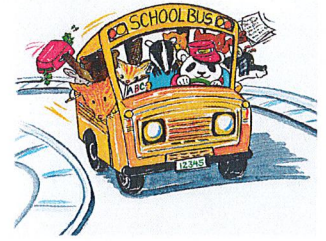




Midvale Elementary School

Student Handbook 2024-2025



Welcome to Midvale School District #433



**Midvale School District #433
2024-2025**

Student Name: _____
(First and Last)

Please read the following items carefully and sign/initial in the appropriate places. The signature/initials of the student and parent/guardian indicates that you have read and clearly understand the information contained on this page and in the student handbook.

STUDENT RIGHTS AND RESPONSIBILITIES: I hereby acknowledge that I have read the 2024-2025 Midvale Elementary School Student Handbook and clearly understand the Student Rights and Responsibilities, and that my parent(s)/guardian(s) have had the opportunity to read this handbook.

GENERAL CONSENT – SCHOOL ACTIVITIES: Occasional local field trips that do not require bus transportation are scheduled for certain classes or groups of students during the normal school day, i.e. trips to Midvale post office, public library or local businesses. I give permission for my child to participate in any such local field trips. In the event of an accident during such activities, I grant Midvale School District my permission to seek any emergency treatment that is required, if the school is unable to contact me or my emergency contact designee(s).

Parent Initial

SCHOOL-PARENT COMPACT: As the parent or guardian of this student, I have read the School-Parent Compact included in the student handbook and agree with the contents of the Compact.

HARASSMENT, CYBER BULLYING, AND/OR SEXUAL HARASSMENT: I hereby acknowledge that I have read and clearly understand the Midvale School District policies addressing these subjects and understand the seriousness of these behaviors: Policy #521.1 Student Discipline and Punishment, Policy #525.1 Student Harassment, and Policy #1041.1 Internet Use Agreement.

PERMISSION TO RECOGNIZE STUDENTS ON DISTRICT WEBSITE

I agree to allow my child's name to be associated with his/her picture on the district website.

Parent Initial

I hereby acknowledge that I have read and clearly understand the information contained on this page and in the student handbook.

Signature of Student **Date**

Signature of Parent/Guardian **Date**

(continued on next page)

INTERNET ACCESS CONDUCT AGREEMENT:

Student: I understand and will abide by the terms of Midvale School District Acceptable Use of Electronic Networks Procedure as outlined in this handbook. Should I commit any violation or in any way misuse my access to the District's computer network or the Internet, I understand and agree that my access privileges may be revoked and school disciplinary action may be taken against me.

User's Name (Print) _____

User's Signature: _____

Date: _____

Parent or Legal Guardian: As the parent or legal guardian of the above named-student, I have read, understand, and agree that my child shall comply with the terms of the Acceptable Use of Electronic Networks Procedure as outlined in this handbook for the student's access to the District's computer network and the Internet. I understand that this access is designed for educational purposes only. However, I also understand that it is impossible for the school to restrict access to all offensive and controversial materials and understand my child's responsibility for abiding by the policy. I am, therefore, signing this Agreement and agree to indemnify and hold harmless the District, the Trustees, Administrators, teachers and other staff against all claims, damages, losses, and costs, of whatever kind, that may result from my child's use of his or her access to such networks or his or her violation of the District's policy. Further, I accept full responsibility for supervision of my child's use of his or her access account if and when such access is not in the school setting. I hereby give my child permission to use the building-approved account to access the District's computer network and the Internet.

Parent/Guardian Name (Print) _____

Parent/Guardian Signature _____

Address: _____ **Phone:** _____

Date: _____

Note to Student: Please return this signature page with all signatures to your classroom teacher.

To the Student and Parents:

Midvale School District Purpose Statement: “Promoting growth in knowledge, skills and character”.

Welcome to Midvale Elementary School!

This handbook has been prepared to outline the procedures, policies, and regulations at Midvale Elementary School. Some policies are included in the handbook in their entirety. Others have been summarized for your information. All of these policies and procedures are available on the district website at www.midvaleschools.org or a copy may be obtained in the school office. If you have any questions, please do not hesitate to ask.

Handbook Contents:

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Following is a list of some policies and procedures that pertain directly to students that are posted on the district website at www.midvaleschools.org.

Policy #516.1	Education of Homeless Children
Policy #517.1	Student Directory Information
Policy #521.3	Corporal Punishment
Policy #524.2	Dangerous Items
Policy #524.7	Electronic Communication Devices
Policy #512.1	Enrollment Option Policy
Policy #524.3	Gun Free School
Policy #534.1	Head Lice Management
Policy #536.1	Non-discrimination Policy
Policy #521.1	Philosophy for the Maintenance of Orderly Conduct
Policy #524.1	Searching Students, Their Lockers or Desks
Policy #537.1	Student Data Privacy and Security Policy
Policy #521.2	Student Discipline and Punishment
Policy #532.1	Student Dress Code
Policy #524.4	Student Drug, Alcohol & Tobacco Policy
Policy #523.1	Student Expulsion
Policy #525.1	Student Harassment
Policy #942.1	Student Rules of Bus Conduct
Policy #522.1	Student Suspension
Policy #521.5	Theft or Destruction of Property
Policy #822.1	Child Nutrition and Wellness

Policy #1042.2 District Provided Access to Electronic Information, Services and Network

Please visit our website @ www.midvaleschools.org. You will find useful information regarding the following, among other items:

- District Policies and Procedures
- Trustees and Zones
- Parent/Student Portal
- Staff Info & E-mail Addresses
- Calendars/Notices
- Breakfast and Lunch Menus
- Academics
- Athletics
- Student Handbooks

MIDVALE ELEMENTARY SCHOOL RULES

Hallway

- ✓ Walk quietly in the halls in single file
- ✓ Keep hands, feet and other objects to yourself.

Classroom Rules

- ✓ Report to your classroom on time.
- ✓ Respect people and property.
- ✓ Listen and follow directions.
- ✓ Raise your hand before speaking
- ✓ Always do your best work.

Playground/Gym Rules

See Midvale Elementary Recess Rules on the following pages.

Citizenship

- ✓ Be kind and respectful to staff and other students.
- ✓ Treat others as you would like to be treated.
- ✓ No name calling.
- ✓ No hitting.
- ✓ No shoving.

MIDVALE ELEMENTARY RECESS RULES

General Rules

- OBEY THE ADULT ON DUTY.
- BE RESPECTFUL OF OTHERS' PLAY SPACE AND GAMES
- NO ROUGH PLAY: TACKLING, WRESTLING, HITTING, SHOVING, TRIPPING, DRAGGING, KICKING OR SPITTING.
- NO JUMPING OFF OF ANY EQUIPMENT.
- TAKE CARE OF EQUIPMENT.
- STAY AWAY FROM STRAY ANIMALS.
- WHISTLE SIGNALS:
 - 1 Whistle Blown - Stop, freeze, and listen to the teacher on duty.
 - 3 Whistles Blown - Line up quickly with class.
- Walk in hallways single-file on the right without talking, with pretzel arms back to class. Line up outside the classroom.

Playground

- Shoes must be worn at all times while outside.
- Slide:
 - The slide is to be used for sliding only.
 - Sit on your bottom facing forward.
 - No standing or climbing on the slide.
 - No rolling objects down the slide.
 - Only one person at a time may use the slide.
- Monkey Bars:
 - No sitting on top.
 - No hanging upside down from bars
- Jungle Gym:
 - No hanging or dropping from the top bar.
- Teeter-Totters:
 - No standing or walking on teeter-totters.
 - No more than two on each end.
 - No bouncing others in the air.
 - Stay off support beams.
- Swings:
 - No standing on swings.
 - When not swinging, walk around swings to avoid collisions.

Midvale Elementary Recess Rules (continued)

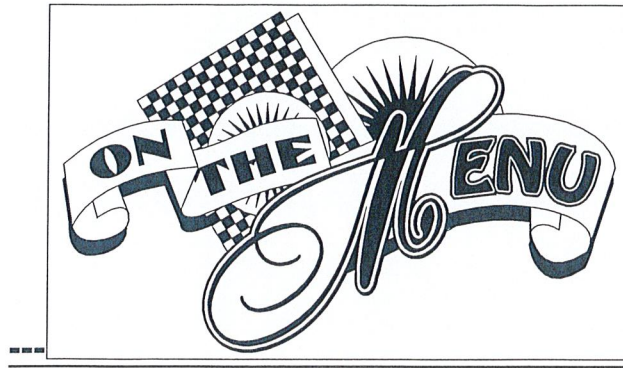
- Tire Swing:
 - Must be sitting with both feet in the center of the tire.
 - Limit: 2-3 riders, depending on age.

