

Caribou High School

2005-2006 School Year

“A WISE ALTERNATIVE”



STUDENT HANDBOOK

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BELIEF STATEMENTS

The students and staff of Caribou High School affirm the following beliefs about students, learning, and learning opportunities.

1. We believe that everyone can learn.
2. We believe that having time to learn and appropriate support are crucial to success.
3. We believe that the task of schools is to provide a learning environment that creates the opportunity for success.
4. We believe that when a person does his/her best, they are a success.
5. We believe that student learning opportunities should not be limited by the use of tracking and stereotyping.
6. We believe that everyone can acquire higher cognitive levels of learning.
7. We believe that learning will be more successful when the experiences have meaning for everyone.
8. We believe that all of our professional behaviors need to be intentionally aligned with the best knowledge available concerning learning and individual behavior.
9. We believe that learning objectives, learning activities, and the assessment of learning will be clear, open, and aligned at all times.

EXIT OUTCOMES

It is our goal that Caribou High School students will possess the following exit outcomes upon graduation:

1. The ability to be responsible to themselves and others.
2. Pride in your education and yourself.
3. Critical thinking skills combined with the ability to apply practical learning skills.
4. The ability to make choices conducive to achieving their goals.
5. The ability to accept and respect the rights, beliefs, and ideas of others.

ELIGIBILITY REQUIREMENTS

The Idaho State Department of Education lists specific eligibility requirements, which must be met to enroll in alternative schools in the state. Students will be enrolled only if eligibility is met, there is an available opening at the school, and approval is granted by the principal.

Requirements for acceptance are established primarily for juniors and seniors in high school or those over 16 years of age. The adult student over the age of 21 will be charged a fee of \$30.00 per class. Chronologically aged freshman and sophomores are discouraged from enrollment, unless the administration grants approval with certain additional conditions deemed necessary by the alternative high school and the administration of Soda Springs High School.

Caribou High School will follow these state recommended requirements:

MUST MEET THREE OF THE FOLLOWING:

1. Repeated a grade
2. Absenteeism greater than 10%
3. GPA less than 1.5
4. Failed a basic skill subject
5. Behind two or more credits toward graduation

MUST MEET ONE OF THE FOLLOWING:

1. Substance abuse problem
2. Pregnant or a parent
3. Previous dropout
4. Suspension or expulsion
5. Emancipated students. **(Eighteen years of age and has not resided with his/her parent or guardian for 30 days or more.)**
6. Behavior problem resulting in multiple exclusions from class
7. Court or agency referral
8. Transfer from another alternative program

Prospective students interested in attending Caribou High School must submit the following:

1. An Application for Enrollment.
2. A recommendation by the counselor of the high school from which they are transferring or from which they last attended.
3. A copy of their high school transcripts for evaluation.
4. A birth certificate or a certified copy of their birth certificate.
5. Current immunization records unless they are already on file in a cooperating district school.

Students who meet the eligibility requirements will be selected for the school based upon whether there is an opening at the school, information on the application, if they are from a participating school district, and/or other circumstances considered by the administration. Some students may be admitted on a probationary status with conditions for remaining at the school determined by the administration.

ATTENDANCE POLICY

Because of the short period of time available for a student to attend each block full time, **attendance is a must!** Alternative school studies show clearly that **attendance issues are the major cause of student failure!**

A. SCHOOL HOURS

During a 15-day block, students will be in school for 5.5 hours, which includes two 5-minute breaks and one 20-minute lunch break. During a 14-day block, students will be in school 6.0 hours (until 2:00 p.m.) for the first ten days of the block. Class schedule as follows:

8:00 – 9:30	Class Time
9:30 – 9:35	Break
9:35 – 11:00	Class Time
11:00 – 11:20	Lunch
11:20 – 12:30	Class Time
12:30 – 12:35	Break
12:35 – 1:30	Class Time

B. ATTENDANCE IS CRITICAL

Frequent absences, or tardiness of students detracts from regular classroom learning experiences and disrupts the continuity of the educational process. This is particularly true in a block system. Students and parents must recognize the importance of attendance and punctuality at Caribou High School. In order to maximize the educational benefits of Caribou High School and to meet state requirements, students **MUST** conform to a strict attendance policy. Student responsibility is to: (1) attend school every day except in cases of illness or emergency, (2) learn behaviors that will be needed in adulthood: responsibility, accountability, and punctuality, (3) make school a priority, (4) learn to recognize the connection between attendance and learning.

