

**NOTICE OF REGULAR MEETING MEETING OF THE BOARD OF TRUSTEES
MINIDOKA COUNTY JOINT SCHOOL DISTRICT #331
RUPERT, MINIDOKA COUNTY, IDAHO**

NOTICE IS HEREBY GIVEN that an **Regular Meeting** of the Board of Trustees of the Minidoka County Joint School District is posted for **Monday, July 18, 2022 at 7:00 PM** at the **District Service Center 310 10th Street Rupert, ID 83350** at which meeting the following business will be conducted:

CALL TO ORDER & ROLL CALL:

Bonnie Heins, Chair	Dr. Kenneth Cox, Superintendent
Rick Stimpson, Vice Chair	Kerri Tibbitts, Board Clerk
Russ Suchan, Trustee	Reed Cotten, School Counsel
Jeff Gibson, Trustee	
Mary Andersen, Trustee	

1. CALL TO ORDER & ROLL CALL	
2. VISITOR WELCOME, PRAYER & PLEDGE OF ALLEGIANCE	
3. AGENDA APPROVAL (Action Item)	
4. CONSENT AGENDA (Action Item)	
A. Minutes of Previous Meeting	2
B. Payment of Bills, Payroll & Treasurer's Reports, SBF & Activity Reports	23
C. Disposition of District Property/Fixed Assets (None)	
D. Travel Requests	84
E. New Personnel	
5. PATRON COMMENTS	
6. DISCUSSION ITEMS	
A. Administrator/Department/Committee Reports	85
B. Policy Discussion (None this month)	
C. Superintendent Report	90
7. BUSINESS (Action Items)	
A. Bus Bids	91
B. ARTEC/ARTEI - Approval of Charter Schools Closure	
C. Approval to Sponsor ISBA Resolution Salary Based Apportionment for Classified Employees	93
D. Approval of District Organizational Chart	95
E. Adoption of State Transportation Manual	98
F. Adoption of State Special Education Manual	99
G. Approval of Student Handbooks	100
H. New/Amended/Deleted Policies	
1. Policy D222.00 English Learners Program (First Reading)	219
2. Policy D272.00 Middle School Credits (First Reading)	222
3. Policy D309.00 Supporting Students with Characteristics of Dyslexia (First Reading)	224
4. Policy D510.00 Personnel Hiring Process and Criteria (First Reading)	225
5. Policy D539.00 Therapy Dogs in Schools (First Reading) <i>This policy clarifies the difference in therapy dogs and service dogs..</i>	231
6. Policy D542.60 Employee Tuition Reimbursement (First Reading)	234
7. Policy D587.00 Rehiring Teachers and Administrators (First Reading)	235
8. Policy D806.00 Activity Busing (First Reading)	237
8. ADJOURNMENT	

#boldsubject#

** Robert's Rules of Order will govern all meetings

*** Any person needing special accommodations to participate in the above-noticed meeting should contact the Minidoka County School District one (1) day prior to the meeting at 310 10th St., Rupert, Id. (208) 436-4727

June 20, 2022

Regular Board Meeting Addendum

Personnel Recommendation/Requests for Board Consideration

Column1	Start Date	Last Name	First Name	Building	Position	Category
Emergency	5/31/22	Allen	Crystal	Vocational Rehabilitation	Teacher	VOC REHAB
		Alves	Brandon	East/West Minico	Band Teacher	Category 2
Emergency	5/31/22	Arizple	Crystal	Migrant Summer School	Preschool Teacher	SUMMER SCHOOL
Emergency	6/9/21	Baker	Alexandrea	District Service Center	Payroll and Benefits	IX/B
		Barker	Priska Marie	Minico High School	West Minico Special Education Aide	from:West Minico Special Education Aid
		Beard	Valeria	Minico High School	Para Educator	
		Bowen	Melanie	SUBSTITUTE	SUBSTITUTE	SUBSTITUTE
		Breezee	Loralei	Heyburn Elementary	Elementary Teacher	Category 2
Emergency	5/31/22	Cantu	Sonya	Vocational Rehabilitation	Para Educator	VOC REHAB
Emergency	5/31/22	Casillas	Yuri	Summer Food Program	Cook	
		Chiesa	Amy	East Minico	FACS teacher	From: Rupert Elementary
		Cordova	Danniella	Minidoka Preschool Center	Para Educator	
		Corless	Dylan	Minico High School	Football JV Assistant	
Emergency	5/31/22	Culley	Margo	Summer Food Program	Kitchen Manager	
Emergency	5/31/22	Davis	Mary	Vocational Rehabilitation	Teacher	
		Durrant	Rachel	Extended School Year Summe	Para Educator	
Emergency	5/31/22	Espinoza	Lety	Summer Food Program	Kitchen Manager	
Emergency	5/31/22	Evans	Bryn	Migrant Summer School	Para Educator	
Emergency	5/31/22	Felthausen	SheAnn	Summer Food Program	Cook-Part Time	
		Fowler	Luiza	West Minico	Math Teacher	Category 2
		Gardea	Isaiah	East Minico	7 th Grade Boys Basketball Coach	
Emergency	5/31/22	Garza	Dawn	Summer Food Program	Cook	
		Gibson	Whitney	Minico High School	Special Ed Aide II	
Emergency	5/31/22	Gittins	Misty	Summer Food Program	Cook-Part Time	
Emergency	5/31/22	Gomez	Gema	Summer Food Program	Cook	
Emergency	5/31/22	Gomez	Malissa	Summer Food Program	Cook-Part Time	
		Gonzales	Minerva	Rupert Elementary	Elementary Teacher	from SPED to Elementary
		Gordon	Lauren	Minidoka Preschool Center	Para Educator	
		Green	JaNene	Acequia Elementary	Special Education Teacher	Category 2
		Hanson	Chad	West Minico	Science Teacher	Category 2
Emergency	5/31/22	Hanson	Chad	Secondary Summer School	Para Educator	
Emergency	5/31/22	Hernandez	Lety	Summer Food Program	Cook	
		Henscheid	Kaylyn	Minico High School		
Emergency	5/31/22	Heward	Carson	Secondary Summer School	Middle School Teacher	
		Hicks	Kate	Rupert Elementary	Elementary Teacher	move to SPED Behavior Teacher
		Hicks	Kate	Extended School Year Summe	TEACHER	
Emergency	5/31/22	Hitt	Becky	Secondary Summer School	Middle School Teacher	
Emergency	5/31/22	Hyde	Eileen	Summer Food Program	Lunch in the Park	

		Jensen	Dawn	Heyburn Elementary	Elementary Teacher	Transfer from HES
		Knopp	Kayley	Paul Elementary	Para Educator	
		Leon	Cheryl	SUBSTITUTE	SUBSTITUTE	SUBSTITUTE
		Lopez	Jose	Minico High School	Head Girl's Soccer Coach	from: Girls Soccer JV/Assistant Coach
		Martinez	Gabrielle	Minico High School	IDLA Computer Lab Assistant	from: Minico Special Education Aid II/A
Emergency	5/31/22	Martinez	Gabrielle	Vocational Rehabilitation	Para Educator	
Emergency	5/31/22	Montoya	Arlene	Summer Food Program	Cook	
Emergency	5/31/22	Murphy	Sheneal	Secondary Summer School	Para Educator	
		Ortiz	Janelle	Heyburn Elementary	Elementary Teacher	Category 2
Emergency	5/31/22	Pawson	Sheyanne	Summer Food Program	Cook	
		Rairigh	Beth	Heyburn Elementary	Elementary Teacher	Category 2
Emergency	5/31/22	Rangel	Alyssa	Vocational Rehabilitation	Teacher	
		Reis	Sophia	Minidoka Preschool Center	PreK Teacher	Category 2
Emergency	5/31/22	Reyes	Elva	Migrant Summer School	Secretary	
		Robles	Nancy	District Service Center	Data and Inventory Clerk	
Emergency	5/31/22	Roseborough	Doris	Secondary Summer School	Middle School Teacher	
		Rust	Kasonda	SUBSTITUTE	SUBSTITUTE	SUBSTITUTE
		Schmitt	Katelyn	Minico High School	Social Studies	Category 2
Emergency	5/31/22	Stauffer	Dee	Summer Food Program	Cook	
Emergency	5/31/22	Taylor	Emilees	Vocational Rehabilitation	Para Educator	
		Trenkle	Amanda	Heyburn Elementary	Elementary Teacher	Transfer from WMMS
		Tristan	Eloise	District Service Center	Behavior Technician	
		Turner	Kaylene	Acequia Elementary	Music/Librarian Prep-Provider	from: Special Education Aid
	7/5/22	Walton	Mary	District Service Center	Human Resources Director	Salaried Classified
Emergency	5/31/22	Wilcox	Milissa	Summer Food Program	Cook-Part Time	

Students

Emergency	6/1/22	Leon	Karla	Minico Summer Secretary		
-----------	--------	------	-------	-------------------------	--	--

Resignations

Resignation Date	Last Name	First Name	Building	Position
5/26/22	Breezee	Loralei	Acequia Elementary	Elementary Teacher
5/31/22	Bruns	Kayla	Minidoka Virtual	Elementary Teacher
5/16/22	Chandler	Natalie	Heyburn Elementary	Elementary Teacher
5/16/22	Darrington	Wendy	Rupert Elementary	Para Educator
6/1/22	Gil	Leslie	Minidoka Preschool Center	Para Educator
6/16/22	Grant	Becky	Rupert Elementary	Elementary Teacher
6/8/22	Lettington	Jesse	Minico High School	Head JV Football Coach
6/8/22	Lettington	Jesse	Minico High School	Girls Assistant Basketball Coach
6/2/22	Martinez	Gabrielle	Minico High School	Special Ed Aide
5/4/22	May	Alexis	Minico High School	Assistant Cheer Coach
6/9/22	Stimpson	Jaylee	District Service Center	Behavior Technician
6/7/22	Taylor	Andrew	Rupert Elementary	Elementary Teacher
5/31/22	Warr	Brianna	Rupert Elementary	Para Educator
5/25/22	Whitesides	Lisa	Minico High School	JV Volleyball Coach

June 20, 2022
Regular Board Meeting Addendum
Personnel Recommendation/Requests for Board Consideration

All recommendations are pending Board approval and District Office receiving state mandated paperwork.

Stipend(s), 2021-2022

Dyann Blood, Mt. Harrison Jr. High Principal, is recommending the following individuals receive a stipend in the amount of \$200 for piloting a course with the mastery education program.

Richard Jarvis Melody Smith Colton Bruns

Ashley Johnson, Director of Student Achievement, is recommending the following individuals receive a stipend in the amount of \$165 day for attending a 5 day CPM training in Salt Lake City.

Kari Anderson Robert Kent Kristy Herbert

Kimberley Kidd, Minico High School Principal, is recommending Daryl Kent receive the Perkins Administrator stipend in the amount of \$3,954.77 for the 2022-2023 school year.

Sherry Bingham, Special Services Director, is recommending the following teachers receive the daily stipend rate of \$165.00 for attending the Cultivating Readers Projects on June 12, 2022.

Bethany Gochnour Minerva Gonzales Teresa White

Sherry Bingham, Special Services Director, is recommending the following teachers receive a stipend for completing the requirements for the Cultivating Readers Project during the 2021-2022 school year. The state department will be reimbursing the district for their participation.

Part 1 only

Minerva Gonzales - \$170 Tisha Goodwin - \$170

Part 1 & 2

Teresa White - \$340 Emily Johnson - \$340 Dawn Jensen - \$340

Sherry Bingham, Special Services Director, is recommending the following stipends.

Please find recommendation for the CBRS Supervision Incentive payment for Tiffany Bliss for November through May and Chelsey Ball for February through May of the 2021-2022 school year.

CBRS Supervision Date	Tiffany Bliss	Chelsey Ball
November	43	
December	30	
January	23	
February	33	
March	47	36
April	29	26
May	38	32
Total Services	243	94
Total @ \$5.00 each	\$1215.00	\$470.00

Please find recommendation for the first Medicaid Eligibility Incentive payment for Tiffany Bliss for December through May and Chelsey Ball for January through May of the 2021-2022 school year.

Psychologist	Tiffany Bliss	Chelsey Ball
CBRS Services	2	
CHIS Services	19	4
Dual Services	3	3
BX		2
Total Services	24	9
Total @ \$75.00 each	\$1800.00	\$675.00

June 20, 2022

Regular Board Meeting Addendum

Personnel Recommendation/Requests for Board Consideration

All recommendations are pending Board approval and District Office receiving state mandated paperwork.

Sherry Bingham, Special Services Director is recommending the second IEP incentive payment for the 2021-2022 school year.

Case Manager	Total Paid
Allen, Crystal	\$650.00
Amen, Claudia	\$345.00
Anderson, Kaylen	\$325.00
Ashbocker, Shelly	\$410.00
Brown, Matt	\$1,260.00
Cole, Lisa	\$110.00
Crane, JaeLee	\$45.00
Davis, Mary	\$490.00
Drenker, Maureen	\$865.00
Durrant, Rachel	\$280.00
Etherington, Jessica	\$315.00
Gerard, Kaitlyn	\$345.00
Gonzales, Minerva	\$170.00
Goodwin, Tisha	\$705.00
Hammer, Dana	\$1,255.00
Hansen, Kailee	\$0.00
Hansen, Mary	\$975.00
Hicks, Kate	\$580.00
Hitt, Becky	\$890.00
Larson, Delann	\$1,045.00
Loveless, Carol	\$0.00
Manning, Nicole	\$0.00
Maughan, Donna	\$535.00
Mclean, Jaimie	\$310.00
Page, Kolbee	\$45.00
Robinson, C Elaine	\$155.00
Smith, Lindsey	\$915.00
Staker, Beckee	\$565.00
Turpin, Amber	\$325.00
Woodward, Judy	\$115.00

STIPEND REHIRE 2022-2023

MINICO						
FOOTBALL	SPARTAN MARTIN	OKELBERRY, MARTIN H		SUMMER WEIGHTS	HEAD COACH	MC CAFFREY, JOHN KEELAN
	VARSITY HEAD COACH	MC CAFFREY, JOHN KEELAN				
	VARSITY ASSISTANT COACH	BESSIRE, KURTIS	1/2	TENNIS	VARSITY HEAD COACH	FERGUSON, KAREN M
	VARSITY ASSISTANT COACH	HAUGEBERG, STEVE DEAN			VARSITY ASSISTANT COACH	BAIRD, ERIC C
	VARSITY ASSISTANT COACH	DEPEW, WESLEY	1/2		VARSITY ASSISTANT COACH	BROWER, KIMBERLY ANN
	VARSITY ASSISTANT COACH	JONES, RHETT B	3/4			
	VARSITY ASSISTANT COACH	ALVARADO, JUAN	1/2	BASEBALL	VARSITY HEAD COACH	PRICE, JARED D
	VARSITY ASSISTANT COACH	MORGAN, SKYLER			VARSITY ASSISTANT COACH	HOEY, MICHAEL
	VARSITY ASSISTANT COACH	MADRIGAL, DAKOTA MAX			VARSITY ASSISTANT COACH	CHRISTENSEN, NATHAN RAMON
	JV HEAD COACH	VACANT			JV HEAD COACH	LETTINGTON, JESSE M
	JV ASSISTANT COACH	JONES, RHETT B	1/4		JV ASSISTANT COACH	JENSEN, CASEY T
	JV ASSISTANT COACH	BESSIRE, JACOB	1/2			
	JV ASSISTANT COACH	VACANT	1/2	SOFTBALL	VARSITY HEAD COACH	MC GHIE, TODD B
	JV ASSISTANT COACH	ALVARADO, JUAN	1/2		VARSITY ASSISTANT COACH	GUILLES, SHELBY
	9TH GRADE HEAD COACH	JONES, RON S			VARSITY ASSISTANT COACH	MORRELL, SAMANTHA ?
	9TH GRADE ASSISTANT COACH	HARWOOD, GREGORY S			VARSITY ASSISTANT COACH	PINTHER, DAVE
	9TH GRADE ASSISTANT COACH	BOTT, BRET ALLEN			JV HEAD COACH	TIMMONS, JAKE
					JV ASSISTANT COACH	GOMEZ, ALISSA
SWIMMING	VARSITY HEAD COACH	YOUNG, KRISTAL				
	VARSITY ASSISTANT COACH	HARPER, VANESSA		DANZ	VARSITY HEAD COACH	NELSON, SANDRA ANNA SCHWAN
					VARSITY ASSISTANT COACH	VACANT
SOCCER, GIRLS	VARSITY HEAD COACH	LOPEZ-MARTINEZ, JOSE LUIS		CHEER	HEAD COACH	AGUILAR, KENYA
	JV HEAD COACH	VACANT			ASSISTANT COACH	VACANT
SOCCER, BOYS	VARSITY HEAD COACH	CARNAHAN, EVAN VELA				
	JV HEAD COACH	FIGUEROA, WILFREDO JR		STUDENT COUNCIL	HEAD ADVISOR	BORDEN, JENNIFER LYNN
VOLLEYBALL	VARSITY HEAD COACH	LATTA, STEVEN ALLEN		INSTRUMENTAL BAND	HEAD ADVISOR	BARKER, BRETT CLIFFORD
	VARSITY ASSISTANT COACH	SEAMONS, BAILEY				
	JV HEAD COACH	VACANT		PIT MASTER	HEAD ADVISOR	BARKER, BRETT CLIFFORD
	JV ASSISTANT COACH	LATTA, JENNIFER				
	9TH GRADE HEAD COACH	PRATT, CAMI		SUMMER BAND	HEAD ADVISOR	BARKER, BRETT CLIFFORD
CROSS COUNTRY	VARSITY HEAD COACH	MEYERS, KYLE W		COLOR GUARD	HEAD ADVISOR	VACANT
	VARSITY ASSISTANT COACH	REDDINGTON, RANDY B		STRINGS ORCHESTRA	HEAD ADVISOR	ANDREW, MEAGEN CHRISTINE
	MIDDLE SCHOOL COACH	GERARD, KAITLYN		VOCALS/CHORUS	HEAD ADVISOR	COLLIER, JEFFERY D
BASKETBALL, GIRLS	VARSITY HEAD COACH	BATEMAN, ANNA S		OPERETTA	HEAD ADVISOR	COLLIER, JEFFERY D
	VARSITY ASSISTANT COACH	VACANT				
	JV HEAD COACH	GILCHRIST, SHAYLEE		AUDITORIUM EVENTS	HEAD ADVISOR	COLLIER, JEFFERY D
	JV ASSISTANT COACH	SAYER, TAYLA				
	9TH GRADE HEAD COACH	HINCKLEY, TOBY L		VO-AG FFA	HEAD ADVISOR	STAPELMAN, JESSICA LEE
BASKETBALL, BOYS	VARSITY HEAD COACH	TRENKLE, BRADY			ASSISTANT ADVISOR	STIMPSON, RICHARD LYLE JR
	VARSITY ASSISTANT COACH	MANNING, DOUGLAS ROGER	1/2		ASSISTANT ADVISOR	COWGILL, SOPHIE
	VARSITY ASSISTANT COACH	JENSEN, CASEY T	1/2	SCHOOL PAPER	HEAD ADVISOR	RYAN, ROBERT K
	JV HEAD COACH	BENNETT, ERIC D				
	JV ASSISTANT COACH	FIFE, BROCK		ANNUAL/YEARBOOK	ADVISOR	CAMERON, DONNA
	9TH GRADE HEAD COACH	CHANDLER, CHASE PAUL		ARTEC WEB PUBLICATIONS	ADVISOR	CAMERON, DONNA
BOWLING	VARSITY HEAD COACH	STUDER, WALLY		CLASS ADVISOR	FRESHMAN	HEATH, MEGAN
WRESTLING, BOYS	VARSITY HEAD COACH	ROBINSON, CLAY			SOPHMORE	GEORGE, KRESTA LEE
	VARSITY ASSISTANT COACH	ANDERSON, JOSH			JUNIOR	CAMERON, DONNA
	VARSITY ASSISTANT COACH	VACANT			SENIOR	HOBBS, STACI LYN
	VARSITY ASSISTANT COACH	VACANT				
	JV HEAD COACH	OSTERHOUT, LONNIE		9TH GRADE ACTIVITY SUPERVISOR	SUPERVISOR	HINCKLEY, TOBY L
WRESTLING, GIRLS	VARSITY HEAD COACH	STIMPSON, RICHARD			SUPERVISOR	MITTELSTADT, GARY
	VARSITY ASSISTANT COACH	ROBINSON, KHALI		SERVICE CLUB	HEAD	ARTHUR, CINDY V
TRACK	VARSITY HEAD COACH	HAUGEBERG, STEVE DEAN			9TH GRADE ASSISTANT	PINCOCK, MARLYN
	VARSITY ASSISTANT COACH	MEYERS, KYLE W		ACADEMY LEADERS	BUSINESS & FINANCE	KENT, DARYL
	VARSITY ASSISTANT COACH	MCCAFFREY, KEELAN			BUSINESS & FINANCE	BEHUNIN, TIMOTHY JOHN
	VARSITY ASSISTANT COACH	JONES, RHETT B			PRE-ENGINEERING	KENT, TRAVIS
	VARSITY ASSISTANT COACH	NELSON, CONNY				
	VARSITY ASSISTANT COACH	BAIR, LINSEY				
GOLF	VARSITY HEAD COACH	ANTONE, STEVEN BRENNER				
	VARSITY ASSISTANT COACH	SHOCKEY, JASMINE JUSTINE				

MINICO EXTRA DAYS						
ADVANCED OPPORTUNITIES	12 EXTRA DAYS	CLARIDGE, BROOKE		CTE BUSINESS TECH	10 EXTRA DAYS	RYAN, ROBERT K
COUNSELOR	10 EXTRA DAYS	SAYER, NIKKI N		CTE ENG TECH	10 EXTRA DAYS	CAMERON, DONNA
COUNSELOR	10 EXTRA DAYS	CHANDLER, KENT A		CTE ENG TECH	10 EXTRA DAYS	VAN EVERY, BRENT
COUNSELOR	10 EXTRA DAYS	BARRIE, MIKEA		CTE ENG TECH	10 EXTRA DAYS	KENT, TRAVIS
COUNSELOR BONUS	14 YEARS	SAYER, NIKKI N		CTE FACS	5 EXTRA DAYS	RANGEL, ALYSSA M
COUNSELOR BONUS	1 Year	BARRIE, MIKEA		CTE FACS	5 EXTRA DAYS	COULSON, JEANNIE
COUNSELOR BONUS	25 YEARS	CHANDLER, KENT A		CTE HEALTH	10 EXTRA DAYS	GREGERSEN, KODI A
MEDIA CENTER	10 EXTRA DAYS	HEATH, MEGAN		CTE FACT	5 EXTRA DAYS	VACANT
CTE AG SCIENCE	40 EXTRA DAYS	STAPELMAN, JESSICA LEE		OCCUPATIONAL SPECIALIST CERTIFICATE		VANEVERY, BRENT
CTE AG SCIENCE	35 EXTRA DAYS	STIMPSON, RICHARD		OCCUPATIONAL SPECIALIST CERTIFICATE		CAMERON, DONNA
CTE AG SCIENCE	35 EXTRA DAYS	COWGILL, SOPHIE		OCCUPATIONAL SPECIALIST CERTIFICATE		KENT, DARYL
CTE AG SCIENCE	35 EXTRA DAYS	VACANT		OCCUPATIONAL SPECIALIST CERTIFICATE		GREGERSEN, KODI A
CTE DIESEL	15 EXTRA DAYS	JOHNSON, DILLON		OCCUPATIONAL SPECIALIST CERTIFICATE		RYAN, ROBERT
CTE BUSINESS TECH	10 EXTRA DAYS	BEHUNIN, TIMOTHY JOHN		OCCUPATIONAL SPECIALIST CERTIFICATE		KENT, TRAVIS
CTE BUSINESS TECH	15 EXTRA DAYS	KENT, DARYL		OCCUPATIONAL SPECIALIST CERTIFICATE		STIMPSON, RICHARD LYLE JR
ADDITIONAL PERIOD		BEHUNIN, TIMOTHY JOHN		IDLA		CLARIDGE, BROOKE
ADDITIONAL PERIOD		STAPELMAN, JESSICA LEE				

STIPEND REHIRE

EAST MINICO

FOOTBALL	8TH GRADE HEAD COACH 8TH GRADE ASSISTANT COACH 7TH GRADE HEAD COACH 7TH GRADE ASSISTANT COACH	JONES, REX S LAROQUE, AJ BROWN, MATTHEW VACANT		TRACK	HEAD COACH ASSISTANT COACH ASSISTANT COACH ASSISTANT COACH	TURNER, ADAM VANEVERY, EMMA BROWN, MATTHEW GERARD, KAITLYN	
SOCCER, GIRLS	HEAD COACH	TURNER, KAYLENE		CHEER	HEAD COACH	WALKER, JAMIE	
SOCCER, BOYS	HEAD COACH	KENT, ROBERT		DRILL	HEAD COACH	COOPER, JANET L	
VOLLEYBALL	8TH GRADE HEAD COACH 7TH GRADE HEAD COACH 7TH GRADE HEAD COACH	COATS, SCOTT SEAMONS, JENNIFER STEVENSON, BETTIE	1/2 1/2	STUDENT COUNCIL	ADVISOR	MERRILL, SHELLEY E	
WRESTLING	8TH GRADE HEAD COACH 7TH GRADE HEAD COACH	ROBINSON, CLAY BRETT MARTINEZ, MIGUEL		PUBLICATIONS	ADVISOR	LARSON, AARON	
BASKETBALL, GIRLS	8TH GRADE HEAD COACH 7TH GRADE HEAD COACH	MAUGHAN, DONNA GARZA, JUAN		BAND	ADVISOR	VACANT	1/2
BASKETBALL, BOYS	8TH GRADE HEAD COACH 7TH GRADE HEAD COACH	PINTHER, DAVID VACANT		VOCALS	ADVISOR	BIRCH, COURTNEY	1/2
				ORCHESTRA	ADVISOR	JOHNSON, JAYNA M	1/2
				ACTIVITY DIRECTOR		KILLOY, GRANT	

EAST MINICO EXTRA DAYS

COUNSELOR BONUS	27 YEARS	MERRILL, SHELLEY E		COUNSELOR	10 EXTRA DAYS	MERRILL, SHELLEY E	
-----------------	----------	--------------------	--	-----------	---------------	--------------------	--

WEST MINICO

FOOTBALL	8TH GRADE HEAD COACH 8TH GRADE ASSISTANT COACH 7TH GRADE HEAD COACH 7TH GRADE ASSISTANT COACH	SEAMONS, STEVE TORIX, STEVE LOVELESS, JASON VACANT		TRACK	HEAD COACH ASSISTANT COACH ASSISTANT COACH ASSISTANT COACH	MADRIGAL, DAKOTA MAX REPKE, DAVID ANDREW PAYNE-ZAMPEDRI, JESSICA ZAMPEDRI, KARTER N	
SOCCER, GIRLS	GIRLS HEAD COACH	ACOSTA, MARIA		CHEER	HEAD COACH	NUNEZ, VANESSA	
SOCCER, BOYS	BOYS HEAD COACH	CASIANO TAPIA, ISMAEL		DRILL	HEAD COACH HEAD COACH	POLANCO, MARIELA	
VOLLEYBALL	8TH GRADE HEAD COACH 7TH GRADE HEAD COACH	VACANT KOSSMAN, GRETCHEN		STUDENT COUNCIL	ADVISOR	FROST, MIKAYLA RAE	
WRESTLING	8TH GRADE HEAD COACH 7TH GRADE HEAD COACH	GILCHRIST, JAMES WILLIAM GILLETTE, LANCE		PUBLICATIONS	ADVISOR	TARBET, KARLA RAE	
BASKETBALL, GIRLS	8TH GRADE HEAD COACH 7TH GRADE HEAD COACH	REPKE, DAVID ANDREW ROBINSON, KHALI MCKELL		BAND	ADVISOR	VACANT	1/2
BASKETBALL, BOYS	8TH GRADE HEAD COACH 7TH GRADE HEAD COACH	STIMPSON, RAYNA JUNE REPKE, DAVID ANDREW		VOCALS	ADVISOR	BIRCH, COURTNEY	1/2
				ORCHESTRA	ADVISOR	ANDREW, MEAGEN CHRISTINE	1/2

WEST MINICO EXTRA DAYS

ACTIVITY DIRECTOR		HAMMER, DANA		COUNSELOR	10 EXTRA DAYS	RIGBY, BRITTANY	
SUMMER SCHOOL/FFA	40 EXTRA DAYS	MILLIRON, BRANDI JO		COUNSELOR BONUS	1 YEAR	RIGBY, BRITTANY	

MT HARRISON

STUDENT COUNCIL	ADVISOR	THOMPSON, AMBER		CTE BUSINESS TECH	10 EXTRA DAYS	PELAYO, SARAH JANE	
CREDIT RECOVERY, AFTER SCHOOL		PELAYO, SARAH JANE		CTE BUSINESS TECH	10 EXTRA DAYS	STEVENSON, SHERYL M	
COUNSELOR BONUS	1 YEARS	NEWMAN, ARIEL		COUNSELOR	10 EXTRA DAYS	NEWMAN, ARIEL	

SPECIAL SERVICES

PRE-SCHOOL	3 EXTRA DAYS	DRENKER, MAUREEN FRANCES		SPEECH THERAPIST	6 EXTRA DAYS	DURRANT, RACHEL D	
PRE-SCHOOL	3 EXTRA DAYS	SMITH, LINDSEY		RETENTION BONUS		ASHBOCKER, SHELLEY R	
PRE-SCHOOL	3 EXTRA DAYS	REIS, SOPHIA		RETENTION BONUS		JOHNSON, FELICIA	
PSYCHOLOGIST	10 EXTRA DAYS	BALL, CHELSEY ANN		RETENTION BONUS		CRANE, JAELEE A	
PSYCHOLOGIST	10 EXTRA DAYS	BLISS, TIFFANY ROSE		RETENTION BONUS		DURRANT, RACHEL D	
PSYCHOLOGIST	10 EXTRA DAYS	JOHNSON, FELICIA		RETENTION BONUS		BLISS, TIFFANY ROSE	
SPEECH THERAPIST	6 EXTRA DAYS	ASHBOCKER, SHELLEY R		RETENTION BONUS		BALL, CHELSEY ANN	
SPEECH THERAPIST	6 EXTRA DAYS	CONDIE, SAVANNA		RETENTION BONUS		CONDIE, SAVANNA	
SPEECH THERAPIST	6 EXTRA DAYS	CRANE, JAELEE A		RETENTION BONUS		PAGE, KOLBEE	
SPEECH THERAPIST	6 EXTRA DAYS	PAGE, KOLBEE					

FEDERAL PROGRAMS

COMPLIANCE COORDINATOR	15 EXTRA DAYS	GARZA, JAMIE JO		MIGRANT NEWCOMER CENTER	15 EXTRA DAYS	ESPINOZA, JULIE	
------------------------	---------------	-----------------	--	-------------------------	---------------	-----------------	--

Minidoka School District

Special Services Stipend Review

2022-23 School Year

The following information is provided to support the recommendation for Special Services Stipends in the Minidoka County School District in the 2022-23 school year.

School Psychologist

Requirements: To be certificated as a school psychologist in Idaho, candidates are required to complete a School Psychological Examiner M.Ed. and then and Ed.S. in School Psychology. After both the M.Ed. and the Ed.S. programs are completed, the school psychologist graduate may then apply for licensure with the Idaho Department of Education.

Need: The individuals with Disabilities Act (IDEA) requires public schools to evaluate and provide services to students who are identified with a disability and need specialized instruction to benefit from an education. IDEA cannot be implemented without school psychologists.

Rational: Recruitment and retention of school psychologists is difficult in Idaho. Our state has a critical shortage of school psychologists. Smaller districts which do not need a full time school psychologist are contracting for services at the rate of \$75.00 - \$100 per hour. Neighboring districts are all providing an additional stipend to recruit and retain school psychologists including 20% above the teacher salary schedule. Another provides a set stipend of \$10,000+. Online services are available but limited in the scope of practice as students are needed face to face for many assessments. Online services are more expensive than a district employed school psychologist even after including a stipend.

Speech Language Pathologist

Need: School districts must compete with private and medical salaries for speech therapists. Salaries for speech therapists in private and medical practices average \$90 per hour for contracted services and \$65,000 - \$75,000 per year for salaried positions. The average contracted rate is \$75.00 per hour for school districts but the contracting agencies in our area do not have enough SLPs to contract with schools. Last school year we had to contract with eLuma for virtual services, to meet our speech and language service requirements for students on IEPs. A caseload of 52 students will cost the district \$101,000 for virtual services with a district hired para professional to supervise the students while receiving virtual therapy. An SLP beginning on the district career ladder with a \$10,000 stipend will cost the district \$60,200.

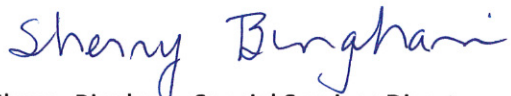
Due to concerted recruiting efforts the Minidoka district is very fortunate to be fully staffed with our own speech language pathologists for the 2022-23 school year. A recruitment/retention stipend has been necessary to ensure that we continue to meet the requirements of IDEA for speech therapy services in our schools.

Proposed Special Services Stipend Schedule

Our speech language pathologists and our school psychologists are provided an annual \$10,000 recruitment/retention bonus. It is recommended the current \$10,000 annual stipend be continued.

Thank you for your consideration.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Sherry Bingham". The signature is written in a cursive, flowing style.

Sherry Bingham, Special Services Director

**MINIDOKA COUNTY JOINT SCHOOL DISTRICT #331
SALARIED CLASSIFIED SALARY SCHEDULE
2022-2023**

SALARIED CLASSIFIED EMPLOYEES

Business Manager/Board Treasurer	\$ 65,828.00
Food Service Supervisor	\$ 58,310.00
Human Resource Supervisor	\$ 60,000.00
Technology Director	\$ 69,839.00
IT Assistant Director	\$ 49,764.00
IT Specialist II	\$42,000.00 - \$50,000.00
Maintenance Supervisor	\$ 60,202.00
Maintenance Supervisor Assistant	\$ 50,290.00
Transportation Supervisor	\$ 51,360.00
District Athletic/Activities Director	\$ 62,437.00



Administration

James Ramsey, Superintendent
Kerri Tibbitts, Board Clerk
Michelle DeLuna, Business Manager

Board Members

Bonnie Heins, Chair
Russ Suchan, Vice Chair
Mary Andersen, Trustee
Rick Parker, Trustee
Juan Perez, Trustee

**RECOMMENDATION FOR REHIRE OF ADMINISTRATORS
2022-2023**

I am recommending the following administrators to be rehired for the 2022-2023 school year:

Acequia Elementary	Heather Hepworth, Principal
Heyburn Elementary	Danelle Stutzman, Principal; Josh Greenwalt, Assistant Principal (1/2)
Rupert Elementary	Angela Davidson, Principal; Tamara Carter, Assistant Principal
Paul Elementary	Ellen Austin, Principal; Josh Greenwalt (1/2)
East Minico	Greg Durrant, Principal; Dustin Heath, Assistant Principal
Minidoka Junior High	Dyann Blood, Principal
West Minico	Cory Kniep, Principal; Joe Fairchild, Assistant Principal
Minico High School	Kimberley Kidd, Principal; Laurie Copmann, Assistant Principal, Terry Merrill, Assistant Principal
Mt. Harrison High School	Maggi Fortner, Principal

Respectfully,

James Ramsey

MINIDOKA COUNTY JOINT SCHOOL DISTRICT #331
 Substitute Teacher Salary Schedule
 2022-2023

	<u>2022-2023</u>
Current Idaho Teaching Certificate	\$112.00
Bachelor's Degree or Higher	\$105.00
Associate's Degree, 48 Credits or Para-Pro Test	\$98.00
No Degree	\$90.00

*full day = more than 4 hours

Any substitute teacher that is employed for 11 continuous days for the same certificated teacher will be paid an additional \$6.00 per day, retroactive back to the time they started assignment for said teacher.

Substitute Teacher Incentive

Number of Jobs Taken + Training	Work Dates	Incentive
26 or more jobs + August training	8/22/2022 – 12/2/2022	\$200
13 or more jobs and/or no August training	8/22/2022 – 12/2/2022	\$100
34 or more jobs + August or January training	1/1/2023 – 5/6/2023	\$300
17 or more jobs and/or no August or January training	1/1/2023 – 5/6/2023	\$150

Approved

ADMINISTRATORS' SALARY SCHEDULE 2022-2023

The following factors are used in the computation of such salaries:

EXPERIENCE FACTOR	
Years <u>Exper</u>	<u>Exper</u> Factor
0	.999
1	1.018
2	1.043
3	1.064
4	1.080
5	1.094
6	1.106
7	1.117
8	1.127
9	1.135
10	1.142
11	1.148
12	1.153
13	1.157
14	1.160

RESPONSIBILITY FACTOR	
Director, Special Services	.20
Director, Student Achievement/Technology	.14
Director, School Improvement	.14
High School Principal	.25
Alternative High School Principal	.20
Middle School Principal	.20
Elementary School Principal	.15
TLC/Preschool Principal	.13
High School Assistant Principal	.15
Middle School Assistant Principal	.14
Elementary School Assistant Principal	.13
Alternative Summer School Principal	.13
Migrant Summer School Principal	.10

EXTRA CURRICULAR – EXTRA TIME	
High School Principal	.05
Assistant High School Principal	.04
Middle School Principal	.03
Assistant Middle School Principal	.02

SIZE FACTOR	
<p>The contract and salary shall be based upon the Treasurer's projected enrollments for budget purposes. Based on students per administrator as of October 1st of the current year then any salary adjustments resulting from such changed term shall be prorated over the number of days remaining on the contract.</p>	

EDUCATION FACTOR	
Less than M.A.	-.05
M.A.	+.00
M.A. + 10	+.01
M.A. + 20	+.02
M.A. + 30	+.03
6 th Year Specialist	+.04
Doctorate	+.05

NUMBER OF STUDENTS PER ADMINISTRATOR	
< - 350	.02
351-499	.03
500-599	.04
600-699	.05
700 - >	.06

<p>Base Factor \$343.79</p>

DAYS EMPLOYED	
<p>Multiply the base by the appropriate combined factors and by the number of days employed</p>	
Director Special Services	201 days
Director Student Achievement /Technology	206 days
Director School Improvement	201 days
High School Principal	201 days
High School Assistant Principal	201 days
Alternative School Principal	201 days
Middle School Principal	201 days
Middle School Assistant Principal	191 days
Elementary School Principal	191 days
Elementary School Assistant Principal	180 days
TLC/Preschool Principal	191 days
Alternative Summer School Principal	40 days
Migrant Summer School Principal	20 days

CERTIFICATED SALARY SCHEDULE
MINIDOKA COUNTY JOINT SCHOOL DISTRICT #331

STEP	2022-2023		
	SALARY	EDUCATION ALLOCATION BA +24 \$2,000	EDUCATION ALLOCATION MA/ES/DR \$3,500
R1	\$ 40,700		
R2	\$ 41,500		
R3	\$ 42,300		
P1	\$ 43,500	\$ 45,500	\$ 47,000
P2	\$ 45,300	\$ 47,300	\$ 48,800
P3	\$ 47,100	\$ 49,100	\$ 50,600
P4	\$ 48,900	\$ 50,900	\$ 52,400
P5	\$ 50,700	\$ 52,700	\$ 54,200
P6	\$ 52,500	\$ 54,500	\$ 56,000
AP1	\$ 53,478	\$ 55,478	\$ 56,978
AP2	\$ 54,442	\$ 56,442	\$ 57,942
AP3	\$ 55,389	\$ 57,389	\$ 58,889

To Comply with Idaho Code §33-1004

To be eligible to receive the additional educational allocation, teachers must submit an official transcript(s) of earned credits to the District Office no later than September 15. Only credits earned after initial certification shall be allowed and relevant pedagogy or content area, pursuant to Idaho Code §33-1004.

A. EDUCATION ALLOCATION: Instructional staff and pupil service staff holding a professional endorsement, have three or more years of experience, a baccalaureate degree and 24 or more credits allocation \$2,000.00.

B. EDUCATION ALLOCATION: Instructional staff and pupil service staff holding a professional endorsement, have three or more years of experience and a master degree allocation \$3,500.00.

C. CERTIFICATED BONUS: Instructional staff and pupil service staff will receive a \$1000 bonus in the 2022-2023 school year. Date TBD

Grandfathered 2012-13 Steps/Lanes Frozen			
BA +60	MA	MA ≥ 24	MA +36 Prior to 2012
\$ 54,900	\$ 56,300	\$ 57,700	\$ 59,100

Grandfathered employees moving from MA to MA ≥ 24 must have credits on file with the District prior to May 15th, 2019

Loyalty Bonus Certified Years of Service with Minidoka County School District	
15-19 Years	\$ 1,000
20-24 Years	\$ 1,250
25-29 Years	\$ 1,500
30+ Years	\$ 1,750

Loyalty Bonus is available to all certified staff, including returning retired employees

Approved 06/20/2022

MCSO #331 Board of Trustees

Budget Hearing/Regular Board Meeting Minutes

June 20, 2022

Board Members Present

The following trustees were present: Chair Heins, Vice Chair Suchan, Trustees Andersen, and Parker

Budget Hearing (5:30 p.m.)

Michelle Deluna presented to the Board budgets from last year (revised) to this school year's predicted budget. All budget attachments and information can be found on the June 20, 2022 agenda on the District's website – minidokaschools.org.

A motion to close the Budget Hearing was made by Trustee Parker, seconded by Trustee Andersen. Motion carried (7:10 p.m.)

Call to Order & Roll Call (Due to the length of the Budget Hearing, the regular board meeting did not begin until 7:20 p.m.)

Prayer, Pledge of Allegiance and Welcome to Meeting

Trustee Andersen offered the prayer and Ashley Johnson led the Pledge.

Agenda Approval (Action Item)

A motion to approve the agenda was made by Trustee Parker, seconded by Vice Chair Suchan. Motion carried.

Consent Agenda (action item) The Board unanimously approved the following: Minutes of Previous Meeting, Payment of Bills, Payroll & Treasurer's Reports, SBF & Activity Reports, Disposition of District Property and Travel Requests.

The Board is withholding a resignation on a teaching position from employee 6-20-22-2 until the official letter of resignation is received.

Vice Chair Suchan recused himself from voting due to a conflict of interest on Personnel. A motion to accept personnel was made by Trustee Andersen, seconded by Trustee Parker. With Vice Chair Suchan not voting and Trustee Perez absent, Chair Heins voted on personnel. Motion carried.

Minutes of previous board minutes were unanimously approved.

The minutes noted above are herein incorporated into the board minutes by reference to the date of the board meeting.

Bills and Payroll was Approved

The School Board approved bills, with addendum, and payroll for payment.

Accounts Payable: \$1,386,521.30

Payroll: \$2,496,449.41

The monthly reports are herein incorporated into these minutes by reference to Exhibits: "Board Revenue Report", and "Accounts Payable Runs".

Travel Requests

Approval of new Personnel

Patron Comments

No comments

Discussion

ARTEC/ARTEI – Dr. Gaylin Smyer addressed the Board regarding information from the lawyer concerning the closing of the charter schools. They are asking the Board to consider allowing the non-profit board to stay in place

for a year in case something changes at the State. Any remaining funding will be given to Minidoka School District.

CIP (Continuous Improvement Plan) – Michele Widmier stated to the Board the report was based on preliminary data. She suggested goals be adjusted for next year. Mr. Ramsey asked if the scores were with all the interventions in place? Mrs. Widmier stated yes. Trustee Parker asked how many students are from the LEP program. Mrs. Widmier informed the Board that approximately 258 students are not meeting proficiency. We need more LEP teachers to help those students. Chair Heins and Trustee Andersen asked to see more data in September.

Administrator/Department/Committee Reports: Jason VanEvery stated the large propane tank would be delivered June 22 to Acequia and the greenhouse is almost complete at Mt. Harrison.

Policy Discussion: (none this month)

Superintendent Report: There were no comments on this report

Business

Vocational Rehabilitation Summer Contract: Sherry Bingham informed the Board this program helps students with disabilities to interview, complete a resume, etc. and go into the community to work. A teacher or para accompanies them. A motion to approve the vocational Rehabilitation Summer Contract was made by Vice Chair Suchan, seconded by Trustee Parker. Motion carried.

Approval Master Agreement: A motion to approve the Master Agreement as presented was made by Trustee Andersen, seconded by Vice Chair Suchan. Motion carried.

Approval of 2022-2023 District Staff Handbook: A motion to approve the 2022-2023 District Staff Handbook was made by Vice Chair Suchan, seconded by Trustee Parker. Motion carried.

Approval of Coaches Handbook: A motion to approve the Coaches Handbook was made by Trustee Andersen, seconded by Vice Chair Suchan. Motion carried.

Approval of Guest Teacher Handbook: A motion to approve the Guest Teacher Handbook was made by Vice Chair Suchan, seconded by Trustee Andersen. Motion carried.

Approval of Payroll Dates: A motion to approve the 2022-2023 Payroll Dates was made by Vice Chair Suchan, seconded by Trustee Andersen. Motion carried.

Approval of 2022-2023 Fees/Fundraisers: A motion to approve the 2022-2023 Fees and Fundraisers was made by Trustee Andersen, seconded by Vice Chair Suchan. Motion carried.

Approval of School Supply Lists: A motion to approve school supply lists was made by Vice Chair Suchan, seconded by Trustee Andersen. Motion carried.

Approval of Proposed 2022-2023 Budget: A motion to approve the proposed 2022-2023 budget was made by Trustee Parker, seconded by Vice Chair Suchan. Motion carried.

New/Amended/Deleted Policies:

1. Policy 300.00 Equal Education Non-discrimination and Sex Equity (Delete)
2. Policy 307.00 Special Education Manual (Delete)
3. Policy 340.60 Control of Dangerous and Anti-Social Behavior (Delete)
4. Policy 342.10 Theft or Destruction of School Property (Delete)

A motion to delete policies 300.00 Equal Education Non-discrimination and Sex Equity; 307.00 Special Education Manual; 340.60 Control of Dangerous and Anti-Social Behavior; 342.10 Theft or Destruction of School Property was made by Trustee Parker, seconded by Trustee Andersen. Motion carried.

5. Policy R300.20 Freedom of Speech and Expressions (Review)
6. Policy R308.00 Admission of Special Education Students (Review)

7. Policy R324.00 Attendance Zones (Review)

A motion to approve the reviewing of policies R300.20 Freedom of Speech and Expression; R308.00 Admission of Special Education Students; and R324.00 Attendance Zones was made by Trustee Andersen, seconded by Vice Chair Suchan. Motion carried.

8. Policy D280.00 Graduation Requirements (First Reading)

9. Policy D320.00 Attendance (First Reading)

10. Policy D550.00 Substitute Salary & Classified Substitutes (First Reading)

11. Policy D552.00 Teachers: Preparations for Substitute Teachers (First Reading)

12. Policy D554.00 Substitutes: Subbing for Classified Positions Pay (First Reading)

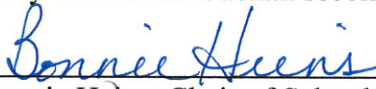
13. Policy D556.00 Teachers: Substitute Leave Requests (First Reading)

14. Policy D558.00 Substitutes: Subbing for Certificated Positions Pay (First Reading)

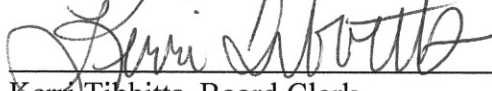
A motion to approve policies D280.00 Graduation Requirements; D320.00 Attendance; D550.00 Substitute Salary & Classified Substitutes; D552.00 Teachers: Preparations for Substitute Teachers; D554.00 Substitutes: Subbing for Classified Positions Pay; D556.00 Teachers: Substitute Leave Requests; and D558.00 Substitutes: Subbing for Certificated Positions Pay was made by Trustee Andersen, seconded by Trustee Parker. Motion carried.

Adjournment

A motion for adjournment was made by Vice Chair Suchan seconded by Trustee Andersen. Motion carried. Meeting was adjourned at 8:09 p.m.



Bonnie Heins, Chair of School Board



Kerri Tibbitts, Board Clerk

Attest: July 18, 2022

MCSO #331 Board of Trustees

Special Board Meeting Minutes

June 30, 2022

The special board meeting held at the District Service Center, 310 10th St., Rupert, Idaho was called to order by Chair Heins, at 5:35 p.m.

Board Members Present

The following trustees were present: Chair Bonnie Heins; Vice Chair Suchan, Trustees Andersen, Parker and Perez.

Agenda Approval

A motion to approve the agenda as presented was made by Trustee Andersen, seconded by Vice Chair Suchan. Motion carried.

Discussion

Salary and Classified Salary Schedule and Lanes: Chair Heins stated there were a couple of teachers that have approach her regarding what the certified staff was receiving. Mr. Ramsey reminded the Board if there are questions, they should refer them to the MCEA rep. It appears teachers are upset that when looking over the verbiage, they did not receive what administrators and classified staff received. Vice Chair Suchan asked how information about the premium payment and other money that will be received will be communicated with teachers. Michelle Deluna informed the board the overall increase the District gave to certified teachers combined was a 5.5% increase. The \$1,000 will not be in their contract. A survey will be sent out to gather information from teachers when they want the premium from the District to be paid. The time when remaining money from the government will be distributed to certified staff is to still be determined. The amount will be between \$1,000 - \$2,000 as a one-time premium payment.

The Board addressed a concern that bus aides were not moved to column III as other positions were. The board agreed this should be done and will vote on it in the Business section.

There was a question on the job of District Receptionist. This position was currently classified as School Secretary/Community Relations Secretary. This position has changed due to the website being taken over by Brittni Darrington.

The Board would like to see performance evaluations completed on classified employees similar to those for certified employees. If classified employees are performing unsatisfactory, they would not move up a step. Trustee Perez felt it gives employees targets and goals to meet. Michelle Deluna expressed concerns it may put more responsibility at the principals. This would not be created until 2023-2024 school year. The Board gave Mr. Ramsey approval to move ahead researching key indicators and performance evaluations others districts might use.

Business (Action Items)

A motion to amend the classified salary schedule moving those in column II to column III was made by Trustee Andersen, seconded by Trustee Parker. Motion carried.

