



# **GLACIER HIGH SCHOOL STUDENT & PARENT HANDBOOK**

**2022-2023**

# GLACIER HIGH SCHOOL 2022-2023

AUGUST 2022						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER 2022						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

OCTOBER 2022						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

NOVEMBER 2022						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

DECEMBER 2022						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

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

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

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

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

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

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

*\*Wednesdays are early release unless noted in light green.*

AUGUST 29-30	Staff PIR Work Days
AUGUST 31	First Day: Freshmen Only
AUGUST 31	NOT an Early Release
SEPTEMBER 1	First Day: Grades 10-12
SEPTEMBER 5	No School: Labor Day
SEPTEMBER 7	NOT an Early Release
SEPTEMBER 8	Open House 4:00-7:00 PM
SEPT 26-30	Homecoming Week
SEPTEMBER 29	College Fair
SEPTEMBER 30	Midterm: Quarter 1
OCTOBER 1	Dance: Homecoming
OCTOBER 12	PSAT
OCT 20-21	No School: MEA Educator Conference
OCTOBER 28	End of Quarter 1
NOVEMBER 3	Early Release: PT Conferences
NOV 23-25	No School: Thanksgiving Break
DECEMBER 2	Midterm: Quarter 2
DECEMBER 8	Academic Catch-Up Day
DECEMBER 9	Early Release: Speech Meet
DEC 22-JAN 2	No School: Winter Break
JANUARY 16	No School: PIR
JANUARY 19-20	Assessment Schedule
JANUARY 20	End Semester 1
FEBRUARY 20	No School
FEBRUARY 24	Midterm: Quarter 3
MARCH 24	End of Quarter 3
MARCH 25	Dance: Prom
MARCH 27-31	No School: Spring Break
APRIL 11	ACT - ALL JUNIORS
APRIL 21	No School: Music Festival
MAY 1-12	AP Exam Window
MAY 4	Academic Catch-Up Day
MAY 5	Midterm: Quarter 4
MAY 29	No School: Memorial Day
MAY 30-31	Senior Assessments
AUGUST 31	NOT an Early Release
JUNE 3	GHS Graduation
JUNE 7	NOT an Early Release
JUNE 8-9	Assessment Schedule
JUNE 9	End Semester 2

# TABLE OF CONTENTS

SECTION 1: <a href="#">INTRODUCTION</a>	<a href="#">2-4</a>
SECTION 2: <a href="#">PARENT INFORMATION</a>	<a href="#">5-8</a>
SECTION 3: <a href="#">STUDENT INFORMATION</a>	<a href="#">9-11</a>
SECTION 4: <a href="#">GHS ACTIVITIES</a>	<a href="#">12-13</a>
SECTION 5: <a href="#">ORGANIZATIONS AND CLUBS</a>	<a href="#">14</a>
SECTION 6: <a href="#">COMMUNICATION</a>	<a href="#">15</a>
SECTION 7: <a href="#">EMERGENCY INFORMATION</a>	<a href="#">16</a>
SECTION 8: <a href="#">WELLNESS SERVICES</a>	<a href="#">17</a>
SECTION 9: <a href="#">STUDENT ASSISTANCE</a>	<a href="#">18-19</a>
SECTION 10: <a href="#">ACADEMIC POLICY AND INFORMATION</a>	<a href="#">20-34</a>
SECTION 11: <a href="#">PROCEDURES</a>	<a href="#">35-37</a>
SECTION 12: <a href="#">ATTENDANCE POLICY</a>	<a href="#">38-43</a>
SECTION 13: <a href="#">BEHAVIOR POLICY</a>	<a href="#">44-59</a>
SECTION 14: <a href="#">BUS POLICY</a>	<a href="#">60</a>
SECTION 15: <a href="#">TECHNOLOGY POLICY</a>	<a href="#">61-64</a>
SECTION 16: <a href="#">SCHEDULES</a>	<a href="#">65-67</a>
SECTION 17: <a href="#">ADDITIONAL INFORMATION</a>	<a href="#">68-69</a>

# GLACIER HIGH SCHOOL

School Address  
375 Wolfpack Way  
Kalispell, MT 59901

Main Office Phone  
406-758-8600

Attendance Phone  
406-758-8600 ext 8604



SCHOOL SONG	SCHOOL COLORS	SCHOOL MASCOT
Go Glacier	Dark Navy and Kelly Green	Gray Wolf

## MISSION STATEMENT

The mission of Glacier High School is to inspire lifelong learning by providing a broad, engaging education in a respectful, safe and supportive environment. *-September 4, 2007*

## WOLFPACK VISION

To be one of the top high schools in the nation.

## WOLFPACK GOAL

Every student graduates in four years or less.

YEAR	SCHOOL YEAR THEME	YEAR	SCHOOL YEAR THEME
07-08	Lead The Way	16-17	Tradition Never Graduates
08-09	Team Glacier	17-18	Make Your Day
09-10	Every Student, Every Chance, Every Day	18-19	Get The Edge
10-11	Be The Change	19-20	Set Your Sights
11-12	Join The Pack	20-21	Making Moves
12-13	Fuel Your Fire	21-22	Positively Glacier
13-14	Glacier Gives Gratitude Often	22-23	Expect Excellence
15-16	Make It Count		



# SECTION 1: INTRODUCTION

## HANDBOOK PURPOSE

This handbook has been prepared to provide the best possible guidance for GHS students and parents. The contents of the handbook have been incorporated as Kalispell Public Schools Administrative Regulations. GHS administration is required to enforce these regulations and is given the discretion needed to address special circumstances as they arise. Because it is impossible to foresee all situations that arise, this handbook empowers the administration to take disciplinary action for any behavior which violates the spirit, philosophy or code of conduct of Glacier High School, even though not specified in the handbook. It is the student and parent's responsibility to know, understand, and comply with the policies listed in this handbook. If the student or parent has a question or concern, please contact an administrator.

## PRINCIPAL'S WELCOME TO STUDENTS

On behalf of the entire Wolfpack community, I want to welcome you to the 2022-2023 school year at Glacier High School. I am honored to serve as your principal and am excited for the opportunities this year will bring. Glacier has long believed that developing GRIT, showing GRATITUDE, and treating each other with GRACE are characteristics that will serve you well in the classroom, your activities, and outside of school. Values such as excellence, perseverance, being courteous and trustworthy are part of our creed. We live these each and every day. It is our hope that you will embrace the many opportunities afforded to you and contribute in ways that "EXPECT EXCELLENCE!" -Brad Holloway

## ACCREDITATION

Glacier High School has been granted full accreditation by the Montana Office of Public Instruction pursuant to the Montana Code Annotated 20-6-503. The school has also received regional accreditation from the Northwest Accreditation Commission (NWAC) a Division of AdvancEd.

### ADMINISTRATION PHONE NUMBERS

Principal	Brad Holloway	406.758.8600, ext 8611
Assistant Principal: <i>Sophomores &amp; Seniors</i>	Lance Labrum	406.758.8600, ext 8610
Assistant Principal: <i>Freshmen &amp; Juniors</i>	Alan Stanfield	406-758.8600, ext 8616
Assistant Principal/ Activities Director	Mark Dennehy	406.758.8600, ext 8620

### STUDENT SERVICES PHONE NUMBERS

Freshman Counselor	Jennifer Kessler	406.758.8600, ext 8628
Sophomore Counselor	Lauren Smith	406.758.8600, ext 8630
Junior Counselor	Keith Johnson	406.758.8600, ext 8629
Senior Counselor	Chris Weaks	406.758.8600, ext 8631
Registrar	Carrie Williams	406.758.8600, ext 8625
Career Center Specialist	Billie Crawford	406.758.8600, ext 8634

### MAIN OFFICE PHONE NUMBERS

Administrative Assistant/Attendance	Angel Verhine	406.758.8600, ext 8604
Administrative Assistant/Sub Coordinator	Trena Fuller	406.758.8600
Principals' Assistant	Margo Sorensen	406.758.8600, ext 8613
Activities Assistant/Bookkeeper	Maggie McKay	406.758.8600, ext 8618
School Resource Officer	Garrett Smith	406.758.8600, ext 8666

# SECTION 1: INTRODUCTION

## SCHOOL PROFILE

We have 99 certified staff serving the needs of approximately 1,300 students grades 9 through 12. Class periods are 50 minutes in length and meet daily within a seven-period schedule. The school calendar has two semesters per school year.

## STUDENT RIGHTS AND RESPONSIBILITIES

All students are entitled to enjoy the rights protected by the federal and state Constitutions and law for persons of their age and maturity in a school setting. Students should exercise these rights reasonably and avoid violating the rights of others. Students who violate the rights of others or violate District policies or rules will be subject to disciplinary measures.

## STUDENT RESPONSIBILITIES

- Students have the responsibility to maintain a supportive learning environment and take full advantage of their educational opportunities.
- Students have the responsibility to keep GHS safe by not harming others or threatening to harm others in any way while at school, on their way to or from school, or at any school activity.
- Students have the responsibility to exercise self-control. This includes respect the property of others and school district assets.
- Students have the responsibility to air grievances or concerns appropriately.

## STUDENT RIGHTS

- Students have a right to a quality education. This includes the right to be educated as an individual with individual rights and unique talents.
- Students have the right to learn without interruption, disruption, or distraction, whether inside the classroom or from outside.
- Students have the right to freedom of speech and expression as long as it does not abuse the rights of others and/or disrupt the educational process.
- Students have the right to be in an environment free of discrimination, both in their academic endeavors and when participating in extra-curricular activities.



# SECTION 2: PARENT INFORMATION

## 19-YEAR OLD STUDENT

A student is not eligible to attend GHS if they turn 19 years of age on or before September 10 of the year in which the student wants to enroll. Please see a school counselor to discuss an alternative education plan if the student is not eligible to attend based upon this age criteria.

## FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) is a Federal law that protects the privacy of student education records. FERPA gives parents and students over eighteen (18) years of age ("eligible students") certain rights with respect to student's education records. However, the rights contained in this section are denied to any person against whom an order of protection has been entered concerning a student.

- The right to inspect and copy the student's education record within a reasonable time from the day the District receives a request for access. Students less than eighteen (18) years of age have the right to inspect and copy their permanent record.
- The right to request the amendment of the student's education records that the parent(s)/guardian(s) or eligible student believes are inaccurate, misleading, irrelevant, or improper.
- The right to prohibit disclosure of personally identifiable information (including "directory" information) contained in the student's education records, except to the extent that FERPA or state law authorizes disclosure without consent.
- The right to a copy of any school student record proposed to be destroyed or deleted.
- The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA.

## DIRECTORY INFORMATION

The school may release certain information known as "directory information" regarding students as permitted by law unless a parent objects to the release of information. This information may include:

- Student's name
- Address & Telephone listing
- Electronic mail address
- Photograph (including electronic version)
- Date and place of birth
- Major field of study
- Dates of attendance
- Grade level
- Enrollment status (e.g., under-graduate or graduate; full-time or part-time)
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees
- Honors and awards received
- Most recent educational agency or institution attended

Directory information may be released without prior notice or written consent. This information may appear, but is not limited to, in the form of news releases to news media, school newsletters, school brochures, school bulletin boards, school publications, printed programs of officially recognized activities or sports, artwork, writings, or work published on the World Wide Web.

Pursuant to federal law, the school is required to release the names, addresses, and telephone numbers of all high schools students to military recruiters and institutions of higher education upon request. The school may also disclose student information to athletic recruiters and student recognition programs. Any parent(s)/guardian(s) or eligible student may prohibit the release of any or all of the above information by delivering a written objection to the principal. The rights provided to parents/guardians in this policy transfer to the student when the student turns 18 years of age or is an emancipated minor.

# SECTION 2: PARENT INFORMATION

## EMERGENCY TELEPHONE NUMBERS

Each parent or guardian must provide to the attendance office a current telephone number where the parent or designee of the parent can be reached in case of emergency. In the event that the parent can not be reached and immediate medical attention is required, the injured student may be taken directly to the hospital and treated by the physician on call. Please call the Registrar at 758-8600 ext 8632 to update phone numbers.

## MESSAGES

Only emergency messages will be delivered to students. An emergency is an accident, illness, or serious family problem. If information about transportation, doctor appointments, house keys, etc., is not available before the student leaves for school, students should phone home during the day for an update. Your cooperation in not asking for classes to be interrupted with messages is greatly appreciated.

## CHILD CUSTODY

The school recognizes that issues related to the legal and physical custody of students are complicated and can impact the student's educational experience. Parents and legal guardians of students are strongly encouraged to stay involved with their student's academic progress. Unless a court order decrees otherwise, either parent or a legal guardian may view educational records and attend school functions regarding the student. Official notices and report cards will be sent to the parent or legal guardian with primary physical custody of the student during the school year. It is the responsibility of the parent or legal custodian with primary physical custody to provide current copies of court orders to the school. Child visitation and exchange of custody should not take place during school hours or on school property. The school will assume no responsibility for enforcing visitation or custody orders and reserves the right to prohibit parents or legal guardians from entering school district property if their conduct becomes disruptive to the school environment. Concerns regarding custody and visitation should be directed to the school principal.

## PARENTAL OPT OUT OF PARTICIPATION

Electronic information, services, and networks have become an essential part of the education process in our school. Instruction on using these resources along with instruction on the ethics and safety issues that accompany such resources is a part of our curriculum and our State education benchmarks. As a result students will be using computers and our District-wide network to learn about electronic information access, services and networks. If, for some reason, a parent does not want a son/daughter using these resources, please deliver a written objection to the principal. A notation will be made in our student records database of the preference to designate the student as a non-user of District electronic information, services, and network. All relevant staff will be notified.

## RESOLVING PARENT/TEACHER OR STUDENT/TEACHER DISAGREEMENTS

Disagreements with teachers or complaints about school personnel will be investigated fully and fairly. Anonymous complaints will be disregarded. An employee who is the object of a complaint will be informed promptly and afforded the opportunity to present the facts as he/she sees them. Please use the following steps as a general guideline in resolving issues.

- Direct conversation between parent, student, and/or teacher. If a parent or student has a disagreement or misunderstanding with a teacher, the parent or student should address the concern to the specific teacher directly involved with the circumstances surrounding the concern.
- Meeting with parent, student, teacher, and/or school counselor. If a parent or student is not satisfied with the outcome of step 1, a meeting with the teacher, parent, student, and/or appropriate school counselor will be arranged at a mutually convenient time. This step is informal and verbal.
- Meeting with parent, student, teacher, and/or administrator. If a parent's concern is not satisfactorily resolved by completion of step 2, the parent should then refer this concern to an administrator in writing. The parent should submit a signed and dated statement of facts giving rise to this concern, the name of the accused teacher, and the remedy sought. A meeting with the teacher, parent, student, and/or administrator will be arranged at a mutually convenient time. The staff member has the right to be at all meetings with or without a representative as he/she so determines.



# SECTION 2: PARENT INFORMATION

## OPEN HOUSE

GHS families and community members are invited to participate in our Open House on Thursday, September 8, 2022 from 4:00-7:00 pm. Family members can follow their student's schedule to meet teachers and learn about class objectives, requirements, and policies.

## PARENT TEACHER CONFERENCES

We have scheduled one time during the school year for parent/teacher conferences. The date and time is Thursday, November 3, 2022 from 1:45-7:00 pm

## SPECIAL EDUCATION/504

The District provides free appropriate public education and necessary related services to all children with disabilities residing within the District, as required under the Individuals with Disabilities Education Act (IDEA), provisions of Montana law, and the Americans with Disabilities Act. The District ensures that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 are provided with appropriate educational services. Parents should contact the Counseling Center for additional information on special education services.

## SUMMER SCHOOL

Summer school provides an opportunity for students to get back on track for graduation. Summer school is available for credit recovery or credit deficiencies only. Please consult with your school counselor to discuss options.

## TRAFFIC EDUCATION

Information regarding Traffic Education and instructions for online registration can be found on the Kalispell Public Schools Website. <https://www.sd5.k12.mt.us/parents-students/traffic-education-center>

## SCHOOL-TO-WORK

This program gives students the opportunity to explore different careers and gain skills that are required in their work environment. There are opportunities for students to participate in job shadows, internships, work experience, aptitude and career interest testing/ASVAB and related community based activities. Contact the GHS Career Center for more information.

## DRUG TESTING

If a parent suspects that their son or daughter is using illicit drugs, they can request the administration of GHS to perform a random drug test. It is free of charge and is a tool intended to assist parents in raising healthy students. These tests will be held highly confidential and will be shared with only the parent, student, and administrator. However, if a student is found to be using illicit drugs during an activity season, their participation privileges will be revoked according to our chemical use policy.

## BOOSTER CLUB

The Glacier Booster Club is an organization that supports academics and major fund-raising activities for Glacier High School. Their activities include a membership drive, annual auction and other fun events. To become a member, please visit the Booster Club link on the GHS web site at <https://glacier-high-booster-club.square.site/>

# SECTION 2: PARENT INFORMATION

## FOOD COURT

GHS has adopted a food court plan for our food service. There are four windows where meals, a-la-carte items and beverages can be purchased. Each window will serve a unique menu. Menus and prices will be posted at each food court window. The serving lines will run from right to left with the cash register for each window being at the far left end of the counter.

## HOURS

The food court is open for breakfast from 7:30-8:15 am and lunch from 11:45-1:15 pm.

## PAYMENT AND PRICES

Payments for food can be made using one of three methods:

1. Cash.
2. Computerized point-of-service system that allows an individual student to have an account for prepayment and payment at the time of service. To use this option the student will use the bar code on their student I.D. card.

2022-2023 MEAL PRICES		
PRICES	STUDENT	ADULT
Daily Lunch	\$3.00	\$3.50
Daily Breakfast	\$1.75	\$2.00

Many ala carte items are not included in the daily lunch meal and must be purchased separately. This is especially true for beverages.

## ACCOUNT BALANCES

Students need to clear their lunch account balance before the completion of the semester. All lunch accounts must be paid before a student will receive their diploma insert at the graduation ceremony. Lunch accounts can be paid at the Garden Wall during regular business hours or online at [www.mymealtime.com](http://www.mymealtime.com)

Your cooperation and thoughtful consideration for other members of your school will be greatly appreciated. Please use the following guidelines so the food court is an inviting place to visit:

- Students are to conduct themselves in an orderly manner at all times; in the food court lines, and while eating.
- Each student is responsible for the cleanliness of the table or the place at which he/she eats and for the surrounding area.
- Trays, silverware, refuse and other eating items should be returned to the appropriate place.
- Please show respect by not sitting on the tables in the commons area. Because we use those tables for eating food, we need them clean and in good repair. Your help in this matter will be greatly appreciated!
- Students may eat outside on the north side of the building only. Picnic tables are provided for students.

## FOREIGN EXCHANGE

This program is designed to give students from other countries an opportunity to spend an academic year in our school. Under this program, a foreign exchange student is placed with a local host family. Senior foreign exchange students will not graduate from or receive a diploma from GHS, but they may participate in the ceremonies and receive an honorary certificate of attendance. For more information please refer to School District 5 Board Policy 3145/3145P.

# SECTION 3: STUDENT INFORMATION

## STUDENTS OF LEGAL AGE

Students 18 years and older are legal adults and have all the legal rights and responsibilities that adults possess. Such students, like all other students, will comply with the rules established by the District, pursue the prescribed course of study, and submit to the authority of teachers and other staff members as required by policy and state law. In relation to issues requiring parental permission for a minor, 18 year olds must abide by the same guidelines as other students unless they have obtained legal emancipation from their parents/guardians through court order and have presented that court order to the school administration. The guidelines include, but are not limited to, checking out of school and excusing absences. Please refer to School District 5 Board Policy 3130 for additional information.

## BACKPACKS

Students are allowed to bring backpacks to school. It is strongly suggested that students make use of their assigned locker to avoid carrying backpacks and books around school all day. Students are not to leave backpacks unattended in the food court, commons, gym, library, or in other areas of the building. Unattended backpacks and clothing bags will be taken to the main office.

## GYM LOCKERS

Lockers and padlocks will be issued to students by the PE teacher or athletic coach. Locks are to be returned to the teacher or athletic coach at the end of the term or season. The padlock replacement fee is \$10. Students will only use school provided locks on their lockers. It is the student's responsibility to secure personal belongings in their gym locker. The school does not assume responsibility for lost or stolen articles. Students will not leave money or other valuables unattended in the gym locker room. Commencing 30 minutes after the last period on the last day of school, the custodial staff will be cleaning lockers. All items must be removed from the student's locker before then.

## LOCKERS

Lockers are assigned by the administration. Lockers are provided for over-clothing, books, and materials. Each student will have their own locker. There will be no expectation of locker privacy on the part of the student. Lockers are school property and subject to inspection at any time.

LOCKER ASSIGNMENTS BY GRADE LEVEL	
CLASS	LOCKER PODS
Freshmen	D202 & E202
Sophomores	D202 & B202
Juniors	A102 & D102
Seniors	D102 & E102

Students will lock their lockers. It is the student's responsibility to secure personal belongings in their locker. The school assumes no responsibility for lost or stolen articles. A majority of theft from lockers occurs from unlocked lockers with the stolen items rarely recovered.

Students are responsible for any damage and/or any defacing of their locker. Please do not adhere permanent stickers to the locker. Commencing 30 minutes after the last period on the last day of school, the custodial staff will be cleaning lockers. All items must be removed from the student's locker before then.

## LOST AND FOUND

The lost and found is located in the Commons by the Career Center. Articles left over 10 days are donated to charity.

# SECTION 3: STUDENT INFORMATION

## LUNCH DETERMINATION

Schedules for determining your lunch period are posted throughout the building. We have two 40 minute lunch periods at GHS. Please locate your period 5 teacher on the chart to determine if you eat before going to your period 5 class (early lunch) or after your period 5 class (late lunch). On the early release days, lunch periods are determined by your period 6 teacher.

## MUSICAL INSTRUMENTS

Musical instruments, including guitars, may be left in designated storage areas in the music area during the day. This is not a secured area and GHS assumes no responsibility for lost, damaged, or stolen property. Any storage is done at the student's risk.

## TEXTBOOKS

The school furnishes all necessary textbooks. Students will check out their textbooks in the library by using their student ID Card. Students should immediately write their names and teacher in all textbooks issued to them in the space provided inside the front cover. For identification, each book is numbered. Students are responsible for their textbooks and are expected to return them after participation in the course. Students will not be issued additional textbooks until previous textbooks no longer needed are returned.