1. Only one absence (5.5 hrs.) is allowed in a block, as each hour is equivalent to one day of regular high school class time. On the second absence the student is dropped from the block. All absences will be referred to the parent/guardian or probation officer.
2. The first day of each block is a student orientation day. Therefore, it is required that students be in attendance ALL DAY on the first and last day of EACH block, or they will be dropped from the block.
3. Only one (1) absence (5.5 hrs.) is allowed in a block except under MEDICAL emergencies. Doctor, dentist and other such appointments are not excused and should be scheduled after class.
4. Students issued court ordered subpoenas will be excused since they must remain in compliance with the law. Written proof from court personnel must be given to the Program Administrator to validate the absence. Only actual court time and a reasonable amount of travel time to and from your court appointments are to be cleared through the office.
5. Students who are dropped for attendance must petition the staff/administration for re-entry.
6. Students under the age of 16 will be referred to a truancy/probation officer for non-attendance.

C. TARDIES

1. Only two (2) tardies of fifteen (15) minutes or less will be allowed per block.
2. For a third tardy, a student WILL be dropped.
3. Students are expected to be on time to class in the mornings and after breaks, or will receive a tardy.

D. STUDENTS WILL NOT BE ALLOWED TO LEAVE SCHOOL GROUNDS DURING CLASS HOURS.

Caribou High School has a closed campus. Students are not allowed to leave school grounds during class hours, and are to remain on school grounds at all times unless officially checked out through the office. A truancy constitutes dismissal from the block. Students are not allowed to go to their vehicles or outside the building during breaks/lunch without an administrative escort.

E. MAKE-UP TIME

The third Friday of a block can be used for make-up time when approved by teacher.

F. BLOCKS

Students must have three successful blocks at Caribou High School in order to apply for re-admission at Soda Springs High School.

DISCIPLINE POLICY

It is not the intent of the School Board of School District No. 150 or the administration of Caribou High School to prescribe every possible action that would be detrimental to the operation of the school. The following, however, highlights key areas. Other disciplinary-related issues will be dealt with as each surface and will be addressed with similar intensity as those listed.

- A. **NO** drugs, alcohol, weapons, pornographic magazines or other unacceptable materials are allowed at school. If violation of this rule is suspected, students and vehicles may be

searched. Possession of such may lead to a recommendation of expulsion and/or referral to law enforcement.

B. TOBACCO PRODUCTS

The State Board of Education, exercising its constitutional authority to supervise public institutions of education in the State of Idaho, prohibits smoking and chewing tobacco in all buildings and on all property owned or leased by public school districts in Idaho. Any person (including those of legal age) found to be smoking in or on school property (including their vehicle or parking lot) will be issued a legal citation. This involves a minimum court fine of \$100.00 for the first offense. Students found smoking or in possession of tobacco, alcohol, or drugs on school property, will be dropped from the block and cited by law enforcement. This student rule applies to any school function or trip.

C. CLOTHING

1. Clothing must meet acceptable standards. (Staff will determine acceptable standards.)
2. No halter-tops, tank tops, see through clothing and bare midriffs are allowed.
3. Skirts or shorts must be mid-thigh or longer.
4. No chains or other gang-related attire may be worn in the building.
5. Pants are to be worn at the waist. Appropriate sizes should be worn.
6. T-shirts with information that is suggestive, profane, degrading, or which promotes illegal activities are not to be worn at school. (For example, clothing with drug, alcohol, tobacco, marijuana and/or paraphernalia logos or symbols are not allowed.)
7. Shoes must be worn during the school day.
8. Hats are not allowed in school buildings.
9. Students will be sent to the building administrator for unacceptable apparel.
10. Any missed class time will require make-up time.

D. LANGUAGE

Swearing, abusive and inappropriate language are not allowed. Violation of this policy may result in administrative action, and no credit will be given. If a student is dismissed for this offense, the student must make an appointment to petition the administration for re-entry.

E. FIGHTING

No Fighting. Any type of violence or rowdy physical conduct is grounds for immediate removal from school.

F. SLEEPING

ABSOLUTELY NO SLEEPING will be allowed in the classroom. A student **may be** dropped immediately for doing so.

G. DISPLAY OF AFFECTION

No inappropriate display of affection among students will be tolerated.