Trustee Parker stated he feels rushed at times and asked if possible the Board get information sooner. Michelle Deluna stated with the changes in the business office, it has been hectic and hard to meet timelines, also Principals need to get recommendations to HR before the Wednesday prior to the Board meeting. Mrs. Deluna is hopeful with all of the positions filled in the business office, information will be available to the Board in a timely manner.

The Board thanked Ashley Johnson and Michelle Deluna for answering their questions.

Adjournment

A motion for adjournment was made by Vice Chair Suchan, seconded by Trustee Parker. Motion carried. Meeting was adjourned at 6:52p.m.

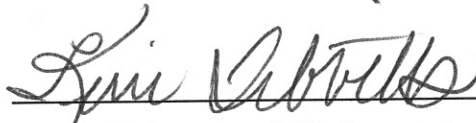
Executive Session

A motion to move into Executive Session for the purpose of Idaho Code 74-206 (1) (a) personnel, was made by Trustee Andersen, seconded by Trustee Perez. Motion carried.

A declaration was made that Executive Session was completed at 7:30 p.m.



Bonnie Heins, Chair of School Board



Kerri Tibbitts, Board Clerk

Attest: July 18, 2022 kt

MCSO #331 Board of Trustees

Special Board Meeting Minutes

July 7, 2022

The special board meeting held at the District Service Center, 310 10th St., Rupert, Idaho was called to order by Chair Heins at 9:35 a.m.

Board Members Present

The following trustees were present: Chair Bonnie Heins; Trustee Parker; Vice Chair Suchan, Trustees Andersen and Perez via phone

Executive Session

A motion to move into Executive Session for the purpose of Idaho Code 74-206 (1) (a) personnel, was made by Trustee Andersen, seconded by Trustee Parker.

A declaration was made that Executive Session was completed

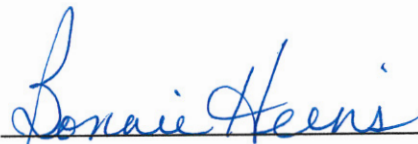
Business (Action Item)

A motion to approve the Revocation of Certified Contracts was made by Trustee Parker, seconded by Trustee Andersen. Motion carried. Vote: Chair Heins – Yes; Vice Chair Suchan – Yes; Trustee Andersen – Yes; Trustee Parker – Yes; Trustee Perez – Yes.


A motion to approve the corrected certificated career ladder was made by Vice Chair Suchan, seconded by Trustee Parker. Motion carried.

Adjournment

A motion for adjournment was made by Trustee Andersen, seconded by Trustee Parker. Motion carried.



Bonnie Heins, Chair of School Board



Kerri Tibbitts, Board Clerk

Attest: July 18, 2022

MCSD #331 Board of Trustees

Regular Board Meeting Minutes

June 20, 2022

The regular board meeting held at the District Service Center, 310 10th St., Rupert, Idaho was called to order by Chair Heins, at 4:32 p.m.

Board Members Present

The following trustees were present: Chair Bonnie Heins; Vice Chair Suchan, Trustees Andersen, and Parker.

Agenda Review

The agenda was reviewed for the June 20th board meeting.

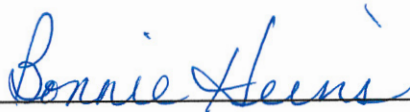
Executive Session

A motion to move into Executive Session for the purpose of Idaho Code 74-206 (1) (a) personnel, (f) legal counsel; was made by Trustee Andersen, seconded by Vice Chair Suchan Motion carried.

A declaration was made that Executive Session was

Adjournment

A motion for adjournment was made by Vice Chair Suchan, seconded by Trustee Andersen. Motion carried. Meeting was adjourned at 5:27 p.m.



Bonnie Heins, Chair of School Board

Attest: July 18, 2022 kt


Kerri Tibbitts, Board Clerk

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4030

07/14/2022

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
ACE HARDWARE		100.664.0410.000.000.301 Check #: 65815	BLDG MAINT SUPPLIES-MINICO	\$4.93
			Vendor Total:	\$4.93
ARIZPE, SAMANTHA		710.621.0690.000.000.000 Check #: 65816	OTHER	\$450.00
			Vendor Total:	\$450.00
BLACKBOARD INC		100.656.0460.000.000.011 Check #: 65817	ADM TECHNOLOGY SOFTWARE	\$17,526.16
			Vendor Total:	\$17,526.16
BRIGHTLY SOFTWARE, INC.		100.656.0460.000.420.001 Check #: 65818	ADM TECHNOLOGY SOFTWARE-SUPP	\$4,032.98
			Vendor Total:	\$4,032.98
CINTAS CORP		100.681.0420.425.050.500 Check #: 65819	TRANS COVERALLS & LAUNDRY	\$82.34
			Vendor Total:	\$82.34
CPM EDUCATIONAL PROGRAM		100.515.0441.447.000.201 Check #: 65820	SEC MATH CURRICULUM-EAST	\$29,203.31
		100.515.0441.447.000.202 Check #: 65820	SEC MATH CURRICULUM-WEST	\$29,705.53
			Vendor Total:	\$58,908.84
DAVIS, LYNNA		710.621.0690.000.000.000 Check #: 65821	OTHER	\$500.00
			Vendor Total:	\$500.00
DUNCAN, SARA				

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4030

07/14/2022

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
		710.621.0690.000.000.000 Check #: 65822	OTHER	\$750.00
			Vendor Total:	\$750.00
FOLLETT SCHOOL SOLUTIONS, INC		100.623.0460.000.000.101 Check #: 65823	INST TECHNOLOGY SOFTWARE-ACE	\$821.79
		100.623.0460.000.000.102 Check #: 65823	INST TECHNOLOGY SOFTWARE-HEYBURN	\$821.79
		100.623.0460.000.000.105 Check #: 65823	INST TECHNOLOGY SOFTWARE-PAUL	\$821.79
		100.623.0460.000.000.107 Check #: 65823	INST TECHNOLOGY SOFTWARE-RUPERT	\$821.79
		100.623.0460.000.000.201 Check #: 65823	INST TECHNOLOGY SOFTWARE SUPP-EAST	\$821.79
		100.623.0460.000.000.202 Check #: 65823	INST TECHNOLOGY SOFTWARE SUPP-WEST	\$821.79
		100.623.0460.000.000.301 Check #: 65823	INST TECHNOLOGY SOFTWARE-MINICO	\$821.79
			Vendor Total:	\$5,752.53
GEM STATE PAPER CO, INC.		100.811.0411.000.420.202 Check #: 65824	FURNITURE SUPP LEVY-WEST	\$480.00
			Vendor Total:	\$480.00
GOGUARDIAN		100.623.0460.000.000.201 Check #: 65825	INST TECHNOLOGY SOFTWARE SUPP-EAST	\$2,887.50
		100.623.0460.000.000.202 Check #: 65825	INST TECHNOLOGY SOFTWARE SUPP-WEST	\$2,887.50
		100.623.0460.000.000.301 Check #: 65825	INST TECHNOLOGY SOFTWARE-MINICO	\$2,887.50
		100.623.0460.000.000.492 Check #: 65825	INST TECHNOLOGY SOFTWARE-MT H	\$2,887.50
			Vendor Total:	\$11,550.00

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4030

07/14/2022

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
GRAF, MEGAN		710.621.0690.000.000.000 Check #: 65826	OTHER	\$500.00
			Vendor Total:	\$500.00
HARDCASTLE, MARISSA		710.621.0690.000.000.000 Check #: 65827	OTHER	\$450.00
			Vendor Total:	\$450.00
HAUNS HARDWARE		100.664.0410.000.000.101 Check #: 65828	BLDG MAINT SUPPLIES-ACEQUIA	\$14.99
		100.664.0410.000.000.105 Check #: 65828	BLDG MAINT SUPPLIES-PAUL	\$25.99
		100.664.0410.000.000.301 Check #: 65828	BLDG MAINT SUPPLIES-MINICO	\$579
		100.665.0410.000.000.600 Check #: 65828	GROUNDS SUPPLIES	\$16.74
			Vendor Total:	\$63.51
IASA		100.632.0390.391.000.001 Check #: 65829	DIST ADM MEMBERSHIP DUES	\$1,380.00
		257.621.0390.391.000.000 Check #: 65829	TTL VI IDEA B- 611 MEMBERSHIP DUES	\$660.00
			Vendor Total:	\$2,040.00
IDAHO SCHOOL BOARDS ASSN		100.631.0390.391.000.001 Check #: 65830	BOARD MEMBERSHIP DUES	\$9,937.27
			Vendor Total:	\$9,937.27
INSTRUCTURE		100.623.0460.000.000.201 Check #: 65831	INST TECHNOLOGY SOFTWARE SUPP-EAST	\$4,338.00

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4030

07/14/2022

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.623.0460.000.000.202 Check #: 65831	INST TECHNOLOGY SOFTWARE SUPP-WEST	\$4,338.00
		100.623.0460.000.000.301 Check #: 65831	INST TECHNOLOGY SOFTWARE-MINICO	\$4,338.00
		100.623.0460.000.000.492 Check #: 65831	INST TECHNOLOGY SOFTWARE-MT H	\$4,338.00
			Vendor Total:	<u>\$17,352.00</u>
JACKSON GROUP PETERBILT		100.681.0420.422.085.500 Check #: 65832	TRANS SHOP SUPPLIES	\$352.97
			Vendor Total:	<u>\$352.97</u>
JAQUEZ, JUAN LUIS		710.621.0690.000.000.000 Check #: 65833	OTHER	\$750.00
				<u>26</u>
			Vendor Total:	<u>\$750.00</u>
K & R RENT-ALL, INC		100.661.0410.000.000.600 Check #: 65834	CUSTODIAL SUPPLIES	\$239.16
			Vendor Total:	<u>\$239.16</u>
KLEO, INC DBA CLASSWALLET.COM		100.656.0460.000.000.011 Check #: 65835	ADM TECHNOLOGY SOFTWARE	\$5,273.75
			Vendor Total:	<u>\$5,273.75</u>
KRAUS, ANDREW		710.621.0690.000.000.000 Check #: 65836	OTHER	\$450.00
			Vendor Total:	<u>\$450.00</u>
KRONOS SAASHR INC.		100.656.0460.000.000.001 Check #: 65837	ADM TECHNOLOGY SOFTWARE	\$48,600.00
			Vendor Total:	<u>\$48,600.00</u>
LANGUAGE & LITERACY CONSULTING				

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4030

07/14/2022

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.512.0320.000.021.101 Check #: 65838	LITERACY CONTRACTED SERVICES-ACEQUIA	\$7,336.63
		100.512.0320.000.021.102 Check #: 65838	LITERACY CONTRACTED SERVICES-HEYBURN	\$7,336.63
		100.512.0320.000.021.105 Check #: 65838	LITERACY CONTRACTED SERVICES-PAUL	\$7,336.63
		100.512.0320.000.021.107 Check #: 65838	LITERACY CONTRACTED SERVICES-RUPERT	\$7,336.61
			Vendor Total:	<u>\$29,346.50</u>
LEATHAM & KROHN ARCHITECTS PLLC		420.811.0540.000.000.301 Check #: 65839	PLANT BUILDING IMPROVEMENT OUTBUILDING-MINICO	\$16,000.00
			Vendor Total:	<u>\$16,000.00</u>
LEON, BRIANNA		710.621.0690.000.000.000 Check #: 65840	OTHER	\$1,150.00 27
			Vendor Total:	<u>\$1,150.00</u>
MAGIC VALLEY TIRE PAUL		100.665.0410.000.000.600 Check #: 65841	GROUNDS SUPPLIES	\$115.98
			Vendor Total:	<u>\$115.98</u>
MANNING, MALIA		710.621.0690.000.000.000 Check #: 65842	OTHER	\$1,000.00
			Vendor Total:	<u>\$1,000.00</u>
MATTHEWS, JAYCEE		710.621.0690.000.000.000 Check #: 65843	OTHER	\$450.00
			Vendor Total:	<u>\$450.00</u>
MAUGHAN, ZAYNE		710.621.0690.000.000.000 Check #: 65844	OTHER	\$750.00

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4030

07/14/2022

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$750.00
MCKENZIE, DYLAN		710.621.0690.000.000.000 Check #: 65845	OTHER	\$450.00
			Vendor Total:	\$450.00
MERRILL, KENT		710.621.0690.000.000.000 Check #: 65846	OTHER	\$750.00
			Vendor Total:	\$750.00
MERRILL, MAURA		710.621.0690.000.000.000 Check #: 65847	OTHER	\$750.00
			Vendor Total:	\$750.00 28
MILES CONSTRUCTION		100.811.0520.000.420.201 Check #: 65848	SITE IMPROVEMENT-SUPP LEVY -EAST	\$53,210.00
			Vendor Total:	\$53,210.00
MORETON & COMPANY		100.661.0710.000.000.000 Check #: 65849	PROPERTY INSURANCE & LIABILITY	\$208,267.00
			Vendor Total:	\$208,267.00
PETERSON, SAYRE		710.621.0690.000.000.000 Check #: 65850	OTHER	\$450.00
			Vendor Total:	\$450.00
PFEIFFER, HANA		710.621.0690.000.000.000 Check #: 65851	OTHER	\$450.00
			Vendor Total:	\$450.00
POOLE, SHAELEE				

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4030

07/14/2022

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
		710.621.0690.000.000.000 Check #: 65852	OTHER	\$500.00
			Vendor Total:	\$500.00
POWERSCHOOL GROUP LLC		100.656.0460.000.000.000 Check #: 65853	ADM TECHNOLOGY SOFTWARE	\$1,050.00
		100.656.0460.000.000.011 Check #: 65853	ADM TECHNOLOGY SOFTWARE	\$57,173.27
			Vendor Total:	\$58,223.27
PROJECT MUTUAL TELEPHONE		100.661.0330.350.000.000 Check #: 65854	DISTRICT-TELEPHONE	\$1,090.28
		100.661.0330.350.000.101 Check #: 65854	TELEPHONE-ACEQUIA	\$155.98
		100.661.0330.350.000.102 Check #: 65854	TELEPHONE-HEYURN	\$103.94 ²⁹
		100.661.0330.350.000.105 Check #: 65854	TELEPHONE-PAUL	\$103.94
		100.661.0330.350.000.107 Check #: 65854	TELEPHONE-RUPERT	\$104.79
		100.661.0330.350.000.201 Check #: 65854	TELEPHONE-EAST	\$103.94
		100.661.0330.350.000.202 Check #: 65854	TELEPHONE-WEST	\$104.45
		100.661.0330.350.000.301 Check #: 65854	TELEPHONE-MINICO	\$883.68
		100.661.0330.350.000.492 Check #: 65854	TELEPHONE-MT H	\$154.41
		100.661.0330.350.000.600 Check #: 65854	TELEPHONE-MAINT	\$55.94
		100.661.0330.351.000.000 Check #: 65854	DISTRICT INTERNET	\$12,361.15

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4030

07/14/2022

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.681.0330.350.050.500 Check #: 65854	TRANS TELEPHONE	\$349.83
		290.710.0330.350.000.000 Check #: 65854	FOOD SERV TELEPHONE	\$278.99
			Vendor Total:	\$15,851.32
RED ROVER		100.656.0460.000.000.600 Check #: 65855	ADM TECHNOLOGY SOFTWARE-MAINT	\$7,100.00
			Vendor Total:	\$7,100.00
RIDLEY'S FOOD & DRUG		100.661.0410.000.000.600 Check #: 65856	CUSTODIAL SUPPLIES	\$223.68
			Vendor Total:	\$223.68
RUPERT ROTARY CLUB		100.632.0390.000.000.001 Check #: 65857	DIST ADM DUES & FEES	\$175.00
			Vendor Total:	\$175.00
RUSSELL SIGLER INC		100.664.0410.000.000.102 Check #: 65858	BLDG MAINT SUPPLIES-HEYBURN	\$151.14
			Vendor Total:	\$151.14
SANTANDER		420.811.0565.000.000.500 Check #: 65859	PLANT BUS LEASE	\$67,323.00
			Vendor Total:	\$67,323.00
SCREENCASTIFY, LLC		245.623.0460.000.000.101 Check #: 65860	TECH GRANT INST TECHNOLOGY SOFTWARE-ACEQUIA	\$120.00
		245.623.0460.000.000.102 Check #: 65860	TECH GRANT INST TECHNOLOGY SOFTWARE-HEYBURN	\$120.00

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4030

07/14/2022

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
		245.623.0460.000.000.105 Check #: 65860	TECH GRANT INST TECHNOLOGY SOFTWARE-PAUL	\$120.00
		245.623.0460.000.000.107 Check #: 65860	TECH GRANT INST TECHNOLOGY SOFTWARE-RUPERT	\$120.00
		245.623.0460.000.000.201 Check #: 65860	TECH GRANT INST TECHNOLOGY SOFTWARE-EAST	\$120.00
		245.623.0460.000.000.202 Check #: 65860	TECH GRANT INST TECHNOLOGY SOFTWARE-WEST	\$120.00
		245.623.0460.000.000.301 Check #: 65860	TECH GRANT INST TECHNOLOGY SOFTWARE-MINICO	\$120.00
		245.623.0460.000.000.492 Check #: 65860	TECH GRANT INST TECHNOLOGY SOFTWARE-MT H	\$60.00
SHOCKEY, DALLIS			Vendor Total:	<u>\$900.00</u> 31
		710.621.0690.000.000.000 Check #: 65861	OTHER	\$1,000.00
SILVERBACK LEARNING SOLUTIONS, INC			Vendor Total:	<u>\$1,000.00</u>
		245.656.0460.000.000.000 Check #: 65862	TECH GRANT ADM TECHNOLOGY SOFTWARE	\$35,968.00
STANDARD PLUMBING CO			Vendor Total:	<u>\$35,968.00</u>
		100.665.0410.000.000.492 Check #: 65863	GROUNDS SUPPLIES-MT H	\$79.92
TYLER TECHNOLOGIES, INC.			Vendor Total:	<u>\$79.92</u>
		100.656.0360.000.000.011 Check #: 65864	ADM TECH DATA PROCESSING & FINANCIAL SOFTWARE	\$40,560.66
VALERO, AMIYAH			Vendor Total:	<u>\$40,560.66</u>

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4030

07/14/2022

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
		710.621.0690.000.000.000 Check #: 65865	OTHER	\$1,000.00
				Vendor Total: \$1,000.00
VAN LEUVEN, KENDRA		710.621.0690.000.000.000 Check #: 65866	OTHER	\$1,000.00
				Vendor Total: \$1,000.00
VEGA, JESSICA		710.621.0690.000.000.000 Check #: 65867	OTHER	\$450.00
				Vendor Total: \$450.00
				Grand Total: \$729,691.91

End of Report

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4029

07/11/2022

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
AUSTIN, ELLEN		271.621.0380.381.000.105 Check #: 65790	TTL IIA LODGING & MEALS-PAUL	\$275.00
			Vendor Total:	\$275.00
BARFUSS, K. ROYCE		100.681.0380.380.085.500 Check #: 65791	TRANS OUT OF DIST MILEAGE	\$205.00
		100.681.0380.381.085.500 Check #: 65791	TRANS LODGING & MEALS	\$80.00
			Vendor Total:	\$285.00
BELL, BRITTON		100.621.0380.381.000.492 Check #: 65792	PROF DEV LODGING & MEALS-MT H	\$205.00
			Vendor Total:	\$205.00
BLOOD, DYANN		100.621.0380.380.000.492 Check #: 65793	PROF DEV OUT OF DIST MILEAGE-MT H	\$56.00
		100.621.0380.381.000.492 Check #: 65793	PROF DEV LODGING & MEALS-MT H	\$205.00
			Vendor Total:	\$261.00
BREEDING, RAY		100.681.0380.381.085.500 Check #: 65794	TRANS LODGING & MEALS	\$80.00
			Vendor Total:	\$80.00
BRUNS, COLTON		100.621.0380.381.000.492 Check #: 65795	PROF DEV LODGING & MEALS-MT H	\$205.00
			Vendor Total:	\$205.00
BRUNS, TERRI		100.621.0380.381.000.492 Check #: 65796	PROF DEV LODGING & MEALS-MT H	\$205.00
			Vendor Total:	\$205.00

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4029

07/11/2022

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
CARTER, TAMARA		271.621.0380.381.000.107 Check #: 65797	TTL IIA LODGING & MEALS-RUPERT	\$275.00
			Vendor Total:	\$275.00
DAVIDSON, ANGELA		271.621.0380.380.000.107 Check #: 65798	TTL IIA OUT OF DIST MILEAGE-RUPERT	\$200.00
		271.621.0380.381.000.107 Check #: 65798	TTL IIA LODGING & MEALS-RUPERT	\$275.00
			Vendor Total:	\$475.00
EILERS, AMY		251.517.0380.381.054.492 Check #: 65799	TTL IA LODGING & MEALS-MT H	\$235.00
			Vendor Total:	\$235.00
GREENWALT, JOSHUA J.		271.621.0380.381.000.102 Check #: 65800	TTL IIA LODGING & MEALS-HEYBURN	\$275.00
			Vendor Total:	\$275.00
HANSEN, KAILEE		100.621.0380.380.000.000 Check #: 65801	PROF DEV OUT OF DIST MILEAGE	\$190.00
		100.621.0380.381.000.000 Check #: 65801	PROF DEV LODGING & MEALS	\$35.00
			Vendor Total:	\$225.00
HEPWORTH, HEATHER		271.621.0380.380.000.101 Check #: 65802	TTL IIA OUT OF DIST MILEAGE-ACEQUIA	\$475.00
			Vendor Total:	\$475.00
JARVIS, RICHARD		100.621.0380.381.000.492 Check #: 65803	PROF DEV LODGING & MEALS-MT H	\$205.00
			Vendor Total:	\$205.00

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4029

07/11/2022

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
JOHNSON, ASHLEY		271.621.0380.381.000.000 Check #: 65804	TTL IIA LODGING & MEALS-	\$275.00
			Vendor Total:	\$275.00
LOWDER, TERESA		100.621.0380.380.000.000 Check #: 65805	PROF DEV OUT OF DIST MILEAGE	\$190.00
		100.621.0380.381.000.000 Check #: 65805	PROF DEV LODGING & MEALS	\$35.00
			Vendor Total:	\$225.00
NEWMAN, ARIEL		251.517.0380.381.054.492 Check #: 65806	TTL IA LODGING & MEALS-MT H	\$235.00
			Vendor Total:	\$235.00
RAY, BRITTANY		100.621.0380.380.000.000 Check #: 65807	PROF DEV OUT OF DIST MILEAGE	\$190.00
		100.621.0380.381.000.000 Check #: 65807	PROF DEV LODGING & MEALS	\$105.00
			Vendor Total:	\$295.00
REPKE, DAVID		251.517.0380.381.054.492 Check #: 65808	TTL IA LODGING & MEALS-MT H	\$235.00
			Vendor Total:	\$235.00
SCHMIDT, NILS		100.681.0380.381.085.500 Check #: 65809	TRANS LODGING & MEALS	\$80.00
			Vendor Total:	\$80.00
STATE DEPARTMENT OF EDUCATION		100.681.0390.392.085.500 Check #: 65810	TRANS REGISTRATION	\$320.00
			Vendor Total:	\$320.00

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4029

07/11/2022

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
STEVENSON, SHERYL		100.621.0380.380.000.492 Check #: 65811	PROF DEV OUT OF DIST MILEAGE-MT H	\$201.00
			Vendor Total:	\$201.00
STONE, JIMMIE		100.681.0380.381.085.500 Check #: 65812	TRANS LODGING & MEALS	\$80.00
			Vendor Total:	\$80.00
STUTZMAN, DANELLE		271.621.0380.381.000.102 Check #: 65813	TTL IIA LODGING & MEALS-HEYBURN	\$275.00
			Vendor Total:	\$275.00
THOMPSON, AMBER		251.517.0380.380.054.492 Check #: 65814	TTL IA STAT OUT OF DIST MILEAGE-MT H	\$205.30
		251.517.0380.381.054.492 Check #: 65814	TTL IA LODGING & MEALS-MT H	\$235.00
			Vendor Total:	\$440.00
			Grand Total:	\$6,342.00

End of Report

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4028

06/30/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
A TO B MOTOR COACH, LLC		100.682.0340.000.000.201 Check #: 65758	ACTIVITY CONTRACTED BUSES-EAST	\$2,694.00
			Vendor Total:	\$2,694.00
ALL WIRELESS COMMUNICATIONS		100.681.0320.000.050.500 Check #: 65759	TRANS CONTRACTED SERVICES	\$105.00
		246.512.0320.000.000.000 Check #: 65759	SDFS ELEM CONTRACTED SERVICES	\$105.00
			Vendor Total:	\$210.00
AMAZON/GEMB		100.512.0410.000.000.107 Check #: 65760	ELEM SUPPLIES-RUPERT	\$1,035.20
			Vendor Total:	\$1,035.20
ANDERSON, JULIAN & HULL, LLP		100.631.0720.000.000.001 Check #: 65761	LEGAL PUBLICATIONS	\$370.50
			Vendor Total:	\$370.50
BAILEY OIL CO., INC.		100.663.0420.420.000.600 Check #: 65762	MAINT FUEL	\$1,259.14
		100.681.0420.420.000.500 Check #: 65762	TRANSP NON ALLOW FUEL	\$517.19
		100.681.0420.420.050.500 Check #: 65762	TRANS FUEL	\$896.55
		290.710.0420.420.000.000 Check #: 65762	FOOD SERVI FUEL	\$1,356.32
			Vendor Total:	\$4,029.20
BARCLAY MECHANICAL		100.664.0320.000.000.101 Check #: 65763	BLDG MAINT CONTRACTED SERVICES-ACEQUIA	\$520.00
			Vendor Total:	\$520.00

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4028

06/30/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
BROADHEAD, TAMMY		100.621.0310.313.000.102 Check #: 65764	PROF DEV PROFESSIONAL SERVICES-HEYBURN	\$1,428.00
			Vendor Total:	\$1,428.00
CARRIER CORP		100.810.0550.553.420.108 Check #: 65765	SCHL BLDG HVAC SUPP LEVY-TLC	\$6,013.00
			Vendor Total:	\$6,013.00
CATMULL PLUMBING, INC		420.811.0540.000.000.301 Check #: 65766	PLANT BUILDING IMPROVEMENT OUTBUILDING-MINICO	\$20,000.00
			Vendor Total:	\$20,000.00
CDW GOVERNMENT, INC.		253.522.0410.000.000.000 Check #: 65767	MIGRANT PRESCHOOL SUPPLIES	\$297.50 ³⁸
		253.720.0410.000.000.000 Check #: 65767	MIGRANT PARENT INVOLVEMENT SUPPLIES	\$148.75
			Vendor Total:	\$446.25
CONVERGINT TECHNOLOGIES LLC		100.664.0320.000.000.301 Check #: 65768	BLDG MAINT CONTRACTED SERVICES-MINICO	\$2,370.65
		100.664.0320.000.000.600 Check #: 65768	BLDG MAINT CONTRACTED SERVICES	\$3,445.00
		100.664.0410.000.000.108 Check #: 65768	BLDG MAINT SUPPLIES-TLC	\$897.47
		100.664.0410.000.000.301 Check #: 65768	BLDG MAINT SUPPLIES-MINICO	\$639.44
			Vendor Total:	\$7,352.56
DEAN DAIRY COPRORATE, LLC		290.710.0450.000.000.202 Check #: 65769	FOOD SERV FOOD COSTS-WEST	\$600.36

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4028

06/30/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$600.36
ELEMENT HEATING AND COOLING INC		100.664.0320.000.000.301 Check #: 65770	BLDG MAINT CONTRACTED SERVICES-MINICO	\$89.00
			Vendor Total:	\$89.00
GEM STATE PAPER CO, INC.		100.661.0410.000.000.600 Check #: 65771	CUSTODIAL SUPPLIES	\$123.41
			Vendor Total:	\$123.41
GENSCO INC		100.663.0390.392.000.600 Check #: 65772	MAINT REGISTRATION	\$350.00
			Vendor Total:	\$350.00
HIGH OUTPUT CONSTRUCTION INC		100.811.0520.000.420.301 Check #: 65773	SITE IMPROVEMENT-SUPP LEVY -MINICO	\$135.00
			Vendor Total:	\$135.00
HOTEL 43		100.681.0380.381.085.500 Check #: 65774	TRANS LODGING & MEALS	\$1,044.00
			Vendor Total:	\$1,044.00
JACKSON GROUP PETERBILT		100.681.0320.000.085.500 Check #: 65775	TRANS CONTRACTED SERVICES	\$2,964.14
			Vendor Total:	\$2,964.14
LYNCH OIL, INC.		100.681.0420.420.050.500 Check #: 65776	TRANS FUEL	\$1,520.52
			Vendor Total:	\$1,520.52
MAGIC VALLEY LABS,INC				

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4028

06/30/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.664.0320.000.000.301 Check #: 65777	BLDG MAINT CONTRACTED SERVICES-MINICO	\$44.00
			Vendor Total:	\$44.00
MIKEY'S REFRIGERATION INC		290.710.0320.000.000.107 Check #: 65778	FOOD SERV CONTRACTED SERVICES-RUPERT	\$420.56
			Vendor Total:	\$420.56
MILES CONSTRUCTION		100.811.0520.000.420.301 Check #: 65779	SITE IMPROVEMENT-SUPP LEVY -MINICO	\$12,480.00
			Vendor Total:	\$12,480.00
NORTHWEST DISTRIBUTION SERVICES		290.710.0450.000.000.000 Check #: 65780	FOOD SERV FOOD COSTS	\$1,378.90 40
			Vendor Total:	\$1,378.90
NPC INTERNATIONAL		290.710.0450.000.000.301 Check #: 65781	FOOD SERV FOOD COSTS-MINICO	\$135.99
		290.710.0450.000.000.492 Check #: 65781	FOOD SERV FOOD COSTS-MT H	\$30.00
			Vendor Total:	\$165.99
PLUMB MASTER		100.664.0410.000.000.600 Check #: 65782	BLDG MAINT SUPPLIES	\$105.66
			Vendor Total:	\$105.66
RIDLEY'S FOOD & DRUG		253.541.0410.000.000.000 Check #: 65783	MIGRANT SUMMER SCHOOL SUPPLIES	\$95.87
			Vendor Total:	\$95.87
SEATON, TAYLOR		100.515.0380.000.000.000 Check #: 65784	SEC IN DIST MILEAGE-	\$78.32

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4028

06/30/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$78.32
SNAP ON INDUSTRIAL		243.519.0320.000.302.301 Check #: 65785	VOC CONTRACTED SERVICES-DIESEL MINICO	\$1,250.00
		243.519.0550.000.302.301 Check #: 65785	VOC EQUIPMENT-DIESEL MINICO	\$11,584.15
			Vendor Total:	\$12,834.15
STANDARD PLUMBING CO		100.664.0410.000.000.492 Check #: 65786	BLDG MAINT SUPPLIES-MT H	\$157.00
			Vendor Total:	\$157.00
TURNER PLLC, TRAVIS L		100.681.0320.323.000.500 Check #: 65787	TRANS CDL & PHYSICALS	\$50.00 41
			Vendor Total:	\$50.00
VALLEY OFFICE SYSTEMS		100.623.0411.000.000.101 Check #: 65788	INST TECH INVENTORIALBLE SUPPLIES-ACEQUIA	\$717.00
		100.623.0411.000.000.102 Check #: 65788	INST TECH INVENTORIALBLE SUPPLIES-HEYBURN	\$956.00
		100.623.0411.000.000.105 Check #: 65788	INST TECH INVENTORIALBLE SUPPLIES-PAUL	\$956.00
		100.623.0411.000.000.107 Check #: 65788	INST TECH INVENTORIALBLE SUPPLIES-RUPERT	\$956.00
		100.623.0411.000.000.201 Check #: 65788	INST TECH INVENTORIALBLE SUPPLIES-EAST	\$1,195.00
		100.623.0411.000.000.202 Check #: 65788	INST TECH INVENTORIALBLE SUPPLIES-WEST	\$1,195.00
		100.623.0411.000.000.301 Check #: 65788	INST TECH INVENTORIALBLE SUPPLIES-MINICO	\$16,730.00
		100.623.0411.000.000.492 Check #: 65788	INST TECH INVENTORIALBLE SUPPLIES-MT H	\$1,195.00

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4028

06/30/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
				Vendor Total: \$23,900.00
WESTERN RECORDS DESTRUCTION		100.517.0320.000.000.492 Check #: 65789	ALT CONTRACTED SERVICES-MT H	\$42.00
				Vendor Total: \$42.00
				Grand Total: \$102,677.59

End of Report

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4027

06/30/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
WELLS FARGO REMITTANCE CTR		P-Card Payee: WELLS FARGO REMITTANCE CTR		
		100.621.0380.381.000.102	PROF DEV LODGING & MEALS-HEYBURN	\$982.57
		100.621.0380.381.000.201	PROF DEV LODGING & MEALS-EAST	\$724.44
		100.621.0380.381.000.301	PROF DEV LODGING & MEALS-MINICO	\$1,240.70
		100.621.0390.392.000.000	PROF DEV REGISTRATION	\$235.00
		100.656.0460.000.000.001	ADM TECHNOLOGY SOFTWARE	\$45.00
		100.656.0460.000.000.011	ADM TECHNOLOGY SOFTWARE	\$259.74
		100.663.0420.420.000.600	MAINT FUEL	\$2,654.54
		100.665.0420.420.000.600	GROUNDS FUEL	\$751.99
		100.681.0420.420.000.500	TRANSP NON ALLOW FUEL	\$692.22
		100.683.0420.420.000.500	GEN TRANS FUEL	\$311.68
		237.621.0410.000.000.492	IMENT SUPPLIES- MT H	\$355.70
		241.515.0420.420.000.000	DR ED FUEL	\$1,190.42
		253.541.0410.000.000.000	MIGRANT SUMMER SCHOOL SUPPLIES	\$512.66
		263.519.0380.381.301.301	CARL PERKINS LODGING & MEALS-AG MINICO	\$2,643.84
			Vendor Total:	<u>\$12,600.52</u>
			Grand Total:	<u>\$12,600.52</u>

End of Report

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4026

06/30/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
DARRINGTON, BRITTON		100.632.0380.000.000.001 Check #: 65746	DIST ADM IN DISTRICT MILEAGE	\$165.12
			Vendor Total:	\$165.12
ESPINOZA, JULIE		253.512.0380.380.000.000 Check #: 65747	MIGRANT OUT OF DIST MILEAGE	\$94.65
			Vendor Total:	\$94.65
IDAHO DIVISION OF CTE		100.519.0390.392.000.301 Check #: 65748	VOC REGISTRATION FEES MINICO	\$1,000.00
		243.519.0390.000.307.301 Check #: 65748	VOC DUES & FEES-FAM CON MINICO	\$250.00
		243.519.0390.000.315.301 Check #: 65748	VOC DUES & FEES-TECH ED MINICO	\$250.00
			Vendor Total:	\$1,500.00
MINIDOKA COUNTY SCHOOL DIST		251.920.0810.000.000.000 Check #: 65749	TTL IA INDIRECT COST	\$25,012.76
		253.920.0810.000.000.000 Check #: 65749	MIGRANT INDIRECT COST	\$11,940.29
		255.920.0810.000.000.000 Check #: 65749	NEG/DEL INDIRECT COST	\$1,476.04
		257.920.0810.000.000.000 Check #: 65749	TTL VI IDEA PARTB- 611 INDIRECT COST	\$24,142.81
		258.920.0810.000.000.000 Check #: 65749	PRESCHOOL INDIRECT COST	\$1,447.79
		261.920.0810.000.000.000 Check #: 65749	TTL IV INDIRECT COST	\$4,839.90
			Vendor Total:	\$68,859.59
MINIDOKA SCHOOL LUNCH PROGRAM		100.920.0810.000.921.000 Check #: 65750	FOOD SERVICE BENEFIT TRANSFER	\$42,055.88

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4026

06/30/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
				Vendor Total: \$42,055.88
				Grand Total: \$112,675.24

End of Report

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4025

06/30/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
HEYBURN, CITY OF		100.661.0330.331.000.102 Check #: 65751	UTILITIES-HEYBURN	\$1,767.16
		100.661.0330.331.000.492 Check #: 65751	UTILITIES-MT H	\$903.13
			Vendor Total:	\$2,670.29
INTERMOUNTAIN GAS CO.		100.661.0330.331.000.000 Check #: 65752	DISTRICT UTILITIES	\$20.98
		100.661.0330.331.000.102 Check #: 65752	UTILITIES-HEYBURN	\$503.08
		100.661.0330.331.000.105 Check #: 65752	UTILITIES-PAUL	\$107.73
		100.661.0330.331.000.107 Check #: 65752	UTILITIES-RUPERT	\$673.49 46
		100.661.0330.331.000.108 Check #: 65752	UTILITIES-TLC	\$276.49
		100.661.0330.331.000.201 Check #: 65752	UTILITIES-EAST	\$552.71
		100.661.0330.331.000.202 Check #: 65752	UTILITIES-WEST	\$558.09
		100.661.0330.331.000.301 Check #: 65752	UTILITIES-MINICO	\$1,147.81
		100.661.0330.331.000.492 Check #: 65752	UTILITIES-MT H	\$168.88
		100.681.0330.331.050.500 Check #: 65752	TRANS UTILITIES	\$92.36
			Vendor Total:	\$4,101.62
PAUL, CITY OF		100.661.0330.331.000.105 Check #: 65753	UTILITIES-PAUL	\$690.00
		100.661.0330.331.000.202 Check #: 65753	UTILITIES-WEST	\$660.00

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4025

06/30/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$1,350.00
RUPERT, CITY OF		100.661.0330.331.000.000 Check #: 65754	DISTRICT UTILITIES	\$1,043.03
		100.661.0330.331.000.107 Check #: 65754	UTILITIES-RUPERT	\$3,487.51
		100.661.0330.331.000.108 Check #: 65754	UTILITIES-TLC	\$1,604.32
		100.661.0330.331.000.201 Check #: 65754	UTILITIES-EAST	\$2,428.57
		100.661.0330.331.000.301 Check #: 65754	UTILITIES-MINICO	\$579.91
		100.681.0330.331.050.500 Check #: 65754	TRANS UTILITIES	\$770.48
			Vendor Total:	\$9,913.82
TOTAL WASTE MANAGEMENT		100.661.0330.331.000.101 Check #: 65755	UTILITIES-ACEQUIA	\$556.35
		100.661.0330.331.000.102 Check #: 65755	UTILITIES-HEYBURN	\$556.35
		100.661.0330.331.000.202 Check #: 65755	UTILITIES-WEST	\$602.70
		100.661.0330.331.000.301 Check #: 65755	UTILITIES-MINICO	\$1,133.14
		100.661.0330.331.000.492 Check #: 65755	UTILITIES-MT H	\$453.35
			Vendor Total:	\$3,301.89
UNITED ELECTRIC COOP		100.661.0330.331.000.101 Check #: 65756	UTILITIES-ACEQUIA	\$2,865.55
		100.661.0330.331.000.105 Check #: 65756	UTILITIES-PAUL	\$1,503.84

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4025

06/30/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.661.0330.331.000.202 Check #: 65756	UTILITIES-WEST	\$1,752.27
		100.661.0330.331.000.301 Check #: 65756	UTILITIES-MINICO	\$5,442.50
			Vendor Total:	\$11,564.16
VERIZON		100.611.0330.350.008.003 Check #: 65757	HEALTH TELEPHONE	\$154.40
		100.661.0330.350.000.000 Check #: 65757	DISTRICT-TELEPHONE	\$61.47
		100.661.0330.350.000.003 Check #: 65757	TLEPHONE-SP SERV	\$51.47
		100.661.0330.350.000.011 Check #: 65757	TELEPHONE-TECHNOLOGY	\$259.43
		100.661.0330.350.000.101 Check #: 65757	TELEPHONE-ACEQUIA	\$12.87
		100.661.0330.350.000.102 Check #: 65757	TELEPHONE-HEYURN	\$12.87
		100.661.0330.350.000.105 Check #: 65757	TELEPHONE-PAUL	\$12.87
		100.661.0330.350.000.107 Check #: 65757	TELEPHONE-RUPERT	\$64.33
		100.661.0330.350.000.202 Check #: 65757	TELEPHONE-WEST	\$51.47
		100.661.0330.350.000.301 Check #: 65757	TELEPHONE-MINICO	\$310.27
		100.661.0330.350.000.492 Check #: 65757	TELEPHONE-MT H	\$112.94
		100.661.0330.350.000.600 Check #: 65757	TELEPHONE-MAINT	\$968.96
		100.681.0330.350.050.500 Check #: 65757	TRANS TELEPHONE	\$154.40
		251.661.0330.350.000.000 Check #: 65757	TTL IA TELEPHONE	\$154.40

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4025

06/30/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
				Vendor Total: \$2,382.15
				Grand Total: \$35,283.93

End of Report

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4024

06/30/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
WELLS FARGO REMITTANCE CTR		P-Card Payee: WELLS FARGO REMITTANCE CTR		
		100.419.4199.000.000.000	OTHER LOCAL REVENUE	(\$1,141.54)
		100.621.0310.313.000.202	PROF DEV PROFESSIONAL SERVICES-WEST	\$1,000.00
		100.621.0310.313.000.301	PROF DEV PROFESSIONAL SERVICES-MINICO	\$500.00
		100.621.0380.381.000.492	PROF DEV LODGING & MEALS-MT H	\$1,014.75
		100.621.0380.382.000.492	PROF DEV AIRFARE & SHUTTLE-MT H	\$2,131.00
		100.621.0390.392.000.000	PROF DEV REGISTRATION	\$2,908.00
		100.621.0390.392.000.101	PROF DEV REGISTRATION-ACEQUIA	\$3,899.00
		100.631.0410.000.000.001	BOARD SUPPLIES	\$31.80
		100.656.0410.000.000.011	ADM TECH SUPPLIES	\$38.00
		100.656.0460.000.000.001	ADM TECHNOLOGY SOFTWARE	\$45.00
		100.656.0460.000.000.011	ADM TECHNOLOGY SOFTWARE	\$259.74
		100.663.0380.381.000.600	MAINT LODGING & MEALS	\$596.50
		100.663.0380.382.000.600	MAINT AIRFARE & SHUTTLE-	\$247.34
		100.663.0420.420.000.600	MAINT FUEL	\$3,187.72
		100.665.0420.420.000.600	GROUNDS FUEL	\$886.30
		100.681.0420.420.000.500	TRANSP NON ALLOW FUEL	\$522.54
		100.681.0420.420.050.500	TRANS FUEL	\$791.85
		100.683.0420.420.000.500	GEN TRANS FUEL	\$431.19
		100.720.0410.000.000.000	AVENUES FOR HOPE SUPPLIES	\$243.00
		237.621.0410.000.000.492	IMENT SUPPLIES- MT H	\$110.56
		237.621.0411.000.000.492	IMEN INVENTORIAL SUPPLIES-	\$402.08
		241.515.0420.420.000.000	DR ED FUEL	\$432.51
		253.541.0410.000.000.000	MIGRANT SUMMER SCHOOL SUPPLIES	\$1,009.00
			Vendor Total:	\$19,546.66
			Grand Total:	\$19,546.66

End of Report

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4023

06/30/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
A TO B SERVICES		253.541.0320.000.000.000 Check #: 65689	MIGRANT SUMMER SCHOOL CONTRACTED SERVICES	\$2,396.00
			Vendor Total:	\$2,396.00
ACE HARDWARE		100.663.0410.000.000.600 Check #: 65690	MAINT SUPPLIES	\$20.47
		100.664.0410.000.000.600 Check #: 65690	BLDG MAINT SUPPLIES	\$6.29
		100.665.0410.000.000.108 Check #: 65690	GROUNDS SUPPLIES-TLC	\$57.56
			Vendor Total:	\$84.32
AMAZON/GEMB		100.519.0410.000.306.301 Check #: 65691	VOC SUPPLIES-CONST MINICO	\$319.52
		100.519.0550.000.306.301 Check #: 65691	VOC EQUIPMENT-CONST MINICO	\$1,719.99
			Vendor Total:	\$2,039.91
AMERICAN LINEN SUPPLY		100.681.0420.425.050.500 Check #: 65692	TRANS COVERALLS & LAUNDRY	\$501.06
		290.710.0320.000.000.000 Check #: 65692	FOOD SERV CONTRACTED SERVICES	\$144.00
			Vendor Total:	\$645.06
ANIXTER INC		100.810.0540.000.420.492 Check #: 65693	SCHL BUILDING IMPROVEMENT-SUPP LEVY-MT H	\$1,974.00
			Vendor Total:	\$1,974.00
APPLE, INC		100.623.0550.000.000.202 Check #: 65694	INST TECH EQUIPMENT-WEST	\$2,358.00

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4023

06/30/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.623.0550.000.000.301 Check #: 65694	INST TECH EQUIPMENT-MINICO	\$4,716.00
		100.623.0550.000.000.492 Check #: 65694	INST TECH EQUIPMENT-MT H	\$4,716.00
			Vendor Total:	\$11,790.00
ASTURIZAGA, MEGAN		100.521.0320.000.000.301 Check #: 65695	EXEC CHILD CONTRACTED SERVICES-MINICO	\$150.00
			Vendor Total:	\$150.00
BARCLAY MECHANICAL		100.664.0320.000.000.101 Check #: 65696	BLDG MAINT CONTRACTED SERVICES-ACEQUIA	\$520.00
			Vendor Total:	\$520.00
BRADY CHEMICAL		290.710.0410.000.000.000 Check #: 65697	FOOD SERV SUPPLIES	\$1,976.70
			Vendor Total:	\$1,976.70
CDW GOVERNMENT, INC.		100.656.0460.000.000.011 Check #: 65698	ADM TECHNOLOGY SOFTWARE	\$6,437.18
			Vendor Total:	\$6,437.18
COLLEGE BOARD		100.517.0410.000.000.492 Check #: 65699	ALT SUPPLIES-MT H	\$415.80
			Vendor Total:	\$415.80
CONSOLIDATED ELECTRIC DIST.INC		100.664.0410.000.000.301 Check #: 65700	BLDG MAINT SUPPLIES-MINICO	\$184.85
			Vendor Total:	\$184.85
CONVERGINT TECHNOLOGIES LLC		100.664.0320.000.000.492 Check #: 65701	BLDG MAINT CONTRACTED SERVICES-MT H	\$513.04

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4023

06/30/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$513.04
DARRINGTON, BRITTNI		100.632.0380.000.000.001 Check #: 65702	DIST ADM IN DISTRICT MILEAGE	\$0.00
			Vendor Total:	\$0.00
DEAN DAIRY COPROPRATE, LLC		290.710.0450.000.000.105 Check #: 65703	FOOD SERV FOOD COSTS-PAUL	\$980.28
		290.710.0450.000.000.201 Check #: 65703	FOOD SERV FOOD COSTS-EAST	(\$165.66)
		290.710.0450.000.000.202 Check #: 65703	FOOD SERV FOOD COSTS-WEST	\$640.02
		290.710.0450.000.000.301 Check #: 65703	FOOD SERV FOOD COSTS-MINICO	\$4,508.23
			<u>53</u>	
			Vendor Total:	\$5,962.87
DELL DIRECT SALES L.P.		100.623.0411.915.000.301 Check #: 65704	ERATE INST TECH INVENTORIALBLE SUPPLIES-MINICO	\$122,500.00
		100.623.0411.915.000.492 Check #: 65704	ERATE INST TECH INVENTORIALBLE SUPPLIES-MT H	\$17,500.00
		100.656.0411.000.000.001 Check #: 65704	ADM TECH INVENTORIALBLE SUPPLIES-	\$1,406.28
			Vendor Total:	\$141,406.28
DRAGON PRODUCTS PES, INC		420.810.0540.000.000.101 Check #: 65705	PLANT BUILDING IMPROVEMENT-ACEQUIA	\$3,400.00
			Vendor Total:	\$3,400.00
EDUQUEST LLC		260.621.0320.000.000.000 Check #: 65706	MEDICIAD CONTRACTED SERVICES	\$1,140.31
			Vendor Total:	\$1,140.31
ESPINOZA, JULIE				

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4023

06/30/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
		253.512.0380.380.000.000 Check #: 65707	MIGRANT OUT OF DIST MILEAGE	\$0.00
		253.515.0380.000.000.000 Check #: 65707	MIGRANT SEC IN DISTRICT MILEAGE	\$0.00
			Vendor Total:	\$0.00
GEM STATE PAPER CO, INC.		100.811.0411.000.420.101 Check #: 65708	FURNITURE SUPP LEVY-ACEQUIA	\$480.00
		100.811.0411.000.420.600 Check #: 65708	CAPITAL EQUIPMENT SUPP LEVY	\$2,400.00
			Vendor Total:	\$2,880.00
GENSCO INC		100.664.0320.000.000.105 Check #: 65709	BLDG MAINT CONTRACTED SERVICES-PAUL	\$5.35
				<u>54</u>
			Vendor Total:	\$5.35
GONZALES, MINERVA		286.621.0320.000.000.000 Check #: 65710	CULTIVATING READERS CONTRACTED SERVICES	\$60.00
			Vendor Total:	\$60.00
HAUNS HARDWARE		100.663.0410.000.000.600 Check #: 65711	MAINT SUPPLIES	\$7.58
		100.664.0410.000.000.105 Check #: 65711	BLDG MAINT SUPPLIES-PAUL	\$4.98
		100.664.0410.000.000.202 Check #: 65711	BLDG MAINT SUPPLIES-WEST	\$286.38
		100.664.0410.000.000.301 Check #: 65711	BLDG MAINT SUPPLIES-MINICO	\$57.96
		100.664.0410.000.000.492 Check #: 65711	BLDG MAINT SUPPLIES-MT H	\$29.53
		100.665.0410.000.000.202 Check #: 65711	GROUNDS SUPPLIES-WEST	\$15.64

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4023

06/30/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
		100.665.0410.000.000.301 Check #: 65711	GROUNDS SUPPLIES-MINICO	\$16.85
		100.665.0410.000.000.600 Check #: 65711	GROUNDS SUPPLIES	\$4.99
			Vendor Total:	\$423.91
HEPWORTH, HEATHER		100.661.0330.350.000.101 Check #: 65712	TELEPHONE-ACEQUIA	\$600.00
			Vendor Total:	\$600.00
HIGH OUTPUT CONSTRUCTION INC		420.811.0540.000.000.301 Check #: 65713	PLANT BUILDING IMPROVEMENT OUTBUILDING-MINICO	\$12,000.00
			Vendor Total:	\$12,000.00
HOLIDAY INN NAMPA		100.621.0380.381.000.000 Check #: 65714	PROF DEV LODGING & MEALS	\$816.00
			Vendor Total:	\$816.00
HYDE, EILEEN MAY		100.631.0410.000.000.001 Check #: 65715	BOARD SUPPLIES	\$150.00
			Vendor Total:	\$150.00
IDAHO DIGITAL LEARNING ACADEMY		100.515.0370.000.000.301 Check #: 65716	SEC TUITION CREDITS-MINICO	\$1,350.00
			Vendor Total:	\$1,350.00
IDAHO DIVISION OF CTE		100.519.0390.392.000.301 Check #: 65717	VOC REGISTRATION FEES MINICO	\$0.00
		243.519.0390.000.303.492 Check #: 65717	VOC DUES & FEES-BUS MT H	\$0.00
		243.519.0390.000.307.301 Check #: 65717	VOC DUES & FEES-FAM CON MINICO	\$0.00

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4023

06/30/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
		243.519.0390.000.315.301 Check #: 65717	VOC DUES & FEES-TECH ED MINICO	\$0.00
		243.519.0390.392.303.492 Check #: 65717	VOC MEMBERSHIP-BUS MT H	\$0.00
			Vendor Total:	\$0.00
JOHNSTONE SUPPLY		100.664.0410.000.000.301 Check #: 65718	BLDG MAINT SUPPLIES-MINICO	\$224.92
			Vendor Total:	\$224.92
K & R RENT-ALL, INC		100.665.0320.000.000.301 Check #: 65719	GROUNDS CONTRACTED SERVICES-MINICO	\$158.00
		290.710.0320.000.000.000 Check #: 65719	FOOD SERV CONTRACTED SERVICES	\$160.00
				<u>56</u>
			Vendor Total:	\$318.00
KELLY'S BEARING SUPPLY		100.664.0410.000.000.301 Check #: 65720	BLDG MAINT SUPPLIES-MINICO	\$114.82
			Vendor Total:	\$114.82
KNIEP, CORY		100.661.0330.350.000.202 Check #: 65721	TELEPHONE-WEST	\$50.00
			Vendor Total:	\$50.00
KONTOS, ANDREW		100.656.0380.000.000.011 Check #: 65722	ADM TECH IN DISTRICT MILEAGE	\$167.35
			Vendor Total:	\$167.35
LYNCH OIL, INC.		100.681.0420.420.050.500 Check #: 65723	TRANS FUEL	\$7,717.70
			Vendor Total:	\$7,717.70
MARSHALL INDUSTRIES INC.				

