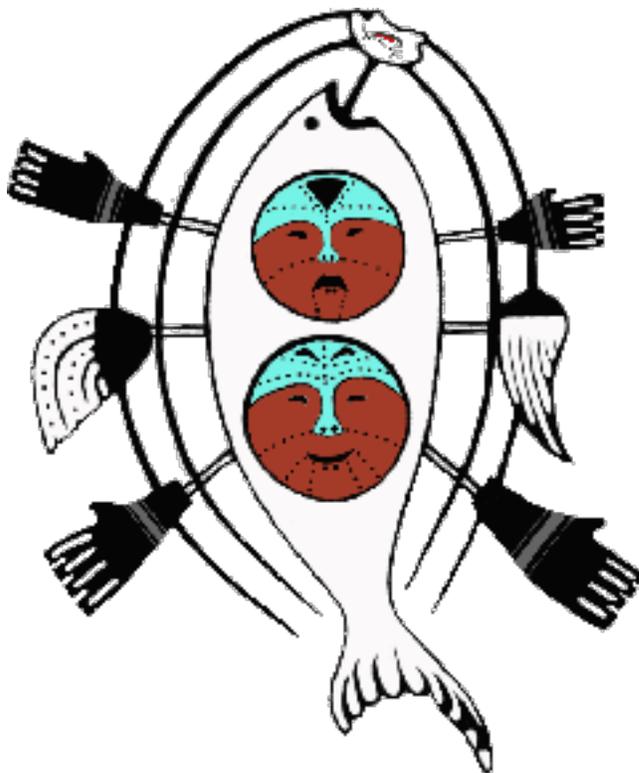


# Kashunamiut School District



"Home of the Comets"  
2017 - 2018  
Student/Parent Handbook

Superintendent:  
Principal:  
Assistant Principal:

Norma Holmgaard  
Minty Ruthford  
Wade Crissman

"Notice to the Public":  
Any and all parts can be revised and/or changed by the discretion of the Kashunamiut School Board.

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## WELCOME LETTER

Dear Students and Parents:

Welcome to the Kashunamiut School District.

On behalf of the Kashunamiut City School District Board of Education, the administration, and staff, I welcome you to the Chevak K-12 School. As school employees, we are very pleased to contribute to your academic and social development. We hope that this year will provide a challenge for you. Together we will strive for excellence.

The purpose of the Student/Parent Handbook ("Handbook") is to provide students and parents with a simple guide for understanding the operating laws, regulations, and procedures of Chevak School. Students and parents should read this handbook so they will understand the basic operating rules of the school.

If a situation arises that the procedures and the regulations outlined in the Handbook do not address, - students and parents must consult with the site administrator for clarification. This Handbook is not intended to replace the Board Policies and Administrative Regulations. However, in some instances, the administration will need to reference them for guidance before taking the appropriate action that the situation may require.

The combined efforts of students, parents, and staff will ensure a positive and rewarding school year. It is wonderful to have you at Chevak School. I look forward to working with you to ensure the success of our students.

Sincerely,

Minty Ruthford  
Chevak School Principal

## LETTER FROM THE SUPERINTENDENT

Dear Parents and Guardians of Chevak Students,

The School Board recognizes that parents/guardians are their children's first and most influential teachers and that continued parental involvement in the education of children contributes greatly to student achievement and conduct. Parents/guardians can directly affect academic success by reinforcing their children's motivation and commitment to education. The district shall include parent involvement strategies as a component of instructional planning.

In exercising their roles in the education of their students, parents/guardians have the following specific rights:

- A. The right to object to and withdraw their student from a standards-based assessment of test required by the State of Alaska.
- B. The right to object to and withdraw their student from an activity, class or program.
- C. The right to be notified at least two weeks before any activity, class, or program is provided to their student that includes content involving human reproduction or sexual matters, except this right does not extend to training provided to students on awareness and prevention of sexual abuse, sexual assault, and dating violence and abuse.
- D. The right to withdraw their student from an activity, class, program, of standards based assessment of test required by the State of Alaska for religious holiday, as defined by the parent/guardian.
- E. The right to review the content of an activity, class, performance standard of program.

In exercising the rights above, parents/guardians must object each time the parent/guardian wishes to withdraw their student from an activity, class, program, or standards-based assessment of test required by the State of Alaska. Categorical objection and withdrawals from all activities, classes, programs, or assessment are not permitted.

Students will not be penalized when withdraw by parents/guardians from an activity, class, program, of standards-based assessment or test. Absences based on parent objection and withdrawal will be excused and, as appropriate, alternative work assigned.

We hope your child will take advantage in all learning opportunities at Chevak School. Chevak School is measured by student academic growth and participation which is why it is so important for all students to participate in our assessments.

Thank you for sharing your children with us.

Respectfully,  
Norma Holmgaard, Superintendent

## **1.0 Kashunamiut School District Mission & Beliefs**

### **Mission**

The Kashunamiut School District, school, and community, while ensuring respect for all cultures, will provide the best education possible for students to graduate, enabling them to successfully learn and grow in any environment.

