

STUDENT HANDBOOK 2017-18



MEADOWLARK ELEMENTARY

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MISSION STATEMENT

Creating lifelong learners.

Meadowlark Expectations

- B** - Be Respectful
- E** - Exercise Responsibility
- E** - Engage in Learning
- T** - Try your Best
- S** - Stay Safe

This agenda belongs to:

NAME _____

ADDRESS _____

CITY/TOWN _____ ZIP CODE _____

PHONE _____

STUDENT NO. _____

PRINCIPAL'S MESSAGE

Welcome back students and families to the 2017-18 school year. We are excited for the opportunity to work with each student to continue to develop as a lifelong learner. Meadowlark Elementary School is proud to have a long tradition of academic excellence and student achievement. All students and parents are an important part of this tradition. I encourage you to join our Parent-Teacher Organization (PTO), attend our community events and volunteer at the schools.

Please read the following handbook and if you have questions please stop by the school or call me at 357-2033. I look forward to a fantastic 2017-18 school year.

Jon Martin, Principal

**This handbook is not intended to cover all the policies of Chinook School District #10. To review the complete policy book, contact the school with your request.*

GENERAL SCHOOL INFORMATION

OFFICE HOURS: 7:30 AM - 4:00 PM

****Please call the school at 357-2033 before 8:30 AM if your child is going to be absent.****

DAILY SCHEDULE

Regular Bell Schedule

Breakfast.....7:30-8:00 AM

Morning classes begin 8:00 AM

K-3 Dismissal3:05 PM

4-6 Dismissal.....3:08 PM

Students walking home are to go directly home without lingering on the playground.

PLEASE NOTE: Chinook Public Schools does NOT offer supervision on the playground before 7:45 am.

Unless your child is eating breakfast, please do NOT have your child arrive at school before 7:45 am. If your child eats breakfast at the school, the cafeteria is open at 7:30 am. Please make sure your child has enough time to eat. Breakfast begins at 7:30 am. Doors are unlocked at 7:30.

ROUTINES, RULES and POLICIES

CROSSING GUARDS

Student crossing guards are assigned to designated points before and after school to assist students crossing the street safely. When dropping your child off in the morning, pull up to the curb in front of the building so your child does not have to cross the street. **DO NOT** stop in the middle of the street. When pulling back into traffic, please watch carefully for students, cars and buses. Please **DO NOT** park in the bus lane or in the crosswalks.

SCHOOL GROUNDS AFTER SCHOOL

Students are required to leave school grounds immediately after school unless they are involved in supervised after-school activities. If you are picking up your child, please encourage them to use the crosswalk and leave promptly so other parents can quickly pick up their children. Please do not loiter on the playground immediately after school.

AFTER-SCHOOL STUDY HALL

Study hall will be provided per the study hall schedule. Students will be assigned study hall based on referrals from their teacher based on need.

All students will need a signed permission slip to participate in study hall.

HEALTH PROBLEMS

Please notify the school office of any special health problems that may require special attention. A special form needs to be completed if your child requires medication during the school day.

CELL PHONES

Students may NOT use cell phones, pagers, and other electronic signaling devices on campus. These devices must be kept out of sight and turned off during the school day. Students may call parents after school in the parent pick up area outside the main doors.

DISAGREEMENT WITH A STAFF MEMBER

The entire staff is dedicated to helping each student achieve their best in and out of school. However, at times, there are misunderstandings and disagreements. Problems with grades, grading and discipline are the most common. If this should happen, there are steps to take to go about correcting the situation. Detentions and suspensions will be put on hold until there is an agreement or all the steps are followed.

A student or parent needs to initially visit with the staff person involved. This must take place **after** class time. The student and/or parent should ask to visit the staff person after school or during a prep period.

If an agreement or understanding does not come about with this discussion, the parent/student should then

make an appointment and visit with the staff person's supervisor, usually the principal. The principal will then go over options and policy for further evaluation.

MEDICATIONS

The School District will follow state law regarding the administrations of medications. Students must turn in all prescription medications, except inhalers, to the office.

Administration of Medications

Procedures for receiving and accepting requests for giving medications will be as follows:

1. Medication will be brought to school by a responsible adult.
2. Medication will be properly packaged with original pharmacy labels, including student's name, ordering physician, date, method of administration, and quantity.
3. Medication will be accompanied by an Authorization Form signed by the prescribing physician or dentist as well as by the parent or guardian.