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4023

06/30/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
		420.810.0550.563.000.105 Check #: 65724	PLANT INTERCOM DISTRICT-PAUL	\$2,361.17
		420.810.0550.563.000.301 Check #: 65724	PLANT INTERCOM MINICO	\$7,610.86
			Vendor Total:	\$9,972.03
MIKEY'S REFRIGERATION INC		290.710.0320.000.000.107 Check #: 65725	FOOD SERV CONTRACTED SERVICES-RUPERT	\$5,757.17
			Vendor Total:	\$5,757.17
NASCO		100.621.0410.000.060.301 Check #: 65726	FUEL UP TO PLAY SUPPLIES-MINICO	\$129.25
		243.519.0410.000.309.301 Check #: 65726	VOC SUPPLIES-HEALTH MINICO	\$356.99
		263.519.0410.000.307.301 Check #: 65726	CARL PERKINS SUPPLIES-FAM CON MINICO	\$112.20
			Vendor Total:	\$598.44
NEWMAN, G. ROBERT		100.663.0410.541.000.000 Check #: 65727	MAINT PAINT	\$980.00
		100.664.0410.541.420.000 Check #: 65727	BLDG MAINT PAINT-SUPPL LEVY	\$3,083.60
		100.664.0410.541.420.108 Check #: 65727	BLDG MAINT PAINT-SUPPL LEVY TLC	\$560.00
		100.664.0410.541.420.202 Check #: 65727	BLDG MAINT PAINT-SUPPL LEVY WEST	\$3,220.00
		100.664.0410.541.420.301 Check #: 65727	BLDG MAINT PAINT-SUPPL LEVY MINICO	\$3,640.00
			Vendor Total:	\$11,483.60
NICHOLAS & CO		290.710.0410.000.000.000 Check #: 65728	FOOD SERV SUPPLIES	\$7,732.39

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4023

06/30/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
		290.710.0450.000.000.000 Check #: 65728	FOOD SERV FOOD COSTS	\$5,109.20
			Vendor Total:	\$12,841.59
NORTHWEST NAZARENE UNIV		100.515.0390.393.039.301 Check #: 65729	ADVANCED OPP HIGHER ED CREDITS	\$17,505.00
			Vendor Total:	\$17,505.00
NU VU GLASS, INC.		100.810.0540.000.420.301 Check #: 65730	SCHL BUILDING IMPROVEMENT-SUPP LEVY-MINICO	\$44,327.66
		420.811.0540.000.000.301 Check #: 65730	PLANT BUILDING IMPROVEMENT OUTBUILDING-MINICO	\$11,504.36
			Vendor Total:	\$55,832.02 58
PITNEY BOWES/RESERVE ACCT		100.512.0350.000.000.107 Check #: 65731	ELEM COMMUNICATION & POSTAGE-RUPERT	\$7.95
		100.515.0350.000.000.301 Check #: 65731	SEC COMMUNICATION & POSTAGE-MINICO	\$0.53
		100.631.0350.000.000.001 Check #: 65731	BOARD COMMUNICATION & POSTAGE	\$21.20
		100.632.0350.000.000.001 Check #: 65731	DIST ADM COMMUNICATION & POSTAGE	\$484.40
		100.641.0320.000.000.108 Check #: 65731	SCHL ADM CONTRACTED SERVICES-TLC	\$37.87
		100.641.0350.000.000.492 Check #: 65731	SCHL ADM COMMUNICATION & POSTAGE-MT H	\$3.82
		100.651.0350.000.000.001 Check #: 65731	BUS OPER COMMUNICATION & POSTAGE	\$13.82
		100.681.0350.000.050.000 Check #: 65731	TRANS COMMUNICATION & POSTAGE	\$37.63
		251.621.0350.000.000.000 Check #: 65731	TTL IA COMMUNICATION & POSTAGE	\$143.83

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4023

06/30/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
		257.621.0350.000.000.000 Check #: 65731	TTL VI IDEA B- 611 COMMUNICATION & POSTAGE	\$48.95
			Vendor Total:	\$800.00
PLUMB MASTER		100.664.0410.000.000.600 Check #: 65732	BLDG MAINT SUPPLIES	\$280.50
			Vendor Total:	\$280.50
PRECISION CONCRETE CUTTING		100.811.0520.000.420.102 Check #: 65733	SITE IMPROVEMENT-SUPP LEVY -HEYBURN	\$4,140.59
		100.811.0520.000.420.301 Check #: 65733	SITE IMPROVEMENT-SUPP LEVY -MINICO	\$10,960.22
			Vendor Total:	\$15,100.81
RAMSEY, JAMES		100.632.0380.000.000.001 Check #: 65734	DIST ADM IN DISTRICT MILEAGE	\$70.34
			Vendor Total:	\$70.34
RIDLEY'S FOOD & DRUG		253.522.0410.000.000.000 Check #: 65735	MIGRANT PRESCHOOL SUPPLIES	\$25.00
		253.541.0410.000.000.000 Check #: 65735	MIGRANT SUMMER SCHOOL SUPPLIES	\$186.88
			Vendor Total:	\$211.88
ROBINSON & ASSOCIATES		100.631.0310.000.000.001 Check #: 65736	BOARD PROFESSIONAL SERVICES	\$16,608.00
			Vendor Total:	\$16,608.00
RUPERT LUMBER & PAINT		100.664.0410.000.000.301 Check #: 65737	BLDG MAINT SUPPLIES-MINICO	\$31.38
			Vendor Total:	\$31.38
RUPERT, CITY OF				

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4023

06/30/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
		253.541.0320.000.000.000 Check #: 65738	MIGRANT SUMMER SCHOOL CONTRACTED SERVICES	\$1,988.00
SCHOWS, INC			Vendor Total:	\$1,988.00
		100.665.0410.000.000.600 Check #: 65739	GROUNDS SUPPLIES	\$30.29
SPRINGHILL SUITES-BOISE PARKCENTER			Vendor Total:	\$30.29
		100.621.0380.381.000.201 Check #: 65740	PROF DEV LODGING & MEALS-EAST	\$441.00
STANDARD PLUMBING CO			Vendor Total:	\$441.00
		100.665.0410.000.000.301 Check #: 65741	GROUNDS SUPPLIES-MINICO	\$231.96 60
STARS FERRY BUILDING SUP			Vendor Total:	\$231.96
		100.664.0410.000.000.301 Check #: 65742	BLDG MAINT SUPPLIES-MINICO	\$57.98
TIMES NEWS-LEE PUBLICATIONS			Vendor Total:	\$57.98
		100.631.0355.000.000.001 Check #: 65743	BOARD ADVERTISING	\$78.84
WALMART			Vendor Total:	\$78.84
		100.621.0410.000.058.492 Check #: 65744	IDAHO LIVES GRANT SUPPLIES-MT H	\$642.93
		100.621.0410.000.060.301 Check #: 65744	FUEL UP TO PLAY SUPPLIES-MINICO	\$124.89
		243.519.0410.000.308.301 Check #: 65744	VOC SUPPLIES-FOODS MINICO	\$132.34
		253.541.0410.000.000.000 Check #: 65744	MIGRANT SUMMER SCHOOL SUPPLIES	\$894.33

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4023

06/30/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
		263.519.0410.000.303.492 Check #: 65744	CARL PERKINS SUPPLIES-BUSINESS MT H	\$779.13
			Vendor Total:	\$2,573.62
WATERFORD INSTITUTE		100.623.0460.000.021.101 Check #: 65745	LITERACY INST TECHNOLOGY SOFTWARE-ACEQUIA	\$4,400.00
			Vendor Total:	\$4,400.00
			Grand Total:	\$364,808.82

End of Report

MINIDOKA COUNTY SCHOOL DISTRICT #331

Voucher Supplement Account Summary

Voucher Batch Number: 4022

06/22/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
STATE TAX COMMISSION				
		100.223.2230.000.000.000	SALES TAX LIABILITY	\$2,827.68
		290.223.2230.000.000.000	SALES TAX LIABILITY	\$66.95
			Vendor Total:	\$2,894.63
			Grand Total:	\$2,894.63

End of Report

ACCOUNTS PAYABLE RUNS FOR BOARD APPROVAL

FOR THE MONTH OF JUNE/JULY

DATE OF RUN	EXPLANATION OF RUN	VOUCHER #	AMOUNT OF RUN
6/22/2022	ACH RUN - SALES TAX	4022	\$2,894.63
6/30/2022	REGULAR RUN - CLEAN UP - WALMART & AMAZON	4023	\$364,808.82
6/30/2022	ACH RUN - WELLS FARGO	4024	\$19,546.66
6/30/2022	SPECIAL RUN - END OF YEAR UTILITIES	4025	\$35,283.93
6/30/2022	INDIRECT COST/FOOD SERVICE MATCH	4026	\$112,675.24
6/30/2022	FINAL 2022 RUN	4028	\$102,677.59
PENDING			
6/30/2022	ACH RUN - WELLS FARGO	4027	\$12,600.52
NEW YEAR			
7/11/2022	REGULAR RUN - TRAVEL	4029	\$6,342.00
7/14/2022	REGULAR RUN - INVOICES	4030	\$729,691.91
GRAND TOTAL ACCOUNTS PAYABLE RUNS FOR JUNE/JULY			\$1,386,521.30

ACCOUNTS PAYABLE RUNS FOR BOARD APPROVAL
FOR THE MONTH JULY

DATE OF RUN	EXPLANATION OF RUN	VOUCHER #	AMOUNT OF RUN
-------------	--------------------	-----------	---------------

SPECIAL RUN - CLEAN UP

REGULAR RUN - UTILITIES

REGULAR RUN - INVOICES

REGULAR RUN - TRAVEL

64

GRAND TOTAL ACCOUNTS PAYABLE RUNS FOR AUGUST

\$ -

ACCOUNTS PAYABLE RUNS FOR BOARD APPROVAL
 FOR THE MONTH AUGUST

DATE OF RUN	EXPLANATION OF RUN	VOUCHER #	AMOUNT OF RUN
-------------	--------------------	-----------	---------------

SPECIAL RUN - SALES TAX

SPECIAL RUN - CLEAN UP

SPECIAL RUN - WELLS FARGO

REGULAR RUN - UTILITIES

REGULAR RUN - INVOICES

REGULAR RUN - TRAVEL

GRAND TOTAL ACCOUNTS PAYABLE RUNS FOR AUGUST

\$	-
----	---

ACCOUNTS PAYABLE RUNS FOR BOARD APPROVAL

FOR THE MONTH OF SEPTEMBER

DATE OF RUN	EXPLANATION OF RUN	VOUCHER #	AMOUNT OF RUN
	SPECIAL RUN - SALES TAX		
	SPECIAL RUN - CLEAN UP		
	SPECIAL RUN - WELLS FARGO		
	REGULAR RUN - UTILITIES		
	REGULAR RUN - INVOICES		
	REGULAR RUN - TRAVEL		
	 GRAND TOTAL ACCOUNTS PAYABLE RUNS FOR SEPTEMBER		\$ -

ACCOUNTS PAYABLE RUNS FOR BOARD APPROVAL
FOR THE MONTH OF OCTOBER

DATE OF RUN	EXPLANATION OF RUN	VOUCHER #	AMOUNT OF RUN
	SPECIAL RUN - SALES TAX		
	SPECIAL RUN - CLEAN UP		
	SPECIAL RUN - WELLS FARGO		
	SPECIAL RUN - CLEAN UP		
	REGULAR RUN - UTILITIES		
	REGULAR RUN - INVOICES		
	REGULAR RUN - TRAVEL		
	GRAND TOTAL ACCOUNTS PAYABLE RUNS FOR OCTOBER		\$ -

ACCOUNTS PAYABLE RUNS FOR BOARD APPROVAL
FOR THE MONTH OF NOVEMBER

DATE OF RUN	EXPLANATION OF RUN	VOUCHER #	AMOUNT OF RUN
-------------	--------------------	-----------	---------------

GRAND TOTAL ACCOUNTS PAYABLE RUNS FOR NOVEMBER

\$ -

ACCOUNTS PAYABLE RUNS FOR BOARD APPROVAL

FOR THE MONTH OF JANUARY

DATE OF RUN	EXPLANATION OF RUN	VOUCHER #	AMOUNT OF RUN
	Special Run - Social Thinking		
	ACH Run - Sales Tax		
	ACHj Run - Wells Fargo		
	Regular Run - Utilities		
	Special Clean Up Run		
	Regular Run - Invoices		
	GRAND TOTAL ACCOUNTS PAYABLE RUNS FOR JANUARY		\$ -

ACCOUNTS PAYABLE RUNS FOR BOARD APPROVAL

FOR THE MONTH OF FEBRUARY

	EXPLANATION OF RUN	VOUCHER #	AMOUNT OF RUN
--	--------------------	-----------	---------------

Regular Run - Travel
ACH Run - Sales Tax
Clean Up Run
ACH Run - Wells Fargo
Regular Run - Utilities
Regular Run - Invoices

70

GRAND TOTAL ACCOUNTS PAYABLE RUNS FOR JANUARY

\$ -

ACCOUNTS PAYABLE RUNS FOR BOARD APPROVAL

FOR THE MONTH OF FEBRUARY

DATE OF RUN	EXPLANATION OF RUN	VOUCHER #	AMOUNT OF RUN
	Regular Run - Travel		
	Clean Up, Amazon, & Walmart		
	ACH Run - Wells Fargo		
	Regular Run - Utilities		
	Regular Run		
	Regular Run - Travel		

FEBRUARY

\$ -

ACCOUNTS PAYABLE RUNS FOR BOARD APPROVAL

FOR THE MONTH OF MARCH

DATE OF RUN	EXPLANATION OF RUN	VOUCHER #	AMOUNT OF RUN
-------------	--------------------	-----------	---------------

Clean Up, Amazon, & Walmart

ACH Run - Sales Tax

ACH RUN - Wells Fargo

Regular Run - Utilities

Regular Run - Travel

Regular Run

72

\$ -

GRAND TOTAL ACCOUNTS PAYABLE RUNS FOR MARCH

ACCOUNTS PAYABLE RUNS FOR BOARD APPROVAL
FOR THE MONTH OF FEBRUARY

DATE OF RUN	EXPLANATION OF RUN	VOUCHER #
1-Apr-22	ARTEC - APRIL INVOICES	3505
1-Apr-22	ARTEI - APRIL INVOICES	1046

GRAND TOTAL ACCOUNTS PAYABLE RUNS FOR
FEBRUARY

AMOUNT OF RUN

\$425,019.49

\$332,384.52

\$ 757,404.01

ACCOUNTS PAYABLE RUNS FOR BOARD APPROVAL

FOR THE MONTH OF APRIL

DATE OF RUN	EXPLANATION OF RUN	VOUCHER #	AMOUNT OF RUN
	ACH Run - Sales Tax		
	Clean Up Run - Walmart & Amazon		
	ACH Run - Wells Fargo		
	Regular Run - Utilities		
	Regular Run - Travel		
	Special Run - Title One		
	Regular Run		

GRAND TOTAL ACCOUNTS PAYABLE RUNS FOR APRIL

\$ -

ACCOUNTS PAYABLE RUNS FOR BOARD APPROVAL

FOR THE MONTH OF MAY

DATE OF RUN	EXPLANATION OF RUN	VOUCHER #	AMOUNT OF RUN
	ACH Run - Sales Tax		
	Clean Up Run - Walmart & Amazon		
	ACH Run - Wells Fargo		
	Regular Run - Utilities		
	Regular Run - Travel		
	Special Run - City of Heyburn - Permit & Construction		
	Regular Run		

GRAND TOTAL ACCOUNTS PAYABLE RUNS FOR MAY

\$ -

GENERAL FUND MONTHLY SUMMARY REVISED TO DATE

REVENUES:																													
	<u>BEG BUDGET</u>	<u>REVISED</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>JAN</u>	<u>FEB</u>	<u>MARCH</u>	<u>APR</u>	<u>MAY</u>	<u>JUNE</u>	<u>RECEIVABLE</u>	<u>TOTAL</u>													
LOCAL:																													
SUPPLEMENTAL LEVY/REA	\$ 2,265,000	\$ 2,265,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,342,311	\$ -	\$ 144,408	\$ -	\$ -	\$ -	\$ 778,000	\$ 2,264,720													
TAX PENALTY/INTEREST	\$ 10,000	\$ 10,000	\$ 713	\$ -	\$ 2,467	\$ -	\$ -	\$ -	\$ 1,185	\$ 1,795	\$ -	\$ 2,650	\$ -	\$ -	\$ -	\$ 8,810													
TUITION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -													
BANK/POOL INTEREST	\$ 45,000	\$ 10,000	\$ 29	\$ 324	\$ 879	\$ 1,047	\$ 701	\$ 746	\$ 808	\$ 913	\$ 1,222	\$ 1,606	\$ 2,114	\$ -	\$ -	\$ 10,389													
OTHER LOCAL REV/GRANTS ₁	\$ 40,000	\$ 159,500	\$ 2,698	\$ 70	\$ 10,983	\$ 1,217	\$ 873	\$ 16,004	\$ 45,395	\$ -	\$ 30,725	\$ -	\$ 18,762	\$ 11,511	\$ -	\$ 138,240													
SECONDARY ACTIVITY DUTY	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ 1,302	\$ -	\$ -	\$ 2,918	\$ 1,107	\$ -	\$ 5,855	\$ -	\$ -	\$ -	\$ -	\$ 11,182													
ISBA & INSURANCE DIVIDEND	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -													
ERATE	\$ 115,000	\$ 594,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 330,167	\$ 260,000	\$ 590,167													
ARTEC REIMB	\$ 700,000	\$ 160,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 160,000	\$ 160,000													
OTHER FEES	\$ -	\$ 5,000	\$ 14	\$ -	\$ 7,690	\$ 140	\$ -	\$ 224	\$ 196	\$ -	\$ 322	\$ -	\$ -	\$ -	\$ -	\$ 8,586													
STATE:																													
STATE BASE SUPPORT	\$ 20,176,000	\$ 22,411,000		\$ 12,421,556	\$ -	\$ -	\$ 5,109,460			\$ 4,896,287	\$ -	\$ -	\$ -	\$ -		\$ 22,427,303													
TRANSPORTATION	\$ 1,450,000	\$ 1,485,000											\$ 1,485,334			\$ 1,485,334													
BENEFIT APPORTIONMENT	\$ 2,757,000	\$ 3,041,000								\$ 272,298	\$ -	\$ -	\$ 2,768,904	\$ -		\$ 3,041,203													
OTHER STATE PAYMENTS ₂	\$ 323,000	\$ 653,000	\$ -	\$ -	\$ -	\$ 3,700	\$ 19,134	\$ 429,420	\$ -	\$ 40,634	\$ -	\$ 124,606	\$ 27,920	\$ 23,213		\$ 668,627													
TUITION EQUIVALENCY	\$ 180,000	\$ 150,000											0.00		\$ 105,876	\$ 105,876													
LOTTERY/MAINT MATCH	\$ 325,000	\$ 302,000		\$ 287,601	\$ -	\$ -	\$ -	\$ 13,949	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 301,550													
PROP TAX REPLACEMENT	\$ 120,000	\$ 120,000	\$ 19,213			\$ 19,213		\$ -	\$ 39,980	\$ -	\$ 373	\$ 19,213	\$ -	\$ 45,458	\$ 69,510	\$ 212,961													
OTHER:																													
INDIRECT COSTS TRANSFER	\$ 280,000	\$ 318,000												\$ 28,935	\$ 51,526	\$ 277,722													
GENERAL FUND	\$ 28,806,000	\$ 31,703,500	\$ 22,668	\$ 12,709,551	\$ 23,321	\$ 25,318	\$ 5,130,168	\$ 464,446	\$ 1,431,593	\$ 5,210,132	\$ 185,556	\$ 145,425	\$ 4,303,034	\$ 103,931	\$ 1,693,772	\$ 31,712,670													
ADDITIONAL STATE GRANTS IN GENERAL FUND:																													
STATE SPECIAL FUNDS ³	\$ 1,197,000	\$ 1,243,800		\$ -	\$ 18,780	\$ 698,238	\$ -	\$ 36,167	\$ -	\$ -	\$ 91,466	\$ -	\$ 220,042	\$ 119,245		\$ 1,183,938													
TOTAL GEN PLUS GRANTS	\$ 30,003,000	\$ 32,947,300	\$ 22,668	\$ 12,709,551	\$ 42,101	\$ 723,556	\$ 5,130,168	\$ 500,613	\$ 1,431,593	\$ 5,210,132	\$ 277,022	\$ 145,425	\$ 4,523,076	\$ 223,176	\$ 1,693,772	\$ 32,896,608													
CARRYOVER	\$ 1,800,000	\$ 2,515,315																											
GRAND TOTAL BUDGET	\$ 31,803,000	\$ 35,462,615																											
EXPENDITURES:																													
	<u>BEG BUDGET</u>	<u>REVISED</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>JAN</u>	<u>FEB</u>	<u>MARCH</u>	<u>APR</u>	<u>MAY</u>	<u>JUNE</u>	<u>ACCRUAL/ENCUMBRANCE</u>	<u>TOTAL</u>													
SALARIES	\$ 16,826,000	\$ 17,681,200	\$ 276,839	\$ 338,065	\$ 1,476,494	\$ 1,395,099	\$ 1,385,739	\$ 1,391,436	\$ 1,559,765	\$ 1,444,260	\$ 1,454,749	\$ 1,465,284	\$ 1,660,143	\$ 1,462,925	2,302,907	\$ 17,613,704													
BENEFITS	\$ 6,657,000	\$ 6,628,500	\$ 88,475	\$ 475,407	\$ 502,349	\$ 493,666	\$ 498,977	\$ 498,089	\$ 578,319	\$ 524,880	\$ 514,837	\$ 520,646	\$ 557,833	\$ 519,426	832,342	\$ 6,605,247													
PURCHASED SERVICES	\$ 1,647,000	\$ 2,082,380	\$ 69,753	\$ 90,196	\$ 182,306	\$ 132,724	\$ 91,657	\$ 214,185	\$ 221,066	\$ 173,879	\$ 200,452	\$ 166,260	\$ 132,974	\$ 233,470		\$ 1,908,922													
SUPPLIES	\$ 2,361,000	\$ 2,845,720	\$ 162,175	\$ 273,074	\$ 872,187	\$ 130,353	\$ 138,967	\$ 156,608	\$ 191,919	\$ 259,268	\$ 75,254	\$ 103,355	\$ 170,264	\$ 310,407		\$ 2,843,830													
CAPITAL OUTLAY	\$ 50,000	\$ 1,082,500	\$ 62,972	\$ 78,783	\$ 303,508	\$ 8,602	\$ 66,115	\$ 69,396	\$ 29,384	\$ 70,012	\$ 16,220	\$ 40,011	\$ 21,855	\$ 213,644		\$ 980,502													
INSURANCE & JUDGEMENTS	\$ 192,000	\$ 202,000	\$ 196,556	\$ -	\$ 195	\$ 1,079	\$ 234	\$ 684	\$ 1,591	\$ 254	\$ 488	\$ 449	\$ -	\$ 936		\$ 202,464													
TRANSFER PLANT/FS/BOND	\$ 2,570,000	\$ 1,705,000	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 42,056	1,550,000	\$ 1,792,056													
CONTINGENCY	\$ 1,500,000	\$ 3,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -													
	\$ 31,803,000	\$ 35,227,300	\$ 856,769	\$ 1,255,526	\$ 3,537,039	\$ 2,161,524	\$ 2,181,690	\$ 2,330,397	\$ 2,582,043	\$ 2,472,551	\$ 2,262,000	\$ 2,296,005	\$ 2,543,070	\$ 2,782,864	\$ 4,685,249	\$ 31,946,725													
ACTUAL CASH FLOWS TO DATE:																													
DEFERRED RECEIVABLE																													
REVENUES																\$ 22,668	\$ 12,709,551	\$ 42,101	\$ 723,556	\$ 5,130,168	\$ 500,613	\$ 1,431,753	\$ 5,210,132	\$ 277,022	\$ 145,425	\$ 4,523,076	\$ 484,135	\$ 1,693,772	\$ 32,893,973
EXPENDITURES																\$ 856,769	\$ 1,255,526	\$ 3,537,039	\$ 2,161,524	\$ 2,181,690	\$ 2,330,397	\$ 2,582,043	\$ 2,472,551	\$ 2,262,000	\$ 2,296,005	\$ 2,543,070	\$ 2,782,864	\$ 4,685,249	\$ 31,946,725
FUND BALANCE JUNE 30	\$ 2,515,315		\$ 1,681,214	\$ 13,135,239	\$ 9,640,301	\$ 8,202,333	\$ 11,150,812	\$ 9,321,027	\$ 8,170,737	\$ 10,908,318	\$ 8,923,341	\$ 6,772,762	\$ 8,752,769	\$ 6,454,040	\$ 3,462,563														
¹ Cobra, rebates, restitution, patronage, insurance claims, jury duty, bldg rental, transportation, fingerprinting, matching, NNU, CAP ED, Idaho Lives Grant, Workforce & STEM ² Professional Development, IT funding, Leadership, Strategic Plan Training ³ LEP/Math & Science/Fast Forward/Literacy/Career Counseling/ISAT/GT/Fuel Up to Play																\$ 3,462,563													
PROJECTED																	ENDING FUND BALANCE												

FOOD SERVICE MONTHLY SUMMARY REVISED TO DATE

	<u>BEG BUDGET</u>	<u>REVISED</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>JAN</u>	<u>FEB</u>	<u>MARCH</u>	<u>APR</u>	<u>MAY</u>	<u>JUNE</u>	<u>RECEIVABLE</u>	<u>TOTAL</u>
LOCAL:																
INTEREST			\$ 3	\$ 39	\$ 60	\$ 65	\$ 59	\$ 64	\$ 63	\$ 90	\$ 114	\$ 101	\$ 205			\$ 864
LOCAL LUNCH REVENUE	\$ 10,000	\$ 10,000	\$ 51	\$ 1,675	\$ 971	\$ 1,355	\$ 1,092	\$ 823								\$ 5,966
LOCAL ADULT LUNCH	\$ 10,000	\$ 10,000	\$ 317	\$ 346	\$ 1,052	\$ 1,222	\$ 1,356	\$ 598								\$ 4,890
OTHER LOCAL	\$ 10,000	\$ 10,000			\$ 368			\$ 609			\$ 30,725		\$ 18,762			\$ 50,465
FEDERAL:																
FEDERAL LUNCH REVENUE	\$ 1,400,000	\$ 2,000,000		88469.42	\$ 75,094	\$ 207,447	\$ 208,462	\$ 212,002	\$ 150,426	\$ 168,134	\$ 149,080	\$ 201,188	\$ 213,799	\$ 189,754	\$ 45,000	\$ 1,908,855
FEDERAL BREAKFAST REV	\$ 340,000	\$ 420,000			\$ 13,773	\$ 48,535	\$ 48,528	\$ 49,976	\$ 33,066	\$ 34,748	\$ 32,140	\$ 45,897	\$ 51,602	\$ 46,575		\$ 404,843
OTHER FEDERAL/FF&V	\$ 170,000	\$ 190,000		\$ 125,523		\$ 1,614	\$ 2,322	\$ 14,521	\$ 1,676	\$ 1,888	\$ 1,533	\$ 5,708	\$ 1,999	\$ 2,253	\$ 75,000	\$ 234,037
INTERFUND MATCH	\$ 45,000	\$ 45,000														\$ -
TOTAL FOOD SERVICE RE	\$ 1,985,000	\$ 2,685,000	\$ 371	\$ 216,053	\$ 91,319	\$ 260,238	\$ 261,818	\$ 278,594	\$ 185,232	\$ 204,860	\$ 213,592	\$ 252,894	\$ 286,368	\$ 238,582	\$ 120,000	\$ 2,609,921
FUND BALANCE FORWARD	\$ 1,985,000	\$ 2,685,000														
EXPENDITURES:																
	<u>BEG BUDGET</u>	<u>REVISED</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>JAN</u>	<u>FEB</u>	<u>MARCH</u>	<u>APR</u>	<u>MAY</u>	<u>JUNE</u>	<u>ACCRUALS/ENCUMBRANCES</u>	
SALARIES	\$ 549,600	\$ 595,600	\$ 24,387	\$ 21,685	\$ 43,241	\$ 45,697	\$ 46,758	\$ 46,729	\$ 48,525	\$ 46,006	\$ 45,580	\$ 47,833	\$ 44,964	\$ 45,458	\$ 69,510	\$ 576,372
BENEFITS	\$ 385,400	\$ 410,400	\$ 5,354	\$ 37,289	\$ 29,414	\$ 29,698	\$ 29,968	\$ 29,950	\$ 30,318	\$ 30,378	\$ 30,439	\$ 29,729	\$ 28,792	\$ 28,935	\$ 51,526	\$ 391,791
PURCHASED SERVICES	\$ 70,000	\$ 99,000	\$ 56	\$ 1,504	\$ 11,575	\$ 3,587	\$ 19,804	\$ 1,805	\$ 11,642	\$ 709	\$ 875	\$ 2,151	\$ 2,786	\$ 8,863		\$ 65,358
SUPPLIES	\$ 980,000	\$ 980,000	\$ 3,740	\$ 20,603	\$ 150,740	\$ 62,188	\$ 126,993	\$ 81,313	\$ 103,300	\$ 96,638	\$ 87,696	\$ 102,449	\$ 97,883	\$ 103,931		\$ 1,037,474
EQUIPMENT		\$ -										\$ 70,988		\$ 30,422		\$ 101,410
INDIRECT COSTS	\$ -	\$ -														\$ -
	\$ 1,985,000	\$ 2,085,000	\$ 33,537	\$ 81,081	\$ 234,970	\$ 141,170	\$ 223,523	\$ 159,797	\$ 193,785	\$ 173,731	\$ 164,590	\$ 253,150	\$ 174,426	\$ 217,609	\$ 121,036	\$ 2,172,405
ACTUAL CASH FLOWS TO DATE:															JULY/AUG ACCRUAL/RECEIVABLE	
		REVENUES	\$ 371	\$ 216,053	\$ 91,319	\$ 260,238	\$ 261,818	\$ 278,594	\$ 185,232	\$ 204,860	\$ 213,592	\$ 252,894	\$ 286,368	\$ 238,582	\$ 120,000	\$ 2,609,921
		EXPENSES	\$ (33,537)	\$ (81,081)	\$ (234,970)	\$ (141,170)	\$ (223,523)	\$ (159,797)	\$ (193,785)	\$ (173,731)	\$ (164,590)	\$ (253,150)	\$ (174,426)	\$ (217,609)	\$ (121,036)	\$ (2,172,405)
FUND BALANCE JUNE 30	\$ 564,890		\$ 531,724	\$ 666,696	\$ 523,045	\$ 642,113	\$ 680,408	\$ 799,205	\$ 790,652	\$ 821,781	\$ 870,783	\$ 870,527	\$ 982,469	\$ 1,003,442	\$ 1,002,406	

\$ 1,002,406
ESTIMATED FUND BALANCE

BOND FUND MONTHLY SUMMARY REVISED TO DATE

REVENUES:																
	BEG BUDGET	REVISED	JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APR	MAY	JUNE	RECEIVABLE	TOTAL
LOCAL:																
BOND LEVY TAXES CERTIFIED	\$ 1,530,000	\$ 1,775,000							\$ 1,055,181		\$ 113,518				\$ 600,000	\$ 1,768,700
BOND PENALTY & FEES	\$ 10,000	\$ 10,000	\$ 613		\$ 2,115			\$ 4,250	\$ 1,507		\$ 2,173					\$ 10,658
INTEREST	\$ 10,000	\$ 10,000		\$ 194	\$ 175	\$ 167	\$ 161	\$ 160	\$ 122	\$ 90	\$ 116	\$ 248	\$ 577			\$ 2,012
BOND PROCEEDS																\$ -
STATE:																
BOND EQUALIZATION	\$ 350,000	\$ 187,000		\$ 186,787							\$ 30,725		\$ 18,762			\$ 49,487
OTHER:																\$ -
INTERFUND TRANSFERS																\$ -
TOTAL BOND REVENUE	\$ 1,900,000	\$ 1,982,000	\$ 613	\$ 186,982	\$ 2,291	\$ 167	\$ 161	\$ 4,411	\$ 1,056,810	\$ 90	\$ 146,533	\$ 248	\$ 19,339	\$ -	\$ 600,000	\$ 2,017,644
FUND BALANCE FORWARD	\$ -	\$ 2,309,000														
	\$ 1,900,000	\$ 4,291,000														79
EXPENDITURES:																
DEBT SERVICE	\$ 1,900,000	\$ 4,291,000	\$ 1,438,324		\$ 278,025				\$ 145,797	\$ 33,224				\$ 1,000		\$ 1,896,370
PROJECTED CASH FLOW			\$ 871,288	\$ 1,058,270	\$ 782,536	\$ 782,703	\$ 782,864	\$ 787,275	\$ 1,698,288	\$ 1,665,154	\$ 1,811,687	\$ 1,811,935	\$ 1,831,274	\$ 1,830,274	\$ 2,430,274	
ACTUAL CASH FLOWS TO DATE:																
REVENUES			\$ 613	\$ 186,982	\$ 2,291	\$ 167	\$ 161	\$ 4,411	\$ 1,056,810	\$ 90	\$ 146,533	\$ 248	\$ 19,339		\$ 600,000	\$ 2,017,644
EXPENSES			\$ (1,438,324)	\$ -	\$ (278,025)	\$ -	\$ -	\$ -	\$ (145,797)	\$ (33,224)	\$ -	\$ -	\$ -	\$ (1,000)		\$ (1,896,370)
PROJ FUND BALANCE JUNE 30	\$ 2,309,142		\$ 871,430	\$ 1,058,412	\$ 782,678	\$ 782,845	\$ 783,006	\$ 787,417	\$ 1,698,430	\$ 1,665,296	\$ 1,811,829	\$ 1,812,077	\$ 1,831,416	\$ 1,830,416	\$ 2,430,416	projected fund balance

PLANT FACILITIES MONTHLY SUMMARY REVISED TO DATE

REVENUES:																
	BEG BUDGET	REVISED	JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APR	MAY	JUNE	RECEIVABLE	ACTUAL TOTAL
LOCAL:																
OTHER REIMBURSEMENTS	\$ 1,000	\$ 1,000			\$ 156			\$ 228	\$ 230							\$ -
FIXED ASSETS PROCEEDS		\$ 25,000									\$ 23,685					\$ 613
STATE:																\$ -
BUS DEPRECIATION TRANS	\$ 225,000	\$ 195,000												\$ 195,000		\$ 195,000
OTHER:																\$ -
SUPPLEMENTAL TRANSFER	\$ 2,100,000	\$ 1,465,000									\$ 30,725		\$ 18,762			\$ 49,487
TOTAL PLANT REVENUE	\$ 2,326,000	\$ 1,686,000	\$ -	\$ -	\$ 156	\$ -	\$ -	\$ 228	\$ 230	\$ -	\$ 54,411	\$ -	\$ 18,762	\$ 1,745,000	\$ -	\$ 1,818,786
FUND BALANCE FORWARD	\$ -	\$ 500,000														
	\$ 2,326,000	\$ 2,186,000														
EXPENSES:																
	BEG BUDGET	REVISED	JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APR	MAY	JUNE	ENCUMBER	ACTUAL TOTAL
SCHOOL BLDG IMPROVE	\$ 495,000	\$ 585,000			\$ 23,792			\$ 4,071	\$ 1,847	\$ 57,337	\$ 23,642		\$ 91,745	\$ 22,921		\$ 225,355
SCHOOL BLDG EQUIPMENT	\$ 528,000	\$ 457,000		\$ 154,056				\$ 134,072			\$ 46,284	\$ 32,476	\$ 2,600	\$ 9,972		\$ 379,460
SITE IMPROVEMENT	\$ 143,000	\$ 20,000														\$ -
OTHER BLDG IMPROVE	\$ 560,000	\$ 405,000		\$ 8,813	\$ 19,040		\$ 5,890	\$ 850	\$ 70,250	\$ 46,311	\$ 4,777	\$ 123,674		\$ 56,504		\$ 336,109
OTHER EQUIPMENT	\$ 100,000	\$ 195,000		\$ 47,797			\$ 14,656									\$ 62,453
VEHICLE	\$ -	\$ 57,000														\$ -
SITE ACQUISTION	\$ -	\$ 10,000											\$ 10,589			\$ 10,589
BUS PURCHASE/ LEASE	\$ 500,000	\$ 457,000	\$ 67,323	\$ 316,298	\$ 73,200											\$ 456,821
	\$ 2,326,000	\$ 2,186,000	\$ 67,323	\$ 526,964	\$ 116,032	\$ -	\$ 20,546	\$ 138,993	\$ 72,097	\$ 103,648	\$ 74,702	\$ 156,151	\$ 104,934	\$ 89,397	\$ -	\$ 1,470,787
ACTUAL CASH FLOWS TO DATE:																
REVENUES			\$ -	\$ -	\$ 156	\$ -	\$ -	\$ 228	\$ 230	\$ -	\$ 54,411	\$ -	\$ 18,762	\$ 1,745,000		\$ 1,818,786
EXPENSES			\$ (67,323)	\$ (526,964)	\$ (116,032)	\$ -	\$ (20,546)	\$ (138,993)	\$ (72,097)	\$ (103,648)	\$ (74,702)	\$ (156,151)	\$ (104,934)	\$ (89,397)		\$ (1,470,787)
FUND BALANCE JUNE 30	\$ 499,376		\$ 432,053	\$ (94,911)	\$ (210,787)	\$ (210,787)	\$ (231,333)	\$ (370,099)	\$ (441,966)	\$ (545,614)	\$ (565,905)	\$ (722,056)	\$ (808,228)	\$ 847,375	projected	\$ 847,375

STATE AND FEDERAL GRANTS

REVENUES:															
	BEG BUDGET	REVISED	JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APR	MAY	JUNE	RECEIVABLE
LOCAL:															
LOCAL FEES	\$ 10,000	\$ 10,000													\$ 10,000
STATE:															
STATE REVENUES	\$ 1,279,000	\$ 1,725,600	\$ 165,035		\$ 5,000	\$ 172,840	\$ 2,954	\$ 23,965	\$ 165,946	\$ 3,680	\$ 269,728	\$ 114,252	\$ 274,249	\$ 186,295	\$ 208,000
											\$ 30,725		\$ 18,762		
FEDERAL:															
FEDERAL REVENUE	\$ 10,246,500	\$ 11,101,300	\$ 2,569			\$ 15,440	\$ 602,421	\$ 1,002,058		\$ 433,847	\$ 7,517	\$ 888,397		\$ 385,423	\$ 2,462,231
INTERFUND TRANSFERS	\$ 80,000	\$ 40,000													
TOTAL FEDERAL REV	\$ 11,615,500	\$ 12,876,900	\$ 167,605	\$ -	\$ 5,000	\$ 188,280	\$ 605,375	\$ 1,026,023	\$ 165,946	\$ 437,528	\$ 307,970	\$ 1,002,648	\$ 293,011	\$ 571,718	\$ 2,680,231
EXPENDITURES:															
	BEG BUDGET	REVISED	JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APR	MAY	JUNE	ACCRUALS/EN
SALARIES	\$ 3,945,500	\$ 4,669,700	\$ 52,055	\$ 18,707	\$ 242,976	\$ 350,643	\$ 338,015	\$ 422,613	\$ 180,315	\$ 270,877	\$ 300,451	\$ 277,010	\$ 820,541	\$ 316,033	\$ 488,960
BENEFITS	\$ 2,004,900	\$ 1,883,000	\$ 9,440	\$ 7,725	\$ 139,050	\$ 152,733	\$ 144,449	\$ 152,331	\$ 67,193	\$ 115,183	\$ 128,853	\$ 120,552	\$ 226,387	\$ 129,170	\$ 233,262
PURCHASED SERVICES	\$ 441,100	\$ 725,100	\$ 17,958	\$ 8,561	\$ 36,388	\$ 70,539	\$ 75,610	\$ 75,205	\$ 72,989	\$ 48,176	\$ 50,125	\$ 81,417	\$ 102,602	\$ 73,663	
SUPPLIES	\$ 460,000	\$ 455,800	\$ 45,237	\$ 25,834	\$ 55,031	\$ 81,703	\$ 17,055	\$ 13,829	\$ 24,052	\$ 15,284	\$ 12,029	\$ 32,452	\$ 28,832	\$ 20,771	
EQUIPMENT	\$ 67,000	\$ 365,300		\$ 6,924	\$ 6,489	\$ 10,875		\$ 32,454	\$ 6,304	\$ 254,930	\$ 4,427	\$ 9,570	\$ 14,132	\$ 15,506	
INDIRECT COSTS/TRANSFERS	\$ 4,697,000	\$ 4,778,000										\$ 30,000		\$ 68,860	\$ 200,000
	\$ 11,615,500	\$ 12,876,900	\$ 124,689	\$ 67,751	\$ 479,933	\$ 666,493	\$ 575,129	\$ 696,432	\$ 350,853	\$ 704,450	\$ 495,885	\$ 551,001	\$ 1,192,494	\$ 624,003	\$ 922,221
ACTUAL CASH FLOWS TO DATE:															JULY/AUG ACCRUAL/RECI
REVENUES			\$ 167,605	\$ -	\$ 5,000	\$ 188,280	\$ 605,375	\$ 1,026,023	\$ 165,946	\$ 437,528	\$ 307,970	\$ 1,002,648	\$ 293,011	\$ 571,718	\$ 2,680,231
EXPENSES			\$ (124,689)	\$ (67,751)	\$ (479,933)	\$ (666,493)	\$ (575,129)	\$ (696,432)	\$ (350,853)	\$ (704,450)	\$ (495,885)	\$ (551,001)	\$ (1,192,494)	\$ (624,003)	\$ (922,221)
OJ FUND BALANCE JUNE 30	\$ -		\$ 42,916	\$ (24,835)	\$ (499,769)	\$ (977,981)	\$ (947,735)	\$ (618,144)	\$ (803,051)	\$ (1,069,973)	\$ (1,257,888)	\$ (806,241)	\$ (1,705,724)	\$ (1,758,009)	\$ 0

STATE AND FEDERAL GRANTS

TOTAL	
\$	10,000.00
\$	-
\$	1,591,945
\$	5,799,903
\$	-
\$	-
\$	7,401,848
CUMBRANCES	
\$	4,079,194
\$	1,626,328
\$	713,234
\$	372,109
\$	361,611
\$	298,860
\$	7,451,335
EIVABLE	
\$	7,451,336
\$	(7,451,335)

CASH BALANCE TOTALS

	<u>JULY</u>	<u>AUGUST</u>	<u>SEPTEMBER</u>	<u>OCTOBER</u>	<u>NOVEMBER</u>	<u>DECEMBER</u>	<u>JANUARY</u>	<u>FEBRUARY</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>
GENERAL FUND BALANCE	\$ 1,681,214	\$ 13,135,239	\$ 9,640,301	\$ 8,202,333	\$ 11,150,812	\$ 9,321,027	\$ 8,170,737	\$ 10,908,318	\$ 8,923,341	###	###	###
FOOD SERVICE FUND BALANCE	\$ 531,724	\$ 666,696	\$ 434,178	\$ 642,113	\$ 680,408	\$ 799,205	\$ 790,652	\$ 821,781	\$ 870,783	###	###	###
BOND/DEBT FUND BALANCE	\$ 871,430	\$ 1,058,412	\$ 782,678	\$ 782,845	\$ 783,006	\$ 787,417	\$ 1,698,430	\$ 1,665,296	\$ 1,811,829	###	###	###
PLANT FACILITIES FUND BALANCE	\$ 432,053	\$ (94,911)	\$ (210,787)	\$ (210,787)	\$ (231,333)	\$ (370,099)	\$ (441,966)	\$ (545,614)	\$ (565,905)	###	###	###
STATE/FEDERAL GRANTS FUND	\$ 42,916	\$ (24,835)	\$ (499,769)	\$ (977,981)	\$ (947,735)	\$ (618,144)	\$ (803,051)	\$ (1,069,973)	\$ (1,257,888)	###	###	###
SCHOLARSHIP FUNDS	\$ 32,835	\$ 13,857	\$ 13,627	\$ 13,627	\$ 13,559	\$ 13,661	\$ 13,439	\$ 13,439	\$ 13,439	###	###	###
RECEIVABLES OWED	#####	\$ (507,230)	\$ (122,914)	\$ (114,117)	\$ (83,412)	\$ (37,446)	\$ (18,719)	\$ (18,719)	\$ (7,209)	###	###	###
DEFERED REVENUE	\$ 57,045	\$ 55,947	\$ 50,841	\$ 56,078	\$ 56,176	\$ 52,249	\$ 56,066	\$ 56,009	\$ 51,822	###	###	###
OTHER LIABILITIES OWED	\$ 1,788,850	\$ (4,665)	\$ (8,241)	\$ (7,464)	\$ (8,063)	\$ (7,970)	\$ (10,722)	\$ (18,949)	\$ (7,820)	###	###	###
TOTAL CASH ON HAND	\$ 4,081,277	\$ 14,298,509	\$10,079,914	\$ 8,386,646	\$ 11,413,418	\$ 9,939,899	\$ 9,454,865	\$ 11,811,589	\$ 9,832,391	###	###	###
CASH BALANCE REPORT VISIONS	\$ 4,078,725	\$ 14,295,975	\$10,077,376	\$ 8,384,128	\$ 11,410,917	\$ 9,937,377	\$ 9,452,241	\$ 11,807,893	\$ 9,705,355	###	###	###
IMPUTED INCOME CORRECTIONS	\$ (2,552)	\$ (2,534)	\$ (2,539)	\$ (2,519)	\$ (2,500)	\$ (2,522)	\$ (2,625)	\$ (3,696)	\$ (127,036)	####	###	#####

TECHNOLOGY DEPARTMENT

BOARD REPORT

July 2022

SUMMER PROJECTS

June progress

- ☑ • Staff Device Setup
 - ☑ ◦ 50 Macbook Pros
 - ☑ ◦ 25 - Replacement devices to staff-
- Image New Student Devices -
 - 360 Chromebooks - **ordered 7/1/2022**
 - 400 9th grade
- New iPad setup -
 - 400 Student iPads - **ordered 7/1/2022**
- PaperCut Installation - Printer Management Program
 - ☑ ◦ Server Created, Program installed, printer setup
- Printer Installation - **Received 84 printers 06/30**
 - 100+ Printers
- ☑ • Phone System IVRs/Intercoms
 - Minico, DSC
- Kronos Installation
- New Access Points Installation - **ordered 7/1/2022**
- New Lab setup at Minico High School
- ☑ • Server VM Upgrades and rebuilds
 - DHCP - DSC, MHS
- Network Reconstruction
 - Loopback checks, port identification (**in progress**)
- PowerSchool Registrations Preparation

6 July 2022

Dear Mr. Ramsey and the Minidoka County School Board,

I am writing on behalf of the participants of the Vocational Rehabilitation Summer Work Program at Mt. Harrison High School. There were 3 students who participated this summer. They completed 5 hours of pre-employment skills training and then completed 100 hour of work experience at Ridley's.

My students learned to take direction, work as a team, and stay continuously productive. The staff at Ridley's were receptive, friendly and appreciative. Each student earned one elective credit towards graduation requirements and one student was hired on to continue working at the store for the duration of the summer.

Two other students were signed up for the program; one was going to work for a vet and another at the hospital gift shop, but were ultimately unable to participate.

Throughout this summer, Emilee and I have seen what an invaluable opportunity this has been for these students. They have learned lifelong skills that will aid them in future employment and beyond. Thank you for your support that made this program possible.

