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NOME BELTZ VISION STATEMENT

“Guiding students on the path to lifelong Achievement”

NOME PUBLIC SCHOOLS SHARED VISION STATEMENT

"Excellence for and from all students"

NOME PUBLIC SCHOOLS MISSION STATEMENT

Nome Public Schools will provide a positive learning environment that educates all students for success in life.

Belief Statement

Teaching and learning of the intended curriculum for all students is the highest priority. Therefore, the misbehavior of one student:

- will not be allowed to interfere with the learning opportunities of another student.
- will not be allowed to interfere with teachers’ responsibility to teach all students.
- will not excuse the misbehaving student from successfully completing the learning objectives.
- will not physically or verbally harm another person.

Behavior Expectations

Students and staff will demonstrate:

- ... self-respect
- ... respect for others
- ... and respect for safety and all things in their environment.

NOME BELTZ FIGHT SONG

On Nome Beltz High,
On Nome Beltz High
Fight, fight, all the time
Pass the ball around the players
Baskets all the time
Rah, Rah, Rah!

On Nome Beltz High,
On Nome Beltz High

Fight on for your fame
Fight Nanooks
Fight, fight, fight
We’ll win this game
Rah!

ACADEMIC INFORMATION

GRADUATION REQUIREMENTS

A minimum of 23 credits is required for graduation. Following are a list of the required classes. All students must attend high school a minimum of seven semesters. To receive a diploma, students MUST also pass all three sections (Reading, Writing and Math) of the HSGQE.

<u>Required Classes</u>	<u>Total Credits</u>
Language Arts	4
Science	2
Mathematics	3
Social Studies	3
Health/Physical Education	2
Electives	9

Students will be assigned to the appropriate grade level by the number of credits are attained by the student. Below are credits associated to grade level identification:

Freshmen	0-5 credit(s)
Sophomore	5.5-11 credits
Junior	11.5-16 credits
Senior	16.5+ credits

WITHDRAWAL FROM CLASSES AR 5121(d)

All high school students schedule within the first week of the semester. Classes may not be changed after that time without permission of the principal or designee. A student who drops a course during the first six weeks of the semester may do so without any entry on his/her permanent record card. A student who drops a course after the first six weeks of the semester shall receive an F grade on his/her permanent record, unless otherwise decided by the principal or designee because of extenuating circumstances.

JUNIOR HIGH SCHOOL REQUIREMENTS

Junior High students are required to take 7 classes per day. The required classes are: Elective, Writing, Math, Physical Education, Language Arts, Science and Social Studies. All Junior High Students are required to take a minimum of 4 semesters of Junior High classes to be promoted.

GRADE REPORTING

1. **Grading Period**--Report cards are given at the end of each of the four quarters.
2. **Progress/Deficiency Reports**--Halfway through each quarter, progress reports are sent home to parents/guardians to notify them of their student's performance in school.
3. **Grades**—NPS uses traditional Carnegie grades (A,B,C,D,F) as indicators of student performance.

COLLEGE ENTRANCE EXAMS

Nome-Beltz High School offers 3 college entrance tests during the school year. The first, the Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test (**PSAT/NMSQT**) is a shortened version of the Scholastic Aptitude Test (SAT) .

Juniors are encouraged to take the PSAT because the National Merit Scholarship Corporation offers scholarships based on test scores. Study booklets are available in the Career Center.

The Scholastic Aptitude Test (**SAT**) is offered each semester of the school year. Most colleges and universities within the United States, as a prerequisite to college admission, accept the SAT and require a combined score of at least 1500 for college admittance. The SAT is offered on Saturdays and requires online registration at *collegeboard.com*. Admissions to SAT are restricted so sign up early. Study booklets are available in the Career Center.

The American College Test (**ACT**) is offered each semester of the school year. Most colleges and universities within the United States, as a prerequisite to college admission, accept the ACT and require a score of at least a 21 for college admission. The ACT is offered during the school week and requires registration at the Nome-Beltz Career Center. Study booklets are available in the Career Center.

S.A.T.	Reg.	ACT	Reg.	PSAT	Reg.
11/05/11	10/07/11	12/08/11	11/04/11	10/12/11	09/17/11
01/28/12	12/16/11	04/04/12	03/09/12		

MILITARY ENTRANCE TESTS

The Armed Services Vocational Aptitude Battery (**ASVAB**) is offered once each school year. The military uses the military entrance score, also called the Armed Forces Qualification Test (AFQT), to determine eligibility for admittance to the Armed Services. Juniors and seniors are encouraged to take the test.

The ASVAB test date is: 02/07/12 Sign up one-week prior to test in the Career Center.

SBA and QUALIFYING EXAM

The State of Alaska has mandated testing for grades 3 through 10 in Reading, Writing, and Mathematics and grades 8 and 10 will take the area of Science. These tests are called Standards Based Assessments (SBA). Students must pass the High School Qualifying Exam (Reading, Writing and Mathematics) administered in their sophomore and consecutive years as a requirement to receive a high school diploma.

Parents, guardians and students should be aware of the state required tests and the dates they are administered. Appointments, vacations, trips, etc. should be planned around these dates. The following dates have been established for the administration of Federal and state assessments in the 2010-2011 school year.

- **Fall 2011** (Retest only Grades 11 & 12)
October 4 (Reading), October 5 (Writing), and October 6 (Mathematics)
- **Spring 2012** (Grade 10 and Retest Grades 11 & 12)
April 3 (Reading), April 4 (Writing) and April 5 (Mathematics)

Standards Based Assessments

- **Spring 2012** April 3-5 April 2-16 (Science test window)

COUNSELING

The Counselor's Office has an open door policy. If you need help or have any questions, feel free to drop in. If the counselor is in and available, he/she will be glad to help you with your needs. If you would like to make a definite appointment to see the Counselor, please sign up with the Counselor. You are encouraged to drop in often to review your transcript progress or to use any of the Career Center materials and computers to help with your future planning.

The Counseling Office offers the following services:

Individual Student Planning

Transcript evaluations, assistance with college entrance procedures, career and ability testing and information are available for individual students. Student academic information; i.e., honor roll, grade ranking, and graduation status are available to students upon request. Students may use the Career Center's up to date resources to explore future careers or educational opportunities. The Career Center provides lists of scholarships and contacts, student help for educational or career research and small group activities.

Personal and Career Development Resources

The counseling office assists teachers with delivering units that lead to the acquisition of affective, social, and employability skills for students. The office also encourages agencies, businesses and community members to provide services within the counseling curriculum.

Responsive Services

Parent/teacher/student conferences, individual student counseling, crisis counseling and referral services are available to all students.

System Support

Support includes: consultation with teachers concerning student needs; correspondence with parent(s) regarding students' personal, social and career development and representation for students on community advisory boards.

STUDENT OF THE MONTH

Each month student of the month nominations will be solicited from teachers by the assistant principal. The voting committee will be comprised of the Junior High and the Senior High faculty.