### **Beliefs**

#### **We believe that...**

- Children come first in education.
- Children should feel safe at school.
- Students must have the ability to live successfully in both Cup'ik and western culture.
- Knowledge of one's culture is of utmost importance because it promotes pride, self-esteem, positive attitudes, confidence, and determination to succeed.
- Respect for self, others, and the environment is critical for student success in school and life.
- Children must obey laws and school rules and be role models for others.
- Families have a responsibility to send children to school ready to learn.
- The parents, as community members, must support the children in order for them to do well in school.
- Community members are role models for our children.
- The community and school should work in partnership for the best possible education for all students and interested community members.
- Community differences should not get in the way of a child's education.
- Ongoing, two-way communication with parents, children, and community, is necessary for success.
- The district should hire the most qualified staff possible.
- Teachers should teach in the content areas in which they have expertise.
- Retaining competent, qualified staff members is important for continuity.
- Staff members should be actively involved in community activities.

## **2.0 Parents & Visitors**

The Kashunamiut School District Board of Education, and the administration encourage parents and/or guardians, and interested members of the community to visit the school and to view the educational program. The superintendent or his/her designee shall invite parents, guardians, and the community to open house activities and other events.

The Kashunamiut School District Board of Education recognizes the staff time and commitment that school visits require. The Board encourages the staff to accommodate as many requests for visits as possible. In order to ensure the least interruption of the instructional program, parents, guardians, and interested members of the community should make arrangements with the teacher or the site administrator to make visits during school hours. If the parents, guardians, and interested members of the community make these arrangements in advance, it is more likely that they will have an uninterrupted conference.

Before visits, all visitors to the school must register with the school office. We do not wish to discourage people from coming to the school, but our responsibility is for the safety of each child. This necessitates visitor registration.

The administration has the right to expel promptly any person from the campus who is disruptive to normal school operations. We will politely ask the person in question to leave, if they choose not to comply, we will contact the appropriate law enforcement authorities.

### **3.0 Parent-Teacher Conferences**

At the end of the first and second grading periods, teachers will hold parent-teacher conferences. Parents and guardians may arrange special conferences at any time. Prior to visiting, we require that parents and guardians register with the school office or sign in as appropriate.

### **4.0 Tips On How To Be A Successful Student**

Success in school involves commitment, effort, and time. The following general information is provided for students as a guide for the development of a successful and enjoyable school year.

- **SET GOALS:** Give yourself goals that stretch you to accomplish them.
- **ORGANIZE YOUR TIME:** Your schedule should provide for study time, school-related activities, out of-school, and leisure activities.
- **FIND A GOOD PLACE TO STUDY:** Remove any distractions. Don't kid yourself into thinking that you can study as effectively with music blaring as you can in a quiet atmosphere. Gather all needed materials before starting to study.
- Have easy access to pencils, books, and any other materials that are needed.
- **USE THE STUDENT HANDBOOK:** Don't trust your memory. You should be sure that you know what assignments are required.
- **TACKLE HARD ASSIGNMENTS FIRST:** Do memory work first. Alternate between written assignments and reading. Most students can learn more in three 40-minute sessions than they can in one session of 120 minutes.

- **CONCENTRATE:** Work for a scheduled period of time. Then take a brief period of rest before returning to your studies.
- **TAKE NOTES IN CLASS:** If you take notes in class, you will be able to pay closer attention to the teacher. Note taking also helps you better remember the information. Your teacher will give you clues to help you to recognize important information. When the teacher has important information they may speak more slowly, they may write on the chalkboard, or they may repeat statements. Write key phrases only. Keep your notes together, dated, and in order. When studying before a test, they will be helpful.
- **LISTEN IN CLASS AND THEN ASK QUESTIONS FOR CLARIFICATION:** If you do not understand the information, do not be afraid to ask for an explanation.
- **COMMUNICATE WITH THE STAFF:** Let your teachers and counselors know what you require in order to achieve your goals. Communication is one of the key elements of a successful school career. It is a valuable asset that you can only develop through continued use and interaction.

## **5.0 General Student Information**

### **5.1 Lockers**

Students are responsible for materials left in their lockers. Students should not exchange combinations of their lockers with other students. Locker combinations will not be changed during the school year except under extreme situations. Lockers are the property of the school, and they are assigned for student use to store school materials. Students may not utilize personal locks on school lockers. Personal locks will be removed promptly by maintenance. School administration reserves the right to inspect lockers at any time to ensure the safety of all students.

### **5.2 Textbooks**

Students are assigned specific books that are numbered. In order to receive credit for the book's return, the numbers must match the student to whom the teacher assigned the book. Students will earn a fine for any textbook lost or damaged. Student community service may be substituted for fines with parent permission and at the discretion of the administration.

### **5.3 Medications**

Only parents or health aide can administer medications to students. School staff will not administer any medications to students.

### **5.4 Lost and Found**

If a student loses a textbook, or a personal item, please check with the office or look in the daily bulletin. Items left unattended in the hallways will be placed in the lost and found. All

lost and found items will be donated to a local charity or disposed of every Friday and during Christmas and summer vacations.

### 5.5 Valuables

We caution students not to bring large amounts of money or valuables, such as rings, bracelets, etc., to school. The school is not responsible for personal property.

### 5.6 Tobacco, Alcohol, and Drugs

Any student who buys, sells, takes, or is under the influence of alcohol and/or drugs on the school property will earn an out of school suspension with the length determined by the severity of the incident. School officials will report the student to the proper law enforcement authorities. Any student who buys, sells, takes, or is under the influence of alcohol and/or drugs at school activities, such as dances, basketball games, and field trips, will earn a suspension. Additional offenses will result in additional progressive consequences.

