Student and Parent Handbook
2018-2019
# 2018-2019 Glacier High School Calendar

## July
- **4** Holiday, Independence Day

## August
- **27 & 28** No School, PIR/Staff Orientation
- **29** 9th Gr. 1st day of school

## September
- **3** No School-Holiday Labor Day
- **18** Open House
- **26** Early Release
- **29** Midterm

## October
- **18 & 19** No School, PIR/MEA-MFT
- **24** Early Release
- **25** Academic Catch Up Day

## November
- **2** End of 1st Quarter
- **8** Early Release
- **11** P/T Conferences
- **21** No School, Trade Day
- **22 & 23** No School-Holiday Thanksgiving Day

## December
- **7** Midterm
- **24 & 25** No School-Holiday Christmas
- **26-28** No School, Winter Break
- **31** No School, Holiday New Years Eve

## January
- **1** No School, Holiday New Year’s Day
- **2** Winter Break
- **10** Academic Catch Up Day
- **17** Assessment Schedule
- **18** Early Release
- **End of Semester 1 Assessment Schedule
- **21** No School-PIR Day, MLK Day
- **25** Early Release, Speech Meet

## February
- **13** Registration Rally
- **18** No School, Presidents’ Day Snow day if needed
- **20** Early Release
- **22** Midterm

## March
- **21** Academic Catch Up Day
- **25** No School, Trade Day
- **26-29** No School, Spring Break

## April
- **4** End of 3rd Quarter
- **5** No School, Music Festival
- **11** Good Friday
- **21** Easter Sunday

## May
- **2** Academic Catch Up Day
- **3** Midterm
- **22** Early Release
- **27** No School, Holiday Memorial’s Day

## June
- **1** Graduation
- **6** Assessment Schedule
- **7** Early Release
- **Last day of school Assessment Schedule

### Calendar Abbrivations

- **No School**
- **Early Release**
- **Trade Days**
- **End of Semester-Assessment Schedule-ER**
- **No School-PIR**
- **Academic Catch-Up Day**
- **Midterm**
- **P/T Conferences/Speech/Debate Meet-ER**
- **Open House**
- **Assessment Schedule**
- **End of Quarter**
Glacier High School 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

<table>
<thead>
<tr>
<th>School Song</th>
<th>School Colors</th>
<th>School Mascot</th>
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<tbody>
<tr>
<td>Go Glacier</td>
<td>Dark Navy and Kelly Green</td>
<td>Gray Wolf</td>
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<table>
<thead>
<tr>
<th>Wolfpack Vision</th>
<th>School Logo</th>
<th>Wolfpack Goal</th>
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<tbody>
<tr>
<td>One of the top high schools in the nation.</td>
<td><img src="wolfpack.png" alt="Wolfpack Logo" /></td>
<td>Every student earns a high school diploma in four years or less.</td>
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<table>
<thead>
<tr>
<th>Year</th>
<th>School Themes</th>
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<tr>
<td>07-08</td>
<td>“Lead the Way”</td>
</tr>
<tr>
<td>08-09</td>
<td>“Team Glacier”</td>
</tr>
<tr>
<td>09-10</td>
<td>“Every Student, Every Chance, Every Day!”</td>
</tr>
<tr>
<td>10-11</td>
<td>“Be the Change”</td>
</tr>
<tr>
<td>11-12</td>
<td>“Join the Pack”</td>
</tr>
<tr>
<td>12-13</td>
<td>“Fuel Your Fire”</td>
</tr>
<tr>
<td>13-14</td>
<td>“Glacier Gives Gratitude Often”</td>
</tr>
<tr>
<td>14-15</td>
<td>“Together As One Pack”</td>
</tr>
<tr>
<td>15-16</td>
<td>“Make It Count”</td>
</tr>
<tr>
<td>16-17</td>
<td>“Tradition Never Graduates”</td>
</tr>
<tr>
<td>17-18</td>
<td>“Make Your Day”</td>
</tr>
<tr>
<td>18-19</td>
<td>“Get The Edge”</td>
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</tbody>
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School Theme Logo

![School Theme Logo](gettheedge.png)
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<td>Commons</td>
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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
I would like to personally welcome you to Glacier High School! Your four years of high school will fly by quickly and we encourage you to take advantage of every opportunity every day. This includes fully engaging in academics, activities and community service. Don’t settle for average and don’t be afraid to challenge yourself! Please let me know if you need anything in order to experience high school to its fullest extent.

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

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
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<tbody>
<tr>
<td>Principal</td>
<td>Micah Hill</td>
<td>758-8611</td>
</tr>
<tr>
<td>Assistant Principal</td>
<td>Lance Labrum-Sophomores &amp; Seniors</td>
<td>758-8610</td>
</tr>
<tr>
<td>Assistant Principal</td>
<td>Andy Fors-Freshmen &amp; Juniors</td>
<td>758-8616</td>
</tr>
<tr>
<td>Assistant Principal/Activities Director</td>
<td>Mark Dennehy</td>
<td>758-8620</td>
</tr>
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COUNSELORS, REGISTRAR AND CAREER CENTER PHONE NUMBERS

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
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<tbody>
<tr>
<td>Counselor Freshmen</td>
<td>Jennifer Kessler</td>
<td>758-8631</td>
</tr>
<tr>
<td>Counselor Sophomores</td>
<td>Jerad Avery</td>
<td>758-8628</td>
</tr>
<tr>
<td>Counselor Juniors</td>
<td>Keith Johnson</td>
<td>758-8630</td>
</tr>
<tr>
<td>Counselor Seniors</td>
<td>Chris Weaks</td>
<td>758-8629</td>
</tr>
<tr>
<td>Counseling Office Manager</td>
<td>Margo Sorensen</td>
<td>758-8625</td>
</tr>
<tr>
<td>Career Center Office Manager</td>
<td>Billie Crawford</td>
<td>758-8634</td>
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MAIN OFFICE PHONE NUMBERS

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Phone</th>
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<tbody>
<tr>
<td>Attendance</td>
<td>Mary McCamley</td>
<td>758-8604</td>
</tr>
<tr>
<td>Administrative Assistant</td>
<td>Carrie Williams</td>
<td>758-8600</td>
</tr>
<tr>
<td>High School Principal Assistant</td>
<td>Jan Twamley</td>
<td>758-8613</td>
</tr>
<tr>
<td>Activities Assistant/Bookkeeper</td>
<td>Maggie Connolly</td>
<td>758-8618</td>
</tr>
<tr>
<td>School Resource Officer</td>
<td>Wiley Fusaro</td>
<td>758-8666</td>
</tr>
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INTRODUCTION

SCHOOL PROFILE
We have 93 certified staff serving the needs of approximately 1,350 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 RESPONSIBILITIES
1. Students have the responsibility to maintain a supportive learning environment and take full advantage of their educational opportunities.
2. 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.
3. Students have the responsibility to exercise self-control. This includes respect the property of others and school district assets.
4. Students have the responsibility to air grievances or concerns appropriately.

STUDENT RIGHTS
1. Students have a right to a quality education. This includes the right to be educated as an individual with individual rights and unique talents.
2. Students have the right to learn without interruption, disruption, or distraction, whether inside the classroom or from outside.
3. 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.
4. Students have the right to be in an environment free of discrimination, both in their academic endeavors and when participating in extra-curricular activities.

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.
ACADEMICS

ACADEMIC PROBATION
We expect all students to take and successfully complete challenging classes. Experience has shown us that a successful freshmen and sophomore year sets the stage for successful completion of a rigorous educational plan. We also want to ensure that juniors and seniors maintain their educational plan through graduation. If a student fails two or more classes at the quarter, they will be on “academic watch”. If a student fails three or more classes in a semester, an administrator and/or school counselor will meet with the student and parent to implement an academic plan. The student failing three or more classes in a semester will be on “academic probation”.

ACADEMIC WHITE OR GREEN SCHOOL LETTERING “G”
We honor students who receive a 4.00 GPA from the first semester of 9th grade through 12th grade. The first time a student receives a semester 4.00 GPA that student will receive a white school letter “G”. Each semester a student receives a 4.00 GPA thereafter that student will receive an Academic Achievement certificate and pin. If a student earns a 4.00 GPA from the first semester of 9th grade through the 1st semester of 12th 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 4.00 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.

ACHIEVEMENT TEST DATES

<table>
<thead>
<tr>
<th>TEST</th>
<th>GRADES</th>
<th>DAY/DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACT</td>
<td>11</td>
<td>Tuesday April 2</td>
</tr>
<tr>
<td>No Fee</td>
<td>Required All Juniors</td>
<td></td>
</tr>
<tr>
<td>ACT</td>
<td>10, 11, 12</td>
<td>Saturdays</td>
</tr>
<tr>
<td>Fee Assessed</td>
<td>Voluntary</td>
<td>September 8, October 27, December 8, February 9, April 13, June 8, July 13</td>
</tr>
<tr>
<td><a href="http://www.actstudent.org">www.actstudent.org</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSAT/NMSQT</td>
<td>10, 11</td>
<td>Wednesday October 10</td>
</tr>
<tr>
<td>Fee assessed</td>
<td>Voluntary</td>
<td></td>
</tr>
<tr>
<td>SAT</td>
<td>10, 11, 12</td>
<td>Saturdays</td>
</tr>
<tr>
<td>Fee assessed</td>
<td>Voluntary</td>
<td>October 6, November 3, December 1, March 9, May 4, June 1</td>
</tr>
<tr>
<td><a href="http://www.collegeboard.org">www.collegeboard.org</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CRT Science</td>
<td>10</td>
<td>Thursday March 1 to Friday March 22</td>
</tr>
<tr>
<td>No fee</td>
<td>Required All Sophomores</td>
<td></td>
</tr>
</tbody>
</table>

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 courses in English, Mathematics, and Science.
ACADEMICS

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.

<table>
<thead>
<tr>
<th>2018-2019 Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biology</td>
</tr>
<tr>
<td>Calculus AB</td>
</tr>
<tr>
<td>Chemistry</td>
</tr>
<tr>
<td>English 11 English Language and Composition</td>
</tr>
<tr>
<td>English 12 English Literature and Composition</td>
</tr>
<tr>
<td>French Language &amp; Culture</td>
</tr>
<tr>
<td>Music Theory</td>
</tr>
<tr>
<td>Physics 1</td>
</tr>
</tbody>
</table>

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.

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 Tuesday Sept. 7, 2018 the transcript will show the semester class grade as “F”. If a student drops a semester 2 class after Wednesday January 30, 2019 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 class.

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. Please contact your school counselor for more information.
ACADEMICS

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 does 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.

<table>
<thead>
<tr>
<th>Grade Level</th>
<th>Academic Solid</th>
<th>Learning Lab</th>
<th>Independent Study</th>
<th>Student Aide</th>
<th>Student Tutor</th>
<th>FVCC Running Start</th>
<th>Period 7 Early Release</th>
<th>Period 1 Late Arrival</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshmen</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sophomores</td>
<td>X</td>
<td>X</td>
<td></td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Juniors</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Seniors</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

CRITERION-REFERENCED TEST (CRT)
The MontCAS Criterion-Referenced Test (CRT) is a comprehensive assessment covering a broad range of objectives in science. All students in grade 10 will take the science CRT. The assessment consists of multiple-choice items, short-answer items and constructed-response items. If a student is absent during the test dates, they will be required to make up the test.

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 principal’s assistant. 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 Thurs., January 18, 2019. Students must be enrolled and attending class through Fri., January 4, 2019 to earn semester credit.

Semester 2 ends Thurs., May 30, 2019 for grade 12. Students must be enrolled and attending class through Thurs., May 16, 2019 to earn semester credit.

Semester 2 ends Fri., June 7, 2019 for grades 9-11. Students must be enrolled and attending class through Fri., May 24, 2019 to earn semester credit.