ASSEMBLIES

Assemblies are scheduled for the instructional benefit of students and promotion of school spirit. Student Council will have responsibility for organizing and coordinating pep assemblies with the assistant principal or designee.

INTERNET SAFETY AND USAGE AGREEMENT AR 6161.4

All students are required to read, sign and abide by the Internet Safety and Usage Agreement. Violation of the Internet and computer usage agreement will result in the following consequence.

1st offense - suspension of Internet use for 2 weeks

2nd offense - suspension of Internet use for 4 weeks

3rd offense - suspension of Internet use for semester

4th offense - suspension of Internet use for one school year

Inappropriate usage deemed extremely severe can result in moving directly to the 4th offense and suspension of privileges for one year.

LIBRARY / MEDIA CENTER

At the Nome-Beltz Library/Media Center, it is our goal to continue developing an inviting media center where students and faculty may research, read and check out materials for two weeks. The library may close daily for one-half hour. Students must leave the library in an orderly manner (push chair in, pick up papers, return magazines, etc.).

There is no late fee for late materials, however, books that are not returned must be replaced or paid for before a student's records will be released and/or the student be allowed to graduate.

Copier Use

Students are welcome to use the copier for SCHOOL ASSIGNMENTS ONLY. Copy as few sheets as possible as waste of paper or other abuse of the copier may result in suspended copying privileges.

SAFETY AND SECURITY

Student safety and security is a high priority. Any time students arrive late or leave early it is important that they sign in and out at the main office. **Visitors must check in at the office upon arrival.**

Any time a student is aware of dangerous situations or has a concern about safety or the well being of another student or staff member, that student is expected to share his or her concerns with a teacher, administrator, a school counselor, or staff in the school office.

Building Evacuation and Lockdown

Nome Public Schools has established emergency procedures for students and staff to follow when Lockdown or Evacuation signals are heard in the school building. In the event of a drill for Lockdown or Evacuation or in the event of an actual emergency situation, students shall obey all teachers' direction in a prompt manner. Student safety depends on listening carefully to the teacher's directions with immediate compliance. Additional emergency classroom instructions are located in each room in the BLUE EMERGENCY FOLDER hanging near the hallway door.

STUDENT ATTENDANCE, TARDIES, MAKE-UP WORK AR 5113

Regular attendance at school is necessary if students are to gain full benefit from their educational opportunities while in high school. There is a direct relationship between poor attendance and school failure. Students who have good attendance generally achieve higher grades, enjoy school more, and are much more employable after leaving high school. However, it is the responsibility of the staff and school to do everything to provide a learning environment that will encourage students to attend. The staff and school will inform the parents of their child's attendance record and cooperate to bring about better attendance procedures.

A. AN ABSENCE is defined as any period when a student is not physically present in class. Both excused and unexcused absences are counted as absences.

Three Absence Categories:

School Sponsored Absences

School sponsored activity absences are absences due to student participation in school-sponsored clubs, sports activities, or field trips. These absences are considered to be part of the regular school program.

Church groups, scouts, beauty pageants, ski team, leagues, non-school sponsored activities, etc, are not included as school sponsored activities. School sponsored activities require either a pre-arranged absence form or a grade check.

Excused Absences

Excused absences are:

1. Injury or illness
2. Quarantine
3. Death in the immediate family
4. Medical or dental appointment

5. Court or administrative proceedings
 6. Religious observance
 7. Educational opportunities-this requires approval from the counselor prior to the absence. The counselor shall inform the Principal and the Attendance Secretary.
- ◆ All excused absences MUST BE accompanied by a parent notification within two (2) school days of the absence.
 - ◆ Medical absences beyond 3 consecutive days WITH A DOCTOR'S NOTE will not count toward the more than 10/20 absences.

Unexcused Absences

Unexcused absences are those that do not meet the above criteria for excused absences and include oversleeping, truancy, and Out of School Suspension. If no reason is attained from a parent for a student absence, the absence will be determined unexcused. Also, if a student is 5 or more minutes late for class that student will be counted as tardy unexcused for that class period.

B. HIGH SCHOOL: When a student has more than ten (10) unexcused absences from a class period in a semester, no credit will be given for that class that semester. When a student has accumulated seven (7) unexcused absences in a class during the semester, the student and parent will be notified in writing and a conference with the parent will be attempted. If, after the accumulation of more than ten (10) unexcused absences, the student believes the absences were justified; the student and parent may appeal the no-credit to the Attendance Review Committee.

B. JUNIOR HIGH SCHOOL: When a student is absent from school for more than twenty (20) days in a year, the student shall be recommended for retention in that grade for the following year. When a student has accumulated ten (10) unexcused absences, the student and parent will be notified in writing and a conference with them will be attempted. Parent/student absence notification letters are sent home when a student accrues ten (10) and fifteen (15) days absent in a semester.

- ◆ Students who are on an attendance contract will not be able to travel for school-sponsored activities, including regional and state competition. Students who meet the academic eligibility requirements will be able to participate in home site events.
- ◆ Students in activities are required to attend school the day after travel to be eligible for participation within the following week.
- ◆ Seniors who are on attendance contracts will be ineligible to participate in the end of the year senior activities

C. To appeal a loss of credit or a recommendation for retention, the parent must contact the Assistant Principal within ten (10) school days of receipt of the letter to set up a meeting with the Attendance Review Committee. The committee will hear

the parent's appeal and make a determination by the following day. A student may appeal on his/her own behalf if a parent is not willing or able to appeal.

The Attendance Review Committee will consist of the Assistant Principal, one junior high faculty member, and one senior high faculty member (appointed by the Principal).

The Committee has authority to:

- 1) Deny the appeal
- 2) Approve the appeal dependent upon the agreement reached with the student and parents concerning attendance for the rest of the semester.

The student or parent through the regular Due Process Procedure may appeal decisions of the Attendance Review Committee for Nome Public Schools.

D. To encourage excellent attendance, students with no more than 1 absence and no more than 3 tardies will be recognized quarterly with an incentive/reward. Incentives will vary from quarter to quarter, but could include things like free passes to all athletic and school events, breakfast or lunch, a celebration in the gym or at a movie, etc. Additionally, those who receive the incentive each quarter will have their name entered for a prize drawing, which will be held at least annually (it will be held at the end of each semester if there are enough prizes).

E. Tardiness is defined as any unexcused appearance of a student beyond the scheduled time a class begins. Tardiness of five (5) minutes or more to class will be considered an unexcused absence.

Tardies will be calculated on a weekly basis (Monday-Friday) per class. Each Monday, the tardy count will begin over per class.

Consequences for tardies are:

- 1st tardy = a warning
- 2nd tardy = lunch detention (JrH) or after school detention (HS)
- 3rd + tardy = after school detention (JrH) (HS)

Truancy

A student who is in the school building but not in the proper classroom or has left the school grounds without permission will be counted as truant from school.