Students are expected to cover their textbooks and take care to protect them. Fines will be assessed for excessive wear and noticeable damage. A student will be expected to pay full replacement price for lost books. Diplomas will be held for students with an outstanding balance or missing books. Graduates will receive their diploma insert when all books are turned in and fees paid. Lost textbooks that are recovered should be returned to the library located on the second floor.

GHS LIBRARY EXCESSIVE WEAR AND TEAR FEE SCHEDULE		
CONDITION AT CHECK-OUT	CONDITION AT CHECK-IN	CHARGE
New	Good	None
	Fair	10% of the book price
	Poor	25% of the book price
	Unusable	100% of the book price
Good	Fair	10% of the book price
	Poor	25% of the book price
	Unusable	75% of the book price
Fair	Poor	10% of the book price
	Unusable	50% of the book price
Poor	Unusable	25% of the book price

## PE UNIFORMS

Students taking Health Enhancement classes must wear the approved GHS PE uniform. The uniform consists of blue Wolfpack shorts and a white Wolfpack T shirt. The uniform fee can be paid at the main office. Uniforms will be distributed during the PE class. Students needing financial assistance to cover the \$15 should speak with their PE teacher, administrator or school counselor. Gym clothing should be brought to the gym area and stored in a gym locker only during assigned Health Enhancement class time.



# SECTION 3: STUDENT INFORMATION

## SCHOOL YEARBOOK

Students can purchase a yearbook by going to [yearbookordercenter.com](http://yearbookordercenter.com). The school code is 12568. The price is \$65 for a yearbook purchased anytime from Aug. 24 to Dec. 31 and increases to \$75 if purchased after Dec. 31. Please call 758-8600 for additional information.

Swan Lake Studio will be taking student pictures for the yearbook on Thursday, September 15 and Friday, September 16. There is no fee involved.

## SENIOR PICTURES

Senior pictures for the school yearbook are due Friday, November 11, 2022. The yearbook staff encourages photographers or students to electronically submit high resolution (minimum 300 pixels per inch) images to the yearbook advisor, Mr. Josh Munro at [munroj@sd5.k12.mt.us](mailto:munroj@sd5.k12.mt.us) or can be submitted by going to [hjeshare.com](http://hjeshare.com) and entering school code glacier.

To look your best in the yearbook, please adhere to the following specifications from the yearbook publisher:

- The size must be 2.5 inches wide by 3.5 inches high (wallet size).
- Photos must be **VERTICAL**, not horizontal.
- The head size must be at least 1 inch from the chin to the top of the head.
- Pets, other people, or large recreational items should not be included, particularly because the student's head size is usually smaller when these items are included.
- Yearbook photos that promote alcohol, drugs, tobacco, weapons, political ads, or activities that violate school policy will be rejected.

The yearbook staff doesn't want anyone left out and are willing to take pictures for you at no expense. You can also have a picture taken for free during September school pictures with no obligation to buy a picture packet.

All 2023 graduates are encouraged to follow up in December to make sure their senior photo is submitted and placed on the appropriate page. Look for the "Seniors Not Pictured" list in the Main Office window to double check.

## STUDENT IDENTIFICATION CARDS

All students will be issued one I.D. card at no cost to the student. The student will carry their card while at school, during lunch and at all school activities. The cards will be used to check out textbooks, library books and purchase food in the food court. The cards will also be used to verify eligibility for lunch open campus. There will be a \$5 replacement fee for a lost school ID card.



# SECTION 4: GHS ACTIVITIES

MHSA SANCTIONED ACTIVITIES OFFERED AT GLACIER HIGH SCHOOL		
FALL ACTIVITIES	WINTER ACTIVITIES	SPRING ACTIVITIES
Cheerleading	Basketball	Softball
Cross Country	Cheerleading	Tennis
Football	Speech & Debate	Track & Field
Golf	Swimming	
Soccer	Wrestling	
Volleyball		
Girls Flag Football		

## MONTANA HIGH SCHOOL ASSOCIATION (MHSA)/GHS ACTIVITIES ELIGIBILITY

To be eligible for any activity sponsored by MHSA or GHS, including athletics, drama, music, student government, or any other school-sponsored activity that requires practice on a regular basis outside the regular school day, a student must meet all of the following criteria:

- The student must be enrolled in six classes per day and in physical attendance at Glacier in at least two classes out of the six classes.
- At minimum four of the classes must be reflected on the high school transcript, and the other two classes must be reflected on the transcript from the institution.
- All of the six classes must be classified as “solids.”
- Solids include: GHS Courses, Running Start, Montana Digital Academy, and Accredited Correspondence Courses
- Non solids that don’t count towards the six classes include: Learning Lab, Student Aide, Student Tutoring.
- The student must not have received a semester unsatisfactory “U”, conditional “X”, incomplete “I”, failing “F”, or no credit “N” in any of the classes completed during the previous semester.
- The student must have been enrolled in an educational program the previous semester.

COURSE COMBINATION EXAMPLES FOR MHSA ELIGIBILITY		
SCHOOL	EXAMPLE 1	EXAMPLE 2
GHS	2 Classes	3 Classes
FVCC	4 Three Credit Classes	3 Three Credit Classes
Total classes	6 Classes	6 Classes

It is the student’s responsibility to make sure his or her current academic schedule and grades meet the activities eligibility criteria. Students need to be careful when making schedule changes so that they do not inadvertently make themselves ineligible. Administration will not support a student request to drop a course after his or her activity season is complete.

## ACTIVITY PARTICIPATION FEES

The activity participation fee is \$35 for each activity. The family cap on activity participation fees is \$210. These activity funds collected make up only 5 percent of the total activity budget.

## ACTIVITY SCHEDULE

Schedules for Glacier’s 2022-2023 activity programs are available at <https://sites.google.com/sd5.k12.mt.us/glacierhighactivities/ghs-activities-schedule> GO WOLFPACK!

## ACTIVITY TICKETS

Students may purchase an activity validation sticker for \$30 that admits the student into school sporting events free of charge. Activity tickets can be purchased at the GHS Main Office.

# SECTION 4: GHS ACTIVITIES

## CITIZENSHIP POLICY

All activity students shall abide by a code of ethics, which will earn them the honor and respect that participation and competition in interscholastic activities affords. Any conduct that results in dishonor to the student, the team, or the school will not be tolerated. Acts of unacceptable conduct tarnish the reputation of everyone associated with the school, community, and activities program. These acts include, but are not limited to the following: theft, vandalism, taunting, baiting, hazing, fighting and/or other criminal acts. Potential consequences for these “unbecoming” acts may result in discipline including, but not limited to, suspension or removal from the activity, group, leadership position or team.

## CHEMICAL USE POLICY FOR EXTRA AND CO-CURRICULAR PROGRAMS

Students participating in extra- and co-curricular activities, whether sponsored by the MHSA or not, shall not use, have in possession, sell, purchase, or distribute alcohol, tobacco products, alternative nicotine and vapor products, or illegal drugs or abuse prescription or non-prescription drugs during their extracurricular seasons. These rules are in effect twenty-four (24) hours a day during a specific season. If a student receives a MIP or is seen using tobacco, alcohol, or illicit drugs, the student will forfeit the privilege of participating in accordance with the activities. This policy applies to high school students who are involved in the extra- and co-curricular activities program.

A student may not:

- Use, or have in possession drugs of any kind, or be present for any length of time at a gathering or location where the use of or the possession of drugs is illegally taking place during an activity season. Alcohol is considered a drug.
- Use, or have in possession, tobacco in any form at any time during an activity season.

Activity Season begins with the first official practice of the sport and ends with the arrival home following the last competitive event or when a parent or guardian requests that the student become his/her responsibility after the final competition for that sport. Drug Testing-If a parent suspects that their son or daughter is using illicit drugs; they can request the administration of GHS to perform a random test. It is free of charge. These tests will be held highly confidential and will be shared with only the parent, student-athlete, and administrator. It is a tool to assist parents. However, if a student were using drugs during an activity season, their participation privileges would be revoked according to our chemical use policy.

## PENALTIES

- The penalty for use or possession of drugs, alcohol, or tobacco is immediate dismissal from the activity for that season. The offending student may not participate in another activity during that season and will not receive any awards, including a varsity letter.
- Students, who are gathered at a location where the illegal use of substances takes place, may be removed from the squad depending on a variety of variables such as length of time, knowledge of illegal activity, and intent.

## FUNDRAISING

The Activities Director and the Principal must approve all moneymaking projects before they are sent to the school board for final approval. The form seeking approval can be obtained from the Activities Director in the Main Office. All funds raised must be deposited into the student activity account for that activity. Students fundraise for a myriad of reasons that include: extra ordinary travel, meals on away trips, and miscellaneous improvements within programs. Note: No home prepared food may be sold on School District property during school hours.

## LETTER JACKETS

Students wishing to wear a navy letter jacket can certainly do so when they have earned a letter. Freshmen that earn a school letter are eligible to wear the letter jacket as freshmen. The coats can be purchased at Universal Athletic. The first through sixth letter at Glacier High will be represented with a white “G” outlined with green. The seventh letter will be represented with a green “G” outlined in white. These letters are placed on the all navy coat.

## HOMESCHOOL/PRIVATE SCHOOL STUDENT ELIGIBILITY

Homeschool and private school students are eligible for Glacier High school activity programs provided they meet the requirements as set forth by Montana Code Annotated, the Montana High School Association, and School District #5 eligibility policies. All homeschool and private school students must meet with the Activities Director or other administrator prior to gaining eligibility at Glacier High.

# SECTION 5: ORGANIZATIONS & CLUBS

## STUDENT GOVERNMENT

The primary purpose of our Student Council is to enrich the student experience through coordination of school events and activities. The Student Council evaluates plans and ideas for events such as homecoming and pulls the school's resources together for the best possible results. It also helps to coordinate special dances, assemblies and other student activities.

## ORGANIZATIONS AND CLUBS

We encourage GHS students to become actively involved in a school activity outside of their regular academic schedule. Membership in school clubs is open to everyone. If interested in starting a new club, pick up an application from the activities office.

GHS STUDENT BODY OFFICERS	
President	Mac Adkins
Vice-President	Harrison Sanders
Secretary	Lane McKoy
Treasurer	Morgan Pitts
SENIOR CLASS OFFICERS	
President	Isabella Auclair
Vice-President	Selah Cantrell
Secretary	Hannah Dalton
Treasurer	Selah Conklin
JUNIOR OFFICERS	
President	Katie Clark
Vice-President	Aiden Williams
Secretary	Elise Strobel
Treasurer	Alex Hudson
SOPHOMORE CLASS OFFICERS	
President	Zaden Stout
Vice-President	Liam Saunders
Secretary	Liesel Esser
Treasurer	Emery Schmidt
FRESHMEN CLASS OFFICERS *DETERMINED BY VOTE IN SEPTEMBER	
President	TBD
Vice-President	TBD
Secretary	TBD
Treasurer	TBD

ACTIVITIES & CLUBS	
Art Club	French Honor Society
TSA	Spanish Honor Society
BPA	GSA
Chess	National Honor Society
DECA	French
FFA	Spanish
Math Club	Wolfpack Club
Wolfpack Theatre Company	STEM Club
We the People	Student Council





# SECTION 6: COMMUNICATION

## DAILY SCHOOL ANNOUNCEMENTS

The school announcements are broadcast at school daily at the beginning of period and posted on our school web site. <https://glacier.sd5.k12.mt.us/>

## PARENT ACCESS TO ATTENDANCE AND GRADE INFORMATION

Parents can obtain current information on their son/daughter's progress by accessing our PowerSchool student information system through the Parent Portal. The online access provides information on attendance, most recent report card, GPA history, grade history for all high school classes, and current class schedule.

Powerschool link: [Student and Parent Sign In \(sd5.k12.mt.us\)](https://glacier.sd5.k12.mt.us/staff-and-parent-sign-in)

We have made every effort to ensure security. No names are included on the site and access to your student's information will be only by the use of an assigned ID and PIN number. Please contact the GHS Main Office at 758-8600 if you forget your ID or PIN numbers or need additional information. You can also access your student's progress on your phone by downloading the PowerSchool App from an App store. The App will ask for a district code. Please enter the district code WZLK when requested.

## PARENT E-MAIL

The administration will use email to send out report cards as well as update parents on important school events. Please contact 758-8632 to add or change your email address to the parent database.

## STAFF E-MAIL

All members of the administrative and educational staff have an assigned e-mail account.

GHS Staff Directory Link: <https://glacier.sd5.k12.mt.us/staff/staff-directory>

## VOICE MAIL

All administrative and educational staff can be contacted through voice mail. Please call 758-8600 to leave a message with a specific individual.

## TEXTING SERVICES

The Glacier High School web address is <https://glacier.sd5.k12.mt.us>

Information provided includes daily announcements, weekly activity schedules and student/parent resources.

Staff and coaches may use other texting services like Remind to send information to students.



# SECTION 7: EMERGENCY INFORMATION

## CRITICAL LIFE, SAFETY AND CODE COMPLIANCE

The GHS building meets and exceeds all current code requirements and provides 100% ADA accessibility to all student and public areas.

## EMERGENCY PROCEDURES

Glacier High School is committed to providing a safe environment for students, staff and visitors. We work closely with national, state, and local safety officials-police, fire, emergency medical services, and public health-in order to ensure our school is well prepared for an emergency. Together, we have developed a comprehensive Emergency Response Plan that covers a wide variety of emergencies that serves as a guide to help staff and our public safety partners respond swiftly should a crisis occur in our school.

Fire drills, run, lock, fight drills and other emergency drills are a required part of the school routine. Everyone is to follow established procedures as routinely practiced. If a student wishes to leave after a drill or emergency situation has returned to normal operations, the normal check out procedures must be followed. Students failing these procedures will receive consequences for truancy.

Our campus is closed during all emergency situations, except to emergency personnel. No one will be allowed on or off campus during critical incidents unless directed by emergency or school personnel.

Students are asked to not use their cell phones so that phone lines are clear for emergency personnel.

Tampering in any way with emergency equipment, including the phone system, is considered to be a serious violation of school safety regulations and may result in a recommendation for expulsion.

During an emergency, it is critical that parents/guardians receive important information and directions from school officials before going to the school or scene of an emergency. You can be confident that accurate and timely information will be released to parents/guardians, the public, and the media during any school emergency.

Should GHS initiate an evacuation procedure, parents will be directed to a specific location where their student will be released to them. Remember, a student can only be released to an adult that is documented as an emergency contact.

If a school emergency occurs, a parent can get information and directions by doing one or all of the following:

- Listen to radio stations 880 AM, 1180 AM, 106.3 FM or 103.9 FM
- Watch TV stations KCFW, KPAX and KECI
- Call School District #5 Administration Office at 751-3400
- Access the Kalispell Public Schools home page at <https://www.sd5.k12.mt.us/>
- Go to the Parent Staging Area to sign out your student

## SCHOOL CLOSURE

The District Superintendent may order closure of schools in the event of extreme weather or other emergency in compliance with established procedures for notifying parents, students, and staff. Notification will be accomplished through local radio stations. Flathead County Schools also has a website where parents and students can check to see if their school is in session; the address is <https://flathead.mt.gov/schools/closures.php>

# SECTION 8: WELLNESS SERVICES

## ALLERGIC, DIABETIC, AND ASTHMATIC SUPPLIES AND EQUIPMENT

Students with allergies, asthma or diabetes may be authorized by the principal to possess and self-administer emergency medication during the school day, field trips and school-sponsored events or while on a school bus. Refer to School District 5 Board Policy 3416 for additional guidelines. We strongly urge students who are diabetic or asthmatic to carry their necessary supplies and equipment with them at all times. The school does not stock prescription supplies.

## CONCUSSIONS: MANAGEMENT OF SPORTS RELATED CONCUSSIONS

School District #5 recognizes that concussions and head injuries are commonly reported injuries in children and adolescents who participate in sports and other recreational activities. The Board acknowledges the risk of catastrophic injuries or death is significant when a concussion or head injury is not properly evaluated and managed.

Consistent with guidelines provided by the U.S. Department of Health and Human Services, Centers for Disease Control and Prevention, the National Federation of High Schools (NFHS) and the Montana High School Association (MHSA), the District will utilize procedures developed by the MHSA and other pertinent information to inform and educate coaches, athletic trainers, officials, youth athletes, and their parents and/or guardians of the nature and risk of concussions or head injuries, including the dangers associated with continuing to play after a concussion or head injury. Resources are available on the Montana High School Association Sports Medicine page at:

<https://www.mhsa.org/sportsmed> and U.S. Department of Health and Human Services page at: [www.hhs.gov](http://www.hhs.gov); and the Centers for Disease and Prevention page at: <https://www.cdc.gov/headsup/youthsports/index.html>

Annually, the district will distribute a head injury and concussion information and sign off sheet to all parents and guardians of student-athletes in competitive sport activities prior to the student-athlete's initial practice or competition.

## MEDICATIONS

High school students who bring their own daily dose of prescription medication to take may do so provided:

- A physician or dentist provides a written order for administration of said medication.
- There is written authorization for self-administration of medication from the student's parent or guardian.
- The principal and appropriate teachers are informed that the student is self-administering prescribed medication.

Students may also carry their own nonprescription medication, such as Tylenol, to take on their own with parental approval. Students should not ask staff for nonprescription medications such as aspirin.

If a parent or student requests the school to administer medication during the school day, the parent and health care provider must complete a form. The main office has the form, but it is the parent's responsibility to contact the health care provider to obtain the required signatures. Sharing prescription medication with other students is a violation of drug policy and will be considered an illegal activity. Please contact 758-8624 for information.

## NURSE

The school nurse is available on Tuesday from 8:00am - 3:30pm in the Wellness Center. If you have any questions, please call 758-8624.

## ILLNESS WHILE AT SCHOOL

The school must obtain parental permission in order for a student to be released from school due to illness or injury. Prior to leaving the school for home, the student must check out at the main office and parental contact must have been made. Being ill in the restroom for any extended period of time will not be accepted as an excuse to miss classes. Should a student become too ill to report to the main office in person, notification by someone else should be immediately sent to the Main Office.

# SECTION 9: STUDENT ASSISTANCE

## SYSTEMS OF SUPPORT

Systems of support is a tiered intervention system for those students that may need extra support with academics, attendance, or behavior. This is a positive support plan that helps to monitor and intervene with those students that are struggling with one or more areas within the school system. It is our intention to identify, support, and monitor students to help them maintain social, emotional, and academic well being.

## RESTORATIVE PRACTICES

Restorative practices can be used to resolve disputes. In addition to resolving conflicts between parents, students, and staff, we also offer peer restorative practices. It is a voluntary and confidential process where two disputants sit face to face and talk with the help of a neutral third party (mediator). After the problem is defined, solutions are created and then evaluated. When an agreement is reached, it is written and signed by both disputants. Please see a school counselor to arrange a mediation session.

## COUNSELING CENTER

The counseling offices are located on the main floor. The registrar is available to make appointments for students and to provide information. The Counseling Center also assists in testing, planning for high school and post high school education, and individual and group counseling. All students are encouraged to make use of the Counseling Center as the need arises. Counseling Center hours are from 8:00 am to 3:30 pm. Please contact 758-8625 for additional information.

## SCHOOL RESOURCE OFFICER

The School Resource Officer helps to improve the overall safety of our school. The officer assists the administration in criminal investigations and offers required support to students, offenders, victims, and their family members. The officer is under the direction of the Kalispell Police Department.

## SPECIAL EDUCATION/504

The District provides free appropriate public education and necessary related services to all children with disabilities residing within the District, as required under the Individuals with Disabilities Education Act (IDEA), provisions of Montana law, and the Americans with Disabilities Act. The District ensures that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 are provided with appropriate educational services. Parents should contact the Counseling Center for additional information on special education services.

## READING INTERVENTION

The Reading Intervention program is designed for students who read at the novice level and who experience difficulty in reading. This course is required for all students not reading at grade level as determined by district assessments. Students will gain practical reading skills through a proven program that is dignified, age-appropriate, and effective. The reading specialist is located in room L209. Please contact your students' guidance counselor for more information.



# SECTION 9: STUDENT ASSISTANCE

## LINDERMAN EDUCATION CENTER (LEC)

The Linderman Education Center is an educational opportunity for students who are seeking an educational experience in a setting that differs from the structure of a traditional high school. The LEC's primary objective is to provide students a safe and caring environment that encourages academic achievement, personal growth, and a sense of civic responsibility. At LEC, students pursue a high school diploma in a truly alternative setting. Each student will have his/her own educational plan based on individual needs and graduation timeline.

The Linderman Education Center is open to any student who needs an alternative setting for academic, social, or emotional reasons. LEC is not for all students and is considered a privilege to attend. A successful student at the LEC is one who is able to work independently, has good time management skills and is motivated to maintain a self-paced course schedule. Students must maintain the minimum program requirements that have been set for them or they jeopardize losing their seat to the next interested student on the waiting list. Please contact your counselor for additional information about the LEC.

## CAREER CENTER

The Career Center is available to students, faculty, parents, and community members as a comprehensive career/educational resource. The purpose of the Career Center is to aid students in exploring and developing an effective personal career plan through career/educational guidance, individual counseling, career interest testing, and career shadowing. Information on occupations, technical colleges, two- and four-year colleges/universities, military training, and apprenticeships can be accessed either in printed form, through online programs in the Career Center.

Many state and regional technical schools and college/universities as well as military representatives visit the Career Center for presentations and to answer students' questions. The Career Center is open from 8:00 am to 3:30 pm. Please contact 758-8634 for information.

## LIBRARY MEDIA CENTER

The Library Media Center is centrally located on the second floor of the building. The Library Media Center has been created to provide you with a wide variety of materials and services. Please contact 758-8366 for information. Library Media Center hours are from 7:30 am to 4:00 pm.



# SECTION 10: ACADEMIC POLICY AND INFORMATION

## REGISTRATION HANDBOOK

Information regarding class registration and a link to the registration handbook, which includes a comprehensive list of courses with descriptions, may be found on our website at: <https://glacier.sd5.k12.mt.us/students-parents1/registration-handbook>

## COURSE LOAD

Students are required to enroll in six academic solids each semester, but be accountable for seven periods. Please refer to the chart below for scheduling choices. GHS does not schedule “open free periods” for students. Other class load arrangements must be made in consultation with a guidance counselor, parent and approval of the administration. If a student participates in Running Start, the student must take the equivalent of a full-time course load between GHS and FVCC. Examples: 4 GHS classes and 2 FVCC classes or 5 GHS classes and 1 FVCC class.