Gymnasium:

- No street shoes on the gym floor at any time.
- Absolutely NO playing or climbing on the gym bleachers.
- No screaming.
- No jumping off of stage.

**MIDVALE SCHOOL DISTRICT #433
2024-2025 Calendar**

August 15	Teachers' First Day
August 19	1 st Day Grades 6-12
August 21	1 st Day Grades K-5
September 2	Labor Day – No School
September 3	1 st Day Pre-School
September 13	Student Work Day 8am-12pm
October 4	Student Work Day 8am-12pm
October 9	PSAT
October 17	End of 1 st Nine Weeks
October 24	Parent Teacher Conferences 4-7 pm
October 25	Parent Teacher Conferences 8am-12pm
October 24	ASVAB Grades 11-12
November 15	Student Work Day 8am-12pm
November 27-28	Thanksgiving Break – No School
December 4	Student Work Day 8am-12pm
December 19	End of Semester 1
Dec 23-Jan 6	Christmas Break – No School
January 6	Teacher First Day Back – No School
January 7	School Resumes
February 7	Student Work Day 8am-12pm
February 17	Presidents' Day – No School
March 7	Student Work Day 8:00am-12:00pm
March 13	End of 3 rd Nine Weeks
March 27	Parent Teacher Conferences 4-7 pm
March 28	Parent Teacher Conferences 8am-12pm
March 17-20	Spring Break – No School
April 4	Student Work Day
May 2	Student Work Day 8am-12pm
May 22	End of Semester 2 – Last Day of School
May 23	Teacher Work Day
May 23	Graduation – Time to be announced



NATIONAL SCHOOL LUNCH PROGRAM

2024-2025 Meal Prices

	<u>Breakfast</u>	<u>Lunch</u>
Grades PK-6:	2.15	2.75
Grades 7-12:	2.25	2.85
Adult:	2.85	4.95
Reduced:	.30	.40
Milk/Juice Only or Extra Milk:	.50 each	

The monthly menu is posted on the district website at www.midvaleschools.org under the Calendar/Notices tab.

In accordance with Federal regulation, meals are available for free and reduced rates to families who apply and qualify. Applications are available in the school office, on the district website under the Parents Tab>Application for Free and Reduced Price School Meals or online through the Infinite Campus Parent Portal Home Page>More>Meal Benefits. All information is confidential.

Applications for free and reduced price school meals must be resubmitted yearly.

This institution is an equal opportunity provider.

STUDENT RIGHTS AND RESPONSIBILITIES

ABSENCES: All absences must be verified by the parent/guardian with a note or telephone call. Parents/guardians should contact the school by 8:00 a.m. on the day of the absence. Parents may call the school office (208-355-2234) and leave a message after school hours to excuse their child's absence. Absences not verified by a telephone call to the school office or a note from the parent/guardian will be recorded as unexcused. Doctors' notes should be provided for all absences for medical appointments. Teachers do not have the ability to mark student absences "excused" from their classrooms; therefore, parents are asked to also contact the school office regarding student absences.

ACTIVITY CARDS: Elementary students, grades 1-5, can purchase a student activity card for \$10.00. This card allows the student to attend free of charge all sporting events held at Midvale and Cambridge Schools, except for district competitions. Admission to home games is free to students in Kindergarten and younger.

ALCOHOL, TOBACCO, OR DRUGS (Policy 524.4): Student use, possession, distribution, sale, or being under the influence of alcohol, tobacco products, including e-cigarettes and vaping, illegal drugs, or controlled substances on school premises or at any school function (home or away) is strictly prohibited. Minimum penalty for violation of this policy will be suspension from school; however, violation of this policy could result in expulsion from school.

BULLYING (Policy 521.2): All persons (students and staff) during the entire school day, including travel to and from school, have the right to freedom from physical and/or mental abuse, such as name calling, intimidation, cyber bullying or harassment. Any action or attempt to deny individuals of these rights will not be tolerated and will be dealt with in accordance with Midvale School District Policy #521.2 – Student Discipline and Punishment.

BUS RULES/BUS TRIP BEHAVIOR (Policy 941.1): Good behavior on buses or school van is essential for student safety. Students who do not observe the rules of proper bus conduct must expect to forfeit the privilege of riding the buses or school van provided by the School District. All rules that pertain to school time also pertain to bus riding time, field trips, or athletic contests trip time. See Policy #941.1 – Student Rules of Bus Conduct on Page 15 of this handbook.

CELL PHONES/PAGERS/IPODS (Policy 524.7): Cell phones, pagers, iPods and other electronic communication devices can be a significant disturbance in the classroom and school setting, and thus will not be allowed to be visible or audible in the building during the school-day. It is recommended that these items be left at home. A telephone is available in the main lobby for student use. If it is necessary to carry his/her cell phone to school for contacting parent(s) before or after school, the phone may be left with the classroom teacher and retrieved when the student leaves school.

CHILD NUTRITION AND WELNESS: See Policy 822.1 – *Child Nutrition and Wellness* on page 31 of this handbook.

CLASSROOM VISITORS: Students are discouraged from bringing student visitors to class. During school hours, anyone not attending Midvale Schools must have special permission from the principal to be on campus or to attend classes. All visitors, including parents, must check in at the office.

CLASSROOMS: Each teacher will establish individual rules to encourage the educational process.

1. Students will not be allowed to wear sun glasses, without written authorization from a medical doctor.
2. Unless permission is granted by the teacher, students may not have food or drink in the classroom.

CLOSED CAMPUS: Midvale School District observes a closed campus for all students from the time the student first arrives at school until the end of the school day or at a time when the student leaves with no plan to return that day. Students are allowed to walk to their own homes for lunch with their parents' permission.

CORPORAL PUNISHMENT (Policy #521.3): Corporal punishment (spanking) will only be used when a rule violation or student behavior would warrant suspension from school. Parent(s) will be notified or permission obtained before administering corporal punishment (spanking). Parent(s) may choose to administer the punishment or delegate to the school official. Whenever corporal punishment is administered, a written report will be filed with the Superintendent.

DANGEROUS ITEMS (Policy 524.2) : Knives, matches, fireworks, and other items which may be reasonably considered dangerous, shall not be brought to school by students or faculty. Such items shall be confiscated and delivered to the Superintendent.

1. Students will only be issued a warning if they voluntarily realize they have brought a dangerous item to school and turn it over to the Superintendent, Principal or other administration staff.
2. If a student is turned in or caught with a dangerous item, but has no intent to harm others, he/she will be dealt with by the Superintendent or Principal using the Student Discipline System.
3. Any student who possesses or intends to use a dangerous item to cause physical harm to others will be expelled from the Midvale School System.

DISCIPLINE (521.2): Students in the Midvale School system are expected to abide by accepted standards of good conduct and discipline, based on their grade level and age. This responsibility applies while on school grounds and while participating in any school function or activity.

DRESS CODE (532.1) : The responsibility for appropriate dress and grooming rests primarily with the student and his/her parents. The school, however, reserves the right to encourage appropriateness in such a way as to contribute to school pride and morale, and to insure that a student's appearance does not distract from the educational process or the general health and safety of the school.

Reasonable regulations governing appropriateness of dress and grooming in the classroom will be maintained. Examples of reasonable regulations are as follows:

1. Footwear is required at all times.
2. No head wear including, but not limited to, hats, visors and bandanas are to be worn in the classroom or in school buildings.
3. No pajama pants are to be worn in the school building during school hours.
4. Insignia are unacceptable in any form if they contain words, symbols, messages, styles, gang symbols/logos, or emblems which could be considered degrading or discriminatory on the basis of race, color, religion, national origin, sex, familial status, age or national

origin. Obscene symbols, signs, slogans or clothing/jewelry promoting or containing alcohol, tobacco or drugs are also unacceptable.

5. Clothing shall be worn that covers the torso from a prudent neck line to a point on the thigh no shorter than arms length. Any clothing which causes a "distraction" from the educational process or poses a general health or safety hazard because the clothing is too tight, too loose, too thin, too short, too worn, or any combination thereof, may be deemed "inappropriate". Examples:
 - a. Shirts or blouses that do not cover the abdomen.
 - b. See-through shirts without an undershirt.
 - c. Shoulderless shirts or dresses without an undershirt.
 - d. Blouse or shirt shoulders or straps less than 2" wide.
 - e. Mini-skirts or shorts that are shorter than arms length.
 - f. Bib overalls with no shirt.
 - g. Second skins (tights/leggings) are not to be worn without an overgarment during school.
 - h. Pants worn so low on the hips that undergarments are exposed during normal activities, i.e. raising arms, bending over, etc.