Sincerely,

Mary A Davis, MHHS Special Ed Teacher
Emilee Taylor, MHHS Special Ed Para
Aleena Cole, Student
Bryce Anderson, Student
Chris G, Student

Received
JUL 6 2022
Minidoka County
School District Office

Minidoka County School District
Monthly Maintenance Report
July 13, 2022

June - 84 New Requests
351 Work in Progress
60 Complete

July – 6 New Requests
363 Work in Progress
8 Complete

Maintenance Department Updates
Current Projects:

East

1. Asphalt repairs are complete.
2. Front entry sidewalk complete.



West

1. Front entry sidewalk demo is starting.
2. Library carpet is being removed.

Heyburn

1. LED Lighting – bid was awarded.
2. Concrete sidewalks fixed.

Paul

1. Carpet is 50% complete.

Minidoka County School District
Monthly Maintenance Report
July 13, 2022

Minico

1. Concession/Restrooms block, trusses, septic tank and roof are finished. The electrical is 50% complete. Plumbing is 75% complete. Sidewalks are in. Starting on the sheetrock.



2. New doors are all installed and hardware in the Main Building is getting started.
3. Asphalt repairs are complete.
4. Concrete sidewalks fixed.

Acequia

1. Propane tank is installed waiting for the hookup to the school.



2. LED Lighting- bid was awarded.

Work orders that have been completed:

HVAC – Preventative maintenance and working at Minico with the heating and cooling system.

Plumbing –Toilet, sinks and working on sprinkler systems and broken lines.

Grounds – Delivering supplies, spraying weeds and mowing lawns.

**Minidoka County School District
Transportation Report
July, 2022**

We finished summer school on July 8th and are looking forward to getting the 2022-23 school year up and running.

Carrie Martsch, our driver trainer, has been busy working with three people, so we are hopefully to have more join our department!

We have been busy working on and around our building with painting, cleaning and organizing.

We would like to thank the school board and Mr. Ramsey for their continued support.

Coleen Jones

Transportation Supervisor

**Minidoka County School District
Superintendent's Report
July 18, 2022**

June	21	Meet with HR Supervisor – Mrs. Walton Meet with Special Ed Director – Test Scores/Compliance
	22	Propane tank set up at Acequia
	23	Pre-school/8 th grade Mirant Ed graduation at Paul Elementary
	24	Maintenance – Operate loader at Minico
	28	ARTEC Meeting – Zoom
	30	Special Board Meeting – Classified salary schedule
July	6	Bus Bids
	7	Special Board Meeting
	11	Personnel Meeting Agenda Review
	14	Maintenance Meeting
	18	Board Meeting

*Kiwanis Every Tuesday

**Rotary Every Wednesday



BRYSON SALES & SERVICE INC.

1022 W 950 N

Centerville UT 84014

ph. 800.743.9560 ph.801.295.1875 fx. 801.298.4750

July 5, 2022

Board of Trustees
Minidoka Joint School District #331
310 10th Street
Rupert, Idaho 83350

Board of Trustees:

The following is a bid price quotation for a 71 passenger 2024 Type "C" Blue Bird BBCV 3310 school bus body mounted on a 2022 Blue Bird chassis, powered by a FORD 7.3L V8 engine, CARB 2022 emissions certified engine. Our quotation price includes all equipment necessary to meet or exceed Idaho State Minimum Standards for school buses and Federal Standards that are now current and in effect.

Your net cost on the Blue Bird school bus powered by a FORD 7.3L V8 Engine and a FORD 6R140 transmission, F.O.B Rupert, Idaho, is **\$123,497.00** for each complete unit.

Attached please find bid specification, and a list of equipment that is included in our price quotation along with a seat floor plan.

Exception: Batteries are 700 CCA
Front Suspension is 10,000lb spring
Mid-ship heaters include 2- 50,000 btu

Thank you for your consideration. If you have any questions, or if I can be of further help or service, please contact me.

Sincerely,
Bryson Sales & Service, Inc.

Hank Povey

Hank Povey
Sales

Minidoka County School District

Bus Bid Results

July 6, 2022

(3) 71 Passenger Ed Bus		
Bidder	Bid	Comments/Options
Bryson Sales: Centerville Utah	\$ 123,497.00	3 Buses (gas type)

Special Ed Bus/Chassis Combination		
Bidder	Bid	Comments/Options

Recommendation to: Bryson Sales only bid

2022 ISBA RESOLUTION NO.

SALARY BASED APPORTIONMENT FOR CLASSIFIED EMPLOYEES

WHEREAS, the State of Idaho distributes the major portion of public school funding through the “Salary-Based Apportionment” (SBA) formula; and

WHEREAS, the SBA formula includes separate calculations for instructional, administrative, and classified salary and benefit support; and

WHEREAS, the salaries paid by local school districts to attract and retain these important positions are far above what is allocated; and

WHEREAS, the number of classified full-time equivalents (FTE’s) employed by school districts often exceeds the number funded by the SBA formula; and

WHEREAS, districts employ far more professional and technical classified staff, i.e. business and human resource professionals, technology staff, etc. than they did when the SBA formula was first established; and

WHEREAS, it is continually difficult for school districts to hire hard to fill positions such as bus drivers and paraprofessionals for the classroom due to the low wages a school district is currently able to offer because of the SBA formula; and

WHEREAS, districts expend large percentages of operational unit funding and supplemental levy revenues to pay for these classified staff; and

WHEREAS, the salaries paid for professional and technical classified staff far exceed the State’s salary based apportionment for these employees and school districts need to pay these employees competitive wages to recruit and retain qualified individuals;

NOW, THEREFORE BE IT RESOLVED, that the Idaho School Boards Association support changes leading to greater funding for classified employees. This could be addressed with changes to the base salary, adjustments to the unit factor, and/or creating a salary allocation model for highly skilled classified staff—whichever policies bring the classified staff allocation closer in line to the actual salary thresholds necessary to be paid by local school districts and charter schools in order to attract and retain these necessary professionals.

STATEMENT OF PURPOSE

In the years since the State’s salary based apportionment formula was enacted, school districts have made significant changes in how they are run. The number and percentage of classified staff and technology specialists that manage a district’s human resources and technology operations has increased dramatically. The portion of the State formula that funds classified salaries and benefits was designed with custodians and school secretaries and aides in mind. The need for highly skilled human resource specialists as well as professional business managers and technology specialists to manage the complex and technical aspects of a school district has changed the role for these classified positions. Districts now employ more professional business managers, human resource

directors, network administrators, web masters, IT specialists, etc. and other skilled classified staff than ever before. Additionally, many of these professional and technical employees are hired to meet State and Federal mandated requirements, including reporting in the Idaho System for Educational Excellence (ISEE), the State's Longitudinal Data System.

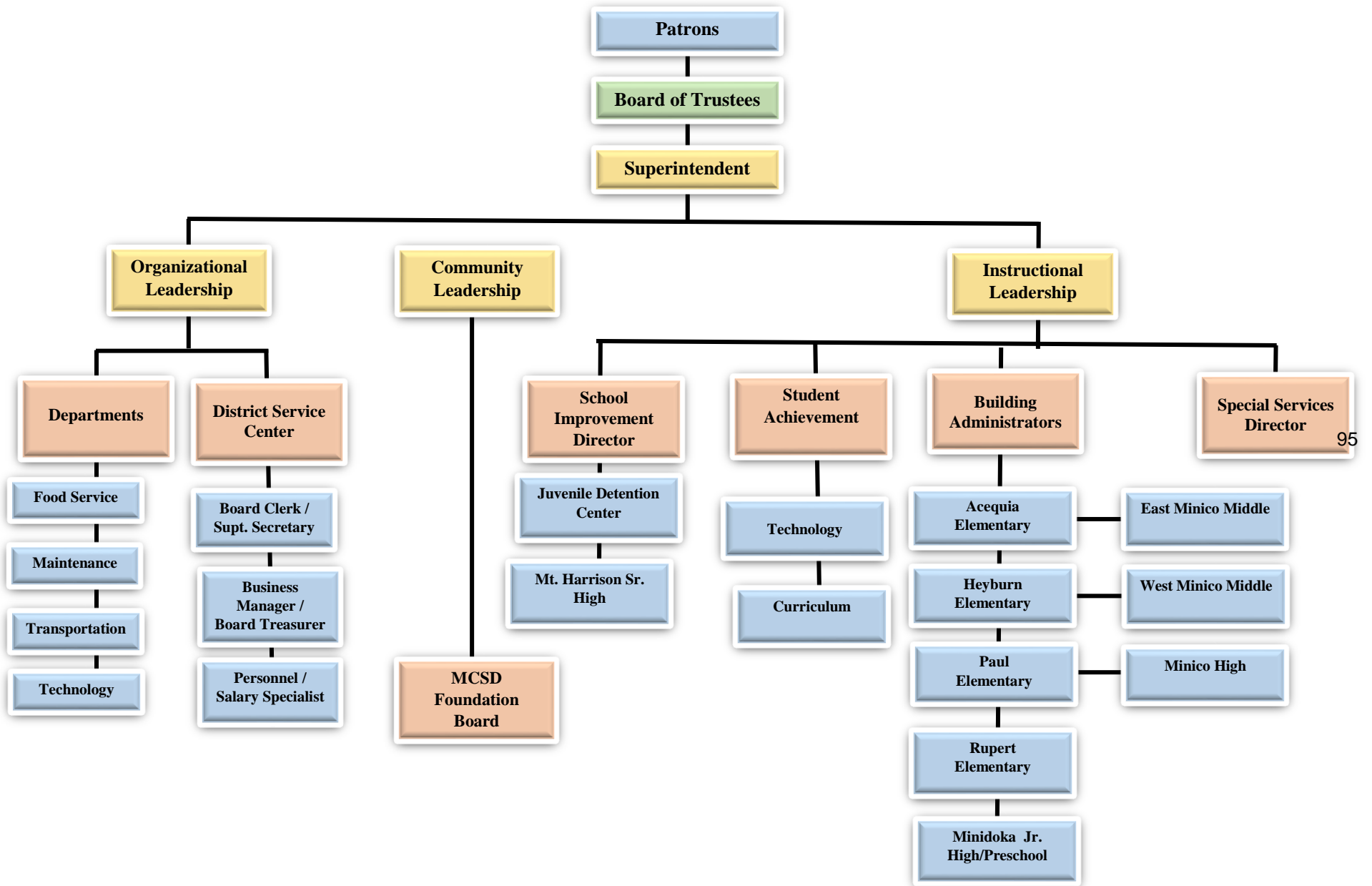
This resolution calls for changes in the SBA formula to better reflect the need to increase the salaries and the number of FTE's funded by the classified portion of the formula.

Submitted by Kuna School District No. 3
Submitted by Twin Falls School District No. 411

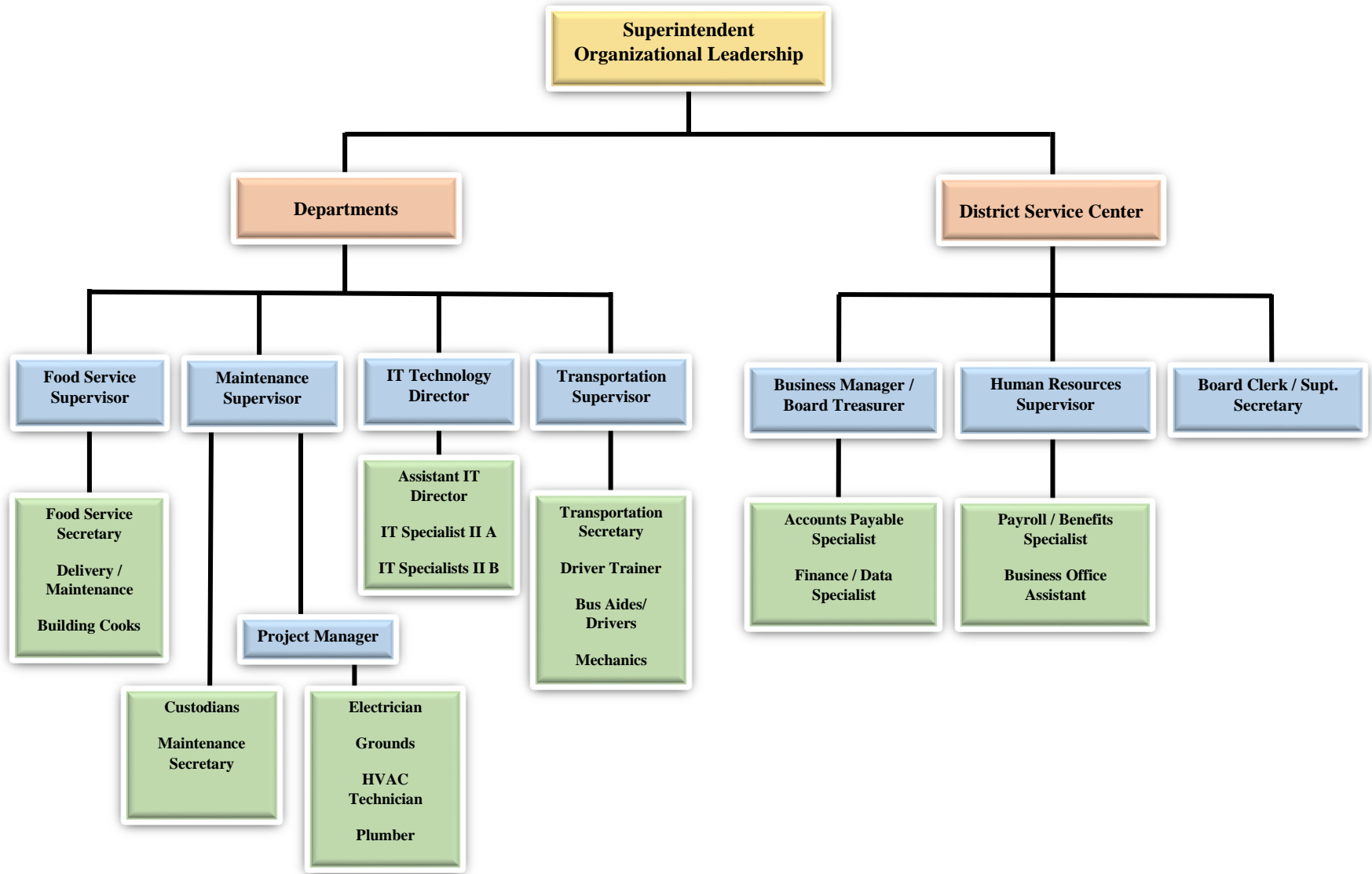
DRAFT

Minidoka County Joint School District #331

District Organizational Plan and Authority Flowchart (Policy 600.00A)



**Minidoka County Joint School District #331
District Organizational Plan and Authority Flowchart (Policy 600.00A)**



IDAHO TRANSPORTATION MANUAL

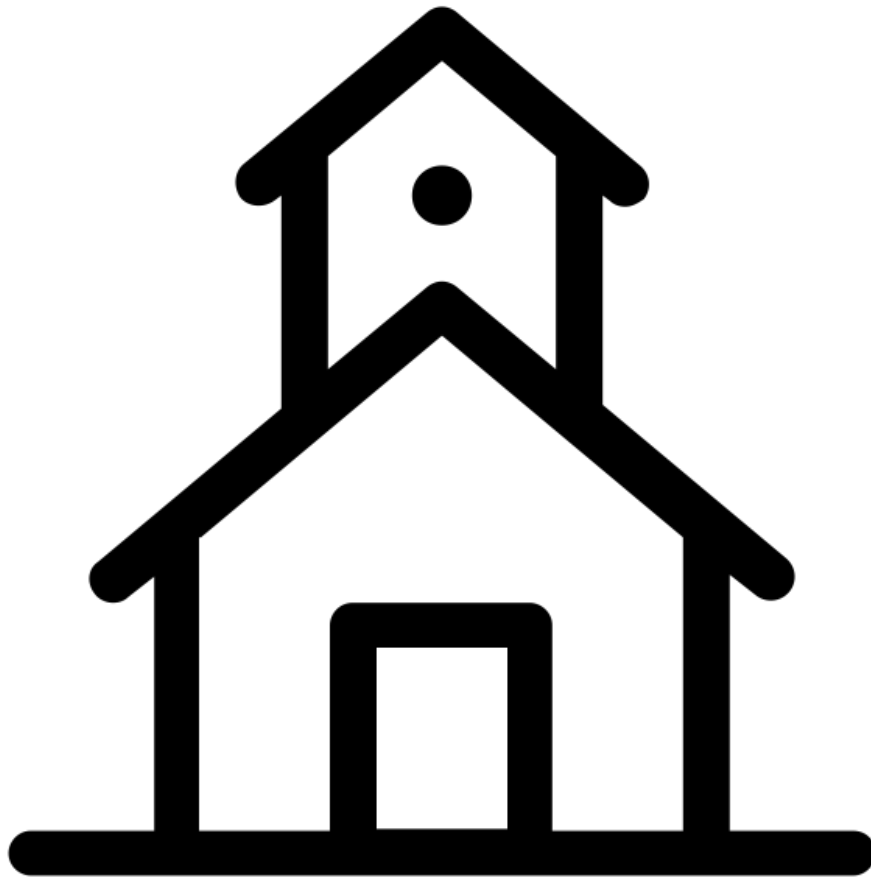
<https://apps.itd.idaho.gov/apps/manuals/manualonline.html>

IDAHO SPECIAL EDUCATION HANDBOOK LINK

<https://www.sde.idaho.gov/sped/sped-manual/>

STUDENT HANDBOOK

2022-2023



ACEQUIA ELEMENTARY SCHOOL

PRINCIPAL: MRS. HEATHER HEPWORTH
360 N 350 E RUPERT, ID 83350
PHONE: 208.436.6985 FAX: 208.436.4359

WELCOME

The staff at Acequia Elementary would like to welcome you to school. Our mission is to work with our staff, students, and community to provide a safe, positive, and challenging environment where students can reach their fullest potential. Students will develop technical skills and achieve academic excellence with clear criteria for success and accountability. Students will be empowered to communicate, compete, and contribute as responsible citizens and valued members of the community. We hold students to high standards of behavior and learning through Love and Logic techniques.

ATTENDANCE/TARDIES

Good attendance at school is an extremely important aspect of each student's education. The Minidoka County Joint School District's attendance policy states that students are expected to be in attendance whenever school is scheduled. Failure to attend denies the student learning opportunities and decreases the effectiveness of the teacher's presentation. Parents are encouraged to call the school and report the absence of their child. With any absence, the student is to complete all assignments as required by the teacher. Excused absences are illnesses that are verified by a physician and reported to the school office by a doctor's note.

After three absences, a letter of concern is sent home to parents who are asked to help improve the attendance problem of their child. If absences continue after this, the absences will be referred to attendance court and may be considered truant. We ask that parents not pick up their children prior to the end of the school day.

Teachers begin instruction at 7:45 a.m. and it is important that all students are present for opening routines, likewise students are dismissed at 2:45 p.m. and need to be present up until school is over. Continual tardies or early pick-ups violate district attendance policies (3 tardies = 1 absence). Please avoid tardies and early-picks ups as it disrupts the learning process for all students.

BIRTHDAY PARTIES

Occasionally students wish to observe his/her birthday at school. Each teacher has his/her own policy concerning this activity. However, there are some general guidelines we all follow:

- Food treats are permissible, but interruption of the school program should be kept to a minimum.
- Food treats need to be individually wrapped and prepared commercially.
- Please avoid red punch or frosting.
- Please do not provide gum.
- Please do not pass out invitations to private birthday parties at school. We do not want to have any student feel left out, so it is more appropriate to do this privately.

- Please do not send balloons to school.

CELL PHONES/ELECTRONIC DEVICES:

Electronic devices must be kept in backpacks, turned off or silenced during the school day. If an electronic device is damaged or lost, it is not the responsibility of the school. Student's may come to the office and use the phone during the day if there is a need.

CONSEQUENCES FOR THE MISUSE OF ELECTRONIC DEVICES:

The student's device will be confiscated by the teacher. A parent or guardian will be expected to pick up the device from the building principal. Repeat offenders will receive a day of in school suspension.

CPT ORGANIZATION (CARING PARENTS AND TEACHERS)

Acequia Elementary School is fortunate to have a wonderful CPT program that helps to bring school and community together. Please be sure to refer to monthly newsletters sent home with the children, and the school website.

The CPT also organizes and assists with other numerous activities throughout the year that support our school. Please contact CPT board members to volunteer your services.

DISCIPLINE

In order to provide a safe learning environment, the staff of Acequia Elementary School believes it is our responsibility to administer a fair and comprehensive discipline policy. The purpose of this policy is to ensure the rights of each student to attend a school with a safe and positive learning environment while also helping students to see that there are consequences for inappropriate behavior. Our goal is to help students learn to become responsible citizens. We encourage parents to maintain regular contact with teachers about concerns so we can work as a team to help their children.

DRESS CODE

Students shall show proper attention to personal cleanliness, neatness, and conservative, appropriate standards of dress and appearance. Student dress and student conduct should not disrupt or distract from the instruction at school. Student dress that is deemed inappropriate by the school staff will be corrected in accordance with district policy. Students should always dress appropriately for weather conditions.

INCLEMENT WEATHER/INSIDE RECESS

Extremely cold weather can be very dangerous. Parents and guardians should be certain that their children are appropriately dressed with gloves, hats, coats, etc. so they can be comfortable both inside and outside. Most days students will be going outside for some period of time either at recess or travelling to/from school. The front office will have a sign indicating inside or outside recess each day. Decisions for outside recess will be based on weather as listed on www.weather.com for Acequia, Idaho.

NO OUTSIDE RECESS:

- If the air temperature or wind chill is 15°F or lower (For example: 25°F but feels like 10°F)

INTERNET POLICY

Acequia Elementary School integrates current technology into classroom learning. Students will complete an Internet permission form, and adhere to the rules of the form. Violation of the internet agreement can result in loss of device privileges or disciplinary action.

LOST AND FOUND

Lost and found items are kept in the gym and accumulate quickly as the year proceeds. It is very helpful if parents will check as soon as items turn up missing. At the end of the year, all items not accounted for will be donated locally.

Children are not to bring items to school such as toys, radios, trading cards and electronic devices that can be broken or lost and lead to classroom disruptions. If brought to school, these items will be kept by the teacher or office until the end of the day.

MEAL CHARGES

Students at the Elementary Schools will be allowed five charges. An alternative meal such as a sandwich will be provided for two additional days. The Food Service staff will send home notices of low and negative balances as well as trying to contact parents. Free and Reduced Applications will be sent home in an envelope with the child. No charging will be allowed the last three weeks of school. Charges that are not collected will be carried over to the next school year.

PARENT DROP-OFF AND PICK-UP:

- Drop-off is from 7:15-7:40 a.m. (on the west side of the building) If you come later than 7:40 and there are NO buses in the bus lane, you may pull in and quickly drop off your child. If there is a bus, you must drop your student off on the west side of the building.
- Please DO NOT PARK your cars in the bus loop during this time. If you need to come into the school, please park in the designated area on the west side of the building.
- Pick-up time is at 2:45 p.m. in front of the school. Please be sure to use the right lane to wait and pull forward. Please DO NOT PARK in the drive through loop. This blocks the flow of traffic. Please do not wave your child to walk through traffic to your vehicle as well.
- When picking-up your child in the bus loop, please use the right hand lane (next to the curb) to wait patiently in line for your student to come to your vehicle. The left lane is for cars to drive away. Please do not block the flow of traffic.

PLAYGROUND RULES AND CONSEQUENCES

The person on duty is in charge and students will cooperate as requested. The duty person will issue warnings and time-outs when necessary, and the student may lose recess privileges.

- 1) Students will use all playground equipment (swings, slides, tires, etc.) correctly.
- 2) Students will not throw rocks, dirt, snowballs or other objects that could hurt others or participate in any action that causes bodily harm or property damage.
- 3) Students must always ask the duty person for permission to leave the playground.
- 4) Students are not to harass, intimidate or provoke others. This includes no foul language or gestures.
- 5) Rough play is not allowed: intentionally pushing, tackling, grabbing, tripping, hitting or kicking others is strictly forbidden.

We want the playground to be a fun place to be and get good exercise and fresh air. We expect students to treat others with respect and play safely.

SOCIAL MEDIA

Acequia Elementary uses multiple platforms of social media to reach all parents and community members of the wonderful happenings in our building. This is used weekly to promote activities in the classroom as well as reminders for upcoming events, etc. If you wish to not have your child appear on social media, please let the office know as soon as possible. *This is different than the District publicity policy.*

Follow along... Facebook: Acequia Elementary School & Instagram: acequia.eagles

SCHOOL CLOSURE

When it becomes necessary to dismiss school because of inclement weather or an emergency, announcements will be made through local radio stations, District automated dialer and/or Remind messages. Online learning will be provided to your child by their teacher if possible.

SCHOOL IMMUNIZATION LAW

The immunizations listed are required of children who are to attend preschool, kindergarten through grade twelve (12) in any Idaho public, private, or parochial school (Idaho Code 39-4801).

Immunizations must be administered in the manner and in accordance with medical standards recognized by the Idaho Board of Medicine and within "Immunization Recommendations" available from the Bureau of Communicable Disease Prevention.

- 5 doses of DPT vaccine (Diphtheria, Pertussis, Tetanus) unless fewer doses are medically recommended;
- 4 or more doses of Polio vaccine, unless fewer doses are medically recommended;
- 2 doses each of MMR (measles/mumps/rubella vaccine, given after one year of age);
- 3 doses of Hepatitis B vaccine for children
- 2 Hepatitis A vaccine
- 2 Varicella (chicken pox) vaccine

Students not in compliance with Idaho Immunization Law will not be permitted to attend school.

SCHOOL MEDICATIONS

The Minidoka County School Board has established that no medication will be given to students (prescription and non-prescription) except in cases where failure to take prescribed medications would jeopardize the child's health. In these cases, the following procedures will be followed:

- A letter from a doctor giving detailed instructions will be provided to the school by the parent/guardian. The letter must be also signed by the parent/guardian.
- The medicine, to be furnished by the parent, shall be plainly labeled with the student's name, the name of the medicine, prescription number, the amount to be given, the time of day to be taken, and the expected duration of treatment. The physician's name must be on the label.
- Students who use Inhalers should either leave them at the office or with their teacher unless due to severity they must carry with them.

SNOW DAY/ONLINE LEARNING GUIDELINES

When MCSD calls a snow day, students will have an online learning day. Students in grade K-5 will take their device home if there is advance warning/notification that a snow day is possible. Students will be provided four hours of instruction/school work each snow day. Please note, the work assigned should be review work or work that is a continuation of what they have been doing in class. The intent for snow days to be online learning days is to continue with student instruction and still meet state requirements for hours.

Attendance - Check In

Elementary - Student attendance will be checked by their teacher, based on student work.

ELEMENTARY K-5 EXPECTATIONS

Teachers will post all assignments for the day no later than 9:30 AM on the snow day.

Teachers will post a reading, math, and writing assignment

Teachers will be available to respond to emails, student questions, etc. from 10:00 AM - 2:00 PM

Teachers will be available to respond to emails, student questions, etc. from 10:00 AM - 2:00 PM

504/IEP MEETINGS

504/IEP Meetings will be held virtually or by phone at the time scheduled

ELL SERVICES

K-8 ELL students have access to Imagine Learning and Imagine Math. We encourage teachers to assign at least 20 minutes of either, or both, to ELLs who may benefit from extra practice.

SPECIAL ACCOMMODATIONS

Any person needing special accommodations to participate in school activities should contact Acequia Elementary by calling 208-436-6985.

TRANSPORTATION

When riding on district buses students are required to adhere to all rules and regulations as stipulated by transportation personnel. Disruptive behavior will not be tolerated and student cooperation is greatly appreciated. Citations will be issued if students are uncooperative with bus

drivers or other school personnel on bus duty or acting as supervisors. Please be very cautious when loading and unloading children from private vehicles and be aware of crosswalks, parking areas, and one-way streets.

VISITORS

The front doors of the school are locked. Please ring the doorbell in the corner of the entryway to notify the secretary of your arrival. The secretary will unlock the door for you. Upon coming into the building, we ask that all visitors sign in at the office and pick up a visitor's badge. If it is your first time checking into the office, please have your drivers license available. To ensure our student's safety, we closely monitor traffic in our building. We do not permit students to bring friends or relatives to spend the day with them in class, as these situations are too disruptive to our educational program. Any person needing special accommodations to participate in school activities are welcome to contact our school at 436-6985.

WEAPONS

The Minidoka County School District has very detailed and strict policies concerning the possession or use of weapons, drugs or alcohol at school. Extensive policies listing appropriate consequences also exist for student behavior concerning harassment, fighting, theft or destruction of property. Parents are encouraged to review these and other policies on the school's website. If parents do not have access to a computer at home, we will gladly assist you at the school.

Thank you for following the guidelines to provide a fun and safe education for all at Acequia Elementary. If you have any questions, please contact the school.

Heather Hepworth

PRINCIPAL, ACEQUIA ELEMENTARY

Si gusta esta información en Español, llame a la escuela a 436-6985.

Heyburn Elementary School

Handbook



Home of the Cougars

Principal, Mrs. Danelle Stutzman
Vice-Principal Mr. Josh Greenwalt

1151 7th St.

Heyburn, ID 83336

Phone: (208) 679-2400

Fax: (208) 679-5877

Heyburn Elementary Handbook

Welcome to Heyburn Elementary! This handbook is provided to you for school information, procedures and policies.

SCHOOL HOURS

Classes begin at 7:45 a.m. The tardy bell rings at 7:50 a.m. Our school day ends at 2:45 p.m. Supervision is provided each morning beginning at 7:30 a.m. **PLEASE DO NOT SEND YOUR CHILD BEFORE 7:30 a.m.** We are not responsible for your child before this time. Students who walk to school should arrive at approximately 7:40 a.m. Ple

SCHOOL DISMISSAL

Our school dismisses at 2:45 p.m. All students will be released at 2:45. **Parent pick-up times are between 2:45 and 3:00 p.m.** It is essential that those walking leave the school grounds as soon as possible. Parents are asked to pick up their student in the designated drop-off/pick-up area at the front of the building by no later than **3:00 p.m.** This is the designated area for parents to park and watch for their student. We ask that parents dropping off and picking up students do so along the edge of the sidewalk. If you are in the drop-off/pick-up lane, **please pull to the end of the drop-off area so that others may park behind you** - we will deliver your child to your car. If you choose to park in our parking area and drop off or pick up your child, you will need to walk them to the sidewalk or from the sidewalk to your car for their safety. **Please do not pick up or drop off students in the bus loading zone or staff parking lot**, as this creates a very unsafe situation.

SCHOOL CLOSURES

When it becomes necessary to dismiss school because of inclement weather or an emergency, announcements will be made through local radio stations and/or the district automatic dialer. If school is closed during the school day, students will be sent home according to the instructions the parents filled out at the time of registration.

KINDERGARTEN

Kindergarten will be all day for our students at Heyburn Elementary.

TRANSPORTATION

As a staff, we are concerned for each of our students and want them to arrive home safely at the appointed time. Therefore, it is very important we are aware of what is happening during bus loading and unloading. A few guidelines need to be understood and followed.

- All students must ride their designated buses unless a written note from the parents is brought to school.
- **Without parental and school permission, no student will be allowed on an alternate bus route, allowed to walk home, or allowed to go home with someone else.**
- Students who ride buses are subject to school discipline. Students who fail to follow bus rules may receive bus tickets and possible disciplinary consequences at the school.
- Buses will load and unload in the back east end of the school.
- When students get off the buses in the morning, they will immediately go to gym for breakfast.
- Parents picking up and dropping off students need to do so in the designated area in the front of building.

Our school's office telephone number is (208) **679-2400**. Please use this number when calling about transportation changes for your student. Students cannot make arrangements during school hours to go to another child's house. This must be done at home. **Written notes from parents must be sent to the school if a child is going to another person's house.** This is a safety precaution for everyone.

If you have questions or concerns regarding bus transportation, please contact the transportation supervisor, Ryan Edwards, at the **bus garage: 436-3311**.

ATTENDANCE

Regular attendance is critical to student success, since missed days are missed opportunities for instruction and learning. With this in mind, the Minidoka County Joint School District's attendance policy states that students are expected to be in attendance at least 90% of the time. That means a student may only miss 1 day of school for every 10 days they are enrolled. The school's goal is to communicate with parents when attendance problems arise. Attendance letters are sent home when a

child has exceeded the 90% attendance rule in accordance with state and district policy. **Continued absences may result in a referral to truancy court.**

TARDIES: Learning activities begin at 7:45 a.m. in the classroom. All students who arrive at school **after 7:55 a.m.** are considered tardy and must check-in at the office. Excessive tardiness may also be **referred to attendance court.** Excessive is defined as more than 6 tardies in a single trimester.

ABSENCES

We ask that parents call the school before 9:00 a.m. the day of an absence or provide a note the following day that explains the absence. Please send all doctor excuses to the office to **officially** excuse the absence. Parents are also encouraged to contact their child's teacher for make-up work.

BIRTHDAY PARTIES

Occasionally students wish to observe their birthdays at school. Each teacher has their own policy concerning this activity. However, there are some general guidelines we all follow:

- Food treats are permissible, but interruption of the school program should be kept to a minimum.
- Food treats need to be individually wrapped and prepared commercially.
- Please do not provide gum.
- Please do not pass out invitations to private birthday parties at school. We do not want to have any student feel left out, so it is more appropriate to do this privately.

CALENDAR

The official school year calendar is available at the school office or on the school and district website at www.minidokaschools.org. All early dismissals, conferences, holidays, vacations, etc. will be listed on this calendar and the district website. We also post details about special events to our school website.

CELL PHONES, ELECTRONICS, TOYS, ETC.

Please do not send students to school with valuable jewelry, large amounts of money, electronic games or toys, trading cards, etc. or other expensive objects. If these items are brought to school, **they may be taken by the teacher for safe keeping and must be signed for and picked up at the office by a parent or guardian.** The school is not responsible for any lost or stolen items. Any object that diverts a student's attention from his/her schoolwork should not be at school.

In order to maintain a secure and orderly learning environment and to promote respect and courtesy regarding the use of electronic communication devices, the district has established policy governing student use of electronic communication devices (ECDs). Heyburn Elementary will follow the district policy for ECDs —Policy #503. Students may not use cell phones during the school day without permission. **If a student uses their personal electronic communication device during school time without permission, it will be taken by staff and turned into the office where it will remain until signed for and picked up by a parent or guardian.** Likewise, if a student misuses an electronic device provided by the school, consequences may include replacement of the device and/or a suspension of privileges.

CONFERENCES

Regular communication with your child's teacher about your child's progress is an important element of student success. We encourage our parents to contact their child's teacher any time there is a question or concern. Formal parent-teacher conferences will be held two times a year and are listed on the district calendar. Parent-teacher conference forms will be sent home with an appointment time prior to the conference. If your schedule conflicts with the assigned appointment time, we will be happy to reschedule the conference for a time that is more convenient so that we can still meet. At each scheduled conference, parents will receive an oral and written report relating to student progress. The written report will not provide traditional A, B, C, D, F grades, but will instead, focus on individual student progress towards mastery of the standards. Please refer to our school website for a more detailed description of the Common Core State Standards and our report card rubric. Please do not hesitate to contact your child's teacher should the need arise for additional conferences at any time during the school year.

DRESS CODE

The Minidoka County School's Standard of Dress Policy (# 507.98) states the following guidelines:

- A. **General:** Clothing should always be clean and in good taste. Clothing including shirts, book bags, backpacks, accessories with messages, writing, graffiti, and/or insignia which advertise, endorse, and/or promote drugs, tobacco, alcohol, profanity,

illegal activities, racially derogatory or "hate group" references, Satanism, death or destruction, violence, shock-rock, sadism, gangs, racial separatism, and sexual innuendo are not permitted at any time.

- B. **Clothing:** Pants are to be worn at the waist. Pants that cannot be held up without a belt are forbidden. Bib type overalls shall be worn in an appropriate, safe, fastened manner. No extremely tight-fitting clothing will be worn. Clothes must conceal undergarments at all times. See through, mesh, and/or fishnet fabrics, halter tops, spaghetti straps, off the shoulder or low-cut tops, bare midriffs, and skirts and shorts shorter than mid-thigh are prohibited. **(The general rule of thumb for shorts and skirts is no higher than 3 inches above the knee.)** Attire which detracts in any way from the educational mission of the schools' instructional program is unacceptable.
- C. **Insignia:** Insignia are unacceptable in any form if they contain words, symbols, messages, styles or gang symbols, logos, emblems which degrade gender, religion, culture, sexual orientation, ethnic values, obscene symbols, signs, and slogans.
- D. **Head Coverings, Bandanas, and Hats:** During school hours, all head coverings are unacceptable for all students and staff with the exception of head coverings for medical purposes or religious observance.
- E. **Accessories:**
 - 1. Belts must be in the belt loops and are not to be hanging from the waist.
 - 2. Accessories having studs or spikes are prohibited. All paraphernalia is prohibited.
 - 3. Chains, including wallets which have a chain attached are prohibited.
 - 4. Jewelry which could inflict bodily harm, be used for drug paraphernalia, or construed as a weapon is prohibited. No jewelry is to be worn that has references to sex, drugs, alcohol, gangs, or any of other insignias, etc. as outlined in sections A and C.
 - 5. Shoes must be worn at all times. No roller blades or skate shoes are allowed at school.
 - 6. Visible body piercing such as face, eyebrows, arms, tongue, hands, and feet, or jewelry that could inflict bodily harm to self or others is prohibited.
 - 7. No gang-related, profane or vulgar language, symbols or insignias, etc. are to be cut into hair or tattooed or cut into skin. All permanent marks must be covered.

EMERGENCY DRILLS

Every precaution is taken to ensure the safety of your child during normal school hours. Periodic fire and other emergency drills are executed to make certain students learn proper safety procedures and adhere to all safety guidelines.

EVACUATION PROCEDURE

In case of an emergency evacuation, all students will be evacuated to a designated building. A reunification plan is in place to ensure students are safely reunited with their families in the event of an emergency. In the event of an emergency, all possible efforts will be made to contact parents to determine further action for the safety of their child.

FEES

Parents are encouraged to pay a \$13 activity fee for their student and kindergarten parents are encouraged to pay an \$8.00 fee. These fees provide for various student activities that enhance the education of every child during the school year. Examples include: assemblies, student recognition awards, graduation ceremonies, field trips and field day activities, etc. Please note: all fees are optional.

FIELD TRIPS/ACTIVITIES

Properly supervised and planned educational field trips and activities are an important part of the instructional program. Please contact the classroom teacher or the office to fill out the necessary forms to volunteer. Any person needing special accommodations to participate in school activities should contact Heyburn Elementary one (1) day prior to the activity at: **1151 7TH St., Heyburn, ID 83336, telephone (208) 679-2400.** Please note: a signed permission form from a parent or guardian is required for all field trips.

FOOD SERVICE

Students have the opportunity to eat a hot lunch and breakfast at the school. They are also welcome to bring a cold lunch from home. Please contact the office or cafeteria for current lunch prices for students and adults. Families may also qualify for free or reduced priced lunches. All families are encouraged to pick up an application at our school office for this service. Parents will be notified by phone and/or in writing when lunch balances are low. Parents may check their child's lunch account balance and pay online for lunches at www.myschoolbucks.com.

Parents are always welcome to have lunch with us at school, please be aware that for the safety of all students parents are not allowed out on the playground. If you would like to come and enjoy lunch with your student, please call the office that morning before 9:00 a.m. so that our cooks can prepare enough food for you. Be sure and check in at the office before going into the cafeteria. **Parents: please do not send sodas or carbonated beverages for your child to drink at lunchtime.** Menus are posted online at www.minidokaschools.org so parents can plan ahead. For more information about school lunch at Heyburn, please refer to our school webpage.

INCLEMENT WEATHER

When the weather becomes extremely cold, we allow students to stay indoors during recess time. As a school staff, we recognize the difference between uncomfortable temperatures and those that present a health hazard to our students. Please prepare your child for the temperatures of an Idaho winter by dressing them properly with a heavy coat, hat, gloves, and boots.

IRI AND ISAT (SBAC) TESTING

As mandated by state law, all students are tested each year. Heyburn Elementary follows state testing requirements. The results of these tests are used to help us help your child improve in any area of weakness. Parents will be notified of the results following each testing period.

LIBRARY/MEDIA CENTER

1. Students may check out two books every week as long as books have been returned.
2. Help students learn to be responsible for their library books by bringing them back on time. If your child is not finished reading a book, they may check the book out again for another week.
3. When your child is absent, he/she needs to return the library book the first day he/she comes back to the library. He/she needs to let the librarian know they have been absent and it is their first day back.
4. **Remember you and your child are responsible for returning books on time and paying for lost or damaged books.** When books have not been returned, students will lose the privilege of checking out books.
5. Please return damaged books to the school for repair. Please do not repair the books at home.
6. Help your child find a place for his/her book which is out of reach of pets or little brothers and sisters.

LOST AND FOUND

Lost and found clothing items are kept in the gym. Please label your child's clothing. Lost items such as glasses, jewelry, keys, toys, etc. are kept in the office. All unclaimed items will be donated to a charitable organization.

MEDICATION

Do not send any medication, including over the counter medications, to school with your child. Medicine cannot be dispensed at school without a completed Medication Authorization Form. For more information, please contact the school.

NEWSLETTER- MEMOS

Communicating with families is a top priority at Heyburn. School newsletters, Monday Memos, and reminders are sent home and posted on our school website throughout the year. Please refer to our school webpage, under your child's grade level and teacher for weekly Monday Memos and additional classroom information. Our webpage contains information that will help keep parents informed of events that are taking place at the school. Monday Memos are also sent home weekly by the teacher. These memos are designed to keep parents up to date concerning what is going on in specific classrooms.

PARENT TEACHER ORGANIZATION (PTO)

Our school is very fortunate to have an active PTO organization. Many parents have been involved in projects that have proven very beneficial to our school. PTO nights are scheduled throughout the year where parents can gain information about the school and see our students perform. We encourage all parents to join and participate in PTO; a great organization that does GREAT things for Heyburn Elementary students. Membership is \$1.

PROCEDURES

One of our goals at Heyburn is to maintain an orderly climate that is conducive to learning. In order to provide that climate, hallway, cafeteria, and assembly procedures have been implemented.

RELEASING STUDENTS FROM SCHOOL

We assume responsibility for your child's well being during the school hours. Please come to the office to sign your child out of school so that we are aware that your student will be leaving. The office will send for your child by using the intercom system.

This precaution is taken solely for the protection of your child. **We must have permission from parents to release their student to another person.** Any person you would like to come and get your child any time during the school day must check them out at the office.

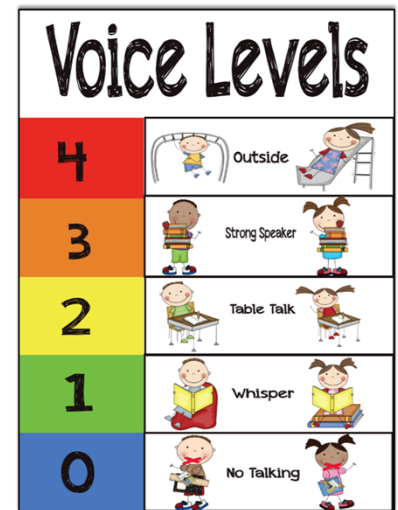
SCHOOLWIDE BEHAVIOR EXPECTATIONS AT HEYBURN

The staff at Heyburn believes it is our responsibility to administer a fair and comprehensive schoolwide behavior program. We utilize a progressive discipline program that is designed to be preventative and change behaviors at the lowest level possible. There are three types of behavior defined below: minor, major, and severe. Schoolwide behavior expectations are explained in the chart "Heyburn Elementary School - Behavior Expectation Matrix" below. These are the expectations for all students, kindergarten through fifth grade. You will notice across the bottom of the chart are acceptable voice levels that students will be asked to use throughout the school. The voice level chart here is posted throughout the school as a gentle reminder to students. In the event that a student's behavior falls within the major and severe categories below, possible consequences for student misbehavior may include time outs, missing recesses/activities, in-school detention, out-of-school suspension, etc. When behavior is this significant parents will be notified by written notice or telephone as outlined below.

MINOR Behaviors are those behaviors that occur occasionally. These behaviors do not significantly interfere with the learning of others. These are behaviors that can be resolved by the teacher with re-teaching and classroom consequences. Corrections of these behaviors do not require more than 3 consequences or re-teaching opportunities. Parents are not normally notified of these behaviors as they are typical elementary behaviors, such as speaking out of turn or not following directions.

MAJOR Behaviors are those behaviors that can be classified as chronic minor behaviors, or that **moderately** interfere with the learning and safety of others. These behaviors have not been resolved through classroom consequences and re-teaching. Major behaviors interrupt the learning of others and may compromise safety. Major behaviors require a written office discipline referral (formerly known as a citation) and parent notification by the teacher.

SEVERE Behaviors are those major behaviors that are chronic, severely interrupt the learning atmosphere, or **significantly** compromise the safety of others. It also includes blatant defiance and/or disrespectful behaviors. Severe behaviors require immediate office referral, parent notification by administration, and may or may not involve law enforcement. These behaviors include such things as fighting, on-going bullying, theft, possession of weapons, drugs or alcohol and are subject to the penalties set by school board policy. They require that the school take action to protect the learning, health, and safety of other students. School board policy is available at the district web-site: www.minidokaschools.org



Heyburn works diligently to foster and teach kindness to all students. Kids say and do unkind things, however our focus is to prevent those behaviors by teaching student's appropriate behaviors and responses. Bullying is defined by State law as follows:

No student shall intentionally commit, or conspire to commit, an act of harassment, intimidation or bullying against another student. "Harassment, intimidation or bullying" means any intentional gesture, or any intentional written, verbal or physical act or threat by a student that: A reasonable person under the circumstances should know will have the effect of:

1. Harming a student; or
2. Damaging a student's property; or
3. Placing a student in reasonable fear of harm to his or her person; or
4. Placing a student in reasonable fear of damage to his or her property; or
5. Is sufficiently severe, persistent or pervasive that creates an intimidating, threatening or abusive educational environment for a student.

An act of harassment, intimidation or bullying may also be committed through the use of a land line, car phone or wireless telephone or through the use of data or computer software that is accessed through a computer, computer system, or computer network.

Heyburn Elementary School- Behavior Expectation Matrix

	School Wide	Classroom	Bathroom	Hallway	Playground	Lunch Room	Bus & Bus Loading Area
Be Ready	-be to school on time and ready to learn -dress appropriately	-be on time -have appropriate materials -be ready to work	-use the bathroom quickly and quietly	-hands to self -quiet walking feet -looking forward	-dress for the weather -line up immediately when the bell rings	-keep hands to self -face forward in the line	-go directly to bus line -sit in your bus line 2 by 2
Be Respectful	-keep hands, feet, objects, and hurtful words to self -be kind and courteous to students, staff, and visitors -follow all safety rules -to our building and equipment	-be courteous of others -be considerate of others' personal property and space	-put paper towels in trash can -be mindful of others' privacy -use soap, toilet paper, and paper towels appropriately	-stay on the right side of the hall -hold doors for others	-take turns -follow game rules -include others -be a good sport -apologize for mistakes -keep hands, feet, objects, and hurtful words to self	-use manners -pick up trash and dump your own tray -eat your own food -eat main dish or drink all your milk	-walk to and from busses -follow teacher and driver instructions
Be Responsible	-keep clean -keep correct voice level -be responsible for personal belongings	-complete all assignments -do your personal best -follow directions -stay focused on learning	-flush when finished -use closest student bathroom -report serious problems to your teacher -wash hands and return promptly	-go directly to your destination -have permission from staff to be in the hallway	-use equipment appropriately -play in designated areas -immediately and accurately report problems to an adult	-clean up after yourself -sit where directed until dismissed -always walk in the lunchroom	-follow bus rules to and from school -wait to load bus until directed by a teacher or driver -allow bus number sign to be visible by all
Appropriate Voice Level	-as directed by teacher	-as directed by teacher	-Level 0	-Level 0	-Level 4	-Level 1 (in line) -Level 2 (at tables)	-Level 2

SCHOOL-WIDE PROGRAMS

Heyburn Elementary School is a Schoolwide Title I school. This means that we continue to develop and act on plans developed with all stakeholders for using federal funds to support schoolwide improvement efforts. Curricular programs are based on effective school research and the Idaho Common Core Standards. Several areas of school improvement will continue to be focused on as a complete school team effort,

1. Improving student achievement in reading, math, and writing
2. Parent and community involvement
3. Student Achievement and Recognition

These are supplemented with support programs.

SPECIAL SERVICES

TITLE I - our Title I staff provide extra help to students in the areas of math and reading. This is done in the classrooms, as well as in small groups or individually. The objective is to help build necessary skills that will enable the student to work at grade level. Building motivation and interest are important elements of the Title I program.

ENGLISH LANGUAGE LEARNER - all students who have a language other than English spoken in the home are tested for English proficiency. If a student is not fluent in English, additional services are provided by the school in small groups to help students acquire English proficiency.

RESOURCE ROOM - the Idaho State Department of Education and our school district recognize that all children must have the opportunity to receive an educational program which is appropriate for their abilities, needs, and talents. The state and local district also recognize that children may require special programs and services that are supplemental to, or different from, regular classroom instructions. These services are provided at Heyburn Elementary by qualified staff.

SPECIAL ACCOMMODATIONS - We are always happy to have visitors come into our school and participate in our educational programs. If at any time special accommodations are needed for individuals with disabilities, please contact the office so that we may arrange for those accommodations.

SPIRIT DAY

Spirit Days are days that our students will be asked to wear red and white to help build school spirit. Heyburn Elementary School spirit shirts have been made available by our PTO for all those who would like to purchase one. These shirts will help us celebrate Spirit Day. Students without shirts are encouraged to participate by wearing red and white.

TELEPHONE

All staff members have a phone placed in their classroom for the purpose of improving communication with parents. Whenever you need to leave a message you can call the school and your call will be transferred. Please know that during instruction, teachers are not likely to answer the phone. Likewise, the administrators have a number of responsibilities outside of the office and therefore may not be able to answer your calls when you call. If an immediate response is needed, please ask the secretary for an appointment. Staff members will check their voice mail periodically and return calls promptly. You are encouraged to use this phone system to leave a message with the teacher on concerns regarding your student. Teachers can also be contacted through their email. Email addresses are on our school website at: www.minidokaschools.org

WITHDRAWING STUDENTS

If your child must leave Heyburn to transfer to another school, please notify the office or your child's teacher in advance. This will allow time to complete the check-out procedures and ensure a smooth transition for your child at their next school. Please take care to see that all school books and other property have been returned.