The following procedures will be implemented for truancy absences:

1. Each school day or portion of a school day the student is truant will be counted as one truancy. On the first truancy, each student will be required to attend detention.
2. On the second truancy, the student will be assigned one day of In School Suspension and a letter will notify parents of the action taken.
3. A third truancy will result in an In School Suspension and a parent meeting (by telephone if necessary). At this meeting the parent will be informed that on the next truancy the student will be suspended Out of School.

4. On the fourth truancy, the student will be suspended Out of School.

Students are expected to complete the work they miss while suspended from school so they do not fall any further behind. Refer to AR 5144.1 (c) for the policy relating to making up homework due to short term Out of School Suspension. Also, suspended or expelled students shall be excluded from all school related extra curricular activities during the suspension or expulsion. Students who are assigned more than one day of In School Suspension (ISS) or who are assigned to Out of School Suspension (OSS) will be ineligible for 30 school days. Ineligible students cannot participate in any activity travel and/or competition and may not attend dances, including prom. Students serving an OSS may not be on campus or at school sponsored activities.

AS 14.30.010. Attendance Compulsory. (a) Every child between seven and 16 years of age shall attend school at the public school in the district in which the child resides during each school term. Every parent, guardian or other person having the responsibility for or control of a child between seven and 16 years of age shall maintain the child in attendance at a public school in the district in which the child resides during the entire school term, except as provided in (b) of this section.

AS 14.30.020. Violations. A person who knowingly fails to comply with AS 14.30.010 is guilty of a violation. Each five days of unlawful absence under AS 14.30.010 is a separate violation.

At Nome Public Schools, failure to comply with AS 14.30.010 may subject the student's parent/guardian to legal action. When a student is absent unexcused five (5) times – and every 5 times thereafter - the student's name shall be forwarded to the Superintendent. The Superintendent or designee shall write a letter to the Nome Chief of Police stating the dates of the unexcused absences. The Nome Police Department may then issue a citation to each parent of the student for violating AS 14.30.010.

It is recommended that a Pre-arranged Absence Form be completed one week before a planned absence occurs. Procedures are:

- 1) A request for such absence must be made to the Principal's office indicating the specific reason and duration for the desired absence. A Pre-arranged Absence Request form will then be issued to the student.
- 2) All teachers of the student requesting the absence will indicate on the Pre-arranged Absence Request form their recommendation or disapproval regarding the student's class status. They will also give and/or collect assignments for work to be missed.
- 3) The Pre-arranged Absence Request form will then be taken home for the parents'/guardians' signature; at this time, the parents'/guardians can see the teachers' recommendations.

- 4) The Pre-arranged Absence request form will then be returned to the Principal's office before the absence goes into effect and is placed on the file for further reference.

MAKE-UP WORK

Students will be obligated to make-up assignments or tests after an absence from school. Students will be given two (2) days for the first day missed and one (1) day for each succeeding day missed, not to exceed ten days total.

Students who are traveling for school activities will need to request their homework from teachers at least two days in advance. Pre-assigned homework and tests need to be turned in ahead of time or on the **FIRST** day back from the activities trip.

TUTORIALS

Student grades will be monitored on a weekly basis from their study hall. Any student who's grade falls below passing will be required to attend after school tutorials until the grade is passing. For those students not passing this is a requirement and not an option.

HALL PASSES

Bear Passes may be used for trips to the restroom only. Only one person in a class may use a Bear Pass at any given time. With the exception of the Bear Pass, the **ONLY** valid hall pass is a pink pass, signed by the staff member in charge of said student. An acceptable pass indicates the date, time left, and destination as part of the pass. Students should be responsible for completing the pass prior to having the teacher sign it. Teacher Assistants (TAs) will wear the provided pass whenever they are out of the room in the course of their duties and are exempted from the handbook pass requirement only when wearing their TA Pass.

PASSES FOR LEAVING CAMPUS

Nome-Beltz is a closed campus which means students are not allowed to leave the campus during the school day, including lunch time, without parent's permission and a principal's or principal designee's approval. Should you have to leave campus sometime during the school day you must:

1. Use the form in the office or bring a written note from your parent or guardian on the day that you need to leave.
2. The office secretary will give you a "Blue Pass" which is to be shown to your teacher at the time you leave. **Before leaving the main building, you must sign out in the office.**
3. When you return to school on the same day, stop in the office, sign in and get an "Admit Slip" so that you may return to class.

GENERAL INFORMATION

Advertising

All signs, posters, or other announcements for purposes of advertising functions not connected with the school program must be pre-authorized by the Principal's office before being posted. Such advertisement will be limited to available bulletin board space.

Family Education Records Privacy Act FERPA

The following is included for the information of parents and students regarding their rights under FERPA. **STUDENT RECORDS**--Guidelines for the collection, maintenance and dissemination of pupil records in the school board policy state that the pupil's records are open to inspection by the student and/or his/her parent/guardian by scheduled appointment during regular school hours.

Migrant Education Program

Each year many Nome school age children qualify for services under the provisions of the Federal Migrant Education Program. This includes lunch benefits, books, and other services.

The most common qualifying migrant activity in Nome is a family taking children to fish camp for a minimum of 7 nights and an indication from the parent that obtaining and storing of salmon is one of the family's principal means of livelihood. The program is available to any Nome area family, regardless of ethnicity, with children who meet the key criteria for eligibility. Please call Kim O'Conner in Migrant Education at 443-6214 for more information.

Release of Directory Information BP 5125.1(a)

Directory information is information that is contained in an education record of a student, which would not generally be considered harmful, or an invasion of privacy if disclosed. FERPA (34 C.F.R. 99.3 "Education Records"). School officials may release directory information about a student without first obtaining parental consent, unless the parent objects. Districts may disclose this type of information only after giving notice to parents of the items of personal information the school has designated as directory. This notice must also inform parents of their right to refuse disclosure of directory information about their child. A school district is authorized to define the categories of directory information that it desires, if any, and the list found in the Family Education Rights and Privacy Act is for illustration only. Accordingly, the District is not required to include all, or any, of these items as directory information, but may do so if desired.

Daily Bulletin

All notices of club meetings, general information and athletic and social events are announced each day during 1st period via the Daily Bulletin. Students should check the bulletin daily for pertinent information and announcements. Students responsible for putting notices in this daily bulletin must have their notices approved by their advisor; these notices must be in the office by 1:30 p.m. to ensure their enclosure in the next Daily Bulletin.

Student Dress

Dress and appearance, which are so distracting as to clearly interfere with the educational process or that present health and safety hazards, shall not be permitted.

- ◆ Garments that in any way exhibit profane or obscene words, advocate gangs or violence, illegal drugs, tobacco or alcohol or **the resemblance of tobacco or alcohol** shall be prohibited at school.
- ◆ This prohibition extends to shirts or slogans that are inappropriately suggestive or unbecoming for a school environment, which may include shirts that expose a bare midriff or that are cut low.
- ◆ At no time should undergarments or portions thereof be visible.
- ◆ **Students cannot wear hoods of sweatshirts during the school day. Hats are permissible in public areas for high school students only. Teachers may prohibit the wearing of hats in their classrooms. Hats are not allowed to be worn at anytime by Jr. High students during the school day.**

Students wearing prohibited clothing will be asked to change the garment or turn it inside out and to contact a parent or guardian to have an appropriate replacement garment brought to school. Students refusing to change or correct the garment as requested will be assigned an appropriate consequence immediately for Willful Disobedience. Subsequent instances of inappropriate dress will be treated as a Dress Code disciplinary action.