Reasonable guidelines for dress and grooming will also be maintained at voluntary extra-curricular activities as established by staff members in charge of the activity.

EDUCATION OF HOMELESS STUDENTS (Policy 516.1): Each child of a homeless individual and each homeless child has equal access to the same free, appropriate public education, including a public preschool education, as provided to other students. See Policy # 415.1 – Education of Homeless Children on page 22 of this handbook.

EMERGENCY TREATMENT: : When a student is injured, staff shall provide immediate care and attention until relieved by a supervisor or trained professional. The parent/guardian/emergency contact will be contacted to arrange for care or treatment of the injured student. When warranted Emergency Medical Technicians (EMTs) will be contacted. In the event the parent/guardian cannot be reached and in the judgment of the principal or person in charge that immediate medical attention is required, the injured student may be taken directly to the hospital and treated by the physician on call. When the parent/guardian is located, he/she may elect to continue the treatment or make other arrangements.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA): See Notification of Rights under FERPA on page 36 of this handbook.

GUN-FREE SCHOOLS (Policy 524.3) : Midvale School District will require that any individual who brings a weapon to school be expelled from school for a period of not less than one year, except that the Midvale Board of Trustees may modify the expulsion requirement on a case-by-case basis. The individual who brings a weapon to school will also be referred to the local police.

GYMNASIUM: The gymnasium will be closed during the school day except for classes and school activities. No street shoes on the gym floor at any time.

HARASSMENT (Policy 525.1): The following rights apply to all persons (students and staff) during the entire school day, including travel to and from school. Any action or attempt to deny individuals of these rights constitutes harassment and may result in out-of-school and/or in-school

suspension in accordance with Midvale School District Policy 521.2 – Student Discipline and Punishment.

- The right to develop one's own personality (as long as it does not interfere with the rights of others) without disrespectful criticism, or pressure from cliques.
- Freedom from physical abuse and from mental abuse such as name calling, intimidation, cyber bullying or harassment.
- Freedom from being set apart, or mocked because of race, sex, religion, physical strength, size, features, friendship-groups, age, culture, handicap, financial status, clothing, classroom performance, etc.
- The right to privacy and freedom from being harassed in the classroom; the right to be treated respectfully.
- The right to an education which means that teachers should be free to teach and students free to learn without being interrupted by inconsiderate or unruly students.
- The right to personal and school property respected.

HEADPHONES/CD PLAYERS (Policy 524.7): Headphones, CD players, and other electronic musical devices etc. will not be allowed in classrooms without permission by classroom teacher/special programs director.

HEAD LICE MANAGEMENT (Policy 534.1): Upon observation of head lice, the student's parents will be notified to pick their child up from school and will be advised of the need for treatment before the student returns to school. As part of the treatment process, parents need to make every effort to remove nits (eggs) in order to prevent reoccurrence. A follow-up head lice check will be performed on the student when he/she returns to school following treatment. The student will not be allowed to return to the classroom if live lice are still present. If the parent/guardian is unwilling to cooperate with the treatment of head lice or if head lice are found three times in one year on an individual student, the principal shall have the option of initiating a "no nit" policy. This policy requires that all live lice and all nits be removed before the student can be readmitted to school.

HEAD WEAR (Policy 532.1) : No head wear, such as hats, visors or bandanas, shall be worn in the school building.

INTERNET/NETWORK: Acceptable Use of Electronic Systems: See Acceptable Use of Electronic Systems on page 17 of this handbook. Student Internet access is designed for educational purposes. The use of the Internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges.

LIBRARY: All library books must be checked out at the desk before they leave the library.

MEDICATION ADMINISTRATION AT SCHOOL: Parental consent is required for administration of any medications at school. All medications must be delivered by the parent or other responsible adult to the school office. School personnel will administer only those medications that come to school in a properly labeled pharmacy container with dates, name of student, medication name, dosage and physician's name, or over-the-counter container, and only according to the dosage on the label. Any changes in dosage must be confirmed by a physician. Medications will not be administered at school that can be given at another time of day, e.g., three-time-a day antibiotics can be given before school, after school, and at bedtime. All medications must be stored in office. Students should notify the office if they have been

prescribed an inhaler which they carry. Aspirin, Tylenol, Ibuprofen, etc. are not available in the office for student use.

PARENT/STUDENT PORTAL: The Parent/Student Portal is a real-time Web-portal that is linked to the school's Student Information System. Parents and guardians can access important student data, such as student's attendance, academic progress, report card, assessments, and mark history. Visit the district website at www.midvaleschools.org and navigate to the Parent Portal under the "For Parents" tab. If you received log-in credentials last year, they would still be active for the new school year. Please contact the school if you need assistance logging into the portal. **This is a secure portal, and only parents/guardians can access their student's specific information.**

PHONE CALLS: Students will only be called out of class for emergency phone calls. Non-emergency phone messages will be delivered to the classroom teacher or the student. Office staff will make every effort to deliver messages but cannot guarantee that students receive messages received after 3:00 p.m.

PROFANITY: Profanity is not acceptable in a school setting - for students, teachers, coaches, or any other school personnel.

PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA): See *Notification of Rights Under the Protection of Pupil Rights Amendment* on page 38 of this handbook.

SCHOOL-PARENT COMPACT: Please see *School-Parent Compact* on page 36 of this handbook.

SIGN IN AND OUT/EARLY DISMISSAL/PICK-UP PROCEDURE: Any time a student arrives at school after the regular starting time or must leave before the regular ending time, he/she is required to sign IN and OUT at the school office. As a precautionary measure, parents are not to pick up their child from the classroom. They may send a note in the morning with their child or call ahead, and the child will be waiting in the office at the designated time.

STUDENT DIRECTORY INFORMATION (Policy 517.1): In accordance with the Family Education Rights and Privacy Act of 1974 (FERPA), Midvale School District #433 hereby gives notice to all parents, legal guardians, students (18 years of age or older), that the following information is being categorized as directory information: student's name; address; telephone listing; photograph, major field of study, dates of attendance, grade level, participation in officially recognized activities and sports; weight and height of members of athletic teams; degrees, honors and awards received; the most recent educational agency or institution attended; student ID number, user ID, or other unique personal identifier used to communicate in electronic systems but only if the identifier cannot be used to gain access to educational records except when used in conjunction with one or more factors that authenticate the user's identity, such as a PIN, password, or other factor known or possessed only by the authorized user.

Directory information may be released without prior consent after the district gives annual notice to parents or guardians or students 18 years of age or older or emancipated students. The notice shall identify the types of information considered to be directory

information and the district's option to release such information and the requirement that the district must, by law, release secondary students' names addresses and telephone numbers to military recruiters and/or institutions of higher education, unless parents or guardians or eligible students request the district withhold this information. Such notice will be given prior to release of directory information

The parent, legal guardian, or student 18 years of age or older must notify the Midvale School District that the above mentioned directory information should not be released without prior written consent of the parent, guardian, or student 18 and older. Such notification must be given to the District by completing and submitting the Directory Information Parent Opt-Out Form posted on the district website at Calendars/Notices>Notices>FERPA Opt Out Form or available at the school office.

Exclusions from any or all directory categories named as directory information to military recruiters and/or institutions of higher education must be submitted in writing to the principal by the parent or guardian, student over 18 or emancipated student within 30 days of annual public notice.

Directory information shall be released only with administrative direction. Directory information considered by the district to be detrimental will not be released. Information will not be given over the telephone except in health and safety emergencies. At no point will a student's Social Security Number be considered directory information.

STUDENT INJURIES: Even with the greatest precautions and the closest supervision, accidents can and do happen. The school district does not provide medical insurance to automatically pay for medical expenses when students are injured at school. This is the responsibility of the parents or legal guardians. Student medical insurance is available to families for their individual purchases through private sources. Brochures outlining coverage and premiums are available at the school office.

SUSPENSION/EXPULSION (Policy 522.1 and 523.1):

Suspension: A student may be suspended when, in the opinion of the superintendent and/or principal, his or her conduct is disruptive of the educational effectiveness of the school or of good order. A student may also be suspended for disciplinary reasons including, but not limited to the following:

1. Disrespect shown toward staff members or other students.
2. A serious or continual infraction of school rules.
3. Disobedience or refusal to obey any staff member.

Expulsion: The Board of Trustees may deny attendance by expulsion to any pupil who is an habitual truant, or who is incorrigible, or whose conduct, in the judgment of the Board, is such as to be continuously disruptive of school discipline, or of the instructional effectiveness of the school, or whose presence in a public school is detrimental to the health and safety of other pupils.