EXPLANATION OF GRADES

<table>
<thead>
<tr>
<th>Grade</th>
<th>Definition</th>
<th>Grade</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Exemplary</td>
<td>S</td>
<td>Satisfactory</td>
</tr>
<tr>
<td>B</td>
<td>Above Average</td>
<td>U</td>
<td>Unsatisfactory</td>
</tr>
<tr>
<td>C</td>
<td>Average</td>
<td>X</td>
<td>Conditional</td>
</tr>
<tr>
<td>D</td>
<td>Poor</td>
<td>I</td>
<td>Incomplete</td>
</tr>
<tr>
<td>F</td>
<td>Failing</td>
<td>NC</td>
<td>No Credit</td>
</tr>
<tr>
<td></td>
<td></td>
<td>W</td>
<td>Withdraw</td>
</tr>
</tbody>
</table>
ACADEMICS

EXPLANATION OF GRADES, cont.
1. All courses attempted at GHS and all acceptable transfer credits shall be recorded on the transcript.
2. 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 this grade must be 
   approved by the principal.
3. 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.
4. Withdrawal “W” will be used on a limited basis only as special circumstances warrant. Assignment of this 
   grade must be approved by the principal.
5. Failing “F” will be used when a student fails to pass a class academically. The “F” will always remain on 
   the transcript and count in the GPA.
6. Grade point average (GPA) is computed on all subjects except student aide, student tutor and internships.

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.

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.

MONTANA DIGITAL ACADEMY
In order to be enrolled in Montana Digital Academy courses, students must also be enrolled in a minimum of 
four (4) Glacier classes on the GHS campus. Students who wish to take School District #5 required core 
classes on-line must have the approval of the building principal and their counselor.

PARENT TEACHER CONFERENCES
We have scheduled one time during the school year for parent/teacher conferences. The date and time is:

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Time</th>
<th>Grading Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thursday</td>
<td>November 8, 2018</td>
<td>1:45-3:45 and 4:00-7:00 p.m.</td>
<td>End of Quarter 1</td>
</tr>
</tbody>
</table>

PRELIMINARY SAT (PSAT)/NATIONAL MERIT SCHOLARSHIP QUALITY TEST (NMSQT)
The PSAT/NMSQT is administered to 10th and 11th graders and provides firsthand practice for the SAT Reason-
ing Test. It measures critical reading skills, math problem-solving skills, and writing skills. For more information 
on PSAT tests, please visit SAT’s website at http://www.collegeboard.com/

PROGRESS REPORTS
Teachers will keep parents informed of student performance by providing the information through the 
on-line PowerSchool student information system.

PYRAMID OF INTERVENTION
The Pyramid of Intervention is a leveled 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.
ACADEMICS

REPORT CARDS
GHS has implemented online attendance and grade reporting. This enables the parent and student to check progress and attendance at any time via the internet. Midterm and Quarter report cards are e-mailed to the parent's address approximately one week after the last day of each term.

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 270523.

SCHOLAR CEREMONY
We honor the students who received a 2017-2018 semester 2 or a 2018-2019 semester 1 GPA of 4.00 at a special ceremony. The ceremony is scheduled in the GHS Performance Hall on Mon., February 4 from 7:00-8:30 p.m. Students will receive their school letters, academic pins and certificates at the ceremony. We encourage all families and 4.00 GPA students to attend this special event honoring our scholars.

SEMESTER ASSESSMENTS (See pages 61-63 for schedules)
GHS uses semester assessments. 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.

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 will not be charged for normal wear. They will be charged replacement cost, however, as well as for excessive wear, unreasonable damage, or lost materials. A student 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.

<table>
<thead>
<tr>
<th>Condition at check-out</th>
<th>Condition at check-in</th>
<th>Excessive wear and tear charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>New</td>
<td>Good</td>
<td>None</td>
</tr>
<tr>
<td></td>
<td>Fair</td>
<td>10% of the book price</td>
</tr>
<tr>
<td></td>
<td>Poor</td>
<td>25% of the book price</td>
</tr>
<tr>
<td></td>
<td>Unusable</td>
<td>100% of the book price</td>
</tr>
<tr>
<td>Good</td>
<td>Fair</td>
<td>10% of the book price</td>
</tr>
<tr>
<td></td>
<td>Poor</td>
<td>25% of the book price</td>
</tr>
<tr>
<td></td>
<td>Unusable</td>
<td>75% of the book price</td>
</tr>
<tr>
<td>Fair</td>
<td>Poor</td>
<td>10% of the book price</td>
</tr>
<tr>
<td></td>
<td>Unusable</td>
<td>50% of the book price</td>
</tr>
<tr>
<td>Poor</td>
<td>Unusable</td>
<td>25% of the book price</td>
</tr>
</tbody>
</table>

WITHDRAWAL PROCEDURE
Students withdrawing from school need to report to the Counseling Office prior to final check out. All books and materials must be returned and fines paid at this time.


**ACTIVITIES AND CLUBS**

**ACTIVITIES & CLUBS**

- Art Club
- Basketball
- Boys’ State
- Business Professionals of America
- Cheerleaders
- Chess
- Cross Country
- DECA
- FFA
- Football
- French
- French Honor Society
- Gay Straight Alliance
- Girls’ State
- Golf
- Intramural Dodgeball
- Intramural Volleyball
- National Honor Society
- S.A.D.D. (Students Against Destructive Decisions)
- Soccer
- Softball
- Spanish
- Spanish Honor Society
- Speech & Debate Club
- STEM Club
- Student Council
- Swimming
- Tennis
- Theatre
- Track and Field
- Technology Student Association
- Volleyball
- We the People
- Wolfpack Club
- Wrestling
- Writers Club

**ACTIVITY ASSEMBLY/PEP FEST SCHEDULE**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wed., Sept. 12</td>
<td>Homecoming Assembly</td>
<td>1:35-2:30 p.m.</td>
<td>Gym</td>
</tr>
<tr>
<td>Fri., Nov. 9</td>
<td>Veterans Day Assembly</td>
<td>9:30 a.m.</td>
<td>Gym</td>
</tr>
<tr>
<td>Wed., Nov. 28</td>
<td>Fall Activities Recognition Assembly</td>
<td>1:35-2:30 p.m.</td>
<td>Gym</td>
</tr>
<tr>
<td>Fri., Jan. 11</td>
<td>Winter Pep Fest</td>
<td>2:55 p.m.</td>
<td>Commons</td>
</tr>
<tr>
<td>Wed., March 13</td>
<td>Winter Activities Recognition Assembly</td>
<td>1:35-2:30 p.m.</td>
<td>Gym</td>
</tr>
<tr>
<td>Thurs., May 30</td>
<td>Spring Activities Recognition Assembly</td>
<td>1:35-2:30 p.m.</td>
<td>Gym</td>
</tr>
</tbody>
</table>

**ACTIVITY PARTICIPATION FEES**
The activity participation fee is $30 for each activity. The family cap on activity participation fees is $180. These activity funds collected make up only 5 percent of the total activity budget.

**ACTIVITY SCHEDULE**
Schedules for Glacier’s 2018-2019 activity programs are available on our GHS web site: http://www.sd5.k12.mt.us/2/home. Click “Activities” on the pull-down menu and then click on “Activities Information” for schedules. Go Wolfpack!

**ACTIVITY TICKETS**
Students can purchase an activity validation sticker for $25 that admits the student into school sporting events free of charge. Activity tickets can be purchased at the GHS Main Office.

**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.
ACTIVITIES AND CLUBS

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.

DANCES
Student council has three major dances scheduled. The dates, themes, and locations were selected and approved by the GHS student council. Dances typically start at 8:00 p.m. and end at 11:00 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 Mr. Denneh.

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.

<table>
<thead>
<tr>
<th>Date</th>
<th>Dance</th>
<th>Theme/Dress</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sat., September 15</td>
<td>Homecoming</td>
<td>Semi-Formal</td>
<td>Commons</td>
</tr>
<tr>
<td>Sat., March 16</td>
<td>Prom</td>
<td>Formal</td>
<td>Commons</td>
</tr>
</tbody>
</table>

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.

EXTRA-CURRICULAR AND CO-CURRICULAR CHEMICAL USE POLICY
Federal law requires schools to have consistent alcohol, tobacco and other drug policies that give a strong no-use message to all youth. All students enrolled in middle or high school programs in Kalispell Public Schools who participate in extra/co-curricular activities must be willing to make the commitment to adhere to the regulations that govern these activities. The District views participation in extracurricular activities as an opportunity extended to students willing to make a commitment to adhere to the rules which govern them. The District believes that participation in organized activities can contribute to all around development of young men and women and that the implementation of these rules will serve this purpose:

1. Emphasize concern for the health and well being of students while participating in activities;
2. Provide a chemical-free environment which encourages healthy development;
3. Diminish chemical use by providing or directing students to an education assistance program;
4. Promote a sense of self-discipline among students;
5. Confirm and support existing state laws which prohibit use of mood altering chemicals;
6. Emphasize standards of conduct for those students who, through their participation, are leaders and role models for their peers and younger students; and
7. Assist students who desire to resist peer pressure that often directs them toward the use of chemicals.

Duration: except where otherwise stated, this policy is in effect from the date of the first practice for fall activities, through the academic school year and include any school sponsored activity that extends beyond the academic school year. A student’s suspension from an extracurricular activity may also adversely affect other areas upon return. Upon return from any suspension, the coach or sponsor will determine varsity letter, playing time, starting position, performance role; and offices held in groups.
ACTIVITIES AND CLUBS

EXTRA-CURRICULAR AND CO-CURRICULAR CHEMICAL USE POLICY, CONT.
Jurisdiction: Rules and implementation of Kalispell Public Schools Policy on Alcohol/Drug and Tobacco Use policy applies to all students:
1. While on school property
2. When going or coming to school
3. During the lunch period when on or off campus

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.

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.

2019 International Languages Honors Ceremony
Monday, April 22, 2019
6:00-7:00pm
GHS Performance Hall

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.
ACTIVITIES AND CLUBS

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:

1. 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.
2. 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.
3. All of the six classes must be classified as "solids.
4. Solids include: Running Start, Montana Digital Academy, Accredited Correspondence Courses, GHS courses for credit.
5. Non solids that don’t count towards the six classes include: Learning Lab, Student Aide, Student Tutoring.
6. 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.
7. The student must have been enrolled in an educational program the previous semester.

Examples: Two GHS classes and 4 three credit FVCC classes OR three GHS classes and 3 three credit FVCC class.

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. The administration will not support a student request to drop a course after his or her activity season is complete.

Pep Fest
ACTIVITIES AND CLUBS

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 can 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. The following provides additional information to help illustrate these traits.

Scholarship
The student who meets the cumulative GPA required by NHS will be eligible for membership. These students are then eligible for consideration on the basis of service, leadership, and character.

Service
The student who serves:
- participates in some outside activity: Scouts, church groups, volunteer service, family duties, etc.
- participates freely in school service activities: fund-raising, tutoring, assemblies, inter-class and inter-scholastic activities etc.
- works well with others and is willing to take on difficult tasks cheerfully
- enthusiastically renders any requested service at school

Leadership
The student who exercises leadership:
- demonstrates leadership in promoting school activities
- exercises influence on peers in upholding school ideals
- contributes ideas that improve the civic life of the school
- exemplifies positive attitudes and inspires positive behavior in others
- successfully holds school offices or positions of responsibility and is reliable and dependable
- is thoroughly dependable in all responsibility accepted

Character
The student of character:
- shows courtesy, concern, and respect for others
- constantly exemplifies desirable qualities of personality, for example, cheerfulness, friendliness, poise, stability and reliability
- upholds principles of morality and ethics
- cooperates by complying with school regulations
- demonstrates the highest standards of honesty and reliability
- takes criticism willingly and accepts recommendations graciously

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. The office web site for NHS is http://www.sd5.k12.mt.us/domain/179

2018 National Honor Society Induction Ceremony
Monday, October 8, 2018
7:00-8:00pm
GHS Performance Hall
ACTIVITIES AND CLUBS

STUDENT GOVERNMENT
The primary purpose of our Student Council is to enrich the student experience through coordination of school events and activities. The 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.