Self-Administration of Medications

1. The Board will allow self-administration of medications.
2. Procedures for self-administration of medication are as follows:
 - a. Medication will be brought to school by a responsible adult.
 - b. Medication will be properly packaged with original pharmacy labels, including student's name, ordering physician, date, method of administration, and quantity.
 - c. Medication will be accompanied by an Authorization Form signed by the prescribing physician or dentist and by the parent or guardian.

INTERNET ACCESS/COMPUTER USAGE

The purpose of District-provided internet access and computer usage 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 areas of the school. To be eligible as users, students and parents must have signed the Computer Conduct Agreement and students must follow all expectations of the school. The same general rules for behavior and communications apply. Copies of District Policy 3612 available at the school office.

STUDENT BICYCLES, SCOOTERS, SKATEBOARDS, AND ROLLERBLADES

Students riding bicycles, scooters or skateboards to school are to park them when arriving at school.

Bikes, scooters and skateboards are not to be ridden on school property. Rollerblades are not to be used during school hours or worn in the building.

Remember, pedestrians have the right-of-way on the sidewalks. Bikes and scooters should be walked from the street to the bike racks. Skateboards should be picked up and carried to the bike rack area.

CLOTHING/LABELS

We have an enormous amount of unclaimed clothing each year. Please label coats, backpacks, musical instruments, and any other belongings with name tags.

We make every attempt to return lost articles when we are able to locate the owner. Please have your child check the lost and found if they lose anything..

MEAL PURCHASES

Meal payments can be made in either school office via check or cash, or online through the Infinite Campus parent portal using a credit/debit card or an electronic transfer from your bank account. Payment is required in advance. Your help in this matter is greatly appreciated. If you plan on eating with your student the adult prices are slightly higher. Students may purchase extra milk or milk only at either meal.

Your household may qualify for free or reduced meals, but you must fill out proper paperwork and hand it in to the High School Business Office. Please note that any extra milk, 2nd lunches, or adult lunches will be charged regular rates on your student's account. Free/Reduced Forms were mailed home over the summer and are available throughout the year in both school offices. If anything in your household has changed, please fill out a new form.

LEAVING SCHOOL DURING SCHOOL HOURS

If a student needs to be excused early from school for any reason, the parent or guardian should send a note stating the time and reason the student will be picked up.

Parents/guardians are required to check in at the office. Please come directly to the office and we will call your child from class.

LUNCH TIME

Students may be excused to go home for lunch only with a letter signed by their parents kept on file at the beginning of each school year. Students may NOT go to other student's homes for lunch unless they bring a note to the office from both parties. Students are not allowed to go uptown unless they are with their parents.

OFFICE PHONE AND OFFICE COURTESY

There is a phone in the school office for student use. Students must ask permission to use the phone prior to making a call. The office staff will assist students with use of the phone. Students will not be called out of class to answer the phone unless it is a true emergency.

MESSAGES

Only emergency messages will be delivered to students. An emergency is an accident, illness, or serious family problem.

The office cannot guarantee that students will receive all messages of this nature. Your cooperation in not asking for classes to be interrupted with these types of messages is greatly appreciated. Please try and have a plan with your child or send in a note to school if your child is to be picked up in a different manner.

INSURANCE

The school carries insurance for elementary students and covers them while they are in school or participating in extracurricular activities. The school's policy only pays after the family's policy and pays only minimal amounts. Additional insurance may be purchased through the school.

REPORT CARDS

Report cards are issued at the conclusion of each nine-week marking period to the students or to parents if Parent/Teacher conferences are scheduled.

Students in grades 1-2 will use the following scale:

P = Proficient S+ = Above Satisfactory
S = Satisfactory S- = Below Satisfactory
I = Improving NI = Needs Improvement
AC = Area of Concern NC = Not Covered
Yes = There are Teacher Comments
No = There are not Teacher Comments

The following grade scale is used for grades 3-6:

A = 93%-100% S+ = Strong Performance
B = 83%-92% S = Satisfactory
C = 73%-82% S- = Below Satisfactory
D = 65%-72% I = Improving
F = 0% - 64% N = Needs Improvement
AC = Area of Concern NC = Not Covered

**To check your child's grades online,
please visit:

<https://mtstate.epm.infinitecampus.org/mtstate/portal/chinook.jsp>

Please call the school office
if you have any questions.
357-2033

SCHOOL RECORDS

Chinook Public Schools keep school records on all students. You, as parents, have a right to read your child's records.