Student use or possession of tobacco on school grounds will result in specific tobacco consequences including a parent call, education classes, ineligible for extra curricular activities for five (5) for the first offense, and assigned community service within the school. Refusal to complete community service will result in a one-day suspension from school.

### 5.7 Students Breakfast and Lunch

Breakfast and lunch are provided free of charge to all students at Chevak School. Breakfast will be served from 8:00-8:45 AM each morning when school is in session. The school building will open at 8:00 AM each morning. Parents are encouraged not to send students to school prior to that time as the building will be closed and the children will be in an unsupervised situation. The Kashunamiut School District and Chevak School are not responsible for students that arrive at school prior to the beginning of the school day.

### 5.8 Assemblies

Each student is personally responsible for the impression made on the school as a whole during assemblies. Refined and courteous behavior of students must be displayed at all times; there should be no booing, whistling, running around, or talking during programs.

### 5.9 Early Dismissal/Emergency Closing/Weather Conditions

Every effort will be made to contact parents ahead of time if we have an early dismissal. School will be closed if conditions become detrimental to the welfare of students. Please listen to your radio for any notification regarding school closure. Parents always have the responsibility of determining if the weather is safe to send their child to school.

## 6.0 Special Education Services/Child Find

Federal and State laws require that the Kashunamiut School District find and provide a free and appropriate public education to all disabled school age individuals (ages 3-21) residing in the district. Students with certified disabilities may require specialized or modified materials, equipment, instructional programs, and related services. In all such instances, the district must provide the educationally related services to the individual in accordance with the Individuals with Disabilities Education Act (IDEA).

In conjunction with local village health aides, district personnel conduct an annual "Child Find Screening" every fall. While the district makes a concentrated screening effort, "Child Find Screening" services are available throughout the school year. Anyone who knows of a child who may need screening is encouraged to contact the district's Special Education Coordinator.

## 7.0 Attendance

The Kashunamiut School District Board of Education recognizes that individual student attendance in school is an important aspect that affects the quality of instruction offered to individual students as well as to the entire student population.

Alaska Statute 14.30.01 to 14.30.050 requires parents or guardians of students between the ages of 7 and 16 to have their children in school. These statutes explain the compulsory attendance of students in public schools. The district administration, teachers, staff, and the school board are required to report non-compliance with the compulsory attendance laws.

At Chevak School if your child is sick or tardy, call the school office at 858-7712 to let us know, or send a note in advance. A telephone call or written excuse signed by a parent or guardian is required for absences or tardies. Students who know in advance they will be out of school should pick up a pre-planned absent form for assignments while they are gone.

**When the tardy bell rings, students will be in their seats, and ready to begin class work.**

Student may not leave school without parent permission.

## 8.0 Absences and Excuses

When students attend school regularly, successful educational advancement is enhanced. The responsibility for regular attendance is that of the student and his or her parents or guardian.

**All absences, whether excused or unexcused, are considered absences, including, but not limited to:**

1. Illness
2. Trips
3. Religious holidays
4. Emergencies at home
5. Death in the family
6. Medical appointments
7. Out-of-school suspension
8. Subsistence activities

It is the belief of the Kashunamiut School District Board of Education that family trips should be scheduled at a time when school is not in session. Should a family trip contribute to the student missing more than 20 school days, credit will not be given for the class or classes missed. For all absences and upon request, the teacher(s) are required to provide assignments in each class including homework. **The student must complete the work and return it to the teacher(s) no later than one week after the student returns to school.** The superintendent may grant a waiver to exceed the limit under extreme circumstances.

When a student's absence exceeds 5, 10, 15, and 20 days per semester, the teacher shall notify the administration by email or written notice indicating the number of absences, and requesting the parent or guardian to improve their child's attendance at school. The administration will notify the parents by letter. If a student's absences exceed 20 days per semester, credit for that semester will be lost.

If absent from school on the day of the scheduled travel or activity, the student will not participate in the school activity or sport.

Unless satisfactory arrangements are made with the site administrator in advance, school officials will drop from the attendance rolls of the school any student absent from school for a period of 10 consecutive school days and the state agency will be contacted.

### **8.1 Excused and Unexcused Absences**

The principal may excuse student absences for illness/injury, unavoidable emergencies at home, death in the family, medical and dental appointments, religious observances, participation in other approved school activities, or pre-arranged situations approved by the principal in which the educational interests may be equally well served by the students' absence from school.

When students contemplate absence for personal reasons, their parent or guardian should write the site administrator to ask that the expected absence be excused. If the absence would be educationally harmful to the student or would set a poor example in matters of attendance for the student or other students, the site administrator or his or her designee may deny the request. If the site administrator denies the request, he or she will provide a reason (AR5113 (a))

When students who have been absent from school return, they must present a satisfactory explanation that verifies the reason for the absence. School officials may use the following methods to verify student absences:

1. Written note from parent, guardian, or representative of the parent within two days verifying the absence.
2. In person or telephonic conversation between the school official and the student's parent, guardian, or parent representative. The school official shall record the following:
  - a. Name of student.
  - b. Name of parent, guardian, or parent representative.
  - c. Name of verifying school official
  - d. Date or dates, inclusive, of the absence.
  - e. Reason for the absence.
3. School official visit to the student's home.
4. Any other reasonable method that **establishes the fact** that the student was actually absent for the reasons stated. A written record shall be made, including the information outlined above.