THEFT OR DESTRUCTION OF PROPERTY (Policy 521.5): Any student who steals school district property, enters a locked building or enclosure, or who destroys, defaces or otherwise damages school district property shall be immediately referred to the superintendent. The superintendent shall investigate and if circumstances warrant refer the case to the appropriate legal authority. The superintendent shall have full authority to use appropriate means to seek recovery of all costs related to the damage. Theft or destruction of the personal property of others while on school premises or under the jurisdiction of the school shall be handled as a major offense.

TRANSPORTATION CHANGES/MESSAGES: All telephone calls requesting a change in normal after-school activity should be received in the school office by 3:00 p.m. Office staff makes every effort to deliver messages to students but cannot guarantee that students receive messages received after 3:00 pm. When possible, it is recommended that the parent send a note to school with the student.

UNEXCUSED ABSENCES: Absences not verified by a telephone call or a note from the parent/guardian will be recorded as unexcused.

USE OF OFFICE PHONE: The office phone is for school business purposes, and students may use it only in cases of emergency. Students who become ill during school hours may use the phone in the office to inform their parents and may remain in the office until their parents arrive to pick them up. A phone is available in the main lobby for all other non-emergency calls.

PARENT AND FAMILY ENGAGEMENT POLICY: See Policy #683.1 – Parent and Family Engagement on page 40 of this handbook.

Policy 941.1 - Student Rules of Bus Conduct

GENERAL: Good behavior on buses is essential in order for student safety to be maintained.

Students who refuse to maintain discipline will receive a warning. If this is ineffective, the pupil may be deprived of bus transportation for a specific period of time or for the remainder of the school year, at the discretion and direction of the school administration. No student will be permitted to leave his seat while the bus is in motion.

RULES OF PROPER BUS CONDUCT:

The Midvale School District operates a pupil transportation system for those students who live at least one and one-half (1½) miles from school. Students who live more than one and one-half (1½) miles from an approved bus stop may be required to furnish their own transportation to the bus stop. They may petition the Board for reimbursement.

The daily bus trip to and from school can be a good social experience, provided the bus is safely regulated.

Safety is the important factor in the school transportation program. The conduct of the students on the buses determines to a large extent the effectiveness of safety. When the student conducts himself well, safety hazards are greatly reduced. Unsatisfactory conduct by the pupil increases danger possibilities.

Students who do not respect the rights and safety of others by failing to observe the Rules of Proper Bus Conduct must expect to forfeit the privilege of riding the buses provided by the School District.

The following rules shall be followed on all buses:

- 1. Safety — Each student shall be responsible for the safety of self and others.
- 2. Bus Safety — The student shall enter the bus with the least possible confusion, be seated and remain seated until the bus stops for pupils to unload.
- 3. Physical Behavior — The student shall keep all parts of body inside the bus except when unloading.

- 4. Crossing Road — If necessary to cross road, cross fifteen (15) feet in front of bus and wait at right edge of roadway for signal from driver before proceeding into traffic lane.

- 5. Clearance — The student shall stay away from bus except when loading or unloading.
- 6. Schedule — The student is responsible to be on time for the bus.
- 7. Traffic and Safety Requirements — The student shall observe traffic and safety requirements when walking to and from the bus stop.
- 8. Response to Driver's Request — The student shall respond to the driver's requests promptly.
- 9. Orderly Behavior — The student shall wait in an orderly line and avoid "horseplay".
- 10. Seating — Each student shall go directly to an available, or assigned, seat when entering the bus.
- 11. Profanity — The student shall not use profane language on the bus.
- 12. Controlled Substances — The student shall not use tobacco, alcohol or drugs and controlled substances.
- 13. Throwing Objects — The student shall not throw or pass objects on, from, or into buses.
- 14. Carry-on Objects — Except when prior approval is granted, pupils are to carry on only objects that can be held on their laps.
- 15. Hazardous Materials — The student shall not carry hazardous materials, objects, or animals on the bus.
- 16. Boarding/Exiting — The student shall not leave or board the bus at locations other than the assigned home stop or assigned school unless such arrangements have been approved by the transportation supervisor or the building principal.
- 17. Bumper Rides — The student shall not hitch rides via rear bumper.

PENALTY FOR BREAKING RULES: The following penalties will apply when a rule is broken:

- First Offense: A notice will be given to the student that the parent/guardian **MUST** sign before the student will be permitted to ride the bus on the next school day.
- Second Offense: This entails Disciplinary Action and possible suspension of bus privileges from 1 to 3 days. Parents must contact the bus driver, Bus Supervisor or School Principal to determine a solution to the problem. If the parent does not contact one of the above, the student will **NOT** be permitted to ride the bus.

Third Offense: This results in Suspension of riding privileges. The duration of the suspension will be determined at a meeting with the parents, school administration, Bus Supervisor and bus driver.

Other: This requires immediate administrative action and parental meeting. All bus privileges will be revoked pending the outcome of the parental meeting.

The student will be required to pay for any damage done to a bus.

Acceptable Use of Electronic Networks

All use of electronic networks shall be consistent with the District's goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. These procedures do not attempt to state all required or proscribed behaviors by users. However, some specific examples are provided. **The failure of any user to follow these procedures will result in the loss of privileges, disciplinary action, and/or appropriate legal action.**

Internet Access Conduct Agreements

Each student and his or her parent(s)/legal guardian(s) will be required to sign and return to the school at the beginning of each school year the Internet Access Conduct Agreement prior to having access to the District's computer system and/or internet Service.

Terms and Conditions

1. Acceptable Uses

1. The District provides students with an electronic network to support education and research and for the conduct of school business. Student personal use of computers that is consistent with the District's educational mission may be permitted during class when authorized by a student's teacher or appropriate administrator. Personal use of District computers and networks outside of class is permissible, but must comply with District policy. Use is a privilege, not a right. Students have no expectation of privacy in any materials that are stored,

transmitted, or received via the District's electronic network or District computers. The District reserves the right to access, monitor, inspect, copy, review, and store, at any time and without prior notice, any and all usage of the computer network and internet access and any and all information transmitted or received in connection with such usage, including email and instant messages.

2. Violations: If any user violates this policy, the student's access to the District's internet system and computers will be denied, if not already provided, or withdrawn and he or she may be subject to additional disciplinary action. The Internet Safety Coordinator or the building principal will make all decisions regarding whether or not a user has violated this policy and any related rules or regulations and may deny, revoke, or suspend access at any time, with his or her decision being final. Actions which violate local, State, or federal law may be referred to the local law enforcement agency. If the actions of the individual are also in violation of other District discipline policies, said student shall be subject to additional possible disciplinary action based upon these policies.

3. Unacceptable Uses:

- A. Uses that violate the law or encourage others to violate the law, including but not limited to transmitting offensive or harassing messages; offering for sale, use, or purchase any substance the possession or use of which is prohibited by the District's student discipline policy, local, State, or federal law; viewing, transmitting, or downloading pornographic materials or materials that encourage others to violate local, State, or federal law; information pertaining to the manufacture of weapons; intruding into the networks or computers of others; and downloading or transmitting confidential, trade secret information, or copyrighted materials;
- B. Uses that cause harm to others or damage their property, person, or reputation, including but not limited to engaging in defamation (harming another's reputation by lies); employing another's password or some other user identifier that misleads message recipients into believing that someone other than you is communicating; reading another person's communications; sharing another person's pictures, private information, or messages without their permission; or otherwise using his or her access to the network or the internet;
- C. Uploading a worm, virus, other harmful form of programming or vandalism; participating in "hacking" activities or any form of unauthorized access to other computers, networks, or other information. Users will immediately notify the school's system administrator if they have identified a possible security problem. Users will not go looking for security problems, because this may be construed as an illegal attempt to gain access.
- D. Uses amounting to harassment, sexual harassment, bullying, or cyber-bullying defined as using a computer, computer system, or computer network to convey a message in any format, including audio or video, text, graphics

photographic, or any combination thereof, that is intended to harm another individual.