Elected Student Body/Class Officers

<table>
<thead>
<tr>
<th>Student Body Officers</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Drew Lorenc</td>
</tr>
<tr>
<td>Vice-President</td>
<td>Jezalyn Schussler</td>
</tr>
<tr>
<td>Secretary</td>
<td>A.J. Popp</td>
</tr>
<tr>
<td>Treasurer</td>
<td>Brooklyn Lamers</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Senior Class Officers</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Kaitlyn Carter</td>
</tr>
<tr>
<td>Vice-President</td>
<td>Kavi Fix</td>
</tr>
<tr>
<td>Secretary</td>
<td>Megan Rediger</td>
</tr>
<tr>
<td>Treasurer</td>
<td>Ryan Kelly</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Junior Class Officers</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Morgan Baker</td>
</tr>
<tr>
<td>Vice-President</td>
<td>Joselyn Jolly</td>
</tr>
<tr>
<td>Secretary</td>
<td>Simon Hill</td>
</tr>
<tr>
<td>Treasurer</td>
<td>Liv Wilson</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Sophomore Class Officers</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Joe Schlegal</td>
</tr>
<tr>
<td>Vice-President</td>
<td>Morgan Hernandez</td>
</tr>
<tr>
<td>Secretary</td>
<td></td>
</tr>
<tr>
<td>Treasurer</td>
<td></td>
</tr>
</tbody>
</table>

Freshmen Class Officers are determined by vote in September

<table>
<thead>
<tr>
<th>Freshmen Class and Representatives</th>
<th>Tues., Sept. 11</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Body Officer</td>
<td>Tues., May 7</td>
</tr>
<tr>
<td>Class Officer</td>
<td>Wed., May 15</td>
</tr>
</tbody>
</table>

STUDENT INVOLVEMENT
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.

Student Council Elections

<table>
<thead>
<tr>
<th>Election</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshmen Class and Representatives</td>
<td>Tues., Sept. 11</td>
</tr>
<tr>
<td>Student Body Officer</td>
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<tr>
<td>Class Officer</td>
<td>Wed., May 15</td>
</tr>
</tbody>
</table>
ATTENDANCE POLICY

ACADEMIC CATCH-UP DAY

The objective of the Academic Catch-Up Day is to give students the opportunity to improve their grades by getting caught up on their academic work. This work includes, but is not limited to, completing missing assignments, retaking quizzes, finishing essays, reading course material, completing enrichment activities, working on deficient skills, extending science lab time, tutoring etc.

Our expectation is that this regular school day is treated with a serious, strategic focus on students improving their academic standings. We strongly encourage parents to support this special opportunity for their son/daughter to receive extra help. It should not be viewed as a “free” day especially when there is academic work that can be done.

Students meeting all the criteria are exempt from attending school on the Academic Catch-Up Day for that time period. We will put a special attendance code in Powerschool for each student that is exempt from attending school on Academic Catch-Up Day. The code will be “AC”. Students not meeting all the Academic Catch-Up Day criteria are required to attend all their classes on the Academic Catch-Up Day.

Students eligible for exemption from the Academic Catch-Up Day must meet ALL the following criteria in ALL classes:
1. have an accumulative grade of 70% or greater in each class
2. no skips, unexcused absences or unverified absences
3. no Wednesday Schools, in-school suspensions or out-of-school suspensions

There are four Academic Catch-Up Days scheduled this school year. Administration reserves the right to change or delete the date of an Academic Catch-Up Day.

<table>
<thead>
<tr>
<th>Quarters 2018-2019</th>
<th>Deadline for Determining Catch-Up Day Eligibility</th>
<th>Catch-Up Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quarter 1 8-29-18 to 11-2-18</td>
<td>Wed., Oct. 24</td>
<td>Thurs., Oct. 25</td>
</tr>
<tr>
<td>Quarter 2 11-05-18 to 1-18-19</td>
<td>Wed., Jan. 9</td>
<td>Thurs., Jan. 10</td>
</tr>
<tr>
<td>Quarter 3 1-21-19 to 4-4-19</td>
<td>Wed., March 20</td>
<td>Thurs., March 21</td>
</tr>
<tr>
<td>Quarter 4 4-8-19 to 6-7-19</td>
<td>Wed., May 1</td>
<td>Thurs., May 2</td>
</tr>
</tbody>
</table>

Procedural Details for Academic Catch-Up

1. Teachers and students will follow the regular seven period schedule.
2. Lunch times, closed campus lunch and bus transportation will not change.
3. Attendance will be taken at the start of each period.
4. Vo Ag and welding students will ride the bus and attend their classes during their regularly scheduled times. Running Start students will attend their college classes as scheduled.
5. Each student who is required to attend the Catch-Up Day will fill out a colored Action Plan prior to the Catch-Up Day. This plan will indicate each class in the student’s schedule, their current grade and work that needs to be done. Staff may choose to print a grade report from Powerschool instead of filling out the “To Do” line.
6. On the Catch-Up Day, students will remain in their regularly scheduled classes if there is work to be done in those classes. Work may include finishing missing assignments, taking missing tests, finishing essays, tutoring, retaking a quiz, etc.

OR
ATTENDANCE POLICY

ACADEMIC CATCH-UP DAY, cont.

Procedural Details for Academic Catch-Up, cont.

Students may be released by the classroom teacher to attend a different class where the student needs to make up work, receive additional tutoring, etc. as indicated in the “To Do” section of the Action Plan. The regularly scheduled classroom teacher for that period will determine if their class receives priority over another class.

7. Students who complete all make up work AND have no other classes they need to work on are expected to remain in their regularly scheduled class. Class time may be used to study, read, work on enrichment projects or tutor other students.

8. Students do not have free periods to wander during the Catch-Up Day. They follow their regular schedule with attendance taken every period. If a student attends a Catch-Up class, it is because this option is clearly written on the Action Plan for the student and the receiving teacher documents the arrival time.

9. Staff members electing to send students to another academic area will refer to the Action Plan to determine greatest need. The Action Plan will also serve as the “pass” to go to the other class.

10. Staff will fulfill their duty and personal prep times as required on the master schedule. Students can be directed back to the original classroom teacher if they are attempting to meet with teachers during these times.

11. The student’s completed Action Plan will be returned to their 7th period teacher. If the student has an early release, the student will submit the plan to their last scheduled teacher.

12. Students without Action Plans will follow their regular seven period class schedule. No hall passes will be issued.

Questions and Answers for Academic Catch-Up

Question: My student didn’t meet the criteria to be exempt from attending school on Academic Catch-Up Day. What is the consequence if my student decides to not attend the Catch-Up day?
Answer: School attendance rules apply. Also, there could likely be a natural consequence in the area of academic achievement and grades. For example, the student may not have another opportunity to submit a missing assignment or retake a test.

Question: My student didn’t meet the criteria to be exempt from attending school on Academic Catch-Up Day. My student tells me they don’t have anything to do and it will be a waste of time to attend school that day.
Answer: Please review their Action Plan because it will outline your student’s expectations for Catch-Up Day. If they are truly caught up academically, then the class time may be used to study, read, work on enrichment projects or tutor other students.

Question: My student needs a lot of help in one subject. Can they spend more than one class period receiving help in that subject?
Answer: Yes. The student will complete their Action Plan so that it shows specifically where the extra help is needed.
ATTENDANCE POLICY

ACADEMIC CATCH-UP DAY, cont.

Questions and Answers for Academic Catch-Up

Question: My student met the criteria and so is exempt from attending school on Academic Catch-Up Day. Can they attend school anyway?
Answer: Yes. The student will still complete a colored Action Plan so that the staff knows how to support the student to maximize the Catch-Up opportunity.

Question: My student met the criteria and so is exempt from attending school on Academic Catch-Up Day. Can they go to the Career Center and work on college or scholarship applications?
Answer: Yes. The student will still complete a colored Action Plan so that the Career Center director is aware of the student’s intent.

Question: My student met the criteria and so is exempt from attending school on Academic Catch-Up Day. Can they attend a few periods just to focus on those subjects?
Answer: Yes. The student will still complete a colored Action Plan so that the staff knows how to support the student to maximize the Catch-Up opportunity.

Question: My student met the criteria and so is exempt from attending school on Academic Catch-Up Day. Can a group of Advanced Placement students form a study group to work on their AP class?
Answer: Yes. The students will still complete their colored Action Plans so that the staff knows how to support the students to maximize the Catch-Up opportunity.
## ATTENDANCE POLICY

### ATTENDANCE CODES DEFINITIONS

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>OR</td>
<td>Office Request</td>
<td>Absence verified by an administrator, SRO or school counselor. Examples include meeting with an administrator, SRO or school counselor.</td>
</tr>
<tr>
<td>SS</td>
<td>School Sponsored</td>
<td>Absence that meets the school-sponsored criteria described in the attendance policy.</td>
</tr>
<tr>
<td>EA</td>
<td>Excused Absence</td>
<td>Absence verified by a parent, guardian, caretaker, medical personnel or a school official. Non-MHSA sanctioned events would be considered excused absences. Using an excused absence to avoid taking an exam is not acceptable.</td>
</tr>
<tr>
<td>AC</td>
<td>Academic Catch-Up Day Absence</td>
<td>Student is exempt from attending school on an Academic Catch-Up Day because the student met the exemption criteria.</td>
</tr>
</tbody>
</table>
| UV   | Unverified Absence | Parent contact attempted by school personnel to verify absence status. No contact was made with the parent so absence is listed as unverified. If absence is not excused by the end of the next school day by the parent, it is considered an unexcused absence (UA).  
*Voids the Academic Catch-Up Day Incentive*
*Must attend the Academic Catch-Up Day* |
| UA   | Unexcused Absence | Absence not verified by a parent, guardian, caretaker, medical personnel, public servant, or a school official. Student receives no credit for work/assignments missed. If absence is not excused by the end of the next school day, it is considered a skip (SK).  
*Voids the Academic Catch-Up Day Incentive*
*Must attend the Academic Catch-Up Day* |
| SK   | Skip | Absence not verified by approved parties, before the end of the next school day or by a valid reason. It is a skip if the student leaves school during the day and doesn’t check out at the Attendance Office. Verification from a parent must be made in advance, not after the absence. Student receives no credit for work/assignments missed.  
*Voids the Academic Catch-Up Day Incentive*
*Must attend the Academic Catch-Up Day* |
| IS   | In-School Suspension | Consequence assigned by a school administrator for rule violation. Student receives credit for work or assignments missed.  
*Voids the Academic Catch-Up Day Incentive*
*Must attend the Academic Catch-Up Day* |
| 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 Academic Catch-Up Day Incentive*
*Must attend the Academic Catch-Up Day* |
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, and manicure appointments. The administration will not honor requests to be excused from study hall/learning lab if the request is interpreted as a violation of the closed campus policy.

ATTENDANCE EXPECTATIONS
Assuming no unusual health or personal issues and not counting school-sponsored absences, a high school student should not miss more than four days per quarter.

ATTENDANCE REPORTING TO PARENTS
1. Parents or guardians will be notified of SK or UA via the school's automated phone system, a letter or a personal phone call.
2. Parents can access at any time their son/daughter’s PowerSchool on-line progress report to view their complete attendance report and current grade status for each class.

PARENT’S RESPONSIBILITY
1. Parents must call or send a signed note to excuse an absence within 2 days of the absence otherwise the absence is considered a “skip”. This includes students 18 years of age and older.
2. Parents must call or send a signed note to the attendance office to excuse their student for an appointment. The pass must be obtained by the student from the attendance office prior to the student leaving school.
3. Parents should make every attempt to schedule family vacations only during school breaks.
4. Parents should not excuse their student in order to leave campus at lunch time. Help in supporting the school board policy is greatly appreciated.
5. Parents can only excuse their own son/daughter.

STUDENT’S RESPONSIBILITY
1. Students are responsible for attending class.
2. Students are responsible for continually checking to make sure their attendance record is accurate in PowerSchool.
3. Students are responsible for being in class and ready to start the lesson when the bell rings.
4. Students are responsible for developing time management skills, a productive work ethic and accountability for successful preparation for graduation and beyond.
ATTENDANCE POLICY

MAKEUP OF MISSED ACADEMIC WORK

1) It is reasonable to expect that some course work cannot be replicated due to the nature of the assignment, especially when performance-based activities or experiences are used.
2) It is the student’s responsibility to inquire about makeup of missed course work.
3) It is the student’s responsibility to know assignment expectations and due dates.
4) It is the student’s responsibility to make prior arrangements for assignments during planned absences. Examples of planned absences may include SS and some types of EA.
5) 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.
6) 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 such as a research paper, project, portfolio or speech.
7) 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 time schedule. There will be no academic “late” penalty for assignments completed before the deadline.