VISITORS / VOLUNTEERS

All visitors and volunteers must check in at the office. Volunteer Application must be completed and approved prior to volunteers being in the building or chaperoning on a field trip. We appreciate very much the many parents who come into our school to visit and/or volunteer their time to help out. We are very grateful for the many hours of service that have been given. When volunteers come to the school, we ask them to please come to the office first, sign in, and obtain an identification badge. Please call the school if you are able to volunteer in any way. We need volunteer participation. Please contact the classroom teacher or the office to fill out the necessary forms to volunteer.

If parents wish to observe a teacher, arrangements must be made with the building administrator in advance. The administrator will be happy to join the parent(s) during the observation.

Creating a successful learning experience for every child is our top priority. Please help us to fulfill our mission by:

1. **Sending your child to school regularly** - *missed days are missed opportunities and we look forward to having your child in school every day.*
2. **Regularly communicating with your child's teacher about their progress** - *waiting until the next scheduled PTC may cause unneeded frustration for both you and your child.*

3. **Being actively involved in your child's education** - *being actively involved can be as simple as ensuring your child comes to school regularly and does their homework each day. While we certainly welcome and appreciate volunteers, we recognize that some of our parents have other obligations that may prohibit them from being a volunteer at the school. Instilling in your child the importance of doing the work of learning demonstrates to them that you care about education and the work your child is doing.*



Parent/Student Signature Page

Parents, please initial that you have reviewed with your child and understand our handbook and behavior expectations. A parent and student signature is required. Please return this page signed to your child's teacher.

Parent/Padre _____ Date/ Fecha: _____

Student/Estudiante _____ Date/Fecha: _____

I have read and understand the student handbook for Heyburn Elementary. (He leído y entiendo el handbook de estudiantes para Heyburn Elementary.)

I have read and understand the behavior expectations for Heyburn Elementary. (He leído y entiendo las expectativa de comportamiento a Heyburn Elementary.)

Additional Parent Information:

Parent Name: _____

Parent Email Address: _____

Parent or Guardian Daytime Phone: _____

Again, welcome to Heyburn Elementary, we look forward to working with you and your child!



Student/Parent Handbook 2022-2023



Welcome TO PAUL ELEMENTARY

Principal: Ellen Austin
Assistant Principal - Josh Greenwalt
201 1st Street W Paul, Idaho 83347
(208) 438-2211

Student/Parent Handbook

WELCOME TO PAUL ELEMENTARY SCHOOL

Home of the Panthers!

(208) 438-2211

School Business Hours 7:30 am - 4:00 pm

The staff at Paul Elementary would like to welcome you to school. Our mission is to work with our staff, students, and community to provide a safe, positive, and challenging environment where students can reach their fullest potential. Students will develop technical skills and achieve academic excellence with clear criteria for success and accountability. Students will be empowered to communicate, compete, and contribute as responsible citizens and valued members of the community.

GENERAL INFORMATION

Arrive	Buses	7:20 am	Release	2:45 pm
	First bell	7:45 am		
	Second bell	7:50 am		
	Announcements	8:00 am		

TITLE ONE SCHOOL

Paul Elementary is designated a **Title I** school. That means that the Elementary and Secondary Education Act, as amended (ESEA) provides financial assistance to schools with high numbers or high percentages of children from low-income families to help ensure that all children meet challenging state academic standards.

SCHOOL PROCEDURES

SCHOOL SAFETY & SECURITY

Periodically, our school receives a safety audit by the School Safety & Security Analyst. We have made a few changes to help keep your students as safe as possible. As in the past, parents are to report to the office to check in and sign students out. Due to Intruder Awareness, visitors will be asked to remain in the office and the child will be called to the office as needed. If the parent has a specific reason to visit a classroom such as an invitation for a student presentation or pre-arranged conference, he or she will follow the procedure for a visitor and be issued a badge. **We ask that all visitors sign in at the office and pick up a visitor's tag. To ensure our student's safety, we closely monitor traffic in the building.** We do not permit students to bring friends or relatives to spend the day with them in class, these situations are too disruptive to our educational program. Any person needing special accommodations to participate in school activities are welcome to contact Paul School one (1) day prior to the activity at 438-2211.

ATTENDANCE

Good attendance at school is an extremely important aspect of each student's education. The Minidoka County Joint School District's attendance policy states that students are expected to be in attendance whenever school is scheduled at least 90% of the time.. Failure to attend denies the student learning opportunities and decreases the effectiveness of the teacher's presentation. Excused absences are illnesses that are verified by parents or a physician and reported to the school office by note or phone call. Pre-excused absences need to be approved by the principal and/or teacher. Unexcused absences are absences that are not approved as described above.

Parents are encouraged to call (208-438-2211) no later than 9:00 a.m. the day of the absence or provide a note the following day to explain the student's absence. Without a phone call or note, the absence may be considered unexcused. If a pre-excused absence has been approved, all schoolwork shall be completed prior to the absence, or at the teacher's discretion. With any excused absence from a Dr., the student is to complete all assignments as required by the teacher and will be permitted two days make-up for each day of absence. Continual unexcused absences may be considered as truancies.

*Students not meeting the 90% attendance requirements set by the district may be denied advancement and will be referred to Attendance Court. **We ask that parents not pick up their children prior to the end of the school day as this causes missed instruction and disruption for the classroom teacher.***

REQUEST FOR EARLY DISMISSAL

Requests for early dismissal must be made in writing by the child's parent or legal guardian. We ask you to use these times sparingly, as the class work often cannot be duplicated. Dismissal will be from the school office. Only those who are pre-approved to pick up the child from the school and show proper identification will be allowed to sign that child out of school. The early dismissal sign-out log is located in the school office.

TARDY

It is important for students to be in class on time. The morning bell will be 7:40 am and teachers begin instruction at 7:45am. It is important that all students are present for opening routines. 3 instances of being late, counts as an absence according to district policy. Continual tardiness violates district attendance policies and will be referred to Attendance Court.

AUTOMOBILE DROP OFF / PICK UP DIRECTIONS

If you choose to drive your child to/from school, it is important that you follow the drop-off and pick up procedures. Once you have pulled up to the designated "Drop Off" area, then your student(s) should exit or enter the car. **Please do not have your child cross between the cars that are on the road.** If you would like to park and walk your child to the school, please park in the designated areas and walk your child to the front entrance using care as cars will be moving in the drop off lanes.

TRANSPORTATION

When riding on district buses students are required to adhere to all rules and regulations as stipulated by transportation personnel. Disruptive behavior will not be tolerated and student cooperation is greatly appreciated. Citations will be issued if students are uncooperative with bus drivers or other school personnel on bus duty or acting as supervisors. Bus drivers require written permission for students to ride buses that are not the students' assigned bus.

Please be very cautious when loading and unloading children from private vehicles and be aware of crosswalks, parking areas, and one-way driveways.

CHANGE OF ADDRESS/TELEPHONE NUMBERS

Parents should notify the school office in writing of any change in home or work addresses and phone numbers, as well as cell phone numbers. This information is vital for emergency contacts. Before the start of the school year, parents and guardians will be able to update demographic and contact information.

CLASSROOM INTERRUPTIONS

When a student forgets lunch, homework, musical instruments, etc. and parents bring these items to school, it can create a disruption to the educational process. On the occasion a forgotten item needs to be brought to school, the following procedures have been developed to avoid unnecessary classroom disruptions. All contact with students and teachers must be made through the main office, and those items should be left at the office for the child to pick up.

Only emergency telephone messages will be delivered. If you must change a student's after school arrangement, please send a written notice signed by the parent or guardian to the school office. If the school does not receive this notice, the child will follow the regular routine.

FEES

An optional \$13.00 activity fee is charged at registration for each student. This fee provides for various student activities and field trips that occur during the school year and individual earbuds for iPads. Activities include numerous assemblies, recognition awards and field trips. Third grade students are invited to pay \$4.00 (optional) to purchase a recorder for music. Supply lists are available from the office. Kindergarten has an optional fee for supplies.

CITIZENSHIP EXPECTATIONS

LEARNING ENVIRONMENT

In order to provide a safe learning environment, the staff of Paul Elementary School believes it is our responsibility to administer a fair and comprehensive discipline policy. The purpose of this policy is to ensure the rights of each student to attend a school with a safe and positive learning environment while also helping students to see that there are consequences for inappropriate behavior. Our goal is to help students learn to become responsible citizens.

Teachers are responsible for maintaining classroom discipline. Every attempt is made to resolve problems with students with positive interactions and recommendations for improvement. Classroom refocus papers are used to help student's correct inappropriate behavior. Citations are issued when serious discipline problems arise. Citations are issued to inform the student and the parent that this behavior will not be tolerated. When a citation is issued, the student will bring home a copy for the parent to sign and return it to the classroom teacher. Citation forms are available at the school office for parent review if desired.

We encourage parents to maintain regular contact with teachers about concerns so we can work as a team to help their children.

TECHNOLOGY AND INTERNET POLICY

Paul Elementary School integrates current technology into classroom learning. Students must complete an Internet permission form agreeing to follow District technology policy. Technology users are expected to follow guidelines outlined in the District's Acceptable Use Policy. These guidelines include internet use as well as rules of network etiquette, social media guidelines, and copyright ethics when involving software utilizations. Any user who does not comply with the policy rules will receive remediation on technology use and possibly lose technology privileges for a period of time under the discretion of the administrator. Repeated or severe infractions of the policies may result in termination technology privileges permanently.

IPADS

Students in K-5 will be using iPads during the school day. The purpose is to provide current tools and resources to the 21st century learner. To maximize the students' full potential, prepare them for post-secondary education and the workplace. iPad use by students is subject to the district Acceptable Use policy. This policy can be found on the district website under Board Policies 360.00 Electronic Services for Students.

PERSONAL CELL PHONES

If a student needs to have a cell phone it needs to be kept in his or her backpack. If the student is using the cell phone during school or recess time, the following consequences will apply:

1st offense – warning

2nd offense – citation and phone call to parents

3rd offense – citation and phone will be sent to the office for parents to pick up.

For more information, please review the district policy 362.00 P - Student Use of Personal Electronic Device Procedure.

PERSONAL ITEMS AND MONEY

Students are not allowed to bring large amounts of money, expensive equipment (electronic games, tablets, trading cards, cell phones, etc.), or jewelry to school. Students are not allowed to buy or sell items to or from other students in school, or on the school grounds. **The school cannot accept responsibility for loss or damage to any items brought to school.**

PLAYGROUND RULES AND CONSEQUENCES

The person on duty is in charge and students will cooperate as requested. The duty person may issue time-outs, warnings or citations if necessary.

- Students will use all playground equipment (swings, slides, tires, etc.) correctly.
- Students will not throw rocks, dirt, snowballs or other objects that could hurt others or participate in any action that causes bodily harm or property damage.
- Students must always ask the duty person for permission to leave the playground.
- Students are not to harass, intimidate or provoke others. This includes no foul language or gestures.
- Rough play is not allowed: intentionally pushing, grabbing, tackling, tripping, hitting or kicking others is strictly forbidden.

DRESS CODE

Students shall be required to show proper attention to personal cleanliness, neatness, and conservative, appropriate standards of dress and appearance. Student dress and student conduct should not disrupt or distract from the instruction at school. Make-up is not allowed at school. Student dress that is deemed inappropriate by the school staff will be corrected **in accordance with district policy**. Pants/slacks are to be worn at the waist. Belts are not required, but if worn, must be in belt loops and are not to hang down. Bib type overalls/coveralls shall be worn in an appropriate, safe, and fastened manner. No extremely tight-fitting clothing will be worn. Clothes must conceal undergarments at all times. Clothing which is unduly revealing or attire which detracts in any way from the educational mission of the school's instructional program, is unacceptable. Skirts and shorts should be fingertip length or mid-thigh (determined by the building principal) and leggings or tight jeans can only be worn under garments that meet this length criterion. Holes in jeans must also be below the above length or have other garments beneath the holes.

***Students should always dress appropriately for weather conditions and label coats and jackets.**

BULLYING

Bullying creates an imbalance of power which creates fear and intimidation.

Not all misbehaving is an act of bullying. Repeated behaviors such as teasing, name-calling, taunting, or fighting that have received other discipline consequences such as a citation but still do not deter the aggressor, move into the category of bullying. At this level of discipline, a parent meeting will be called with a discussion about school suspensions and depending on the severity, the Resource Officer may be contacted.

WEAPONS

The Minidoka County School District has very detailed and strict policies concerning the possession or use of weapons, drugs or alcohol at school. Extensive policies listing appropriate consequences also exist for student behavior concerning harassment, fighting, theft or destruction of property. Parents are encouraged to review these and other policies on the district's homepage at www.sd331.k12.id.us. If parents do not have access to a computer at home we will gladly assist you at the school.

HEALTH & SAFETY

SCHOOL IMMUNIZATION LAW

The immunizations listed are required of children who are to attend preschool, kindergarten through grade twelve (12) in any Idaho public, private, or parochial school (Idaho Code 39-4801). Immunizations must be administered in the manner and in accordance with medical standards recognized by the Idaho Board of Medicine and within "Immunization Recommendations" available from the Bureau of Communicable Disease Prevention.

- 5 or more doses of DPT vaccine (Diphtheria, Pertussis, Tetanus) unless fewer doses are medically recommended;
- 4 or more doses of Polio vaccine, unless fewer doses are medically recommended;
- Two dose each of MMR (measles/mumps/rubella vaccine, given after one year of age);
- 3 doses of Hepatitis B; 2 doses of Hepatitis A
- 2 Varicella.

Students not in compliance with Idaho Immunization Law will not be permitted to attend school.

GENERAL RULES FOR ALL ILLNESS

Please observe your child carefully each day before sending him/her to school. Do not send your child if there are any signs of illness or infection. For example, a temperature elevation above 100 degrees, a cold with symptoms that include the following: sore throat, ear ache, persistent coughing, red eyes, nausea, and **never** if the child vomited during the night or upon rising. **Students must be fever free and vomit free for 24 hours prior to returning to school.**

COMMUNICABLE DISEASES

Our school has a commitment to keep students and staff as healthy as possible. We will continue to monitor our area and make the best possible choices regarding the education as well as the health and safety of the people in our building.

Minidoka School District Nurses give us new and updated information from the Idaho South Central Public Health and CDC regarding the current health situation of our community. Please be patient as plans may change depending on the need and health wellbeing of the students and staff.

LICE

Students and adults are not permitted to attend school if they have head lice or head lice eggs (nits). An individual that is found to have head lice or head lice eggs will be sent home. Individuals will be required to treat their head and clothing appropriately as determined by their doctor or school nurse. Appropriate medication must be used in order to kill the lice and eggs. Individuals may return to school when they no longer have any head lice or head lice eggs.

SCHOOL MEDICATIONS

The Minidoka County School Board has established that no medication will be given to students (prescription and non-prescription) except in cases where failure to take prescribed medications would jeopardize the child's health. In these cases, the following procedures will be followed:

- A letter from a doctor giving detailed instructions will be provided to the school by the parent/guardian. The letter must be also signed by the parent/guardian.
- The medicine, to be furnished by the parent, shall be plainly labeled with the student's name, the name of the medicine, prescription number, the amount to be given, the time of day to be taken, and the expected duration of treatment. The physician's name must be on the label.
- Students who use Inhalers should either leave them at the office or with their teacher unless due to severity they must carry them.

HEALTH ROOM

A room is available by the office for students that are ill or injured during the school day. Students must report to their classroom teacher and receive permission to come to the Health Room. If necessary, parents will be contacted to take children home who are too ill to return to the classroom. Students must be sent home that have untreated conditions such as pink eye or ringworm. **It is very important that parents be sure that accurate emergency information is on file at the school office.**

FIRE AND SAFETY DRILLS

Fire and safety drills are held periodically throughout the year. These drills are specifically designed to teach students the appropriate behavior in a disaster or dangerous situation. The children are given instructions as to proper procedures for each condition.

EMERGENCY SCHOOL CLOSURES

When a very cold day or snow day comes, please watch for notifications by Remind, listen to local radio stations, and check the school website to find out if school will be in session or not.

SCHOOLWIDE INFORMATION

CURRICULUM

The curriculum taught at Paul Elementary is based on the district adopted curriculum which is aligned to state standards. Strong emphasis is placed on individual reading and mathematics. The curriculum promotes strong academic and technical skills. We encourage parents to become active participants by monitoring homework, communicating with classroom teachers, and ensuring good attendance for your students. Together, we can ensure a positive and rewarding learning experience.

ASSESSMENTS REQUIRED BY THE STATE OF IDAHO

Kindergarten through grade 3 - Idaho Reading Indicator (IRI) in Reading

Grades 3 through 5 - Performance and Comprehensive assessments in Idaho State Achievement Test (ISAT) in English Language Arts and Math

Grade 5 - Idaho Science Assessment (ISAT Science)

Kindergarten through grade 5 - Limited English Proficient students only: Assessing Comprehension and Communication in English test (ACCESS)

RECESS

Students in grades Kindergarten through 5th grade participate in recess activities. Recess periods are supervised each day. Appropriate dress is expected. **A child well enough to attend school can participate in fresh air activities.** Students will be excused from outdoor recess subsequent to an illness upon written request of a parent. In excess of three day, a physician's statement is required as to the nature of the student's issue, the time period during which the student is excused, and the specific kind of activity to be avoided. These requests must be in writing. **Please note that children will be outside in cold snowy weather; please have them dress accordingly.**

HOMEWORK

Homework may be assigned to help students practice skills taught during the day and develop good study habits. In addition to assigned work, students in grades 1 through 5th are encouraged to read 20 minutes each night. **If your child is absent for several days, we encourage you to call the office and arrange to have homework ready to pick up after school.**

PARENT TEACHER ORGANIZATION

Paul Elementary School is fortunate to have a wonderful PTO organization that helps to bring school and community together. Please contact us if you would like to volunteer on the PTO.

VOLUNTEERS

We appreciate all the parents and family members that volunteer to assist classroom teachers. *We strongly support volunteerism in our school and encourage everyone to spend some time helping in a classroom.*

Please contact the classroom teacher or the office to fill out the necessary forms to volunteer.

The PTO also organizes and assists with numerous activities throughout the year that support our school.

Please contact PTO board members to volunteer your services.

BREAKFAST AND LUNCH

Currently, we do not charge breakfast and lunch due to special funding. When the normal budget returns and students are required to pay for meals, students at the elementary schools will be allowed five charges. An alternative meal such as peanut butter sandwich will be provided for two additional days. The Food Service staff will send home notices of low and negative balances as well as trying to call parents. Free and Reduced Applications will be sent home in an envelope with the child.

*** No charging will be allowed the last three weeks of school. Charges that are not collected will be carried over to the next school year.**

BIRTHDAY PARTIES

On the last Friday of each month, classrooms celebrate all student birthdays for that month. (Please wait to celebrate your child's birthdays until this day). If you wish to help provide treats, please contact your child's teacher. Just a reminder, **all food must be individually wrapped and prepared commercially.**

***Please do not send balloons to school. They are not allowed on the bus.**

LOST AND FOUND

Lost and found items accumulate quickly as the year proceeds. It is very helpful if parents will check at the office as soon as items turn up missing. All unclaimed items will be donated to a charitable organization.

COLD WEATHER OR SNOW DAYS

When the weather becomes extremely cold or wet, we allow students to stay indoors during recess time. As a school staff, we recognize the difference between "uncomfortable" temperatures and those that present a health hazard to our students. We have found that when students are able to go outside during recess time, the fresh air and change of environment gives them a break that helps them feel renewed when they come back in. Please prepare your child for the temperatures of an Idaho winter by dressing them properly with a heavy coat, gloves, hat and boots.

Follow Us on Facebook and Instagram!



Paul Elementary



paulpanthers331

Minidoka Communication Plan for Parents

The Minidoka Communication Plan outlines the steps to be taken to communicate information with parents/guardians before, during, and after an incident.

BEFORE AN INCIDENT

Communicating with the school community begins before an incident occurs. In the event of an incident, parents/guardians, media, and first responders will require clear and concise messaging from the Minidoka County School District about the incident, what is being done about it, and the safety status of the children and staff.

Before an incident occurs, Minidoka County School District will:

- ✓ Develop a relationship with parents/guardians so that they trust and know how to access alerts and incident information.
- ✓ Inform parents/guardians about the school's Emergency Response Plan, its purpose, and its objectives. Information will be included in registration packets (typically the student handbook) and posted to the school and district websites.
- ✓ Be prepared with translation services for non-English speaking families and students with limited English proficiency.

DURING AN INCIDENT

The School District will communicate with parents during an incident by:

- ✓ Disseminating information via *text messages, radio announcements, emails, Remind and Facebook* to inform parents about exactly what is known to have happened.
- ✓ Implement a plan to manage phone calls and parents who arrive at school. Describing how the school and school district are handling the situation.

The principal will notify the district office and designate a staff member to monitor all communication.

RUMOR CONTROL

The School District and/or principal will:

- ✓ Designate and brief personnel answering calls to help control misinformation.
- ✓ Conduct briefing for community representatives directly associated with the school.

AFTER AN INCIDENT

After the safety and status of staff and students have been assured, and emergency conditions have abated following an incident, the Minidoka County School District will collect and disseminate accurate information to help facilitate the recovery process.

The School District will:

- ✓ Schedule an open question and answer meeting for parents and guardians as soon as possible.
- ✓ Conduct public meetings as needed to provide the community with the opportunity to ask questions and receive accurate information.
- ✓ Provide information regarding possible reactions of their children and ways to talk with them.
- ✓ Provide a phone number, website address, or recorded hotline where families can receive updated incident information; informing families and students when and where school will resume.
- ✓ Establish an agreement with mental health organizations to provide counseling to students and their families after an incident.
- ✓ Educate students, and parents on available crisis counseling services.
- ✓ Develop alternative teaching methods for students unable to return immediately to classes
- ✓ Create a plan for conducting classes when facilities are damaged

Get stakeholder input on prevention and mitigation measures that can be incorporated into short-term and long-term recovery plans.

Acknowledgement of Student/Parent Handbook

(All students and parents or legal guardians should return this acknowledgment form within 15 days of enrollment at the school.)

Family Acknowledgement

My signature acknowledges that I have received a copy of Paul Elementary Student/Parent Handbook.

I understand that my child and I are responsible for reviewing the handbook and becoming familiar with the school policies and expectations set forth in the handbook. I understand that my child will be held accountable for his or her behavior and may be subject to disciplinary action or other ramification if he or she violates any policy or agreement set forth in the handbook.

Date _____

Parent Signature (or legal guardian)

Manual para padres y estudiantes 2022-2023



Welcome TO PAUL ELEMENTARY

Directora: Ellen Austin
Subdirector - Josh Greenwalt
201 1st Street W Paul, Idaho 83347
(208) 438-2211

Manual para padres y estudiantes

BIENVENIDOS A LA ESCUELA PRIMARIA PAUL;

Hogar de los Panthers!

(208) 438-2211

Horas de oficina de la escuela 7:30 am - 4:00 pm

El personal de la Primaria Paul le da la bienvenida a la escuela. Nuestra misión es trabajar con nuestro personal, estudiantes y comunidad para proporcionar un entorno seguro, positivo y desafiante donde los estudiantes puedan alcanzar su máximo potencial. Los estudiantes desarrollarán habilidades técnicas y alcanzarán la excelencia académica con criterios claros de éxito y responsabilidad. Los estudiantes estarán capacitados para comunicarse, competir y contribuir como ciudadanos responsables y miembros valiosos de la comunidad.

INFORMACIÓN GENERAL

Lanzamiento	2:45 pm
-------------	---------

Llegar	Autobuses	7:20 am
	Primera campana	7:45 am
	Segunda campana	7:50 am
	Anuncios	8:00 am

ESCUELA de TÍTULO UNO

Primaria Paul está designada como una escuela **Título I**. Eso significa que la Ley de Educación Primaria y Secundaria, según enmendada (ESEA) proporciona asistencia financiera a las escuelas con un alto número o un alto porcentaje de niños de familias de bajos ingresos para ayudar a garantizar que todos los niños cumplan con los exigentes estándares académicos estatales.

PROCEDIMIENTOS ESCOLARES

SEGURIDAD Y SEGURIDAD ESCOLAR

Periódicamente, nuestra escuela recibe una auditoría de seguridad por parte del Analista de seguridad y protección escolar. Hemos realizado algunos cambios para ayudar a mantener a sus estudiantes lo más seguros posible. Como en el pasado, los padres deben presentarse en la oficina para registrar la entrada y la salida de los estudiantes. Debido a la conciencia de intrusos, se les pedirá a los visitantes que permanezcan en la oficina y se llamará al niño a la oficina según sea necesario. Si el padre tiene una razón específica para visitar un salón de clases, como una invitación para una presentación estudiantil o una conferencia preestablecida, seguirá el procedimiento para un visitante y se le entregará una credencial. **Pedimos que todos los visitantes se registren en la oficina y recojan una etiqueta de visitante. Para garantizar la seguridad de nuestros estudiantes, monitoreamos de cerca el tráfico en el edificio.** No permitimos que los estudiantes traigan amigos o familiares para pasar el día con ellos en clase, estas situaciones son demasiado perjudiciales para nuestro programa educativo. Cualquier persona que necesite adaptaciones especiales para participar en las actividades escolares puede comunicarse con Paul School un (1) día antes de la actividad al 438-2211.

ASISTENCIA

La buena asistencia a la escuela es un aspecto extremadamente importante de la educación de cada estudiante. La política de asistencia del Distrito Escolar Conjunto del Condado de Minidoka establece que se espera que los estudiantes asistan siempre que la escuela esté programada al menos el 90% del tiempo. No asistir niega las oportunidades de aprendizaje del estudiante y disminuye la efectividad de la presentación del maestro. Las ausencias justificadas son enfermedades que son verificadas por los padres o un médico y reportadas a la oficina de la escuela por nota o llamada telefónica. Las ausencias pre-justificadas deben ser aprobadas por el director y / o el maestro. Las ausencias injustificadas son ausencias que no están aprobadas como se describe arriba.

Se anima a los padres a llamar al (208-438-2211) a más tardar a las 9:00 am el día de la ausencia o proporcionar una nota al día siguiente para explicar la ausencia del estudiante. Sin una llamada telefónica o una nota, la ausencia puede considerarse injustificada. Si se ha aprobado una ausencia con excusa previa, todo el trabajo escolar se completará antes de la ausencia, oa discreción del maestro. Con cualquier ausencia justificada de un Dr., el estudiante debe completar todas las tareas según lo requiera el maestro y se le permitirán dos días de recuperación por cada día de ausencia. Las ausencias continuas sin excusa se pueden considerar faltas injustificadas.

*A los estudiantes que no cumplan con los requisitos de asistencia del 90% establecidos por el distrito se les puede negar el avance y serán remitidos al Tribunal de Asistencia. **Les pedimos a los padres que no recojan a sus hijos antes del final del día escolar, ya que esto causa la falta de instrucción y la interrupción del maestro del salón de clases.***

SOLICITUD DE SALIDA TEMPRANA

Las solicitudes de salida anticipada deben ser hechas por escrito por el padre o tutor legal del niño. Le pedimos que utilice este tiempo con moderación, ya que el trabajo de clase a menudo no se puede duplicar. La salida será de la oficina de la escuela. Solo aquellos que estén pre aprobados para recoger al niño de la escuela y muestren la identificación adecuada podrán firmar al niño fuera de la escuela. El registro de salida temprano se encuentra en la oficina de la escuela.

LLEGADAS TARDE

Es importante que los estudiantes lleguen a clase a tiempo. La campana de la mañana sonará a las 7:40 am y los maestros comenzarán la instrucción a las 7:45 am. Es importante que todos los estudiantes estén presentes para iniciar las rutinas. 3 casos de llegar tarde, cuenta como una ausencia.

Las tardanzas continuas violan las políticas de asistencia del distrito y serán referidas al Tribunal de Asistencia.

DIRECCIONES PARA DEJAR / RECOGER EN AUTOMÓVIL

Si decide llevar a su hijo a/desde la escuela, es importante que siga los procedimientos para dejar y recoger a su hijo. Una vez que se haya detenido en el área designada para "Dejar", entonces su (s) estudiante (s) deben salir o entrar al automóvil. **Por favor, no permita que su hijo cruce entre los autos que están en la carretera.** Si desea estacionar y caminar a su hijo a la escuela, estacione en las áreas designadas y lleve a su hijo a la entrada principal con cuidado, ya que los automóviles se moverán en los carriles de entrega.

TRANSPORTE

Al viajar en los autobuses del distrito, los estudiantes deben cumplir con todas las reglas y regulaciones estipuladas por el personal de transporte. No se tolerará el comportamiento perturbador y se agradece enormemente la cooperación de los estudiantes. Se emitirán citaciones si los estudiantes no cooperan con los conductores de autobús u otro personal escolar en servicio de autobús o actuando como supervisores. Los conductores de autobuses requieren un permiso por escrito para que los estudiantes viajen en autobuses que no son los autobuses asignados a los estudiantes.

Tenga mucho cuidado al cargar y descargar niños de vehículos privados y tenga en cuenta los cruces de peatones, las áreas de estacionamiento y los caminos de entrada de un solo sentido.

CAMBIO DE DIRECCIÓN / NÚMEROS DE TELÉFONO

Los padres deben notificar a la oficina de la escuela por escrito sobre cualquier cambio en las direcciones y números de teléfono de la casa o el trabajo, así como los números de teléfono celular. Esta información es vital para los contactos de emergencia. Antes del comienzo del año escolar, los padres y tutores podrán actualizar la información demográfica y de contacto.

INTERRUPCIONES EN EL SALÓN DE CLASES

Cuando un estudiante olvida el almuerzo, la tarea, los instrumentos musicales, etc. y los padres traen estos artículos a la escuela, puede crear una interrupción en el proceso educativo. En caso de que sea necesario traer un artículo olvidado a la escuela, se han desarrollado los siguientes procedimientos para evitar interrupciones innecesarias en el aula.

Todo contacto con los estudiantes y maestros debe hacerse a través de la oficina principal, y esos artículos deben dejarse en la oficina para que el niño los recoja.

Solo se entregarán mensajes telefónicos de emergencia. Si debe cambiar los arreglos para después de la escuela de un estudiante, envíe un aviso por escrito firmado por el padre o tutor a la oficina de la escuela. Si la escuela no recibe este aviso, el niño seguirá la rutina regular.

TARIFA

Se cobra una tarifa de actividad opcional de \$13.00 al momento de la inscripción para cada estudiante. Esta tarifa provee para diversas actividades estudiantiles y excursiones que ocurren durante el año escolar y audifonos individuales para iPads. Las actividades incluyen numerosas asambleas, premios de reconocimiento y excursiones. Se invita a los estudiantes de tercer grado a pagar \$4.00 (opcional) para comprar una grabadora de música.

Las listas de suministros están disponibles en la oficina. El jardín de infantes tiene una tarifa opcional para los suministros.

EXPECTATIVAS DE CIUDADANÍA

AMBIENTE DE APRENDIZAJE

Con el fin de proporcionar un ambiente de aprendizaje seguro, el personal de la Escuela Primaria Paul cree que es nuestra responsabilidad administrar una política de disciplina justa y completa. El propósito de esta política es asegurar los derechos de cada estudiante de asistir a una escuela con un ambiente de aprendizaje seguro y positivo mientras también ayuda a los estudiantes a ver que hay consecuencias por comportamiento inapropiado. Nuestro objetivo es ayudar a los estudiantes a aprender a convertirse en ciudadanos responsables.

Los maestros son responsables de mantener la disciplina en el aula. Se hace todo lo posible para resolver los problemas con los estudiantes con interacciones positivas y recomendaciones para mejorar. Los papeles de reenfoque en el aula se utilizan para ayudar al estudiante a corregir el comportamiento inapropiado. Las citaciones se emiten cuando surgen problemas disciplinarios graves. Se emiten citaciones para informar al estudiante y al padre que este comportamiento no será tolerado. Cuando se emite una citación, el estudiante traerá a casa una copia para que los padres la firmen y la devuelvan al maestro de la clase. Los formularios de citación están disponibles en la oficina de la escuela para que los padres los revisen si así lo desean.

Alentamos a los padres a que mantengan un contacto regular con los maestros acerca de sus inquietudes para que podamos trabajar en equipo para ayudar a sus hijos.

POLÍTICA DE TECNOLOGÍA E INTERNET

La Escuela Primaria Paul integra la tecnología actual en el aprendizaje en el aula. Los estudiantes deben completar un formulario de permiso de Internet aceptando seguir la política de tecnología del Distrito. Se espera que los usuarios de tecnología sigan las pautas descritas en la Política de uso aceptable del Distrito. Estas pautas incluyen el uso de Internet, así como las reglas de etiqueta de la red, las pautas de las redes sociales y la ética de los derechos de autor cuando se trata de usos de software. Cualquier usuario que no cumpla con las reglas de la política recibirá una reparación por el uso de la tecnología y posiblemente perderá los privilegios de la tecnología por un período de tiempo a discreción del administrador. Las infracciones repetidas o graves de las políticas pueden resultar en privilegios de tecnología de terminación de forma permanente.

IPADS

Los estudiantes de K-5 usarán iPads durante el día escolar. El propósito es proporcionar herramientas y recursos actuales al alumno del siglo XXI. Para maximizar el potencial de los estudiantes, prepárelos para la educación postsecundaria y el lugar de trabajo. El uso del iPad por parte de los estudiantes está sujeto a la política de uso aceptable del distrito. Esta política se puede encontrar en el sitio web del distrito bajo las Políticas de la Junta 360.00 Servicios electrónicos para estudiantes. **TELÉFONOS**

CELULARES PERSONALES

Si un estudiante necesita tener un teléfono celular, debe guardarlo en su mochila. Si el estudiante está usando el teléfono celular durante la escuela o el tiempo de recreo, se aplicarán las siguientes consecuencias:

1^{ra} ofensa - advertencia

2^{da} ofensa- citación y llamada telefónica a los padres

3^{ra} ofensa - citación y teléfono será enviado a la oficina para los padres recoger.

Para obtener más información, consulte la política del distrito 362.00 P - Procedimiento de uso de dispositivos electrónicos personales por parte de los estudiantes.

ARTÍCULOS PERSONALES Y DINERO

A los estudiantes no se les permite traer grandes cantidades de dinero, equipos costosos (juegos electrónicos, tabletas, tarjetas de intercambio, teléfonos celulares, etc.) o joyas a la escuela. No se permite que los estudiantes compren o vendan artículos a otros estudiantes en la escuela o en los terrenos de la escuela. **La escuela no puede aceptar la responsabilidad por la pérdida o daño de cualquier artículo traído a la escuela.**

REGLAS Y CONSECUENCIAS DEL PATIO DE JUEGOS

La persona de turno está a cargo y los estudiantes cooperarán según se solicite. La persona de servicio puede emitir tiempos muertos, advertencias o citaciones si es necesario.

- Los estudiantes usarán todo el equipo del patio de recreo (columpios, toboganes, llantas, etc.) correctamente.
- Los estudiantes no arrojarán piedras, tierra, bolas de nieve u otros objetos que puedan lastimar a otros o participar en cualquier acción que cause daño corporal o daño a la propiedad. ● Los estudiantes siempre deben pedir permiso a la persona responsable para salir del patio de recreo. ● Los estudiantes no deben acosar, intimidar o provocar a otros. Esto no incluye lenguaje o gestos obscenos.
- No se permite el juego brusco: está estrictamente prohibido empujar, agarrar, taclear, tropezar, golpear o patear a otros intencionalmente.

6

CÓDIGO DE VESTIMENTA

Se requerirá que los estudiantes muestren la debida atención a la limpieza personal, pulcritud y estándares conservadores y apropiados de vestimenta y apariencia. La vestimenta y la conducta de los estudiantes no deben interrumpir o distraer la instrucción en la escuela. No se permite el maquillaje en la escuela. La vestimenta de los estudiantes que el personal de la escuela considere inapropiada será corregida **de acuerdo con la política del distrito**. Los pantalones / pantalones se deben usar en la cintura. No se requieren cinturones, pero si se usan, deben estar en las presillas y no deben colgarse. Se prohíben los pantalones que no se puedan sujetar sin cinturón. Los

overoles / overoles tipo babero se deben usar de una manera apropiada, segura y abrochada. No se usará ropa extremadamente ajustada. La ropa debe ocultar la ropa interior en todo momento. La ropa que sea excesivamente reveladora o que desvíe de alguna manera la misión educativa del programa de instrucción de la escuela, es inaceptable. Las faldas y pantalones cortos deben llegar hasta la punta de los dedos o hasta la mitad del muslo (determinado por el director de la escuela) y las mallas o jeans ajustados solo se pueden usar debajo de las prendas que cumplen con este criterio de longitud. Los agujeros en los jeans también deben estar por debajo de la longitud anterior o tener otras prendas debajo de los agujeros.

*** Los estudiantes siempre deben vestirse apropiadamente para las condiciones climáticas y etiquetar abrigos y chaquetas.**

ACOSO

El acoso crea un desequilibrio de poder que crea miedo e intimidación.

No todo mal comportamiento es un acto de intimidación. Los comportamientos repetidos como burlas, insultos, burlas o peleas que han recibido otras consecuencias disciplinarias, como una citación, pero que aún no disuaden al agresor, pasan a la categoría de intimidación. En este nivel de disciplina, se convocará una reunión de padres con una discusión sobre las suspensiones escolares y, dependiendo de la gravedad, se puede contactar al Oficial de Recursos.

ARMAS

El Distrito Escolar del Condado de Minidoka tiene políticas muy detalladas y estrictas con respecto a la posesión o uso de armas, drogas o alcohol en la escuela. También existen amplias políticas que enumeran las consecuencias apropiadas para el comportamiento de los estudiantes en relación con el acoso, las peleas, el robo o la destrucción de la propiedad. Se anima a los padres a revisar estas y otras políticas en la página principal del distrito en www.sd331.k12.id.us. Si los padres no tienen acceso a una computadora en casa, con gusto los ayudaremos en la escuela.

SALUD Y SEGURIDAD

LEY DE VACUNAS ESCOLARES

Las vacunas enumeradas se requieren para los niños que deben asistir a preescolar, jardín de infantes hasta el grado doce (12) en cualquier escuela pública, privada o parroquial de Idaho (Código de Idaho 39-4801). Las vacunas deben administrarse de la manera y de acuerdo con los estándares médicos reconocidos por la Junta de Medicina de Idaho y dentro de las "Recomendaciones de inmunización" disponibles en la Oficina de Prevención de Enfermedades Transmisibles.

- 5 o más dosis de la vacuna DPT (difteria, tos ferina, tétanos) a menos que se recomienden menos dosis por motivos médicos;
- 4 o más dosis de la vacuna contra la poliomielitis, a menos que se recomienden médicamente menos dosis;
- Dos dosis cada una de MMR (vacuna contra el sarampión / paperas / rubéola, administrada después de un año de edad);
- 3 dosis de Hepatitis B; 2 dosis de Hepatitis A
- 2. Varicela.

Los estudiantes que no cumplan con la Ley de Inmunización de Idaho no podrán asistir a la escuela.

REGLAS GENERALES PARA TODAS LAS ENFERMEDADES

Por favor observe a su hijo con atención todos los días antes de enviarlo a la escuela. No envíe a su hijo si hay signos de enfermedad o infección. Por ejemplo, una temperatura elevada por encima de los 100 grados, un resfriado con síntomas que incluyen los siguientes: dolor de garganta, dolor de oído, tos persistente, ojos rojos, náuseas y **nunca** si el niño vomitó durante la noche o al levantarse. **Los estudiantes deben estar libres de fiebre y vómitos durante 24 horas antes de regresar a la escuela.**

ENFERMEDADES CONTAGIOSAS

Nuestra escuela tiene el compromiso de mantener a los estudiantes y al personal lo más saludables posible. Continuaremos monitoreando nuestra área y tomando las mejores decisiones posibles con respecto a la educación, así como la salud y seguridad de las personas en nuestro edificio. Las enfermeras del distrito escolar de Minidoka nos brindan información nueva y actualizada del Departamento de Salud Pública de Idaho South Central y los CDC con respecto a la situación de salud actual de nuestra comunidad. Tenga paciencia ya que los planes pueden cambiar dependiendo de la necesidad y el bienestar de la salud de los estudiantes y el personal.

PIOJOS

No se permite que los estudiantes y adultos asistan a la escuela si tienen piojos o huevos de piojos (liendres). Un individuo que tenga piojos o huevos de piojos será enviado a casa. Se requerirá que las personas se traten la cabeza y la ropa de manera adecuada según lo determine su médico o enfermera de la escuela. Se debe usar la medicación adecuada para matar los piojos y los huevos. Las personas pueden regresar a la escuela cuando ya no tengan piojos o huevos de piojos.

MEDICAMENTOS ESCOLARES

La Junta Escolar del Condado de Minidoka ha establecido que no se les dará ningún medicamento a los estudiantes (con receta y sin receta) excepto en los casos en que no tomar los medicamentos recetados ponga en peligro la salud del niño. En estos casos, se seguirán los siguientes procedimientos:

- El padre / tutor proporcionará a la escuela una carta de un médico con instrucciones detalladas. La carta también debe estar firmada por el padre / tutor.
- El medicamento, que será proporcionado por los padres, deberá estar claramente etiquetado con el nombre del estudiante, el nombre del medicamento, el número de prescripción, la cantidad que se administrará, la hora del día en que se tomará y la duración esperada del tratamiento. El nombre del médico debe estar en la etiqueta.
- Los estudiantes que usen inhaladores deben dejarlos en la oficina o con su maestro a menos que debido a la severidad deban cargarlos.

SALA DE SALUD

Hay un salón disponible en la oficina para los estudiantes que están enfermos o lesionados durante el día escolar. Los estudiantes deben reportarse a su maestro de salón y recibir permiso para venir a la Sala de Salud. Si es necesario, se contactará a los padres para que lleven a los niños a casa que estén demasiado enfermos para regresar al salón de clases. Los estudiantes deben ser enviados a casa que tengan afecciones no tratadas, como conjuntivitis o tiña. **Es muy importante que los padres se aseguren de que la oficina de la escuela tenga archivada la información de emergencia correcta.**

SIMULACROS DE INCENDIO Y SEGURIDAD

Los simulacros de seguridad y de incendio se llevan a cabo periódicamente durante todo el año. Estos simulacros están diseñados específicamente para enseñar a los estudiantes el comportamiento apropiado en un desastre o situación peligrosa. Los niños reciben instrucciones sobre los procedimientos adecuados para cada afección.

CIERRES ESCOLARES DE EMERGENCIA

Cuando llegue un día muy frío o con nieve, por favor esté atento a las notificaciones de Remind, escuche las estaciones de radio locales y consulte el sitio web de la escuela para averiguar si la escuela estará en sesión o no.

INFORMACIÓN ESCOLAR

PLAN DE ESTUDIOS

El plan de estudios que se enseña en la Primaria Paul se basa en el plan de estudios adoptado por el distrito que está alineado con los estándares estatales. Se pone un gran énfasis en la lectura y las matemáticas individuales. El plan de estudios promueve sólidas habilidades académicas y técnicas. Alentamos a los padres a que se conviertan en participantes activos monitoreando la tarea, comunicándose con los maestros del salón y asegurando una buena asistencia para sus estudiantes. Juntos, podemos garantizar una experiencia de aprendizaje positiva y gratificante.

EVALUACIONES REQUERIDAS POR EL ESTADO DE IDAHO

Kinder a 3er grado - Indicador de lectura de Idaho (IRI) en lectura

Grados 3 a 5 - Desempeño y evaluaciones integrales en la Prueba de rendimiento del estado de Idaho (ISAT) en artes del lenguaje inglés y matemáticas

Grado 5 - Evaluación de ciencias de Idaho (Ciencias ISAT)

Kinder a quinto grado - Solo estudiantes con dominio limitado del inglés: Evaluación de la comprensión y comunicación en la prueba de inglés (ACCESS)

RECREO

Los estudiantes de kinder a quinto grado participan en actividades de recreo. Los períodos de recreo se supervisan todos los días. Se espera vestimenta apropiada. **Un niño lo suficientemente bien para asistir a la escuela puede participar en actividades al aire libre.** Los estudiantes serán excusados del recreo al aire libre después de una enfermedad si los padres lo solicitan por escrito. En exceso de tres días, se requiere una declaración del médico sobre la naturaleza del problema del estudiante, el período de tiempo durante el cual el estudiante está excusado y el tipo específico de actividad que se debe evitar. Estas solicitudes deben hacerse por escrito. **Tenga en cuenta que los niños estarán al aire libre en un clima frío y nevado; por favor haga que se vistan en consecuencia.**

TAREAS

Se pueden asignar tareas para ayudar a los estudiantes a practicar las habilidades enseñadas durante el día y desarrollar buenos hábitos de estudio. Además del trabajo asignado, los estudiantes de los grados 1 a 5° se les anima a leer 20 minutos cada noche. **Si su hijo está ausente por varios días, le recomendamos que llame a la oficina y haga arreglos para tener la tarea lista para recoger después de la escuela.**

ORGANIZACIÓN DE PADRES Y MAESTROS

La Escuela Primaria Paul es afortunada de tener una maravillosa organización de PTO que ayuda a unir la escuela y la comunidad. Por favor contáctenos si le gustaría ser voluntario en el PTO.

VOLUNTARIOS

Agradecemos a todos los padres y miembros de la familia que se ofrecen como voluntarios para ayudar a los maestros del salón de clases. *Apoyamos firmemente el voluntariado en nuestra escuela y animamos a todos a que dediquen un tiempo a ayudar en el aula.*

Comuníquese con el maestro del salón de clases o con la oficina para completar los formularios necesarios para ser voluntario.

El PTO también organiza y ayuda con numerosas actividades durante el año que apoyan a nuestra escuela. **Comuníquese con los miembros de la junta de la PTO para ofrecer sus servicios.**

DESAYUNO Y ALMUERZO

Actualmente, no cobramos desayuno y almuerzo debido a fondos especiales. Cuando regrese el presupuesto normal y se requiera que los estudiantes paguen las comidas, a los estudiantes de las escuelas primarias se les permitirán cinco cargos. Se proporcionará una comida alternativa, como un sándwich de mantequilla de maní, durante dos días adicionales. El personal del Servicio de Alimentos enviará a casa avisos de saldos bajos y negativos y tratará de llamar a los padres. Las solicitudes gratuitas o reducidas se enviarán a casa en un sobre con el niño.

*** No se permitirá ningún cargo durante las últimas tres semanas de clases. Los cargos que no se recauden se transferirán al próximo año escolar.**

FIESTAS DE CUMPLEAÑOS

El último viernes de cada mes, los salones de clases celebran todos los cumpleaños de los estudiantes de ese mes. (Espere hasta este día para celebrar los cumpleaños de su hijo). Si desea ayudar a proporcionar golosinas, comuníquese con el maestro de su hijo. Solo un recordatorio, **todos los alimentos deben involucrarse individualmente y prepararse comercialmente.**

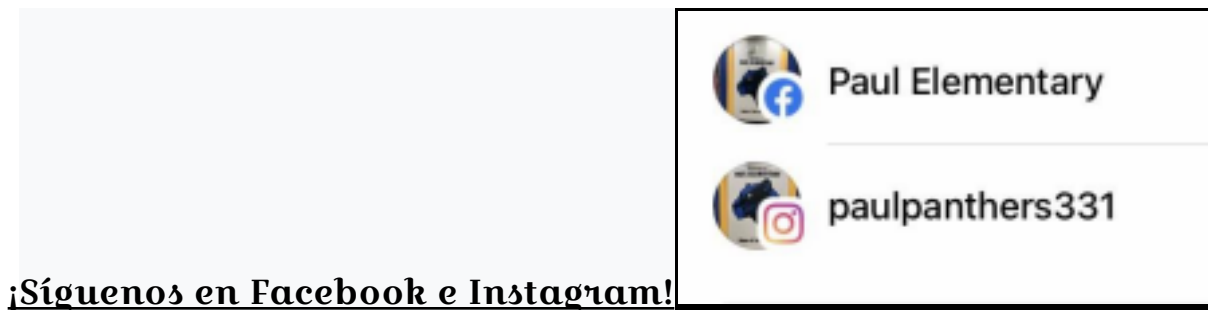
*** Por favor no envíe globos a la escuela. No se les permite subir al autobús.**

PERDIDOS Y ENCONTRADOS

Los artículos perdidos y encontrados se acumulan rápidamente a medida que avanza el año. Es muy útil que los padres revisen en la oficina tan pronto como falten artículos. Todos los artículos no reclamados serán donados a una organización benéfica.

DÍAS DE TIEMPO FRÍO O NIEVE

Cuando el clima se vuelve extremadamente frío o húmedo, permitimos que los estudiantes se queden adentro durante el recreo. Como personal escolar, reconocemos la diferencia entre las temperaturas "incómodas" y las que presentan un peligro para la salud de nuestros estudiantes. Hemos descubierto que cuando los estudiantes pueden salir durante el recreo, el aire fresco y el cambio de ambiente les da un descanso que los ayuda a sentirse renovados cuando regresan. Por favor prepare a su hijo para las temperaturas del invierno en Idaho vistiéndolo adecuadamente con un abrigo grueso, guantes, gorro y botas.



¡Síguenos en Facebook e Instagram!

Plan de comunicación de Minidoka para padres

El Plan de comunicación de Minidoka describe los pasos a seguir para comunicar información a los padres/tutores antes, durante y después de un incidente.

ANTES DE UN INCIDENTE

La comunicación con la comunidad escolar comienza antes de que ocurra un incidente. En el caso de un incidente, los padres/tutores, los medios de comunicación y los socorristas requerirán mensajes claros y concisos del Distrito Escolar del Condado de Minidoka sobre el incidente, lo que se está haciendo al respecto y el estado de seguridad de los niños y el personal.

Antes de que ocurra un incidente, el Distrito Escolar del Condado de Minidoka:

- ✓ Desarrollará una relación con los padres/tutores para que confíen y sepan cómo acceder a alertas e información sobre incidentes.
- ✓ Informar a los padres/tutores sobre el Plan de Respuesta a Emergencias de la escuela, su propósito y sus objetivos. La información se incluirá en los paquetes de registro (generalmente el manual del estudiante) y se publicará en los sitios web de la escuela y el distrito.
- ✓ Esté preparado con servicios de traducción para familias que no hablan inglés y estudiantes con dominio limitado del inglés.