- E. Uses that jeopardize the security of student access and of the computer network or other networks on the internet; uses that waste District resources including downloading very large files without permission from a teacher, unnecessary printing, and consuming excess file space on shared drives.
- F. Uses that are commercial transactions, including commercial or private advertising. Students and other users may not sell or buy anything over the internet. Students and others should not give personal information to others, including credit card numbers and social security numbers.
- G. The promotion of election or political campaigns, issues dealing with private or charitable organizations or foundations, ballot issues, or proselytizing in a way that presents such opinions as the view of the District.
- H. Sending, receiving, viewing, or downloading obscene materials, materials harmful to minors, or materials that depict the sexual exploitation of minors.
- I. Disclosing identifying personal information or arranging to meet persons met on the internet or by electronic communications; sharing one's password with others or allowing them to use one's account.
- J. Downloading, installing, or copying software or other files without authorization of the Superintendent or the Superintendent's designee.
- K. Posting or sending messages anonymously or using a name other than one's own.
- L. Attempting to bypass internal or external security systems or controls using District equipment. Students and staff may only access the internet using the District network.
- M. Plagiarism of material accessed online. Teachers will instruct students in appropriate research and citation practices.
- N. Using the network while access privileges are revoked.

4. Network Etiquette – The user is expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:

- A. Be polite. Do not become abusive in messages to others.
- B. Use appropriate language. Do not swear or use vulgarities or any other inappropriate language.
- C. Do not reveal personal information (including the addresses or telephone numbers) of students or staff.
- D. Recognize that e-mail is not private. People who operate the system have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.
- E. Do not use the network in any way that would disrupt its use by other users.
- F. Consider all communications and information accessible via the network to be private property.

5. Warranties/Indemnification:

The District makes no warranties of any kind, express or implied, in connection with its provision of access to and use of its computer networks and the internet provided under this policy. The District is not responsible for any information that may be lost, damaged, or unavailable when using the network, or for any information that is retrieved or transmitted via the internet. The District will not be responsible for any unauthorized charges or fees resulting from access to the internet, and any user is fully responsible to the District and shall indemnify and hold the District, its trustees, administrators, teachers, and staff harmless from any and all loss, costs, claims, or damages resulting from such user's access to its computer network and the internet, including but not limited to any fees or charges incurred through purchases of goods or services by the user. The user or, if the user is a minor, the user's parent(s)/legal guardian(s) agrees to cooperate with the District in the event the school initiates an investigation of a user's use of his or her access to its computer network and the internet.

6. Security: Network security is a high priority. If the user can identify a security problem on the internet, the user must notify the system administrator, Internet Safety Coordinator, or building principal. Do not demonstrate the problem to other users. Keep your account and password confidential. Do not use another individual's account. Attempts to log on to the internet as a system administrator will result in cancellation of user privileges. Any user identified as a security risk may be denied access to the network.

7. Vandalism: Vandalism will result in the cancellation of privileges and other disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the internet, or any other network. This includes, but is not limited to, the uploading or creation of computer viruses.

8. Telephone Charges: The District assumes no responsibility for any unauthorized charges or fees, including telephone charges, long-distance charges, per-minute surcharges, or equipment or line costs.

9. Copyright Web Publishing Rules: Copyright law and District policy prohibit the republishing of text or graphics found on the internet or on District websites or file servers, without explicit written permission.

- A. For each republication on a website or file server of a graphic or text file that was produced externally, there must be a notice at the bottom of the page crediting the original producer and noting how and when permission was granted. If possible, the notice should also include the website address of the original source.
- B. Students engaged in producing website pages must provide library media specialists with e-mail or hard copy permissions before the website pages are published. Printed evidence of the status of "public domain" documents must be provided.
- C. The absence of a copyright notice may not be interpreted as permission to copy the materials. Only the copyright owner may provide the permission. The manager of the website displaying the material may not be considered a source of permission.

- D. The “fair use” rules governing student reports in classrooms are less stringent and permit limited use of graphics and text.
- E. Student work may only be published if there is written permission from both the parent/guardian and the student.
- F. Violation of the copyright web publishing rules may result in denial of access to the network.

10. Use of Electronic Mail

- A. The District’s electronic mail system, and its constituent software, hardware, and data files, are owned and controlled by the District. The District provides e-mail to aid students in fulfilling their duties and responsibilities and as an education tool.
- B. Email could be subject to public records requests and disclosures depending upon the subject matter of the contents of the email.
- C. The District reserves the right to access and disclose the contents of any account on its system, without prior notice or permission from the account’s user. Unauthorized access by any student to an electronic mail account is strictly prohibited.
- D. Each person should use the same degree of care in drafting an electronic mail message that would be put into a written memorandum or document. Nothing should be transmitted in an e-mail message that would be inappropriate in a letter or memorandum.
- E. Electronic messages transmitted via the District’s internet gateway carry with them an identification of the user’s internet “domain.” This domain name is a registered domain name and identifies the author as being with the District. Great care should be taken, therefore, in the composition of such messages and how such messages might reflect on the name and reputation of this District. Users will be held personally responsible for the content of any and all electronic mail messages transmitted to external recipients.
- F. Any message received from an unknown sender via the internet should either be immediately deleted or forwarded to the system administrator. Downloading any file attached to any internet-based message is prohibited, unless the user is certain of that message’s authenticity and the nature of the file so transmitted.
- G. Use of the District’s electronic mail system constitutes consent to these regulations.

Internet Safety

1. Internet access is limited to only those “acceptable uses,” as detailed in these procedures.
2. Staff members shall supervise students while students are using District internet access at school, to ensure that the students abide by the Terms and Conditions for Internet access, as contained in these procedures.
3. Each District computer with Internet access has a filtering device that blocks entry to visual depictions that are obscene, pornographic, or harmful or inappropriate for students as defined by the Children’s Internet Protection Act and as determined by the Superintendent or designee. Students must use the District’s

filtered network for all online activities on school grounds or using District equipment.

4. The system administrator, Internet Safety Coordinator, and/or building principals shall monitor student Internet access.

Student Use of Social Media

Students will be held accountable for the content of the communications that they post on social media locations and are responsible for complying with District policy and procedures for content posted using a District computer, network, or software or when posted during school hours when the student is in attendance at school. Student posts on social media locations outside of school hours and school grounds using a personal computer, network, and software shall be private as long as they do not enter into the educational setting and interfere with the orderly operation of the school. Posts to social network sites using a District computer, network, or software may be subject to public records requests. Students may not disrupt the learning atmosphere, educational programs, school activities, or the rights of others.

All of the requirements and prohibitions in District policy and procedure apply to the use of social media on school grounds, through the District network or using District equipment, or as part of a class assignment.

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### **POLICY 516.1 – EDUCATION OF HOMELESS CHILDREN**

It is the policy of the District to ensure that:

1. Each child of a homeless individual and each homeless child has equal access to the same free, appropriate public education, including a public preschool education, as provided to other students;
2. Homelessness does not in any way separate homeless students from the mainstream school environment; and
3. Homeless children and youths have access to the education and other services that such children and youths need to ensure that such children and youths have an opportunity to meet the same challenging state academic standards to which all students are held.

The Board of Trustees directs all District schools to admit children who are homeless regardless of residence and irrespective of whether the homeless child is able to produce records normally required for enrollment. The Board shall not enter into an out-of-District attendance and tuition agreement with another district for a homeless child.

All schools and employees of the District shall work to ensure that children and youth who are homeless are free from discrimination, segregation, and harassment. The District will also strive to prevent stigma against students who are homeless.

### Definitions

For the purposes of this Policy, the following definitions shall apply.

The terms “enroll” and “enrollment” includes attending classes and participating fully in all school activities.

The terms “homeless,” “homeless individual,” and “homeless person” include:

1. Children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; or are abandoned in hospitals;
2. Children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
3. Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings;
4. Migratory children who qualify as homeless for the purposes of this part because the children are living in circumstances described in clauses 1 through 3 above; and
5. An unaccompanied student and homeless families with children and youth are also defined as homeless if they:
  - a. Have experienced a long term period without living independently in permanent housing;
  - b. Have experienced persistent instability as measured by frequent moves over such period, and
  - c. Can be expected to continue in such status for an extended period of time because of chronic disabilities, chronic physical health or mental health conditions, substance addiction, histories of domestic violence or childhood abuse, the presence of a child or youth with a disability, or multiple barriers to employment.

“Children and youth in transition” is defined as children and youth who are otherwise legally entitled to or eligible for a free public education, including preschool, and who lack a fixed, regular, and adequate nighttime residence.

“Unaccompanied youth” is defined as a youth not in the physical custody of a parent/guardian who is in transition as defined above.

The term “school of origin” is defined as the school the student attended when permanently housed, or the school in which the student was last enrolled, including a



preschool. When a student completes the final grade level served by the students "school of origin," the "school of origin" shall progress to the designated receiving school at the next grade level for all of its feeder schools the same as for all students attending one school and progressing to another school in the District.