### COURSES AND ALTERNATIVES AVAILABLE BY GRADE LEVEL

GRADE LEVEL	ACADEMIC SOLID	LEARNING LAB	INDEPENDENT STUDY	STUDENT AIDE	STUDENT TUTOR	FVCC RUNNING START	PERIOD 7 EARLY RELEASE	PERIOD 1 LATE ARRIVAL
FRESHMEN	X	X						
SOPHOMORES	X	X						
JUNIORS	X	X	X	X	X	X	X	
SENIORS	X	X	X	X	X	X	X	X

## COURSE RETAKES

All classes attempted at GHS and all acceptable transfer credits shall be recorded on the transcript. If a student repeats a class, both grades will be listed on the transcript. But, the highest grade will be used when computing the GPA and class rank. In a course retake, credit shall be awarded only once (except math). Please refer to the course Registration Handbook for the math retake protocols.

## CLASS SCHEDULE CHANGES

After the initial registration process, additional changes to a student’s schedule shall be made through the student’s school counselor. Changes will only be allowed due to computer errors, overloaded classes, teacher recommendation, or extenuating circumstances. Students are expected to choose classes wisely during the registration process and not make changes after the registration process.

## CLASS SCHEDULE DEADLINES

If a student drops a Semester 1 class after Friday, September 10, 2022 the transcript will show the semester class grade as “F”. If a student drops a Semester 2 class after Friday, February 3, 2023 the transcript will show the semester class grade as “F”. While a student is in the process of dropping a class, he/she must still attend the that class.

## EXITING A SEMESTER EARLY

Permission to exit school before the semester is complete must be made in consultation with a school counselor, parent and receive principal approval. The approval form can be obtained from the student’s counselor. This only applies to students entering college early, entering the military or other extenuating circumstances. Every attempt should be made to schedule family vacations during spring, winter, holiday or summer breaks.

If a student chooses to exit the semester before the early exit dates listed below, the student will not earn GHS semester credit. Semester 1 ends Friday, January 20, 2023. Students must be enrolled and attending class through Friday, January 13, 2023 to earn semester credit. Semester 2 ends Wednesday, May 31, 2023 for grade 12. Students must be enrolled and attending class through Wednesday, May 24, 2023 to earn semester credit. Semester 2 ends Friday, June 9, 2023 for grades 9-11. Students must be enrolled and attending class through Friday, June 2, 2023 to earn semester credit.

# SECTION 10: ACADEMIC POLICY AND INFORMATION

## WITHDRAWAL PROCEDURE

Students withdrawing from Glacier High School need to report to the Counseling Center prior to final check out. All books and materials must be returned and fines paid at this time.

## MONTANA DIGITAL ACADEMY

This credit retrieval program offers students who have failed a course required for graduation the opportunity to re-take the course during the school year. Digital Academy credit recovery includes the following: pre-testing out of some of the curriculum, self-pacing during the year with the end-of-semester deadline enforced, curriculum available online 24/7, team of support for students, local facilitator, coach (Math, Science, Social Science, English, Computers and Health), and MTDA staff.

## GENERAL EXPECTATIONS & GUIDELINES FOR ONLINE COURSEWORK - ORIGINAL CREDIT

- Face-to-face instruction is the most effective method of learning and students will be encouraged to enroll in Glacier High School courses as the first option.
- Per Board Policy 2167: The District will accept up to two (2) credits of correspondence coursework. No correspondence courses are allowed that serve to supplant required coursework at KPS High Schools. Correspondence coursework cannot be used to allow a student to graduate early from high school.
- The preferred method of online coursework is the Montana Digital Academy (MTDA), because the course standards are based on Montana curriculum standards.
- All online course requests should be considered part of the student's graduation plan and must be reviewed by a counselor.
- Credit for correspondence courses may be granted, provided the following requirements are met: 1) The course requested fits in the context of the graduation plan; 2) prior permission has been granted by the principal.
- All online and correspondence coursework will be placed on the student's transcript and the grade will be used in the GPA calculation, unless the course is taken as Pass/Fail and student receives a "Pass" grade.
- Deadlines for drop/add dates are set by MTDA or other correspondence programs and should be followed. (For example, if a student drops an MTDA course after the drop date, the course grade will be reflected as an "F" and that grade will be posted on the transcript and calculated in the GPA.)
- Any costs associated to online or correspondence coursework are the responsibility of the student or parent/guardian.
- It is the student's responsibility to find a space and a computer to complete online courses. There is no guarantee that a location for online coursework will be available at school.

## CORRESPONDENCE COURSES

Correspondence courses provide an opportunity for students to repeat a course that they have failed or earn credits outside of the traditional school calendar. GHS uses several accredited independent study programs. The student pays for the course and the costs vary depending on the course and the program chosen. GHS does not provide materials or textbooks. All courses attempted at GHS and all acceptable transfer credits shall be recorded on the transcript. Please contact your school counselor for more information.

## CREDIT RECOVERY

Students have an opportunity to repeat a course that they have failed by taking the course through the Montana Digital Academy Credit Recovery program. The free on-line program is staffed by certified teachers and is held in room A215 during regular school hours. Please contact your school counselor for information.

## SECTION 10: ACADEMIC POLICY AND INFORMATION

### RUNNING START

The Running Start program provides high school juniors and seniors the opportunity to get an affordable start on their education by earning college credits at Flathead Valley Community College (FVCC) while still in high school. Admission to the program is based on students meeting college-level cut-off scores currently in effect for college courses. Some courses offer dual credit opportunities which allow students to gain high school and college credit simultaneously.

The first six credits are offered at no cost for all Montana residents, and subsequent courses are offered at a significantly reduced cost. Once students have taken their six free Running Start credits, subsequent credits are charged at 50% of in-district tuition costs, based on the [Tuition and Fee Schedule](#). All institutional fees are waived for Running Start students. Institutional fees include FVCC's building fee, technology fee, activity fee, grounds/maintenance fee, and equipment fee. Some courses have associated course fees for necessary supplies which are not waived. For more information please visit: <https://www.fvcc.edu/academics/running-start>

To enroll in Running Start, students must:

- Meet with their assigned school counselor
- Maintain the equivalent of a full-time course load between GHS and FVCC

Examples: Four GHS classes and two 3-credit FVCC classes OR five GHS classes and one 3-credit FVCC class

### CONCURRENT ENROLLMENT

The concurrent enrollment program is a partnership between GHS and FVCC that allows high school juniors and seniors to take college courses taught at our high school by the GHS faculty. The student will receive college and high school credit. The student is responsible for all college tuition, fees, books and materials. Eligibility requirements mirror that of the Running Start program. Contact the GHS Counseling Center at 758-8625 for exact details.

2022-2023 CONCURRENT ENROLLMENT COURSE OFFERINGS	
Accounting Procedures 1 & 2	Introduction to Statistics
AP French Language and Culture	Probability and Linear Math
AP Spanish Language & Culture	Professional Business Communication
Early Childhood Ed	Welding 1
Introduction to Biotechnology	Welding 3
Introduction to Psychology	

# SECTION 10: ACADEMIC POLICY AND INFORMATION

## ADVANCED PLACEMENT

Advanced Placement (AP) courses are rigorous and academically challenging college-level courses that are more demanding than regular high school courses. Most U.S. colleges and universities and colleges and universities in more than 30 countries have an AP policy granting incoming students credit and/or placement for qualifying AP Examination grades (generally a 3 or higher on a scale of 1-5). A good exam score may earn you credit and/or advanced placement in the college of your choice. There are over 3,000 colleges and universities that recognize AP course work. There is no fee for the course. At GHS, the cost per AP exam is \$94 (fee subject to change). Fee reductions are available for a family whose income level meets national AP Program qualifications.

Students will take AP courses in conjunction with a full load of other GHS courses in order to meet graduation requirements. When developing a schedule, take into consideration the rigorous workload in addition to other school and non-school obligations. These courses require strong skills in reading, writing, studying habits with effective time management skills. A student may be enrolled in any number of courses simultaneously. Experience over the years has taught us that certain personal traits exhibited by the student will increase the student's opportunity for success and enjoyment. Those traits are commitment, perseverance, initiative, integrity, and enthusiasm.

### GHS ADVANCED PLACEMENT COURSE OFFERINGS

Studio Art: 2-D Design	U.S. Government & Politics	Biology
Studio Art: 3-D Design	United States History	Chemistry
Calculus AB	World History	Physics 1
Statistics	Psychology	Physics C: Mechanics (Offered Every other year 2023-2024)
Spanish Language & Culture	English Language and Composition (11 <sup>th</sup> grade)	Music Theory
French Language & Culture	English Literature and Composition (12 <sup>th</sup> grade)	

## EXPLANATION OF GRADES

- All courses attempted at GHS, including correspondence, Montana Digital Academy original credit and credit recovery, and all acceptable transfer credits shall be recorded on the transcript.
- Conditional "X" may be used when a grade is difficult to determine due to unusual circumstances. The grade is then determined on the next or similar grading period. Assignment of grade must be approved by the principal.
- Incomplete "I" will be used when a sickness or similar reason calls for more time. A maximum time of two weeks from the time report cards are issued will be allowed to make up the incomplete work. At the end of this time, a grade will be given.
- Withdrawal "W" will be used on a limited basis only as special circumstances warrant. Assignment of this grade must be approved by the principal.
- Failing "F" will be used when a student fails to pass a class academically. The "F" will always remain on the transcript.
- Grade point average (GPA) is computed on all subjects except student aide, student tutor and internships.

GRADE	DEFINITION	GRADE	DEFINITION
A	Exemplary	S	Satisfactory
B	Above Average	U	Unsatisfactory
C	Average	X	Conditional
D	Poor	I	Incomplete
F	Failing	NC	No Credit
		W	Withdraw



# SECTION 10: ACADEMIC POLICY AND INFORMATION

## REPORT CARDS

GHS has implemented PowerSchool, an online student information system for attendance and grade reporting. This enables the parent and student to check progress and attendance at any time via the internet. Midterm and Quarterly Report Cards are e-mailed to parents approximately one week after the last day of each term.

## HOMEWORK

Developing homework skills and responsible, independent work habits is essential for academic and vocational success. At GHS we seek to maximize students' learning through a variety of excellent teaching and learning strategies. We believe the completion of homework is important to extend learning and to practice what has already been taught. The use of assignment notebook/planner is strongly encouraged.

## ASSESSMENT AND TESTING

Glacier High School uses a variety of assessments and testing which includes the following: Semester exams, PSAT, ACT, SAT, AP and performance task testing.

### SEMESTER ASSESSMENTS (*See pages 66 for Assessment Schedules*)

Semester assessments are required for all classes and all students unless they have met the attendance/assessment incentive. Teachers may use many different types of assessments including exams, performances, or portfolios. Students are expected to be in school at the scheduled assessment times and also attend their regular classes as scheduled. Vacations, dentist, doctor, and other appointments should be scheduled so they do not interfere with assessment weeks.

Semester 1 Assessment Window: January 19 & 20, 2023

Semester 2 Assessment Window: June 8 & 9, 2023

Classes will be 70 minutes in length on those days. All students are required to attend class on the four assessment days unless they have met the attendance/assessment incentive.

## INTERNATIONAL LANGUAGES HONORS CEREMONY

Each spring, the International Languages Department holds a special Honors and Awards Ceremony when new and returning members to the National Spanish and French Honor Societies are honored. Additionally, the GHS International Languages Academy recognizes seniors who will be graduating with IL Distinction. The French and Spanish Departments recognize an Outstanding Senior. The recipient of the GHS Goes Global Travel/Study Abroad Scholarship is announced as well as the Amici Linguarum honoree.

## NATIONAL HONOR SOCIETY (NHS)

The purpose of this organization is to create enthusiasm for scholarship, stimulate a desire to render service, promote leadership, and develop character in students. Students become eligible for membership in the NHS in the fall of their sophomore year. The selection criteria are based upon scholarship, service, leadership, service, and character. Sophomores are advised to review the membership criteria so they can plan their high school experiences accordingly. Academic achievement alone will not get a student into the NHS. Once selected, members have the responsibility to continue to demonstrate these qualities and comply with NHS regulations. The daily student bulletin will announce the application deadlines and procedures. For additional information, please contact Ms. Abby Connolly or Mr. Anthony Lapke. GHS NHS website link: <https://sites.google.com/sd5.k12.mt.us/glacierhighactivities/activities/clubssocieties/national-honor-society?authuser=0>

## HONOR ROLL

Our honor roll is based on a semester GPA of 3.50 to 4.00. The GPA is computed utilizing all classes with the exception of student aide, tutoring and internships. A failing "F" is computed into the GPA. Students must be enrolled in at least four academic classes to qualify for the honor roll.

# SECTION 10: ACADEMIC POLICY AND INFORMATION

## ACADEMIC WHITE OR GREEN SCHOOL LETTERING “G”

We honor students who receive a 4.0 GPA from the first semester of 9<sup>th</sup> grade through 12<sup>th</sup> grade. The first time a student receives a semester 4.0 GPA that student will receive a white school letter “G”. Each semester a student receives a 4.0 GPA thereafter that student will receive an Academic Achievement certificate and pin.

If a student earns a 4.0 GPA from the first semester of 9<sup>th</sup> grade through the 1<sup>st</sup> semester of 12<sup>th</sup> grade (seven consecutive semesters), that student will then receive a green school letter “G”. To be eligible for this recognition, students must have earned a 4.0 GPA average while carrying at least **four** classes during the semester. Academic lettering and activity lettering are two different honors that do not combine to arrive at seven letters.

## ACT

The ACT is a national college admission and placement examination. The ACT is curriculum-based and the questions on the ACT are directly related to what students have learned in high school English, Mathematics, and Science. The ACT also serves as the required Montana state assessment tool for all high school juniors.

## PRELIMINARY SAT (PSAT)/NATIONAL MERIT SCHOLARSHIP QUALITY TEST(NMSQT)

The PSAT/NMSQT is administered to 10<sup>th</sup> and 11<sup>th</sup> graders and provides firsthand practice for the SAT Reasoning Test. It measures critical reading skills, math problem-solving skills, and writing skills. The PSAT will be Wednesday, October 12, 2022 at Glacier High School. For more information on PSAT tests, please visit SAT’s website at <http://www.collegeboard.com/>

## SAT

The SAT is the nation's most widely used admissions test among colleges and universities. It tests students' knowledge of subjects that are necessary for college success: reading, writing, and mathematics. The SAT assesses the critical thinking skills students need for academic success in college—skills that students learned in high school. It is a good idea to take the test(s) early in the year so results are back in time for scholarships and college admissions. The registration paperwork requires the GHS code. The code is 270 523.

## AP TESTING

The AP testing window is May 1 through May 12, 2023.

2022-2023 ACHIEVEMENT TEST DATES		
TEST	GRADES	DAY/DATE
ACT No Fee	11 Required for all Juniors	April 11, 2023
ACT Fee Assessed <a href="http://www.actstudent.org">www.actstudent.org</a>	10, 11, 12 Voluntary	Saturdays September 10, October 22, December 10, February 11, April 15
PSAT/NMSQT Fee assessed	10, 11 Voluntary	Wednesday October 12, 2022
SAT Fee assessed <a href="http://www.collegeboard.org">www.collegeboard.org</a>	10,11,12 Voluntary	Saturdays October 1, November 5, December 3, March 11, May 6

# SECTION 10: ACADEMIC POLICY AND INFORMATION

## **SCHOLAR CEREMONY**

We honor the students who received a perfect 4.0 GPA during 2020-2021 Semester 2 or 2021-2022 Semester 1 at a special ceremony. Students will receive their school letters, academic pins and certificates at the Scholar Ceremony in February. We encourage all families and 4.00 GPA students to attend this special event honoring our scholars.

## **CLASS RANK**

Class rank is compiled each semester from semester grades. GPA determines rank in class. No additional weight is given to accelerated or college-prep classes. Class rank information is available through the student's school counselor. To be included in the semester class rank, a student must be enrolled in at least four solids and planning on graduating from GHS. Foreign exchange students are not included in class rank. Special circumstances can be appealed to the administration.

## **COLLEGE APPLICATION PROCESS SEMINAR**

The GHS counselors will be providing a valuable overview of the college application process and how to successfully navigate through the process. Juniors and their parents are welcome to attend the free seminars. Please contact the Career Center at 758-8634 for more information.

## **COLLEGE FAIR**

The College Fair will be held in the large gym at Flathead High School on Thursday, September 29, 2023. It is open to parents and students. Post high school opportunities will be displayed and representatives will be available for consultation. Additional information will be provided by the Career Center for scheduled participation times.

## **COLLEGE FINANCIAL AID PROCESS SEMINARS**

Our GHS counselors and invited presenters will be hosting seminars designed to help students and parents understand the college financial aid process. Please contact the Career Center at 758-8634 for more information.

## **MONTANA CAREER INFORMATION SYSTEM**

The Montana Career Information System is an outstanding, web-based planning program that gives parents and students the chance to explore hundreds of avenues to research and obtain higher education and vocational training. At no cost to the student or parent, MCIS features descriptions of 3,500 colleges and universities, information regarding more than 500 career opportunities, about 3,200 scholarship leads and more. Students are assigned a user name and password in their College and Career Readiness class. As part of the curriculum, students will also have an electronic portfolio stored on MCIS that can be accessed after graduating from GHS. Additional information can be obtained through the Counseling Center.

## **POST-SECONDARY EDUCATION SCHOLARSHIP OPPORTUNITIES**

Please visit the Career Center and become familiar with the scholarship application process. Information is conveniently located in the Career Center. Many scholarship deadlines arrive the early part of semester 2.

# SECTION 10: ACADEMIC POLICY AND INFORMATION

## CLASS OF 2023 GRADUATION

Date: Saturday, June 3, 2023 Time: 10:00 am Location: GHS Gym  
 Gym Capacity: 1,500 main level and 750 balcony seats for a total of 2,250 seats  
 Class of 2023: Approximately 300 Graduates

## DISTRICT GRADUATION REQUIREMENTS

The purpose of high school graduation requirements is to establish rigorous standards of learning. Graduation requirements are intended to provide the student with a well-rounded education in a variety of subjects and should be viewed as minimums. We encourage all students to pursue the most rigorous plan possible during all four years. Graduation requirements are those in effect when the student entered the ninth grade for the first time. Requirements for GHS graduation, entry to Montana University System Institutions, and NCAA/NAIA are different. If you plan to compete in athletics or continue your education at the college level, it is your responsibility to ensure that you meet the criteria required by all of the applicable institutions.

GHS GRADUATION REQUIREMENTS	
SUBJECT	CREDITS
<b>ENGLISH</b> This should include 0.5 credit of Composition beyond Grade 10; 1.0 credit Literature elective	4.0
<b>SOCIAL SCIENCE</b> This should include 1.0 credit of Western Civilization in Grade 10; 1.0 credit of United States History in Grade 11; 0.5 credit of United States Government in Grade 12	2.5
<b>MATH</b> This should include 1.0 credit of math in each year grades 9-11	3.0
<b>SCIENCE</b> This should include 1.0 credit of either Earth Science or Biology in Grade 9 and 1.0 credit of Biology, Earth Science or Chemistry in Grade 10	2.0
<b>INTERNATIONAL LANGUAGE</b>	0
<b>FINE ARTS</b> (Art, Music, Theatre)	1.0
<b>HEALTH ENHANCEMENT</b> This should include 0.5 credit of Health and 1.0 credit of PE	1.5
<b>VOCATIONAL</b>	1.0
<b>COLLEGE AND CAREER READINESS I</b> (Grade 9)	0.5
<b>COLLEGE AND CAREER READINESS II</b> (Grade 11)	0.5
<b>GENERAL ELECTIVES</b>	6.0
<b>TOTAL CREDITS</b>	<b>22.0</b>

## EARLY GRADUATION: END OF 1ST SEMESTER

Students desiring to graduate before the traditional four years of high school need to complete an “Early Graduation Request” form. The form is in the Counseling Center and must be returned by Friday, October 7, 2022. Students not completing all required course work prior to the end of the semester must take a minimum of four classes the following semester. Early graduates may participate in the graduation ceremony. Early graduates are not eligible for the Summa Cum Laude distinction.

## JUNIORS GRADUATING AT END OF JUNIOR YEAR

Juniors that elect to graduate at the end of their junior year will be allowed to participate in the graduation ceremony at the end of the school year. During the course of their junior year, they retain all privileges of a junior. They do not get senior privileges and they are not eligible for the Summa Cum Laude distinction.

# SECTION 10: ACADEMIC POLICY AND INFORMATION

## FIFTH-YEAR STUDENTS

A student should complete graduation requirements in four years of high school attendance. In the event that additional time is required, the student must meet with the principal to establish expectations. At the end of each additional semester, an evaluation of the student's progress toward graduation will be conducted. If it is determined that there has been little or no effort of advancing toward graduation, an alternative education plan will be suggested. In addition, the student must not yet be 19 years old on or before September 10 of the year in which the student wants to enroll.

## GRADUATING SUMMA CUM LAUDE (4.0 GPA Cumulative and 8 semesters)

A special designation is reserved for 4.0 cumulative GPA's in the senior class. Students earning this honor will wear the green cord at graduation. In order to be considered for this honor, students must maintain a 4.00 cumulative GPA through 8 semesters. We encourage students to pursue the most rigorous course of study possible and not take an easy load just to safeguard a perfect GPA. Cords will be distributed the week before graduation.

## GRADUATING MAXIMA CUM LAUDE (4.0 GPA Cumulative and 6 or 7 semesters)

Students earning this honor will wear the teal cord at graduation. In order to be considered for this honor, Junior grads must maintain a 4.0 cumulative GPA through 6 semesters and Early grads must maintain a 4.0 cumulative GPA through 7 semesters.

## GRADUATION CONDUCT

It is not a right to participate in the ceremony. A student may be denied participation in the graduation practice and ceremony. In such instances, the diploma will be awarded after the official ceremony has been held. Only behaviors that reflect positively on the accomplishments of our students will be tolerated at the graduation events. Students who display inappropriate behavior or dress, or extremes of any nature will forfeit the opportunity to participate in the ceremony. Examples of inappropriate behavior would include tossing beach balls or shooting off silly string. Any student who does not follow graduation instructions or disrupts the graduation procedures will be removed. Only the student that earned their diploma will be allowed to participate in the ceremony. We do not allow representatives to "stand in" for a student.

## GRADUATION DRESS CODE

All graduating seniors participating in the ceremony must wear the GHS cap, gown and tassel. Graduates must wear shoes and appropriate clothing that adheres to the GHS dress code. No tape, beading, feathers, glitter, leis, bouquets, or any other adornments are allowed on the caps or gowns except per Montana Senate Bill 319. Native American students can honor their cultural heritage at our graduation ceremony by wearing culturally significant tribal regalia. Please contact the principal for additional information. Graduation attire is available from Jostens. Please contact Jim Netz at 406.452.6390 or [jim.netz.jr@jostens.com](mailto:jim.netz.jr@jostens.com) for information about your order.