<table>
<thead>
<tr>
<th>Absent</th>
<th>Length of Time for Makeup Work</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 day</td>
<td>2 days</td>
</tr>
<tr>
<td>2 days</td>
<td>3 days</td>
</tr>
<tr>
<td>3 or more days</td>
<td>1 week</td>
</tr>
</tbody>
</table>

Example of makeup schedule for one day absent:

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Absent</td>
<td>Makeup</td>
<td>Makeup</td>
<td>Work due</td>
<td>Not Applicable in this Example</td>
</tr>
</tbody>
</table>

Example of makeup schedule for two days absent:

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Monday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Absent</td>
<td>Absent</td>
<td>Makeup</td>
<td>Makeup</td>
<td>Makeup</td>
<td>Work due</td>
</tr>
</tbody>
</table>
ATTENDANCE POLICY

SCHOOL-SPONSORED (SS) ABSENCE
A student qualifies for a school-sponsored (SS) absence if all four of the following criteria have been met:
1. students are supervised by School District employees or official designee
2. activity is a GHS or MHSA/OPI activity
3. activity funding is part of the school budget
4. activity behavior is governed by GHS code of conduct

Examples of school-sponsored (SS) absences include:
1. band, choir, orchestra, speech, theatre performances, school festivals
2. career field events such as Freshmen Career Field Day
3. MHSA athletic competitions, student council meetings or related school activities
4. cheerleading for tournaments and games
5. field trips for school-sanctioned clubs, organizations and classes
6. curriculum related exams or school-sponsored assessments
7. national, regional, state and local conventions for school-sanctioned clubs or classes

Student’s responsibility with school-sponsored absences:
1. 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.
2. It is the student’s responsibility upon returning to class to be prepared to participate in the lesson and related activities.
3. Students will support the school-sponsored absence policy by fully cooperating with their teachers concerning makeup of homework, tests, projects and other class activities.
4. School-sponsored students will make every effort to stay current with lessons, turn in assignments and complete assessments in a timely manner.
5. 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.
6. 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).
7. 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. based upon the following time schedule examples. There will be no academic “late” penalty for assignments completed before the deadline.

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td>SS Absent</td>
<td>Makeup</td>
<td>Makeup</td>
<td>Work Due</td>
<td>Not Applicable in this example</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Monday</th>
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<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Monday</th>
</tr>
</thead>
<tbody>
<tr>
<td>SS Absent</td>
<td>SS Absent</td>
<td>Makeup</td>
<td>Makeup</td>
<td>Makeup</td>
<td>Work Due</td>
</tr>
</tbody>
</table>
ATTENDANCE POLICY

SEMESTER ASSESSMENTS
Semester assessments are required for all classes and all students regardless of students’ achievement level or attendance. Teachers can give assessments anytime during the two week assessment window.

Semester 1 Assessment Window: Jan. 7-18, 2019 10 days
Semester 2 Assessment Window: May 24-June 7, 2019 10 days

We will also use an assessment schedule for Jan. 17, Jan. 18, June 6 and June 7. Classes will be 70 minutes in length on those days. All students are required to attend class on the four assessment days.

TARDY AND ABSENCE DEFINITIONS
Tardy: Not in class by the time the start bell rings and up to 5 minutes after the bell rings.
Absence: Missing more than 5 minutes of class

TARDY PROCEDURE
1. It is the student’s responsibility to be on time for all classes including period 1.
2. Lunch detention will be assigned by the teacher for each tardy after the first one. This is on a per class basis.
3. If a student does not attend assigned lunch detention, a discipline referral will be written by the classroom teacher.
4. Excessive tardiness will be referred to a school administrator for further disciplinary action.
5. Students with valid excused late passes will not be considered tardy.

UNVERIFIED (UV), UNEXCUSED (UA) or SKIP (SK) CONSEQUENCES

<table>
<thead>
<tr>
<th>Offense</th>
<th>Credit</th>
<th>Consequence</th>
</tr>
</thead>
<tbody>
<tr>
<td>#1</td>
<td>No credit for missed work.</td>
<td>Wednesday School and Catch-Up Day Voided OR Lunch Detention OR Garbage Detail</td>
</tr>
<tr>
<td>#2</td>
<td>No credit for missed work.</td>
<td>Wednesday School and Catch-Up Day Voided OR Lunch Detention OR Garbage Detail</td>
</tr>
<tr>
<td>#3</td>
<td>No credit for missed work.</td>
<td>In-School Suspension OR Wednesday School and Catch-Up Day Voided</td>
</tr>
<tr>
<td>#4</td>
<td>No credit for missed work.</td>
<td>Out-of-School Suspension OR Wednesday School and Catch-Up Day Voided</td>
</tr>
<tr>
<td>#5</td>
<td>No credit for missed work.</td>
<td>1-10 day suspension, individual counseling, and possible alternative educational plan</td>
</tr>
</tbody>
</table>
CAREER FIELD ACTIVITIES

COLLEGE DAY
Post secondary education plays an important future role in lives of over 75% of our students. To honor and support the importance of continuing education, the staff will be hosting a College Day on Thurs., Sept. 20, 2018. Activities will include the staff wearing clothing with the name or insignia of the university from which they received a post secondary degree.

COLLEGE FAIR
The College Fair will be held in the large gym at Flathead High School on Thurs., Sept. 27 from 8:15-11:30 a.m. 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.

FRESHMEN CAREER FIELDS FAIR
We will host the Freshmen Career Fields Fair on Tues., December 11, 2018 from 8:15-11:00 a.m. in the GHS Commons. Our freshmen will select three professionals from approximately 90 professional volunteers to learn about their professions. Follow-up discussions will take place in the 21st Century Literacy classes.
COMMUNICATION

DAILY SCHOOL ANNOUNCEMENTS
The school announcements are broadcast daily at the beginning of period 2 using our TV system. In addition, the bulletin is sent to parents via email and posted on our school web site.

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. The online access provides information on attendance, most recent report card, GPA history, grade history for all high school classes, current class schedule, links to course assignments, and progress reports. To obtain the information, access the school web site at http://www.sd5.k12.mt.us/2/home and then click on the PowerSchool link on the Quick Links menu on the left. We have made every effort to ensure security, so no names are included on the site and access to your student information will be only by the use of an assigned ID and PIN number. Please contact the main office at 758-8604 if you forget your ID or PIN numbers.

PARENT E-MAIL
The administration will use email to update parents on important school events. Please contact 758-8625 to add or change your email address to the parent database.

STAFF E-MAIL
All administrative and educational staff has an assigned e-mail account. To access staff through the use of e-mail, type in their last name, first initial, and then @sd5.k12.mt.us. (Example: Micah Hill, Principal can be contacted via hillm@sd5.k12.mt.us)

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.

WEB SITE
The Glacier High School web address is http://www.sd5.k12.mt.us/2/home
Information provided includes daily announcements, weekly activity schedules and student/parent resources.
DRESS CODE POLICY

STUDENT DRESS
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.

DRESS CODE GUIDELINES
The following list describes dress code violations:
1. Clothes worn with significant holes or tears.
2. Undergarments showing. This includes bra straps, thong underwear, waistbands, and tops of boxers or briefs.
3. Sheer (see-through) clothes, backless garments, halter tops, bare backs, bathing suits, and tube tops.
4. Low-cut shirts that show cleavage or shirts that expose midriff.
5. Pajama-type pants, tops, or bedroom slippers.
6. Jumper and overall straps worn across shoulders and not fastened.
7. Pants worn hanging significantly below the natural waist line.
8. Hair curlers or picks.
9. Face or body paint that is distracting or disruptive.
10. Spiked jewelry or apparel, wallet chains, and other sharp or weighted objects that are considered a safety hazard.
11. No shoes. Shoes must be tied, buckled, or worn as the manufacturer intended.
12. Belts not buckled or sashes not tied.
13. Sunglasses worn in the school building.
14. 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.
15. Clothing with pictures or writing that has a double meaning where one meaning is inappropriate and/or disrespectful.
16. Clothing, patches, buttons, jewelry, armbands, or other accessories adorned with references to and/or suggestions of:

<table>
<thead>
<tr>
<th>Drugs</th>
<th>Sex</th>
<th>Pornography</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alcohol</td>
<td>Lewd Pictures</td>
<td>Violent Acts or Hate Crimes</td>
</tr>
<tr>
<td>Tobacco</td>
<td>Illicit Acts</td>
<td>Vulgar or Obscene Displays</td>
</tr>
<tr>
<td>Profanity</td>
<td>Illegal Activities</td>
<td>Demeaning Messages</td>
</tr>
</tbody>
</table>

Students may wear sweat clothes as long as the clothing is in compliance with the rest of the dress expectations.

EXPECTATIONS
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.

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.
**DRESS CODE POLICY**

**CONSEQUENCES**
The penalty for a dress code violation is an unexcused absence for that class period. The student will remain unexcused until he/she adheres to the policy. A student who continues to violate the dress code may be subject to disciplinary action.

**HEADWEAR OR SUNGLASSES**
Headwear or sunglasses are not to be worn in any school building Monday through Friday between the hours of 4:00am and 3:15pm. Headwear includes, but is not limited to, hats, visors, scarves, headbands, 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.

<table>
<thead>
<tr>
<th>Progressive Discipline Chart for Headwear or Sunglass Noncompliance</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Offense: Item returned to student at end of school day.</td>
</tr>
<tr>
<td>Second Offense: Item returned to student at end of month.</td>
</tr>
<tr>
<td>Third Offense: Item returned to student at end of month and Wednesday School.</td>
</tr>
<tr>
<td>Fourth Offense: Item returned to student at end of school year and Wednesday School.</td>
</tr>
<tr>
<td>Subsequent Offenses: Student not allowed to possess hat or sunglasses in the building.</td>
</tr>
</tbody>
</table>

**OPPORTUNITY TO CORRECT**
If a student violates the dress code policy, the student will be given the opportunity to correct their attire or style of hair 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.
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. Some of the code highlights are as follows:

Fire Walls: The GHS facility is divided into 5 separate buildings with 2-hr fire resistive walls that are structurally independent from each other, extending from the main floor slab up to the roof. These walls greatly reduce the spread of fire and provide increased safety for the buildings occupants. Due to the sheer size of this structure the GHS facility also utilizes these fire wall breaks for building expansion, contraction and seismic movement.

Fire Protection Devices: Glacier High School is fully fire sprinkled and has a complete coverage fire-smoke detection system. All detection components are monitored and can pinpoint the problem area for the fire department in the matter of seconds.

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 important 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 or 751-3404
- Access the internet at www.sd5.k12.mt.us/2/home
- 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
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.

Students can eat outside on the north side of the building only. Picnic tables are provided for students.

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

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.
3. Free or reduced price eligibility. Our program assures the privacy of students qualifying for free or reduced price meals. Students wishing to apply for free or reduced price meals can access the online application at www.mymealtime.com Please call 758-8655 for additional information.

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

<table>
<thead>
<tr>
<th>Prices</th>
<th>Student</th>
<th>Adult</th>
</tr>
</thead>
<tbody>
<tr>
<td>Daily Lunch</td>
<td>$3.00</td>
<td>$3.50</td>
</tr>
<tr>
<td>Weekly Lunch (5 days)</td>
<td>$15.00</td>
<td>$17.50</td>
</tr>
<tr>
<td>Monthly Lunch (20 days)</td>
<td>$60.00</td>
<td>$70.00</td>
</tr>
<tr>
<td>Daily Breakfast</td>
<td>$1.75</td>
<td>$2.00</td>
</tr>
</tbody>
</table>

Note: We do not allow charges.