DURANTE UN INCIDENTE

El Distrito Escolar se comunicará con los padres durante un incidente:

- ✓ Difundiendo información a través de *mensajes de texto, anuncios de radio, correos electrónicos, Remind y Facebook* para informar a los padres exactamente lo que se sabe que sucedió.
- ✓ Implemente un plan para administrar las llamadas telefónicas y los padres que llegan a la escuela. Describir cómo la escuela y el distrito escolar están manejando la situación.

El director notificará a la oficina del distrito y designará a un miembro del personal para monitorear toda la comunicación.

CONTROL DE RUMOR

El distrito escolar y/o el director:

- ✓ Designará e informará al personal que responda las llamadas para ayudar a controlar la información errónea.
- ✓ Llevar a cabo sesiones informativas para los representantes de la comunidad directamente asociados con la escuela.

DESPUÉS DE UN INCIDENTE

Después de que se haya asegurado la seguridad y el estado del personal y los estudiantes, y las condiciones de emergencia hayan disminuido después de un incidente, el Distrito Escolar del Condado de Minidoka recopilará y difundirá información precisa para ayudar a facilitar el proceso de recuperación.

El Distrito Escolar:

- ✓ Programará una reunión abierta de preguntas y respuestas para los padres y tutores lo antes posible.
- ✓ Llevar a cabo reuniones públicas según sea necesario para brindarle a la comunidad la oportunidad de hacer preguntas y recibir información precisa.
- ✓ Proporcionar información sobre las posibles reacciones de sus hijos y formas de hablar con ellos.
- ✓ Proporcionar un número de teléfono, dirección de sitio web o línea directa registrada donde las familias puedan recibir información actualizada sobre incidentes; informar a las familias y a los estudiantes cuándo y dónde se reanudarán las clases.
- ✓ Establecer un acuerdo con organizaciones de salud mental para brindar asesoramiento a los estudiantes y sus familias después de un incidente.
- ✓ Educar a los estudiantes y padres sobre los servicios de consejería de crisis disponibles.
- ✓ Desarrolle métodos de enseñanza alternativos para los estudiantes que no puedan regresar inmediatamente a clases
- ✓ Cree un plan para impartir clases cuando las instalaciones estén dañadas.
- ✓ Obtenga información de las partes interesadas sobre las medidas de prevención y mitigación que se pueden incorporar en los planes de recuperación a corto y largo plazo.

Reconocimiento del Manual para Padres y Estudiantes

(Todos los estudiantes y padres o tutores legales deben devolver este formulario de reconocimiento dentro de los 15 días posteriores a la inscripción en la escuela).

Reconocimiento familiar

Mi firma reconoce que he recibido una copia del Manual para padres y estudiantes de Paul Elementary.

Entiendo que mi hijo y yo somos responsables de revisar el manual y familiarizarnos con las políticas y expectativas de la escuela establecidas en el manual. Entiendo que mi hijo será responsable de su comportamiento y puede estar sujeto a medidas disciplinarias u otras ramificaciones si viola cualquier política o acuerdo establecido en el manual.

Fecha _____
Firma del padre (o tutor legal)

Rupert Elementary School



Be
Engaged,
Accountable, &
Ready
to be
Successful

Student Handbook
2022-2023

RUPERT ELEMENTARY

Student Handbook

WELCOME!

Si Gusta esta informacion en Espanol, llame a la escuela (208)436-9707.

The staff at Rupert Elementary School would like to welcome you! We are excited to have your student with us this year.

RUPERT ELEMENTARY VISION STATEMENT

At Rupert Elementary we maintain high expectations and promote academic excellence for all students.

Parents and the community are encouraged to be a part of each child's educational experience by offering their skills, talents, and resources. Our visionary school creates a learning environment that enables children to become meaningful contributors to society. In this place of learning and sharing, all feel safe to express their creativity and individuality within the standards of our school and community.

SCHOOL-WIDE CODE OF CONDUCT

(Add Kind, Safe, Ready here?)

- **Safety:** My actions need to be safe for myself and for others.
- **Respect:** My actions need to show respect for myself and for others.
- **Honesty:** My words and actions need to represent truth.
- **Responsibility:** My actions need to meet the expectation to take care of myself and be a dependable member of the community.
- **Courtesy:** My actions need to help make this a safe or/ an educational place where people feel welcome and accepted, and where they can do their work without disruptions.

Angela Davidson—Principal
Tamara Carter—Assistant Principal
Katie Hartley—Secretary
School phone: (208)436-9707
Fax: (208)436-1726

School starts at **7:40 A.M.**

Tardy bell rings at **7:45 A.M.**

School dismisses at **2:45 P.M.**

Lunch/Recess Schedule

Kinder: 11:00- 11:40

1st Grade: 11:15-11:55

2nd Grade: 11:30-12:10

3rd Grade: 11:45-12:25

4th Grade: 12:00-12:40

5th Grade: 12:15-12:55

VISITORS

Adult visitors must check in at the office and receive a visitor's pass before visiting the school. Parents will not be permitted on the playground during school hours. If you have not checked in with the new system, please make sure you bring your Driver's License with you. Student visitors are generally not allowed in the school.

ILLNESS

Students should not come to school if they have a temperature of 100 degrees or more, have diarrhea, or are vomiting with **in the past 24 hours**. If a doctor has diagnosed COVID-19, the student will need to stay home and isolate 5 days. When returning, please bring in a copy of the positive test result from the doctor. If students have any contagious conditions such as chicken pox, head lice, scabies, ring worm, mumps, pink eye etc., they will be sent home. Please call the school office to report student's absence. If a doctor visit is made during school hours, please bring the doctor's excuse into the school.

BIRTHDAY PARTIES

Guidelines for celebrating birthdays at school:

- Food treats need to be individually wrapped and prepared commercially
- No homemade treats
- No gum
- Check with your child's teacher to find the best time of day to bring treats
- Please pass out invitations to private parties outside of school.

COLD WEATHER OR SNOW DAYS

When the weather becomes extremely cold, we allow students to stay indoors during recess time. As a school staff, we recognize the difference between uncomfortable temperatures and those that present a health hazard to our students. We have found that when students are able to go outside during recess time, the fresh air and change of environment gives them a break that helps them feel renewed when they return. **Please prepare your child for the cold temperatures of Idaho weather by dressing them properly with a heavy coat, hat, gloves, and boots. Be sure that ALL items are marked with the student's name.**

MEDICATIONS

The only medications we will dispense at school are prescription medications and over the counter medications as authorized by a physician on the school district's Authorization To Administer Medication form. All prescription medication needs to be in the original prescription bottle. Parents may, however, come to the school and administer the medication to their child.

RELEASING STUDENTS FROM SCHOOL

Please come into the school to notify us that you will be taking your child out of school so that we are aware that your student is leaving. The office will send for your child. Your child will not be released to walk home alone. We must have permission from parents to release their student to another person (this is for the protection of your child). If your child needs to go to an alternative destination, a written note or call to the school is **mandatory**. Without this notification, students will need to go home as usual.

SPECIAL ACCOMMODATIONS

Any person needing special accommodations to participate in school activities should contact Rupert Elementary one day prior to the activity at 202 18th Street, (208) 436-9707.

Rupert Elementary Discipline Guide

In order to provide a safe learning environment, we believe in administering a fair and comprehensive discipline policy. We want to ensure all rights for staff and students to attend school with a safe and positive learning environment. Our goal is to help students become responsible citizens. Please contact your child's teacher regularly so we can work as a team to give your student the best possible education.

Minor offenses will be given as a write up filled out by students. Major offenses will be dealt with by the administration and parents. Offenses that warrant ISS (In School Suspension) include fighting, bullying, harassment, repeated detentions for the same offense, etc. Administration has the right to determine the consequences for any disciplinary situation. Rupert Elementary policies and procedures are governed by those established by the district. The district policies can be accessed in their entirety at www.minidokaschools.org.

Schools are obliged to work closely with law enforcement agencies in the management of student behavior. In general, these agencies will be called on to assist in handling instances of district policy violations. This will include, but is not limited to, instances of gang activity, fighting, theft, vandalism, bullying, harassment, drugs, alcohol, tobacco, weapons or dangerous items, physical danger, and situations requiring involuntary search of students.

Possible Consequences:

1st offense: Warning

2nd offense: Student Write up

3rd offense: Citation

These may vary according to situation or the discretion of the principal.

School Bus Discipline

It is very important that the school is aware of what is happening on the bus and during bus loading and unloading. We are concerned for each of our students and want them to arrive home safely at the appointed time. Students who ride buses are subject to school discipline. Students who fail to follow bus rules will receive bus tickets and school disciplinary consequences.

APPROPRIATE DRESS

Students shall show proper attention to personal cleanliness, neatness, and conservative, appropriate standards of dress and appearance. Student dress and student conduct should not disrupt or distract from the instruction at school. Student dress that is deemed inappropriate by the school staff will be corrected in accordance with district policy 344.00. Students should always dress appropriately for weather conditions.

ATTENDANCE

Learning can best be achieved by being in school every day, on time. Please notify the school if your child is going to be absent by calling the school at (208)436-9707. A student will be marked absent for the morning if they arrive after 10:00 A.M. If students miss more than ten percent of the school year it is considered excessive. Excessive absences may affect the student's promotion to the next grade. Excessive absences or tardiness could result in a student being referred to Truancy Court. Students are expected to make up missed assignments for attendance within a reasonable period of time.

PLAYGROUND RULES

The person on duty is in charge and students will cooperate as requested. The duty person will issue warnings and time-outs when necessary, and the student may lose recess privileges.

- 1) Students will use all playground equipment (swings, slides, tires, etc.) correctly.
- 2) Students will not throw rocks, dirt, snowballs or other objects that could hurt others or participate in any action that causes bodily harm or property damage.
- 3) Students must always ask the duty person for permission to leave the playground.
- 4) Students are not to harass, intimidate or provoke others. This includes no foul language or gestures.
- 5) Rough play is not allowed: intentionally pushing, grabbing, tripping, hitting or kicking others is strictly forbidden.

We want the playground to be a fun place to get good exercise and fresh air. We expect students to treat others with respect and play safely.

BUILDING RULES

- Be respectful by keeping quiet hall and assemblies
- Use quiet voices in the restrooms, and leave restrooms clean
- Keep litter picked up in the building and cafeteria
- Take only your playground equipment, not another person's equipment
- Line up without cutting in line
- Be in the classroom only when there is supervision.
- Walk through the halls without skipping, running or hopping

- Display good behavior in the classroom without disruption

Student Use of Personal Electronic Devices

- Electronic devices must be kept in backpacks, turned off or silenced, and may not be used during school without permission.
- The school will not take responsibility for damage to or the loss of any personal electronic device.
- School authorities will not investigate lost or stolen devices.
- Students who choose to bring devices to school take sole responsibility for those devices.
- Any use of electronic devices which involves bullying, intimidation, threats, sexting, or other like activity while at school will result in investigation, possible loss of the use of the electronic device at school, and discipline up to expulsion.
- Staff members can confiscate any electronic device being misused by students. The person responsible for taking away the electronic device will turn the device over to the office.

INTERNET

Individual users of the internet have the ultimate responsibility to use internet resources appropriately. All internet users are expected to use the network for purposes appropriate to the educational environment at all times. Users must refrain from any use that is not consistent with the policies, purposes, or objectives of the Minidoka County School District.

PERSONAL ITEMS

Any objects that divert a student's attention from his/her schoolwork should not be at school. Children are not to bring toys, valuable jewelry, large amounts of money, Heelys with wheels, or electronic devices to school. If personal items are brought to school, they may be confiscated and can be picked up at the office by a parent or guardian. The school is not responsible for any lost, stolen or broken items.

SCHOOLWORK POLICY

In order to accomplish our district mission statement of increasing instructional intensity in all classrooms, Rupert Elementary students are expected to complete **all** school work.

HOMEWORK

Homework may be assigned to help students practice skills taught during the day and develop good study habits. In addition to assigned work, students in grades 1 through 5th are encouraged to read 20 minutes each night. If your child is absent for several days, we encourage you to call the office and arrange to have homework ready to pick up after school.

WEAPONS/DRUGS/ALCOHOL

The Minidoka County School District has very detailed and strict policies concerning the possession or use of weapons, drugs or alcohol at school. Extensive policies listing appropriate consequences also exist for student behavior concerning harassment, fighting, theft or destruction of property. Parents are encouraged to review these and other policies on the school's website. If parents do not have access to a computer at home, we will gladly assist you at the school.

BULLYING

Bullying creates an imbalance of power which creates fear and intimidation. Not all misbehaving is an act of bullying. Repeated behaviors such as teasing, name-calling, taunting, or fighting that have received other discipline consequences such as a citation but still do not deter the aggressor, move into the category of bullying. At this level of discipline, a parent meeting will be called with a discussion about in-school suspension and, depending on the severity, the Resource Officer may be contacted.

PARENT TEACHER ORGANIZATION

Rupert Elementary School is fortunate to have a wonderful PTO organization that helps to bring school and community together. Please contact us if you would like to volunteer with the PTO.

VOLUNTEERS

We appreciate all the parents and family members that volunteer to assist classroom teachers. We strongly support volunteerism in our school and encourage everyone to spend some time helping in a classroom. Please contact the classroom teacher or the office to fill out the necessary forms to volunteer. The PTO also organizes and assists with numerous activities throughout the year that support our school. Please contact PTO board members to volunteer your services.

Thank you for following the guidelines to provide a fun and safe education for all at Rupert Elementary. If you have any questions, please contact the school.

Acknowledgement of Student/Parent Handbook

(All students and parents or legal guardians should return this acknowledgment form within 15 days of enrollment at the school.)

Family Acknowledgement

My signature acknowledges that I have received a copy of Rupert Elementary Student/Parent Handbook.

I understand that my child and I are responsible for reviewing the handbook and becoming familiar with the school policies and expectations set forth in the handbook. I understand that my child will be held accountable for his or her behavior and may be subject to disciplinary action or other ramification if he or she violates any policy or agreement set forth in the handbook.

Cut off portion below and return to school/teacher

Family Acknowledgement

My signature acknowledges that I have received a copy of Rupert Elementary Student/Parent Handbook.

Student Signature _____

Date _____

Parent Signature _____

Date _____

East Minico Middle School Student Handbook



2022-23

Welcome to East Minico Middle School! We are excited for the upcoming year! Our goal is to assist you in becoming confident learners and productive members of our community, both now and in the future. We have high expectations of our students, and will assist you in creating a positive experience this year! This handbook explains some of our common rules and procedures. If you have any questions or concerns, please let us know. Welcome aboard!

BUILDING HOURS

The school entrances will be opened at approximately 7:00 a.m. and locked at 4:00 p.m. Students participating in after-school activities should have rides arranged in advance and should not loiter in the building. Hallway hours are: 7:40am - 4:00pm. Students not participating in school activities need to be off school grounds by 4:00. Hallways are closed during lunches.

ATTENDANCE

When a student is absent for any reason, a parent or guardian must call the school for each day of absence. A student will be required to check in at the office before going to class if he/she enters school late in the morning or later throughout the day due to illness, appointments, etc... Parents or guardians are required to check their child out of school throughout the school day by signing a sheet in the office. Only legal guardians of students will be allowed to check them out of school. Students may receive no credit (FA - Failure to attend) if they miss more than 7 days of school in a semester. Students have the opportunity to "make up" any time they miss over the 7-day limit. They will be required to spend make-up time (1/2 hour for each class missed over 7) before or after school in a designated area. Students must attend 80% of a given class period in order to be considered "present" in that class, otherwise it will be considered an absence. This includes advisory.

*Students will receive a tardy if late, unless protected by "excused absence" provision below.

The following attendance requirements are district-wide (Policy #320.00):

Definitions: Excused absences/tardies will include:

- funerals
- absence with a doctor's note
- court/counseling with note
- school activities
- snow/flood/weather conditions
- voluntary staff excused and sporting events

Students shall be counted as absent on a period by period basis unless they are excused as listed above.

These absences will **NOT** count against the State's 90% attendance requirement.

Parent Confirmed absences are those absences that the parents are aware of and approve. However, unless an absence meets the State's criteria for being Excused (as listed above) the absence will still count toward the State's 90% attendance rule (7 per semester).

Parents should contact the school prior to a non-illness absence to determine whether the proposed absence will be excused. A student's current grades and progress in classes may affect a principal's decision in approving or disapproving absences other than for illness or emergencies.

Unexcused absences (or Parent Confirmed) may include:

- illness/sickness without a doctor's note
- vacations
- court/counseling without a note
- unrelated school activities

Truancy – Attendance

Students who repeatedly violate the attendance regulations established by the Board will be considered "habitually truant" and a truancy petition will be filed with the Juvenile Court as per Idaho Code 33-206 by the building administrator or their designee. Unexcused or Parent Confirmed absences or attendance below the State's 90% attendance mark per reporting period will constitute grounds for a habitual truancy petition. The school may also deny promotion to the next grade level due to poor attendance.

Students who are repeatedly being dismissed early from school may also be considered truant, and the time missed may need to be made up.

CREDIT REQUIREMENTS

MCSD middle schools require students to attain a minimum of eighty percent (80%) of the total available credits (11/14 overall credits for the year). To be considered for promotion to the next grade, students must earn 2 credits of math, 2 credits of ELA, and at least 1 credit in science and 1 credit in social studies during a school year. In order to obtain credit, students must achieve a 60% (D- or better) in each class.

GRADING

The following grading scale will be used:

97-100%	A+	73-76	C
93-96	A	70-72	C-
90-92	A-	67-69	D+
87-89	B+	63-66	D
83-86	B	60-62	D-
80-82	B-		

TARDIES

Student tardiness is disruptive to the educational process. Students who arrive after the start of class will be considered tardy (District policy # 320.00). Consequences for excessive tardiness per semester, per class, are as follows:

4th, 5th, 6th Tardies:	30-minute detention for each offense
7 Tardies:	60-minute detention
8+ Tardies:	1 day of in-school suspension (ISS) and parent meeting with administration

TRUANCY

Truancies occur when:

- Students leave school without permission after reporting to school
- Students are absent from school without the knowledge or permission of their parents, guardians, or school personnel
- There is an absence from any class that is not authorized
- Students are found in an area they neglected to get permission to be in

Students who are truant will be subject to the following disciplinary action:

1st Offense: Two days of ISS

2nd Offense: Four days of ISS

3rd Offense: Further consequences as determined by administration. Student may be considered habitually truant and referred to the court system.

BEHAVIOR ON SCHOOL BUSES

Students are expected to conduct themselves on school buses in a manner that is consistent with appropriate classroom behavior. Students not following bus rules will be subject to disciplinary action from the director of transportation, school administrators, or both (See District Policy # 378.20)

BACKPACKS

Backpacks that are brought to the classroom must be kept out of walking areas. Students are welcome to leave backpacks in their lockers as well. This is subject to change, as determined by the school administrative team.

CHEATING

Students are expected to do their own work. Students who are caught cheating in their classes will receive a zero on that assignment/test as well as be given a 60-minute detention. Any student allowing another student to cheat will receive the same consequence. If the problem persists, the student will be referred to the building administrator.

STUDENT DISCIPLINE

Detentions will be served with an assigned teacher after school on Tuesdays and Wednesdays until 4:45pm. If a student skips a detention, the time of the detention will be doubled. Teachers and other staff members are allowed to write detention slips. Parents will be contacted when a citation is issued. They will be contacted by the employee who issued the citation. Following the 3rd detention in any given class, a meeting must be held with the student, parent, teacher, and administrator. Multiple detentions could result in further disciplinary action, including suspension or expulsion. Administration has the right to determine the consequences for any disciplinary situation. East Minico policies and procedures are governed by those established by the school board and district.

DRESS CODE (School District Policy # 344.00)

In order to ensure academic excellence, ethical behavior and personal responsibility, dress will be of a nature that sets a school-wide tone of caring about personal pride, school pride, and the courteous customs of the society in which we live. The purpose of this policy is to model and promote a safe, productive, and professional environment for students, staff, and the community. This policy will apply equally and without bias based on race, color, religion, national origin, disability, and/ or age. This policy will apply equally to females and males.

Requests for clothing and/or appearance change, assignment of discipline referrals and general discipline policies will be used as the enforcement tools of this policy. Pursuant to the above philosophy and in an attempt to create a workable and enforceable standard of dress, the following provisions are delineated:

1. **GENERAL:** Any clothing, insignia or accessory as described in this policy, or any other items worn by a student, which might lead school authorities to forecast a substantial disruption or material interference with school activities, or cause a substantial health, safety, academic or disciplinary problem, is prohibited. All clothing must be neat and clean. All clothing, book-bags, backpacks, or other accessories with messages, writing, graffiti, and or insignia which advertise, endorse, and/or promote drugs, tobacco, alcohol, profanity, illegal activities, racial derogatory or "hate group" references, Satanism, death or destruction, violence, shock rock, sadism, gangs, racial separatism or sexual innuendo are prohibited. Any items that are obscene, lewd, indecent or offensive are also prohibited.
2. **CLOTHING:** Pants/slacks are to be worn at the waist. Belts are not required, but if worn, must be in belt loops and are not to hang down. Pants that cannot be held up without a belt are forbidden. Bib type overalls/coveralls shall be worn in an appropriate, safe, and fastened manner. Clothes must conceal undergarments at all times. Clothing which is unduly revealing or attire which detracts in any way from the educational mission of the school's instructional program is unacceptable. Skirts and shorts should be mid-thigh and leggings or tight jeans can only be worn under garments that meet this length criterion. Holes in jeans must also be at mid-thigh or lower, or have other garments beneath the holes. Shirts must cover midriffs at all times.
3. **INSIGNIA:** Insignia are prohibited in any form if they contain words, symbols, messages, logos or emblems which degrade gender, religion, culture, sexual orientation, ethnic values, or contain obscene or lewd symbols, signs, and slogans or promote gang activity.

4. HEAD COVERINGS AND HATS: During school hours, all head coverings are prohibited for all students with the exception of head coverings for medical purpose or religious observance.

5. ACCESSORIES:

- Chains, including wallets that have chains attached, are prohibited.
- Accessories having studs or spikes are prohibited.
- Jewelry which could inflict bodily harm, be used as drug paraphernalia, or construed as a weapon is prohibited. No jewelry is to be worn that has references to sex, drugs, alcohol, gangs, or any of other prohibited material as outlined in Sections A and C of this policy.
- Shoes must be worn at all times.
- Visible body piercing that could inflict bodily harm to self or others, or materially interferes with school activities is prohibited.
- No gang-related, profane or vulgar language, symbols or insignias are to be cut into hair or tattooed or cut into skin.
- Bandanas are prohibited as attire in the school building.

CONSEQUENCES: Students who are in violation of dress code will be sent to the office where they will be given the choice to call home and have someone bring them appropriate clothing, or wear school-issued clothing for the day. They will remain in the office until they are dressed appropriately.

FINAL CONSIDERATIONS: This policy will be in effect during all school hours and at all school sponsored activities and events. Coaches and teachers, with the approval of the individual school site administration, may impose dress requirements to accommodate the special needs of participants in certain sports, classes, and activities. The Administration of the individual school site or district department has the authority to set the mode of attire for "special occasion" days and activities. The Administration of the individual school site or district department shall have the discretion to determine if students' attire, hair, and/or grooming is acceptable and within appropriate standards.

EXTRACURRICULAR ACTIVITIES

Students must attend at least 3 classes of the school day to participate in any extracurricular activity. To participate in athletic activities, students must purchase an activity card, maintain a minimum grade point average (GPA) of 2.0, not be failing more than 2 classes, have a current physical or interim questionnaire on file, and have insurance coverage (either school or family).

The following activities are offered to students at East Minico:

- | | |
|--------------------------------|-------------------------------|
| -7th and 8th football | -Soccer |
| -7th and 8th volleyball | -Cross Country |
| -7th and 8th girls' basketball | -7th and 8th boys' basketball |
| -7th and 8th Cheer | -7th and 8th Dance |
| -Track | -Builder's Club |
| -Ski Club | -STEM Club |
| -Student Council | -Renaissance |

-Publications
-E-Sports

-Cheer Team
-Hope Squad

PIRATE POWER HOUR

Our school has developed Pirate Power Hour to reinforce and reward positive academic behavior, and to offer extra support and assistance for students experiencing difficulty in the classroom. Each week, teachers will review the grades of students in their advisory classes. Students with a D or F, missing assignments, or other academic needs, will be assigned to attend a class to help improve their performance in that class. If students keep good grades and submit their assignments in a timely manner, they will be able to choose where they would like to go during Pirate Power Hour. The gym, outside, library, computer labs, commons area, and other classrooms may be open to students during this time. Pirate Power Hour will be held on Wednesday and Thursday during Advisory. Students are expected to remain in school until the end of the day.

FEES

Fees will be charged for special projects made in the elective classes based on the student's choice of project and supplies needed.

SUPERVISION OF STUDENTS

No students shall be in the gym or any other location on school grounds unless there is a supervisor in that particular area. Students will be informed of designated areas during lunch (both inside and outside of the school building).

HALLWAY/COMMONS ETIQUETTE

The hallways and commons area should be a safe place for students to navigate to and from the classroom environment at all times. Any behavior interfering or disrupting that process is subject to disciplinary action. Discipline will be determined by administration and staff. This includes loitering, roughhousing of any kind, putting your hands on another individual, as well as any related behavior.

BULLYING/HARASSMENT/INTIMIDATION/AGGRESSIVE BEHAVIOR

Bullying, coercion, cyber-bullying, discrimination, gang activity, harassment, hazing and/or intimidation of students and/or employees are prohibited and **WILL NOT BE TOLERATED**.

As defined by www.stopbullying.gov, bullying is aggressive in nature and includes an imbalance of power (such as physical strength, access to embarrassing information or popularity), and is or has the potential to be repeated.

Cyber-bullying is a digital form of bullying that utilizes any electronic communication device to convey a message in any format (audio, video, text, graphics, photographs, or a combination of these) that intimidates, harasses, or is otherwise intended to harm another individual.

Coercion is using force or control to get another person to do something against their will that involves negative outcomes, behaviors, or emotions. Hazing is any act that is intended to cause humiliation, embarrassment, intimidate, demean, or endanger the mental or physical health of a person as a condition of membership to any district-sponsored group or organization.

Gang activity includes wearing, possessing, using, distributing, banging, displaying or selling any clothing, jewelry, emblem, badge, symbol sign, gesture, codes, or other things that suggest gang membership.

Behaviors that are prohibited under *District Policy No. 502* include, but are not limited to:

- physical abuse
- verbal abuse
- psychological abuse
- intentional gestures or any intentional written, verbal or physical acts or threats against another that causes harm, damage to property, fear of harm or fear of damage to property
- inappropriate touching (petting)
- implied sexual favors
- suggested sexual activity
- verbal harassment, or
- abuse that is gender oriented

All instances are taken seriously and resolved at the discretion of the building administration. Anyone who believes he or she has been a victim of bullying, coercion, cyber-bullying, discrimination, gang activity, harassment, hazing and/or intimidation should report the alleged acts immediately to a teacher, counselor, supervisor, or principal. Refer to school district policy #372.00 for further information.

LOCKERS

Lockers and desks are school property and remain under the control of the school at all times; however, students are expected to assume full responsibility for the security of their lockers and desks. Damage to lockers beyond normal wear and tear may result in restitution and/or suspension. Lockers will be inspected at least monthly throughout the school year. Locker Do's and Don'ts:

- Use only your assigned locker
- Keep your locker combination confidential
- Keep your locker locked
- Keep your locker neat and clean
- Do not keep drinking mugs, opened bottles, or perishable foods in your locker

VISITORS

All visitors are required to sign in at the school office and obtain a visitor pass, without exception. Students from other schools may not visit during regular school hours.

ELECTRONIC DEVICES

Students are expected to bring educational items to school that are listed in the supply list given out at registration. If a student brings an item to school that is lost, stolen, or broken, the school is not responsible for the loss.

Students need to know that....

- Electronic devices must be kept out of sight, turned off or silenced, and may not be used during instructional time unless approved by the classroom teacher.
- The school will not take responsibility for damage to or the loss of any Personal Electronic Device (PED)
- Students who choose to bring them for use before school, during lunch, during Pirate Power Hour (PPH), and after school take sole responsibility for those devices.
- The use of electronic devices for communication and/or entertainment during instructional time is prohibited, unless approved by the classroom teacher.
- At no time will an electronic device be used at school to participate in illegal activities, disrupt the educational process or climate of the school, or cause harm to another individual.
- Any use of electronic devices which involves bullying, intimidation, threats, sexting, or other like activity while at school will result in investigation, possible loss of the use of the electronic device at school, and discipline up to expulsion. Law enforcement may be contacted in these situations.
- Staff members will confiscate any electronic device being misused by students. The employee responsible for taking away the electronic device will turn the device over to the office.

Consequences for the Misuse of Electronic Devices:

1st Offense: The device will be confiscated. Only the student’s parent or guardian may pick up the device with the student present

2nd Offense: Student will receive a 60-minute detention

3rd Offense: Student will receive a day of ISS

4th Offense: Further discipline as determined by administration

***Refer to School District Policy #362.00 for further information.**

STUDENT-ASSIGNED DEVICES

Each student will be assigned a device for the 2022-23 school year. It is a great opportunity to expand the learning opportunities available to students at East Minico. Students are responsible for the careful use and protection of assigned devices. The following expectations accompany the assignment of devices to each student at East Minico:

- **You are responsible for your own device.** Do not loan your device to another individual, and do not borrow a device from anyone else.
- Each device is considered school property, and can be searched and/or confiscated at any time. You are responsible for the content on your device. Only access internet sites and platforms that are educationally based and approved by East Minico teachers or administration. Avoid using the device for personal use and communication.

- Follow school protocol when reporting damage to the device or have concerns about maintenance of the device.
- It is expected that each student will bring their device to school every day. There will not be extra devices at the school for use if a device is left at home. Take your device with you to every class, unless otherwise instructed by a teacher(s).
- Report missing devices immediately to teacher/administration.
- Students are expected to take care of the device assigned to them. Be aware of where your device, case, and charger are at all times.
- Students may lose the privilege of having a device if they are in violation of school or district policy regarding internet use or violation of expectations regarding proper use of devices. All final decisions regarding device use will be made by the building administration team.

INTERNET USE - District Policy 360.00 (Electronic Services for Students)

General Internet access and interconnected computer systems are available to the district's students and faculty. Electronic networks, including access to the Internet, are a part of the district's instructional program in order to promote educational excellence by facilitating resource sharing, innovation, and communication. In order for the district to be able to continue to make its computer network and Internet access available, all users, including students must take responsibility for appropriate and lawful use of this access. Students utilizing school-provided Internet access are responsible for good behavior on-line. The same general rules for behavior apply to students' use of District-provided computer systems. Students must understand that one student's misuse of the network and Internet access may jeopardize the ability of all students to enjoy such access. While the District's teachers and other staff will make reasonable efforts to supervise use of network and Internet access, they must have student cooperation in exercising and promoting responsible use of this access. Students will be required to sign and abide by the Appropriate Use agreement (360.00F) on an annual basis.

PROFANITY

Language that is foul, profane, vulgar, lewd, obscene, threatening, disruptive, harassing, coercive, intimidating, discriminatory, or offensive in nature or content by students or employees is prohibited on school premises, at school activities or events without regard to location or on school sponsored transportation. Use of such language may result in progressive discipline of the student or employee by the principal or supervisor. Depending upon the severity of the incident, the principal or supervisor may refer the incident directly to the Board of Trustees and/or law enforcement for further action.

SCHEDULING POLICY

Students must have a VALID reason for a schedule change and consent from parent, teacher(s), school counselor, and administration. Not all requests will be granted.

SCHOOL CAFETERIA

The breakfast/lunch program is maintained as a vital part of the health program of the school. Students are expected to keep the commons area clean and to follow all cafeteria rules. No energy drinks or hot beverages of any kind are allowed at school or at any school activity. No food or drinks are to be consumed in the hallways or classrooms except when a special activity has been planned by the classroom teacher. Students are not allowed to go outside at lunch without accompaniment by faculty/staff to ensure proper supervision. No outside food or drink (deliveries) will be allowed without prior approval from office staff. Water bottles will be allowed in classrooms at teacher discretion.

SCHOOL PHONE

The school phone is available for student use. A student must have permission from the office staff prior to using the office phone.

STUDENT DISPLAYS OF AFFECTION

Any hand-holding, prolonged hugging, kissing, or other undue public display of affection in school, on school grounds, or when a student is in any school-sponsored activity is not appropriate. Students who fail to abide by these rules will be disciplined as follows:

1st Offense: Warning

2nd Offense: 60-minute detention

3rd Offense: 1 day of ISS

4th Offense: Further disciplinary action as determined by administration

INAPPROPRIATE ITEMS FOR SCHOOL

Skateboards, rollerblade skates, scooters, opened water bottles, opened sodas, energy drinks, Bluetooth speakers, etc. on school property are prohibited. Students who choose not to follow this rule may have the items confiscated by the principal. Items not previously approved by the teacher for use in the classroom may be confiscated and turned into the office. All confiscated items must be picked up by a parent or guardian, unless otherwise approved.

INTERNET POLICY FOR STUDENTS

Individual users of the internet have the ultimate responsibility to use internet resources appropriately. All internet users are expected to use the network for purposes appropriate to the educational environment at all times. Users must refrain from any use that is not consistent with the policies, purposes, or objectives of the Minidoka County School District. Consequences for violating this policy will be determined by the school administration team.

THEFT OR DESTRUCTION OF SCHOOL PROPERTY

Any student who steals or defaces the personal property of the school or another person while in school or at a school activity, shall make full restitution to the owner of the property. The student will receive up to 5 days' suspension and the incident may be referred to law enforcement. Any further violation will be grounds for expulsion from school.

ZERO TOLERANCE OFFENSES

When any of the offenses below occur, law enforcement may be contacted, in addition to disciplinary considerations following district policy.

- Possession, use or sale of illegal drugs on school grounds
- Possession of deadly weapons of all kinds
- An act involving the use or possession of a deadly weapon
- Possession of explosives, ammunition, or other flammable devices (including fireworks/firecrackers)
- An assault or battery of a sexual nature
- Battery on school employees
- Threats of violence toward teachers, other school employees, or students
- Threats of serious injury to students
- Any act that did, or could reasonably have resulted in serious bodily injury to another
- Damage or threats of serious damage to school/staff property
- Theft of school property/personal property

GANG ACTIVITY

All gangs and gang activities are prohibited on all school premises and at any school sponsored activity, regardless of location. This includes, but is not limited to: creating intimidation or fear; graffiti; or wearing, possessing, using, distributing, displaying or selling any clothing, jewelry, emblem, badge, symbol, sign, gesture, code, or other evidence of membership or affiliation with any gang.

DRUGS, ALCOHOL, TOBACCO, AND VAPING

East Minico Middle School is a drug, alcohol, tobacco, and vapor free zone. Students attending school will not use, possess, sell, buy, or distribute drugs, including alcohol, tobacco, controlled substances or related paraphernalia on school premises. Students are in violation when:

- He or she is on school premises, demonstrating behavior that creates a reasonable suspicion that he or she may be illegally under the influence of drugs;
- He or she admits to using, possessing, selling, buying, or distributing drugs on school premises;
- He or she is found to use, possess, sell, buy, or distribute drugs, or related paraphernalia on school premises;
- He or she is found to possess drugs, or related paraphernalia, or to have such substances on his or her person, or in his or her locker, vehicle, or other property on school premises;
- He or she is found to knowingly attempt to use, sell, buy, or distribute drugs or related paraphernalia on school premises;
- He or she is found to knowingly be present when drugs or related paraphernalia are being used, sold, bought, or distributed on school premises

CONSEQUENCES FOR DRUGS, ALCOHOL, TOBACCO AND VAPING

Suspension/Expulsion: Suspension for the first offense of this policy will be for three to five **(3-5) days**, unless extraordinary circumstances exist. The time period for suspension for the second or third

offense will be determined at the discretion of the principal. The principal will determine whether or not the suspension will be served in or out of school. A referral to the DDRC (District Discipline Review Committee) to consider denial of attendance may also be made at the discretion of the principal. If deemed appropriate by the superintendent or the DDRC, the superintendent may request that the school board expel a student who has violated this policy for a second or third offense.

- **Referral to Law Enforcement:** If the incident involves using or being under the influence of alcohol or controlled substance, the student will be referred to the local law enforcement agency. In all other situations, referral to law enforcement will be at the discretion of the building principal or designee.
- **Search and Seizure:** A student's person (including purse, book bag, etc.) may be searched whenever a school official has reasonable suspicion to believe that the student is in possession of drugs or drug paraphernalia. Any evidence that a student has violated the law and this policy may be seized by the principal or designee. Lockers and desks are school property and remain at all times under the control of the school. Authorized school officials may open and inspect lockers and desks when there is reasonable suspicion. Searches may be conducted without a search warrant, and without notice or consent.

STUDENT ASSISTANCE

Do you need help? Do you have a problem? Do you need to talk to someone? Is someone bothering you? Did you see or hear something that bothered you? The following assistance is available:

- **Teachers:** Your teachers will take time to listen and help you with homework. If you need help with things outside the class, they can make sure you get the help you need
- **School Counselor:** The school counselor is available in the office to help you with problems you may be having with your schedule, friends, or issues outside of school. Tell the office secretary if you want to see the school counselor
- **School Nurse:** If you have a medical issue, we have a school nurse available to answer your questions and get you the help you need
- **School Resource Officer:** We all want the school to be safe for everyone. Please tell the office secretary or administration if you need to see the resource officer so that we can schedule an appointment with them
- **Principal/Assistant Principal:** The principal's door is always open to students and parents. The principal wants your experience at East Minico to be both rewarding and enjoyable. The principal wants to hear your suggestions and know about any problems you have while at school. Tell the office secretary if you want to see the principal.
- **Parents:** If you feel you cannot talk to anyone at the school, tell your parents and they can call the school and talk to any of the people listed above.

Bell Schedules

Bell Schedule A		
Period	Begin	End
1st	7:50	9:00
2nd	9:04	10:08
3rd	10:12	11:16
Lunch A	11:20	11:46
4th A	11:20	12:24
Lunch B	12:28	12:54
4th B	11:50	12:54
5th	12:58	2:02
6th	2:06	3:10
Advisory	3:14	3:45

Bell Schedule B		
Period	Begin	End
1st	7:50	8:34
2nd	8:38	9:22
3rd	9:26	10:09
4th	10:13	10:56
Lunch A	11:00	11:26
5th A	11:00	11:43
Lunch B	11:47	12:13
5th B	11:30	12:13
6th	12:17	1:00

Bell Schedule C		
Period	Begin	End
1st	7:50	8:29
2nd	8:33	9:12
3rd	9:16	9:54
4th	9:58	10:36
Lunch A	10:40	11:06
5th A	10:40	11:18
Lunch B	11:22	11:48
5th B	11:10	11:48
6th	11:52	12:30
Advisory	12:34	1:00

Parent/Student Handbook 2022-2023



Minidoka Jr. High

310 10th Street

Rupert, Idaho 83350

(208) 436-4727

www.minidokaschools.org

TABLE OF CONTENTS

Introduction Section	3
Letter from the Principal	3
School Staff	3
Identification Section	4
Statement of Purpose	4
District Mission Statement	4
Mt. Harrison Jr. High Vision Statement	4
Admission Guidelines	4
Statement of Cooperation	5
Procedures Section	6
Admissions	6
Grading Scale	6
Admission	6
Middle School Credits	6
Attendance	6
Excused Absences (Policy No. 320.000)	6
Unexcused Absences	7
Truancy	7
Tardy	7
Student Discipline Policy	7
Suspension (Out of School) (Policy No. 340.20/390.20)	8
Student Dress and Grooming (Policy No. 344.00)	8
Harassment/Bullying	9
Gang Activity	9
Backpacks/Bags	9
Behavior on School Buses	9
Profanity	9
Health and Safety Issues	10
Distribution and Consumption of Medication	10
Student Illness	10
Immunization/Medical Examination	10
Emergency Drills	11
General and Miscellaneous Information	10
School Hours	10
School Business Office Hours	10
Electronic Devices	10
Internet Policy for Students	11
School Session Calendar	12

Introduction Section

Letter from the Principal

We are delighted to welcome you into our school family! MJH is pleased to introduce a new approach to teaching that is designed to improve student engagement, build stronger student-teacher relationships, and equip students with the skills and habits they need to become lifelong learners. We have joined hundreds of schools across the country that have adopted Summit Learning.

Students will receive individualized educational experiences that will help them feel invested in their learning. Our teachers will tailor their teaching to each student's specific needs. We know that as we work in partnership with parents and families, students will benefit. This year, we are providing more opportunities for you to support your child's individual educational needs.

Each student will have the same mentor teacher all the years he/she attends MJH. This person is a point of contact who is able to discuss your child's progress. You will be able to log on to an online platform and see everything your child is working on, feedback from their teachers, and goals being set with their mentor.

We look forward to the journey ahead of us in supporting your child in his/her school experience.

Dyann Blood
Minidoka Jr. High Principal

School Staff

Principal	Dyann Blood
Secretary	Esmeralda Huerigo
Math/P.E.	Colton Bruns
Science/Career Tech Ed	Richard Jarvis
Language Arts/Personal Finance	Terri Bruns
Social Studies/Health	Britton Bell
Special Education	NEW
Behavior Technician	Cruz Chacon
School Psychologist	Chelsey Ball
Speech	Jaelee Crane

Identification Section

Statement of Purpose

Minidoka Jr. High is a specialized school in the Minidoka County School District established to provide students with academic and social supports. Our goal is to provide a safe, structured, consistent classroom environment so that the student gains the necessary skills needed to be successful in future educational and professional environments.

District Mission Statement

The Minidoka County School District is dedicated to developing the whole child in an atmosphere of excellence, characterized by mutual respect, shared responsibility for learning, and academic rigor which facilitates success in all aspects of life.

Minidoka Jr. High Vision Statement

Our goal is to reach ALL students and ensure that they leave MJH with the skills, knowledge, and habits necessary for a lifetime of success. Our Vision Statement centers on three pillars: essential standards and skills, habits of success, and daily mentoring.

Minidoka Jr. High Mission Statement

Our mission is to be focused, eager to explore new ideas, and work as a team as we display: honesty, accountability, strong work ethic, and kindness in our quest for a successful life.

I am a HAWK!

Admission Guidelines:

- Students can only be recommended for admission to Minidoka Jr. High by administrators from one of the middle schools in Minidoka County.
- A parent/guardian must register and participate in a parent/student/administrator meeting prior to new students attending school.
- Parent/guardian agrees to support the statement of cooperation by signing the statement form.

STATEMENT OF COOPERATION

This is a parent contract to be signed upon registration.

1. I understand that student suspension may be invoked in situations where district policy is violated.
2. Drugs, alcohol, e-cigarettes, tobacco, or open drink containers of any sort are not allowed.
3. Students at Minidoka Jr. High will not be allowed to wear hoodies or jackets covering the uniform in the classroom or bring bags, purses, or backpacks for safety purposes.
4. If a student receives a bus citation, there may be a consequence of suspension from the bus and an additional consequence at school.
5. Minidoka Jr. High has a 90% attendance policy (students may miss a maximum of 9 days each semester/18 for the year). Students in violation of this policy will be turned in to attendance court. **Initial** _____
6. Cell phones and all distracting items will be turned in at the beginning of the day and returned at the end of the day. If a student does not turn in his/her cell phone, the principal will keep the phone until the end of the day. The second time a student does not turn in their cell phone, a parent will be required to pick it up from the school. If the student should choose to do this a third time, the student will not be allowed to bring a cell phone for the remainder of the school year. The student may also be subject to searches. Suspension for insubordination may be required.
7. Bullying is defined as: repeated exposure over time to negative actions on the part of one or more students or when someone keeps doing or saying things to have power over another person (students or staff). Students who violate this policy will be subject to discipline and graduated consequences including: suspension, referral to law enforcement officials, and expulsion consistent with the Board's policy on student discipline.
8. Students are not allowed out of the designated areas of other schools in the district when they are riding a transfer bus.
9. If your child requires a medication to be administered at school, you must sign a separate consent form. Please see front office.
10. The staff at Minidoka Jr. High have been trained and certified in Advanced CPI (Crisis Prevention and Intervention). These are physical intervention procedures which will be used in situations where students become a danger to themselves or others.
11. Compliance to the district dress code as outlined in policy 344.00 is expected. The uniform is a requirement of attendance at Minidoka Jr. High. Students attending school without the appropriate uniform will not be allowed to attend class until a uniform has been provided by a parent/guardian. Minidoka Jr. High will not provide uniforms for students during the school day.
12. Updated contact information is required during the school year. Please let the office know of any address or phone number changes as soon as possible.
13. 8th grade students attending alternative Jr. High will transition to alternative High School. In the event of a parent/student preferring student attend Minico High School, the parent is responsible to reach out to their child's mentor teacher to set up a team meeting prior to second semester to determine possibility of a trial transition to East or West Minico. **Initial** _____
14. Uninsured devices will not be checked out.

I have read, reviewed, and agree to abide by the guidelines in the student handbook.

Parent Signature _____

Procedures Section

Admissions

Registration

A child is not officially enrolled until parents have provided all the following forms:

- Birth certificate (required at enrollment)
- Immunization records (required at enrollment)
- Emergency contact form
- Student enrollment form
- Residency questionnaire
- Medical alerts/medication consent form
- Permissions form
- Signed statement of cooperation
- Student appropriate use contract

Academics

Credit Requirements

MCSD middle schools require students to attain a minimum of eighty percent (80%) of the total available credits. To be considered for promotion to the next grade, students must earn 2 credits of math, 2 credits of ELA, and at least 1 credit in science and 1 credit in social studies during a school year. In addition, Students will be required to complete course work in the following content: P.E., Health, Career Tech, and Finance. To obtain credit, students must each achieve a 60% (D or better) in each class.

Grading Scale

Grading will consist of

- 90-100%=A
- 80-89% =B
- 70-79% =C
- 60-69% =D
- 59% and below=F

Attendance

When a student is absent for any reason, a parent or guardian must call the school for each day of absence. The school secretary will call if a parent/guardian did not notify the school. A student will be required to check in at the office before going to class if he/she enters school late in the morning or later throughout the day due to illness, appointments, etc.... The student will receive a tardy, even if a parent excuses it. Parents or guardians are required to check their child out of school throughout the school day by signing a sheet in the office. Students may receive no credit (NC) if they have missed more than 9 days of school in a semester. The following attendance requirements are district wide. (Policy No. 320.00)

Excused Absences (Policy No. 320.00)

Excused absences will include:

- Funerals
- Absences with a doctor's note

- Court/Counseling with note
- Snow/flood/weather conditions
- Voluntary staff excused and sporting events.

Students shall be counted as absent on a period-by-period basis unless they are excused as listed above. The absences will NOT count against the State's 90% attendance requirement. Unless an absence meets the State's criteria for being Excused (as listed above) the absences will not count towards the State's 90% attendance rule (9 per semester). Parents should contact the school prior to a non-illness absence to determine whether the proposed absence will be excused. A student's current grades and progress in classes may affect a principal's decision in approving or disapproving absences other than for illness or emergencies.

Unexcused Absences

Unexcused absences may include:

- Illness/sickness without a doctor's note
- Vacations
- Court/Counseling without a note
- Unrelated school activities

Truancy

Students who repeatedly violate attendance regulations established by the Board will be considered "habitually truant" and a truancy petition will be filed with the Juvenile Court as per Idaho Code 33-206 by the building administrator. Unexcused absences or attendance below the State's 90% attendance per reporting period will constitute grounds for habitual truancy petition. The school may also deny promotion to the next grade level due to poor attendance. Students who are repeatedly being dismissed early from school may also be considered truant.

Truancies occur when:

- Students leave school without permission from staff/checking out at the office
- Students are absent from school without the knowledge or permission of their parents, guardians, or school personnel.
- There is an absence from any class that is not authorized.
- Students are found in an area they neglected to get permission to be in.

Tardy

Student tardiness is disruptive to the educational process. Students who arrive after the start of class will be considered tardy (District Policy 320.00). Consequences for excessive tardiness per semester are as follows:

16 Tardies= 1 absent day

Student Discipline Policy

***POSSESSION OR USE OF DRUGS, ALCOHOL, TOBACCO, OR WEAPONS MAY RESULT IN EXPULSION FROM SCHOOL (Policy 342.20)**

***Students are not allowed to bring open drink containers to Minidoka Jr. High.**

Suspension (Out of School) (Policy No. 340.20/390.20)

Out of school suspension is only used when no other alternative discipline option is working, or the student violates district policy. Some of the following may be applicable infractions:

- Insubordination/disrespect to staff
- Disruption of the educational process
- Violence or unsafe behavior
- Bullying
- Theft
- Simple assault
- Simple battery
- Trespass on school property
- Alcohol, drugs, tobacco (law enforcement and parents will be contacted)
- Violation of weapons policy
- Sexual harassment
- Gang Activity or dress

Student Dress and Grooming (Policy No. 344.00)

To protect our students, we expect everyone to adhere to a dress code. Student dress, personal appearance, and conduct are required to be of such character as not to disrupt or distract from the educational environment of the school or tend to diminish instructional effectiveness or the disciplinary control by the teacher. Clothing which is unduly revealing or attire which detracts in any way from the educational mission of the school's instructional program is unacceptable.

Uniforms are a requirement at **Minidoka Jr. High** as follows:

1. Students must be wearing the required uniform in order to attend school.
2. All students wear black, blue, or gray pants without patterns, words, or any other markings. No cargo, capris, leggings, spandex pants or shorts allowed. Pants will not be frayed, have holes, or have any words or graphics and must be worn at the waist level (without undergarments showing) at all times.
3. Uniforms are to be clean.
4. Students may wear not wear shoes that are predominantly red or blue, with no red or blue markings or laces. No open-toe shoes, slides or flipflops.
5. All uniform clothing and accessory layer clothing must be in good repair. Any part of the school uniform that is torn, faded, or altered, must be replaced.
6. Belts must be the appropriate length without excessive length hanging outside the loops. Belt buckle designs, emblems, insignias, monograms must be school appropriate. No blue or red belts, threads, or markings.
7. Accessory layering of clothing under the uniform shirt will include: a crew neck or t-shirt style in solid black, gray, or white. No words or graphics. **Hoodies are not allowed for layering purposes.**
8. No hats, bandanas, headbands, or other head coverings will be worn in the building or as an accessory.
9. Students who do not comply with the Minidoka Jr. High Uniform Policy may be sent home. Repeated infractions may result in further disciplinary actions.