## GRADUATION RESPONSIBILITIES

It is the student's responsibility to satisfy all GHS graduation requirements on time. Students not meeting GHS graduation requirements by Friday June 2, 2023 at 3:00 pm will not participate in the graduation ceremony. For students in this situation, the only option if they want to see the graduation ceremony is to sit in the general public seating with the rest of the community. They will not be allowed to participate as a speaker, singer, usher, master of ceremony or in any other capacity. The diploma will be issued only after all graduation requirements have been satisfied. We strongly urge students to vigorously pursue their studies so they can participate in the ceremony. A little extra work throughout the semester will far out-weigh the heartbreak the student and family will experience when the student can't walk across the stage with their class.

Students applying credits from accredited correspondence courses or other accredited educational institutions toward the graduation requirements must make sure the credits have been submitted to the Counseling Center by Friday, May 26, 2023 at 3:00 pm. Please pay close attention to administrative details such as processing and mailing time so time does not run out. Procrastination on the part of the student may, unfortunately, keep the student from participating in graduation ceremonies.



## SECTION 10: ACADEMIC POLICY AND INFORMATION

### GRADUATION SPEAKERS, MUSICIANS, AND MASTER OF CEREMONY

Tryouts will be held to select the graduation speakers and musicians. Speaker tryouts are Monday, April 17 at 3:30 pm and musician tryouts are Wednesday, April 19 at 1:45 pm. Students must sign up in advance and comply with all selection criteria. The masters of ceremony and Creed of the Pack speakers will be chosen by the administration from the entire senior class membership. All speakers, musicians, masters of ceremony and anyone else with a performing role during the ceremony are required to attend the full dress rehearsal on Friday, June 2, 2023 from 12:00-2:00 pm.

GHS administrators shall maintain discretionary powers to approve the selection of all graduation speakers, musicians, and masters of ceremony. Selection criteria will be based upon, but is not limited to, the following:

- Candidates must be senior class members who will graduate at the end of the second semester.
- Candidates must have been active participants in a club, organization, or team during the current school year.
- Candidates must currently be passing in all semester 2 classes in which they are enrolled.
- Candidates must be in good standing with the school.

### SENIOR CLASS MEETING/GRADUATION REHEARSAL

Seniors participating in the graduation ceremony must attend the Senior Class Meeting to learn graduation day and graduation ceremony logistics. This important meeting is scheduled for Thursday, June 1, 2023 from 12:00-1:15 pm in the Performance Hall. All graduating seniors are expected to attend.

### SCHOOL BOARD POLICY 2333 APPROVED 2-10-09

Any presentation by participants of graduation exercises is the private expression of an individual participant and does not necessarily reflect any official position of the district, its Board, administration, or employees, nor does it necessarily indicate the views of any other graduates. The Board recognizes that at graduation time and throughout the course of the educational process, there will be instances when religious values, religious practices, and religious persons will have some interaction with the public schools and students. The Board, while not endorsing any religion, recognizes the rights of individuals to have the freedom to express their individual political, social, or religious views.

### SENIOR CELEBRATION

Graduates receiving scholarships, grants and other awards will be honored at a ceremony on Wednesday, May 10, 2023. The ceremony will be in the GHS Performance Hall from 6:00-7:30 pm. Students receiving recognition are expected to attend this special event.

### SENIOR FINES, FEES AND LUNCH ACCOUNTS

In order to receive your diploma at the graduation ceremony, all school fees and fines must be paid by 3:30 pm on Thursday, June 1. Payment will be accepted online through your Parent Portal in Powerschool or in the Glacier High Main Office.

If you do not receive your diploma at the graduation ceremony, you may pay your remaining balance and pick up your diploma starting Monday, June 5 in the Main Office. Official school transcripts will not be released until all school fees and fines are paid.



# SECTION 10: ACADEMIC POLICY AND INFORMATION

## **DISTINCTIONS**

Seniors can receive recognition beyond the diploma by completing requirements in additional subject categories. In addition to the 22 credits needed to graduate, each distinction will require an additional four credits for a total of 26 credits. Correspondence and online courses will not count towards meeting distinction criteria. Please visit with a department leader if you have a specific question about courses accepted for pathways and distinction.

### **AP MERIT DISTINCTION**

The AP Merit Distinction recognizes graduating seniors that accomplish a plan of study that includes successful completion of six Advanced Placement classes. Students earning this distinction are eligible to wear a gold distinction cord at graduation.

### **FINE ARTS DISTINCTION**

The Fine Arts distinction acknowledges graduating seniors that complete a plan emphasizing a fine arts focus in one of the three Fine Art pathways: Music, Theatre or Visual Art. To be eligible for this distinction, the student must complete all requirements in one of the three pathways. Students earning this distinction are eligible to wear a royal blue distinction cord at graduation.

#### **Music Pathway**

Music criteria for distinction:

1. 4 consecutive credits in one of the three music performance courses: Choir, Band, or Orchestra
2. Cumulative GPA of 3.2 or higher in all course work
3. 2 Activity Letters in Music

#### **Theatre Pathway**

Theatre criteria for distinction:

1. 4 credits of any combination of the following courses: Intro to Acting, Acting and Stage Production, Acting and Film Production, Improv, Advanced Acting Ensemble, Theatre Arts, Advanced Theatre Arts, Theatre as Literature, or Shakespeare
2. Cumulative GPA of 3.2 or higher in Theatre courses
3. 2 Activity Letters in Theatre

#### **Visual Art Pathway**

Visual Art criteria for distinction:

1. 4 credits of Visual Art
2. Cumulative GPA of 3.2 or higher in Visual Arts
3. Submit an AP Studio Art portfolio in 2D-Design or 3D-Design during senior year
4. Personal exhibition of work in May of the graduating year
5. Participate in at least one of our community activities (Art Trek, MAI, Hockaday Tours, or Art Mentoring)

### **HUMANITIES DISTINCTION**

The Humanities distinction acknowledges graduating seniors that complete a plan emphasizing a humanities focus in one of the two humanities pathways: International Language and Social Science. To be eligible for this distinction, the student must complete all requirements in one of the two pathways. Students earning this distinction are eligible to wear a light blue distinction cord at graduation.

#### **International Language Pathway**

International Language criteria for distinction:

1. 4.0 consecutive credits in Spanish or French
2. A Portfolio of extra-curricular/community involvement activities totaling 15 points by March 1 of senior year or 2 years of another language offered at GHS (French or Spanish)
3. Cumulative GPA of 3.2 or higher and a 3.2 GPA in International Language courses

#### **Social Science Pathway**

Social Science criteria for distinction:

1. 4 credits in Social Science; 2 credits in International Language
2. Cumulative GPA of 3.2 or higher in all course work
3. Participate in one or more of the following: Model UN, Academic WorldQuest, National History Day, and/or other project-based extracurricular activity approved by the GHS Social Studies Department.
4. Attend at least four City Council or Kalispell Public Schools Board meetings and complete a write-up.
5. Complete at least 10 hours of Social Science related community service

# SECTION 10: ACADEMIC POLICY AND INFORMATION

## STEM DISTINCTION

The STEM distinction acknowledges graduating seniors that complete a plan emphasizing a STEM focus in one of three STEM pathways: Science, Engineering or Math. To be eligible for this distinction, the student must complete all requirements in one of the three pathways. Students earning this distinction are eligible to wear a purple distinction cord at graduation.

### *Science Pathway*

Science criteria for distinction:

1. 5 credits in Science
2. Students must take a Statistics course before graduation
3. 4 credits in Math
4. 1 credit in Engineering
5. Cumulative GPA of 3.2 or higher in all course work
6. Students completing 4 credits in GHS laboratory science will receive honorary membership in the GHS Fourth Dimension (4D) Club as well as a t-shirt commemorating their accomplishments. Students completing 5 credits in science will receive the highest honor of a name embroidered lab jacket in addition to their existing membership in the GHS 4D Club.

### *Engineering Pathway*

Engineering criteria for distinction:

1. 4 credits in Engineering
2. Must include senior level Engineering Design and Development
3. 4 credits in Math
4. 3 credits in Science
5. Cumulative GPA of 3.2 or higher in all course work

### *Math Pathway*

Math criteria for distinction:

1. 5 credits in Math
2. 4 of the Math credits must be Algebra II or higher
3. Compete in at least 5 Math Competitions while in high school
4. 3 credits in Science
5. 1 credit in Engineering
6. Cumulative GPA of 3.2 or higher in all course work

## CAREER AND TECHNICAL EDUCATION DISTINCTIONS (CTE)

The CTE distinction acknowledges graduating seniors that complete a plan emphasizing a CTE focus in one of two CTE pathways: Agriculture or Business. To be eligible for this distinction, the student must complete all requirements in one of the two pathways. Students earning this distinction are eligible to wear a red distinction cord at graduation.

### *Agriculture Pathway*

Agriculture criteria for distinction:

1. Must complete 4 years of Agricultural Education coursework.
2. Earn the State FFA Degree, an honor which recognizes student leadership, community service, involvement, dedication & work ethic/experience
3. Leadership Requirements: Demonstrate leadership ability by performing 10 procedures of parliamentary law, giving a six-minute speech on a topic relating to agriculture or FFA, and serving as an FFA officer, committee chairperson, or committee member.
4. Community Service Requirement: complete at least 25 hours of community service.
5. Involvement/Dedication Requirement: Participate in at least five different FFA activities above the chapter level.
6. Work Ethic/Experience Requirement: Earned and productively invested at least \$1,500 or have worked at least 450 hours outside of schedule class time through Supervised Agriculture Experience (work based learning)

### *Business Pathway*

Business criteria for distinction:

1. 3 total credits in Business; not including required College and Career Readiness courses
2. 2 credits of any GHS Business elective
3. 1 credit specializing in Finance, Marketing, or Technology
4. Participate in at least one Business Department Activities (BPA, DECA, Internship...)
5. Cumulative GPA of 3.2 or higher in all course work

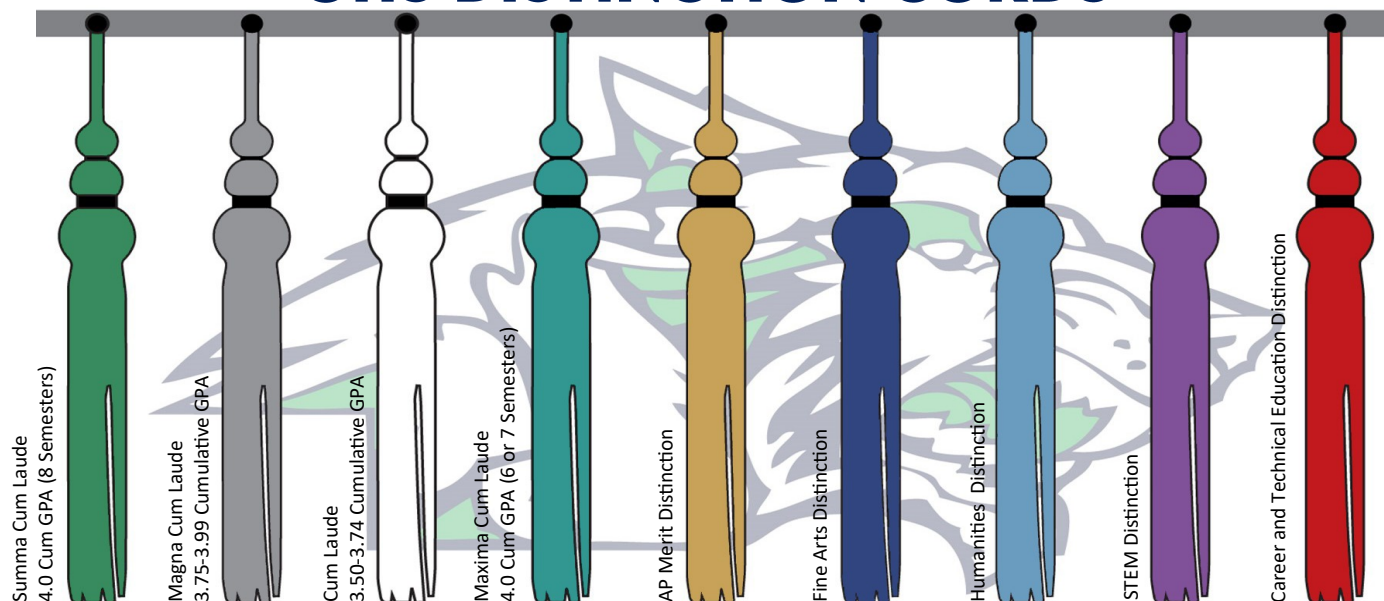
# SECTION 10: ACADEMIC POLICY AND INFORMATION

## DISTINCTION CREDIT REQUIREMENTS

DISTINCTION	AP Merit Distinction <i>Gold Cord</i>	Fine Arts Distinction <i>Royal Blue Cord</i>	Humanities Distinction <i>Light Blue Cord</i>		STEM Distinction <i>Purple Cord</i>			Career and Technical Education Distinction <i>Red Cord</i>	
PATHWAY	AP Merit Pathway	Music, Theatre, Visual Art Pathway	International Language Pathway	Social Science Pathway	Science Pathway	Engineering Pathway	Math Pathway	Agriculture Pathway	Business Pathway
ENGLISH	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0
MATH	3.0	3.0	3.0	3.0	4.0*	4.0*	5.0*	3.0	3.0
SOCIAL SCIENCE	2.5	2.5	3.0*	4.0*	2.5	2.5	2.5	2.5	2.5
SCIENCE	3.0	2.0	2.0	2.0	5.0*	3.0*	3.0*	3.0	2.0
INTERNATIONAL LANGUAGE	2.0*	--	4.0*	2.0*	--	--	--	--	--
FINE ARTS	1.0	4.0*	1.0	1.0	1.0	1.0	1.0	1.0	1.0
HEALTH ENHANCEMENT	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5
VOCATIONAL	1.0	1.0	1.0	1.0	--	--	--	--	--
ENGINEERING	--	--	--	--	1.0*	4.0*	1.0*	--	--
AGRICULTURE	--	--	--	--	--	--	--	4.0*	--
BUSINESS	--	--	--	--	--	--	--	--	3.0*
COLLEGE & CAREER READINESS	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
GENERAL ELECTIVES	7.0	7.0	5.5	6.5	6.0	5.0	7.0	6.0	8.0
TOTAL	26.0	26.0	26.0	26.0	26.0	26.0	26.0	26.0	26.0

Note: Credit requirements with an asterisk are a requirement above and beyond regular GHS graduation requirements. Each department has specific criteria that must be met to be eligible for the cord at graduation. Criteria may include, but is not limited to, courses, community service, cumulative GPA, department activities, etc. Please see the department leader for an application and additional information on the requirements for the cord. The deadline for submitting applications is Friday May 12, 2022.

## GHS DISTINCTION CORDS



# SECTION 10: ACADEMIC POLICY AND INFORMATION

## MONTANA UNIVERSITY SYSTEM ADMISSION POLICIES

### FOUR-YEAR CAMPUSES

In order to be fully admitted to a 4-year university in the MUS, entering high school graduates are required to meet the following four standards:

#### 1. Achieve one of the following:

- Earn at least a 2.5 high school GPA; or
- Rank in the top half of the school's graduating class; or
- Earn an ACT composite score of 22 or higher, or SAT total score of 1120 or higher (exception: MSU-Northern: ACT score of 20, SAT score of 1050)

#### 2. Complete either the Regents' College Preparatory Program or Rigorous Core College Preparatory Program

Please visit [https://mus.edu/Prepare/Prepare/MUS\\_Admission\\_Standards.html](https://mus.edu/Prepare/Prepare/MUS_Admission_Standards.html) or more information on the MUS college preparatory program and rigorous core.

#### 3. Demonstrate Mathematics Proficiency via one of the following methods:

Earn an ACT math score of 22, SAT math test score of 27.5, or complete the Rigorous Core 4.

#### 4. Demonstrate Writing Proficiency via one of the following methods:

Earn an ACT ELA score of 18 (average of the English, reading, and writing scores) or score 7 on the ACT essay; or earn an SAT writing and language test score of 25 or higher

### MUS MINIMUM AND RIGOROUS CORE REQUIREMENTS

SUBJECT	MINIMUM CORE	YRS	RIGOROUS CORE	YRS
Mathematics	Algebra I, II, and Geometry (or the sequential content equivalent).	3	Algebra I, II, and Geometry (or the sequential content equivalent) and a course beyond Algebra II (such as Trigonometry, Pre-Calculus, Calculus, Computer Math, or course equivalent)	4
English	Written and oral communication skills and literature	4	Written and oral communication skills, literature, and a designated college-prep composition or research- writing course	4
Science	2 lab sciences: one year must be earth science, biology, chemistry or physics	2	Full year each: General, physical or earth science; biology; chemistry or physics	3
Social Studies	Global studies (world history, world geography), United States History, and government. Economics, American Indian history or other third- year course	3	Global studies (world history, world geography), United States History, and government. Economics, American Indian history or other third-year course. Recommend: ½ year of other courses such as psychology, humanities	3
Electives	World language, computer science, visual and performing arts, or vocational education	4	2 years of a second language, music, fine arts, speech/debate, career and technical education (such as information technology, computer science)	3

### PROVISIONAL ADMISSION TO A FOUR YEAR CAMPUS

Students who do not demonstrate the ability to meet the mathematics and/or writing proficiency standards may be admitted provisionally to a four-year degree program on any campus of the MUS and without condition to a two year degree program. Students who are provisionally admitted can work gain toward full admittance while enrolled in the two year program.

### TWO-YEAR CAMPUSES AND TWO-YEAR PROGRAMS

Two-year campuses in the MUS abide by a non-competitive open enrollment policy that does not require applicants meet the Regents' four-year admissions criteria. The only requirement is that applicants must have obtained a high school degree or successfully completed an official high school equivalence completion assessment designated by the Board of Public Education (formerly the GED and currently the HiSET). Students who have not yet demonstrated the ability to meet the mathematics or writing proficiency standards may be admitted without condition to a two-year college; however, certain programs within the college, such as Nursing, may have higher admission standards.



# SECTION 10: ACADEMIC POLICY AND INFORMATION

## MONTANA UNIVERSITY SYSTEM COLLEGES AND UNIVERSITIES

### MONTANA STATE UNIVERSITY CAMPUSES

Montana State University - Bozeman  
Gallatin College MSU Bozeman  
Montana State University - Billings  
City College at MSU Billings  
Montana State University - Northern  
Great Falls College Montana State University

### UNIVERSITY OF MONTANA CAMPUSES

University of Montana - Missoula  
Missoula College  
Bitterroot College  
Helena College University of Montana  
Montana Technological University  
Highlands College of Montana Tech  
The University of Montana Western

### COMMUNITY COLLEGES

Dawson Community College - Glendive  
Flathead Valley Community College- Kalispell  
Miles Community College- Miles City

### TRIBAL COLLEGES

Aaniiih Nakoda College (formerly Fort Belknap College)  
Blackfeet Community College  
Chief Dull Knife College  
Fort Peck Community College  
Little Big Horn College  
Salish Kootenai College  
Stone Child College



## MUS HONOR SCHOLARSHIP

High school students who successfully complete the Rigorous Core are eligible for the MUS Honor Scholarship. The MUS Honor Scholarship is a 4-year renewable scholarship, which waives the recipient's tuition when used at an eligible MUS campus. Its average value at a 4-year Montana campus is \$5,000 a year or \$20,000 for four years. The Board of Regents intends to offer up to 200 scholarships (contingent upon continued funding of the program) annually. Please visit the Career Center for more information.

## NATIONAL COLLEGIATE ATHLETIC ASSOCIATION (NCAA) AND NATIONAL ASSOCIATION OF INTERCOLLEGIATE (NAIA) ACADEMIC ELIGIBILITY

Students participating in high school athletics that plan to participate in college or university athletics will need to pay special attention to eligibility rules for admission. Students should work with their high school counselor, the coaches who recruit them, and college admissions offices to prepare for this important next step. It is critical for students and parents to have a full understanding of the requirements and to follow an academic plan to fulfill those requirements. It is the student/athlete's responsibility to meet NCAA/NAIA academic eligibility.

### NCAA

Students planning to participate in NCAA level athletics at college must be certified by the NCAA Eligibility Center. The Eligibility Center certifies an athlete's eligibility for both Divisions I and II. In order to be registered with the NCAA, students must complete the registration process found at <https://web3.ncaa.org/ecwr3/>

### NAIA

Students planning to participate in NAIA level athletics at college may visit [www.naia.org](http://www.naia.org) for additional information.

# SECTION 11: PROCEDURES

## CHECKING OUT DURING THE SCHOOL DAY

Students are not to leave school during the school day without first securing permission from the attendance office. The attendance office requires parental permission before the student leaves. This includes students 18 years of age and older. If a student leaves school without checking out through the attendance office, it is considered an unexcused absence and will not be changed to an excused absence at a later time. There are no acceptable excuses and no exceptions will be made.

## CLOSED CAMPUS DURING REGULAR CLASS PERIODS

GHS maintains a closed campus for the safety and security of all students and staff. All students are expected to remain in school from the time that first period begins until the last class is dismissed in the afternoon. Any student who is discovered off campus during or between regular class periods will be subject to disciplinary action. The parking lots are considered off campus, but on school property.

## VISITORS

GHS welcomes parents or legal guardians to attend classes with their students. Upon arrival, visitors must check in with the Main Office and pick up a visitor's pass. Only official school business will be considered as a legitimate reason for a visitor's pass. Visits from friends of our students wanting to "see what the school is like" are not considered official business. Students should not bring visitors to school in the morning expecting to obtain permission for them to attend classes. Sorry, they will not be able to attend.

## GIFTS

The school does not deliver gifts to students during class time. Students will be notified to pick up items received such as flowers, balloons, stuffed animals, cards, cookie bouquets, etc., after school at the Main Office. We strongly encourage gift deliveries be sent to the student's home.

## HOME PREPARED FOOD

No home prepared food may be sold on school property.

## EYE PROTECTION

Students will wear industrial-quality eye protective devices when participating in, observing, or performing any function in an eye protection area. Eye protection areas shall include the areas in which activities are taking place and materials are being used involving, but not limited to, hot molten materials, milling, sawing, turning, shaping, cutting, grinding, stamping, heat treatment, gas or electric arc welding, repair or servicing of any vehicle or mechanical equipment, or any other activity or operation involving work in any area that is potentially dangerous to the eye.