Teachers do have the right to implement their own dress code regulations per class. Students are expected to comply with the dress code standards established per teacher or a disciplinary action will be taken.

Immunizations

All students attending Nome-Beltz are required by law to have proper immunizations before being permitted to attend. Students that are not properly immunized will not be allowed to attend school until such immunizations are received and the school has documentation of the required immunizations. The responsibility for insuring that immunizations are current shall lie with the parent or guardian.

Lockers

Each student is assigned a locker for the storage of books and equipment. It is the student's responsibility to see that his/her locker is kept locked and in order at all times. **Do not give the combination to anyone!** Do not set your locker such that it can be opened without the combination! The person to whom a locker is issued is legally responsible for that locker's contents. The school is not legally liable for items missing from student lockers. Lockers should not be defaced, damaged or misused in any way. Students will be charged for locker damage or for removal costs if stickers, markers, paint, etc. must be removed. The outside of the student lockers is reserved for school-related posters and materials only. If items posted on the inside of a student's locker are offensive to another individual, the student who is assigned that locker must remove those items. (Also see Student Search Procedures)

Nome-Beltz Jr/Sr High School is not responsible for lost or stolen items.

Lunches

The school cafeteria is maintained as a vital part of the health program of the school. The cost of a student lunch is \$3.50 and must be paid for in the office

before 10:30 am. **Charging of lunches is not allowed.** Students are not guaranteed a second lunch but may receive a second lunch at the discretion of the cooks. Please be cooperative regarding the following rules:

- a. Students are not allowed to cut into the lunch line.
- b. Bring all trays to the dishwashing area.
- c. Deposit all lunch litter in wastebaskets.
- d. Leave the table and floor around your place in clean condition for others.
- e. Gum is not allowed in school and should not be on the trays.
- f. **No food or trays should be taken from the cafeteria.** Exceptions for school related meetings that occur over lunch can be made.

Juice/Snack Machines

Juice/snack machines are placed in the school as a convenience to the student body as well as a method of raising funds. Juice/snacks will be available for sale daily as long as the following guidelines are adhered to:

Persons with **open or closed containers** in unauthorized areas may have them confiscated.

Availability of juice/snacks is approved with the understanding that the students will police themselves (with assistance from the Student Council) and may have these privileges revoked by the administration should problems occur. Vandalism to the machines will result in their removal.

Substitute Teachers

Substitute teachers have the same authority and responsibilities as the regular teacher.

Student Telephone Calls

Students having a need to make an important phone call shall ask the permission of the classroom teacher to use the classroom phone or use the phone in the main office. Phone calls to students during classes will not be permitted. If there is an emergency situation, the office will contact the student. When students need to call home because of illness, **someone in the office must speak to your parent / guardian to verify your dismissal.**

Textbooks/Uniforms

Students are responsible for the replacement cost in case of loss of, or damage to, textbooks and uniforms issued to them. Before a student's records or transcripts are released, all charges against the student must be paid.

Campus Visitors

All parents are welcome at Nome-Beltz. However, parents and all other volunteers who are not current staff or student body members must report immediately to the office. In order to keep a structured academic environment, Nome-Beltz Jr./Sr. High School does not allow visitors to attend school with currently enrolled students throughout the school day.

Weapons and Knives and Look-a-likes BP 5131.7 (a)

Weapons, knives and look-alikes (including but not limited to multipurpose tools, pocketknives, toy knives, guns, squirt guns, bombs, grenades, fireworks, lighters, martial arts equipment, metal knuckles, etc.) are not permitted on the bus or on campus. Possession of any of these items may result in police notification, assignment to out-of-school suspension or recommendation for expulsion.

Cell Phones

Students may **ONLY** use their cell phones before and after school and during lunch. Students are not allowed to use or have their phone on during class or during passing periods. Students who are using or have their cell phone on must turn their cell phone over to staff upon request.

Nome-Beltz Jr./Sr. High School is not responsible for lost or stolen cell phones.

Discipline Procedures for using cell phones during inappropriate times:

1. Verbal Warning
2. Cell Phone is confiscated, given to the office, and student can pick it up at the end of the school day.
3. Cell Phone is confiscated, given to the office, and parent must pick it up from the office.

***Cell Phone discipline steps run for the entire year, NOT each incident.

Camera/CD/MP3/DVD players and other Electronics

The visible possession or usage of these items is dependent by teacher discretion in the classroom. The teacher will determine the usage of these items and will have control over the regulation of these items up to confiscation. Confiscated electronic devices will be stored by the principal's secretary and may be picked up in the office by a parent/guardian.

These items may be used during lunch, but **NOT** during passing times between classes.

Students who are using electronic devices throughout the school day, **MUST** have a signed technology agreement on file in the office.

Nome-Beltz Jr/Sr High School is not responsible for lost or stolen electronic equipment.

Laptops and External Hard Drives

Use of laptops, cameras and external hard drives are permitted with prior technology department approval and with direct teacher supervision. A breach of the NPS Internet Safety Use Agreement will result in loss of privilege and possible confiscation.

Power, Energy Drinks and Chewing Gum Prohibited

No power drinks, energy drinks, or chewing gum are permitted inside the Nome-Beltz building, gym or on the school busses. Students found with these items will be asked to discard the item and may be subject to administrative consequences.

STUDENT ACTIVITIES GUIDELINES

Student activities include: clubs, organizations, sports, as well as all special activities sponsored by these groups. All student activities are important for student growth, however, to participate, students must follow all required eligibility and participation guidelines.

Student Conduct Eligibility

Students who are assigned more than one day of In-School Suspension (ISS) or who are assigned to Out-of-School Suspension (OSS) will be ineligible for thirty school days. Ineligible students cannot participate in any activity travel and/or competition and may not attend dances. Students serving an OSS may not be on campus.

Student Activities

The following is a list of organizational clubs and sports available at Nome-Beltz.

Organizational Clubs

Skills USA
BPA (Business Professionals of America)
Drama
National Honor Society
NNYLO (Nome Native Youth Leadership)
Future Teachers
NYO (Native Youth Olympics)

ASAA Sponsored Activities

Boys Basketball (Jr. High, JV & Varsity)
Girls Basketball (Jr. High, JV & Varsity)
Cross Country Running (JH & Varsity)
Cheerleading (Jr. High, Varsity)
Band / Choir
Volleyball (Jr. High, JV & Varsity)
Wrestling (Jr. High, JV & Varsity)
Swim Team (Varsity)

Activity Requests

These are to be submitted any time a group is sponsoring any on-campus or off-campus event or a fund-raising project, whether it's a one-time activity or a yearlong project. The correct order for processing your activity request is as follows:

1. Students--pick up an activity request form from the office. Complete the form listing your chaperones and committee members by name. Once completed then turn the form in to your sponsor for signature. Sponsors/coaches sign the form.
2. Assistant Principal-- checks the calendar, signs the form, records the activity date, files the form and provides a copy to the sponsor.