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:
1. Students are to conduct themselves in an orderly manner at all times; in the food court lines, and while eating.
2. Each student is responsible for the cleanliness of the table or the place at which he/she eats and for the surrounding area.
3. Trays, silverware, refuse and other eating items should be returned to the appropriate place.
4. Music being played must not be heard by others.

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!
GENERAL POLICIES

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.

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:
1. copying someone else’s work, such as an assignment, quiz, or test, and submitting it as your work
2. allowing another student to copy your work
3. 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
4. copying source material or not crediting sources in an attempt to present another’s work as your own
5. looking on someone’s paper or using a "cheat sheet" while taking a test
6. turning in a research paper that you bought from a service or received from some other source
7. submitting your same work more than once for credit without the teacher’s permission
8. using memory calculators and other devices with stored exam information while taking a test
9. using someone else’s answers for a lab/homework assignment
10. making up data on a lab assignment
11. making up a source to use as a citation in a paper
12. giving another student one’s homework so that he/she can copy the answers
13. letting someone copy one’s answers during an exam
14. giving test information/answers to students in other sections of the same class
15. quoting a source (copying information word for word) and failing to give the proper citation
16. putting a source’s text into one’s own words (paraphrasing) and not citing the source
17. 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. Consequences could include, but are not limited to, a zero on the assignment or removal from the class with a semester “F”.

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.

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.
GENERAL POLICIES

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.

BULLYING/CYBER-BULLYING/HARASSMENT/INTIMIDATION/HAZING
The purpose of this policy is to ensure a positive and productive learning and working environment. Bullying, cyber-bullying, harassment, intimidation, or hazing by students is strictly prohibited and will not be tolerated.

Definitions
1. "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.

2. "Harassment, intimidation, or bullying" means any act 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. Knowingly placing a student in reasonable fear of physical harm to the student or damage to the student's property; or,
   c. Creating a hostile educational environment.

3. "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, on the basis of age, race, religion, color, creed, national origin, sex, ancestry, disability, or marital status.

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 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 751-3404 at least one day in advance to obtain this authorization.
GENERAL POLICIES

BUS RULES AND PROCEDURES
1. School conduct rules apply to bus transportation.
2. Students will promptly honor the driver’s requests.
3. Students will be on time. The bus will not wait for those who are tardy.
4. Students will not have unnecessary conversation with the driver.
5. 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.
6. 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.
7. Students will not throw waste paper or other rubbish on the floor or out of the bus.
8. Students will not, at any time, extend arms or head out of the bus window.
9. Students will not get on or off or move about within the bus while it is in motion.
10. Students crossing the road will look both ways.
11. Students will obey and respect monitor and patrol orders.
12. Students will immediately report to the bus driver damage being committed.
13. Students will not use or possess tobacco or any illegal substance on the bus.
14. Students will have no part in the operation of the bus.
15. 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.
1. 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.
2. 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.
3. 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.

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.

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:
1. All printed matter and petitions distributed or circulated on school property should bear the name of the sponsoring organization.
2. 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.
3. 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.
GENERAL POLICIES

CELL PHONES AND OTHER ELECTRONIC EQUIPMENT
(including, but not limited to PDAs, iPods, iPads, iPhones, MP3 Players)

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 bandwidth for instructional purposes.

Stolen or Lost Electronic Equipment

Each year there are many electronic devices that are lost or stolen at school. Students are strongly encouraged not to bring these items to 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.

<table>
<thead>
<tr>
<th>Time</th>
<th>Inside Facility</th>
<th>Outside Facility</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:15 a.m.-3:15 p.m. During Class Time</td>
<td>Cell phone policy directed by teacher</td>
<td>Cell phone &quot;ON&quot; OK to use</td>
</tr>
<tr>
<td>8:15 a.m.-3:15 p.m. Passing Time Between Classes</td>
<td>Cell phone “ON&quot; OK to use outside of classrooms</td>
<td>Cell phone “ON&quot; OK to use</td>
</tr>
<tr>
<td>Student's Lunch time</td>
<td>Cell phone “ON&quot; OK to use in Commons Area</td>
<td>Cell phone “ON&quot; OK to use</td>
</tr>
<tr>
<td>3:16 p.m.-8:14 a.m.</td>
<td>Cell phone “ON&quot; OK to use anywhere</td>
<td>Cell phone “ON&quot; OK to use</td>
</tr>
</tbody>
</table>

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.

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.

Progressive Discipline Chart for Cell Phone Noncompliance

First Offense: Lunch detention and confiscation of the phone.
Second Offense: Wednesday school and confiscation of the phone.
Third Offense: ISS and confiscation of the phone.
Subsequent Offenses: OSS and confiscation of the phone.

Note: Refusal to turn over a phone with the battery intact to an administrator will result in an automatic two day out-of-school suspension.
GENERAL POLICIES

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 disciplinary action includes, but is not limited to, Wednesday School. The parking lots are considered off campus, but on school property.

CONFLICT MEDIATION
Mediation can be used to resolve disputes. In addition to resolving conflicts between parents, students, and staff, we also offer peer conflict mediation. 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.

CONSEQUENCES
Students whose behavior is found to be in violation of the bullying/harassment policy will be subject to discipline up to and including expulsion. Individuals may also be referred to law enforcement officials.

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.

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.

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.

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.

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.
**GENERAL POLICIES**

**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.

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

- Expulsion
- Deferred expulsion
- Suspension out-of-school
- Suspension in-school
- Wednesday School
- Detention
- Advisement/warning
- Peer Court
- Conference
- Alternative education plan

**DISCIPLINARY TERMS DEFINED**

**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.

**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.

**Expulsion:** This means permanent exclusion from school.

**Expulsion Hearing:** 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.

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

**Peer Court:** The Flathead County Peer Court is a community-based private nonprofit organization designed to provide an alternative response for youth offenders who have committed an offense. This program allows students to receive appropriate consequences from a jury of their peers. Peer Court is based on the philosophy that young offenders are less likely to continue inappropriate or delinquent behavior when confronted by a jury of their peers. Students volunteer to serve as Peer Court jurors, clerks, bailiffs, judges, or prosecuting/defense attorneys.
GENERAL POLICIES

DISCIPLINARY TERMS DEFINED, cont.

Suspension:

Short-term Out-of-School Suspension - A student is not allowed to attend class for up to and including 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.

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.

Wednesday School: Wednesday School is held in the classroom D118 from 3:30-5:30 p.m. on Wednesday. Failure to complete Wednesday School will result in a two-day suspension out of school and zeros in all classes for those two days. If a student is late, they are not admitted and it is counted as a no-show. Two hours of homework must be brought by the student. The assessment incentive is null and void in all classes for any student assigned to Wednesday School.

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.

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:

1. 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;
2. Off school grounds at a school-sponsored activity, or event, or any activity or event which bears a reasonable relationship to school;
3. Traveling to and from school or a school activity, function, or event.
4. 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.

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.
GENERAL POLICIES

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.

1. Vehicle with no valid school parking permit.
2. Parking in a handicap space without a handicap permit.
3. Parking in a “no parking” space.
4. Parking in two spaces (straddling two parking spaces).
5. Blocking a driveway or access.
6. Parking in staff parking lots, visitors’ area, fire zones, bus loading zones, or handicap zones.
7. Driving in an unsafe manner such as speeding, driving recklessly, tire squealing, leaving lanes, driving over the landscaping.
8. Parking on snow banks.
9. Parking on the grass, landscaping, or medians.
11. Parking outside of your assigned class lot. Seniors should only park in the senior lot.

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.

DRUG PARAPHERNALIA
Drug paraphernalia or instruments such as pipes, roach clips, syringes, pacifiers, needles, cocaine spoons or kits, nitrous oxide paraphernalia, rolling papers, water pipes, and any other items normally or actually used for the packaging, conveyance, dispensation, or use of mood altering substances 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 a mood-altering substance. Addiction to an illegal substance may not be used as an excuse for a violation.

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

1. 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.
2. During normal school hours, including recess, lunch and class changes, detentions, and summer school.
3. At any school-sponsored or sanctioned activity or event away from or within the School District.

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.

EQUAL EDUCATION, NONDISCRIMINATION, AND SEX EQUITY
Equal educational opportunities are 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.

No student, on the basis of sex, 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 GHS Title IX Coordinator, Mr. Mark Dennehy. He can be reached at 758-8620. Any individual may file a complaint alleging violation of this policy by following the Uniform Complaint Procedure (Policy 1700).

Hostile or abusive treatment, derogatory remarks, or acts of violence against students with disabilities will not be tolerated. Such behavior will be considered as constituting discrimination on the basis of disability, in violation of state and federal law.
GENERAL POLICIES

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.

FABRICATION 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.

FAILURE TO RESPOND TO ADMINISTRATOR’S REQUEST TO SEE 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.

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 or other illegal activities 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.

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
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.

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.
GENERAL POLICIES

GANGS AND GANG ACTIVITY, cont.
Students on school property or at any school-sponsored activity shall not:

1. 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;

2. 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

3. Engage in any act furthering the interest of any gang or gang activity, including, but not limited to:
   a. Soliciting membership in or affiliation with any gang;
   b. Soliciting any person to pay for protection or threatening another person, explicitly or implicitly, with violence or with any other illegal or prohibited act;
   c. Painting, writing, or otherwise inscribing gang-related graffiti, messages, symbols, or signs on school property; and,
   d. 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.

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.

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 (1) 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.

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
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.

HAND HELD METAL DETECTOR
If the administration has reason to suspect that a student is in possession of a potentially harmful metallic weapon, a hand held metal detector may be used as part of the search procedure.

HOME PREPARED FOOD
No home prepared food may be sold on school property.

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.
GENERAL POLICIES

LASER POINTERS, WATER PISTOLS, WATER-TRANSMITTING DEVICES
Possession and use of laser pointers, water pistols, and water transmitting devices is prohibited. Offenders shall be subject to confiscation of the object and disciplinary action.

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
Students have no appropriate reason to carry cigarette lighters, matches or e-cigarettes on the campus. These items discovered by the staff will be confiscated and disciplinary action applied.

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.

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.

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:

1. The adult sponsor must be present and actively supervising.
2. The activity must be completed by 10:00pm and/or not starting before 6:00am.
3. The activity must be approved by the activities director.
4. The activity can not be demeaning to any individual or group of students.
5. 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.
GENERAL POLICIES

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.

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.

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.

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.

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

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.
GENERAL POLICIES

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; numchucks; 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.

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.

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.

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.

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.

RETRATIATION 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.
GENERAL POLICIES

ROUNDABOUTS
There are two roundabouts located within the Glacier vicinity. One roundabout is located on our campus at the southern main entrance to the building. The other one is located at the corner of Stillwater and West Reserve. The driving procedure is the same for both roundabouts.

Three important driving tips:
1. Entering traffic always yields to circulating traffic
2. Circulating traffic always keeps moving
3. Circulating traffic always flows counter clockwise

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.

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.

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.

SENIOR CLASS OPEN CAMPUS DURING LUNCH
Seniors have an open campus only during lunch. During lunch, seniors are allowed to sit in their vehicles in the senior parking lot. If a senior 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 because school personnel will be checking them. Also, senior cars leaving campus must have the senior vehicle sticker displayed on the driver’s side of the front window. Open campus privilege for seniors 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 senior parking lot, the open campus privilege will be revoked.

The parking lots are considered off campus during lunch for freshmen, sophomores and juniors. Any freshmen, sophomore or junior discovered off campus during lunch will be subject to disciplinary action. The disciplinary action includes, but is not limited to, Wednesday School.

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.
GENERAL POLICIES

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:

1. 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

2. Has the purpose or effect of:
   a. Substantially interfering with the student’s educational environment;
   b. Creating an intimidating, hostile, or offensive educational environment;
   c. Depriving a student of educational aid, benefits, services, opportunities, or treatment; or,
   d. 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.

SKATEBOARDS, ROLLER BLADES, ROLLER SKATES
The use of skateboards, roller blades, or roller skates 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.

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

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

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…"

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

1. Suspended from school and/or recommended for expulsion.
2. Formal complaint signed against him/her and turned over to the police department.
3. 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 (walkmans, disc players, I-Pods, jewelry, cell phones, etc.) 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.