### In General

The District shall ensure the following is provided according to the homeless student's best interest:

1. That the homeless student's education continues in the school of origin for the duration of homelessness:
  - A. In any case in which a family becomes homeless between academic years or during an academic year; and
  - B. For the remainder of the academic year, if the student becomes permanently housed during an academic year; or
2. That the homeless student is eligible to enroll in the same schools as non-homeless students who live in the same attendance area where the homeless student is actually living.

### Placement Choice

The choice regarding placement shall be made regardless of whether the child or youth lives with the homeless parents or has been temporarily placed elsewhere.

When addressing school placement, the student may attend a school different than the school of attendance from before the student became homeless or the school last attended by the student, if such is the choice of the student's parent and such is feasible.

When addressing school placement, the District's Liaison shall work with the family to address the student's transportation needs.

### School Stability

In determining the best interest of the homeless student each school within the District shall:

1. Presume that keeping the student in the school of origin is in the student's best interest, except when doing so is contrary to the request of the student's parent/guardian, or (in the case of an unaccompanied youth) the student;
2. Consider student-centered factors related to the student's best interest, including factors related to the impact of mobility on achievement, education, health, and safety of homeless students, giving priority to the request of the student's parent/guardian or (in the case of an unaccompanied youth) the student;
3. If, after conducting the best interest determination based on consideration of the above presumptions, the Superintendent determines that it is not in student's best interest to attend the school of origin or the school requested by the parent or

guardian, or (in the case of an unaccompanied student) the student, provide the student's parent/guardian or the unaccompanied student with a written explanation of the reasons for his or her determination, which will be provided in a manner and form understandable to such parent/guardian, or unaccompanied student, including information regarding the right to appeal under "Enrollment Disputes", below; and

4. In the case of an unaccompanied student, ensure that the District's liaison designated under "District Liaison," below, assists in placement or enrollment decisions under this subparagraph, gives priority to the views of such unaccompanied student, and provides notice to such student of the right to appeal under "Enrollment Disputes," below:

#### Immediate Enrollment:

1. **In General:** The school selected in accordance with this policy shall immediately enroll the homeless student, even if the student:
  - A. Is unable to produce records normally required for enrollment, such as previous academic records, records of immunization and other required health records, proof of residency, or other documentation;
  - B. Has missed application or enrollment deadlines during any period of homelessness; or
  - C. Has outstanding fees or fines, including fees associated with extracurricular activities.
2. **Relevant Academic Records:** The enrolling school shall immediately contact the school last attended by the student to obtain relevant academic and other records.
3. **Relevant Health Records:** If the student needs to obtain immunizations or other required health records, the enrolling school shall immediately refer the parent/guardian of the student, or (in the case of an unaccompanied student) the student, to the District's liaison designated under "District Liaison," below, who shall assist in obtaining all necessary immunizations and/or screenings, or other required health records, in accordance with "Records," below.

#### Records

Any record ordinarily kept by the school, including immunization or other required health records, academic records, birth certificates, guardianship records, and evaluations for special services or programs, regarding each homeless student shall be maintained:

1. So that the records involved are available, in a timely fashion, when the student enters a new school or school district; and
2. In a manner consistent with FERPA, applicable Idaho law, and District policy.

#### Disputes

If a dispute arises over eligibility, school selection or enrollment in a particular school, or any other issue addressed in this policy:

1. The student shall be immediately enrolled in the school in which enrollment is sought, pending final resolution of the dispute, including all available appeals. The student shall receive educational services for which the student is eligible, such as attending classes and full participation in all school activities.
2. The parent/guardian of the student or (in the case of an unaccompanied student) the student shall be provided with a written explanation identifying the basis for any decisions related to school selection or enrollment made by the District, or other entity, including the rights of the parent/guardian or unaccompanied student to appeal such decisions;
3. The parent/guardian or unaccompanied student shall be referred to the local educational agency liaison designated under "District Liaison" below, and upon being informed of the dispute, the liaison shall, within 10 days, initiate an appeal with the District and, if unsuccessful, to the state coordinator of the dispute regarding the educational placement of the homeless student; and
4. In the case of an unaccompanied student, the liaison shall ensure that the student is immediately enrolled in the school in which the student seeks enrollment pending resolution of the student's dispute.
5. If an agreement cannot be reached between the parties regarding the educational placement of enrollment status of the student, then the District shall seek further assistance from the State Coordinator of Homeless Education to review and determine within ten business days how the student's best interest will be served. The decision of the State Department of Education shall constitute final resolution.

### Privacy

Information about a homeless student's living situation shall be treated as a student education record, and shall not be deemed to be disclosable "directory information" under the Family Education Records Privacy Act ("FERPA").

### Contact Information

Nothing in this policy shall prohibit the District and/or the enrolling school from requiring the parent/guardian of a homeless student to submit contact information.

### Comparable Services

Each homeless student in the District shall be provided services comparable to those services provided to other students in the school attended by the homeless student, including but not limited to the following:

1. Transportation services;
2. Educational services for which the student meets eligibility criteria, such as services provided under Title I of the Elementary and Secondary Education Act of

- 1965, or similar State or District sponsored programs, educational programs for children with disabilities, and educational programs for English Learners;
3. Programs in career and technical education;
  4. Programs for gifted and talented students; and
  5. School nutrition programs. Upon enrollment, the student's name shall immediately be submitted to the District's Nutrition Services Department as eligible for free meals, which eligibility commences at the time of enrollment.

### District Liaison

For purposes of this policy, the Superintendent shall designate a District employee to serve as its liaison to serve homeless students in accordance with the following provisions. The liaison for homeless students designated by the Superintendent shall ensure that:

All homeless students in and out of school are identified by school personnel through outreach and coordination activities with other entities and agencies;

1. The District tracks academic and enrollment data on homeless students;
2. All homeless students are enrolled in, and have a full and equal opportunity to succeed the same as non-homeless students of the District;
3. Homeless families and homeless students have access to and receive educational services for which such families and students are eligible, including services through Head Start programs (including Early Head Start programs), early intervention services under part C of the Individuals with Disabilities Education Act, and other preschool programs administered by the District;
4. All homeless families and homeless students receive referrals to health care services, dental services, mental health and substance abuse services, housing services, and other appropriate services;
5. The parents/guardians of homeless students are informed of the educational and related opportunities available to their children and are provided with meaningful opportunities to participate in the education of their children;
6. All unaccompanied students and youth who receive any credits for classes attended shall be informed by the Liaison of their status as an "independent student" for purposes of the student's Free Application for Federal Student Aid ("FAFSA"). The Liaison shall also provide the required "verification" of the student's status in connection with his or her application for Federal Student Aid.
7. Public notice of the educational rights of homeless students is disseminated in locations frequented by parents/guardians of such students, and unaccompanied students, including schools, shelters, public libraries, and soup kitchens, in a manner and form understandable to the parents/guardians of homeless students and unaccompanied students;
8. Eligibility, school selection, or enrollment disputes are mediated in accordance with "Disputes," above;
9. The parent/guardian of a homeless student, and any unaccompanied student, is fully informed of all transportation services, including transportation to the student's school of origin, and is assisted in accessing transportation to the student's assigned school;

10. School personnel receive annual professional development and other support; and
11. Unaccompanied homeless students:
  - A. Are enrolled in school;
  - B. Have opportunities to meet the same challenging state academic standards as the State establishes for other students; and
  - C. Are informed of their status as independent students under 20 USC § 1087vv(d), and that such students may obtain assistance from the District Liaison to obtain verification of such status for purposes of the Free Application for Federal Student Aid.

### Local and State Coordination

The District's liaison(s) for homeless students shall, as a part of their duties, coordinate and collaborate with the Idaho State Office of the Coordinator for Education of Homeless Children and Youths, as well as with community and school personnel who are responsible for the provision of education and related services to homeless students. These shall include public and private agencies, the transportation department, the State Coordinator for the Education of Homeless Children and Youth, and others. Such coordination shall include collecting and providing to the State Coordinator the reliable, valid, and comprehensive data needed to meet the requirements of 42 USC § 11432(f)(1) and (3).

### Homeless Status

The District's Liaison who receives training provided by the Idaho State Office of the Coordinator for Education of Homeless Children and Youths may authorize a homeless student who is eligible for and participating in a program provided by the District, or the immediate family of such student, who otherwise meets the eligibility requirements Federal Housing Assistance (see 42 USC §§ 11360 *et. seq.*), to do so without approval or other agency action by or on behalf of the Department of Housing and Urban Development.

### Title 1, Part A

Any student who is homeless and attends school within the District is eligible for Title 1, Part A services. The District shall set aside funding to provide homeless students who attend schools that do not participate in Title 1, Part A with services comparable to those provided by participating schools. Funding may also be set aside to provide targeted assistance to homeless students who attend participating schools.