## 8.2 Unexcused Absences/Truancy

The Kashunamiut School District Board of Education and the administration are committed to keeping students in school. Truancy is defined as the absence of a student from class without the knowledge of or prior consent of the parent or guardian. The superintendent or his or her designee shall implement all steps appropriate to reduce student absences and to ensure that all children residing in the district are receiving appropriate educational services, as the law requires.

Excessive absences may affect a student's grade(s) in accordance with Board policy. The superintendent or his or her designee will report to the Board any apparent violations of compulsory attendance laws. **Unless a child subject to compulsory attendance laws is exempted, excluded, or expelled from school attendance, each five days of unlawful absence constitutes a separate violation of state law (AS 12.30.020) (AR 5113 (a), and could result in a fine levied by the courts.**

School officials will notify the parents or guardians of any attendance violation by their child and will inform them of the state compulsory attendance laws. When the student's absenteeism violates the district's attendance policies, the superintendent or his or her designee shall establish procedures for notifying parents, guardians, and students. Students experiencing difficulty with attendance shall be counseled in an attempt to alleviate the problem. The district, the parents, guardians, and the student will work together to develop an appropriate plan for improving the student's school attendance.

### 8.3 Tardies

Tardies are classified as either excused or unexcused and are less than ten (10) minutes in length. School officials are authorized to determine the classification of the tardy according to the following guidelines:

1. An excused tardy is one that is unavoidable or there were circumstances that were beyond the student's control.
2. An unexcused tardy is one that the student could have avoided.

School officials are the final authority in determining the type of tardy. Tardy students must get a tardy slip from the office upon entering the building or to be admitted into class after the class has started.

### 8.4 Truancy Intervention Procedures

#### **5 Unexcused Absences**

The teacher will make contact with the parent/guardian via phone call and written letter with a copy forwarded to the principal. A copy of the Alaska Compulsory Attendance Law is provided to parent/guardian.

#### **10 Unexcused Absences**

A meeting will be held between the principal, parent/guardian, and teacher to develop a plan to improve student attendance.

#### **15 Unexcused Absences**

Another meeting will be held between the principal, parent/guardian to find why the plan from the first meeting did not work. A letter will be sent to OCS, State Trooper, District Attorney and parent/guardian summarizing student absences and meeting results.

#### **20 Unexcused Absences**

A second letter will be sent to OCS, State Trooper, District Attorney and parent/guardian summarizing steps taken and student absences.

**Continuing Medical Absences:** Parents must contact the school when students will be absent for extended periods of time due to illness, surgery, or ongoing medical conditions. The school will work with the parents to provide an educational program for the students.

## 9.0 School Rules

### 9.1 Code of Conduct

The Kashunamiut Regional School Board believes that "all students have the right to a public education in a positive environment free from disruptions which interfere with teaching and learning activities". In order to maintain this positive atmosphere, there are school rules that have been established to guarantee that all students will have a safe, secure, and positive school environment.

## 9.2 School Rules

General school rules are developed to assure each student a safe, secure, and predictable school environment. General school rules cover all areas other than the classroom.

In this school...

1. We treat everyone with dignity and respect.
2. We follow directions, rules, and procedures.
3. We arrive to school and every class on time and prepared to work.
4. We use our computers for assigned coursework only during the school day, and NEVER loan them out to others.
5. We don't chew gum.
6. We do not show Inappropriate Displays of Affection (IDA's), (which is behavior that a student would generally not initiate with his or her friends with which they have no sexual interest).
7. We do not wear bandanas, hoods, or other inappropriate headgear during school hours.
8. We do not bring or use alcohol, tobacco, drugs, or dangerous weapons. Any student found with a gun or dangerous weapon will be suspended from school for a minimum of one year. **This applies to all grades (Ref. BP 5131.6).**
9. We do not use personal electronic devices of any kind in the classroom during the school day.

## 9.3 Investigation and Hearing

When a student is accused of misconduct he/she will be afforded an opportunity to explain his/her action. (Due Process).

## 9.4 Cheating/Plagiarism

A grade of zero will be given for all work resulting from cheating/plagiarism from the student and any student who assisted the student to cheat. Student found to have violated the Cheating/Plagiarism Policy, will not be eligible for academic honors, or recognition for the current school year; however, class ranking will not change.

## 9.5 Sportsmanship

The school board expects athletes, coaches, and spectators to demonstrate good sportsmanship during all athletic competition. District staff and parents/guardians have a duty to promote an environment of good sportsmanship by serving as models of fair play and proper conduct.

## 9.6 School Dress Code

A student's choice of school clothing should not interfere with the educational process. If a student's clothing is what the district considers inappropriate, we will talk to the child about alternatives. Parents will be notified before a child is sent home for inappropriate dress. Also, hoods, and other headgear are a distraction and are not allowed to be worn inside the building during the school day. (8:00 a.m.-5:00 p.m.) Any item of clothing or accessories that condones, advertises or promotes sexual connotations, death, violence, drugs, alcohol, or gang activity is not acceptable and will not be allowed in our schools.

### **9.7 Bullying**

Bullying is a form of harassment and intimidation that disrupts a student's ability to learn and a school's ability to educate. Students are prohibited from engaging in any form of bullying while on school property, or at school-sponsored activities or functions. Students who engage in an act of bullying are subject to appropriate disciplinary action, up to and including suspension or expulsion.