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.

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.

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.
GENERAL POLICIES

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.

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 behaviors include, but are not limited to:

1. Using, possessing, distributing, giving, purchasing, or selling tobacco products, including e-cigarettes.
2. 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.
3. 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.

The consequences for violating the substance abuse policy are:

1. Notification of appropriate law enforcement agency.
2. Notification of parent(s) or guardian(s).
3. Enforcement of consequences as defined under GHS disciplinary action guidelines.

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.
GENERAL POLICIES

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.

Level 2: Building Administrator

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. 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.
GENERAL POLICIES

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.

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. Audio will not be part of the video recordings made, reviewed, or stored.

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.

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.
GRADUATION

ACADEMIC DISTINCTIONS SUMMARIZED

<table>
<thead>
<tr>
<th>Distinction</th>
<th>Cord Color</th>
<th>Criteria Description</th>
<th>Title of Honor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summa Cum Laude</td>
<td>Green</td>
<td>4.00 cumulative gpa for 8 semesters</td>
<td></td>
</tr>
<tr>
<td>Maxima Cum Laude</td>
<td>Cardinal</td>
<td>4.00 cumulative GPA for 7 semesters</td>
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<tr>
<td></td>
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<td>Note: This is for seniors graduating at the end of first semester.</td>
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<tr>
<td>Maxima Cum Laude</td>
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<tr>
<td></td>
<td>Cardinal</td>
<td>Note: This is for juniors graduating at the end of their junior year.</td>
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<tr>
<td>Magna Cum Laude</td>
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<td>3.75-3.99 cumulative gpa for 8 semesters</td>
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<tr>
<td>Cum Laude</td>
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Curriculum Area | Merit Distinction | Engineering Distinction | Fine Arts Distinction | Agriculture Distinction | International Language Distinction | Business Distinction | Social Science Distinction |
<table>
<thead>
<tr>
<th></th>
<th></th>
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<tr>
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<tr>
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<td>0</td>
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<tr>
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<td>22.0</td>
<td>22.0</td>
<td>22.0</td>
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</table>

*The 1.0 vocational credit requirement can be satisfied with vocational or business courses.

Note: 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 for a distinctions is Friday May 10, 2019.
GRADUATION

CLASS OF 2019 GRADUATION
Date: June 1, 2019  Time: 11:00a.m.  Location: GHS Gym
Gym Capacity: 1,500 main level and 750 balcony seats for a total of 2,250 seats
Seating: No ticket required, first come/first serve
Class of 2019: Approximately 350 students

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.

<table>
<thead>
<tr>
<th>SUBJECT</th>
<th>CREDITS</th>
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<tbody>
<tr>
<td>English</td>
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</tr>
<tr>
<td>This should include 0.5 credit of Composition beyond Grade 10; 1.0 credit Literature elective</td>
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</tr>
<tr>
<td>Social Science</td>
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</tr>
<tr>
<td>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</td>
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</tr>
<tr>
<td>Math</td>
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<tr>
<td>This should include 1.0 credit of math in each year grades 9-11</td>
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</tr>
<tr>
<td>Science</td>
<td>2.0</td>
</tr>
<tr>
<td>This should include 1.0 credit of Biology in Grade 9 and 1.0 credit of Earth Science or Chemistry in Grade 10</td>
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</tr>
<tr>
<td>International Language</td>
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</tr>
<tr>
<td>Fine Arts (Art, Music, Theatre)</td>
<td>1.0</td>
</tr>
<tr>
<td>Health/Physical Education</td>
<td>1.5</td>
</tr>
<tr>
<td>This should include 0.5 credit of Health and 1.0 credit of PE</td>
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</tr>
<tr>
<td>Vocational</td>
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</tr>
<tr>
<td>College and Career Readiness I (Grade 9)</td>
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<td>College and Career Readiness II (Grade 11)</td>
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<tr>
<td>General Electives</td>
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<tr>
<td>TOTAL</td>
<td>22.0</td>
</tr>
</tbody>
</table>

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 Fri., Oct 5. 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.

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 will have to 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.
GRADUATION

GRADUATING SUMMA CUM LAUDE (4.00 GPA Cumulative and 8 semesters)
A special designation is reserved for 4.00 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. The Counseling Center will distribute cords the week before graduation.

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 (Please note SB 319 on page 22)
All graduating seniors participating in the ceremony must wear the GHS cap, gown and tassel. No tape, beading, feathers, glitter, leis, bouquets, or any other adornments are allowed on the caps or gowns. Graduates must wear shoes and appropriate clothing that adheres to the GHS dress code. Graduation attire is available from Jostens. Please contact Jim Netz at 406.452.6390 or email him at jim.netz.jr@jostens.com for information about your order.

GRADUATION STUDENT ADVISORY COMMITTEE
A group of senior volunteers will work with the administration on finalizing the plans and offering suggestions for the graduation ceremony and the senior class meeting/rehearsal. Announcements will be made starting in April for seniors to volunteer to be on the committee. The committee will meet during period 5 on Wed., April 10, Wed., April 24 and Mon., May 20.

GRADUATION RESPONSIBILITIES
It is the student's responsibility to satisfy all GHS graduation requirements on time. Students not meeting GHS graduation requirements by Friday May 31, 2019 at 3:00 p.m. 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-weight 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 31, 2019 at 3:00 p.m. 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.

GRADUATION SPEAKERS, MUSICIANS, AND MASTER OF CEREMONY
Tryouts will be held to select the graduation speakers and musicians. Speaker tryouts are Mon., April 22 at 3:30 p.m. and musician tryouts are Wed., Apr. 24 at 3:30 p.m. 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, May 31 from 12:00-2:00pm.

GHS administrators shall maintain discretionary powers to approve the selection of all graduation speakers, musicians, and masters of ceremony.
GRADUATION

GRADUATION SPEAKERS, MUSICIANS, AND MASTER OF CEREMONY, CONT.
Selection criteria will be based upon, but is not limited to, the following:

1. Candidates must be senior class members who will graduate at the end of the second semester.
2. Candidates must have been active participants in a club, organization, or team during the current school year.
3. Candidates must currently be passing in all semester 2 classes in which they are enrolled.
4. Candidates must have earned a minimum of 2.5 credits during the first semester of the current year.
5. Candidates must be in good standing with the school and have no record of suspensions since the beginning of the current school year.
6. Candidates must not owe the school any fines or fees.
7. Candidates must have no record of expulsions, emergency exclusions, or mandatory reassignments during grades 9-12.

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 such as open campus for lunch, parking in the senior lot etc. They are also not eligible for Summa Cum Laude.

LAST SENIOR CLASS MEETING/GRADUATION REHEARSAL
Seniors participating in the graduation ceremony must take part in the graduation rehearsal. The ceremony rehearsal is scheduled for Thurs., May 30 from 12:00-1:15 p.m. in the Performance Hall. This rehearsal is in conjunction with the final senior class meeting and we expect all seniors to attend.

MERIT DISTINCTION
Seniors can receive recognition beyond the diploma by completing requirements in additional subject categories. The 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. Please see your counselor for an application for the distinction. The chart on page 48 has the distinction requirements.

MONTANA SENATE BILL 319
American Indian students can honor their cultural heritage at our graduation ceremony by wearing culturally significant tribal regalia. Please contact the principal for additional information.

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 Wed., May 15, 2019. The ceremony will be in the GHS Performance Hall from 6:00-7:30 p.m. Students receiving recognition are expected to attend this special event.

SENIOR FINES AND FEES
Students need to clear all fines from their account before the completion of the semester. All school fines must be paid before a student will receive their diploma insert at the graduation ceremony. Fines can be paid at the main office during regular business hours.
PARENT INFORMATION

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 decree 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.

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:

1. Student's name
2. Address
3. Telephone listing
4. Electronic mail address
5. Photograph (including electronic version)
6. Date and place of birth
7. Major field of study
8. Dates of attendance
9. Grade level
10. Enrollment status (e.g., under-graduate or graduate; full-time or part-time)
11. Participation in officially recognized activities and sports
12. Weight and height of members of athletic teams
13. Degrees
14. Honors and awards received
15. 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.

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.

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 758-8604 to update phone numbers.
PARENT INFORMATION

EXCUSING STUDENTS FOR “OFF CAMPUS” LUNCH
The administration will not honor requests for freshmen, sophomores and juniors to be excused for lunch on a daily basis. The only students eligible for off campus lunch are seniors. By allowing other students to leave campus during lunch it creates a multitude of problems. Support of the policy by parents is greatly appreciated. We ask that parents not give permission for their student to eat lunch off campus.

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.

1. 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.
2. 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.
3. 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.
4. The right to a copy of any school student record proposed to be destroyed or deleted.
5. 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.

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.

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.

OPEN HOUSE
GHS families and community members are invited to participate in our Open House on Tues., Sept. 18 from 4:00 p.m. to 7:00 p.m. A general session from the principal outlining the school vision and goals will be held in the GHS main conference room at 6:00pm. After the general session, family members can follow their student’s schedule in order to meet teachers and learn about class objectives, requirements and policies.

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.
PARENT INFORMATION

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.

1. 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.

2. 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.

3. 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.

STAFF PERSONNEL RECORDS
Parents may request information regarding the professional qualifications and degrees of teachers and paraprofessionals who provide instruction to your son/daughter. Please submit your request for information in writing to the principal. The request should include your student’s full name, grade level, parent name, mailing address and staff members name.
PLANNING FOR THE FUTURE

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 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.
PLANNING FOR THE FUTURE

MONTANA UNIVERSITY SYSTEM ADMISSION POLICIES

In order to be admitted to any of the four-year campuses of the Montana University System, students must meet a combination of admissions standards, on the MUS website at http://mus.edu/admissions.asp.

FIRST, students must complete the Board of Regents’ College Preparatory Program in high school. There are two tracks of college prep courses, the minimum core, established in 1991, and the rigorous core, adopted in 2002 as part of the math proficiency standard. OCHE maintains and posts the lists of each high school’s core on the website: http://mus.edu/Prepare/Prepare/MUS_Admission_Standards.asp. Students must complete the Rigorous Core to be eligible for a Montana University System Honor Scholarship.

<table>
<thead>
<tr>
<th>Course</th>
<th>Minimum Core</th>
<th>Years</th>
<th>Rigorous Core</th>
<th>Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mathematics</td>
<td>Algebra I, II, and Geometry (or the sequential content equivalent)</td>
<td>3</td>
<td>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)</td>
<td>4</td>
</tr>
<tr>
<td>English</td>
<td>Written and oral communication skills and literature</td>
<td>4</td>
<td>Written and oral communication skills, literature, and a designated college-prep composition or research-writing course</td>
<td>4</td>
</tr>
<tr>
<td>Science</td>
<td>2 lab sciences; one year must be earth science, biology, chemistry or physics</td>
<td>2</td>
<td>Full year each: General, physical or earth science; biology; chemistry or physics</td>
<td>3</td>
</tr>
<tr>
<td>Social Studies</td>
<td>Global studies (world history, world geography), United States History, and government. Economics, American Indian history or other third-year course</td>
<td>3</td>
<td>Global studies (world history, world geography), United States History, and government. Economics, American Indian history or other third-year course. Recommend: ½ yr of other courses such as psychology, humanities</td>
<td>3</td>
</tr>
<tr>
<td>Electives</td>
<td>World language, computer science, visual and performing arts, or vocational education</td>
<td>2</td>
<td>2 years of a second language, music, fine arts, speech/debate, career and technical education (such as information technology, computer science)</td>
<td>3</td>
</tr>
</tbody>
</table>

AND, Admissions Policy 301.1 requires that students meet one of three minimum requirements:

<table>
<thead>
<tr>
<th>Minimum admissions exam scores:</th>
<th>ACT Composite</th>
<th>SAT Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>MSU-Northern</td>
<td>20</td>
<td>1440</td>
</tr>
<tr>
<td>MSU-Billings &amp; Bozeman</td>
<td>22</td>
<td>1540</td>
</tr>
<tr>
<td>UM-Missoula, MT Tech of UM and UM Western</td>
<td>22</td>
<td>1540</td>
</tr>
</tbody>
</table>

OR have at least a 2.5 high school GPA (grade point average); OR rank in top half of school’s graduating class.
PLANNING FOR THE FUTURE

**AND**, students must satisfy the Mathematics Proficiency standard (Policy 301.15):

<table>
<thead>
<tr>
<th>Assessment</th>
<th>Fall 2010+</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACT Math</td>
<td>22</td>
</tr>
<tr>
<td>SAT Math</td>
<td>520</td>
</tr>
<tr>
<td>AP Calculus AB or BC Subject Exam</td>
<td>3</td>
</tr>
<tr>
<td>CLEP College Algebra-Trig, Calculus, or Trig</td>
<td>50</td>
</tr>
</tbody>
</table>

**OR** Minimum Grades of C in each course of the High School Rigorous Core including 4 years of math and 3 years of science.