Any club or organization wishing to purchase items including local, telephone or mail order must first fill out an Activity Requisition Form. One of the principals will then approve the request and sign the form. The purchase may not be made until a Purchase Order (P.O.) number is issued. Do not charge anything to a credit card or pay cash for anything unless it is a justifiable emergency. When receiving an invoice for a previous purchase, attach it to an Activity Requisition Form and take it to the district accounting clerk for reimbursement.

Athletic Fees

The school district has chosen to assess an athletics fee to assist in offsetting the cost of administering the athletic program at Nome-Beltz. A student participating in sports will be charged \$50.00 per sport. **Athletic fees must be paid or other arrangements made before a student participates in the activity.**

ELIGIBILITY FOR PARTICIPATION IN EXTRA-CURRICULAR

ACTIVITIES

1. Alcohol, Drug, Tobacco, or Other Controlled Substances—

The Alaska School Activities Association has adopted a new Citizenship Rule for athletes. This rule will be statewide and sets the consequences for athletes who are expelled from school as well as those caught using tobacco, alcohol, or drugs. Violations will follow a student within the state of Alaska. There is an education component built into the policy that athletes and their parents will be hearing more about in the fall. In short, the consequences for athletes who are caught using tobacco, alcohol, or drugs will be:

1st offense – 45 day suspension from practice and competition, can be reduced to 30 day suspension and practice can be resumed if education component is completed by the student and the parent/guardian.

2nd offense – 45-day suspension from interscholastic activities and practice, no reduction in length of the suspension, and the education component is required to be completed by the student and parent/guardian.

3rd offense – suspension for 1 calendar year from interscholastic activities and practices, if the required educational component is completed for student and parent, the student may return to practice.

4th offense – The student's privilege to participate in interscholastic activities and practice is revoked for the remainder of the student's high school years.

As you can see, these consequences become quite severe. Please discuss this policy with your parents as well as the dangers of using substances in general. The entire policy can be viewed at www.asaa.org.

2. Attendance at after-school functions

Students must be in attendance at school on the day of an event (dance, game, play, etc.) or have an excused absence in order to be allowed to attend such after-school events.

3. Activity Progress Reports/Grade Checks

The activities director will check the grades of all participating student's prior to competition and/or travel. Grades will be checked using the PowerSchools grading system.

(Note: A student will not be able to travel on a school related trip if he/she has two F's on his/her Grade Check.)

4. Scholastic Grade Rule

Students must maintain a 2.0 GPA on a 4.0 scale in order to participate in games, contests, productions or scheduled travel. A student, who falls below a 2.0 GPA on his/her quarterly report card or overall GPA, will be ineligible for the entire following quarter. That student will not be allowed to participate in games, contests, productions and scheduled travel during the period of ineligibility but may continue to practice at the coach's discretion. Any student with two F's on their report card will be ineligible regardless of GPA. Students with more than one (1) F on their Activity Progress Report form cannot travel or participate that next week. Grade checks must be completed on the same schedule as Activity Progress Report forms for each week in season.

Students must also meet the academic requirements that are set by the ASAA board. Please refer to page 22 and 23 of the student handbook for these requirements.

5. School Attendance

A student must attend all classes the same day to participate in an event/practice. **A students must attend school the day after travel to be eligible for the next week of scheduled competition.** If the student has a medical appointment or has received administrative approval, the absence shall not preclude participation.

6. Student Conduct

Students are role models and ambassadors of Nome-Beltz Jr./Sr High and of the community of Nome. **Any student assigned to more than one day of ISS or who is assigned to an Out-of-School Suspension (OSS) will be ineligible for thirty school days.** Ineligible students cannot participate in any activity travel and/or competition and may not attend dances, including prom.

STUDENT TRAVEL RULES

1. Students must obey the instructions of the chaperone(s). Students, who display disobedience or uncooperativeness to the chaperone(s), to the extent that safety or chaperone effectiveness is compromised may be returned to their home-site with administrative (principal or assistant principal and superintendent) concurrence, and their parent/guardian billed by the school district for the cost of return travel.
2. The use of tobacco, alcohol, and/or drugs is prohibited regardless of the age of the student. Students who break the laws of Alaska, such as in the case of shoplifting, alcohol possession or consumption, drug use, etc., will be reported to local law enforcement, the principal, and parent(s)/guardian(s). The student will also be returned to their home-site and their parent-guardian billed by the school district for the price of return travel.

3. Students must attend all classes on the day of a trip prior to departure and the day after the return from travel. Students failing to attend classes on the day of departure will not be allowed to travel and failing attend the day after will be ineligible for the next week of competition. The Principal or their designee may excuse students from attending classes. Permission to miss classes on the day of departure should be secured no later than the day before the trip departure date.
4. Students shall be with the chaperone(s) at all times when traveling. Chaperone(s) may assign students to groups of at least three students while at a mall, movie or event. Under no circumstances will students be permitted to leave the building without a chaperone(s) in attendance.
5. Students must dress appropriately for cold weather travel on commuter airlines (Bering Air, Pen Air, Olson Air, etc.). This includes Parka, insulated boots, gloves, insulated pants, and insulating headgear. All are to be worn on the plane. Appropriate clothing for both departure and arrival destinations is required when traveling on a major airline (Alaska Air, etc.).
6. Students must respect the chaperone(s) decisions regarding the selection and approval of all activities. Only movies rated “G”, “PG” and “PG-13” shall be permitted.
7. Unless the schedule absolutely does not permit it, time will be set aside daily for students to work on classroom assignments.
8. Students will not be out of their rooms following curfew, lights out and bed check. Offenses may result in the student(s) being returned to their home-site with home-site administrative (principal or assistant principal and superintendent) concurrence.

**EXCERPTS of ALASKA SCHOOL ACTIVITIES ASSOCIATION (ASAA)
ELIGIBILITY REQUIREMENTS FOR ASAA ACTIVITIES**

1. **ASAA Enrollment Rule—**
 - All freshmen, sophomore and junior students must be enrolled in a minimum of 5 semester units of credit or the equivalent to be eligible.
 - Seniors who are on track to graduate and who have passed all parts of the HSGQE must take at least four (4) semester units of credit or the equivalent to be eligible.
 - Other seniors must be enrolled in a minimum of five (5) semester units of credit or the equivalent to be eligible.
 - In addition, all students must maintain at least an overall 2.0 GPA during the current semester to remain eligible. Students who do not maintain and overall 2.0 GPA may regain eligibility during the current semester by achieving and maintaining an overall GPA within the school’s grading system

2. Semester Credit Rule—

Freshman, Sophomores and Juniors

- Must have passed at least five (5) semester units of credit or the equivalent during the previous semester.
- Must have maintained at least an overall 2.0 gpa during the previous semester.
- Underclassmen who have not maintained an overall 2.0 gpa during the previous semester may regain eligibility during the current semester by achieving and maintaining an overall 2.0 gpa within the schools grading system.