### **9.8 Sexual Harassment or Hazing**

Sexual harassment (unwanted physical or unwanted language) is against the law. Hazing of another student is against the law. Hazing is defined as the initiation process involving harassment.

### **9.9 Drug Free School**

Kashunamiut School District is a "Drug-Free School" and adheres to the federal program guidelines that stipulate that any student involvement with illicit drugs, tobacco, or alcohol may involve the intervention of legal authorities.

### **9.10 Title IX**

In complying with Title IX of the Educational Amendments of 1972, Kashunamiut School District wishes to notify students and parents that we do not discriminate on the basis of sex in educational activities programs. If any person has any questions or complaints concerning Title IX, please feel free to come to the Principal's office to discuss the matter.

## **10.0 Curriculum & High School Graduation Requirements**

The state of Alaska Department of Education & Early Development (EED) prescribes a program of instruction in the schools. The board policies and administrative regulations of the Kashunamiut School District Board of Education supplement the EED regulations.

### **10.1 Homework**

Homework is considered a regular part of the school's academic program. The Kashunamiut School District Board of Education encourages parents to provide a regular time and place for students to complete the day's assignments.

### **10.2 Elementary & Middle Program**

The elementary school program will include language arts, mathematics, social studies, health, physical education, the arts, science, and bilingual/bicultural instruction where applicable.

### **10.3 High School Program**

The number of credits that the Kashunamiut School District Board of Education requires for graduation from Chevak High School is 22 credits. In considering whether a student's transfer credits meet the Kashunamiut School District Board of Education's requirements, the school counselor and the site administrator will exercise their judgment as to whether or not subjects transferred into the Kashunamiut School District are acceptable. All

students must pass all required coursework to receive a State of Alaska High School Diploma. The course requirements are:

English	4
Mathematics	3
General Science	2
Social Studies	3
Physical Education/Health	1
Electives	9
<hr/>	
TOTAL REQUIRED	22 credits

Students earn ½ credit per class per semester.

**10.4 Class Membership**

Freshman	00-05 credits
Sophomore	06-10 credits
Junior	11-15 credits
Senior	16-22 or more credits

**10.5 Schedule Change**

School officials allow students three (3) days after the beginning of each semester to request class changes. Changes will be made based on graduation requirements and individual student needs.

**10.6 Grading System**

**10.6.1 Student Grading**

The Kashunamiut School District has established a grading system and alternative approaches for measuring student performance. These measurements are consistent with the educational program in the district.

**10.6.2 Retention**

Retention through grade 8 shall require approval of the principal and shall involve the following:

1. A clear history of special efforts to determine the nature of the student's problems coupled with special efforts to meet the student's needs.
2. Alerting of parents or guardians to the possibility of retention, at least as early as the beginning of the second semester, and involving of parents or guardians in an effort to assist the student to make desired educational progress.
3. Evidence that the retention will likely result in sufficient additional development to more than offset the possible negative effects of the student's being retained.

The following timeline must be adhered to:

<b>First Monday in November</b>	Retention Referral Form completed.
---------------------------------	------------------------------------

<b>December 15</b>	Teacher/Parent-Guardian Conference to inform of possible retention.
<b>February 1</b>	Letter of Concern sent to Parent-Guardian.
<b>April 1</b>	Teacher, Support Team, Principal and Superintendent Conference.
<b>May 1</b>	Teacher/Parent-Guardian Conference to discuss student retention.
<b>10 calendar days from above meeting</b>	A certified Letter of Retention will be sent to Parent-Guardian.

### 10.7 Honor Roll

The following grading scale will be used for Honor Roll:

Superintendent's Honor Roll	4.0
Principal's Honor Roll	3.50 - 3.99
Honor Roll	3.00 - 3.49

### 10.8 Grades for Achievement in Grades 7 through 12

<b>Letter</b>	<b>Grade Percent</b>	<b>Range Descriptor</b>	<b>Grade Point Equivalent</b>
A	90% - 100%	Outstanding Achievement	4.0 grade point
B	80% - 89%	Above Average Achievement	3.0 grade point
C	70% - 79%	Average Achievement	2.0 grade point
D	60% - 69%	Below Average Achievement	1.0 grade point
F	0% - 59%	Little or No Achievement	0
I	Incomplete		

### 10.9 Incompletes

After a grading period, any "I" (Incomplete) will remain on the student's transcript. If a student earns a grade for a course taken a second time, it will not replace the earlier grade. Only semester grades will count for credit purposes for high school.

### 10.10 Valedictorian and Salutatorian

The Valedictorian and Salutatorian must have a grade point average of at least 3.00. Each year, Valedictorian and Salutatorian positions will be announced one week prior to graduation. The cumulative GPA will be determined by computing an average of the semester grades only.

### 10.11 Reporting to Parents

Appropriate report cards, forms, and procedures for reporting to parents regarding student performance have been established to complement the grading system and the educational goals of the district. Report cards are issued at the conclusion of each academic quarter. Progress reports will be sent at the mid-term to keep parent/guardian informed.

### 10.12 Early Graduation

Students meeting graduation requirements prior to four full years of attendance may graduate early from Chevak School. Students will be permitted to participate in graduation ceremonies the following spring.

### 10.13 Withdrawal

If a student withdraws from our school, he or she must complete a Kashunamiut School District Check-Out Form. Until all materials are returned and financial obligations are paid, school officials will not issue report cards or any records, including student records. School officials will not permit students who have withdrawn from school to be on campus during the school hours or to participate in student activities.