## DISTRIBUTION AND POSTING OF MATERIALS

Organizations and individuals must have the approval of an administrator before materials may be posted or presented to the students in any manner. This includes, but is not limited to, announcements, posters, and flyers. Material must provide information valued or needed by the school. Permission will be denied to post any material that would disrupt the educational process, violate the rights of others, invade the privacy of others, infringe on a copyright, or be obscene, vulgar, or indecent. Refer to School District 5 Board Policy 4331 for additional guidelines.

## MULTI-MEDIA PRODUCTION GUIDELINES

From time-to-time, students may produce multi-media and/or video projects for various class assignments or activities. All such projects must reflect positively on GHS and the community we serve. Students will not perform, and/or involve others in performing, any dangerous stunts, illegal acts and/or inappropriate activities in the production of such projects. Students are responsible for any production equipment they check out from the school.

# SECTION 11: PROCEDURES

## UNIFORM COMPLAINT PROCEDURE

The Board establishes this Uniform Complaint Procedure as a means to address complaints arising within the District. This Uniform Complaint Procedure is intended to be used for all complaints except those involving challenges to educational material and those governed by a collective bargaining agreement.

The District requests all individuals to use this complaint procedure, when the individual believes the Board or its employees or agents have violated the individual's rights under: (1) Montana constitutional, statutory, or administrative law; (2) United States constitutional, statutory, or regulatory law; or (3) Board policy.

The District will endeavor to respond to and resolve complaints without resorting to this formal complaint procedure and, when a complaint is filed, to address the complaint promptly and equitably. The right of a person to prompt and equitable resolution of a complaint filed hereunder will not be impaired by a person's pursuit of other remedies. Use of this complaint procedure is not a prerequisite to pursuit of other remedies, and use of this complaint procedure does not extend any filing deadline related to pursuit of other remedies.

### Level 1: Informal

An individual with a complaint is first encouraged to discuss it with the appropriate teacher, counselor, or building administrator, with the objective of resolving the matter promptly and informally. An exception is that a complaint of sexual harassment should be discussed directly with an administrator not involved in the alleged harassment.

When a complaint has not been or cannot be resolved at Level 1, an individual may file a signed and dated written complaint stating: (1) the nature of the complaint; (2) a description of the event or incident giving rise to the complaint, including any school personnel involved; and (3) the remedy or resolution requested. This written complaint must be filed within thirty (30) days of the event or incident or from the date an individual could reasonably become aware of such event or incident.

When a complaint alleges violation of Board policy or procedure, the building administrator will investigate and attempt to resolve the complaint. The administrator will respond in writing to the complaint, within thirty (30) days of the administrator's receipt of the complaint.

If either the complainant or the person against whom the complaint is filed is dissatisfied with the administrator's decision, either may request, in writing, that the Superintendent review the administrator's decision. (See Level 3.) This request must be submitted to the Superintendent within fifteen (15) days of the administrator's decision.

When a complaint alleges sexual harassment or a violation of Title IX of the Education Amendments of 1972 (the Civil Rights Act), Title II of the Americans with Disabilities Act of 1990, or Section 504 of the Rehabilitation Act of 1973, the building administrator may turn the complaint over to a District nondiscrimination coordinator. The coordinator will complete an investigation and file a report and recommendation with the Superintendent, within thirty (30) days of the nondiscrimination coordinator's receipt of the written complaint. A coordinator may hire an outside investigator to conduct the investigation.

### Level 2: Building Administrator

Within fifteen (15) days of the Superintendent's receipt of the coordinator's report and recommendation, the Superintendent will respond to the complaint and take such administrative steps as the Superintendent deems appropriate and necessary. If either the complainant or the person against whom the complaint is filed is dissatisfied with the Superintendent's decision, either may request, in writing, that the Board consider an appeal of the Superintendent's decision. (See Level 4.) This request must be submitted in writing to the Superintendent, within fifteen (15) days of the Superintendent's written response to the complaint, for transmission to the Board.

# SECTION 11: PROCEDURES

## UNIFORM COMPLAINT PROCEDURE, CONT.

### Level 3: Superintendent

If either the complainant or the person against whom the complaint is filed appeals the administrator's decision provided for in Level 2, the Superintendent will review the complaint and the administrator's decision. The Superintendent will respond in writing to the appeal, within thirty (30) days of the Superintendent's receipt of the written appeal. In responding to the appeal, the Superintendent may: (1) meet with the parties involved in the complaint; (2) conduct a separate or supplementary investigation; (3) engage an outside investigator or other District employees to assist with the appeal; and/or (4) take other steps appropriate or helpful in resolving the complaint.

If either the complainant or the person against whom the complaint is filed is dissatisfied with the Superintendent's decision, either may request, in writing, that the Board consider an appeal of the Superintendent's decision. (See Level 4.) This request must be submitted in writing to the Superintendent, within fifteen (15) days of the Superintendent's written response to the complaint, for transmission to the Board.

### Level 4: The Board

Upon written appeal, the Board will consider the Superintendent's decision in Level 2 or 3. Upon receipt of written request for appeal, the Chair will either: (1) place the appeal on the agenda of a regular or special Board meeting; or (2) appoint an appeals panel of not less than three (3) trustees to hear the appeal and make a recommendation to the Board. If the Chair appoints a panel to consider the appeal, the panel will meet to consider the appeal and then make written recommendation to the full Board. The Board will report its decision on the appeal, in writing, to all parties, within thirty (30) days of the Board meeting at which the Board considered the appeal or the recommendation of the panel. A decision of the Board is final, unless it is appealed pursuant to Montana law within the period provided by law.

### Level 5: County Superintendent

When a matter falls within the jurisdiction of a county superintendent of schools, the decision of the Board may be appealed to the county superintendent by filing written appeal within thirty (30) days of the Board's decision, pursuant to Montana law.

## CIRCULATION OF PETITIONS

Students are free to collect signatures on petitions concerning either school or out-of-school activities or matters of general interest to students. Although there shall be no prior censorship or requirement of approval of the contents or wording of such materials, the following criteria apply:

- All printed matter and petitions distributed or circulated on school property should bear the name of the sponsoring organization.
- Distribution of material or collection of signatures is limited to periods before school begins, after dismissal at the end of the day, and during lunchtime so as not to interfere with the regular school program.
- The place and manner of such activities may be reasonably restricted to permit the normal operation of the school to continue without interruption and to prevent the use of coercion in obtaining signatures on petitions.

## RELIGION AND RELIGIOUS ACTIVITIES (INCLUDING PRAYER AND DISCUSSION)

In keeping with the United States and Montana Constitutions and judicial decisions, the school may not support religion or endorse religious activity. At the same time, the school may not prohibit religious expression by students. Students may pray individually or in groups and may discuss their religious views with other students, as long as they are not disruptive or coercive. The right to engage in voluntary prayer does not include the right to have a captive audience listen, to harass other students, or to force them to participate. Students may pray silently in the classroom, except when they are expected to be involved in classroom instruction or activities.

# SECTION 12: ATTENDANCE POLICY

## ATTENDANCE PHILOSOPHY

The learning experiences that take place in the classroom environment are an essential part of the educational process. Absences and tardiness tend to disrupt the continuity of the instructional program and the time lost from class is irretrievable, particularly in terms of opportunity for interaction and exchange of ideas between students and teachers. Missing class hinders a student's ability to master the subject matter, and this may be reflected in the grade. Grades earned in any course shall reflect the student's fulfillment of academic requirements, achievement, and daily participation. The administration does not condone absences that detract from our academics. Such absences include, but are not limited to: Senior skip days, shopping, work, moving, banking, oversleeping, haircut, tanning, vacations, and manicure appointments.

## STUDENT'S RESPONSIBILITY

- Students are responsible for attending class.
- Students are responsible for continually checking to make sure their attendance record is accurate in PowerSchool.
- Students are responsible for being in class and ready to start the lesson when the bell rings.
- Students are responsible for developing time management skills, a productive work ethic and accountability for successful preparation for graduation and beyond.

## PARENT'S RESPONSIBILITY

- Parents must call 758-8604, send a signed note, or email [angelita.verhine@sd5.k12.mt.us](mailto:angelita.verhine@sd5.k12.mt.us) to excuse an absence within 48 hours otherwise the absence is considered an unexcused absence. This includes students 18 years of age and older.
- Parents must call 758-8604, send a signed note, or email [angelita.verhine@sd5.k12.mt.us](mailto:angelita.verhine@sd5.k12.mt.us) to excuse their student for an appointment. A pass must be obtained by the student from the attendance office prior to the student leaving class.
- Parents should make every attempt to schedule family vacations during school breaks.
- Parents can only excuse their own son/daughter.

## ATTENDANCE REPORTING TO PARENTS

- Parents or guardians will be notified of an unexcused absence (UA) via the school's automated phone system, email, or a personal phone call.
- Parents can access their son/daughter's PowerSchool online progress report to view their complete attendance report and current grade status for each class at any time.

## TARDY PROCEDURE

- It is the student's responsibility to be on time for class.
- Lunch detention can be assigned by the teacher for each tardy after the first one. This is on a per class basis. Teachers will develop their tardy policy and include it in their course syllabus.
- Students who are marked Tardy Absent (TA) for being more than 5 minutes late to class will be given a lunch detention by the teacher on each offense. Excessive TA's will be referred to the administration.
- Students who do not attend assigned lunch detention will be referred to the administration.
- Excessive tardiness will be referred to the administration.
- Students with valid excused late passes will not be considered tardy.



# SECTION 12: ATTENDANCE POLICY

## MAKEUP OF MISSED ACADEMIC WORK

- It is reasonable to expect that some coursework cannot be replicated due to the nature of the assignment, especially when performance-based activities or experiences are used.
- It is the student's responsibility to inquire about makeup of missed course work.
- It is the student's responsibility to know assignment expectations and due dates.
- It is the student's responsibility to make prior arrangements for assignments during planned absences. Examples of planned absences are SS and some types of EA.
- If the student is present in class when the students are given an assignment that is due during the absence, the student will submit the completed assignment upon returning to school unless other arrangements have been made with the teacher.
- If a long-term project becomes due during an absence, the student will be expected to submit the completed project upon returning to school unless other arrangements have been made with the teacher. This includes projects that were worked on over a period of time (i.e. research paper, project, portfolio, speech).
- If the student is absent from class when the students are given an assignment, the student will submit the completed assignment based upon the following schedule

ABSENT	LENGTH OF TIME FOR MAKEUP WORK
1 day	1 days
2 days	2 days
3 or more days	3 days (unless other arrangements are made with the instructor or administrator)

## EXAMPLES

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Excused Absence or School Sponsored	Makeup	Work due		

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Excused Absence or School Sponsored	Excused Absence or School Sponsored	Makeup	Makeup	Work Due

# SECTION 12: ATTENDANCE POLICY

## UNEXCUSED (UA) or SKIP (SK) CONSEQUENCES

Unexcused and skip absences will be dealt with by an administrator through the High School Attendance Policy and Tiered Intervention Strategies.

## SCHOOL-SPONSORED (SS) ABSENCE

A student qualifies for a school-sponsored (SS) absence if all four of the following criteria have been met:

- students are supervised by School District employees or official designee
- activity is a GHS or MHSA/OPI activity
- activity funding is part of the school budget
- activity behavior is governed by GHS code of conduct

Examples of school-sponsored (SS) absences include:

- Band, choir, orchestra, speech, theatre performances, school festivals
- Career Center events such as Freshmen Career Field Day and College Fair Day
- MHSA athletic competitions, student council meetings or related school activities
- Cheerleading for tournaments and games
- Field trips for school-sanctioned clubs, organizations and classes
- Curriculum related exams or school-sponsored assessments
- National, regional, state and local conventions for school-sanctioned clubs or classes

Student's responsibility with school-sponsored absences:

- It is the student's responsibility to inquire about makeup of course work, assignment expectations and due dates before leaving for the school-sponsored absence. Students who do not make prior arrangements with their teachers may not be able to make up missed assignments.
- It is the student's responsibility upon returning to class to be prepared to participate in the lesson and related activities.
- Students will support the school-sponsored absence policy by fully cooperating with their teachers concerning makeup of homework, tests, projects and other class activities.
- School-sponsored students will make every effort to stay current with lessons, turn in assignments and complete assessments in a timely manner.
- If the school-sponsored student is present in class when the students are given an assignment that is due during the SS absence, the student will submit the completed assignment upon returning to school unless other arrangements have been made with the teacher.
- If a long-term project becomes due during a SS absence, the student will submit the completed project upon returning to school unless other arrangements have been made with the teacher. This includes projects that were worked on over a period of time (i.e. research paper, project, portfolio, speech).
- If the school-sponsored student is not present in class when the students are given an assignment, then the school-sponsored student will submit makeup assignments, take the makeup tests, etc. using the same time schedule as given for an excused absence (in the chart above).

## REQUIREMENT FOR ACTIVITY PRACTICE OR COMPETITION

A student may not participate in a practice or competition on the day of an absence unless the coach/advisor or Activities Director has granted prior approval. A student may not, under any circumstances, take part in practice or competition on a day he/she has been suspended or is truant from school. A student who has in-school suspension will be allowed to practice and compete.

# SECTION 12: ATTENDANCE POLICY

## ATTENDANCE/ASSESSMENT INCENTIVE

- If a student has four (4) or fewer excused absences in a class, the student is exempt from the semester assessment for that class during the week of the scheduled final assessment time slot provided that he or she is passing the class.
- If a student is assigned in-school suspension or out-of-school suspension for any reason, the assessment incentive is void for all their classes.
- Students with a UA or SK absence will not qualify for the incentive for that class period.
- Students may choose to take the semester assessment if they wish to try to improve their grade.
- Students will not be penalized in their semester grade for electing to take a semester assessment.
- Students planning to attend college are encouraged to take semester assessments.
- The following absence codes do not count towards the four day incentive: AD, AR, CS, OR, SS.
- We expect students to use common sense and not come to school sick in order to keep under the four day cap. In order to protect yourself and others, please stay home if you experience any of the following symptoms: fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, new loss of taste or smell, sore throat, congestion or runny nose, nausea, vomiting, or diarrhea. School administrators have the authority to send a sick student home if they deem it in the best interest of the student and/or the school community. The absence counts towards the four day cap.
- The incentive does not apply to students who are enrolled in concurrent enrollment courses.

Attendance/Assessment Incentive rules are firm. Exceptions will not be granted.

## ATTENDANCE INCENTIVE APPEAL POLICY

Before you complete this form, please note that a student should operate under the assumption that they have to take semester exams unless they make it through the semester with four or fewer excused absences. There is a very high probability that your completion of this form will not result in an appeal being granted as only extenuating circumstances will be considered.

It is the full responsibility of the parent and student to be aware of the student's attendance record during the school year in each class. Parents and students can access the PowerSchool parent/student access portal online at <https://powerschool.sd5.k12.mt.us/public/home.html> or by using the PowerSchool App which can be found on the iPhone or Android app stores.

If you believe that you have absences from this semester that should be considered as not counting towards the four day attendance/assessment incentive, complete this form and return it to Mr. Labrum or Mr. Stanfield for administrative review one week prior to the end of the semester. Forms that are submitted after that deadline will not be considered.

Students who are requesting an administrative review of their attendance must:

- not have any unexcused (UA) or skip (SK) absences
- not have any in-school suspension (ISS) or out of school suspension (OSS)
- be passing all classes
- must have attended Academic Catch Up Day if they were not exempt from being there.

Examples of days that will not be considered for review in excess of four days include but are not limited to:

- Vacations
- College visits
- Cultural exchanges
- Non-sanctioned activities (dance, lacrosse, hockey, horse shows, motocross, etc.)
- Hunting

Examples of days that may be considered for review in excess of four days include but are not limited to:

- Family death (not to exceed 2 days)
- Serious illness/injury/surgery of more than four consecutive days and accompanied by a medical doctor's note
- Court subpoena as a witness
- Religious holidays

Please see the appropriate grade level administrator to request a copy of the form.

# SECTION 12: ATTENDANCE POLICY

## ATTENDANCE CODE DEFINITIONS

ATTENDANCE CODE DEFINITIONS		
CODE	LABEL	DEFINITION
ET	Excused Tardy	A tardy that has been excused by the attendance office, an administrator, or teacher.
TA	Tardy Absent	Missing more than five minutes of class, but still considered present. Counts towards the four-day semester Attendance/Assessment Incentive
UT	Unexcused Tardy	Not in the classroom by the time the start bell rings and up to five minutes after the bell rings.
AD	Administration	Absence requested or given by an administrator. Does not count towards four-day semester Attendance/Assessment Incentive.
AR	Administrative Review	Absences that are coded AR have been reviewed and approved by the administration in response to a situation that falls outside of the typical attendance codes. Examples could include a family death, surgery, or other extenuating circumstances. Does not count towards four-day semester Attendance/Assessment Incentive.
CS	Classroom Sponsored	Any absence that is required due to a class event. Examples include field trips, rehearsals, testing, etc. Does not count towards four-day semester Attendance/Assessment Incentive.
EA	Excused Absence	Absence verified by a parent or guardian. Non-MHSA sanctioned events would be considered excused absences. Counts towards four-day semester Attendance/Assessment Incentive.
EE	Excused Early	Partial excused absence in a class after the class has started (not to exceed 10 minutes). Does not count towards the four-day semester Attendance/Assessment Incentive.
FD	Family Death	Death in the immediate family. Immediate family is defined as father, mother, brother, sister, aunt, uncle, niece, nephew, or grandparents.
IS	In School Suspension	Consequence assigned by a school administrator. Student receives credit for work or assignments missed. Voids the Attendance/Assessment Incentive for all classes.
OR	Office Request	Absence verified by school personnel. Examples include appointments with school nurse, counselor, career center, school resource officer, or school-based probation officer. Does not count towards four-day semester Attendance/Assessment Incentive.
OS	Out of School Suspension	Consequence assigned by a school administrator for rule violation. Student may or may not receive credit for work or assignments missed. Building administrators will make the determination on whether credit is received. Voids the Attendance/Assessment Incentive for all classes.
SK	Skip	Student was verified as truant from class. Student receives no credit for work/assignments missed. Voids the Attendance/Assessment Incentive. Must take the semester assessment in skipped class(es).
SS	School Sponsored	Absence that meets the school-sponsored criteria on page 41. Does not count towards four-day semester Attendance/Assessment Incentive.
UA	Unexcused Absence	Absence not verified by a parent or guardian or a school official. Student receives no credit for work/assignments missed. Voids the Attendance/Assessment Incentive. Must take the semester assessment in unexcused absence class(es).

# SECTION 12: ATTENDANCE POLICY

## ACADEMIC CATCH-UP DAY

There will be two Academic Catch Up Days (one each semester December 8, 2022 and May 4, 2023).

If a student has a D or F (less than 70%) in any class for the semester, that student will receive a Catch-Up Day Report Card and is required to attend school on Thursday, December 9. The report will be printed Monday, December 6, and distributed to students.

A student may not “clear up” the report between the time the report is printed and Catch Up Day. If a student receives a Catch Up Day Report Card the student is required to attend and **all work will be turned in on Catch-Up Day** and will be graded in a timely manner.

- Academic Catch Up Day Report Cards printed for students who qualify **allow instructors to know:**
  - Which courses students need to get “caught up” (i.e. increase their grade to a C or better by turning in missing or late work, re-taking tests, revising papers, etc., per individual teacher policy).
- **If the student is required to attend, students MUST:**
  - Attend every class.
  - May get a pass to go to another classroom to get help or make up work. Teachers reserve the right to keep students in the assigned class or send students back to the assigned class.
- If the student is **not required to attend**, students:
  - May attend only the classes they choose to attend. Students may not “hang out” in the school that day.
- Academic Catch Up Day **is the deadline for missing or incomplete work.**
- **Teachers** please refer to the following changes to protocol for Academic Catch Up Day.
  - Use Academic Catch Up Day Passes (bright yellow) to send students to other instructors/classes.
  - No passes to library/writing center or gym other than for your own class. Send students to the teacher who assigned the work to write a pass to library/writing center.
  - Teacher duties (other than learning lab or parking lot) will be changed to hall monitor to help manage students in hallways.

## Frequently Asked Questions about Academic Catch Up Day

### **What is the consequence if a student does not attend the Catch-Up day?**

School attendance rules apply and consequences will be given for unexcused absences. Also, there could likely be a natural consequence in the area of academic achievement and grades. For example, the student will not have another opportunity to submit a missing assignment or retake a test.

### **What if my student didn't meet the criteria to be exempt from attending school on Academic Catch-Up Day and tells me they don't have anything to do and it will be a waste of time to attend school that day?**

Please review their grade report because it will show the classes they are not meeting academic standards. If a student is truly caught up academically, then the class time may be used to study, read, work on enrichment projects or tutor other students.

### **My student needs a lot of help in one subject. Can they spend more than one class period receiving help in that subject?**

Yes, as long as the student gets a pass from their regularly scheduled teacher to go to that class.

### **My student met the criteria and is exempt from attending school on Academic Catch-Up Day. Can they attend school anyway?**

Yes. The student can still attend school that day and receive help from their teachers, make contact with the Career Center, form an AP study group, or attend only a few periods during that day. The only request is to talk to teachers/directors in advance to see if the teacher/director has time to meet with them.



# SECTION 13: BEHAVIOR POLICY

## STUDENT RESPONSIBILITIES

By the time a student has reached the high school, it should be quite clear what the behavioral expectations are for students. Glacier High School expects students to be a credit to themselves, their families, and their school at all times. If the school is to function effectively and students are to be free to pursue their education, all students must accept responsibilities and meet certain expectations. Student behavior that interferes with the educational process or violates the rights or safety of others will not be tolerated. Students are expected to comply with school and classroom rules at all times.

## CORRECTIVE ACTIONS AND PUNISHMENT

All students shall submit to the reasonable rules of the school. Refusal to comply with written rules and regulations established for the governing of the school shall constitute sufficient cause for a discipline consequence that may include suspension by the school administration or expulsion by the School Board. A staff member or administrator has the authority to hold a student accountable for the student's behavior.

## STATE LAWS

We expect all Glacier High School students and staff to support and comply with state laws. The following two regulations have special application to our school setting:

- State Constitution Article X: "It is the goal of the people to establish a system of education which will develop the full potential of each person. Equality of educational opportunity is guaranteed to each person of the state..."
- Statutes (MCA) Title 49 Human Rights: "The right to be free from discrimination because of race, creed, sex, religion, color, physical or mental handicap, age or national origin is recognized as and declared to be a civil right..."