Exceptions and additional details are available at: [http://mus.edu/borpol/bor300/301-15.htm](http://mus.edu/borpol/bor300/301-15.htm).

**AND**, students must satisfy the Writing Proficiency standard (Policy 301.16) according to this phase-in schedule:

<table>
<thead>
<tr>
<th>Assessment</th>
<th>Fall 2009 +</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACT Writing Subscore on Optional Writing Test or</td>
<td>7</td>
</tr>
<tr>
<td>ACT Combined English/Writing Score or</td>
<td>18</td>
</tr>
<tr>
<td>Essay Score Writing Section of SAT or</td>
<td>7</td>
</tr>
<tr>
<td>SAT Writing Section Score or</td>
<td>440</td>
</tr>
<tr>
<td>AP English Language Literature Examination or</td>
<td>3</td>
</tr>
<tr>
<td>MUS Writing Assessment</td>
<td>3.5</td>
</tr>
</tbody>
</table>

**OR** a Minimum Score of 50 on CLEP Subject Exam in Composition. Exceptions and additional details are available at: [http://mus.edu/borpol/bor300/301-16.htm](http://mus.edu/borpol/bor300/301-16.htm).

Students who do not meet the Writing and/or Mathematics Proficiency standards may enter a four-year program under Provisional Admissions:

If a student has not yet demonstrated the ability to meet mathematics or writing proficiency standards, the student may be admitted to a 2-year degree program or admitted provisionally to a 4-year program. Before gaining full admission status, the provisionally admitted student may prove appropriate proficiency by re-taking one or more of the listed assessments to earn the required score or earn a grade of C- or better in the math or composition course that is the prerequisite to the course that satisfies the general education program requirements. If students have been provisionally admitted, they must achieve full admission status before the end of three semesters or the completion of 32 credits in the Montana University System, whichever event occurs first.

**NATIONAL COLLEGIATE ATHLETIC ASSOCIATION (NCAA)/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://web1.ncaa.org/eligibilitycenter/common/](https://web1.ncaa.org/eligibilitycenter/common/) (also available at [www.ncaa.org](http://www.ncaa.org)).

**NAIA**

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

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.

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.

FRESHMEN ACADEMY
The Freshmen Academy model at Glacier High School is a means of transitioning students from the middle school to the high school environment. By focusing students on core academics, character building, and proper study habits, we are preparing our freshmen for not only the remainder of their high school career but also for the challenges of becoming productive members of our community. The goal for the Academy is to provide an environment that fosters students’ achievement throughout their high school experience.

The Freshmen Academy employs a team approach by placing ninth grade students with a team of core teachers. This “teaming” allows teachers to get to know their students’ academic and personal needs. The intent is to draw on the strengths of the “whole” rather than on individual teachers.

A ninth grade student’s day will be broken into two blocks of time; a “core” block and an “elective” block. The Academy core courses will consist of English, College & Career Readiness 1, Health and Biology. Those courses are offered periods 2, 3 and 4. The Academy students will still be able to fill their schedule, like the rest of their peers, with elective courses during periods 1, 5, 6 and 7. Students wishing to access the Vo-Ag program will have their own team and a slightly different schedule. Additional assistance in reading will be required for students with below grade level reading skills or those who perform at the novice on standardized assessments.

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. Our 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.
PROGRAMS

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 scoring at the novice level in reading on the 8th grade MONTCAS. Students will gain practical reading skills through a proven program that is dignified, age-appropriate, and effective. The reading specialist is located in room E206. Please contact 758-8352 for more information.

RUNNING START
The Running Start program is a partnership between GHS and Flathead Valley Community College (FVCC) that allows high school juniors and seniors to enroll in college classes and earn both high school and college credits. The first six credits are offered at no cost for in-district students and subsequent courses are offered at a significantly reduced cost. The student is responsible for all college tuition, fees, books, and materials. Running Start registration for fall semester is mid August, spring semester is mid December and summer session is early May. Contact FVCC at 756-3923 or the GHS Counseling Center for exact dates.

To be eligible for Running Start students must:
1. Be enrolled in four GHS courses per semester
2. Maintain the equivalent of a full-time course load between GHS and FVCC
3. Complete a Running Start application
4. Pass the FVCC placement test

We encourage students to select FVCC Running Start courses that are not offered at Glacier High School. More information on Running Start and applications are available through the school counselors in the Counseling 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.
PROGRAMS

SPECIAL EDUCATION
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.

STUDENT TUTORING
We use a student tutoring model that might be of interest to a student at some point in time. Schools are finding great success in having students help other students in a structured tutoring environment. The student tutor is assigned to a specific subject area in order to access students that need a little extra help. The student tutor receives credit, but it doesn’t count in the GPA. Juniors and seniors can sign up for tutoring by contacting their school counselor.

SUMMER SCHOOL
Summer school provides an opportunity for students to repeat a course that they have failed or earn credits outside of the traditional school calendar. The school district hosts a computer-based summer school program. In addition, the student can earn credits through accredited independent study programs. The student pays for summer school and the costs vary depending on the course and the program chosen. GHS does not provide materials or textbooks. Please contact your school counselor for information.

TECH PREP
Tech Prep is a college-preparatory program for technical careers that prepares high school students for success by earning college credit in classes that they take at their high school. In Tech Prep classes, students have the opportunity to explore career options early, in a hands-on, challenging environment. Students discover their own interests and skills while experiencing practical, real-world ways to pursue their goals in a variety of high-skill, high-wage technical careers.

Tech Prep provides:
1. A head start in a two-year associate of applied science degree or apprenticeship program
2. A solid basis for baccalaureate study
3. The ability to apply technical skills for immediate entry-level employment after high school while also attending college

Please see your counselor for additional information.

TRAFFIC EDUCATION
Students fifteen (15) years old or older, or who will reach their fifteenth (15th) birthday within six (6) months of the course completion, are eligible to enroll in a traffic education program. Students are scheduled by age, with the oldest student having first priority. The purpose of the program is to introduce students to a course of study which should lead to the eventual development of skills appropriate for a licensed driver. To enroll in a traffic education class, a student must provide a birth certificate, social security number, and pay a fee. Please call the traffic education office at 751-3983 for more information.
SCHEDULES

ASSEMBLY SCHEDULE
Sept. 12 homecoming, Nov. 28 fall activities, March 13 winter activities, May 30 spring activities

<table>
<thead>
<tr>
<th>Period</th>
<th>Time</th>
<th>Length</th>
</tr>
</thead>
<tbody>
<tr>
<td>Period 1</td>
<td>8:15-8:55</td>
<td>40 minutes</td>
</tr>
<tr>
<td>Period 2</td>
<td>9:00-9:45</td>
<td>45 minutes</td>
</tr>
<tr>
<td>Period 3</td>
<td>9:50-10:30</td>
<td>40 minutes</td>
</tr>
<tr>
<td>Period 4</td>
<td>10:35-11:15</td>
<td>40 minutes</td>
</tr>
<tr>
<td>Early Lunch</td>
<td>11:15-11:55</td>
<td>40 minutes</td>
</tr>
<tr>
<td>Period 5</td>
<td>11:55-12:45</td>
<td>50 minutes</td>
</tr>
<tr>
<td>Period 5</td>
<td>11:20-12:10</td>
<td>50 minutes</td>
</tr>
<tr>
<td>Late Lunch</td>
<td>12:10-12:50</td>
<td>40 minutes</td>
</tr>
<tr>
<td>Period 6</td>
<td>12:50-1:30</td>
<td>40 minutes</td>
</tr>
<tr>
<td>Assembly</td>
<td>1:35-2:30</td>
<td>55 minutes</td>
</tr>
<tr>
<td>Period 7</td>
<td>2:35-3:15</td>
<td>40 minutes</td>
</tr>
</tbody>
</table>

ASSESSMENT SCHEDULE: SEMESTER 1
Thursday January 17, 2019

<table>
<thead>
<tr>
<th>Period</th>
<th>Time</th>
<th>Grades 9-12</th>
<th>Allotted Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Period 1</td>
<td>8:20-9:30</td>
<td>Assessment</td>
<td>70 minutes</td>
</tr>
<tr>
<td>Period 2</td>
<td>9:40-10:50</td>
<td>Assessment</td>
<td>70 minutes</td>
</tr>
<tr>
<td>Lunch</td>
<td>10:50-11:40</td>
<td>Lunch</td>
<td>50 minutes</td>
</tr>
<tr>
<td>Period 3</td>
<td>11:50-1:00</td>
<td>Assessment</td>
<td>70 minutes</td>
</tr>
<tr>
<td>Period 4</td>
<td>1:10-2:20</td>
<td>Assessment</td>
<td>70 minutes</td>
</tr>
</tbody>
</table>

Friday January 18, 2019

<table>
<thead>
<tr>
<th>Period</th>
<th>Time</th>
<th>Grades 9-12</th>
<th>Allotted Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Period 5</td>
<td>8:30-9:40</td>
<td>Assessment</td>
<td>70 minutes</td>
</tr>
<tr>
<td>Period 6</td>
<td>9:55-11:05</td>
<td>Assessment</td>
<td>70 minutes</td>
</tr>
<tr>
<td>Lunch</td>
<td>11:05-11:55</td>
<td>Lunch</td>
<td>50 minutes</td>
</tr>
<tr>
<td>Period 7</td>
<td>12:05-1:15</td>
<td>Assessment</td>
<td>70 minutes</td>
</tr>
</tbody>
</table>

Semester assessments are required for all classes and all students regardless of students’ achievement level or attendance. Teachers can give assessments anytime during the two week assessment window.

Semester 1 Assessment Window: Jan. 7-18, 2019 10 days
Semester 2 Assessment Window: May 24-June 7, 2019 10 days
We will also use an assessment schedule for Jan. 17, Jan. 18, June 6 and June 7. Classes will be 70 minutes in length on those days. All students are required to attend class on the four assessment days.
Thursday June 6, 2019

<table>
<thead>
<tr>
<th>Period</th>
<th>Time</th>
<th>Grades 9-11</th>
<th>Allotted Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Period 1</td>
<td>8:20-9:30</td>
<td>Assessment</td>
<td>70 minutes</td>
</tr>
<tr>
<td>Period 2</td>
<td>9:40-10:50</td>
<td>Assessment</td>
<td>70 minutes</td>
</tr>
<tr>
<td>Lunch</td>
<td>10:50-11:40</td>
<td>Lunch</td>
<td>50 minutes</td>
</tr>
<tr>
<td>Period 3</td>
<td>11:50-1:00</td>
<td>Assessment</td>
<td>70 minutes</td>
</tr>
<tr>
<td>Period 4</td>
<td>1:10-2:20</td>
<td>Assessment</td>
<td>70 minutes</td>
</tr>
</tbody>
</table>

Friday June 7, 2019

<table>
<thead>
<tr>
<th>Period</th>
<th>Time</th>
<th>Grades 9-11</th>
<th>Allotted Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Period 5</td>
<td>8:30-9:40</td>
<td>Assessment</td>
<td>70 minutes</td>
</tr>
<tr>
<td>Period 6</td>
<td>9:55-11:05</td>
<td>Assessment</td>
<td>70 minutes</td>
</tr>
<tr>
<td>Lunch</td>
<td>11:05-11:55</td>
<td>Lunch</td>
<td>50 minutes</td>
</tr>
<tr>
<td>Period 7</td>
<td>12:05-1:15</td>
<td>Assessment</td>
<td>70 minutes</td>
</tr>
</tbody>
</table>

Semester assessments are required for all classes and all students regardless of students’ achievement level or attendance. Teachers can give assessments anytime during the two week assessment window.