Polo shirts and layering shirts are available for purchase on Minidoka Jr. High district webpage. Polo shirts are \$18.00, and layering shirts (white, black, or gray) are \$8.00 each.

Harassment/Bullying

Bullying, coercion, cyber-bullying, discrimination, gang activity, harassment, hazing and/or intimidation of students and/or employees is prohibited and will not be tolerated.

- Bullying, harassment and/or intimidation is generally characterized by aggressive or intentionally harmful behavior carried out over time to exercise control over the victim.
- Cyber-bullying is a digital form of bullying that utilizes any electronic communication device to convey a message in any format (audio, video, text, graphics, photographs, or a combination of these) that intimidates, harasses, or is otherwise intended to harm another individual. Coercion is using force or control to get another person to do something against their will that involves negative outcomes, behaviors, or emotions.
- Hazing is any act that is intended to cause humiliation, embarrassment, intimidate, demean, or endanger the mental or physical health of a person as a condition of membership to any district-sponsored group or organization.
- Behaviors that are prohibited under District policy 372.00 include, but are not limited to:
 - physical abuse
 - verbal abuse
 - psychological abuse
 - intentional gestures or any intentional written, verbal, or physical acts or threats against another that causes harm, damage to property, fear of harm or fear of damage to property
 - inappropriate touching (patting)
 - implied sexual favors
 - suggested sexual activity
 - verbal harassment, or
 - abuse that is gender oriented

Anyone who believes he or she has been a victim of bullying, coercion, cyber-bullying, discrimination, gang activity, harassment, hazing and/or intimidation should report the alleged acts immediately on the district webpage, or to a teacher, counselor, supervisor, principal, or the superintendent.

Gang Activity

All gangs and gang activities are prohibited on all school premises and at any school sponsored activity, regardless of location. This includes but is not limited to: creating intimidation or fear; graffiti; or wearing, possessing, using, distributing, displaying or selling any clothing, jewelry, emblem, badge, symbol, sign gesture, code, or other evidence of membership or affiliation with any gang.

Backpacks/Bags

Backpacks and bags of any kind such as grocery bags, makeup bags, and purses, are not allowed at Minidoka Jr. High. Students may speak with Mrs. Blood if they require a backpack for school district approved sports.

Behavior on School Buses

Students are expected to conduct themselves on school buses in a manner that is consistent with appropriate classroom behavior. Students not following bus rules will be subject to disciplinary action from the director of transportation, school administrators, and/or teachers.

Profanity

Vulgar, profane, or abusive language will not be tolerated on campus or at any school activities.

Health and Safety Issues

Distribution and Consumption of Medication

If medication is required during school hours, parents must fill a medical release form. Medications must be brought to school in a container appropriately labeled by the pharmacy or physician and is to include only that medication to be given during school hours. All prescription medications shall be kept in a locked cabinet or drawer. Should your child need any non-prescription medication during school hours, parents must notify the school and provide these medications for their student as well as signing a medical permission slip for non-prescription medication. Students are not to carry any medication (prescription or over the counter) on their person.

Student Illness

If the parents cannot be reached by phone, the emergency contact person(s) listed in the student file will be called to pick up the child.

Immunizations/Medical Examination

Current immunization records must be on file at Minidoka Jr. High for every student by the first day of the school year. If not, the child will not be allowed to attend Minidoka Jr. High.

Emergency Drills

Fire – In case of fire, it is imperative that the building be emptied quickly and calmly. Fire drills will be held periodically during the school year to practice clearing the school quickly, and teachers will instruct students on proper procedures during a fire.

Evacuation– Evacuation to a designated area will be practiced with all students. Teachers will instruct students on proper procedures during evacuation drills.

Lockdown – May be implemented in situations involving intruders. All doors and windows will be locked. No one will be admitted until the clear signal is given by a law enforcement officer.

General and Miscellaneous Information

School Hours

School begins at 7:55 a.m. and dismisses at 3:30 p.m. **Students arriving before 7:30 will not be allowed entry to the building.** Students should be picked up no later than 3:45 p.m. Students will be placed on their assigned bus after school unless parent or guardian contact has been made with the school prior to the arrival of the student's bus. All students walking home are required to vacate school premises by 3:45. If an emergency arises and you need to make special arrangements, please call the school office.

School Business Office Hours

All school business should be conducted during the regular business hours of 8:00 a.m. and 4:00 p.m.

Electronic Devices

Students may bring cell phones to school, but they will be turned in to the mentor teacher each morning and returned at the end of the day.

All other electronic devices are not permitted to be used inside the school or to remain on a student's person and must be turned in to the mentor teachers at the beginning of the day.

The district will provide each student a computer to be used at school only. Students are responsible for replacements, loss, or damages.

Internet Policy for Students

Individual users of the internet have the ultimate responsibility to use internet resources appropriately. All internet users are expected to always access the network for purposes appropriate to the educational environment. Users must refrain from any use that is not consistent with the policies, purposes, or objectives of the Minidoka County School District. (District policy 360.00A)

Students not following policy 360.00A will lose computer access for an indeterminate amount of time.

MINIDOKA COUNTY SCHOOL DISTRICT #331 2022-2023 CALENDAR

August

- 8 Registration at East Minico (Acequia, Rupert, East, MHJH)
- 8 Registration: Minico/MHHS New Students
- 9 Registration at West Minico (Heyburn, Paul, West)
- 9-10 Registration Minico/MHHS
- 15-19 Teachers on Contract
- 15 Back to School Meeting
- 16 1/2 PD; 1/2 Work Day
- 18 Orientation 6th & 9th
- 22 First Day of School

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

September

- 5 Labor Day, No School
- 9 Teacher In-Service
- 22 Mt. Harrison PTC 4:30-6:30 p.m.
- 23 Teacher In-Service

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

October

- 13 PTC 4:30 - 8:30 p.m.
- 14 PTC 8 a.m.-12:00 p.m. (half Day)
- 28 Teacher In-Service
- 24 Mt. Harrison 2nd Quarter Starts

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

November

- 11 Teacher In-Service
- 17 Mt. Harrison PTC 4:30-6:30 p.m.
- 23-25 Thanksgiving Break, No School

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

December

- 9 Teacher In-Service
- 16 Teacher Work Day, No School
- 19-30 Christmas Break, No School

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

January

- 2 New Year's Day, Observed
- 3 2nd Sem/3rd Qtr Begins
- 13 Teacher In-Service

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

February

- 2 Mt. Harrison PTC 4:30-6:30 p.m.
- 10 Teacher In-Service
- 20 Presidents Day, No School
- 24 Teacher In-Service

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

March

- 3 Teacher In-Service
- 9 PTC 4:30 - 8:30 p.m.
- 10 PTC 8 a.m.-12:00 p.m. (half Day)
- 13 Mt. Harrison 4th Quarter Starts
- 20-24 Spring Break, No School

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

April

- 14 Teacher In-Service
- 20 Mt. Harrison PTC 4:30-6:30 p.m.
- 28 Teacher In-Service

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

May

- 12 Teacher In-Service
- 25 Last Day for Preschool
- 29 Memorial Day
- 31 Mt. Harrison Graduation

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

June

- 1 Last Day of School, Early Dismissal
- 1 Minico Graduation
- 2 Teacher Work Day

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

LEGEND:

- Highlighted Dates Indicate "No School"
- Indicates Early Release, 1:00 Dismissal

Changes may occur, pending Legislative actions

Excessive emergency closures may necessitate a change in the Spring Break

West Minico Student Handbook



2022-2023

Empowering Students for Success!

MISSION STATEMENT: The purpose of West Minico Middle School is to provide, through the educational process, a positive learning atmosphere in which our students may achieve high success in reaching their maximum potential, both in school and in life.²

ATTENDANCE

Students are required by state law and district policy to be in attendance at least 90% of the days school is in session.

When a student is absent for any reason, the parent or guardian must call the school (208-438-5018) for each day of absence.

A student will be required to check in at the office before going to class if he/she enters school late in the morning or later throughout the day due to illness, appointments, etc. The student still receives a tardy, even if excused by the parent. If a student is tardy more than 15 minutes, it is an absence.

Parents are required to check their child out of school throughout the school day by signing a sheet in the office. If a student has excessive absences, he/she may be referred to the court system.

DISCIPLINE POLICY FOR TARDIES

Students are expected to be in class and ready to learn prior to the tardy bell. Students who are habitually tardy (6 or more times), will be referred to administration and appropriate disciplinary action will be taken.

TRUANCY

Truancies occur when:

- students leave school without permission after reporting to school. (Law enforcement may be involved)
- students are absent from school without the knowledge or permission of their parents, guardians, or school personnel.
- there is an absence from any class that is not authorized.
- students are found in an area they neglected to get permission to be in.

Students who are truant may be subject to the following disciplinary action: Truancy may result in one day of in-school suspension (PASS room). If truancy is considered habitually truant, appropriate disciplinary action will be taken, and the student may be referred to the court system.

BEHAVIOR ON SCHOOL BUSES

Students are expected to conduct themselves on school buses in a manner that is consistent with appropriate classroom behavior. Students not following bus rules may be subject to disciplinary action from the director of transportation, school administrators, or both.

BACKPACKS/BOOKBAGS

Students may carry these items to and from school; however, backpacks must be stored in school lockers during the school day unless individual teachers permit them to be in their classrooms. At lunchtime backpacks are to be in student lockers or in a classroom. Backpacks are not to be in the bathrooms. Lockers, backpacks, and bookbags are subject to search at any time.

BUILDING HOURS

The school entrances will be opened at times consistent with bus arrival and departure. Entrances will be unlocked at 7:20am. Students participating in after school activities should have rides arranged for in advance and should not loiter in the building. Students not participating in school activities need to be off the school grounds by 4:00 p.m. Halls are closed during lunches. The school office closes and front doors are locked at 4:30pm. Students waiting for rides after school are only allowed in the front foyer.

CHEATING

Students are expected to do their own work. Students who are caught cheating in their classes may receive a zero on that assignment/test and/or be given a 60 minute detention. If the problem persists, the student may be referred to the building administrator.

DETENTION

If a student is given detention, he/she will receive a copy of the detention notice which will inform the student and parent/guardian of the reason for the detention. This notice The student will begin serving detention during lunch time or after school within **three** school days. Details of the detention will be worked out between the student, staff member and/or administration. Any student not complying with the expectations outlined in the detention within three days may serve one day of in school suspension. An accumulation of disciplinary occurrences may result in the removal of activity privileges, which may also include extra-curricular activities.

GRADING

The following grading scale is used:

100-97	A+	76-73	C
96-93	A	72-70	C-
92-90	A-	69-67	D+
89-87	B+	66-63	D
86-83	B	62-60	D-
82-80	B-	Below 60	F
79-77	C+	Pass/Fail	Non- Academic Classes

CREDIT REQUIREMENTS

MCSD middle schools require students to attain a minimum of eighty percent (80%) of the total available credits. To be considered for promotion to the next grade, students must earn 2 credits of Math, 2 credits of ELA, and at least 1 credit in Science and 1 credit in Social Studies during a school year. Students must also earn a total of 10/12 credits overall. In order to obtain credit, students must achieve a 60% (D- or better) in each class.

DRESS CODE

Student dress and personal appearance are required to be of such character as not to disrupt or distract from the educational environment of the school.

Basic guidelines for student dress are:

- No head coverings in building
- No sleepwear or slippers
- Pants/shorts must be worn at the waist
- Skirts and shorts should be fingertip length or mid-thigh (determined by the staff and/or building administration). If leggings or shorts are worn beneath the garment, they must be dark, white, or patterned.
- Holes in jeans must also be below the above length stated for skirts and shorts or have other garments beneath them. If leggings or shorts are worn beneath the garment, they must be dark, white, or patterned.
- Shirts must cover waist at all times
- Apparel must not include
 - o Reference to drugs, alcohol or tobacco
 - o Profanity
 - o Gang reference
- No blankets
- No trench coats

School administration may add to this policy as needed for specific situations causing distractions to the school environment. Parents may be contacted to bring appropriate clothing. If a student/family is unwilling to resolve the situation, the student will remain at the front office for the entirety of the school day. For further information, see district policy #344.0.

EXTRA CURRICULAR ACTIVITIES

Students must attend at least 3 full classes of the school day to participate in any extracurricular activity. Students must have a 2.0 GPA with no more than 2 Fs from the previous semester and maintain at least a 2.0 GPA with no more than 2 Fs throughout the season. Any student who is on academic probation will not be allowed to wear their sports uniform or go on away trips until academically cleared by the Athletic Director.

Student athletes must be on their best behavior throughout competitions. Respect for coaches, other participants, and officials will be shown at all times. Any infractions of this rule may lead to disciplinary action.

Any student who is found guilty of an infraction of school rules may be suspended from the extracurricular activity. Additional requirements or special modifications may be provided by the coach, advisor, or building administrator.

FEES

Fees may be charged for special projects made in the elective classes based on the student's choice of project and supplies needed. **All fees for elective classes must be paid by the end of the first week of each semester.**

SUPERVISION OF STUDENTS

No students shall be in the gym or any other location in the school building unless there is a supervisor in that particular area. Students will be informed of designated areas for outside recess. **Locker rooms are off limits unless directed by a staff member.**

BULLYING/HARASSMENT/INTIMIDATION/AGGRESSIVE BEHAVIOR

Bullying, Harassment, Intimidation, and Aggressive Behavior are never tolerated at West Minico Middle School. If behavior is perceived as such, it is the responsibility of the victim to notify staff personnel immediately. If it occurs in the classroom, notify the teacher or person on duty immediately.

Bullying occurs when:

- Harm is intended
- Imbalance of power
- Repeated

All instances are taken seriously and resolved at the discretion of the building administration.

Refer to district policy #372.00 for further information.

LOCKERS

Periodic inspections may be made by the faculty and/or administration to see that lockers are kept neat and orderly. Students only use their assigned locker and keep lockers locked at all times. Students should not share locker combinations with others. Students who fail to follow locker rules may be subject to disciplinary action.

ELECTRONIC DEVICES

Students are expected to bring educational items to school which are listed in the supply list given out at registration. If a student brings an item to school that is lost, stolen, or broken, the school is not responsible for the loss.

Students are expected to follow Minidoka School Board Policy 362.00 in regards to proper use of Personal Electronic Devices (PEDs) on campus.

Unless specifically directed by a staff member, all personal electronic devices are to be turned off when arriving on school property. This included passing time and lunch. Students shall communicate with school staff prior to using PEDs.

If a student violates the expectations above, the following procedures will be followed:

1st Offense: PED may be confiscated and kept by the teacher until the end of the day. The student can pick it up after school is dismissed.

Additional Offense: PED may be confiscated and parents may be contacted. The device may be kept by the teacher or in the office until parents/guardians pick it up and may be referred to administration.

PROFANITY

Vulgar, profane, or abusive language will not be tolerated on campus or at any school activities. Any infraction may result in a detention at staff member discretion.

RESPECT FOR SCHOOL STAFF

Any student who refuses to obey a reasonable request made by any member of the school/district staff or who shows disrespect for any member of the school/district staff may be subject to detention and/or suspension.

RESPECT FOR PEERS

Students are expected to remain courteous and respectful when interacting with their peers.

SCHEDULING POLICY

Students must have a VALID reason for a schedule change before meeting with the counselor. Once the semester has started, students must **also** have administrative approval and involved teacher approval. After the sixth day of the semester, if a parent and student desire to have a schedule change, a parent meeting must occur with the principal and involved teachers. This meeting does not guarantee a schedule change

SCHOOL CAFETERIA

The breakfast/lunch program is maintained as a vital part of the health program of the school. Students are expected to keep the commons area clean and to follow all cafeteria rules. Students at the middle schools will be allowed three charges. Students are asked to make lunch payments in the morning before school or online

No energy drinks of any kind are allowed at school.

No food or drinks are to be consumed in the hallways or classrooms except when a special activity has been planned by the classroom teacher.

SCHOOL GROUNDS

Each student is expected to accept personal responsibility for maintaining a clean campus. Any student, with staff permission, who takes food outdoors is expected to properly clean up after themselves. Students who do not meet this expectation will be required to clean the entire school campus during the lunch period.

OFFICE PHONE

The office phone is available for student use. A student must have permission from the office staff prior to using the office phone.

TEXTBOOKS/LIBRARY BOOKS

All books are loaned to students for their use throughout the school year. Books are to be kept clean and handled carefully. A fine may be assessed for abused or misused books. Replacement cost will be charged for lost books and/or excessively damaged books.

STUDENT DISPLAYS OF AFFECTION

Kissing, cuddling, prolonged hugging, and other public displays of affection between students are not appropriate in school, on school grounds, or at school-sponsored activities. Students who fail to follow these guidelines may serve detention.

VANDALISM

Any student who steals Minidoka County Joint School District No. 331 property, enters a locked building or enclosure, or destroys or defaces any district property shall receive prompt and decisive action; the proper authorities will be notified and disciplinary action will be taken. This includes destruction to any and all posters and decorations at the school.

WEATHER

Students are expected to dress appropriately for weather conditions while still following the school dress code. On school days with adverse weather conditions, the building principal may decide to have students stay inside for recess. Recess may be called inside for the following reasons:

- Temperature with wind chill is below 10 degrees
- Rain
- Excess mud, water, or snow on the ground
- Lightning

ZERO TOLERANCE OFFENSES

When any of the offenses below occur, the student in question will be immediately removed from the school and turned over to the authorities for further action.

- Possession, use or sale of illegal drugs on school grounds
- Possession of deadly weapons of all kinds
- An act involving the use or possession of a deadly weapon
- Possession of explosives, ammunition, or other flammable devices (fire crackers are explosives)
- An assault or battery of a sexual nature
- Battery on school employees
- Threats of violence toward teachers, other school employees, or students
- Threats of serious injury to students
- Any act that did, or could reasonably have resulted in serious bodily injury to another
- Damage or threats of serious damage to school/staff property

GANG ACTIVITY

All gangs and gang activities are prohibited on all school premises and at any school sponsored activity, regardless of location. This includes, but is not limited to: creating intimidation or fear; graffiti; or wearing, possessing, using, distributing, displaying or selling any clothing, jewelry, emblem, badge, symbol, sign, gesture, code, or other evidence of membership or affiliation with any gang.

ALCOHOL/DRUGS/TOBACCO/VAPING

- Law enforcement and parents may be contacted upon verification of the violation.
- On first offense, the student may receive suspension for up to 5 school days by school administration. (Additional days may be recommended by the Superintendent or the Board of Trustees.)
- The student will be subject to the consequences outlined in the school code of conduct for all school sponsored activities.

Repeated violation of this policy may result in additional consequences.

FIGHTING

Students fighting may be suspended from school for up to 5 days. Parents will be contacted. Based on the severity of the "fight", law enforcement may be consulted. Continued fighting may result in the student being referred to the District Discipline Referral Committee.

Fighting is defined as any physical contact between two people.

Free Time Activity Boundary Map



Red Zones - Students are expected to stay out of red zones unless given permission by a staff member.

Yellow Zone - This area is for passing only. No more than 20-30 seconds should be spent in this area as students move to one of the designated free time (green) zones.

Green Zones - Students are free to participate in responsible activities in these areas.

Minico Spartan Student Handbook 2021-2022

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

Principal:	Mrs. Kimberley Kidd	436-5355 ext. 3100
Assistant Principal:	Mrs. Laurie Copmann	436-5355 ext. 3003
Assistant Principal:	Mr. Terry Merrill	436-5355 ext. 3006
Athletic Director:	Mr. Brady Trenkle	436-5355 ext. 3007
Attendance:	Mrs. Brandi Perez	436-4721 ext. 3002
Receptionist:	Ms. Jessica Grimsman	436-4721 ext. 3005
Financial Secretary:	Mrs. Kris Christensen	436-4721 ext. 3004
Registrar	Mrs. Dawna Reddington	436-5355 ext. 3008
School Resource Officer:	Mr. Bob Higans	436-5355 ext. 3163
Counselors:		
Mrs. Nikki Sayer	A-G	436-5355 ext. 3149
Mr. Kent Chandler	H-O	436-5355 ext. 3150
Ms. Mikea Alexander	P-Z	436-5355 ext. 3151

FOR A COMPLETE PHONE DIRECTORY LIST CALL 436-5355.

Message from the Principal,

WELCOME!!

We are excited to have you as students at Minico High School!

We believe you are going to have a rewarding and successful school year.

We are all committed to supporting and assisting you as you participate in everything high school has to offer. We encourage you to get involved and pursue the many opportunities Minico offers, it is an amazing high school!

This handbook is designed to assist parents and students to better understand the policies and procedures of our high school and school district. Parents and students should review the contents together for a better understanding. Please remember to reference the handbook throughout the school year, should you have any questions.

We look forward to working with you as we pursue a wonderful, as well as productive school year.

We appreciate our students, parents and community. We live in a truly wonderful place!

Let's continue to work together, making this a great school year.

Every day counts, be #SpartanStrong!!

Kimberley M. Kidd

Principal, Minico High School

District Mission Statement

The Minidoka County School District is dedicated to developing the whole child in an atmosphere of excellence, characterized by mutual respect, shared responsibility for learning, academic rigor, and technology, which facilitates success in all aspects of life.

District Vision

Empowering Students for Success

Minico High School Mission Statement

Learn from yesterday, succeed today, excel tomorrow.

Minico High School Motto 2022-23

Together We Are Spartan Strong and Every Day Counts!

FIGHT SONG

Come on and fight, Spartans fight.

Come on and let's win this game.

Let's go on to victory,

Let's fight 'em fair and play 'em square.

So fight, Spartan's, fight!

Come on and let's win this game.
Just one more score, and then the
game is ours. Let's win this game!
M - I - N - I - C - O

FIGHT SONG (historical version)

Oh, when those mighty Spartans fall in line,
We're going to score every time.
Let's go on to victory, And we will yell, yell, yell, for Minico,
Our Alma Mater. We will sing our praises high
And when they go, go, go for another score,
We will cheer, cheer, cheer, them all the more.
For we are Spartans of the red and gold,
Red and gold, fight team fight!

SPARTAN STRONG

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

S P A R T A N

S	T	R	O	N	G
STAYING SAFE	TAKING RESPONSIBILITY	RESPECTING YOURSELF AND OTHERS	OPENING YOUR MIND	NEVER GIVE UP	GOING ON
PAUSE AND THINK BEFORE YOU ACT	FOR YOUR ACTIONS AND BEHAVIOR	RESPECT YOUR: TEACHERS, AIDES, BUS DRIVERS, CUSTODIANS, SUBSTITUTES, LUNCH WORKERS, COUNSELORS PARENTS, FRIENDS, THE BUILDINGS.	NEW IDEAS	LIFE DOES GET HARD. SURROUND YOURSELF WITH PEOPLE WHO WILL HELP YOU IF YOU NEED IT.	STRIVE TO BE THE BEST YOU CAN BE
SOCIAL LIFE INCLUDING ON-LINE	CELL PHONE USE	LIVE THE GOLDEN RULE	RESPECT DIFFERENT OPINIONS	WHEN TIMES GET TOUGH, BE TOUGH	HIGHER EDUCATION: *TECH SCHOOL *COLLEGE *TRAINING CERTIFICATE *LEARN FROM MISTAKES
AT SCHOOL	DRESS CODE	NO BULLYING OR UNWANTED TEASING	ACCEPT OTHERS FOR WHO THEY ARE	ON YOURSELF, YOUR FRIENDS, YOUR FAMILY, YOUR EDUCATION	STAYING STRONG AND HEALTHY
AT HOME					BE A POSITIVE ROLE MODEL
ON THE ROAD	DO YOUR CLASSWORK AND HOMEWORK	BE A GOOD LISTENER	FIND YOUR OWN POTENTIAL	TAKE A DIFFERENT STANCE	SHARE YOUR TALENTS AND SKILLS
PERSONALLY	SCHOOL CLEANLINESS	DON'T INTERRUPT OTHERS	IMAGINE MORE	BE A DOER AVOID SAYING "I CAN'T"	RESPONSIBILITIES OF BEING AN ADULT
CELL PHONE	HAVE INITIATIVE		BE INFORMED		
NO BULLYING	DO THINGS WITHOUT HAVING TO BE TOLD			"WHETHER YOU BELIEVE YOU CAN DO A THING OR NOT, YOU ARE RIGHT." <i>HENRY FORD</i>	CONTRIBUTE TO COMMUNITY
GET HELP IF YOU ARE BEING BULLIED	FOR YOUR CHOICES AND DECISIONS				

Daily Bell Schedule

MONDAY - THURSDAY

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

1ST LUNCH (9-10)	11:13 A.M. – 11:43 A.M.
4TH PERIOD CLASSES (11-12)	11:13 A.M. – 12:10 A.M.
2ND LUNCH (11-12)	12:14 A.M. – 12:44 P.M.
4TH PERIOD CLASSES (9-10)	11:47 A.M. – 12:44 P.M.

5TH PERIOD	12:48 P.M. – 1:46 P.M.
6TH PERIOD	1:50 P.M. – 2:48 P.M.
7TH PERIOD	2:52 P.M. – 3:50 P.M.

MESSAGE/GIFT/FOOD DELIVERY

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

VISITORS

All visitors to the school must sign in with their driver's license at the main office and be assigned a visitors pass.

LIBRARY SERVICES

The library/media center opens at 7:45 a.m. and remains open until 3:30 p.m. Students are encouraged to use the library before school, at lunch, and after school. Students may also use the library during class time if there is room available and if they receive a pass from their instructor.

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

Binding is available for reports and other materials.

INTERNET USE

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

Students may lose all access to computers in the district for one calendar year from the date of the infraction.

If enrolled in a computer class, the student may receive a failing grade in that class.

Students may be subject to school disciplinary action.

STUDENT HANDBOOK

A complete copy of the student handbook is located on the internet at the Minico High School home page (<https://www.minidokaschools.org/domain/4107>).

ACTIVITY CARD

At registration time, we encourage all students to purchase an activity card (\$40.00) which entitles them to attend all activities and assemblies sponsored by the student body. The fee includes all home events, as well as national school assemblies held during the school year. This fee does not cover specified dances during the school year. All students involved in any extra-curricular activities are required to purchase this activity card. Students who do not buy an activity card will have to pay the regular admission fee to all activities. If students purchase an activity card, they are entitled to their parking pass at half price (\$5.00).

FEES

Activity Card..... 40.00

Annual 50.00

Parking.....10.00

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

****Annuals will not be available for purchase after the first semester (December) and will not be available for purchase at the end of the year.****

ENROLLMENT REQUIREMENTS (including Dual Enrollment and Open Enrollment)

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

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

Dual enrollment requirements are found in Minidoka County School District # 331 Policy NO: 304.00

OPEN ENROLLMENT

Minidoka County School District requires that prior to consideration of a request for transfer, an Open Enrollment application must be submitted to Minico High School by the student's parent/guardian or appropriate designee.

PARTIAL SCHEDULES

A partial schedule, which must be completed by the first day of the semester, must be for four consecutive classes during the semester and to which all school rules will apply. Furthermore, such student with a partial schedule cannot be on campus during the time they do not have scheduled classes or school activity.

CREDIT RECOVERY COURSES

Priority for enrollment in credit recovery classes will be given to students in their Junior and Senior years. Sophomore and freshmen students who fail a core class will be referred to the District Summer School Program for recovery of lost credits.

ACTIVITY POLICY: GRADE ELIGIBILITY

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

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

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

Activity Probation Plan***

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

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

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

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

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

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

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

Students not meeting grade requirements will not participate in activities.

All school activities will be under this policy.

Only administration may waive any requirement.

ZERO POLICY

Parents should be notified (phone call, e-mail, letter, etc.) when the student has earned three zeros in the class.

The fourth zero in a class could result in content specific remediation being assigned.

Any zero after four will result in increased time spent in remediation and the assignment of after school math and writing labs and possible Saturday School.

GRADUATION REQUIREMENTS & DIPLOMAS (Policy # 601.00)

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

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

***Early Graduation**

In order to graduate early, a student must comply with the district's policy ***Early High School Graduation #280.00***. Students desiring to finish their course early (after semester one of their senior year) and graduate must meet with their counselor and parent together during the prior year of the intended graduation date to ensure a plan for accomplishment.

COMMENCEMENT EXERCISES PARTICIPATION POLICY

Students who have met the necessary academic and attendance requirements required for graduation and do not owe a fine are eligible to participate in commencement exercises. Students who have not completed all graduation requirements for the current school year will be allowed to participate in the commencement exercises of the following year provided they meet all the

requirements for graduation at that time and they have filed a graduation request on or before November 1 of the school year in which they intend to participate in the commencement exercises.

GRADUATION DRESS CODE

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

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

NO additional decorations to cap or gown.

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

All other school rules will be in effect.

Guidelines By Content /Subject Area

Secondary Language Arts and Communication- Nine (9) credits are required. Eight (8) credits of instruction in Language Arts. Each year of Language Arts shall consist of language study, composition, and literature and be aligned to the Idaho Content Standards for the appropriate grade level. One (1) credit of instruction in communications consisting of oral communication and technological applications that includes a course in speech, a course in debate, or a sequence of instructional activities that meet the Idaho Speech Content Standards requirements.

Mathematics- Six (6) semester credits are required: two (2) credits of Algebra I or courses that meet the Idaho Algebra I Content Standards as approved by the State Department of Education; two (2) credits of Geometry or courses that meet the Idaho Geometry Content Standards as approved by the State Department of Education; and two (2) credits of mathematics of the student's choice. Two (2) credits of the required six (6) credits of mathematics must be taken in the last year of high school.

Science- Six (6) credits will be required. Secondary sciences include instruction in the following areas: biology, physical science or chemistry, and earth, space, environment, or approved applied science. Two (2) credits of these courses must be laboratory based.

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

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

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

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

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

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

Middle School- If a student completes any required high school course with a grade of C or higher before entering grade nine (9), and if that course meets the same standards that are required in high school, then the student has met the high school content area requirement for such course. However, the student must complete the required number of credits in all high school core subjects, as identified herein, in addition to the courses completed in middle school.

Special Education Students- A student who is eligible for special education services under the Individuals with Disabilities Education Improvement Act (IDEA) must, with the assistance of the student's Individualized Education Program (IEP) team, refer to the current Idaho Special Education Manual for guidance in addressing graduation requirements.

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

Students will need to meet the following diploma requirements:

Minico High School Diploma

English	8		
Math Geometry	4 2	9 th Alg 1 A,B 10 th /11 th Geo A,B 12 th 2 credits	
Speech	1		
Computer Technology	1		
Science	6		
11 th US History	2		

9 th US History	2		
Economics	1		
American Government	2		
Health	1		
Physical Education	1		
Humanities	2		
Electives	15		
Totals	48		

Additional Guidelines

All Juniors (11th graders) who are not enrolled in a general math class during their Junior year will be enrolled in an Math Strategies class for one semester. Completing and passing the Math Strategies class with a C- or higher may be counted as a math credit. Completing the course with any D grade in will be counted as an elective credit.

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

Computer Technology credit may be earned anytime during high school.

Four (4) credits of the science courses must be laboratory based.

Two of the six required mathematics credits must be taken the last year of high school, and two credits in each of the areas of Algebra I and Geometry standards must be taken.

School-To-Work credits will be accepted as elective credits up to a limit of 4 total credits.

P.E. Credits will not be earned through participation in athletics.

SELECTION OF VALEDICTORIAN & SALUTATORIAN

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

Complete all requirements of the Diploma

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

The student with the highest overall GPA in grades nine through twelve, including the final term of the senior year will be eligible for Valedictorian. If more than one student meets the criteria, valedictorian and salutatorian will be determined by the highest SAT score.

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

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

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

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

Graduates with a cumulative GPA of 3.75 or higher will be recognized at graduation with an honor cord.

GRADING PROCEDURES

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

Grading Scale

Percentage	Letter Grade	GPA Rating
93 - 100%	A	4.0
90 - 92%	A-	3.67
87 - 89%	B+	3.33
83 - 86%	B	3.00
80 - 82%	B-	2.67
77 - 79%	C+	2.33
73 - 76%	C	2.00
70 - 72%	C-	1.67
67 - 69%	D+	1.33

63 - 66%	D	1.00
60 - 62%	D-	1.00
Below 59%	F	0.00
Pass/Fail	P/F	-----

Non-academic classes

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

RENAISSANCE PROGRAM

The Renaissance Program at Minico High School will recognize students who are making positive choices and excelling in academics. Students who achieve a semester GPA using the following criteria and have purchased an activity card will receive a sticker that will entitle them to benefits at local businesses:

Gold: 3.75-4.0 (all A's); Silver: 3.25-3.74; White: 2.75-3.24.

In addition, they will receive coupons that may allow them to retake exams, redo assignments and exempt assignments. Use of the coupons is up to the discretion of the teacher.

NATIONAL HONOR SOCIETY

National Honor Society is the front runner of organizations that promote appropriate recognition for students who reflect outstanding accomplishments in the areas of academics, character, leadership, and service. Thousands of schools are chartered in the U. S., and the Minico Chapter is the second oldest in Idaho. Instead of fund-raising activities, NHS concentrates on public service, school, and social activities.

College admissions offices often look for National Honor Society membership as a valid indicator that the applicant will succeed at the collegiate level. Students with a cumulative GPA of 3.75 or higher are invited to join.

NON-RESIDENT CREDIT

Non-resident credit will be accepted as listed:

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

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

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

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

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

SENIOR /JUNIOR COLLEGE VISITS

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

GUIDANCE & COUNSELING DEPARTMENT

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

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

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

CLASS CHANGES

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

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

STUDENT AIDES

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

ALL STUDENTS PROHIBITED FROM WALKING ACROSS HWY 25

To ensure a safe environment free from hazards that may be dangerous to students, staff, and patrons it is necessary to adhere to the following:

Students are PROHIBITED from crossing Idaho State Highway 25 at any time from Minico High School.

Once students arrive on school grounds they cannot walk across the highway for any purpose. Also, at the end of the school day a student cannot leave the school grounds by walking across Idaho State Highway 25 without expressed consent from parents and has received administration approval.

Supervised and approved activities such as cross country are exempt.

Students referred to the office for violation will receive appropriate consequences, which may include detention, Saturday School, or out of school suspension.

WITHDRAWAL FROM SCHOOL

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

STUDENT ATTENDANCE REQUIREMENTS AND PROCEDURES (refer to District Policy #320.00 for additional information)

Students are expected to be in attendance to school and to be to their classes on time and attentive when the bell rings.

ABSENCE VERIFICATION PROCEDURE

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

Upon return to school, after any absence, a student must check in with the attendance secretary at the attendance office.

Students who arrive 12 minutes late to school or any class must enter school through attendance office and will be marked absent either by the teacher or the attendance secretary. Again, the expectation is that each student be to class on time.

STUDENT ABSENCES/ATTENDANCE

MAKE-UP TIME WILL NOT BE OFFERED DURING THE 2022-23 SCHOOL YEAR!!

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

ABSENCES

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

*Exceptions include: Absences due to attendance to **school activities**, attendance to **funerals**, visits to doctor's offices verified with a **note from the doctor**, mandated/recommended stay at home orders, and other "extenuating circumstances" as described in District Policy 266.00.

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

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

Students with excessive absences and/or who have a history of frivolous or unexcused absences in any class will not receive credit for the class, and the grade will be marked as FA (Failure due to Attendance) on their transcript. Additionally, the students may become ineligible for participation in extracurricular activities until the end of the next grading period. Any student with an FA will have to enroll in a **credit recovery** class or re-enroll in an equivalent class to receive the credit.

APPEALS

Students (and parents) have the responsibility to check and know their attendance situation. Under extremely rare circumstances (refer to Policy #320) a student with excessive absences who receives an FA may appeal for the credit. For an appeal to be considered by the principal, the student must first meet with an administrator during the semester at risk to explain and discuss the circumstance(s)/cause(s) of the excessive absences. The student must also complete an Appeals Form, in a timely manner, as established by the school administration.

TRUANCY

Truancy: This is an absence that is unauthorized or illegitimate in the opinion of the administration. Students who are out of their assigned classroom/area without a hall pass or without their teacher's permission may be considered truant. Any student absence which is not pre-cleared, is without the knowledge of parents or administration, or is not of an emergency nature may be considered. If a student is truant, parents will be contacted and students may be issued a lunch academy, in-school suspension, out-of-school suspension, and/or Saturday School.

Habitual Truancy shall be defined as receiving four trancies, or three unexcused absences, and attendance below 90% current attendance mark during the course of a single school year. Students who are habitually truant may be suspended, expelled and/or may be referred to Juvenile Court for further action.

CHECKING OUT OF SCHOOL

If it becomes necessary for a student to leave school during school hours other than at lunch time, he/she must check out through the attendance office with parental/guardian permission **BEFORE** leaving school grounds. Students who fail to follow this procedure will be considered truant.

EXTENDED ABSENCE REQUEST

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

MAKE UP WORK

Excused Absences: Students will be allowed two days to make up any homework given on the day(s) of absence. Assignments, test, quizzes, and/or projects assigned before the day(s) of absence are due when the student returns to school or on the assigned due date.

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

TARDY VIOLATIONS PROCEDURES

A student is tardy if he/she comes to class after the tardy bell rings. Students who are more than 12 minutes late to class will be considered absent. A teacher has the right to implement consequences for each tardy and/or a more severe tardy policy.

Classroom teachers are responsible for disciplinary action for their classroom students.

A fourth tardy in any class will result in a Lunch Academy Detention that will be assigned by the teacher. The teacher will also call the parent(s)/guardian of the student.

When four additional tardies are accumulated (equaling a total of eight), the student will be assigned three days of Lunch Academy Detention. Again, the expectation is for students to be on time to class.

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

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

EXTENUATING CIRCUMSTANCES

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

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

STATE OF IDAHO DEPARTMENT OF EDUCATION "HOMEBOUND" PROGRAM

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

SEMESTER EXAMS/ATTENDANCE RULES

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

RECOVERING FAILED CREDITS: OPTIONS

Minico High School students also have the following options available to complete grade level requirements: Repeat the course in person, attend Summer School, enroll in Idaho Digital Learning Academy (IDLA), enroll in IDLA credit recovery (IDLA credit recovery has a cost \$75 per credit), or attend Mount Harrison night classes, Correspondence Classes, and Independent Study.

STUDENT BEHAVIOR & DISCIPLINE POLICY

STUDENT DISCIPLINE

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

Each teacher has a set of classroom rules that are necessary to maintain a positive learning environment. Students who violate these rules may be assigned detention at lunch, after school learning, or sent to the vice principal's office. Detention may be assigned up to one hour per teacher's discretion. All behaviors that need further discipline are to be dealt with by the principal or assigned assistant principal.

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

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

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

CONSEQUENCES FOR INAPPROPRIATE BEHAVIOR

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

Saturday School: Students who are required to attend Saturday School will be assigned as follows:

Written notice will be given to students.

Saturday School starts promptly at 8:00 a.m. as doors will be locked at this time. Students will serve on the assigned day. There will be no exceptions for employment, inconvenience, prior commitments, etc.

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

Additional failures to attend Saturday School will result in two-days of suspension or additional Saturday Schools.

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

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

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

Suspension: Students who are suspended, are not to be present at or be on the school grounds for any reason whatsoever, including all evening activities, until after the day following the completed suspension. Students who violate this rule will be subject to additional suspension from school.

MAJOR DISCIPLINE

Major discipline problems are referred to assistant principal, principal or designee for possible warning, detention, suspension, referral to the District Discipline Referral Committee (DDRC), and or referral to Minidoka County School Board for expulsion. The procedure for handling major discipline problems is stated below; however, any step(s) may be skipped and action initiated at a subsequent step or suspension invoked if the seriousness of the problem warrants. Such is the instance of fighting. Upon the second offense of fighting, the student may be referred to the DDRC. The following are minimal procedures/consequences for offenses and major offenses:

Step 1 Offense or first major offense

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

Step 2 Offense or second major offense

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

Step 3 Offense or third major offense

The student will attend a Saturday School or suspension.

Step 4 Offense or fourth major offense

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

Step 5 Offense or fifth major offense

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

Step 6 Offense or sixth major offense

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

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

VIOLATION OF RULES RESULTING IN SUSPENSION OR EXPULSION

Due Process will be utilized to address these serious violations:

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

The possession of a firearm of any sort on school property is prohibited by Gun Free Schools Act. Students found in possession of a firearm on property or at any school-sponsored activity, will be immediately suspended from school for those days permitted by law and referred to the DDRC for expulsion. Students expelled under the Gun Free School Act will not be allowed to return to school for a period of 365 days from the date of expulsion.

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

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

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

Bullying, Coercion, Cyberbullying, Discrimination, Gang Activity, Harassment, Hazing & Intimidation (District Policy No. 372.00)

Bullying, coercion, cyberbullying, discrimination, gang activity, harassment, hazing and/or intimidation of students and/or employees is prohibited and will not be tolerated. Bullying, harassment and/or intimidation is generally characterized by aggressive or intentionally harmful behavior carried out over time in an attempt to exercise control over the victim. Cyberbullying is a digital form of bullying that utilizes any electronic communication device to convey a message in any format (audio, video, text, graphics, photographs, or a combination of these) that intimidates, harasses, or is otherwise intended to harm another individual. Coercion is using force or control to get another person to do something against their will that involves negative outcomes, behaviors, or emotions. Hazing is any act that is intended to cause humiliation, embarrassment, intimidate, demean, or endanger the mental or physical health of a person as a condition of membership to any district-sponsored group or organization. Gang activity includes wearing, possessing, using, distributing, banging, displaying or selling any clothing, jewelry, emblem, badge, symbol sign, gesture, codes, or other things that

suggest gang membership. Behaviors that are prohibited under *District Policy No. 372.00* include, but are not limited to: physical abuse; verbal abuse; psychological abuse; intentional gestures or any intentional written, verbal, or physical acts or threats against another that causes harm, damage to property, fear of harm or fear of damage to property; inappropriate touching (patting); implied sexual favors; suggested sexual activity; verbal harassment; or abuse that is gender oriented.

Anyone who believes he or she has been a victim of bullying, coercion, cyberbullying, discrimination, gang activity, harassment, hazing and/or intimidation should report the alleged acts immediately to a teacher, counselor, supervisor, principal or the superintendent. Complaints will be investigated following the procedures of *District Policy No. 372.00P*.

DANGEROUS & ANTI-SOCIAL BEHAVIOR (District Policy No. 340.60)

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

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

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

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

DRUGS, ALCOHOL, AND TOBACCO USE: (District Policy 342.20) A student shall not use, possess, sell, buy, or distribute drugs, including alcohol, tobacco (including smokeless or electronic cigarettes or look-alikes), controlled substances or related paraphernalia or over-the-counter medications (except as per Policy 370.20) on school premises.

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

BUS CONDUCT

Proper conduct by the students is expected and contributes to the safety of the pupil transportation program. Refer to District Policy #378.20P for transportation discipline procedure.

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

MISCELLANEOUS

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

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

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

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

STUDENT USE OF PERSONAL ELECTRONIC DEVICES (PED's) (District Policy No. 362.00 AND 362.00P)

Within Minico's school culture, we are deeply committed to learning by using a variety of methods. Fundamental to student and staff learning is the integrity of classroom instruction. In an effort to promote smart and appropriate use of technology. Each student has been provided a computer and are expected to bring that device to each class charged and ready to use each day. The provided devices should be the primary device for academic purposes. Minico's PED policy will allow students to use their personal devices during designated times throughout the day.

- Students are permitted to use PED's, including cell phones during:
- Passing times between classes
- Lunch
- Before and after school

We encourage our teachers to design lessons where the use of technology is relevant to the course and curriculum. Teachers will discuss these times and circumstances with their students in their classrooms. Otherwise, PED's must be turned off or placed on silent and put away prior to the beginning of instruction. Headphones may not be visible during instruction time or unless directed by the teacher. Students may have headphones in the hall as long as one ear is free. Also, PED's may not be used outside of the classroom during class/instructional time-for example: using the cell phone while walking to any other area of the school outside of the classroom during class time will be prohibited.

In the CLASSROOM when used for academic purposes the students WILL NOT:

Answer incoming texts, Snap chats, messages or phone calls

Be on any type of Social Media

Access or play any game or entertainment sites on the cell phone

Access or use any application/app on their device unless expressly instructed by the teacher

Take any picture or video unless instructed by the teacher

Upload any picture or video taken in any class to any social media or website

Text or email any picture or video taken in any class to any person, including themselves.

Access any type of mobile web browsing for any reason-unless directed by teacher
Take any picture, video or text any class assignments without specific permission from the teacher
Devices will not be used in the media center, unless the media specialist has given direct permission.
**** NOTE: Due to the evolving nature of technology-additional rules and regulations may be added throughout the school year.*

Consequences for the Possession or Misuse of PEDs:

At the beginning of each school year an acceptable use policy letter will be sent home with students, to be signed and returned, which outlines expectations and consequences regarding having a cell phone or PED at school in accordance with District Policy No. 362.00 and Minico High School expectations and policies.

PROFANITY

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

Minidoka County School District #331 Drug and Alcohol Free Workplace (District Policy 342.20 and 524.00)

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

The board of trustees hereby notifies all employees and students of Joint School District No. 331 that the unlawful manufacture, distribution, sale, possession, consumption or use of any illicit drug or alcoholic beverage at the work place, on the Minidoka County School District premises, or on school assignment and/or activities is absolutely prohibited. The board further notifies all employees and students that to be under the influence of alcohol, drugs, or any intoxicating substance at the work place, on the school district premises, or on school assignment and/or activities is absolutely prohibited. **Compliance with this policy is mandatory.**

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

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

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

STANDARD OF DRESS

As fashions change, developing a dress standard for school is challenging. Students and staff understand that certain forms of dress are appropriate for particular settings both in and out of school, but are not appropriated as attire in the general school setting i.e. a wrestling singlet is appropriate for

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

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

CLOTHING: Pant/slacks are to be worn at the waist. Belts are not required, but if worn, must be in loops and are not to hang down. Pants that cannot be held up without a belt or those with holes above mid-thigh are prohibited. Bib type overalls/coveralls shall be worn in an appropriate, safe, fastened manner. Extreme tight-fitting clothing, clothing which is unduly revealing, or attire which detracts in any way from the educational mission of the school's instructional program, is unacceptable. Stretch pants (yoga pants, leggings, tights. i.e.) are discouraged. See-through fabrics (including those for yoga pants, leggings, and tights), mesh, and/or fishnet fabrics are prohibited. Clothes must conceal undergarments at all times. Shirts must have a modest neckline and be long enough to cover the midriff (front and back). Halter tops, spaghetti straps, off-the-shoulder or low-cut tops, bare midriffs, and skirts and shorts shorter than finger-tip length are prohibited.

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

HEAD COVERINGS AND HATS: Out of courtesy, respect and for safety/identification reasons, during school hours, all head coverings including caps, visors, sweatshirt/hoodie hoods are unacceptable for all students with the exception of head coverings for medical purpose or religious observance. Under special occasions hats may be worn with authorization by administration with specific guidelines. **See District Policy 344.00**

ACCESSORIES

Belts must be in the belt loops and are not to be hanging from the waist.

Accessories having studs or spikes (including metal) are prohibited.

All pet paraphernalia is prohibited.

Chains, including wallets which have a chain attached are prohibited.

Jewelry, which could inflict bodily harm, used for drug paraphernalia, or construed as a weapon is prohibited.

Shoes must be worn at all times.

Students may be expected to remove certain jewelry deemed unsafe during Physical Education classes.

No gang-related, profane or vulgar language, symbols or insignias etc. are to be cut into hair or tattooed or cut into skin. All offensive permanent marks must be covered.

Bandannas are prohibited as attire in the school building.

** Violation of the dress code is subject to suspension.

SEXUAL HARASSMENT

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

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

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

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

PUBLIC DISPLAYS OF AFFECTION

Inappropriate showing of affection in halls, classroom, or on school grounds will not be tolerated.

Examples would be hugging, kissing, extensive physical contact, etc. that would offend other people.

Violation could result in detention and/or suspension from school.

ACADEMIC DISHONESTY

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

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

DRIVING TO SCHOOL/PARKING LOT REGULATIONS **

Driving to school and parking in the school's parking lot is a privilege; please treat it as such. Due to safety and trespassing issues, student parking is closely monitored and student cooperation is expected and appreciated. Parking spaces are limited and, with the exception of "Senior" and "Staff

Only” spaces, parking is on a first come, first served basis. The Minidoka County School District assumes no responsibility for the theft or damage to vehicles parked or driven on school grounds. In an effort to protect your car and other possessions, we require the following of our students:

Do not be in the parking lot during any class period unless you have a hall pass from a member of the faculty or administration. Students found in the parking lot during class time without permission will be considered TRUANT from class and disciplined accordingly.

Do not loiter in the parking lot when your school day is completed.

Students are expected to drive courteously, carefully, and responsibly on school property. Inattentive, reckless, or irresponsible driving on school grounds will not be tolerated. Violations of rules concerning parking lot and driving behavior may result in the loss of privileges for a period of time.

Minico High School Parking Passes: Students and parents/guardians will complete the Student Parking Permit form and pay for the Parking Pass. The parking permit must be displayed while the vehicle is parked on campus. The parking permit may be used in multiple vehicles. Failing to display the parking permit or parking in unauthorized areas will result in the consequences listed below. Students will park only between solid yellow lines in the designated parking areas. Students are required to park in student parking spots and prohibited from parking in staff spaces, senior class parking areas, handicap parking areas, bus lanes, or designated fire lanes. Students are prohibited from having too many passengers in their vehicles to include the beds of pickup trucks. Reckless driving and/or other infractions could result in the loss of parking privileges on campus. Loss of privilege will be subsequent to a hearing with administration and school resource officer, if necessary.

Parking Consequences include:

1st offense: Warning/Citation

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

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

Parking fees and fines

\$10.00 to purchase a Parking Pass/year.

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

\$15 fine for each citation to be paid at the office.

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

Visitor Parking

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

FOOD IN SCHOOL/LUNCH TIME EXPECTATIONS

Students are expected to help keep the hallways, outside lawns, and parking lots clean at all times. Failure to keep hallways clean could result in loss of privilege to eat in the halls during lunch. When in

the halls during lunch time, students should converse quietly as to not interrupt classes that are in session.

SEARCH & SEIZURES

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

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

THEFTS/REPORTING A LOSS

Students are reminded to secure vehicles, valuables, and lockers--BOTH hallway and PE lockers. In case of theft, the school accepts no responsibility for personal articles and property left in the building or on school grounds.