## DUE PROCESS

The student has the right to have oral or written notice of the charges against him/her and if denied them, an explanation of the evidence the authorities have and an opportunity to present his/her side of the story, unless the student's presence poses a continuing danger to person, property, or disruption to the academic process, in which case the student may be immediately removed from school. In such case, notice of charges and a hearing shall follow as soon as practical.

## POLICE INVOLVEMENT

School officials are not required to initiate or complete due process procedures prior to notifying law enforcement authorities. If the authorities are notified, parent(s)/guardian(s) will be contacted by telephone, letter, or in person. Any action taken by the authorities is separate from and in addition to action taken by the school. State law requires the school to permit a student to be taken into legal custody.

## FAILURE TO RESPOND TO ADMINISTRATOR'S REQUEST TO SEE A STUDENT

Students must, upon request, meet with an administrator. Failure to respond will result in disciplinary action. School officials have the right to talk to a student without a parent present.

## SELF-IDENTIFICATION

Students must, upon request, stop and identify themselves to School District personnel or authorities when on or near school property, on school buses, or at any school-sponsored activity. Failure to self-identify or provide correct information in a timely manner will result in disciplinary action.

## REPORTING

All complaints about behavior that may violate this policy shall be promptly investigated. Any student who has knowledge of conduct in violation of this policy or feels he/she has been a victim of hazing, harassment, intimidation, or bullying, in violation of this policy is encouraged to immediately report his/her concerns to the principal or the District Administrator, who have overall responsibility for such investigations. This report may be made anonymously. A student may also report concerns to a teacher or school counselor, who will be responsible for notifying the appropriate District official.

# SECTION 13: BEHAVIOR POLICY

## REPORTING SAFETY CONCERNS ANONYMOUSLY

Safety at GHS is the responsibility of everyone. If a student has a safety concern that the student would feel more comfortable reporting anonymously, the student may call 758-8666 and leave a message.

## VIDEO SURVEILLANCE

Video surveillance will occur on school property to ensure the health, welfare, and safety of all staff, students, and visitors, and to safeguard the buildings, grounds, and equipment. Video cameras will be used in locations as deemed appropriate by the administration. Video recordings may become a part of a student's educational record.

## PASSIVE ALCOHOL SENSOR

School authorities may use a Passive Alcohol Sensor device when they have reasonable suspicion that a student has violated the alcohol policy based upon such factors as alcohol on breath, impairment of speech and motor control, admission by the student, or reports of the student's consumption of alcohol by reliable sources. Confirmed alcohol use will result in school disciplinary measures.

## HAND HELD METAL DETECTOR

If the administration has reason to suspect that a student is in possession of a potentially harmful weapon, or illicit or illegal items (like e-cigarettes or vapes) a hand held metal detector may be used as part of the search procedure.

## DISCIPLINARY TERMS DEFINED

**Expulsion:** This means permanent exclusion from school. Action only taken by the School Board upon administration recommendation. A hearing will be held. Extenuating circumstances may lead the Board to override administrative recommendation by either dismissing the case or further suspending or deferring an expulsion. In most instances, with the verification of evidence, an expulsion may be expected.

**Deferred Expulsion:** A student is given one last chance by school administration. One more rule violation of any kind will result in an expulsion hearing before the School Board.

### Suspension:

**Short-term Out-of-School Suspension** - A student is not allowed to attend class for up to ten (10) days. Warning is given that further violations of policy will result in more substantial punishment. The ten days may be extended pending a School Board hearing. Students will receive zeros for all work missed in each class. A student guilty of a violation who is attending school under a deferred recommendation for expulsion will receive an out-of-school suspension. He/she will receive zeros for all work missed in each class until he/she has participated in an expulsion hearing. Suspended students may not participate in curricular or extracurricular activities while on suspension. Students serving out-of-school suspensions may not come onto school property for any reason or to any school-sponsored activity off of school property during the suspension. This includes any weekend days covered by the assigned suspension.

**Long-term Suspension** - A student is excluded from school for a specific period of time longer than ten (10) consecutive days per incident, after which a student has the right to return to school.

**Emergency Long-term Suspension** - An administrator is authorized to order an emergency long-term suspension pending due process, if a student's presence in school poses a danger to the student, other persons, or property or poses disruption of education.

**Detention:** Students may be detained for minor infractions of school rules or regulations, or for minor misconduct. Subsequently, students are assigned a supervised "time-out" period. Detentions may be assigned during the lunch periods. If students wish to eat lunch during detention, then they must bring a sack lunch.

**Warning:** A school administrator talks to the student and tries to reach an agreement regarding how the student should behave. The administrator advises the student of consequences if inappropriate behavior continues.

**Parent/Legal Guardian Notification:** Parent/legal guardians are notified by telephone, personal contact, e-mail or letter.

# SECTION 13: BEHAVIOR POLICY

## DISCIPLINE GUIDELINES

The consequences for inappropriate activity/behavior are intended as general guidelines. The administration reserves the right to modify a student's consequence based on the specific nature, individual circumstances, past discipline records, or severity of an incident.

## CONSIDERATION OF EXTENUATING CIRCUMSTANCES

School authority may consider extenuating circumstances prior to dispensing disciplinary action. Extenuating circumstances include, but are not limited to: seriousness of the offense, program placement, attitude and age of student, pattern of conduct, degree of cooperation, attendance record, grades, and/or other educationally relevant circumstances. School administrators shall maintain discretionary powers to interpret the Student Handbook and issue corrective measures in each individual case. These administrators shall be the final authority on discipline in the building.

## DISCIPLINARY MEASURES

For violations of school policy or procedure, disciplinary measures include, but are not limited to:

• Expulsion	• Loss of student privileges
• Deferred expulsion	• Loss of bus privileges
• Suspension out-of-school	• Notification to juvenile authorities and/or police
• Suspension in-school	• Restitution for damages to school property
• Detention	• Restitution to Crime Stoppers
• Advisement/warning	• Reassignment
• Conference	• Community service
• Alternative education plan	• Loss of credit
• Clean-up duty	



# SECTION 13: BEHAVIOR POLICY

## ACADEMIC HONESTY

Glacier High School promotes and expects ethical behavior from all members of the Wolfpack community. Honesty and integrity are valued in all of our classrooms, programs, and activities. Dishonest and unethical behavior, such as lying or cheating, will not be tolerated at any time by anyone. The ramifications of academic dishonesty can be far reaching. It can impact a student's grade point average and class standing, chances of a student's acceptance to a college or a job, and potential recommendations for scholarship awards.

### DEFINITIONS

- **Cheating:** Intentionally using or attempting to use unauthorized materials, information or study aids in any academic exercise.
- **Fabrication:** Intentional and unauthorized falsification or invention of any information or citation in an academic exercise.
- **Facilitation:** Intentionally or knowingly helping or attempting to help another student violate any provision of the policy.
- **Plagiarism:** Intentionally or knowingly representing the words or ideas of another as one's own in any academic exercise.

### ACADEMIC DISHONESTY INCLUDES BUT NOT LIMITED TO:

- copying someone else's work, such as an assignment, quiz, or test, and submitting it as your work
- allowing another student to copy your work
- utilizing aids such as notes or crib sheet to assist in completion of a quiz or test when such aides are not authorized by the teacher
- copying source material or not crediting sources in an attempt to present another's work as your own
- looking on someone's paper or using a "cheat sheet" while taking a test
- turning in a research paper that you bought from a service or received from some other source
- submitting your same work more than once for credit without the teacher's permission
- using memory calculators and other devices with stored exam information while taking a test
- using someone else's answers for a lab/homework assignment
- making up data on a lab assignment
- making up a source to use as a citation in a paper
- giving another student one's homework so that he/she can copy the answers
- letting someone copy one's answers during an exam
- giving test information/answers to students in other sections of the same class
- quoting a source (copying information word for word) and failing to give the proper citation
- putting a source's text into one's own words (paraphrasing) and not citing the source
- copying someone else's computer disc for a project and submitting it as one's own

## CONSEQUENCES

Teachers are granted authority, with the direction and advice of the administration, to exercise their good judgment in applying a range of academic consequences for violations of this policy. Administration has the authority to remove a student from a class with an "F" for repeated violations.

## ACADEMIC INSUBORDINATION

It will be considered academic insubordination if a student refuses to attend class, work on assignments, or participate in class activities. Students have the right to fail, but they have the responsibility to engage in the educational process. Consequences may be assigned by the administration.

## ACCESSORY TO SERIOUS VIOLATIONS

A student who is an accessory to a serious offense is guilty of misconduct and can be punished just as if he had committed the offense. A student will not do anything that might cause, encourage, or assist a serious violation to take place.



# SECTION 13: BEHAVIOR POLICY

## ASSEMBLY CONDUCT

An assembly is an extension of the classroom. The same rules of conduct that apply in the classroom apply in the assembly. Out of respect for fellow students and guests, every student is encouraged to be attentive, responsive, and appreciative in assembly programs. Student conduct must not be an embarrassment to anyone, especially to those who have a part in the program.

## CELL PHONES AND OTHER ELECTRONIC EQUIPMENT

### Cell Phone Privilege

Student possession and use of cellular phones and electronic communication devices on school grounds, at school-sponsored activities, and while under the supervision and control of school district employees is a privilege which will be permitted only under the circumstances described herein. Students shall not engage in unauthorized use of internet access in school buildings, as it reduces band width for instructional purposes.

TIME	INSIDE FACILITY	OUTSIDE FACILITY
8:15 am-3:15 pm During Class Time	Cell phone policy directed by teacher	Cell phone "ON" OK to use
8:15 am-3:15 pm Passing Time/Between Classes	Cell phone "ON" OK to use outside of classrooms	Cell phone "ON" OK to use
Student's Lunch time	Cell phone "ON" OK to use in Commons Area	Cell phone "ON" OK to use
3:16 am-8:14 am	Cell phone "ON" OK to use anywhere	Cell phone "ON" OK to use

### Stolen or Lost Electronic Equipment

Each year there are many electronic devices that are lost or stolen at school. If a student chooses to bring an electronic device to school, the school assumes no responsibility for any electronic devices that are lost or stolen.

### Permitted Times for Using Cell Phones

Students may use their cell phones during the five minute passing time and during the students' lunch period. We realize that there are applications of electronic devices that can enhance learning in the classroom. As a result, the teacher has the authority to determine the classroom plan for the use of this type of technology as an instructional tool.

### Privacy Violations

At no time will any student operate a cell phone or other electronic device with video or picture capabilities in a locker room, bathroom, or other location where such operation may violate the privacy right of another person.

### Unauthorized Use

Unauthorized use is grounds for confiscation of the device by school officials, including classroom teachers and supervisory aides. When any phone is confiscated regardless of who owns the phone, the parent must pick up the phone after school from an administrative staff person.

PROGRESSIVE DISCIPLINE CHART FOR CELL PHONE NONCOMPLIANCE	
Offense	Discipline
1st	Returned at the end of the period.
2nd	Returned at the end of the day.
3rd	Returned at the end of the day to a parent.

### Cell Phone Search

An administrator may search a phone if there is reasonable suspicion that a cell phone is being used for illegal purposes, promoting illegal activities, bullying, cheating or academic dishonesty.

Note: Refusal to turn over a phone to an administrator will result in an automatic two day out-of-school suspension.



# SECTION 13: BEHAVIOR POLICY

## CROWD DISPERSION

Students gathered around or drawn to an illegal activity (example: fighting) must immediately disperse or they may be found guilty of promoting an act that is disruptive, distracting, incompatible to the school mission, or harmful. Disciplinary action taken will depend on the circumstances and severity of the incident.

## CYBER-SPEECH

The administration may impose discipline consequences on cyber-speech occurring outside of school when it constitutes a threat—an immediate, unconditional threat of violence directed at a person(s), and where conduct is directly linked to school, OR created or was reasonably expected to cause a material and substantial disruption to school's operation or environment. This would also include the use of the school name and/or logo on a site that was not compatible with the mission of the school.

## DANCES

Student council has two major dances scheduled. The dates, themes, and locations were selected and approved by the GHS student council. Dances typically start at 9:00 p.m. and end at 11:30 p.m. A student ID will be requested for admittance into the event. Students not attending either FHS or GHS must be pre-approved by a building administrator. Student guests over the age of 20 will not be permitted to participate in the dance. Parents are welcome at all times. Potentially dangerous or inappropriate dance behavior will not be tolerated. Failure to comply will result in immediate removal from the dance.

## DANCING EXPECTATIONS

Glacier High School feels a great responsibility to educate our students with the highest of standards. Behavior at all student activities is expected to be similar to the behavior required of students at school and should be based on the same ideals of respect and social responsibility. The behavioral expectations of courtesy, respect, and good character are extended, and expected, at all dances. Vulgar/provocative dancing, such as grinding, will not be allowed, nor any form of dance which is sexually suggestive or mimics sexual acts. Students must be facing one another when dancing and must keep some space between one another, with appropriate hand placements. Students dancing "front to back", provocatively, or inappropriately, will be asked leave the dance. Dance privileges can and will be revoked for the entire school year if the situation warrants such action.

## DEMONSTRATIONS

Demonstrations which interrupt classes or school operations are not allowed. Students who participate in demonstrations which interrupt classes or the operation of the school will face disciplinary consequences. Students who have a concern should visit with a teacher, school counselor, or administrator.

## DISRUPTION OF SCHOOL OPERATIONS

No person shall disrupt or obstruct any school program, activity, or meeting, or threaten to do so, or commit, threaten to imminently commit or incite another to commit any act that will disturb or interfere with or obstruct any lawful task, process or procedure, of any student, official employee, or invitee of the District. Disruptive, distracting, incompatible, or harmful actions will result in a disciplinary consequence. Disciplinary action taken will depend on the circumstances and severity of the incident.

The grounds for disciplinary action apply whenever the student's conduct is reasonably related to school or school activities, including, but not limited to:

- On, or within sight of, school grounds before, during, or after school hours or at any other time when the school is being used by a school group;
- Off school grounds at a school-sponsored activity, or event, or any activity or event which bears a reasonable relationship to school;
- Traveling to and from school or a school activity, function, or event.
- Anywhere, if the conduct may reasonably be considered to be a threat or an attempted intimidation of a staff member, or an interference with school purposes or an educational function.

# SECTION 13: BEHAVIOR POLICY

## DRESS CODE POLICY

It is recognized that a student's choice of dress and grooming habits demonstrates personal style and preference. GHS has the responsibility to ensure proper and appropriate conditions for learning, along with protecting the health and safety of its student body. Even though the school will allow a wide variety of clothing styles, dress and grooming must not materially or substantially disrupt the educational process of the school or create a health or safety hazard for students, staff, or others. Students must wear neat, clean, and tasteful clothing that is appropriate for school and school activities. Not all fashions are appropriate for the school setting. School administrators hold discretionary authority to make decisions regarding attire and appearance-related matters not specifically addressed in the dress code policy.

## DRESS CODE GUIDELINES

The following list describes dress code violations:

- Undergarments showing. This includes bra straps, thong underwear, waistbands, and tops of boxers or briefs.
- Sheer (see-through) clothes, backless garments, halter tops, bare backs, bathing suits, and tube tops.
- Low-cut shirts that show cleavage or shirts that expose midriff.
- Pajama-type pants, tops, or bedroom slippers.
- Pants worn hanging significantly below the natural waist line.
- No capes or flags worn as capes.
- Face or body paint that is distracting or disruptive.
- Spiked jewelry or apparel, wallet chains and other sharp/weighted objects that are considered a safety hazard.
- Shoes must be worn.
- Sunglasses worn in the school building.
- Wearing, possessing, using, distributing, or selling any clothing, headgear, apparel, jewelry, emblem, badge, symbol, sign, or other items which are evidence of membership in or affiliation with any gang and/or representative of any gang or any antisocial behavior.
- Clothing with pictures or writing that has a double meaning where one meaning is inappropriate and/or disrespectful.
- Clothing, patches, buttons, jewelry, armbands, or other accessories adorned with references to and/or suggestions of:
  - Drugs
  - Alcohol
  - Tobacco
  - Profanity
  - Sex
  - Lewd Pictures
  - Illicit Acts
  - Illegal Activities
  - Pornography
  - Violent Acts or Hate Crimes
  - Vulgar or Obscene Displays
  - Demeaning Messages

## ADDITIONAL TEACHER EXPECTATIONS

A teacher has the discretion to require additional standards of student dress as deemed appropriate in order to insure a proper safety standard or effective delivery of coursework, instruction, or activities required in the class. This may include, but is not limited to, the wearing of safety goggles, aprons or shop coveralls, tying back of long or loose hair, or rolling up of loose sleeves. In addition, a teacher may require shirts and tops to be long enough so the midriff is not exposed when participating in class activities and coursework.

## OPPORTUNITY TO CORRECT

If a student violates the dress code policy, the student will be given the opportunity to correct their attire that school day. Corrections will be made by making immediate adjustments at school, wearing a School District garment, or going home to change. Continual minor infractions will result in disciplinary action.

# SECTION 13: BEHAVIOR POLICY

## HEADWEAR OR SUNGLASSES

Headwear or sunglasses are not to be worn in any school building Monday through Friday between the hours of 7:00am and 3:15pm. Headwear includes, but is not limited to hats, visors, scarves, headbands, stocking caps, beanies, bandanas, hoods, caps, doo rags or other head dressings. This applies to both men and women.

Note: Refusal to give up a hat (comply with the policy) will automatically be a two-day out-of-school suspension.

PROGRESSIVE DISCIPLINE CHART FOR HEADWEAR OR SUNGLASS NONCOMPLIANCE	
OFFENSE	DISCIPLINE
1st	Warning
2nd	Item returned to student at end of day.
3rd	Item returned to student at end of month
4th	Item returned to student at end of school year
Subsequent	Student not allowed to possess hat or sunglasses in the building.

## DRIVING AND PARKING REGULATIONS

The following violations will result in a \$20 fine (\$10 if paid within 5 school days). Failure to conform to driving and parking regulations could result in towing or booting on the third offense at the driver's own expense. Parking fines can be paid at the GHS main office..

- Parking in a handicap space without a handicap permit.
- Parking in a "no parking" space.
- Parking in two spaces (straddling two parking spaces).
- Blocking a driveway or access.
- Parking in designated staff parking, visitors' area, fire zones, bus loading zones, or handicap zones.
- Driving in an unsafe manner such as speeding, driving recklessly, tire squealing, leaving lanes, driving over the landscaping.
- Parking on snow banks.
- Parking on the grass, landscaping, or medians.
- Parking in traffic lanes.

Note: Students are reminded that state law stipulates that maximum driving speed on or adjacent to school property is 15 mph. Students are not to be in their cars or in the parking lot during class time. School authorities may inspect and search student vehicles parked on school property when reasonable suspicion of wrongdoing exists.

## FIELD TRIP TRANSPORTATION

Because field trips are an extension of the classroom, all school rules apply. Transportation to and from the site must be authorized by the school. No private transportation is allowed.

## FILMING FIGHTS OR ILLEGAL ACTIVITIES

Students who videotape fights, other illegal activities, or school and classroom disruptions may be found guilty of promoting an act that is incompatible to the school mission or is harmful. Disciplinary action taken will depend on the circumstances and severity of the incident.

## FOOD OR BEVERAGES IN THE CLASSROOM

The classroom teacher has the authority to determine if food or beverages may be consumed during their class period. The classroom teacher can revoke the privilege at any time.

## FORGING OF SIGNATURES OR DOCUMENTS

The forging of any signature, the making of a false entry, or the authorization of any document used or intended to be used in connection with the operation of the school violates school policy. Tampering with grade books or computerized grading programs also violates policy. The consequence may include detention, suspension, or expulsion.

# SECTION 13: BEHAVIOR POLICY

## FOUL LANGUAGE

Students should demonstrate good choices and judgment in behavior and interactions with others. Good choices of language are essential to show respect and concern for each other. Profanity and obscenity will not be tolerated. We expect everyone to express themselves in civil, considerate, and appropriate language. The consequences for profanity includes, but is not limited to, out of school suspension and disorderly conduct charges filed with law enforcement.

## FRAUDULENT PHONE CALLS/EMAILS

Fraudulent phone calls violate school policy. The consequence may include detention, suspension, or expulsion.

## GAMBLING PARAPHERNALIA

Gambling and/or possession of gambling paraphernalia are prohibited. Disciplinary action will be taken depending on the severity of the incident and the circumstances.

## GYM LOCKER ROOMS

Use of the locker room (including the bathrooms and shower areas) is only for students who need to change clothes for physical activity (i.e., gym class or after-school sports). Students are not allowed in the locker room for any other reason unless permission has been obtained from a physical education staff member or from an administrator immediately prior to entering the locker room. Students in the locker room without proper authorization are subject to administrative discipline.

## HALL PASSES

A student must be in their room of instruction during class time. A pass from their teacher must be used if the student leaves the classroom during class time. Students in possession of stolen hall passes will be assigned a disciplinary consequence.

## LEWD CONDUCT

Any lewd, indecent, or obscene act or expression by a student on or near school property, on a school bus, or at a school-sponsored event will result in disciplinary action.

## LIGHTERS, MATCHES, E-CIGARETTES (VAPES), LASER POINTERS, WATER-TRANSMITTING DEVICES

Students have no appropriate reason to carry cigarette lighters, matches or e-cigarettes on the campus. Possession and use of laser pointers and water transmitting devices is prohibited. Offenders shall be subject to confiscation of the object and disciplinary action.

## MEMBERSHIP "INITIATIONS"

Some clubs or groups consider social initiations of new members important. In order to insure a safe and positive experience, these guidelines must be followed for any such activity:

- The adult sponsor must be present and actively supervising.
- The activity must be completed by 10:00pm and/or not starting before 6:00am.
- The activity must be approved by the activities director.
- The activity can not be demeaning to any individual or group of students.
- The activity must be in full compliance of the school's bullying, hazing and harassment policies.

Individuals who participate in "initiation" activities which do not meet these guidelines set forth are subject to disciplinary action. Disciplinary action could include, but is not limited to, suspension, expulsion or being dropped from the club or group.

## MISCONDUCT OUTSIDE OF SCHOOL

Misconduct of a serious nature that has a direct relationship to the school may result in disciplinary action, even when the specific conduct does not take place on school property or at a school-related event.

## NEIGHBORHOOD SURROUNDING GHS CAMPUS

We have an obligation to honor the property and privacy rights of those neighbors situated short distances from our campus. In an effort to be a good neighbor and respect the surrounding community, students will not congregate or litter on neighboring property. This also includes keeping noise levels down to an appropriate quiet level.