## 11.0 Student Injuries

### 11.1 Insurance

Parents are primarily responsible for their children's health care. The district does not provide medical care or insurance for a student injury that may occur while attending school or participating in school-sponsored activities. The district can provide information on student school accident insurance.

### 11.2 "ASAA" (Alaska School Activities Association) Eligibility Requirements

Eligibility requirements are as follows:

1. Be properly registered in a 9-12 or 10-12 high school program or any combination thereof, in the member school where the student will participate or where authorized by a member district, be enrolled in the member district's non-member school or program (including district correspondence), when such district is paying the student surcharge for that student or, in the case of students attending alternative education programs, be registered with their School of Eligibility, as described below.
2. Students enrolled in an alternative education program, as defined in Article 1, Section 8 herein, are eligible to participate in the interscholastic activities of only one member school per year, except as provided under the Transfer/Residency Rule (Article 12, Section 9). That school shall be considered the School of Eligibility.
  - a. The School of Eligibility shall be the public school (1) that, based on the residence of the parent or legal guardian, the student would be eligible to attend were the student not enrolled in an alternative education program; or (2) at which the student requests to participate, if (A) the student shows good cause, as determined by the governing body of the Public School the student would be eligible to attend were the student not enrolled in an alternative education program and (B) the governing body of the school in which the student seeks to participate in interscholastic activities approves; or The School of Eligibility may be a private or religious school that the student would be eligible to attend were the student not enrolled in an alternative education program; and at which the student requests to participate; and if the administrator of the school approves.
  - b. The School of Eligibility must ensure that the alternative education program student meets all eligibility requirements before being permitted to participate. Alternative education program students who request to participate in the interscholastic activity program of a member public school or district, or a private or religious school, must be properly registered for participation in interscholastic activities

with the member school district or School of Eligibility. Schools (districts) may require that alternative education program students who request to participate in interscholastic activities at one of its member schools pre-register either prior to the beginning of the school year, prior to the beginning of a sport or activity season which begins before school starts, or upon moving into the district's boundary.

3. Not be a graduated senior, with the exception that the eligibility of a senior graduating near the end of a regular school year, shall extend through the conclusion of any current school athletic season in which he or she is participating.
4. For all freshmen, sophomores, and junior, as well as seniors who are not on track to graduate, must be enrolled in a minimum of courses needed to receive 2.5 units of semester credit or equivalent at School of Eligibility or supervised by the School of Eligibility or its school district, that lead to granting credit toward graduation from the school district or School of Eligibility.
5. Seniors who are on track to graduate must be enrolled in a minimum of courses needed to receive 2.0 units of semester credit or the equivalent at the School of Eligibility or supervised by the School of Eligibility or its school district that lead to granting of credit toward graduation from the school district or the School of Eligibility. Full time seniors who are on track to graduate, must be enrolled in a minimum of two (2) semester units of credit, or equivalent, at School of Eligibility.
6. Must maintain at least an overall 2.0 GPA during the current semester to remain eligible. Students who do not maintain an overall 2.0 GPA may regain eligibility during the current semester by achieving and maintaining an overall 2.0 GPA within the school's grading system.
7. Must be in regular attendance at school classes in which enrolled or for which credit is granted (or be enrolled in a district or member school correspondence program).

In order to participate in extra-curricular or co-curricular activities, students in grades 6 through 12 must demonstrate satisfactory educational progress in meeting the requirements for graduation or promotion to high school.

As a participant in any Chevak School activity, students are expected to maintain high standards of conduct toward coaches, classmates, teachers, as well as members of other communities, in and out of school, at all times. If school officials suspend a student or athlete, the student is ineligible to participate in the sport or activity, including practice sessions, from the time he or she is suspended until the Monday following the date that he or she is reinstated.

If a student fails a class for the preceding quarter, he or she is ineligible until the midterm of the following quarter at which time the student's academic eligibility will be reconsidered. If all grades are passing at that time, he or she may become eligible. The grades a student earns during the second semester determine the student's eligibility for the first quarter of the following year. First-year high school freshman enter with a "clean slate."

1. Teachers will submit all grades to the athletic director each Friday. The activities director will generate a weekly eligibility form for each student no later than the following Monday and distribute to the appropriate coach. Coaches will distribute forms to students.
2. Eligibility forms must be signed by the parent, athletic director, and principal and returned to the coach prior to the end of practice on Wednesday. The coach will promptly return the forms to the AD.
3. In order to participate, student activity participants must check in the previous season's activity equipment. The student will pay for equipment lost or damaged. School officials will not issue uniforms or equipment to any student who has an outstanding student bill. In the event that the student is unable to pay the bill, he or she may make arrangements to work off the debt. Prior to participation in the activity, the student must pay the debt.
4. In order to participate in an activity, sport, or contest on a specific day, the student must be in attendance on that day. Tardies will be examined by the administration on a case-by-case basis.

## **12.0 Student Activities**

The district provides a variety of activities for students at Chevak School. Students are encouraged to get involved in as many activities as they are able to handle. This is an excellent opportunity for students to develop skills that often are not available in the classroom.

The community, the Kashunamiut School District Board of Education, and the staff follow and support the Chevak School Activities Code. This code is one of the strong contributors to the development of good attitudes and sportsmanship. Participants in activities should read and understand it thoroughly.