Seniors

- First entering 12th grade must have passed at least five (5) semester units of credit or the equivalent during the previous semester.
- Second semester seniors who are on track to graduate and have passed all parts of the HSGQE must have passed four (4) semester units of credit during the previous semester.
- All seniors must have maintained at least an overall 2.0 gpa during the previous semester
- Seniors who have not maintained a 2.0 gpa during the previous semester may regain eligibility during the current semester by achieving and maintaining an overall 2.0 gpa within the school's grading system.

For additional academic eligibility requirements outlined by Nome Public Schools Board Policy, please refer to page 20 of the student handbook.

3. **Maximum Participation**--No student may participate in more than four (4) seasons in any specific interscholastic activity.
4. **Age Rule**-- A student who becomes nineteen (19) years of age by August 1 shall be ineligible for interscholastic competition.

DANCE SPONSORSHIP PROCEDURES

The following set of rules shall be read over and understood by a club or organization wishing to hold a dance. It will be the responsibility of the sponsor to make certain that dances are run in strict adherence to the rules. If these rules are not followed, future dance requests by violating clubs or organizations will be denied. When decorating for a dance only approved blue tape may be used to stick material to walls. It shall be the sponsor's responsibility to cooperate and coordinate any decorating for any dance, including prom, with maintenance.

School Dance

1. All dances must be approved by Tuesday of the week of the dance by the assistant principal.
2. A list of chaperones must accompany the request for dances (HAVE CHAPERONES INITIAL OR SIGN THE ACTIVITY REQUEST FORM).
3. There will be no more than one (2) school-sponsored dance per month.

4. All dances scheduled on nights of ball games will start no earlier than fifteen minutes after end of the last game.
5. Non-Nome-Beltz students will not be permitted at dances without a written dance pass signed by the principal or assistant principal.
6. At least two (2) NPS Staff members and two (2) additional chaperones must be present at all times. Sponsors are required to be present at the dance for the duration.
7. Dance times will be published and shall end no later than 11:30pm. Prom dance time may be extended upon administrative approval.
8. Students must remain in the dance area only. No one is to enter any other part of the building without a supervisor. Entrance and exit will be through designated doors only.
9. No intoxicants of any kind are permitted in, on or around the building by state law and school policy. It is the responsibility of the supervisors to notify the police of any violations.
10. Students in violation of school rules at dances or school events will be dealt with in the same manner as if the violation occurred during a normal school day.
11. Doors will be closed one and one half (1-1/2) hours after the dance starts, or at 10:00 P.M., whichever is earlier. Principals will give permission for late entry only to students whose jobs last beyond the closing of the doors or students with a legitimate reason. This does not apply to prom.
12. Persons leaving the dance will not be readmitted. This does not apply to prom.

PROM GUIDELINES

The privilege of attending the Nome-Beltz Senior High School prom shall be governed by these guidelines:

1. Attendance at prom is open to all NPS Senior High School students who are eligible.
2. Students at Nome-Beltz Senior High School may invite non-school or out of school students to the prom only if the proper permission form is completed and prior approval is received from the principal. Guests must be at least 14 years old and enrolled in high school and may not be 21 years or older.

SCHOOL BUS RULES BP 5131.1

1. The driver is in full charge of the bus and pupils. Pupils must obey the driver or monitor promptly and willingly. No pupil shall sit in the driver's seat.
2. Pupils must remain seated while the bus is in motion. Bus drivers, duty personnel and administration are authorized to assign seats as necessary.
3. Outside of ordinary conversation, classroom conduct will be observed. Pupils should remember that any action, which distracts the driver or creates a safety hazard is subject to disciplinary consequences.

4. Windows may be opened only with permission of the school bus driver. Students must not extend any part of their bodies out of the windows.
5. Proper conduct in the bus loading zone or bus stop area is as important as proper conduct on the bus. The bus loading / unloading zones are considered part of the school. Students must leave the school bus in an orderly manner. If it is necessary to cross the street, cross in front of the bus, following the instructions of the driver. Students must wait at the bus stop shelter, not across the street.
6. Pupils must remember that riding the bus is a privilege, not a right. The principal, assistant principal, Bus Contractor, and/or the Superintendent can deny a pupil's privilege of riding the bus for bus or bus stop misconduct.
7. High school students must ride the high school bus and junior high must ride the junior high bus. Written permission must be obtained from the assistant principal to ride a bus at a different time. Failure to follow this rule could result in discipline action and or up to denial of bus riding privileges.

Activity Bus Runs

Activity bus runs will be provided after activity events. All bus rules remain in effect on these runs.

Student Vehicles--Buses are provided to and from school. Students are encouraged to use this service. If private vehicles of any type are driven to and from school students must adhere to the following rules:

1. A signed Student Driver Form and a copy of the driver's valid State of Alaska driver's license must be on file at the school giving the student permission to bring a vehicle to school.
2. Vehicles must remain parked for the entire day unless permission allows otherwise.
3. Outlets are for staff members; student vehicles may not block access to the outlets.
4. Student vehicles are to be parked **only** in the middle section of the parking lot or south of the RC area.

Students who operate their vehicles in a reckless or unsafe manner on campus may have their driving privileges revoked.

STUDENT SEARCH PROCEDURES BP 5145.12 (a)

Nome Public Schools staff and Board recognize that incidents may occur where the health, safety and welfare of students and staff are jeopardized. **Such incidents necessitate the search and seizure of students, their property, or their lockers by school officials.**

NOME BELTZ DISCIPLINE PROCEDURES

Incidents requiring disciplinary actions are divided into four categories according to the level of severity and disruption of a safe school environment. This matrix lists the most common behavior issues and is not inclusive of all possible behavior issues that can arise during a school day or activity. Unacceptable behavior not listed will be handled on an individual basis using the progressive discipline model as a guide to consequences.

	BEHAVIOR	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Level 1	Cheating Dress Code violation Disruptive to Others Horseplay Inappropriate Language No Hall Pass / Handbook Public Display Affection (PDA)	Detention (1 Day)	Detention (2-3 Days)	Detention (4-5 Days)	Detention (5-10 Days)	In-School Suspension
		Sr. High After School	Sr. High After School	Sr. High After School	Sr. High After School	
		Jr. High Lunch	Jr. High Lunch	Jr. High Lunch	Jr. High Lunch	
Level 2	Continue Disruptive Behavior Disobedience/Disrespect Vandalism Solicitation (Selling Items) Truancy	In-School Suspension (1-2 Days)	In-School Suspension (2-3 Days)	In-School Suspension (3-5 Days)	In-School Suspension (5-10 Days)	Out of School Suspension (1 Day)
Level 3	Fighting Gross Disrespect Intimidation/Harassment/Threats Leave school w/No permission Sexual jokes/pornography Student Endangerment Theft Tobacco Possession/Use	Out of School Suspension (1-3 Days)	Out of School Suspension (4-7 Days)	Out of School Suspension (8-10 Days)	Out of School Suspension (10+ Days)	Out of School Suspension (Rest of Term)
Level 4	Alcohol & Drug --Possession, use, distribution, --under the influence, selling Any violation defined by state statute Assault & Battery Dangerous Instrument Possession Performance Enhancing Drugs: -- Possession/Use Weapon Possession	The offenses listed in within Level 4 will be dealt with in accordance to their section located within Nome Public Schools website. School consequences are separate of any legal consequences that may arise from the situation. (ie. contacting the police and other law enforcement agencies.)				