Health records are required before a student is allowed to enter. If you are leaving the district, you will want to take a copy of the health records with you so there is no delay in enrolling your child in a new school.

DRESS CODE

1. Neat, clean, and appropriate for school.
2. Shoes must be worn at all times.
3. Obscene shirts or inappropriate slogans will not be allowed. (A student will be asked to turn shirts inside out or be sent home to change).
4. Shorts may be worn but should be hemmed and mid-thigh in length. Students will be required to go outside for recess when temperatures are zero degrees or above. Help your child choose warm enough clothing. No biker shorts allowed.
5. Hats/caps are to be removed upon entering the school building for girls and boys.
6. Shirts must be long enough to cover the midriff and waistline. Tank top straps must be at least two fingers wide.
7. Other dress may be deemed inappropriate if it is a distraction to the educational setting.
8. In case of questions, the administrator will determine what appropriate attire is.

INCLEMENT WEATHER POLICY

When the temperature is below 0 degrees F. or at the discretion of school administration, students will be allowed in the building during the recess times

Please remember that our weather changes quickly. Make sure that your child comes to school prepared for all kinds of weather as most of the time they will be playing outside.

School Closing: If buses are to be sent home early because of bad weather, parents will be notified by phone. It is important to leave emergency numbers in the event parents can't be reached.

RECESS

If your child is well enough to be in school, he/she will be expected to go outside.

FIELD TRIPS/BUSES

Each teacher or sponsor will set up specific standards. Basic rules for students are as follows:

1. You are still under school jurisdiction, therefore on any field trip, you are expected to abide by all school expectations.
2. Teachers and other chaperones have authority to handle discipline problems.
3. Students are not allowed to leave events with anyone other than their parents unless prior arrangements have been made with the school.
4. Students are expected to respect and care for school property as well as each other. Students will clean buses upon returning. Be neat!

SCHOOL LOCKERS, VALUABLES AND LOCKER ASSIGNMENT

The locker or desk remains the property of School District #10 and is given to each student for use and proper care throughout the year. The school principal or superintendent may search lockers or other school property, or give another party the right to do so under their supervision. Please do not bring any valuables to school. We cannot guarantee the safety of such items. Lockers or desks are assigned at the beginning of the year and should not be exchanged with other individuals.

POP, CANDY, GUM AND FOOD WILL NOT BE ALLOWED IN CLASS DURING SCHOOL except when part of a class activity or special occasion.

TITLE IX

School District #10 is committed to providing equal educational and employment opportunities regardless of sex, marital or parental status, race, color, religion, age or national origin. Any student, parent or school employee who feels that they have been treated unfairly is urged to contact the teacher or principal. Should they fail to receive satisfaction a formal complaint may be filed.

A copy of the complete policy guidelines and a complaint form may be obtained at the High School office.

STUDENT EDUCATIONAL RECORDS (FERPA)

Chinook School District #10 follows all procedures that are designed to meet the provisions of the Family Education Rights and Privacy Act (FERPA) and the Montana School Accreditation

Standards. Students may request a copy of the Family Education Rights and Privacy Act and its implementing regulations by contacting the school district administration office. A student has the right to report violations of the Family Rights and Privacy Act to the Family Educational Rights and Privacy Act Office, Department of Education, Washington, D.C.

Parent(s)/guardian(s) may prohibit the release of any or all directory information by delivering a written objection to the building principal. This includes, but is not limited to, name, information in relation to school activities, and picture.

ATTENDANCE POLICY

Attendance criteria are based on the belief that prompt and regular attendance in school is the beginning of dependability, personal responsibility, and social life. Furthermore, regular attendance is important, because valuable skills and information gained in the classroom may or may not show up on tests or be reflected in an academic grade. The general welfare of all students is best served by regular attendance.

In order to be promoted in grades K-8, a student must complete coursework material satisfactorily and attend school regularly. Students who have more than 10 absences per semester are subject to the attendance criteria and process listed below.