  Semester 1 Assessment Window: Jan. 7-18, 2019 10 days
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We will also use an assessment schedule for Jan. 17, Jan. 18, June 6 and June 7. Classes will be 70 minutes in length on those days. All students are required to attend class on the four assessment days.
SCHEDULES

ASSESSMENT SCHEDULE: SEMESTER 2
SENIORS

Tuesday May 28, 2019 (Schedule for Seniors only)

<table>
<thead>
<tr>
<th>Period</th>
<th>Time</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Period 1</td>
<td>8:15 - 9:05</td>
<td>Assessment</td>
</tr>
<tr>
<td>Period 2</td>
<td>9:10 - 10:05</td>
<td>Assessment</td>
</tr>
<tr>
<td>Period 3</td>
<td>10:10 - 11:00</td>
<td>Assessment</td>
</tr>
<tr>
<td>Period 4</td>
<td>11:05 - 11:55</td>
<td>Assessment</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Period</th>
<th>Time</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Early Lunch</td>
<td>11:55 - 12:35</td>
<td>Regular class</td>
</tr>
<tr>
<td>Period 5</td>
<td>12:35 - 1:25</td>
<td>Regular class</td>
</tr>
<tr>
<td>Late Lunch</td>
<td>12:50 - 1:30</td>
<td></td>
</tr>
<tr>
<td>Period 6</td>
<td>1:30 - 2:20</td>
<td>Regular class</td>
</tr>
<tr>
<td>Period 7</td>
<td>2:25 - 3:15</td>
<td>Regular class</td>
</tr>
</tbody>
</table>

Wednesday May 29, 2019 (Schedule for Seniors only)

<table>
<thead>
<tr>
<th>Period</th>
<th>Time</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Period 1</td>
<td>8:15 - 9:05</td>
<td>No class</td>
</tr>
<tr>
<td>Period 2</td>
<td>9:10 - 10:05</td>
<td>No class</td>
</tr>
<tr>
<td>Period 3</td>
<td>10:10 - 11:00</td>
<td>No class</td>
</tr>
<tr>
<td>Period 4</td>
<td>11:05 - 11:55</td>
<td>No class</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Period</th>
<th>Time</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Early Lunch</td>
<td>11:55 - 12:35</td>
<td>Assessment</td>
</tr>
<tr>
<td>Period 5</td>
<td>12:35 - 1:25</td>
<td>Assessment</td>
</tr>
<tr>
<td>Period 5</td>
<td>12:00 - 12:50</td>
<td>Assessment</td>
</tr>
<tr>
<td>Late Lunch</td>
<td>12:50 - 1:30</td>
<td></td>
</tr>
<tr>
<td>Period 6</td>
<td>1:30 - 2:20</td>
<td>Assessment</td>
</tr>
<tr>
<td>Period 7</td>
<td>2:25 - 3:15</td>
<td>Assessment</td>
</tr>
</tbody>
</table>

Thursday May 30, 2019 (Schedule for Seniors only)

<table>
<thead>
<tr>
<th>Event</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior Class Meeting</td>
<td>12:00-1:15</td>
</tr>
<tr>
<td>Senior Class Meeting &amp; Graduation Rehearsal</td>
<td>12:00-1:15</td>
</tr>
<tr>
<td>Seniors required to attend</td>
<td></td>
</tr>
<tr>
<td>Assembly</td>
<td>1:35-2:30</td>
</tr>
<tr>
<td>Spring Activities Assembly</td>
<td></td>
</tr>
<tr>
<td>Seniors expected to attend</td>
<td></td>
</tr>
</tbody>
</table>
SCHEDULES

EARLY RELEASE SCHEDULE
Sept. 26, Oct. 24, Nov. 8, Jan. 25, Feb. 20, May 22

<table>
<thead>
<tr>
<th>Period</th>
<th>Time</th>
<th>Length</th>
</tr>
</thead>
<tbody>
<tr>
<td>Period 1</td>
<td>8:15-8:50</td>
<td>35 minutes</td>
</tr>
<tr>
<td>Period 2</td>
<td>8:55-9:30</td>
<td>35 minutes</td>
</tr>
<tr>
<td>Period 3</td>
<td>9:35-10:10</td>
<td>35 minutes</td>
</tr>
<tr>
<td>Period 4</td>
<td>10:15-10:50</td>
<td>35 minutes</td>
</tr>
<tr>
<td>Period 5</td>
<td>10:55-11:30</td>
<td>35 minutes</td>
</tr>
<tr>
<td>Early Lunch</td>
<td>11:30-12:10</td>
<td>40 minutes</td>
</tr>
<tr>
<td>Period 6</td>
<td>12:10-12:45</td>
<td>35 minutes</td>
</tr>
<tr>
<td>Period 6</td>
<td>11:35-12:10</td>
<td>35 minutes</td>
</tr>
<tr>
<td>Late Lunch</td>
<td>12:10-12:50</td>
<td>40 minutes</td>
</tr>
<tr>
<td>Period 7</td>
<td>12:50-1:25</td>
<td>35 minutes</td>
</tr>
</tbody>
</table>

REGULAR CLASS SCHEDULE

<table>
<thead>
<tr>
<th>Period</th>
<th>Time</th>
<th>Length</th>
</tr>
</thead>
<tbody>
<tr>
<td>Period 1</td>
<td>8:15-9:05</td>
<td>50 minutes</td>
</tr>
<tr>
<td>Period 2</td>
<td>9:10-10:05</td>
<td>55 minutes (Announcements)</td>
</tr>
<tr>
<td>Period 3</td>
<td>10:10-11:00</td>
<td>50 minutes</td>
</tr>
<tr>
<td>Period 4</td>
<td>11:05-11:55</td>
<td>50 minutes</td>
</tr>
<tr>
<td>Early Lunch</td>
<td>11:55-12:35</td>
<td>40 minutes</td>
</tr>
<tr>
<td>Period 5</td>
<td>12:35-1:25</td>
<td>50 minutes</td>
</tr>
<tr>
<td>Period 5</td>
<td>12:00-12:50</td>
<td>50 minutes</td>
</tr>
<tr>
<td>Late Lunch</td>
<td>12:50-1:30</td>
<td>40 minutes</td>
</tr>
<tr>
<td>Period 6</td>
<td>1:30-2:20</td>
<td>50 minutes</td>
</tr>
<tr>
<td>Period 7</td>
<td>2:25-3:15</td>
<td>50 minutes</td>
</tr>
</tbody>
</table>
STUDENT CENTERS

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 several state-of-the-art computer programs, and via the Internet. 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 a.m. to 3:30 p.m. Please contact 758-8634 for information.

COUNSELING CENTER
The counseling offices are located on the main floor. The registrar is available to make appointments for students and to provide information. These offices assist 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 office hours are from 8:00 a.m. to 3:30 p.m. Please contact 758-8625 for additional 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 a.m. to 4:00 p.m.

WRITING CENTER
The Writing Center is a valuable academic resource for faculty and students. It is open from 7:30 a.m. to 3:30 p.m. and is available to all students for writing and related assignments from their teachers. Students are encouraged to ask the Writing Center staff for help with any of their assignments. Please contact 758-8374 for additional information.

Library Study Area
STUDENT 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.

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.

<table>
<thead>
<tr>
<th>Class</th>
<th>Locker Pods</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshmen</td>
<td>D202 &amp; E202</td>
</tr>
<tr>
<td>Sophomore</td>
<td>D202 &amp; B202</td>
</tr>
<tr>
<td>Junior</td>
<td>A102 &amp; D102</td>
</tr>
<tr>
<td>Senior</td>
<td>D102 &amp; E102</td>
</tr>
</tbody>
</table>

LOST AND FOUND
The lost and found is located at the Main Office. Articles left over 10 days are donated to charity.

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 of Sept. 26, Oct. 24, Nov. 8, Jan. 25, Feb. 20 and May 22 lunch time is 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.

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 $14 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.
STUDENT INFORMATION

SCHOOL YEARBOOK
Students can purchase a yearbook at the Main Office. The price is $60 for a yearbook purchased anytime from Aug. 1 to Dec. 31. The price is $70 if the yearbook is purchased from Jan. 1 to July 31. Please call 758-8600 for additional information. The photographer will be taking student pictures for the yearbook on Thursday, September 6 and Friday, September 7, 2018. There is no fee involved.

SENIOR PICTURES
Senior pictures for the school yearbook are due Friday, November 16. The yearbook staff encourages photographers or students to electronically submit high resolution (minimum 300 pixels per inch) images on CD to yearbook advisor, Mr. Ted Burnham.

To look your best in the yearbook, please adhere to the following specifications from the yearbook publisher:
1. The size must be 2.5 inches wide by 3.5 inches high (wallet size).
2. Photos must be vertical, not horizontal.
3. The head size must be at least 1 inch from the chin to the top of the head.
4. The background for senior panels is usually black, so a black shirt or background is not a good idea because you may blend into the page.
5. 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.
6. Yearbook photos that promote alcohol, drugs, tobacco, 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 2019 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.

Chemistry Lab
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 or procedure 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 (e.g., by sending "e-mail bombs" that cause a disk to fill up, a network to bog down, or a software application to crash). 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.
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:

- 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 (modems, CPU’s, displays, servers), 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:

1. Publications should be designed for clarity and readability and strive for high quality in both style and presentation. Correct grammar and spelling are mandatory.
2. Publications must include a statement of copyright when necessary and appropriate, and must indicate permission has been secured when including copyrighted materials.
3. Publications may not contain business advertising nor may they be used for commercial purposes for the pursuit of personal or financial gain.
4. 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.

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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 occur 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.
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 3rd 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.
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: www.mhsa.org; U.S. Department of Health and Human Services page at: www.hhs.gov; and the Centers for Disease and Prevention page at: www.cdc.gov/concussion/sports.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.

HAND WASHING PROTOCOL
Hand washing with soap and warm water for at least 20 seconds is very important to prevent illness and communicable diseases. Students and staff will wash their hands at various times throughout the day including, but not limited to, after using the restroom, before and after eating, or after sneezing or coughing. When soap and water are not available, disposable hand wipes or gel sanitizers may be used in place of hand washing on most occasions.

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

1. A physician or dentist provides a written order for administration of said medication.
2. There is written authorization for self-administration of medication from the student's parent or guardian.
3. 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.
WELLNESS SERVICES

NURSE
The school nurse is available on Tuesday from 8:00a.m. - 4:00p.m in the wellness center. If you have any questions, please call 758-8624.

STUDENT INSURANCE
Three student insurance plans are offered to students who do not have health plan coverage. They are as follows:

<table>
<thead>
<tr>
<th></th>
<th>Low Plan</th>
<th>Middle Plan</th>
<th>High Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Time</td>
<td>$15</td>
<td>$36</td>
<td>$66</td>
</tr>
<tr>
<td>Around the Clock</td>
<td>$68</td>
<td>$144</td>
<td>$266</td>
</tr>
<tr>
<td>Football</td>
<td>$109</td>
<td>$294</td>
<td>$435</td>
</tr>
</tbody>
</table>

Enroll online at http://markel.sevencorners.com or call 877.444.5014 for enrollment by phone. All students and student athletes have access to this program. All students participating in extracurricular activities must provide proof of health insurance either through the student insurance plan or through their parents’ private health plan before participation in the first practice.
Parking Designations

Staff Permit Parking Only
First Row of 23 Spaces
Go Glacier

Finalized 5/7/2007

Lyrics

Don Lawrence

Let's Give a Cheer for Green and Blue — Be sure our Wolf pack gets all we are due — On the court and on the field of play — we'll back you yes back you all the way — and so it's "GO WOLF PACK GO GET 'EM" — and set our sights to the heights of ac—claim — It's G L A C I E R Glacier High School let's win our claim to fame —
Through These Doors Walk America's Bright Future