### **POLICY 683.1 – PARENT AND FAMILY ENGAGEMENT**

In keeping with its vision and mission, the Midvale School District strives to be an integral part of the community, and to keep the parents and community members as integral parts of the school. The district will put into operation programs, activities and procedures for the involvement of parents in all school with Title I, Part A programs, consistent with section 1116 of the Every Student Succeeds Act (ESSA). Those programs, activities and



procedures will be planned and operated with meaningful consultation with parents of participating children. Hence the District establishes as policy the following statement following the National Guidelines for Parent/Community involvement. It is available to all on the District website.

Parent and Family Engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

1. that parents play an integral role in assisting their child's learning;
2. that parents are encouraged to be actively involved in their child's education at school;
3. that parents are full partners in their child's education and are included, in decision-making and on advisory committees as appropriate to assist in the education of their child;
4. that parents are involved in identifying barriers to greater participation by parents in parent involvement activities.

**Purpose:** The purpose of parent and family engagement is to increase each parent's capacity to help their child(ren) be successful in school.

**To facilitate meaningful parent and family engagement Midvale School District will:**

1. **Develop a Parent Advisory Committee:** The District will establish a parent advisory committee to assist in the review of their parent compact, parent involvement plan, and the annual review and evaluation of the school-wide Title I program as well as the review and plan for school improvement. Any parent of a student in this district is eligible to serve on this committee. The district will identify a group of 6 to 12 parents to serve throughout the school year. Every effort will be made through email to make all parents aware of the efforts of this committee and to solicit input from all parents. The Parent Advisory Committee, or any parent, may request opportunities for regular meetings to formulate suggestions and to participate in decisions relating to the education of their children. The school/district will respond to any such suggestions as soon as practicably possible.
2. **Annually review our Parent and Family Engagement Plan:** Midvale School District will, with consultation and input from their parents, annually review and when necessary revise this parent involvement plan.
3. **Annually review the District Parent /School Compact:** Midvale School District will, with consultation and input from their parents, annually review their Parent/School compact. The compact will list the responsibilities of the student, parent/caregiver, classroom teacher, and school administrator. All parents will be provided copies of the parent/school compacts at the start of each school year, and will be provided an opportunity to review the compact
4. **Annually establish how Title I Parent and Family Engagement Funds will be used:** Because of our size Midvale School District does not receive Title I Parent and Family Engagement Funds. However, some funding may be available to

provide parents with materials, and to pay reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable participation in school related meetings and training.

5. **Annually review the use of Title I funds and evaluation of the use of these funds:** Midvale School District will, with consultation and input from their parents, annually review how Title I funds will be used throughout the school year. Currently because of the tightness of all budgets, Title I funds are earmarked to support personnel directly assisting students who need help. Parents will be provided with data that supports the use of these funds and be asked for their input. Before the end of each school year parents will be provided with evaluation information/data regarding the effectiveness of the Title I school program, staff development conducted throughout the year, and all parent involvement activities held during the year.
6. **Facilitate regular, meaningful two-way communication:** Midvale School District will hold an annual meeting for parent to explain Title I and what it means to them as a parent and to their student and to explain the right of parents to be involved in the school and in their child(ren)'s education. This will be done at Back to School Night, early in the fall. The district will also offer this information whenever requested by parents individually. The district will provide parents a description and explanation of the curriculum, student progress measures, and the proficiency levels students are expected to meet and how to monitor a child's progress and work with educators to improve the student achievement. Curriculum, content standards, measures and proficiency levels are always available on the Parent Portal. The district will ensure that information related to school and parent programs, meetings, and other activities is sent to parents in a timely manner and in a format and, to the extent practicable, in a language the parents can understand, and provide reasonable alternate formats as requested.
7. **Build the capacity of parents to support their child(ren)'s learning:** The district will provide materials and training to help parents to work with their children to improve their children's achievement . This will include family math and family reading activities.
8. **Coordinate and integrate the district's parent and family engagement programs with early childhood programs in the community and in the district:** To the extent feasible and appropriate, the Title I consulting teacher and Special Education teacher will work with the preschool program, Head Start, and Parents as Teachers to conduct activities that encourage and support parents in more fully participating in the education of their children.

Midvale School District has maintained a close parent, community school interaction and respect throughout the decades since the first one room school houses became the center of community activities in the late 1800's. It is a tradition valued by the District, and the District is fully committed to maintaining and strengthening it. This policy is subject to an annual review by administration, teachers, and parents. The findings of the annual review will be used to improve the parental involvement program and, if necessary, to revise policies and procedures relating to parental involvement.

## **Policy 822.1 – CHILD NUTRITION AND WELLNESS**

It is the goal of the Midvale School District to strive to make a significant contribution to the general well being, mental and physical capacity, and learning ability of each student and afford them the opportunity to fully participate in the education process. The Midvale School District promotes healthy schools by supporting wellness, good nutrition, and regular physical activity as a part of the total learning environment. The District supports a healthy environment where children learn and participate in positive dietary and lifestyle practices. By facilitating learning through the support and promotion of good nutrition and physical activity, our school contributes to the basic health status of children. Improved health optimizes student performance potential and ensures that no child is left behind. Healthy eating is demonstrably linked to reduced risk for mortality and development of many chronic diseases as adults.

The Board directs the Superintendent to inform and update the public, including parents, students, and others in the community, about the content and implementation of the wellness policy. Such information may be provided on the District website, through dissemination of student handbooks, or in any other manner the Superintendent may deem appropriate.

### Definition

For the purposes of this policy the school day is defined as midnight before to thirty (30) minutes after the end of the official school day.

### Goals for Wellness Promotion

The District shall review and consider evidence-based approaches in establishing goals for school based activities to promote student wellness. This may include review of the “Smarter Lunchroom” tools and strategies.

To ensure the health and well being of all students, it is the policy of the District to:

1. Ensure that all students have access to adequate and healthy food choices on scheduled school days at reasonable prices.
2. Ensure that foods sold at school during the school day meet or exceed the nutritional standards required by the USDA’s National School Lunch Program, the National School Breakfast Program, and the Smart Snacks in Schools regulations. Exceptions can be made for infrequent food sales fundraisers that occur no more than the number of times determined appropriate by the Idaho State Department of Education during the school year and are not held during school meal times. Fundraisers will be tracked at each school site by a designee of the Superintendent in charge of compliance at that site;

3. Ensure that non-compliant and non-exempt fundraising food sales will not occur on school grounds during the school day. The District operates under United States Department of Agriculture (USDA) program regulations of the National School Lunch Program, National School Breakfast Program, and Smart Snacks in Schools regulations. This includes food sold during the school day in school stores, vending machines, and other venues. (Note: There are many healthy fundraising options available to schools including selling books, fresh produce, school spirit merchandise, or other non-food items during the school day. Fundraising activities that take place outside of school, such as frozen pizza sales, are exempt from the nutrition standards.);
4. Ensure that celebrations that involve food during the school day be limited to no more than one party per class per month. It is also recommended that each party include no more than one food or beverage that does not meet nutrition standards for Smart Snacks in Schools.
5. Support and promote dietary habits contributing to students' health and academic performance. All foods available on school grounds and at school-sponsored activities during the school day should meet or exceed the USDA Smart Snacks in School nutrition guidelines. Wholesome foods produced in Idaho should be available and actively promoted in a health school environment. Emphasis should be placed on foods that are nutrient dense per calorie. Foods should be served with consideration toward variety, appeal, taste, safety, and packaging to ensure high quality meals. The District encourages all staff to focus on the Dietary Guidelines for Americans;
6. Provide a comprehensive learning environment for developing and practicing lifelong wellness behaviors including good nutrition and regular physical activity;
7. Coordinate school food service with the healthy lifestyles policy to reinforce messages about healthy eating and to ensure that foods offered promote good nutrition and contribute to the development of lifelong, healthy eating habits;
8. Promote healthy eating patterns through classroom nutrition education coordinated with the comprehensive health education program including education, health, and food services;
9. Provide District staff with adequate pre-service and ongoing in-service training that focuses on strategies for behavioral change; and
10. Involve family members and the community in supporting and reinforcing nutrition education and the promotion of healthy eating and lifestyles.

11. All students will receive instruction in good nutrition in their appropriate classes: elementary students in the classroom; secondary students in required health and nutrition classes.
12. Establish a Wellness Committee comprised of individuals from the following groups: parents, teachers, students, administration, food service director, and physical education director and members of the community. All interested stakeholders are urged to take part.