### **12.1 Student Council**

Student Council serves as a democratic method for all students in the school. Through it, every student can voice his or her concerns and ideas. As a member of the Student Council, it is your responsibility to represent the views of your classmates at each meeting. Student Council provides students with the opportunity to learn about the democratic process and leadership. Following is a list of its rules:

- All students can become a member of the Student Council.
- Representatives are elected by each class to act and vote for students at Student Council meetings.
- Every Student Council has officers; usually, a President, Vice President, Secretary, and Treasurer. These positions are elected by the high school for high school and middle school for the middle school.
- A teacher or other member of the school staff serves as school sponsor.
- The principal or designee is always a member of the Student Council. He or she is the final authority and has the ultimate responsibility for the decisions.

## 12.2 Student Travel

The following policy applies to all student activities involving travel: Students who choose not to attend an activity once the reservations have been made will be responsible for all expenses incurred, unless otherwise agreed upon by the school administrator. In addition, if it becomes necessary to send a student home (back to Chevak) due to inappropriate behavior, the parents will pay for all expenses. **(In addition, the student must not have any F's for that eligibility check and meet weekly eligibility to be eligible for student travel).**

Qualifying for eligibility is required for all inter-scholastic activities and travel. Inter-scholastic activities are those that involve student participation and or competition between two or more schools. In order to participate, he or she must meet all of the eligibility standards of the Alaska School Activities Association and the district policies.

### **12.2.1 Ineligibility (BP 6145)**

If any of the following items exist, a student is considered ineligible:

1. One or more Fs on the weekly eligibility form.
2. During the school year, if a student is convicted of a misdemeanor. The student will be ineligible for extra-curricular and co-curricular activities for the remainder of the school year.
3. Students participating in extra-curricular or co-curricular activities will not use or possess alcohol, drugs, or tobacco products. If a student violates this policy with regard to alcohol or drugs, school officials will suspend the student from all extra-curricular and co-curricular activities for the remainder of the school year. Tobacco violations will be as follows:
  - a. 1st Offense: 1 week suspension from activities;
  - b. 2nd Offense: 2 week suspension from activities;
  - c. 3rd Offense: Suspension from activity for the remainder of the semester.
4. Prior to practice or competition in any athletic activity, the district requires students in all grades to have a licensed physician or physician's assistant perform a physical examination.
5. While a member of the school team, athletes may not participate on another organized athletic team of the same sport.
6. Any absence during the day of an activity.
7. All students wishing to participate in any school-sponsored activity must have a signed parental permission and medical release form on file in the school office.

**NOTE: All school rules, eligibility criteria, discipline, conduct rules, etc. applies during any school travel that the District sponsors.**

### **12.2.2 Student Release**

Due to safety and legal liability responsibilities, the district discourages parent or guardians from requesting a student release during a school activity. The district stresses that students are expected to travel to and return from events under the supervision of the chaperone/coach.

The district expects students to return from trips with the chaperone/coach. If, after talking directly to the parent or guardian, the situation is appropriate, the supervising teacher may choose to release the student to his or her parent or guardian. However, before the supervising teacher releases the student, the applicant will follow these guidelines:

1. Obtain a written consent waiver. The site administrator must receive this waiver prior to the student's departure for the planned activity.
2. Obtain the signatures of parents or guardians, site administrator, athletic director, coach, or supervising teacher.
3. The waiver will grant a student release only to a parent or guardian or the adult named on the waiver.
4. Assurances that the student-release will not interfere with his or her participation in the activity.
5. The chaperone must have verification of the release.

### 12.2.3 Conduct on Trips

While participating in school-sponsored activities, while a guest at another school or while engaged in an activity, the district requires all students to conduct themselves properly. A student shall obey the rules, regulations, and directions that the coach, the supervisor, the chaperone, or hosting school may have or give. School officials will deal with infractions in accordance with guidelines in other sections of this manual. For severe infractions of the rules, school officials may send students home immediately at parent or guardian expense. School officials will not allow students sent home at parent or guardian expense to participate in school activities for the remainder of the school year. Upon returning home, the student will have the opportunity to appeal the decision to the superintendent. If the student is found in noncompliance with the behavior expectations of the District, the local student-parent handbook, or local coach, school officials will impose the appropriate penalty.

### 12.2.4 Restriction From School-Sponsored Activities.

Discipline problem while on district or school sponsored student activity trip.

- a) First infraction: District Office will be contacted immediately and arrangement will be made to transport student back to the school site.
- b) Second infraction: Restriction from activity travel for one quarter (9 weeks from date of decision). Restriction from activity travel for one semester (18 school weeks from date of decision).
- c) Third infraction: Loss of activity travel privileges until student proves himself or herself travel-worthy to site administrator and superintendent. Minimum restriction: one school year.

**Note: Severity of infraction may require involvement of law enforcement agency and additional district penalty.**

### 12.3 Field Trips Requiring Transportation

Written permission from parents and guardians is required before a child can participate in school-sponsored field trips. Parents and or guardians will be notified in advance of all field trips. All school rules apply when students participate in field trips.

School officials and students may plan field trips for groups of students throughout the school year. Field trips enhance the district's total educational program. School officials and students must carefully plan trips and they will follow the guidelines that the superintendent or his or her designee will establish. Prior to approval of any field trip plans, the plans must show evidence that they take into consideration funding, timeliness, and the educational benefit. The superintendent or his or her designee must approve all student travel away from the school site.