ATTENDANCE CRITERIA

1. For K-8 students, any absence beyond 10 may result in the student being retained in their present grade for the next year.
2. The **ONLY** absences that **WILL NOT** be used in calculating the attendance record are:
 - Those that occur due to school-sponsored activities, since these are considered an equivalent educational experience. These exemptions will apply to students participating in sports events, cheerleading, music related events, FFA trips, academic field trips, and other activities deemed co-curricular.
 - Bereavement in the immediate family (grandmother, grandfather, father, mother, sister, brother). Any extended bereavement may be reviewed by the principal;
 - Subpoenas to appear in court or court-ordered, out-of-district placements for special services.
 - Illness, hospitalization, or medical appointments verified by a doctor's statement.

- Pre-approved trips or tours that have educational value. These absences must be authorized by the administration prior to the absence.
3. Absences which will be counted in the 10-day limit will include: suspensions, family trips, work days, vacations, visiting friends or relatives, watching tournaments when not an actual participant, hair, unverified medical appointments, photography appointments, skiing, hunting, attending concerts, shopping, or any others not mentioned which are unacceptable to the administration.
 4. After five absences from school/class, a letter will be sent to the student's parent(s) or guardian(s) informing them of the school policy and the number of days missed.
 5. After seven absences another letter will be sent to the student's parent(s) or guardian(s) informing them of the severity of the situation and explaining the consequences of non-compliance.
 6. After going over the tenth absence, the principal will review the student's attendance record to determine if the student is to be retained (K-8). The principal will send a letter to the student's parent(s) or guardian(s) informing them of their decision and/or the conditions the student must meet in order to be promoted to the next grade (K-8).
 7. The student, parent(s) or guardian(s) can appeal retention (K-8) to the Board of Trustees.
 - If the appeal is denied by the Board of Trustees an elementary student (K-8) will remain in their grade level class for the remainder of the academic year. If disciplinary problems occur the student may be suspended from school for the remainder of the academic year.
 - If the appeal is granted the student will return to class under the conditions and stipulations as set forth by the Board of Trustees. If the conditions or stipulations are violated the student will be retained (K-8).

The Board of Trustees may also make decisions regarding the student's participation in extracurricular activities.

MAKE-UP WORK

As a general guideline, students are given two (2) days to make up work for each day they are absent. If you would like to have homework for an absent student, please call the school office before 9:00 a.m. to make your request. Homework may then be picked up after 3:05 that day. DO NOT request homework unless you are willing to assist your child and ensure that the work is completed.

TARDIES

It is extremely important for students to be punctual. Tardiness is considered a disruptive behavior and will be treated as a discipline problem. Students are considered tardy if they are not in their rooms when school begins.

REMEMBER, SCHOOL BEGINS AT 8:00 A.M. Following is our tardy policy (per quarter):

Tardies will be addressed by each individual teacher's classroom management plan and expectations. The tenth tardy will result in the loss of one(1) day of the student's ten (10) allotted absences for the semester. Excessive tardies will be addressed by school administration.

BEHAVIOR STANDARDS

Following school expectations is essential for student learning. Students are expected to behave in a respectful, responsible and safe manner and follow directions given by school staff at all time.

Meadowlark is a Montana Behavioral Initiative school. The Montana Behavioral Initiative (MBI) assists educators, parents and other community members in developing the attitudes, skills, and systems necessary to ensure that each student, regardless of ability or disability, leaves public education and enters the community with social and academic competence.

Teachers will first use preventative steps in the classroom to solve minor behavioral problems. If these problems continue, teachers will assign a refocus form and fill out a minor referral form. If a student has multiple minor infractions (see attached form) the student will visit the office where steps may include further consequences. Parents will be notified about **major** infractions (see referral form).

CONSEQUENCES

Our ultimate goal is for all students to have a positive school experience and develop self-discipline. We want them to become independent, responsible, contributing members of our society. Consequences for major infractions can include both detention and suspension. Please see the example referral form for a list of major infractions.

Detention times could include recesses, after school or Saturdays. Parents will be notified if after school or Saturday School is a consequence.

Further steps may include in-school suspension, out of school suspension or Saturday School. If the problem is not resolved, recommendation for expulsion may be sent to the superintendent.

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, on school grounds shall be expelled for a definite period of time of at least one (1) calendar year. The Board, however, may modify the expulsion period on a case-by-case basis. The building administrator shall notify the criminal justice or juvenile delinquency system of any student who brings a firearm to school.

WEAPONS

“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 any firearm, whether loaded or unloaded; air guns; pellet guns; BB guns; fake (facsimile) weapons; all knives; blades; clubs; metal knuckles; nunchuks; 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.