H. FIRE ALARM AND HORN

Activation of the school fire alarms will be grounds for immediate dismissal.

I. STUDENT TRANSPORTATION – STUDENT PARKING

Students **will be responsible** for their own transportation.

Erratic driving and/or speeding in the parking lot will result in a loss of driving privileges.

Students **may not** go to their cars during class time.

Students **must** park in designated areas **only**.

J. STUDENTS MAY NOT visit any other school campus during regular hours without prior approval of that school's administration.

K. VISITORS

Visitors other than parents/guardian/spouse are not allowed on school property.

Violators **may be** arrested for trespassing

Visitors **must** check in with the office upon arrival on school grounds.

L. PERSONAL ITEMS

NO PERSONAL radio or stereo/video equipment including headphones is allowed in school buildings. Students may not bring beepers or cellular phones to class. If a student needs to be contacted by a parent or guardian, arrangements must be made through the office. If any of the above equipment is found in school buildings, it will be confiscated immediately and turned over to the school administration.

M. GRADES & HOMEWORK

Students must **daily** keep their grade level at a “C” (70%) or above.

Students **may be** dropped from the block if their grade drops below **70 percent (70%)** and is not corrected immediately. If the grade for the day is below a “C” the student must stay after school to correct the grade.

Failure to maintain a daily “C” for two consecutive days will result in the student being dropped from the block.

Homework **may be** required if needed, which **must be** turned in the next day.

A student who is dropped **will be** required to petition the administration for re-entry.

Cheating is grounds for removal from the block.

N. VIOLATION OF SCHOOL POLICY

Violation of any of the above mentioned rules may result in dismissal from Caribou High School for a specific period of time.

The principal will notify students and/or parents/guardians and probation officers if they are to be dropped.

CARIBOU HIGH SCHOOL

INSTRUCTIONAL SCHEDULE 2005-2006

	Subject	Instructor	Session Date	Days in Block	Instructional Time
Block 1 thru 12	Counseling	D. Howell	8/26/05 – 5/26/06	---	8:00 a.m. – 1:30 p.m.
Block 1	English	C. Craner	8/26/05 – 9/16/05	15 days	8:00 a.m. – 1:30 p.m.
Block 2	U.S. History A	M. Kukachka	9/19/05 – 10/7/05	15 days	8:00 a.m. – 1:30 p.m.
Block 3	Math	L. Rigby	10/10/05 – 10/28/05	15 days	8:00 a.m. – 1:30 p.m.
Block 4	Am. Gov't A	M. Kukachka	10/31/05 – 11/18/05	15 days	8:00 a.m. – 1:30 p.m.
Block 5	Science	L. Rigby	11/28/05 – 12/16/05	15 days	8:00 a.m. – 1:30 p.m.
Block 6	English	C. Craner	1/2/06 – 1/20/06	15 days	8:00 a.m. – 1:30 p.m.
Block 7	Am. Gov't B	M. Kukachka	1/23/06 – 2/10/06	15 days	8:00 a.m. – 1:30 p.m.
Block 8	Speech	L. Rigby	2/13/06 – 3/3/06	14 days	8:00 a.m. – 2:30 p.m. 8:00 a.m. – 1:30 p.m.
Block 9	English	C. Craner	3/6/06 – 3/24/06	15 days	8:00 a.m. – 1:30 p.m.
Block 10	Health	M. Kren	3/27/06 – 4/14/06	15 days	8:00 a.m. – 1:30 p.m.
Block 11	Economics	M. Kukachka	4/17/06 – 5/5/06	15 days	8:00 a.m. – 1:30 p.m.
Block 12	U.S. History B	M. Kukachka	5/8/06 – 5/26/06	15 days	8:00 a.m. – 1:30 p.m.

Summer Session (requires 225 hours of instruction for SDE approval)

SS Block 1	Science	J. Horsley	6/5/06 – 6/23/06	15 days	8:00 a.m. – 1:30 p.m.
SS Block 2	English	M. Kukachka	6/26/06 – 7/14/06	15 days	8:00 a.m. – 1:30 p.m.
SS Block 3	Math	J. McMurray	7/27/06 – 8/4/06	15 days	8:00 a.m. – 1:30 p.m.