# SECTION 13: BEHAVIOR POLICY

## OPEN CAMPUS DURING LUNCH FOR SOPHOMORES, JUNIORS AND SENIORS

10th, 11th and 12th grades have an open campus only during lunch. Freshmen do not have open campus. During lunch, these students are allowed to sit in their vehicles in the parking lot. If a student returns late from lunch, it is an unexcused tardy. There are no exceptions and no excuses to returning to the campus late from lunch. All students are reminded to carry their student identification card at all times as school personnel may be checking them. Open campus privileges can be revoked at anytime for any length of time as a disciplinary consequence. Being off campus with students not eligible for open campus lunch will result in the loss of open campus privilege. If litter becomes an issue in the parking lots, the open campus privilege will be revoked. The parking lots are considered off campus during lunch for freshmen. Any freshmen discovered off campus during lunch will be subject to disciplinary action.

## REMOVAL FROM CLASS

Students are expected to respect their classmates, their teachers, and the school building and equipment at all times. Students who demonstrate that they are not respectful may be permanently removed from class. Appropriate behavior and use of equipment/materials is necessary to remain in class. Any student removed from class must report to the admin offices immediately unless directed to do otherwise.

## RETALIATION AND REPRISAL

Retaliation is prohibited against any person who reports or is thought to have reported a violation, files a complaint, or otherwise participates in an investigation or inquiry. Such retaliation shall be considered a serious violation of Board policy, whether or not a complaint is substantiated. False charges shall also be regarded as a serious offense and will result in disciplinary action or other appropriate sanctions.

## SKATEBOARDS, ROLLER BLADES, ROLLER SKATES & SCOOTERS

The use of skateboards, roller blades, roller skates or scooters on school property is prohibited.

## SPECTATOR CONDUCT AND SPORTSMANSHIP

Students shall behave in a sportsmanlike manner during athletic, co-curricular, and school events. Failure to comply with the expectations may result in disciplinary action such as ejection from the event, loss of privileges to attend activities, legal consequences, detention, suspension, forfeiture of activity ticket, and/or denied admission to future events. Students are expected to act with courtesy and respect, both as hosts and guests at school activities. All venues are being filmed and may be subject to review in the event that there is inappropriate behavior.

Expected appropriate behaviors include, but are not limited to, the following:

- using positive spirit wall signs and cheers
- wearing of school colors
- standing and removing your hat for the national anthem
- remaining silent during appropriate times
- no body painting or inappropriate hand held signs
- students must be fully clothed and wearing clothes appropriate for a school event
- no derogatory, heckling, or negative signs or comments to referees, players, coaches, half-time performers, cheerleaders, or opposing fans
- keeping flags in front of the home cheering sections and not in front of the visitors' section

## STUDENT BEHAVIOR IN COMMON AREAS AND HALLWAYS

Students are expected to act in an orderly manner in the open areas, corridors, and on the stairways. Inappropriate behavior will result in disciplinary action such as detention or suspension. Students displaying overly amorous behavior may be suspended until they and their parents meet with an administrator. Students will not sit on the tables in the commons area.

## STUDENT CONDUCT TO AND FROM SCHOOL

The school assumes authority over the conduct of students to and from school when on school grounds, in school transportation, and on supervised school excursions. Administration will cooperate with parents/guardians, property owners, and police in cases of problems or hazards created by students while going to and from school and during lunch time. Such cooperation may involve, but is not limited to, identification of students, counseling with students, notification of police, contact with parents/guardians, and possible disciplinary action.



# SECTION 13: BEHAVIOR POLICY

## STUDENT USE OF BUILDINGS

No student shall use school facilities without direct school personnel supervision. This includes use of the gym, wrestling and weight-cardio areas, theatre, performance hall, media studio, porches and classrooms. Non-curriculum-related school student organizations may conduct meetings on school premises without intervention on the basis of the religious, political, philosophical, or other content of the meeting. Refer to School District 5 Board Policy 3233 for additional criteria that must be met. Although the school assumes no sponsorship of these kinds of meetings, all meetings held on school premises must be scheduled and approved by the administration.

## THEFT REPORTS

Students who need to file a theft report should go to the School Resource Officer. The student will be encouraged to file a police report with regards to the theft. Also, the student should let an Assistant Principal know the details of the theft. The school does not have insurance for theft of personal property.

## TRESPASSING

Persons coming on campus whom the administration deem to have no legitimate business may be subject to trespassing charges and will be reported to the appropriate law enforcement agencies.

## UNAUTHORIZED AREAS OF THE BUILDING OR SCHOOL GROUNDS

Students are not allowed in unauthorized areas of the school facility or grounds. Students are allowed in teacher's offices only with permission from the teacher. The faculty lounge in room B206 is off-limits to students.

## VISITING OTHER DISTRICT CAMPUSES

Students should not visit other district campuses during school hours unless on official school related business. Campuses include Flathead, Kalispell Middle School, Linderman Education Center and the Vo-Ag Center.

## PHYSICAL ASSAULT (FIGHTING)

Fighting at or near GHS will result in suspension and possible expulsion. Depending on the severity of the incident, law enforcement may be contacted. The following situations will result in suspension:

- Fighting after attempts have been made to resolve a specific conflict.
- An unprovoked student attack on another student.
- Bringing a non-school related issue to school which results in a fight.

## DAMAGES TO SCHOOL PROPERTY

All damages to building or property caused willfully or carelessly must be paid for by the student causing such damage and will result in a consequence depending on the severity. This applies to textbooks issued to students as well as for other forms of school property.

## GRAFFITI

All damages to building or property caused by graffiti must be paid for by the student causing such damage. Disciplinary action will be taken depending on the severity of the incident and the circumstances. Depending on the severity of the incident, law enforcement may be contacted.

## DISALLOWED AND/OR ILLEGAL ACTIVITIES

The promotion of or involvement in any illegal activities at school or during school activities will be referred to law enforcement. Students found guilty will have a discipline consequence that may include suspension or expulsion. Action will be taken on all illegal activities within the line of sight of GHS. Students found guilty of certain illegal activities may also receive an "enhanced" sentence if the crime was committed in, on, or within 1,000 feet of the real property of a public or private elementary or secondary school.

## GUN-FREE SCHOOLS

A student who uses, possesses, controls, or transfers a firearm, or any object that can reasonably be considered or looks like a firearm will be expelled for a definite period of time of at least one calendar year. The School Board, however, may modify the expulsion period on a case-by-case basis. An administrator will notify the criminal justice or juvenile delinquency system of any student who brings a firearm to school. Any student subject to an expulsion shall be entitled to a hearing before the Board.

# SECTION 13: BEHAVIOR POLICY

## POSSESSION OF A WEAPON IN A SCHOOL BUILDING OR ON SCHOOL PROPERTY

Any person who possesses, carries, transfers, or stores a weapon in a school building or on school property, except as provided in School District 5 Board Policy 3310, will be referred to law enforcement for immediate prosecution, as well as face disciplinary action by the District. In addition, a parent or guardian of any minor violating this policy shall also be referred for possible prosecution, on the grounds of allowing the minor to possess, carry, or store a weapon in a school building or on school property.

"School building or property" means all buildings or property owned, leased, or used by the School District that are used for instruction or for student activities; "weapon" means any object, device or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury including, but not limited to, an firearm, whether loaded or unloaded; air guns; pellet guns; BB guns; fake (facsimile) weapons; all knives; blades; clubs; metal knuckles; nunchucks; throwing stars; explosives; fireworks; mace or other propellants; stun guns; ammunition; poisons; chains; arrows; and, objects that have been modified to serve as a weapon. "Firearm" shall include any weapon which is designed, or may be readily converted, to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, a muffler or silencer for such a weapon, or any explosive, incendiary or poison gas. No student shall possess, use, or distribute any object, device, or instrument having the appearance of a weapon and such objects, devices, or instruments shall be treated as weapons including, but not limited to, weapons listed above which are broken or non-functional, look-alike guns; toy guns; and, any object that is a facsimile of a real weapon. No student shall use articles designed for other purposes (i.e., lasers or laser pointers, belts, combs, pencils, files, scissors, etc.) to inflict bodily harm and/or intimidate and such use will be treated as the possession and use of a weapon.

## SEARCHES AND SEIZURES

The goal of search and seizure with respect to students is meeting the educational needs of children and ensuring their security. The objective of any search and/or seizure is not the eradication of crime in the community. Searches may be carried out to recover stolen property, to detect illegal substances or weapons, or to uncover any matter reasonably believed to be a threat to the maintenance of an orderly educational environment. The Board authorizes school authorities to conduct reasonable searches of school property and equipment, as well as of students and their personal effects, to maintain order and security in the schools.

## SCHOOL PROPERTY AND EQUIPMENT

School authorities may inspect and search school property and equipment owned or controlled by the District such as lockers, desks, and parking lots. The school administration may request the assistance of law enforcement officials, including their use of specially trained dogs, to conduct inspections and searches of lockers, desks, parking lots, and other school property and equipment for illegal drugs, weapons, or other illegal or dangerous substances or material. Inspections and searches may include the use of alcohol and metal detecting devices.

## STUDENTS AND THEIR PERSONAL EFFECTS

School authorities may search a student or a student's personal effects, when reasonable grounds suggest a search will produce evidence that the particular student has violated or is violating a law or District student conduct rules. The search must be conducted in a manner that is reasonably related to its objectives and not excessively intrusive in light of age and sex of a student and the nature of the suspected infraction. Students may not use, transport, carry, or possess illegal drugs or any weapons in their vehicles on school property. While on school property, vehicles may be inspected at any time by staff, or by contractors employed by the District utilizing trained dogs, for the presence of illegal drugs, drug paraphernalia, or weapons. In the event the school has reason to believe that drugs, drug paraphernalia, or weapons are present, including by alert-trained dogs, the student's vehicle will be searched, and the student expressly consents to such a search. Also, by parking in the school parking lots, the student consents to having his/her vehicle searched if school authorities have any other reasonable suspicion to believe that a violation of school rules or policy has occurred.

## SEIZURE OF PROPERTY

When a search produces evidence that a student has violated or is violating either a law or District policies or rules, such evidence may be seized and impounded by school authorities and disciplinary action may be taken. As appropriate, such evidence may be transferred to law enforcement authorities.

# SECTION 13: BEHAVIOR POLICY

## SUBSTANCE ABUSE POLICY

Disciplinary action will be taken against any student guilty of violating the substance abuse policy. Staff who suspect students of violating this policy shall report those student(s) to the principal or other designated administrative personnel. Definitions of using, possessing, distributing, giving, purchasing, or selling shall be based upon commonly accepted, reasonably prudent definitions.

Illegal substances include, but are not limited to:

- Tobacco: Using, possessing, distributing, giving, purchasing, or selling tobacco products, including e-cigarettes.
- Alcohol: Using, possessing, distributing, giving, purchasing, or selling alcoholic beverages. Students who may be under the influence will not be permitted to attend school functions and will be treated as though they had alcohol in their possession.
- Drugs: Using, possessing, distributing, purchasing or selling illegal drugs or controlled substances, look-alike drugs, drug paraphernalia, steroids and mood-altering chemicals. Students who may be under the influence will not be permitted to attend school functions and will be treated as though they had drugs in their possession.

The use of a mood-altering chemical is defined as manifesting signs of chemical misuse, such as staggering, reddened eyes, odor of chemicals, nervousness, restlessness, memory loss, abusive language, falling asleep in class, or any other behavior not normal for that particular student. Mood-altering chemicals include, but are not limited to, narcotics, depressants, stimulants, hallucinogens, counterfeit drugs, marijuana, alcohol, inhalants, and substances such as "white out", glue, toxic markers, caffeine pills, and over-the-counter medications.

Note: Disciplinary action may be taken against a student who smells of marijuana or alcohol use or appears to be under the influence.

The consequences for violating the substance abuse policy are:

- Notification of appropriate law enforcement agency and/or CRYJ.
- Notification of parent(s) or guardian(s).
- Enforcement of consequences as defined under GHS disciplinary action guidelines.

## DRUG PARAPHERNALIA

Drug paraphernalia means all equipment, products, and materials of any kind that are used, intended for use, or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling, or otherwise introducing into the human body a dangerous drug and/or intoxicating substance. Drug paraphernalia will not be permitted on any school property or vehicle and will be subject to confiscation. Possession of drug paraphernalia will be treated the same as possession of intoxicating substances.

Jurisdiction:

This policy extends to use of drugs and/or drug paraphernalia.

- On or in close proximity to any property owned, leased by or under the control of School District 5, including vehicles used for the transportation of students.
- During normal school hours, lunch and class changes, detention, and summer school.
- At any school-sponsored or sanctioned activity or event away from or within the School District.

## GANGS AND GANG ACTIVITY

GHS is committed to ensuring a safe and orderly environment, where learning and teaching may occur void of physical or psychological disruptions, unlawful acts, or violations of school regulations. Gang activities create an atmosphere of intimidation in the entire school community. Both the immediate consequences of gang activity and the secondary effects are disruptive and obstructive to the process of education and school activities. Groups of individuals which meet the definition of gangs, defined below, shall be restricted from school grounds or school activities.

A gang is defined as any group of two (2) or more persons, whether formal or informal, who associate together to advocate, conspire, or commit one or more criminal acts; or acts which threaten the safety or well-being of property or persons, including, but not limited to, harassment and intimidation.

# SECTION 13: BEHAVIOR POLICY

## GANGS AND GANG ACTIVITY, cont.

Students on school property or at any school-sponsored activity shall not:

- Wear, possess, use, distribute, or sell any clothing, jewelry, emblem, badge, symbol, sign, or other items which are evidence of membership in or affiliation with any gang and/or representative of any gang;
- Engage in any act, whether verbal or nonverbal, including gestures or handshakes, showing membership in or affiliation with any gang and/or that is representative of any gang; or
- Engage in any act furthering the interest of any gang or gang activity, including, but not limited to:
  - Soliciting membership in or affiliation with any gang;
  - Soliciting any person to pay for protection or threatening another person, explicitly or implicitly, with violence or with any other illegal or prohibited act;
  - Painting, writing, or otherwise inscribing gang-related graffiti, messages, symbols, or signs on school property; and,
  - Engaging in violence, extortion, or any other illegal act or other violation of school property.

Violations of this policy shall result in disciplinary action, up to and including suspension, expulsion, and/or notification of police.

## EQUAL EDUCATION, NONDISCRIMINATION, AND SEX EQUITY

The District will make equal educational opportunities available for all students without regard to race, color, national origin, ancestry, sex, ethnicity, language barrier, religious belief, physical or mental handicap or disability, economic or social condition, or actual or potential marital or parental status, gender identity, sexual orientation, or gender expression.

No student, on the basis of sex, gender identity, sexual orientation, or gender expression, will be denied equal access to programs, activities, services, or benefits or be limited in the exercise of any right, privilege, or advantage, or denied equal access to educational and extracurricular programs and activities.

Inquiries regarding discrimination or intimidation should be directed to the District Title IX Coordinator. Any individual may file a complaint alleging violation of this policy by following the Uniform Complaint Procedure (Policy 1700).

The District, in compliance with federal regulations, will notify annually all students, parents, staff, and community members of this policy and the designated coordinator to receive inquiries. This annual notification will include the name and location of the coordinator and will be included in all handbooks.

The District will not tolerate hostile or abusive treatment, derogatory remarks, or acts of violence against students, staff, or volunteers, with disabilities. The District will consider such behavior as constituting discrimination on the basis of disability, in violation of state and federal law.

## SEXTING

Sexting is the act of students photographing themselves or others in various stages of undress, and then sending, receiving, or forwarding the photographs to other students. Misconduct of this nature that has a direct relationship to the school may result in disciplinary action, even when the specific conduct does not take place on school property or at a school-related event. Also, students who do “sexting” may be charged under federal law with distribution or creation of child pornography, or under Montana’s Sexual Abuse of Child statute. If convicted, students could also be faced with having to register as sex offenders.

## STEALING

The following consequences are for a student guilty of stealing or having stolen property in his or her possession:

- Suspended from school and/or recommended for expulsion.
- Formal complaint signed against him/her and turned over to the police department.
- If the student is suspended, any recurrence of the above offenses by the same student will result in a recommendation for expulsion from GHS.

Students are encouraged not to bring large amounts of money or valuables to school. Every year many of these items disappear and are never found. If an item is missing, the student should immediately notify a teacher, administrator, or the School Resource Officer. The school does not accept responsibility for personal property, money, valuables or school issued materials.

# SECTION 13: BEHAVIOR POLICY

## SEXUAL HARASSMENT/INTIMIDATION OF STUDENTS

Sexual harassment is a form of sex discrimination and is prohibited. An employee, District agent, or student engages in sexual harassment whenever he/she makes unwelcome advances, requests sexual favors, and engages in other verbal, non-verbal, or physical conduct of a sexual or sex-based nature, imposed on the basis of sex, that:

- Denies or limits the provision of educational aid, benefits, services, opportunities, or treatment, or that makes such conduct a condition of a student's academic status; or
- Has the purpose or effect of:
  - Substantially interfering with the student's educational environment;
  - Creating an intimidating, hostile, or offensive educational environment;
  - Depriving a student of educational aid, benefits, services, opportunities, or treatment; or,
  - Making submission to or rejection of such unwelcome conduct the basis for academic decisions affecting a student.

The terms "intimidating," "hostile," and "offensive" include conduct which has the effect of humiliation, embarrassment, or discomfort. Examples of sexual harassment include, but are not limited to, unwelcome touching, crude jokes or pictures, discussions of sexual experiences, pressure for sexual activity, intimidation by words, actions, insults, or name calling, teasing related to sexual characteristics, and spreading rumors related to a person's alleged sexual activities.

Students who believe that they may have been sexually harassed or intimidated should contact a school counselor, teacher, Title IX coordinator (Mr. Dennehy), or administrator, who will assist them in the complaint process. An individual with a complaint alleging a violation of this policy shall follow the Uniform Grievance Procedure.

Any student of the District who is determined, after an investigation, to have engaged in sexual harassment will be subject to disciplinary action including, but not limited to, suspension and expulsion consistent with the discipline policy. Any person who knowingly makes a false accusation regarding sexual harassment likewise will be subject to disciplinary action including, but not limited to, suspension or expulsion.

The District will make every effort to ensure that employees or students accused of sexual harassment or intimidation are given appropriate opportunity to defend themselves against such accusations.

To the greatest extent possible, complaints will be treated in a confidential manner. Limited disclosure may be necessary in order to complete a thorough investigation. Retaliation against persons who file a complaint is a violation of law prohibiting discrimination, and will lead to disciplinary action against the offender.

## BULLYING/CYBER-BULLYING/HARASSMENT/INTIMIDATION/HAZING

The Board will strive to provide a positive and productive learning and working environment. Bullying, harassment, intimidation, or hazing, by students, staff, or third parties, is strictly prohibited and shall not be tolerated.

### DEFINITIONS

**"THIRD PARTIES"** include but are not limited to coaches, school volunteers, parents, school visitors, service contractors or others engaged in District business, such as employees of businesses or organizations participating in cooperative work programs with the District, and others not directly subject to District control at inter-district and intra-District athletic competitions or other school events.

**"DISTRICT"** includes District facilities, District premises, and non-District property if the student or employee is at any District-sponsored, District-approved, or District-related activity or function, such as field trips or athletic events, where students are under the control of the District or where the employee is engaged in District business.

**"HAZING"** includes but is not limited to any act that recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation or as a condition or precondition of attaining membership in or affiliation with any District-sponsored activity or grade-level attainment, including but not limited to forced consumption of any drink, alcoholic beverage, drug, or controlled substance, forced exposure to the elements, forced prolonged exclusion from social contact, sleep deprivation, or any other forced activity that could adversely affect the mental or physical health or safety of a student; requires, encourages, authorizes, or permits another to be subject to wearing or carrying any obscene or physically burdensome article, assignment of pranks to be performed, or other such activities intended to degrade or humiliate.



# SECTION 13: BEHAVIOR POLICY

## **BULLYING/CYBER-BULLYING/HARASSMENT/INTIMIDATION/HAZING, cont.**

**“HARASSMENT”** includes, but is not limited to, any act which subjects an individual or group to unwanted, abusive behavior of a nonverbal, verbal, written, electronically transmitted, or physical nature.

**“BULLYING”** means any harassment, intimidation, hazing, or threatening, insulting, or demeaning gesture or physical contact, including any intentional written, verbal, or electronic communication (“cyberbullying”) or threat directed against a student that is persistent, severe, or repeated, and that substantially interferes with a student’s educational benefits, opportunities, or performance, that takes place on or immediately adjacent to school grounds, at any school-sponsored activity, on school-provided transportation, at any official school bus stop, or anywhere conduct may reasonably be considered to be a threat or an attempted intimidation of a student or staff member or an interference with school purposes or an educational function, and that has the effect of:

- a. Physically harming a student or damaging a student’s property;
- b. Placing a student in reasonable fear of physical harm to the student or damage to the student’s property.
- c. Creating a hostile educational environment.
- d. Substantially and materially disrupts the orderly operation of a school.

**“INTIMIDATION”** includes, but is not limited to, any threat or act intended to tamper with, substantially damage, or interfere with another’s property, cause substantial inconvenience, subject another to offensive physical contact, or inflict serious physical injury.

**“ELECTRONIC COMMUNICATION DEVICE”** means any mode of electronic communication, including, but not limited to, computers, cell phones, tablets, or the internet.

## **REPORTING**

All complaints about behavior that may violate this policy shall be promptly investigated. Any student, employee, or third party who has knowledge of conduct in violation of this policy or feels he/she has been a victim of hazing, harassment, intimidation, or bullying in violation of this policy is encouraged to immediately report his/her concerns to the building principal or the District Administrator, who have overall responsibility for such investigations. This report may be made anonymously. A student may also report concerns to a teacher or counselor, who will be responsible for notifying the appropriate District official. Complaints against the building principal shall be filed with the Superintendent. Complaints against the Superintendent or District Administrator shall be filed with the Board. The complainant shall be notified of the findings of the investigation and, as appropriate, that remedial action has been taken.

## **RESPONSIBILITIES**

The District Administrator shall be responsible for ensuring notice of this policy is provided to students, staff, and third parties and for the development of administrative regulations, including reporting and investigative procedures, as needed.

## **CONSEQUENCES**

Students whose behavior is found to be in violation of this policy will be subject to discipline up to and including expulsion. Staff whose behavior is found to be in violation of this policy will be subject to discipline up to and including dismissal. Third parties whose behavior is found to be in violation of this policy shall be subject to appropriate sanctions as determined and imposed by the District Administrator or the Board. Individuals may also be referred to law enforcement officials.