Electronic Violations: See Student Handbook p. 15

Internet Safety and Usage Agreement: See Student Handbook p. 6

STUDENTS RIGHTS & RESPONSIBILITIES

Introduction--On the following pages are listed your rights and responsibilities as a student.

All district personnel have the right and responsibility to intervene when students engage in actions that are contrary to school, district, local, state or federal regulations and guidelines. All students enjoy the right to appeal any decisions or action from a higher authority. This is called “**due process**”. See Due Process section.

Freedom of Speech/Expression AR 5145.2 (a)

Students are prohibited from making any expressions or distributing or posting any materials which are obscene, libelous or slanderous, or which demonstrably incite students to commit unlawful acts on school premises, violate school rules, or substantially disrupt the school’s orderly operation.

Freedom to Publish

Generally the restrictions and regulations governing responsible journalism, as defined by the American Society of Newspaper Editors, should be applied to NBHS student publications with the clear understanding that school officials have the authority, indeed the duty, to provide for an ordered educational atmosphere free from constant turmoil and distraction.

DUE PROCESS

All students enjoy the right to appeal any decision or action from a higher authority. This is called “due process”. Along with this comes a prescribed Complaint procedure in which you can count on a fair hearing and opportunity to voice your side of the story.

Procedures--Steps or procedures to be followed by all parties involved in a complaint regarding credit, scheduling or staff/student relationships, including classroom discipline and attendance:

1. All complaints must be instituted within five (5) school days of the action being grieved. The complaint may be made on the form available in the NBHS office. Assistance in completing the form is available. The involved staff member, parent/guardian and student should confer in an attempt to solve the problem.
2. If the above conference does not solve the problem, the person with the complaint will request a conference with the assistant principal.
3. If a solution is still not acceptable, the complaint will be submitted to the Grievance Committee (to be formed when needed). After receipt of the written complaint, the Grievance Committee will then schedule a meeting between the grievant and the respondent in order to ascertain all the facts and arrive at a conclusion and a recommended solution. The decision of the Grievance Committee will be rendered in writing to both parties and the administrator within four (4) school days after the hearing has been completed.
4. Either party may appeal the Grievance Committee decision to the principal, which will review the committee's decision and make a decision.

GLOSSARY

Definition of Terms

Arson: malicious mischief or purposeful intent to destroy property by setting of fire or causing an explosion.

Cheating: the use of work completed by another person and claimed as your own, the act of copying from another's test or quiz or the act of providing another student with materials that the teacher has not authorized for sharing.

Disruptive behavior: student conduct, which materially and substantially interferes with the educational process or with school sponsored activities. Examples include: refusing to acknowledge a school employee's direction, insolence, noncompliance with school/class rules and behavior that jeopardizes the welfare and/or safety of other students and staff.

Drugs & alcohol infractions: the actual or attempted sale of, use of or possession of intoxicating liquor, drug paraphernalia, illegal drugs or inhalants, substances designed to look like illegal drugs or substances purported to be illegal drugs while under the jurisdiction of the school (on or off campus). This also includes messages supporting drug/alcohol use. Possession, sale or use will be reported to the police.

Excessive display of affection: all displays of affection among students, other than holding hands.

False alarm: setting off a fire alarm, including requesting police or fire department assistance inappropriately.

Fighting: a physical altercation where striking, kicking, shoving, pushing and/or any other physical violence are used against another person.

Gangs: affiliation with a group organized to participate in unlawful activities. Gang activity includes the display of any sign, symbol or clothing that reflects gang activity.

Harassment: any kind of verbal or physical action which has the intent or effect of interfering with an individual's or group's educational, social or work performance or which creates an intimidating, hostile or offensive work or living environment. Harassment includes initiation and hazing as well as non-sexual conduct such as intimidation, hostility, rudeness or name-calling.

Obscenity/profanity is defined as spoken or written profanities, obscene or sexual messages (implicit or explicit) racial slurs or references of any kind to hate language.

Plagiarism: the use of another individual's writing without their permission and/or without referencing the source of the written information in the document turned in as an assignment.

Sexual harassment: sexual assault and/or request for sexual favors, which affect educational or employment decisions. Unwanted physical contact, visual displays of degrading sexual images, sexually suggestive conduct or offensive remarks of a sexual nature.

Tacit consent: agreement with inappropriate behavior(s) of others by failing to take action that would stop the situation, such as failing to disagree if included in or witnessing the situation, failing to come to assistance of others, failing to seek adult assistance, etc.

Theft: the acquisition, possession, purchase, taking and/or transfer of property belonging to another person, school or the school district.

Tobacco violations: the possession and/or use of tobacco products including, but not limited to, cigarettes, chewing tobacco, pipes, cigars, tobacco related products: wrappers, loose tobacco, etc. Possession or use will be reported to the police.

Vandalism: negligent, willful or unlawful destruction, defamation or mutilation of objects or materials belonging to the school, school personnel or other person(s); includes graffiti.

Weapons, dangerous instruments, and look-alike weapons or dangerous instruments: any object used with intent to cause bodily harm, including firearms, explosives, fireworks, poison, knives, metal knuckles, etc. Multipurpose tools (Leatherman, Swiss army knives, etc.) and pocketknives are weapons that have no place at school. Possession of these items will be reported to the police.

Willful disobedience/insubordination: the refusal to comply with a reasonable request by any staff member, substitute teacher or guest presenter.

Consequence Definitions

Detention- An administratively imposed consequence requiring a student to remain in a designated place either during lunch or after school from 3:05-4:00PM. Lunch detention is in the cafeteria and requires students to assist in the general clean up of the cafeteria.

Expulsion: The denial of the right of school attendance, either from a specific school or from the District, for an indefinite period of time. No student shall be expelled unless other means of correction have failed or would not be adequate in bringing about proper conduct. In addition, the matter of an expelled student's further education shall be referred to the appropriate authority.

In-School Suspension: The intent of in-school suspension is twofold; the first is to isolate the student from the normal social aspect of school while allowing for academic pursuit. The second is to have the student reflect on their actions, recognize their culpability and identify more appropriate choices and strategies for conducting themselves. The discipline designee may assign in-school suspension.

Natural Consequences: Natural consequences are disciplinary consequences designed to fit the infraction. Examples of natural consequences include painting over graffiti, campus cleanup for littering, written apology for rude behavior, etc.