No person 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 person 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.

BULLYING AND HARASSMENT POLICY

Bullying

Bullying means any overt act or combination of such acts directed against a student (s) by another student or group of students and which:

- is intended to ridicule, humiliate, intimidate, or harm the student(s)
- repeated over time
- occurs during the school day on school property, on a school bus, or at a school sponsored activity, before or after school day on a school bus or at a school sponsored activity.

Harassment

Harassment means:

(1) Any gesture or written (including electronic), verbal or physical act that is perceived as being motivated either by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender sexual orientation, sexual identity, culture, social origin or condition, political affiliation or a mental, physical or sensory handicap, or by any other distinguishing characteristic: and that

(2) A reasonable person knew or should have known, under the circumstances that (a) any gesture or written (including electronic) or physical act will have the effect of harming a student or damaging the student’s property, or b) by placing a student in reasonable fear of harm to the student’s property; or (c) has the effect of insulting or demeaning any student or group of students in such a way as to disrupt or interfere with the school’s educational mission or the education of any student. (Refer to Chinook School District Harassment, intimidation, and Bullying Prevention Policy 3226 for complete Policy information)

Bullying and Harassment can take various forms:

- Physical (including, but not limited to hitting, kicking, spitting, pushing, taking or damaging personal belongings)
- Verbal (including, but not limited to taunting, malicious teasing, name calling, making threats);
- Psychological (including, but limited to, spreading rumors; manipulating social relationships, engaging in social exclusion, extortion or intimidation);
- Internet or cyber-bullying (including but not limited to , the use of instant messaging, email,websites, chat rooms, and text messaging that is used to bully or harass another student or employee, and when such use interferes with the operation of the school or infringes upon the general health, safety and well-being of district students or employees)

* It is important to note that a single negative act as enumerated above may also constitute bullying (if not more serious conduct) based upon the particular circumstances such as the seriousness of the act and/or the intent of the alleged perpetrator.

*Conduct that might otherwise be considered bullying and harassment but does not occur during the school day on school property, on a school bus, or at a school sponsored activity event may still be subject to disciplinary action.

Reporting of Bullying and Harassment

The Chinook School District encourages students to speak up when possible

- If possible, the bullied or harassed child should tell the bully/harasser to stop. To the extent that a person feels that a person feels safe and comfortable doing so, a target is first encouraged to tell them to stop because their actions were unwelcome.
- Bystanders are also encouraged to speak up when possible, telling the bully/harasser to stop the conduct because it is disrespectful, unwelcome hurtful, or unfair.

If the student(s) does not feel safe addressing the bully or harasser, the Chinook School District encourages student to report to teachers and/or school administrators acts of bullying or harassment. Any student who knowingly makes false accusations regarding bullying or harassment may be subject to disciplinary action.

The Chinook School District defines tattling as telling an adult about another students actions with the sole purpose of getting that student in trouble.

The Chinook School District defines reporting as telling an adult about another student's actions with the purpose of getting help with a difficult situation; eg one that is threatening or hurtful.

BULLYING BEHAVIOR CONSEQUENCES

A student exhibiting bullying behavior will be subject to the discipline plan steps detailed above, and will be required to meet with the school counselor.

District policies may lead to more serious consequences for severe behaviors such as hitting, threats, and harassment. If the student has broken the law, the school will inform the police.

PARENT INVOLVEMENT

There is nothing more important to insure your child's success in school than a parent's interest and concern. We want to involve parents in Meadowlark Elementary School.

Simple things like talking to your son/daughter about school, discussing items in the newsletter, and setting aside time to read will make a big difference.

Do not hesitate to call your child's teacher with questions or concerns.

RTI (Response to Intervention)

You will hear the acronym RTI often throughout the school year. This is simply the process we use to help all of our students find success.

Students are screened in reading and math 3 times during the year. The test results are then sent home for your viewing. The results are short assessments that help us design the right program for each individual student.

SCHOOL SCHEDULES

We encourage you as parents to help your child be responsible for knowing days when she/he has to bring something to school. Examples would be returning library books, having gym shoes, returning homework papers, having musical instruments, and meal ticket purchases.

CLASSROOM VISITS

Parents are encouraged to visit their child's classroom and learn firsthand about the educational program and to observe their child in a group situation. Make an appointment with the teacher before visiting in order to avoid coming when the regular teacher is absent or when tests are being given.