The District shall also take measures to promote nutrition and physical activity, engage in nutrition education, and conduct wellness activities. For the purpose, the District may:

1. Ensure that all District schools become certified as a Healthier US School Challenge schools and/or enroll as a Team Nutrition schools;
2. Host at least one health fair each year;
3. Draft and regularly distribute a wellness newsletter for students and parents;
4. Review Smarter Lunchroom Movement best practices and evaluate each school's ability to implement them;
5. Provide a minimum of 60 minutes of physical education per week to elementary students and 106 minutes per week to middle school students;
6. Offer a recognition or reward program for students who exhibit healthy behaviors;
7. Start a walking or physical activity club at each school;
8. Offer at least four after school physical activity programs;
9. Ensure students have access to hand-washing facilities prior to meals;
10. Annually evaluate the marketing and promotion of the school meal program;
11. Share school meal nutrition information with students and families;
12. Offer students taste-testing or menu planning opportunities;
13. Participate in Farm to School activities and/or have a school garden;
14. Advertise and promote nutritious foods and beverages on school grounds;
15. Offer nutritious foods and beverages at lower prices than other foods and beverages;
16. Offer fruits or non-fried vegetables everywhere foods are sold;
17. Use student feedback to improve the quality of the school meal programs;
18. Offer a staff wellness program;
19. Provide District staff with adequate pre-service and on-going in-service training that focuses on program administration, nutrition, physical activity, safety, the importance of modeling healthy behaviors, and strategies for behavioral change; and
20. Participate in community partnerships to support wellness programs, projects, events, or activities.

#### Student Selection of Food Items

Under Federal law students are not required to take items of food that they will not consume, provided they take at least three (3) items from the list of five (5) items served. If a student takes less than five items the price shall not be reduced.



The purpose of these regulations and this policy is to reduce the amount of waste in the food service program and still encourage students to take all five items.

Students in grades K-12 may select three (3) food items with full-size portions from the list of five (5) items offered. Additional items selected may be in reduced portions, if requested.

### Nutrition Guidelines

To promote student health and reduce childhood obesity, the District urges all schools within the District to comply with the nutrition standards established by the USDA with respect to all food that is available on campus during the school day.

### Community Participation

Parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators, and the general public are all urged to participate in the development, implementation, and periodic review of this policy.

The Superintendent shall annually make available to the public the content of the policy and an assessment on the implementation of this policy including:

1. The extent to which schools under the jurisdiction of the District are in compliance with the wellness policy;
2. The extent to which the District's wellness policy compares to model local school wellness policies; and
3. A description of the progress made in attaining the goals of the wellness policy.

Methods of providing this information to the public may include developing or disseminating printed or electronic materials to families of school children and other members of the school community at the beginning of the school year, or posting the local wellness policies and an assessment of their implementation on the District or school website at [www.midvaleschools.org](http://www.midvaleschools.org). The assessment of the implementation of the policy shall be conducted at least once every three years.

### Record Retention

The District shall retain the following records relating to the wellness policy:

1. The written local school wellness policy;
2. Documentation demonstrating the community was involved in the development, implementation, and periodic review of the wellness policy;
3. Documentation of the assessment of the wellness policy; and

4. Documentation to demonstrate the public was notified annually as required by this policy.

#### Monitoring Compliance

The Board of Trustees shall designate the Superintendent to ensure that each school complies with this policy.

## NOTIFICATION OF RIGHTS UNDER FERPA

The Family Educational Rights and Privacy Act (FERPA) afford parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records within 45 days of the day the district receives a request for access. The parent or eligible student should submit to the school principal a written request that identifies the record(s) he or she wishes to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parents or eligible students who wish to ask the school to amend a record should write the school principal, clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures or personally identifiable information (PII) contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer or contractor outside of the school who performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.<sup>4</sup> The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-5901

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

The *Family Educational Rights and Privacy Act (FERPA)*, a Federal law, requires that Midvale School District #433, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Midvale School District #433 may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the Midvale School District #433 to include this type of information from your child's education records in certain school publications. Examples include:

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

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the *Elementary and Secondary Education Act of 1965 (ESEA)* to provide military recruiters, upon request, with the following information – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.

If you do not want Midvale School District #433 to disclose directory information from your child's education records without your prior written consent, you must notify the District within thirty days of start of school or date of enrollment on the **FERPA Opt Out Form** on the District website or obtain a copy from the school office. Midvale School District #433 has designated the following information as directory information:

- |                           |                                                                          |
|---------------------------|--------------------------------------------------------------------------|
| -Student's name           | -Participation in officially recognized activities and sports            |
| -Student's address        | -Telephone listing                                                       |
| -Grade Level              | -Degrees, honors and awards received                                     |
| -Weight and Height of     | -Major field of study                                                    |
| Members of athletic teams | -The most recent educational agency or institution attended              |
| -Photograph               | -Student ID number, user ID, or other unique personal                    |
| -Dates of attendance      | identifier used to communicate in electronic systems that cannot be used |
|                           | to access education records without a PIN, password, etc.                |
|                           | (A student's SSN, in whole or in part, cannot be used for this Purpose.) |

## **NOTIFICATION OF RIGHTS UNDER THE PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)**

PPRA affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

· *Consent* before students are required to submit to a survey that concerns one or more of the following protected areas (“protected information survey”) if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED)–

1. Political affiliations or beliefs of the student or student’s parent;
2. Mental or psychological problems of the student or student’s family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

· *Receive notice and an opportunity to opt a student out of*–

1. Any other protected information survey, regardless of funding;
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

· *Inspect*, upon request and before administration or use –

1. Protected information surveys of students;
2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
3. Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

Midvale School District #433 will develop and adopt policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. Midvale School District #433 will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. Midvale School District #433 will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation of the specific activity or survey. Midvale School District #433 will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned



activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales, or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

*Parents who believe their rights have been violated may file a complaint with:*

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, D.C. 20202

## Midvale School District #433

### School-Parent Compact

The Midvale School District hereby enters into a compact with the parents and families of students to acknowledge that parents, the entire district staff, and students will share the responsibility for improved student achievement, so that through this partnership students can achieve the State's high standards.

#### **Responsibilities:**

District: will provide a high-quality curriculum and instruction in a supportive and effective learning environment that enables students to meet the State performance standards.

Parents: will support their students' learning in such ways as monitoring attendance, homework completion, and outside activities; being active in school classrooms and activities; and participating, as appropriate, in decisions relating to the education of their children and positive use of extra-curricular time.

**Communication** is of the utmost importance, and both parents and school staff will maintain open communication on an ongoing basis. Intrinsic to communication will be the following:

Conferences: scheduled at the end of first and third quarters and any time requested by either staff or parent;

Written reports: sent quarterly as report cards and testing results; weekly in the elementary grades as Thursday folders; in the secondary grades as progress reports, for D and F alerts, or whenever thought useful.

Telephone or email contact: whenever desired by staff or parents.

It is understood that the elements of this compact are given in more detail in the elementary and secondary student handbooks that are provided to each student at the beginning of each year. A page signed by each parent indicating their approval is on file at the school.

**MIDVALE SCHOOL DISTRICT #433**

Board of Trustees

Jerry Lunsford, Chairman, Zone 5  
Jerry Piper, Vice-Chairman, Zone 2  
Jake Mikek, Zone 4  
Dan Uhlenkott, Zone 1  
Steve Sutton, Zone 3

KyLee Morris, Superintendent/Principal  
Kyla Dickerson, Business Manager  
Sandarah Cornwell, Food Services  
Sherry Crawford, School Secretary/District Clerk  
Marcy Hansen, PE  
Barrett Morris, Maintenance  
Lisa Whitener, Food Services  
Shawn McClary, Janitorial  
Abby Ochoa, Bus Driver  
Laura Crabtree, Bus Driver  
Ken Carpenter, Bus Supervisor  
Taylor Morris – Pre-School  
Lili Springer – Kindergarten  
Chelsea Doggett - Grade 1  
Jennifer Day – Grade 2  
Varina Pickett – Grade 3  
Brenna Cada – Grade 4  
Nicole DeVries – Grade 5  
Jennifer Besel, Teacher – Special Services/Federal Programs  
Steve Besel, Teacher – Music  
Kendal Doggett – Paraprofessional  
Robin Stephens, Paraprofessional - Librarian  
Heather Barton, Paraprofessional  
Nicky Harris, Paraprofessional

Mailing Address

PO Box 130  
Midvale, ID 83645

Physical Address

56 School Road  
Midvale, ID 83645

Tel: 208-355-2234

Fax: 208-355-2347

Website: [www.midvaleschools.org](http://www.midvaleschools.org)