Out-of-School Suspension (OSS): If the discipline designee determines that the student will not benefit from placement in ISS or that his/her presence on school property is detrimental to the health, welfare or safety of other students, he/she may be sent home from school for a period of suspension. Unless the student poses an immediate or continuing threat to person(s) or property or the behavior is a serious disruption to the academic process, removal from school will begin the school day following the offense. OSS is a temporary exclusion from school for a specified number of days. During OSS, the student may not be in any Nome school building, on any school campus, or at any school-sponsored program or activity.

High School Bell Schedule

Monday Club

1st Period
8:20-9:05

2nd Period
9:10-9:55

3rd Period
10:00-10:45

Club/Mentor
10:50-11:20

Lunch
11:20-11:50

4th Period
11:55-12:40

5th Period
12:45-1:30

6th Period
1:35-2:20

7th Period
2:25-3:10

Tue/Wed/Thurs/Fr

1st Period
8:20-9:10

2nd Period
9:15-10:05

3rd Period
10:10-11:00

4th Period
11:05-11:55

Lunch
11:55-12:25

5th Period
12:30-1:20

6th Period
1:25-2:15

7th Period
2:20-3:10

Jr. High School Bell Schedule

Monday Club

1st Period
9:05-9:55

2nd Period
10:00-10:45

Club
10:50-11:20

3rd
11:25-12:10

Lunch
12:10-12:40

4th Period
12:45-1:30

5th Period
1:35-2:20

6th Period
2:25-3:10

7th Period
3:15-4:00

Tue/Wed/Thurs/Fri

1st Period
9:05-10:05

2nd Period
10:10-11:00

3rd Period
11:05-11:55

4th Period
12:00-12:50

Lunch
12:50-1:20

5th Period
1:25-2:15

6th Period
2:20-3:10

7th Period
3:15-4:00

Last Name of Student _____

NOME CITY SCHOOLS Acceptable Use Agreement for Grades 7-12

Student's Name: _____

Grade _____

Introduction - I understand that Nome City Schools provides a technology rich environment to enhance student learning. Technology is an integral part of my educational experience as a student and my use of it must support the educational objectives of the school district. I agree to comply with the expectations of the school district and use technology in a responsible and appropriate manner. I understand that the school district's definition of technology includes, but is not limited to, computers, peripherals, electronic devices, software, Internet, e-mail, cellular telephones, personal digital assistants and the district network. My use of the district's technology is a privilege. I am responsible for the appropriate use of all technology to which I have access.

District Internet and E-Mail Rights and Responsibilities- Internet access and e-mail usage is a privilege not a right. Students are ultimately responsible for proper behavior on school computer networks just as they are in a classroom or a school hallway. Communications on the network are often public in nature. General school and district rules for behavior and communications apply. The network is provided for students to conduct research and communicate with others. Access to network services is given to students who agree to act in a considerate and responsible manner. Parent permission is required and students who do not have such permission are responsible for not accessing the Internet at school.

Access entails responsibility. Individual users of the District computer network are responsible for their behavior and communications over the network. It is expected that users will comply with District standards and will honor the agreements they have signed. Network storage areas may be treated like school lockers. Network administrators may review files, activity and communications to maintain system integrity and insure that users are using the system responsibly. Users should not expect that files stored on District servers are always private. Within reason, freedom of speech and access to information will be honored. During school, teachers will guide students to appropriate materials.

Terms of Acceptable Technology Use Agreement

1. I am personally responsible to use school district technology only in support of education, research, and the educational goals and objectives of Nome City Schools.
2. I will not access or attempt to access personal web pages, instant messages, chat rooms, forums, e-mail, message boards, or host personal web pages, except school-approved, teacher-supervised filtered Internet communication while on the District network.
3. I understand that Nome City Schools is not liable for any harm or injury that I may suffer as a consequence of any inaccurate information the user may obtain through the Internet and Electronic Mail Services. By entering into this User Agreement, I agree to be bound by this release of liability and waive any and all rights to assert claims which may arise due to use of these electronic services.
4. I will not transmit any material prohibited by United States statutes. This includes, but is not limited to, copyrighted material; threatening, pornographic, or obscene material; or material protected by trade secret.
5. I will not use school district technology, including computers, e-mail addresses, or web pages for commercial, non-profit, political, or religious purposes.
6. If I have any questions about these rules, I will ask my teacher to help me understand them.
7. I am aware that the inappropriate use of technology and electronic information resources can be a violation of school rules, resulting in discipline, including loss of technology privileges. Violation of local, state, and federal laws may result in consequences including prosecution for violating these laws.
8. I will maintain the security of the school district's technology. I will report all security problems with district

Last Name of Student _____

computers to the system administrator immediately. I will only demonstrate the problem to my teacher, an administrator and/or support technicians. I will never use another individual's account or reveal my password to anyone. I understand that if my behavior creates a security risk, I may be denied access to technology and may be disciplined and/or prosecuted.

9. I agree not to alter the district's pre-set software image.

10. I agree not to use personal technology on school grounds or during school sponsored activities or utilizing any aspect of school district technology in a manner that violates the terms of this acceptable use of technology agreement.

11. I agree not to misuse technology. This means I will not attempt to physically deface, disable, or destroy computers, peripherals, or other network hardware, to harm or destroy data of another user or any other agencies or networks that are connected to the system, to gain access or attempt to gain access to unauthorized systems, or to access inappropriate materials from school computers. I understand that my misuse of technology may result in loss of technology privileges, disciplinary action, and/or possible legal referral. I understand that Board Policy 6161.2 DAMAGED OR LOST MATERAILS applies to all District technology.

12. I am aware that School Board Policy 6161.4 INTERNET and accompanying regulations govern my use of technology at the school district.

13. I agree to abide by the generally accepted rules of network etiquette. These rules include, but are not limited to:

Nome City Schools Rules of Network Etiquette

- BE POLITE: I will never create or transmit, or tell others to create or transmit mean or hurtful messages or inappropriate images.
- USE APPROPRIATE LANGUAGE: I will never swear, use other inappropriate language, or threaten or embarrass others.
- RESPECT PRIVACY: I will not tell my home address or phone number; or give out full names, addresses or phone numbers of family members, or the full names, addresses or phone numbers of other students.
- AVOID DISRUPTIONS: I will not use technology in any way that would disrupt its use by others.
- BE HONEST: I will always use my real name when using technology. I will not post or transmit anonymous messages or represent a message to have been written by someone else. I will always sign all messages I send with my name and e-mail address.
- *BE RESONSIBLE: If a site has been blocked by the district I understand that it is not a district approved website. I will only use district-approved websites and will not use methods to by-pass blocked sites. If I think a site has been blocked in error I will speak with my teacher or a member of the Technology Department in an effort to have the site's block removed.

I have read and understand the NOME CITY SCHOOLS Technology Acceptable Technology Use Agreement for Grades 7-12 and agree to the terms and conditions of school board policy, administrative regulation, and this agreement on the acceptable use of technology at the school district.

Signature of Student (grade 7- 12)

Date

Signature of Parent

Date