If a student's cousin, friend, etc., would like to visit school, he/she must contact the teacher and principal. These visits will be limited to the last hour of the school day.

NEWSLETTERS

The KidsBits monthly school newsletter, will be available on the school website and Chinook Meadowlark Facebook page. This includes the lunch menu, calendar of events, and important information for parents. Please continue to check the school website for up to date school information.

PARENT-TEACHER CONFERENCES

We schedule two (2) formal conference times with parents each year; however, we hope parents will feel free to contact the school any time they wish to have a conference.

We try very hard to work with everyone's schedule, and at the same time be fair to all our parents when we schedule conferences. Please remember that we cancel instructional time in order to meet with you. We hope you will take advantage of this time.

HOW CAN PARENTS SUPPORT STUDENT LEARNING?

- Read and discuss the contents of this Handbook with your child.
- Sign the last page of the Handbook and return it to your child's teacher.
- View your child's grades/attendance on Infinite Campus:
<https://mtstate.epm.infinitecampus.org/mtstate/portal/chinook.jsp>

Please e-mail evansm@chinookschools.org to set up your Infinite Campus account.

ASBESTOS MANAGEMENT

In compliance with the AHERA regulations, we recently had our school facilities inspected by an EPA accredited building inspector. During the inspection, samples were taken of building materials suspected of containing asbestos. The results of the inspection and laboratory analysis of the samples have confirmed the presence of ACM in portions of the school facilities. It is important to note that these materials are in a condition that does NOT pose an imminent health threat to students, faculty, or employees. A copy of the Asbestos Management Plan is available for your review in the Superintendent's Office during regular office hours.

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
- Telephone listing
- Address
- Electronic mail address
- Photograph
- Dates of attendance
- Grade level
- Enrollment status
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Honors and awards received

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

Any parent(s)/guardian(s) may prohibit the release of any or all of the above information by delivering a written objection to the principal.

REPORT CARDS/PROGRESS REPORTS

Report cards will be available after each marking period is finished through the infinite campus portal. Report cards will be given to parents/guardians after the first and third quarters at Parent/Teacher conferences. The fourth quarter report card at the end of the school year may be held pending payment of fines.

PARTICIPATION IN ACTIVITIES IF ABSENT

If you are absent from school on the day of an activity or practice for an activity, you are not allowed to participate on that day. Special circumstances will be considered if advanced arrangements are made with the principal.

Computer Conduct Agreement 2015-2016

In the past, we have experienced misuse and destruction of the computer and electronic equipment and accessories. Therefore, the students need to show care and respect for all computer and electronic equipment and accessories. This year each student will be issued a headset for which they will be responsible. If the headset is damaged, the student will be charged \$10.00 for a replacement. This includes, but is not limited to, the following damages: cords chewed through, cords pulled loose, and stems snapped. If a student misuses any other equipment, his/her computer privileges will be suspended. Continued misuse will result in total loss of computer privileges.

INTERNET ACCESS CONDUCT AGREEMENT

I agree by the terms of the Chinook School District's policy regarding District-Provided Access to Electronic Information, Services, and Networks (Policy No. 3612, copies available upon request.) Should I commit any violation or in any way misuse my access to the District's computer network and/or Internet, I understand and agree that my access privilege may be revoked and school disciplinary action may be taken against me.

User's Name (print): _____ Home Phone: _____

User's Signature: _____ Date: _____

Parent or Legal Guardian: I understand that access is being provided to the students for educational purposes only. However, I also understand that it is impossible for the school to restrict access to all offensive and controversial materials and understand my child's responsibility for abiding by the policy. Therefore, I am signing this Agreement and agree to indemnify and hold harmless the District, the Trustees, Administrators, Teachers, and other staff against all claims, damages, losses, and costs of whatever kind that may result from my child's use of or access to such networks or his/her violation of the District's policy.

Parent/Legal Guardian (Print): _____

Signature: _____ Date: _____

Student Handbook Acknowledgement 2015-2016

Student Name (please print) _____ Grade: _____

Our signatures indicate we have received, read, and understand the 2015-2016 Student Handbook.

Student Signature _____ Date: _____

Parent/Guardian Signature _____ Date: _____

Please complete form and return to teacher or school office. Thank you.

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