Internet Policy for Students (*District Policy No. 502.97*)

Individual users of the Internet have the ultimate responsibility to use Internet resources appropriately. All Internet users are expected to use the network for purposes appropriate to the educational environment at all times. Users must refrain from any use that is not consistent with the policies, purposes, or objectives of the Minidoka County School District. Minico requires every student and parent to sign for Internet use in accordance with *District Policy No. 502.97*.

EXTRA-CURRICULAR ACTIVITIES

All students who attend extra-curricular events are expected to show the highest levels of citizenship and sportsmanship. Vulgar language toward anyone, including officials, will not be tolerated!

Any student spectator expelled from an event by the administration, police department, or game official may be suspended from school up to five days and may not be allowed to attend any other extra-curricular function for up to a period of six weeks.

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

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

Rules & regulations governing participation in ALL extra-curricular activities

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

Training Rules and Substance Abuse Policies

Participation in extra-curricular activities is a privilege extended to the students of this school. Students participating in activities shall not use or possess tobacco, alcohol, or drugs or other substances found in District Policy 342.20. Students doing so will be subject to the disciplinary actions of the Drug and Alcohol Policy for Extracurricular Activities Code of Conduct that each participant must read and sign prior to participation.

Attendance Rules and Regulations for Participation in Extra-Curricular Activities

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

Exceptions are:

If the student is attending a doctor's appointment during the course of the day, in which case a doctor's note must be shown to the attendance office upon return to school.

If the student must stay home because of a serious illness in their family which has been pre-excused through the attendance office.

A death in the family.

Personal reasons or illnesses that are cleared by the administration in advance of missing school.

Students who are assigned in-school suspension can compete that day if their activity takes place after the assigned detention. In-school suspension will not be scheduled around extra-curricular activities under any conditions.

Extra-Curricular Eligibility

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

Students participating in any activity covered by the I.H.S.A.A. must have and maintain a 2.0 grade point average. The grades will be calculated initially from the previous semester grades for students transferring to Minico from other schools. Grade point averages figured from the previous semester grades will determine eligibility for the following semester.

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

No student is to take part in interscholastic athletics unless the student has taken out athletic insurance through the school or is able to show proof that he or she is covered by a **health insurance** policy.

Students participating in extra-curricular activities must purchase an activity card. This includes participation in competitive events as approved by the Idaho High School Activities Association. (A complete copy of the Spartan Pride Athletic Handbook is located on the internet at the Minico High School home page –<http://www.minidokaschools.org/domain/342>).

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

MINICO SCHOOL DANCES:

Dances sponsored by Minico High School are for our students and their guests. Guest forms may be picked up in the school office the week prior to the dance or are available on-line and must be received by the office by the Wednesday before the dance. Students will be notified of approval/denial by the end of the school day on Thursday. Students are fully responsible for their guest's actions. Students leaving a dance or activity will not be readmitted to that activity. Students and guests will be required to have a dance contract on file to attend dances.

Dance Guidelines:

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

Mt. Harrison High School



Student/Parent Handbook

2022-2023

1431 17th Street Heyburn, ID 83336
(208) 436-6252 Phone (208) 436-4746 Fax

“Empowering Success”

elcome to Mt. Harrison High School. We look forward to working and learning with you. We are here to help you succeed.

SCHOOL HOURS:

Monday thru Thursday 7:55AM - 3:24PM

DISTRICT MISSION STATEMENT:

“The Minidoka County School District is dedicated to developing the whole child in an atmosphere of excellence, characterized by mutual respect, shared responsibility for learning, and academic rigor which facilitates success in all aspects of life.”



MHHS VISION STATEMENT:

“MHHS’ students - empowered to **R*I*S*E** through exceptional educational opportunities, building integrity and resilience for success as scholars and citizens.”

Respect * Integrity * Success * Experience

STUDENT HANDBOOK:

The student handbook is not all-inclusive. It is supported by the rules and policies of the Minidoka School District. School policies and rules are available at the school or the District Office.

The school administration and staff want to have an open relationship with parents/guardians and students. To that end, please feel free to contact the school at any time that you might have questions.

THE MT. HARRISON EDUCATIONAL TEAM:

Principal- Maggi Fortner

mfortner@minidokaschools.org

Counselor- Ariel Newman

anewman@minidokaschools.org

Secretary- Hillary Vega

hvega@minidokaschools.org

Childcare- Shannon Stephens

sstephens@minidokaschools.org

Teacher- Candace Hurst

churst@minidokaschools.org

Teacher- Mary Davis

mdavis@minidokaschools.org

Teacher- Dee Lewis

dlewis@minidokaschools.org

Teacher- Zelma Woodward

zwoodward@minidokaschools.org

Teacher- Scott Heins

sheins@minidokaschools.org

Teacher- Carly Grant

cgrant@minidokaschools.org

Teacher- Tasia Youngstrom

tyoungstrom@minidokaschools.org

Teacher- Sheryl Stevenson

sstevenson@minidokaschools.org

Teacher- Angela Schneider

aschneider@minidokaschools.org

Teacher- David Repke

drepke@minidokaschools.org

Teacher- Amy Eilers

aeilers@minidokaschools.org

Teacher- Sarah Pelayo

spelayo@minidokaschools.org

Teacher- Amber Thompson

athompson@minidokaschools.org

Teacher- Jacque Nelson

jnelson@minidokaschools.org

Teacher- Emilee Taylor

etaylor@minidokaschools.org

Custodians- Sandy Lawson & Robin Taylor

Food Service- Lori Martindale

APPLICATION PROCEDURES:

Students wishing to enroll in Mt. Harrison High School may pick up an application from the front office at Mt. Harrison or a counselor at Minico High School.

Completed applications may be turned in to the Mt. Harrison front office

- In person 1431 17th Street in Heyburn
- By mail 1431 17th Street, Heyburn, Idaho 83336
- Via email mfortner@minidokaschools.org or anewman@minidokaschools.org
- Via fax (208)436-4746

Only completed applications will be reviewed. Once the school receives your completed application, you will be contacted to schedule an interview.

ENROLLMENT QUALIFICATIONS:

As per Idaho Code 33-1001 (3a), students must meet specific qualifications to attend MHHS. There are two groups in which they may qualify, they are as follows:

Three (3) of the following criteria in Column A, or any one (1) criteria in Column B.

Column A	Column B
Has repeated at least one grade.	Has a documented or pattern of substance abuse.
Has absenteeism that is greater than 10% during the preceding semester.	Is pregnant or a parent.
Has an overall grade point average that is less than 1.5 (4.0 scale) prior to enrolling in an alternative secondary program.	Is an emancipated or unaccompanied youth.
Has failed one or more academic subjects in the past year.	Is a previous dropout.
Is below proficient, based on local criteria and/or state standardized tests.	Has serious personal, emotional, or medical issue(s).
Is two or more credits per year behind the rate required to graduate or for grade promotion.	Has a court or agency referral.
Has attended three (3) or more schools within the previous two (2) years, not including dual enrollment.	Demonstrates behavior that is detrimental to their academic progress.

Students must be 14 to 21 years of age and must have completed the 8th grade to be eligible to attend MHHS.

GRADING PROCEDURES AND TRANSCRIPT CREDIT:

At MHHS students have the possibility of earning *three credits each* quarter. In addition, students attending for a full semester may earn *one* additional credit each semester. With four (4) quarters in a school year and two extra credits available, a student may earn *fourteen* credits per year. Arrangements may be made for additional credits through credit recovery classes, summer school, CTE courses, school-to-work credits, courses from Minico High School, and other means approved by administration. If a student receives a passing grade in a course, but exceeds the 90% attendance policy, they will receive an “NC” (no credit) and will be required to make up the credit in credit recovery or by repeating the course.

MHHS grants credits quarterly. The grade a student earns at the end of a nine-week period (quarter) will be placed on his/her permanent record.

Grading Scale Percentage Letter Grade GPA Rating

90- 100% A

80-89% B

70-79% C

60-69% D

59 or below F

P/F

Pass/Fail courses are not included in student GPA. Students need 46 credits to graduate from MHHS. In addition, a student must be enrolled at MHHS at least 1 full quarter. The school that a student is enrolled at for the spring semester PRIOR to graduation will be the school he/she will be graduated from.

MHHS DIPLOMA REQUIRED CREDITS BY ACADEMIC CATEGORY:

English (8)

Any Math (2) *

Algebra (2) *

Geometry (2) *

Speech (1)

Computer Technology (2)

Science (6)

US History (2)

Economics (1)

American Government (2)

Health (1)

Careers (1)

Humanities (2)

Electives (14)

Total 46

*Seniors are required to take two (2) of the six (6) math credits during their senior year.

Students are also required to complete a Senior Project, and pass a Civics Test to meet graduation requirements.

EARLY GRADUATION

Students graduating prior to their cohort graduation date must complete all graduation requirements and have a cumulative high school GPA of 2.5 or higher.

ATTENDANCE (MCSD policy 320.00):

Absences

For every single absence, the parent/ guardian/ support person needs to call the school 208-436-6252 within 24 hours of the absence. Medical, court, and funeral documentation must be provided within 24 hours of the student's return to school.

Credit

Whenever a student is not present in a class at least 90% of the time (**four (4) per quarter are allowed**), **the credit for that class will be denied**. All absences count toward the 90% attendance requirement, except:

- Absences excused by a doctor's note or appointment confirmation
- Absences due to mandatory court business
- Absences due to participation in school activities
- Absences due to funeral attendance

Appeals Process

Students are required to be in attendance 90% of the time. Any student attending less than 90% will be required to appeal for credit. Guidelines listed below:

- **All appeals must be made to the school board.**

Excessive absences are defined as exceeding the 90% attendance policy (**four (4) per quarter are allowed**) without appropriate documentation as identified in MCSD Policy 320.00. Students who exceed the 90% attendance policy (more than four (4) per quarter) may be referred to Juvenile Court (under 16 years of age) and/or the school may request the Idaho Transportation Department suspend a student's driver's license (Idaho Code 49-303A).

Makeup Work

Make-up work is allowed for students with any type of an absence. However, grades earned may be subject to a reduction due to unexcused absences/truancies. The classroom teacher will provide the student or the parent/guardian who requests make-up work with the information necessary to complete the make-up work, which may include:

1. A list of pages covered during the absence
2. Information about assignments or special projects
3. A copy of all handout materials given during the absence

Makeup Work Continued...

A student will be allowed two (2) days for each day of absence to make up new material. It is recommended that make-up work be completed within six (6) school days from the date of return after the absence unless exceptions are made by the principal/designee. **Except in extenuating circumstances, assignments or tests that were announced prior to the student's absence are due on the day that the student returns to school.**

The School Board grants authority to teachers to make exceptions to this policy in cases of term papers, labs, videos, group assignments, or long range projects as long as students are informed of the different requirements at the beginning of the assignment. Students are not allowed to take final exams early except when approved by the teacher.

CHECKING OUT OF SCHOOL:

If it becomes necessary for a student to leave school during the day, he/she must check out through the attendance office with parental/guardian permission **BEFORE** leaving school grounds. Students who leave school and do not return with a doctor or court note may not return to school the same day.

TARDY VIOLATIONS PROCEDURES:

Upon the third (3rd) tardy, parents or guardians will be notified and the student may receive detention. A fourth and fifth tardy in any class may result in detention and a meeting with parents. Excessive tardies may result in suspension.

DETENTION PROCEDURES:

Detention will be held during lunch daily

- 3 Tardies = Detention
- Minor classroom infractions= Detention
- 3 Detentions= up to 1 Day Suspension
- Misbehavior/Failure to Surrender Phone in Detention= Double Detention and/or Suspension

Any teacher may assign detention by adding student names to a shared Google form and issuing a detention slip to the student. Students must be in the detention room within 10 minutes of the lunch bell. Late students will not be permitted to enter and will be considered to have missed detention resulting in unserved detention penalties.

- Unserved Detention= Double Detention
- Unserved Detention (2nd Offense)= up to 1 Day Suspension

EXPECTATIONS AND SCHOOL RULES:

- Be respectful.
- Come prepared to class and be ready to work.
- Use appropriate language at all times.
- All school guidelines apply to riding buses and all school activities.

Mt. Harrison is a safe place for all. All students are expected to behave in such a way that will allow themselves and others to progress toward their academic goals. Students who demonstrate behaviors that are disruptive or dangerous may be asked to leave the school and face expulsion or revocation of enrollment.

Teachers will deal with consequences for acting out in the classroom. Teachers will teach their rules to their classes. These rules will be enforced by the teacher, who has the right to punish according to the age of the student and the severity of the misbehavior.

The following acts may get an office referral. The consequences may be but are not limited to: Detention, loss of privileges, police citation, parent conferences, suspension, or recommendation for expulsion for repeated violations of these rules (for more specifics, see below):

MINOR OFFENSES	
Insubordination	Inappropriate/obscene language or gestures
Disruptive behavior	Obscene, slanderous, or threatening notes
Cheating/Plagiarism	Illegal behavior
Harassment/Bullying	Physical violence
Damage to school property	Behaviors that place others at risk
Unprepared for class	Overt displays of affection

The following may result in detention, suspension and, in some cases, law enforcement referral and/ or a recommendation for expulsion:

MAJOR OFFENSES	
Repeated minor offenses	Fighting
Gang behavior	Defiance of authority
Failure to serve detention	Cheating on final exam/major project
Stealing	Use or possession of tobacco/drugs/alcohol
Sale or supply of tobacco/drugs/alcohol	Making False Allegations
Any violation aggravated by racially/sexually derogatory behavior	Possession of a weapon (the law requires 1-year expulsion in most cases)

Out of class referrals: when a particular student continues to cause disturbances or is having to be reprimanded often, he or she may be referred directly to the principal, based upon the adult's judgment as to what would be best for the student. The principal will apply one or more of the consequences listed above.

Students on IEP plans and/or 504 plans must be disciplined according to regulations contained in the IDEA act of 1997.

Students may not attend any school function that day or days that they have been suspended from school for disciplinary reasons, in addition to any other consequences.

NOTE: School rules apply while traveling to or from school, at school and when going to or from and while attending any authorized school function.

MHHS STUDENT DRESS CODE:

Mt. Harrison High School's dress code was designed to promote professional dress. The following parameters have been set in place with the goal of professionalism in mind.

- An MHHS purple or heather gray collared shirt (short sleeve or long sleeve) embroidered with the Mt. Harrison logo. These are available for purchase at Accurate Imprints in Rupert.
- All students must wear **solid black** pants or knee length skirts with no writing, decoration, tears, or holes.
- Undergarments should be covered at all times.
- All uniforms are expected to be clean, free from holes, tears, and in good repair.
- Belts must be the appropriate length and tucked through belt loops.
- Accessory layering of clothing including sweatshirts or jackets must be worn under the uniform shirt.
- Coats and jackets with full zippers or buttons may be worn, fully unzipped or unbuttoned.
- Head Coverings are not to be worn in the building.
- Medical or religious exceptions are permitted with **prior** approval of the principal and will be communicated to all faculty and staff via a shared Google doc.
- Occasionally the school will allow for "special dress" days. On those days, specific guidelines will be provided.

CLOSED CAMPUS/FOOD AND DRINK:

During lunch and break time the school campus is closed. This means that students will not be allowed to leave campus except to go to Minico for scheduled classes. Doctors and other appointments should be communicated with MHHS at least 24 hours in advance.

Hot lunches are available at MHHS. Free and reduced applications are available from the office and lunchroom. Students may pre-pay for lunches. School provided lunch must be eaten in the cafeteria except in the case of lunch detention. *During class time, food and drink in the classroom is at the discretion of the teacher.

MHHS does not allow lunches or other food/ drinks to be delivered by businesses. As a closed campus school, students are NOT allowed to leave for lunch. **A parent may bring food to school for his/her student ONLY during the scheduled lunch time.** Any food delivered during any other portion of the day will be held for the student until the end of the school day.

PERSONAL VEHICLES:

Student vehicles must be parked in the south parking area. Students may not enter parking areas without accompaniment by staff during school hours unless they have checked out at the office and they are leaving school grounds.

MEDICINE FOR STUDENTS (MCSD policy 270.20)

Students are not to give medication to others. Do not ask anyone (including teachers) for medication.

The administration of medicines to students by school employees is not allowed in most cases. Approval for administering medicine will be given only in extreme cases and in accordance with district policy 270.20.

PERSONAL POSSESSIONS:

Students are not to bring personal possessions to school such as skateboards, water guns, lighters, and/or matches, etc. Prohibited Items brought to school will be confiscated. Parents or guardians may be notified. Items may be returned to a student, parent or guardian at the end of the day. Continued violations may result in items being held until the end of the school year.

SEARCH AND SEIZURE:

While on school grounds, the administration and/or resource officers reserve the right to search and seize any materials in violation of school policy as per MCSD Policy 340.40. This search and seizure can include vehicles on school premises, backpacks, bags, purses, etc. This can be done at any time there is reason to believe a student may be in violation of school policy.

STUDENT USE OF ELECTRONIC DEVICES:

The use of any electronic device, such as cell phones, tablets, USB drives, or any other privately owned device that is used for audio, video or text communication in school will be governed by MCSD Policy 362.00. 9 Students need to know that:

- **Devices must be kept out of sight, turned off or silenced, and may not be used during instructional time without teacher approval.**
- The school will not take responsibility for damage to or the loss of any device.
- **The use of devices for communication and/or entertainment during instructional time is prohibited** in all District schools, without teacher approval. Any use of electronic devices which involves bullying, intimidation, threats, sexting or other like activity while at school is prohibited. If a student violates this policy, the devices will be confiscated and given to the principal. Only the student's parent or guardian may pick up the device with the student present. Prior to receiving the device, the student shall sign that he or she has read District Policy 360.00 and understands the consequences for future violations. Further violations will be at the discretion of administration.
- **Students are not to take any pictures of other students or staff without permission of the person in the photograph. This includes all videos and photos including Snapchat.** Violations of this rule may include detention, confiscation of cell phone, and/or suspension. Repeated or extreme offenses may result in recommendation for expulsion. *except in official capacity as a yearbook or newsletter photographer.
- Electronic devices taken from a student:
 - 1st Offense- may be returned at the end of the period at the discretion of the teacher and/ or administrator.
 - 2nd Offense- may be returned at the end of the day at the discretion of the administrator.
 - 3rd Offense- may be returned to a parent or guardian at the discretion of the administrator.
 - 4th Offense- may result in suspension.
- Students refusing to surrender an electronic device to administration will be sent home.

INTERNET POLICY:

Each student, and his/her parent or guardian, is required to read and sign the District Appropriate Use Handbook, as per MCSD Policy 360.00A.

CARE OF SCHOOL, BOOKS, AND EQUIPMENT:

Students are responsible for any equipment or books issued to them. If the books or electronic devices are damaged or lost, the student will be expected to pay for the value of the lost or damaged book or device.

MHHS DAY CARE:

MHHS provides childcare for children of enrolled students for a nominal fee. Information concerning cost, meals and supplies about the daycare is provided at the office. If there are openings left after the student-parent needs are met, the daycare may be opened up to employees within the district who need childcare. **Only parents of children may enter the daycare room without approval of building administration. For safety reasons, during emergencies parents may not go to the daycare. Children will be reunified with parents as safety permits.**

CARPORT SCHOOL - PARENTS AND CHILDREN

Parents are responsible for the equipment of their children to attend school. Parents are responsible for the equipment of their children to attend school. Parents are responsible for the equipment of their children to attend school.

MINI DAY CARE:

Mini Day Care is available for children of enrolled students for a special fee. Parents are responsible for the equipment of their children to attend school. Parents are responsible for the equipment of their children to attend school. Parents are responsible for the equipment of their children to attend school.

Schoolboard,

Mt. Harrison High School would like to propose schedule A listed below for the coming school year. This is very similar to the schedule we used this year. However, because some quarters will fall short of the 60 hours required for credit, we need school board approval of the schedule. The only difference from previous years is that we will have a semester long class instead of a homeroom.

Below are the 4 possible schedules that were given to teachers. They were each asked to respond with input. Out of 14 certified staff, 7 responded. 4 preferred schedule D. Even though the majority of respondents liked schedule D, I do not feel comfortable recommending that large of a change without more support from the staff. Therefore, I recommend schedule A which most closely resembles our previous schedules.

Thank you,

Maggi Fortner

Proposed daily schedule MHHS

Considerations

- Need 900 hours/ year
- Should have 60 hours/ credit or school board approval for exception
- Next year's schedule
 - Q1- 35 days
 - Q2- 30 days
 - Q3- 38 days
 - Q4- 43 days
 - 146 days/ year
- Need for lunch supervision of students
- Avoid extra long class periods
- State recommendation for an alternative school is a maximum of 15 students/ class with reimbursement 1:12

A- Semester class- 17 credits/ year.

45 (Q2)- 64.5 (Q4) hours/ credit. 405 minutes/ day. 985.5 hours/ year. Average class size (150-180 enrollment) 17-20 students. 90 minute prep + 30 minute lunch.

8:00-9:30- 1st hour

9:33-11:03- 2nd hour

11:03-11:33 Lunch

11:33-12:18 Semester class

12:21- 1:51- 3rd hour

1:54-3:24- 4th hour

PROS

- 17 credits/ year
- Lunch supervision
- Allows time for advisory once a week
- 14 extra days built in
- 90 minute teacher prep

CONS

- 17-20 students/ class
- Q2 only 45 hours of instruction/ class

In accordance with the Board's philosophy to provide a quality educational program to all students, the District shall provide an appropriate planned instructional program for identified students whose dominant language is not English. The purposes of the program are

1. To help ensure that English learners, including immigrant children and youth, attain English proficiency and develop high levels of academic achievement in English;
2. To assist all English learners, including immigrant children and youth, to achieve at high levels in academic subjects so that all English learners can meet the same challenging state academic standards that all children are expected to meet;
3. To assist teachers (including preschool teachers), principals, and other school leaders, state educational agencies, local educational agencies, and schools in establishing, implementing, and sustaining effective language instruction educational programs designed to assist in teaching English learners, including immigrant children and youth;
4. To assist teachers (including preschool teachers), principals and other school leaders, state educational agencies, and local educational agencies to develop and enhance their capacity to provide effective instructional programs designed to prepare English learners, including immigrant children and youth, to enter all-English instructional settings; and
5. To promote parental, family, and community participation in language instruction educational programs for the parents, families, and communities of English learners

Accordingly, the Board shall adopt a program of educational services for each student whose dominant language is not English. The program shall include bilingual/bicultural or English as a Second Language instruction.

The Superintendent or designee shall implement and supervise an English Learners program which ensures appropriate English Learners instruction and complies with applicable laws and regulations.

The Superintendent or designee, in conjunction with appropriate stakeholders, shall develop and disseminate written procedures regarding the English Learners program, including:

1. Program goals;
2. Student enrollment procedures;
3. Assessment procedures for program entrance, measurement of progress, and program exit;
4. Classroom accommodations;
5. Grading policies; and
6. A list of resources, including support agencies and interpreters.

The District shall establish procedures for identifying students whose dominant language is not English. For students whose dominant language is not English, assessment of the student's English proficiency level must be completed to determine the need for English as a Second Language instruction.

Students whose dominant language is not English should be enrolled in the District upon proof of residency and other legal requirements. Students shall have access to, and be encouraged to participate in, all academic and extracurricular activities of the District.

Students participating in English Learners programs shall be required, with accommodations, to meet established academic standards and graduation requirements adopted by the Board.

The English Learners program shall be designed to provide instruction which meets each student's individual needs based on the assessment of English proficiency in listening, speaking, reading, and writing. Adequate content-area support shall be provided while the student is learning English to assure achievement of academic standards.

All English Learners shall be assessed annually using the state-approved assessment of English language proficiency.

The English Learners program shall be evaluated for effectiveness as required, based on the attainment of English proficiency, and shall be revised when necessary

English Learners shall participate in the District's statewide assessments, unless 20 USC 6311(b)(3) and the regulations of the State Department of Education allow for their exclusion from an assessment.-

~~A student may be excluded from requirements to participate in Idaho's direct writing assessment and in Idaho's direct mathematics assessment, if either test is required to be given, if the following requirements are met:~~

- ~~1. The student has not been enrolled for two full school years in an elementary school or secondary school in the United States;~~
- ~~2. The student scores less than a level four on the State assessment used to determine English language proficiency; and~~
- ~~3. If the parent or guardian of the student and the student's teacher agree that such an assessment exclusion is educationally appropriate for the student.~~

At the beginning of each school year the District shall notify parents of students qualifying for English Learners programs about the instructional program and parental options, as required by law. Parents/guardians will be regularly apprised of their student's progress. Whenever possible, communications with parents or guardians shall be in the language understood by the parents.

The District shall maintain an effective means of outreach to encourage parental involvement in the education of their children.

Reporting

At the conclusion of every second fiscal year during which grant funds are received, the Superintendent or designee shall provide the Idaho Department of Education with a report, in a form prescribed by the Department describing the District's English Learner program and activities and providing the District's applicable demographic data.

LEGAL REFERENCE:

Equal Education Opportunities Act as an amendment to the Education Amendments of 1974 Bilingual Education Act

20 USC §§ 6811, et seq., the “English Language Acquisition, Language Enhancement, and Academic Achievement Act” as amended by Every Student Succeeds Act of 2015

**I.C. § 33-1618
20 U.S.C. § 6311
ESEA Section 1111(b)(2)**

**Assessment Exception
State Plans**

ADOPTED: December 15, 2003

AMENDED/REVISED: February 17, 2004, February 21, 2006; December 11, 2017

CROSS REFERENCE:

Middle schools will follow the credit system that is required by the State of Idaho in 08.02.03 (Rules Governing Thoroughness).

Credit Requirements

Middle schools will require students to attain a minimum of 80% of the total available credits offered each year. To be considered for promotion to the next grade, students must earn two (2) credits of math; two (2) credits of ELA and at least one (1) credit in science and one (1) credit in social studies during a school year. In order to receive credit students must achieve a grade of 60% (D- or better) in any class and not miss more than 10% of class time each semester (9 days). Students in 9th grade must also complete instruction in career exploration.

Students denied credits due to attendance, may appeal the loss of their credits to the building administrator or designee as per Policy 320.00 Attendance. Further appeals may be made to the Board of Trustees of the Minidoka County School District.

Credit Recovery

Students not meeting the minimum requirements of the credit system shall be given an opportunity to recover credits or complete an alternate mechanism in order to become eligible for promotion to the next grade level. Students will be responsible to initiate all credit recovery. The middle schools will assist students and parents in choosing the most appropriate alternative method for each individual. All materials for credit recovery must be submitted to the school by no later than August 1, prior to the beginning of the next school year.

Students must meet at least two of the following alternate methods to recover credits:

1. Forfeit an elective and retake the failed credit during the school year, along with the next course in the sequence.
2. Attend and complete summer school with a grade of 60% (D- or better)
3. Pass an online or correspondence class and present a transcript demonstrating completion with a grade of 60% (D- or better). All online and correspondence classes must be preapproved by the building administrator or designee and all costs will be the responsibility of the parent or guardian.
4. Retake the exit exam and pass with a grade of 60% (D- or better)
5. Demonstrate a proficient score on the ISAT Idaho Student Achievement Test in the deficient subject area(s)

Special Education and English Language Learners

The Individualized Education Plan (IEP) teams for qualified Special Education and English Language Learner (ELL) students may establish alternate credit requirements or accommodations to credit requirements as are deemed necessary for the student to become

eligible for promotion to the next grade level. All alternative requirements or accommodations will be clearly outlined for IEP and ELL students.



LEGAL REFERENCE: IDAPA 08.02.03.107 Middle Level Credit System
IDAPA 08.02.02.104 Career Exploration Instruction

ADOPTED: September 20, 2010

AMENDED/REVISED: June 20, 2011; July 16, 2012; September 16, 2013; July 28, 2014; December 16, 2019; July 20, 2020

Supporting Students with Characteristics of Dyslexia

The District shall take steps to ensure students with characteristics of dyslexia are identified and will work with the students' parents to provide them with academic support.

The fall administration of the statewide reading assessment will be used as an initial screening to identify students who have characteristics of dyslexia, as defined in I.C. 33-1802. Students in grades kindergarten through 5 who are identified by the initial screening shall be given a second (Tier 2) diagnostic screening test for characteristics of dyslexia. This Tier 2 screening shall also be provided to students identified by their classroom teacher and to students whose parent/guardian requests this screening. The Tier 2 screening may be selected from among the Tier 2 screening measures recommended by the State Department of Education for this purpose.

When a student is identified as having characteristics of dyslexia by the initial screening or the Tier 2 screening, the student's parents/guardians shall be notified and provided with the District's options for school interventions.

The District shall provide evidence-based interventions for any students identified with characteristics of dyslexia by either screening. These interventions shall align with the Idaho comprehensive literacy plan and the State Dyslexia Handbook.

The District shall submit to the State Board of Education any data they require on the effectiveness of such interventions.

Professional Development

Beginning in the 2023-2024 school year, all District instructional staff and instructional coaches involved in the instruction of students in grades kindergarten through 5 shall be required to complete a professional development on dyslexia approved by the State Department of Education for this purpose.

All District teachers, administrators, and school counselors with an instructional certificate in grades 6 through 12 must complete professional development on the characteristics of dyslexia no later than the beginning of the 2023-2024 school year.

LEGAL REFERENCES: I.C. § 33-1802 Definitions
I.C. § 33-1811 Dyslexia

**ADOPTED:
AMENDED:**

The Board of Trustees has the legal responsibility of hiring all employees. The Board assigns to the Superintendent the process of recruiting staff personnel. The Superintendent may involve various administrative and teaching staff personnel as may be needed in recruiting staff personnel. All personnel selected for employment must be recommended by the Superintendent and approved by the Board. All certificated personnel selected for employment must also go through the screening process outlined in Idaho Code 33-1210 and be approved for hire by the Building Principal in the building to which they will be assigned.

To aid in obtaining quality staff members, the following factors will be considered: qualifications, training, experience, personality, character, and ability to relate well with students. Every effort will be exerted to maintain wide diversity in staff experience and educational preparation. However, the welfare of the children of the District will be a paramount consideration in the selection of teachers and administrators.

This policy shall be made available to any District employee or person seeking employment with the District.

Guidelines

1. There will be no discrimination in the hiring process (refer to Policy 500.10 Personnel Conduct).
2. Applicants for teaching positions shall provide evidence of meeting State requirements for regular certification and sign a statement authorizing current and past school district employers to release to the District all information relating to job performance or job related conduct. Applicants who do not sign the statement/release shall not be considered for employment. The District will consider information received from current and past school district employers only for the purpose of evaluating applicants' qualifications for employment in the position for which they have applied and no one shall disclose such information to anyone, other than the applicant, who is not directly involved in the process of evaluating the applicants' qualifications for employment. Non-certificated applicants may be employed on a conditional basis pending receipt of information from current and past school district employers. Applicants shall not be prevented from gaining employment if current or past out-of-state employers are prevented from or refuse to cooperate with the District's request.
3. Applicants must have proper endorsements for teaching positions and meet the State's highly qualified standards. Applicants for high school and middle school positions should have a major or its equivalent in the specific teaching field(s). Elementary applicants should have a major or its equivalent in elementary education or in the special area of assignment(s).
4. When considering coaching assignments in secondary schools, preference for hiring will be given to a qualified teacher in the school where the coaching vacancy exists. The Building Principal will certify that all qualified applicants within the building have been given consideration. Giving such individuals consideration does not mean that

such an individual will necessarily be retained for a coaching position or that another individual may receive the position who is not an employee of the building in question.

5. As required in Idaho Code 65-505, the District will observe preference for veterans and disabled veterans when considering hiring employees to fill vacancies, selecting new employees, or implementing a reduction in force. Necessary documentation must be submitted in accordance with Policy #510 Personnel Veteran's Preference.
6. As required in Idaho Code 33-130, the District will conduct a criminal history check for all positions.
7. Each newly hired employee must complete an Immigration and Naturalization Service form or I-9, as required by federal law and provide necessary documentation.

The employment of any certified staff member is not official until the contract is approved by the Building Principal, the Board, and signed by both the Board Chairman and the applicant.

To assist administrators in compliance with the above policy for the hiring of professional staff, the following guidelines shall be utilized:

Notice of Vacancies

1. Vacancies will be posted only after the District receives written resignation from a contracted professional employee of the District, or termination or non-renewal has occurred, a release from contract has been granted, or if a new position is created within the District. When that official resignation has been received, or a position is otherwise available the Superintendent will post notices online on the official District website.
2. The Superintendent's Office will post notice of any vacancy within the District on the District website online at www.minidokaschools.org. Such notice shall be posted for a minimum of four (4) business days.
3. Upon the conclusion of the posting period, the building/program administrator will have the responsibility to interview all applicants who meet the qualifications needed for the position, and may or may not make recommendation for internal (In District) transfer after such review.
4. If a transfer or applicant is recommended and approved by the building principal, it will be submitted in writing to the Superintendent immediately following such determination. Since such transfer would automatically create a vacancy in another location, notice of that vacancy will be posted as specified above, with the exception that if the same grade level vacancy for the school has already been posted, the above building notice requirement will be waived.
5. An application or letter of interest will be maintained on file for a period of three years from the date of inquiry. It is the responsibility of any applicant who desires to be considered for a subsequent position within the District to reactivate his/her file for that position.
6. The Superintendent may deviate from the processes outlined in sections 1 (one) through 5 (five) above if he/she determines that such deviation is in the best interest of the District.

Notices to Include

Any notice from Minidoka County Joint School District # 331 will contain the following information:

1. Position available and job description.
2. Requirements for completed application, as applicable for position, including but are not limited to the following: 1) completed District application form (online); 2) official transcript of all university or college credits; 3) placement center file; 4) personal resume; 5) verification or eligibility of Idaho certification; and 6) signed statement/release for current and past school district employers.
3. Timeline for receiving applications.
4. Process notification of how applications will be handled.
5. Application Procedures: It will be the responsibility of any applicant to provide the information listed in item 2 (two) above.

Application Procedures

It will be the responsibility of any applicant to provide the information listed #5 (five) above. All employment applications are to be received only via the on-line HR program at www.minidokaschools.org.

1. Such information must be received prior to the cutoff date for receiving applications as specified in the vacancy notice.
2. It will be the discretion of the Superintendent and the building administrator to determine whether such deadlines should be extended to accommodate individuals where placement center files, transcripts or other materials are not yet received by the District for consideration. Such time extension will be restricted to a reasonable time frame.
3. In addition to the certification information provided by the applicant, the District will also request from the Office of the Superintendent of Public Instruction verification of certification status, any past or pending violations of the professional code of ethics, any detail as to any prior or pending conditions placed upon a certificate holder's certificate, any prior or pending revocation, suspension, or the existence of any prior letters of reprimand and information relating to job performance.
4. Within three business days of receipt of the statement releasing information from prior school district employers, as required by I. C. 33-1210, such statement shall be sent to the prior employers with a request for release of information and documentation to be provided as required by that section.
5. Because responses to such requests may take up to 20 days, or possibly more for out-of-state school district employers, information received pursuant to such request may be reviewed prior to or after interviews have been concluded, at the discretion of the District. Where possible, such information should be utilized as part of the screening process. However, due to considerations of time, such early review may not be possible, and such information received pursuant to this process may be reviewed or utilized up to any time prior to offering employment to an applicant.

6. Upon receipt of the completed applications, those applications will be placed in a file for review and consideration at the District Office.

Screening

1. The building or program supervisor may establish a committee to assist in the screening process.
2. The building principal or program supervisor and screening committee, upon receiving the written applications from the HR/Personnel Specialist, will review those applications for the purpose to:
 - a. Determine those most suited to the position.
 - b. Make personal telephone contact with one or more references submitted by the applicant.
 - c. Contact individuals who might know the applicant, but were not listed as references, if needed.
 - d. Invite the top applicants to be interviewed for the position.
3. The building principal or program supervisor and screening committee will establish the procedures at the building or program level for interviewing the successful applicants.
4. For those applicants who have no prior public school work experience or whose out-of-state former employers will not release documentation requested pursuant to I.C. § 33-1210, the screening committee or administrator may engage in whatever background checks it deems appropriate, but at a minimum shall verify all prior work experience and educational achievement listed by the applicant as the committee or administrator deems appropriate, preferably by contacting the prior employers and/or educational institutions listed by the applicant, and shall attempt to contact every person listed as a reference by the applicant.
5. Upon determining the qualified applicant, the building administrator will submit to the Superintendent, the written recommendation for the applicant to be named as a candidate and offered employment.

Acceptance Procedure

Once the Committee has selected the final candidate, the name will be provided to the Superintendent who will review the applicant’s credentials with the building principal or program supervisor. If the Superintendent and building principal or program supervisor concur with the recommendation, the Superintendent will:

1. Authorize a verbal offer of employment, pending Board approval, to be made to the candidate.
 - a. If, at the time the statement of intention to employ is made, the District has not yet received documentation requested pursuant to I.C. 33-1210(3), the District may provisionally employ such applicant on a non-contracted basis for up to 30 days after receipt of the documentation. Within that thirty-day time period, the Board may issue a written statement to the applicant identifying why a standard contract will not be issued and specifying which information justifies such decision. The Board may not

identify any reason for non-issuance of a standard contract not based on the documentation received. If, within 30 days from the receipt of the information requested pursuant to I.C. 33-1210(3) no contract is issued or the written statement of non-employment is not provided to the applicant, the employee will be deemed to be employed pursuant to a Category 1 contract. During this provisional employment, the applicant shall be provided the same compensation and benefits as if the employee had been employed on a standard certificated contract.

- b. If no documentation is received from out of state employers, the District may employ the applicant on a standard Category 1 contract without utilizing the provisional, non-contracted employment.
2. Upon receiving verbal acceptance by the candidate, the Superintendent will prepare the necessary papers for recommendation to the Board of Trustees at the next regular or special Board meeting.

Board Action

The Board of Trustees of the Minidoka County Joint School District # 331 will:

1. Have placed before it all candidate names for the position; and
2. Discuss hiring and in situations wherein the individual qualifications of the applicant are discussed go into executive session pursuant to law; and
3. Vote relating to approval or disapproval of the candidates. If members of the Board personally have knowledge not available to the building administrator and the screening committee the Board will not take action until all concerns have been reviewed by the building/program administrator.

Approval

Upon approval by the Board of Trustees, a contract, in a form approved by the State Superintendent of Public Instruction, will be sent or given to the applicant pursuant to the requirements set out in I.C. 33-513. The applicant must sign the contract and return it within ten (10) days from the date the contract is delivered to them. Should the person willfully refuse to acknowledge receipt of the contract or the contract is not signed and returned to the Board in the designated period of time, the Board may declare the position vacant. Should the candidate not be approved, or the person willfully refuse to acknowledge receipt of the contract or the contract is not signed and returned to the Board the Superintendent will remand the situation to the building administrator and screening committee to provide the next applicant's name for consideration.

Certification

To qualify for employment, each teacher or administrator must have a valid Idaho teaching/administrative certificate on file in the District Office at the beginning of the school year. If at any time the teacher/administrator's certification lapses, is revoked, or suspended, the certificated employee may be subjected to action declaring a contract violation and possible action to terminate the employment of the individual with the District.

Legal Reference: I.C. § 33-130

I.C. § 33-512

I.C. § 33-513

I.C. § 33-1210

I.C. § 59-1302

I.C. § 65-501 et seq.

I.C. § 74-206

Criminal History Checks for School District

Employees or Applicants for Certificates

Governance of Schools

Professional Personnel

Information on Past Job Performance

Definitions

Rights and Privileges of Veterans

Executive Sessions—When Authorized

ADOPTED: August 15, 2011

AMENDED/REVISED: December 16, 2019

Use of Therapy Dogs in the District

The District recognizes that specially trained therapy dogs can provide educational and other benefits for District students and may allow such dogs to be used in schools, in accordance with this policy and with Policy 2580 Use of Dogs in Educational Programs.

A “therapy dog” is a dog that has been individually trained and certified or registered to work with its handler to provide emotional support, well-being, comfort, or companionship to District students. The dog must have a current American Kennel Club Canine Good Citizen certificate or equivalent acceptable to the Principal and Superintendent. Therapy dogs are individually trained and certified/registered to provide appropriate interactions with students and others at school. The dog must be well behaved and have a temperament that is suitable for interaction with students and others in a public school.

A “handler” is an adult who is responsible for caring for and supervising the therapy dog, which includes toileting, feeding, grooming, and veterinary care. Students shall not act as handlers.

The District is not obligated to supervise or otherwise care for a therapy dog. Therapy dogs are the personal property of a District employee or volunteer. Therapy dogs are not owned by the District. Therapy dogs are not “service dogs” as described in Policy 2375 Service Animals in Schools. They are also not emotional support dogs intended to provide comfort to a particular individual. This policy is not intended to, and does not, allow students, parents/guardians, staff, or others to bring emotional support dogs onto any District property.

Therapy Dog Plan

District staff who wish to have therapy dogs made available to students shall submit a plan to the building principal. It must be resubmitted each year and any time a different therapy dog or handler will be used. The plan shall address all of the following topics:

1. The location for the therapy dog to be kept when the therapy dog is on campus is at the discretion of the building administrator. The building administrator may take into consideration the following conditions:
 - a. Direct access to the outdoors to permit the therapy dog to enter and exit the building without using the building’s interior hallways;
 - b. Free of an intake for the building ventilation system or an independent ventilation system; and
 - c. Non-porous surfaces, including carpet-free floors, for easy hair removal, cleaning, and sanitation.
2. The credentials of the proposed therapy dog and the organization that has certified them including:
 - a. Proof the proposed therapy dog has received appropriate certification;
 - b. The credentials of the certification providers;
 - c. Proof the proposed therapy dog is current on all vaccinations.

3. Plans for interaction between the proposed therapy dog and students, including:
 - a. The students the therapy dog is intended to serve;
 - b. The anticipated goals for and intended uses of the therapy dog;
 - c. Proposed instruction to be provided to students on the appropriate behavior and treatment of the therapy dog;
 - d. How the staff member will accommodate students who are allergic to the dog, fearful of the dog, or whose parents do not give permission for the student to interact with the dog.
4. Plans for care and supervision of the therapy dog, including:
 - a. The identity and credentials of the handler;
 - b. The credentials of the providers of the handler’s training;
 - c. Proposed schedule for the handler to provide necessary care for the therapy dog, including exercise, feeding, watering, toileting, and any necessary cleanup; and
 - d. Proof of an insurance policy that provides liability coverage for the therapy dog while on District property.

The building principal may reject a proposal for any reason, and shall reject the proposal if:

- a. It does not meet the requirements of this policy;
- b. The building principal does not consider the benefit to outweigh the risks and costs;
- c. The building principal believes that the time required to care for the therapy dog is inconsistent with the assigned duties of the school employee/handler; or
- d. The proposal is otherwise inconsistent with the needs of the school.

The principal shall submit any proposal the principal desires to be approved to the Superintendent or their designee for final review. The Superintendent or designee may approve or reject the proposal.

Approval of any therapy dog program may be suspended or ended at any time by the building principal or Superintendent for reasons including, but not limited to any violation of District policy, the administrator’s determination that the dog’s presence interferes with the educational process, or the administrator’s determination that the handler or dog have behaved in an unprofessional or unsafe manner.

District employees shall not receive any additional pay, stipend, or compensation for providing the therapy dog or for being the handler and/or the owner of the therapy dog. The supervision and care of the approved therapy dog is solely the responsibility of the therapy dog handler when the therapy dog is on District property. The therapy dog handler will assume full responsibility and liability for any damage to District property or injury to District staff, students, or others while the therapy dog is on District property. The therapy dog handler must maintain an insurance policy that provides liability coverage for the therapy dog while on District property.

Appropriate identification as a therapy dog will be kept with the handler at all times when on District property. The therapy dog shall be required to wear a vest, collar, or other article identifying them as a therapy dog and distinguishing them from a service dog. The therapy dog shall be under the control of the handler(s) at all times, and shall be required to be kept on a leash.

The therapy dog shall only be allowed in areas authorized by the building principal. If any student or school employee assigned to a classroom in which a therapy dog is permitted suffers an allergic reaction to the therapy dog, the handler of the dog will be required to remove the dog to a different location designated by an administrator. Therapy dogs shall not attend field trips.

A student shall not schedule or attend a session with the therapy dog and the student shall not have contact with the dog without a completed Form 2580F Student Permission for Exposure to Dogs on file.

**Cross Reference: 2375
2580
2580P**

**Service Animals in Schools
Use of Animals in Educational Programs
District Procedure on Dissection of Animals**

**ADOPTED:
AMENDED:**

It is the policy of the Minidoka County Joint School District #331 to hire and retain a highly qualified, fully certified teaching and administrative staff. The Minidoka County Joint School District #331 may use a portion of their Title IIA funds to to improve the quality and effectiveness of teachers, principals, and other school leaders.

Provisions:

When Title IIA funds are used for tuition reimbursement purposes, the following provisions will govern the use of those funds for tuition reimbursement in the Minidoka County Joint School District #331:

Reimbursement Criteria:

1. ~~Classified e~~Employees may be reimbursed for coursework that leads to a teaching degree, advanced degree or specialized /certification, ~~or special education certification~~.
2. The District will provide reimbursement only with an approved Employee Tuition Reimbursement form on file AND after submission of a printed receipt indicating tuition has been paid AND along with a transcript indicating a grade in the course of a C or better.

This policy will become effective upon adoption, and will remain in effect as long as the District continues to receive Title IIA funds for the purpose of improving the quality and effectiveness of teachers, principals, and other school leaders.



LEGAL REFERENCE:

ADOPTED: October 22, 2004

AMENDED/REVISED: February 23, 2015; July 20, 2020

REFER TO FORM 542.60F

Employing Retired Teachers and Administrators

One of the Board’s personnel goals is to recruit, select, and employ the best qualified personnel to staff the schools within the District. As such, retired employees who leave the District in good standing may be re-employed as a “Return to Work” employee according to the following guidelines:

1. The District may employ a person previously employees as a school district or charter school instructional, pupil service or other certificated staff member, certificated teachers ~~and-or~~ administrators, who ~~are-is~~ receiving retirement benefits from the public employee retirement system of Idaho (PERSI) for positions requiring such certification provided such individuals ~~were-was~~ not promised “rehire” by the District before their retirement was in effect. ~~Said-These~~ employees are ~~hereinafter~~ referred to below as “retiree” or “retirees”.

In addition, effective until June 30, 2026, the District may hire individuals who retired from any PERSI-eligible employer, so long as the individual retired on or after age 55, and so long as the individual acknowledges they may not accrue additional retirement benefits. All such employment under Idaho 59-1356(5) must end on or before June 30, 2026.

These employees are considered to be employed “at-will” and in accordance with the Standard Retired Teacher Contract or Standard Retired Administrator Contract form that has been approved by the State Superintendent of Public Instruction and which expires at the end of every school year.

- ~~1.2.~~ Any employment contract between the District and retirees shall be separate and apart from the collective bargaining agreement or master agreement between the District and the local teacher association.
- ~~2.3.~~ Retirees employed consistent with this policy and State law shall accrue one day per month of sick leave. No annual sick leave shall be accumulated unless additional sick leave has been negotiated between each individual retiree and the District at the time of employment. Sick leave accrued by a retired employee under Idaho Code § 33-1004H does not qualify for unused sick leave benefits under Idaho Code § 33-1228.
- ~~3.4.~~ The District will provide health insurance and life insurance benefits for retirees hired consistent with this policy.
- ~~4.5.~~ The District shall not employ certificated teachers and administrators who receive or received benefits under the previously existing early retirement program provided in now repealed Idaho Code 33-1004G.
- ~~5.6.~~ Retirees who qualify to be rehired are those who:
 - a. Are not participating in the early retirement program;
 - b. Are retired at or after 55 years of age;

- c. Have never received a “promise of rehire” before their retirement date;
 - d. Have received at least one payment from their PERSI retirement account; and
 - e. Meet all conditions and requirements of PERSI to qualify for this program, as such may change from time to time.
7. Any year in which a retired teacher or administrator is hired, the Superintendent shall sign a form to be retained by the District in the employee’s personnel file attesting that:
- a. Any retired teachers or administrators have been employed using the standard retired teacher or retired administrator contract, as appropriate;
 - b. The length of any such contract is one year; and
 - c. Rehire was not agreed to between the teacher or administrator and the District prior to retirement.

ADOPTED: May 16, 2022

AMENDED:

Cross Reference: 5100

Hiring Process and Criteria

Legal References: I.C. § 33-513

District Trustees – Professional Personnel

I.C. § 33-1004H

Employing Retired Teachers and Administrators

I.C. § 33-1228

Teachers - Severance Allowance at Retirement

I.C. § 18-1356

Gifts To Public Servants By Persons Subject To Their Jurisdiction

1. The cost of all activity trips will be paid from local sources.
2. Travel out of the 300-mile radius requires board approval.
3. At least ten (10) days prior to an activity trip the person responsible for the activity will make a request in writing to his/her principal. The request shall be made on a form furnished by the District. If approved by the principal the request will be forwarded to the Transportation Supervisor five (5) days prior to the trip for his/her approval. One copy of the written bus request will be returned to the principal. The request will contain the purpose of the trip, number of students involved, chaperon(s), time leaving, time returning and the area in which students are to be loaded.
4. Adult chaperon(s) will be required on all activity buses except for mini buses or travel within the Magic Valley. If the driver of a bus is a coach or an advisor, an additional chaperone is needed for trips outside the Magic Valley. The chaperon(s) responsibilities will be to assist the driver in maintaining passenger control.
5. While the District does not prohibit students or District patrons from arranging a carpool to provide transportation to any District facility, activity, or event, it is impractical for the District to take steps to ensure the safety of any carpool vehicle or driver. For this reason, the District and its employees shall not arrange, encourage, or take responsibility for any such carpool. The District will bear no liability associated with any carpool arrangements
6. Transportation emergencies that occur during activity trips should be handled by the driver and chaperon(s). Serious concerns should be reported immediately to the Transportation Supervisor.
7. There are 3 types of transportation methods in place. (1.) Use of a non-route bus, (2) use of a route bus, and/or (3) use of a bus from an outside contractor.
8. Drivers will be reimbursed according to the procedures outlined in Policy 806.00P.

LEGAL REFERENCE:**ADOPTED: November 18, 2002****AMENDED/REVISED: October 21, 2013; October 19, 2020**