## **RETALIATION AND REPRISAL**

Retaliation is prohibited against any person who reports or is thought to have reported a violation, files a complaint, or otherwise participates in an investigation or inquiry. Such retaliation shall be considered a serious violation of Board policy, whether or not a complaint is substantiated. False charges shall also be regarded as a serious offense and will result in disciplinary action or other appropriate sanctions.

# SECTION 14: BUS POLICY

## BUS TRANSPORTATION

Violation of bus rules and procedures will result in the student losing the opportunity to ride the bus. The loss of riding privilege may be temporary or permanent depending on the severity and circumstances of the offense. The driver is in full charge of the bus. Students are subject to being videotaped and recorded on the school bus at any time.

All passengers must be registered with the Transportation office and are subject to all rules listed in Board Policy. Students must get prior authorization to ride any bus other than the one to which they are registered. Parents are asked to call 751-3400 ext 3404 at least one day in advance to obtain this authorization.

## BUS RULES AND PROCEDURES

- School conduct rules apply to bus transportation.
- Students will promptly honor the driver's requests.
- Students will be on time. The bus will not wait for those who are tardy.
- Students will not have unnecessary conversation with the driver.
- Students may be assigned a seat and held responsible for that seat if necessary. Students in rear seats may be permitted to move forward to a second assigned seat for added comfort on the part of the route where the passenger load is lightened.
- Any student who is guilty of unbecoming conduct, using inappropriate language, or abusing or casting reflections upon the driver or upon the other students, forfeits the right to ride on the bus.
- Students will not throw waste paper or other rubbish on the floor or out of the bus.
- Students will not, at any time, extend arms or head out of the bus window.
- Students will not get on or off or move about within the bus while it is in motion.
- Students crossing the road will look both ways.
- Students will obey and respect monitor and patrol orders.
- Students will immediately report to the bus driver damage being committed.
- Students will not use or possess tobacco or any illegal substance on the bus.
- Students will have no part in the operation of the bus.
- Students will assist in emergencies when directed by the driver.

## CANCELLATION OF BUS TRANSPORTATION

In order to eliminate confusion, the following will govern school attendance when a decision is made not to operate the buses (or a bus) when school is in session.

- Students who rely on District transportation will be given a school-sponsored absence. These absences will not count in the attendance policies that restrict the number of absences.
- Students who do not rely on District transportation and whose parents decided that it is too unsafe to drive them or have them drive themselves to school will be handled in the same way. Written verification from a parent will be required in such instances.
- Every effort will be made by the District to make cancellation decisions no later than 6:00 a.m. Once made, the decision will be immediately announced over local radio stations.

# SECTION 15: TECHNOLOGY POLICY

## **COPYRIGHT**

Students must follow all federal and state laws governing telecommunication technologies. This includes U.S. Copyright Law as contained in Title 17 of U.S. Code, and School District 5 Board policy and procedure relating to copyright. Copyrighted material is anything written by someone else. Violations of this policy or procedure will result in disciplinary measures that may include, but are not limited to, detention or suspension. This includes the illegal copying of music from the Internet.

## **E-MAIL/CHATTING**

Students are permitted to use e-mail for appropriate GHS educational research. The use must not put the user's personal safety at risk. Personal e-mail access may also be given to students on a case-by-case basis (e.g., foreign exchange students keeping in contact with home). Students are prohibited from joining chat rooms, unless it is a teacher-sponsored activity. Violations of this policy will result in disciplinary measures that may include, but are not limited to, detention or suspension.

## **HACKING**

Users shall not infiltrate or "hack" outside computing systems or networks (e.g., the release of viruses, worms, or other programs that damage or otherwise harm an outside computing system or network). Users shall not disrupt a system or interfere with another's ability to use that system. Violations of this policy or procedure will result in disciplinary measures that may include, but are not limited to, detention, suspension, or removal from class with a semester grade penalty of "F".

## **INAPPROPRIATE SITES**

The use of the District network and the Internet is for educational purposes only. All sites containing pornography or sexually explicit materials (written or pictured) are off limits to users. Violations of this policy or procedure will result in disciplinary measures that may include, but are not limited to, detention or suspension.

## **INAPPROPRIATE USE**

Users shall not use the District computer network to purchase goods, solicit sales, conduct business, advertise or sell a service, or transmit obscene, abusive, sexually explicit, inappropriate, or threatening language. Violations of this policy or procedure will result in disciplinary measures that may include, but are not limited to, detention, suspension, or removal from class with a semester grade penalty of "F".

## **INSTRUCTION IN THE USE OF TELECOMMUNICATIONS**

Students accessing the Internet from GHS will be instructed on the policies governing such use during their English Language Arts courses at the beginning of the first semester. New students should be sure to review these policies in this section of the Handbook and ask questions if they need clarification.

## **INTERNET ACCESS**

The purpose of District-provided Internet access is to facilitate communications in support of research and education. Access is a privilege, not a right. Students utilizing Internet access are responsible for good behavior on-line, just as they are in a classroom or other area of the school. To remain eligible as users, students' use must be in support of and consistent with the educational objectives of the school. The same general rules for behavior and communications apply. The District provides filtering software for all computers accessing the Internet.

## **PERSONAL INFORMATION**

When sending electronic messages, students should not include information that could identify themselves to non-school personnel. Users' network passwords are provided for their personal use. Users should not share their password or log into the network with another user's login name and password. If a user suspects someone has discovered their password, they should change it or have it changed immediately. Users shall not intentionally seek information on, obtain copies of, or modify files, other data, or passwords belonging to other users.

# SECTION 15: TECHNOLOGY POLICY

## PRIVACY/CONFIDENTIALITY

Users should have no expectation of privacy or confidentiality in the content of electronic communications or other computer files sent and received on the school computer network or stored in his/her directory. The school computer network's system operator, or other school employees, may at any time review the subject, content, and appropriateness of electronic communications, proxy servers or other computer files and remove them if warranted. Any violation of District rules will be reported to school administrators for possible disciplinary action.

## TECHNOLOGY USE VIOLATIONS

Technology use violations will result in disciplinary action that may include, but is not limited to, the loss of access to these technologies, referral to a school administrator, suspension, legal prosecution; and/or remuneration.

## TELECOMMUNICATION TECHNOLOGIES ACCEPTABLE USE POLICY

Telecommunication technologies are to be utilized at GHS to realize curricular objectives through communication with others and through the acquisition of information. Students should use these technologies only in a:

- considerate, ethical, and lawful manner
- manner consistent with curricular objectives
- manner consistent with the required etiquette of each site
- manner which ensures the safety of the use and others
- manner which respects the privacy of accounts
- manner which respects the rights of others to access these technologies

## UNLAWFUL ONLINE ACTIVITY

Students must follow all federal and state laws governing telecommunication technologies.

## USE OF TECHNOLOGY

It is the responsibility of each student to use telecommunication technologies at GHS in a manner that appropriately reflects the educational goals and objectives of School District 5 and the educational mission of GHS. Access to GHS technology is a privilege and not a right. Please review Kalispell Public Schools Acceptable Use Policy included in this Handbook for policy details.

Telecommunications technologies include, but are not limited to:

- computer software, such as browser software, e-mail software, etc.
- equipment, such as televisions, telephones, video cameras, computer hardware, etc.
- networks, such as the Internet, LAN's (Local Area Networks), DAN's (District Area Networks), and WAN's (Wide Area Networks), etc.

## WEB PUBLISHING GUIDELINES

Please review School District 5 Board Policy 3612P for the complete guidelines. The following guidelines are intended to summarize some of the key elements of the policy. Content published on the District network and web server must comply with the following guidelines:

- Publications should be designed for clarity and readability and strive for high quality in both style and presentation. Correct grammar and spelling are mandatory.
- Publications must include a statement of copyright when necessary and appropriate, and must indicate permission has been secured when including copyrighted materials.
- Publications may not contain business advertising nor may they be used for commercial purposes for the pursuit of personal or financial gain.
- Student names accompanying pictures may only include first name and last initial. Publication of any pictures of students with accompanying names must be pre-authorized by explicit parental permission using the District approved permission form.

# SECTION 15: TECHNOLOGY POLICY

## KALISPELL PUBLIC SCHOOLS ACCEPTABLE USE POLICY

Kalispell Public Schools (KPS) recognizes the value of computer and other electronic resources to improve student learning and enhance the administration and operation of its schools. KPS encourages the responsible use of computers; networks, Internet; and electronic resources in support of the mission and goals of the district and its schools.

KPS adopts this policy governing the use of personal devices, KPS devices, computers, network and Internet usage through KPS owned equipment; providing guidance to individuals and groups obtaining access to and through these resources.

### *Kalispell Public Schools Rights and Responsibilities*

KPS strives to maintain an environment that promotes ethical and responsible conduct in all online network and Internet activities by staff and students. It shall be a violation of this policy for any employee, student, or other individual to engage in any activity that does not conform to the established purpose, general rules and policies of the network. KPS has a legal and ethical obligation to protect the well-being of students in its charge. KPS has the following rights and obligations:

1. To log network use and to monitor fileserver space utilization by users, and assume no responsibility or liability for files deleted due to violation of fileserver space allotments.
2. To remove a user account on the network.
3. To monitor the use of online activities. This may include real-time monitoring of network activity and/or maintaining a log of Internet activity for later review.
4. To provide internal and external controls as appropriate and feasible. Such controls shall include the right to determine who will have access to KPS-owned equipment and, specifically, to exclude those who do not abide by KPS acceptable use policy or other policies governing the use of school facilities, equipment, and materials. KPS reserves the right to restrict online destinations through software or other means.
5. To provide guidelines and make reasonable efforts to train staff and students in acceptable use and policies governing online communications.

### *User Responsibilities*

1. Use of the electronic media provided by KPS is a privilege. This resource is offered to staff, students, and other patrons at no cost. In order to maintain the privilege, users agree to learn and comply with all of the provisions of this policy.
2. KPS is not responsible for additional data charges the user may incur if these terms are not accepted

### *Acceptable Use*

1. All communications and information accessible via the KPS data network should be assumed to be KPS property.
2. All use of the Internet must be in support of educational and research objectives consistent with the mission and objectives of KPS.
3. Giving out personal information is inappropriate and in some cases, under Federal Law illegal. When using e-mail, extreme caution must always be taken in revealing any information of a personal nature.
4. Network accounts are to be used only by the authorized owner of the account for the authorized purpose. This means do not share your username and password with anyone.
5. Subscriptions to mailing lists and bulletin boards must be reported to the system administrator. Prior approval for such subscriptions is required for students and staff. Generally, subscriptions result in massive amounts of SPAM that overwhelm email boxes and SPAM filters. Subscriptions will be monitored and maintained, and files will be deleted from the personal mail directories to avoid excessive amounts data storage on the email server.



# SECTION 15: TECHNOLOGY POLICY

## KALISPELL PUBLIC SCHOOLS ACCEPTABLE USE POLICY, CONT.

### *Unacceptable Use*

1. Use of the network for any unlawful purpose is prohibited.
2. Use of the network to access or process pornographic material, inappropriate text files (as determined by the system administrator or building administrator), or files dangerous to the integrity of the local area network is prohibited.
3. Hate mail, chain letters, harassment, and other antisocial behaviors are prohibited on the network. Use of profanity, obscenity, racist terms, or other language that may be offensive to another user is prohibited.
4. Malicious use of the network to develop programs that harass other users or infiltrate a computer or computing system and/or damage the software components of a computer or computing system is prohibited.
5. Giving out personal information about another person, including home address and phone number, is strictly prohibited. Administration may provide personal information to 3<sup>rd</sup> party vendors if deemed necessary
6. Any use of the network for commercial or for-profit purposes is prohibited.
7. Excessive use of the network for personal business shall be cause for disciplinary action.
8. Any use of the network for product advertisement or political lobbying is prohibited.
9. Users shall not intentionally seek information on, obtain copies of, or modify files, other data, or passwords belonging to other users, or misrepresent other users on the network.
10. No use of the network shall serve to disrupt the use of the network by others. Hardware and/or software shall not be destroyed, modified, or abused in any way.
11. The unauthorized installation of any software, including shareware and freeware, for use on KPS computers is prohibited. Please work with the building administrator and IT tech if new software is needed.
12. The KPS network may not be used for downloading entertainment software or other files not related to the mission and objectives of KPS for transfer to a user's home computer, personal computer, or other media. This prohibition pertains to freeware, shareware, copyrighted commercial and non-commercial software, and all other forms of software and files not directly related to the instructional and administrative purposes of KPS. Linking subscription based websites to the district or schools' webpage is illegal without expressed permission from the website owner due to hidden subscription fees..
13. Playing games is prohibited unless specifically authorized by a teacher for instructional purposes.
14. Establishing network or Internet connections to live communications, including voice and/or video (relay chat), needs to be coordinated (in a timely manner) with the network administrator.

### *Disclaimer*

1. Electronic mail is discoverable under a public records request.
2. KPS is not responsible for any damages one may suffer, including loss of data resulting from delays, non-deliveries, or service interruptions caused by our own negligence or your errors or omissions. Use of any information obtained is at your own risk.
3. KPS makes no warranties (expressed or implied) with respect to:
  - the content of any advice or information received by a user, or any costs or charges incurred as a result of seeing or accepting any information; and
  - any costs, liability, or damages caused by the way the user chooses
  - to use his or her access to the network.
4. Pursuant to the Electronic Communications Privacy Act of 1986 (18 USC 2510 et seq.), notice is hereby given that there are no facilities provided by this system for sending or receiving private or confidential electronic communications. System administrators have access to all mail and will monitor messages. Messages relating to or in support of illegal activities will be reported to the appropriate authorities.
5. KPS is not accountable for the use of information retrieved via the network.

# SECTION 16: SCHEDULES

REGULAR CLASS SCHEDULE		
PERIOD	TIME	MINUTES
Period 1	8:15-9:05	50
Period 2	9:10-10:05	55 (Announcements)
Period 3	10:10-11:00	50
Period 4	11:05-11:55	50
Early Lunch	11:55-12:35	40
Period 5	12:35-1:25	50
Period 5	12:00-12:50	50
Late Lunch	12:50-1:30	40
Period 6	1:30-2:20	50
Period 7	2:25-3:15	50

EARLY RELEASE SCHEDULE		
PERIOD	TIME	MINUTES
Period 1	8:15-8:50	35
Period 2	8:55-9:30	35
Period 3	9:35-10:10	35
Period 4	10:15-10:50	35
Period 5	10:55-11:30	35
Early Lunch	11:30-12:10	40
Period 6	12:10-12:45	35
Period 6	11:35-12:10	35
Late Lunch	12:10-12:50	40
Period 7	12:50-1:25	35

ASSEMBLY SCHEDULE		
PERIOD	TIME	MINUTES
Period 1	8:15-8:55	40
Period 2	9:00-9:45	45
Period 3	9:50-10:30	40
Period 4	10:35-11:15	40
Early Lunch	11:15-11:55	40
Period 5	11:55-12:45	50
Period 5	11:20-12:10	50
Late Lunch	12:10-12:50	40
Period 6	12:50-1:30	40
Assembly	1:35-2:30	55
Period 7	2:35-3:15	40

# SECTION 16: SCHEDULES

ASSEMBLY SCHEDULE			
DATE	EVENT	TIME	LOCATION
Wed, August 31	Freshmen Welcome	All Day	GHS
Mon, September 19	Senior Information Meeting	8:15 pm	PH
Wed, September 28	Homecoming Assembly	TBD	Gym
Wed, December 21	Holiday Celebration	TBD	Gym
Thursday, June 1	End of Year Celebration	1:35-2:30 pm	Gym

SCHOOL DANCE SCHEDULE			
DATE	DANCE	THEME/DRESS	LOCATION
Saturday, October 1	Homecoming	Semi-Formal	Commons
Saturday, March 18	Prom	Formal	Commons

SEMESTER 1 ASSESMENT SCHEDULE GRADES 9-12						
THURSDAY JANUARY 19, 2023				FRIDAY JANUARY 20, 2023		
Period	Time	Minutes		Period	Time	Minutes
Period 1	8:20-9:30	70		Period 5	8:30-9:40	70
Period 2	9:40-10:50	70		Period 6	9:55-11:05	70
Lunch	10:50-11:40	50		Lunch	11:05-11:55	50
Period 3	11:50-1:00	70		Period 7	12:05-1:15	70
Period 4	1:10-2:20	70				

SEMESTER 2 ASSESMENT SCHEDULE GRADES 9-11						
THURSDAY JUNE 8, 2023				FRIDAY JUNE 9, 2023		
Period	Time	Minutes		Period	Time	Minutes
Period 1	8:20-9:30	70		Period 5	8:30-9:40	70
Period 2	9:40-10:50	70		Period 6	9:55-11:05	70
Lunch	10:50-11:40	50		Lunch	11:05-11:55	50
Period 3	11:50-1:00	70		Period 7	12:05-1:15	70
Period 4	1:10-2:20	70				

# SECTION 16: SCHEDULES

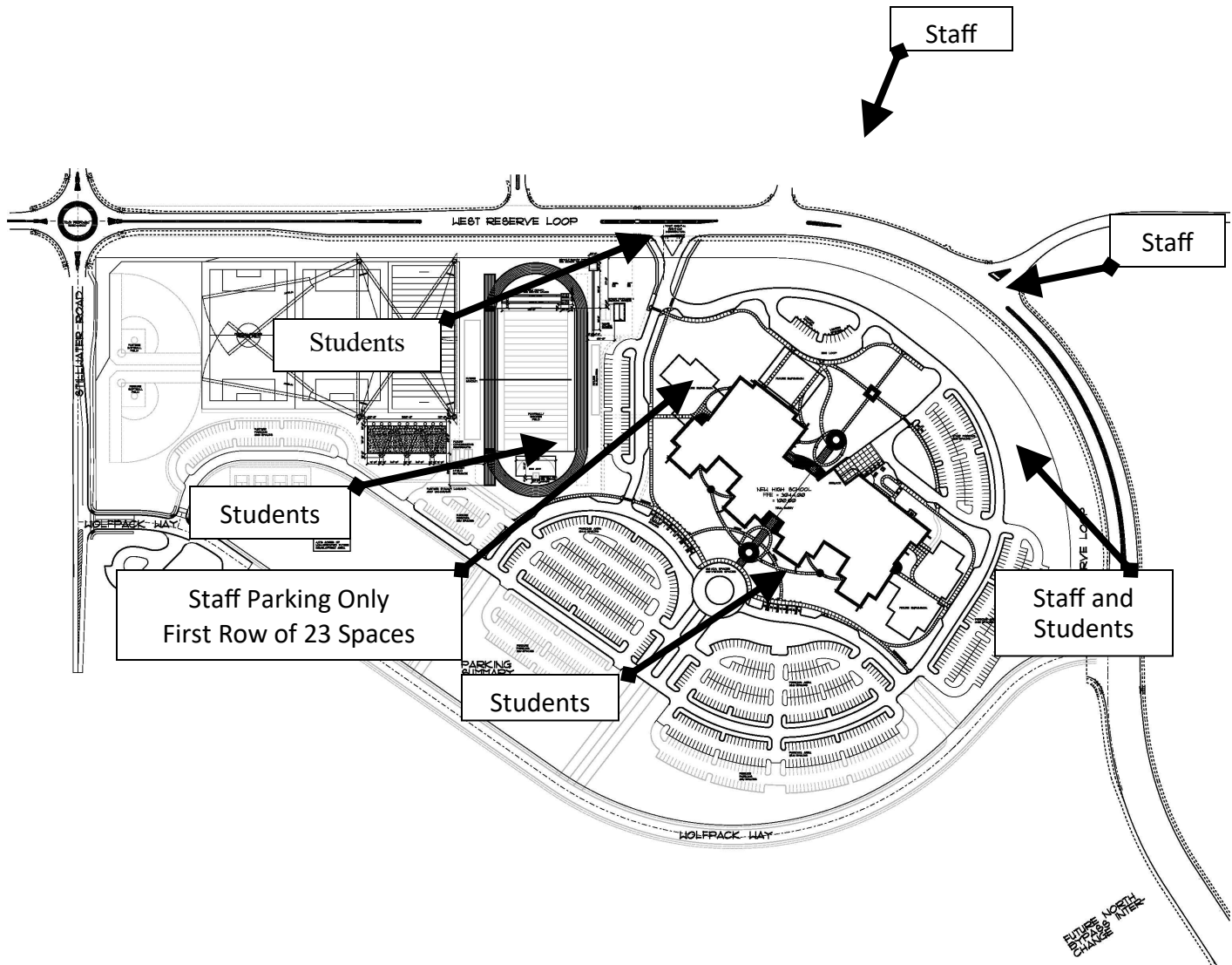
ASSESSMENT SCHEDULE: SEMESTER 2 SENIORS ONLY Tuesday, May 30, 2023		
Period 1	8:15 - 9:05	<b>Assessment</b>
Period 2	9:10 - 10:05	<b>Assessment</b>
Period 3	10:10 - 11:00	<b>Assessment</b>
Period 4	11:05 - 11:55	<b>Assessment</b>
Early Lunch	11:55 - 12:35	
Period 5	12:35 - 1:25	<b>Regular class: ATTENDANCE REQUIRED</b>
Period 5	12:00 - 12:50	<b>Regular class: ATTENDANCE REQUIRED</b>
Late Lunch	12:50 - 1:30	
Period 6	1:30 - 2:20	<b>Regular class: ATTENDANCE REQUIRED</b>
Period 7	2:25 - 3:15	<b>Regular class: ATTENDANCE REQUIRED</b>

ASSESSMENT SCHEDULE: SEMESTER 2 SENIORS ONLY WEDNESDAY, MAY 31, 2023		
Period 1	8:15 - 8:50	No class
Period 2	8:55-9:30	No class
Period 3	9:35-10:10	No class
Period 4	10:15-10:50	No class
Period 5	10:55-11:30	<b>Assessment</b>
Early Lunch	11:30-12:10	
Period 6 (Early Lunch)	12:10-12:50	<b>Assessment</b>
Period 6 (Late Lunch)	11:35-12:10	<b>Assessment</b>
Late Lunch	12:10-12:50	
Period 7	12:55-1:25	<b>Assessment</b>

THURSDAY, JUNE 1, 2023			
Senior Class Meeting	12:00-1:15	Senior Class Meeting & Graduation Rehearsal	Seniors required to attend
Assembly	1:35-2:30	Spring Activities Assembly	Seniors expected to attend

# SECTION 17: ADDITIONAL INFORMATION

## PARKING DESIGNATIONS





# SECTION 17: ADDITIONAL INFORMATION

## Go Glacier

Finalized 5/7/2007

Lyrics

Don Lawrence