CREDITS

The State Board of Education has established that to graduate from an Idaho public high school, a student must successfully complete a minimum of forty-two (42) credits. The requirement for graduation from Caribou High School is 42 credits. Effective July 1, 2000, graduating students are required by the State Board of Education to successfully complete the following specified twenty-five (25) semester credits of core instruction.

English	8	Economics	1
Speech	1	Humanities	2
Mathematics	4	Health	1
Science	4	Total Core	25
Government	2	Electives	17
U.S. History	2	TOTAL REQUIRED	42 Credits

If a student plans to graduate with another school district's diploma, it is the student's responsibility to complete the necessary course work for their district's graduation requirements.

No student can participate in the graduation exercises unless all graduation requirements are fulfilled. Credits toward graduation requirements cannot be counted more than once for meeting the minimum requirements.

The minimum of 75 hours of classroom instruction per credit must be met for each course. Students transferring to the Caribou High School may transfer approved credits. If a student transfers, he/she will need a counselor referral and an updated official copy of their transcripts listing previous school credits earned.

Some correspondence courses may be taken with prior approval. Students must see the counselor or administration for this information.

FIELD TRIPS

Caribou High School students participate in field trips to enrich their learning experiences. All students under age 18 **must have parental permission** before participating in these special

activities. Field trip forms are available in the office and **must be signed and on file prior to scheduled events**. Emancipated students may sign their own forms.

COUNSELING SERVICES

Counseling services include personal and school issues, scholarship information and financial aid, career information, options for post-secondary education, etc.

CURRICULUM

Programs in writing, math, and spelling will be taught **across the curriculum** in each block. Students **are expected** to participate. This **is not** optional.

STUDENT INJURIES

Even with the greatest precautions and the closest supervision, accidents can and do happen at school. They are a fact of life and a part of the growing-up process.

Parents need to be aware of this and be prepared for possible medical expenses that may arise should their child be injured at school.

The school district does not provide medical insurance to automatically pay for medical expenses when students are injured at school. This **is** the responsibility of the **parents or legal guardians**.

An independent insurance company **does** make student medical insurance available to families for their **individual purchase**. Brochures outlining the coverage and premiums are available in the school office.

Parents, please be prepared to pay for your child's **possible** medical expenses.

POLICY STATEMENT

Caribou High School **does not** discriminate on the basis of **race, color, religion, sex or national origin**. Special education services per se **will not** be provided at Caribou High School. Students who are identified as such and are being schooled under an I.E.P. umbrella in your current school, **will not** be accepted at Caribou High School. You are to remain at your regular high school where such services will be provided.

GUIDELINES

Caribou High School has a closed campus. Students are to remain on school grounds at all times unless officially checked out through the office. Students are not allowed in restricted areas, which include the parking lot. Once you have arrived at school, you must remain on campus!

- A. Caribou High School operates with and is reliant upon cooperation between students and staff. Various programs to benefit the growth of students will be implemented throughout the blocks.

- B. Each staff member has for reference a Caribou High School student policy and individual classroom guidelines. Violations of policies or guidelines by students will result in a meeting with the administration. Fighting has a zero tolerance; immediate suspension will result. The parent/guardian will be notified by telephone and/or by letter. In the event the student is married or emancipated, he/she will be notified in person and/or by letter.

- C. It is the desire of the students and staff of Caribou High School to be a drug/alcohol free zone. No drugs or alcohol will be allowed on school grounds or in cars. (Violations can result in immediate dismissal.) Legal citations may be issued under Idaho Codes 18-1502, 23-949, and 23-612. If a student is involved in transmitting, trafficking in, or distributing controlled substances on school grounds, or at any school sponsored function, law enforcement will intervene and there shall be a mandatory recommendation to the

Superintendent and the Board of Trustees for the expulsion of the student. A complete copy of the Soda Springs School District #150 Substance Abuse Policy can be obtained from the principal.

- D. Non-Caribou High School students smoking on school grounds will also be issued a citation and a “**Vacate the Premises**” notice. If repeated, a citation for trespassing will be issued.
- E. Student may use the school phone only for school-related calls or emergencies. Permission must be requested from the staff for office phone use.
- F. Students will be responsible for their own transportation. Students may drive their cars to school, but are to park in an orderly fashion in the parking lot. Care must be taken in the parking lot to avoid accidents and injury.
- G. Students who are accepted to attend Caribou High School must agree to attend classes and be a class participant as scheduled in pursuing a high school diploma.