### 12.4 School-Sponsored Trips

The School Board recognizes that school-sponsored trips are important components of a student's development. Besides supplementing and enriching classroom learning experiences, such trips encourage new interests among students, make them more aware of community resources, and help them relate their school experiences to the outside world. The Board believes that careful planning can greatly enhance the value and safety of such trips.

*(cf. 1321 – Solicitation of Funds from and by Students)*

*(cf. 6145 – Extracurricular Activities)*

All trips involving out-of-state travel shall require the prior approval of the Board. Other trips may be approved by the Superintendent and/or designee. The school shall develop a plan which provides for the safety of students and their proper supervision by certificated staff on all school-sponsored trips. Other school employees and parents/guardians also may participate in this supervision and may be asked to attend preparatory training sessions and/or meetings.

*(cf. 3541 – Transportation: School-Related Trips)*

In advance of a study trip, teachers shall determine educational objectives which relate directly to the curriculum. The Principal shall ensure that teachers develop plans which provide for the best use of students' learning time while on the trip. Teachers also shall provide appropriate instruction before and after the trip.

*Legal Reference:*

ALASKA ADMINISTRATIVE CODE

*4 AAC 06.520 Recreational and athletic activities.*

## **12.5 Student Activity Funds**

Student organizations may raise and spend money in order to promote the general welfare, morale and educational experiences of the students. Student funds shall finance worthwhile activities which go beyond those provided by the district.

*(cf. 1321 – Solicitation of funds from and by Students)*  
*(cf. 3554 – Other Food Sales)*

Student funds shall be managed in accordance with sound business procedures designed to encourage the largest possible educational return to students with out sacrificing the safety of funds or exposing students to undue responsibility or unnecessary routine.

The Superintendent and/or designee shall be responsible for the proper conduct of all student organization financial activities and shall periodically review the organizations' general financial structures and accounting procedures.

Then Board shall provide an annual audit of student accounts by a certified public accountant or licensed public accountant.

*(cf. 3400 – Management of District Assets/Accounts)*

## **13.0 Student Sponsored Dances/Activities**

The district supports the right of students to hold school dances and organize school activities. The district encourages these activities because we realize that our community is limited in terms of activities for students. However, the care of the school facility is of extreme importance. It is imperative that users leave the facility clean. The school group that sponsors the event is responsible for the care of the facility. Failure to adequately clean the facility will result in a suspension of sponsoring privileges for the next assigned sponsor week or for a period of one month, whichever is longer. Student groups will pay for all cleaning cost or damages to school property from their activities account. (FAILURE TO CLEAN UP WILL RESULT IN A FINE BASED ON THE AMOUNT OF TIME IT TAKES THE CUSTODIAN TO CLEAN UP THE AREA TIMES \$25.00 PER HOUR.)

### **13.1 Approval Procedures**

1. At least one certified staff member must chaperone all student-sponsored activities.
2. The sponsor(s) and a class representative must sign a Student Activity Request Form and submit to the principal no later than 4:30 PM on the Wednesday prior to the event.
3. The principal must approve the facility use request.

### **13.2 Activity Rules**

1. Once a person enters the activity, they must remain there. If they leave the activity, they cannot return.
2. After the activity, the sponsoring class must clean all areas utilized including bathrooms, etc. Supplies must be obtained from the custodians prior to the event.

3. Students must stay in the designated activity area. Other parts of the school are off limits.
4. Fighting or cursing is not allowed. Because this is a school function, violators are subject to the school rules and penalties.
5. The sponsoring class will set the minimum grade level of those persons allowed to attend an event.
6. The sponsoring class will put away all stereo equipment and all other items that were used for the activity.

Any sponsoring class that fails to follow the rules will lose its right to sponsor an activity for the remainder of the semester.

## **14.0 Student Honors and Awards**

### **14.1 Honors Students**

The administration and the staff will honor, by a special activity at the end of the quarter, those students who have consistently maintained a 3.0 GPA or better for each quarter.

### **14.2 Perfect Attendance Award**

The school will present a special award to those students who have missed no school days and another award for those who have missed three days or less.

### **14.3 Awards Assembly**

The administration and staff presents many awards and certificates of recognition at the Annual Awards Assembly. The school urges all students, parents, and alumni to attend and to give recognition to the students who did outstanding work throughout the year.

*Students must obtain teacher permission to take a class cut. Students will report to the library or to another classroom when using this privilege. Abuse of these privileges will result in revocation.*

### **14.4 Fall Athletic Awards Ceremony/Ptarmigan Jamboree**

A spring award ceremony will be held for all middle and high school athletic students who participated in interscholastic activities. Awards will be presented to students who excelled in each area. Coaches will make the final decision as to who will receive awards for their individual teams.

## **15.0 Student Rights and Responsibilities**

The Kashunamiut School District Board of Education recognizes that education is a right not to be taken away without cause. This right, however, is conditional upon the individual's willingness to obey reasonable rules and regulations. The district directs all

rules, regulations, and disciplinary actions toward serving the educational needs of all children. **The legislature of the state of Alaska authorizes the Kashunamiut School District Board of Education and the administration of the district, the responsibility to use fair principles and to exercise prudence in the formulation of essential and enforceable rules.** Students must conduct themselves in an appropriate manner so that learning can take place. Students are expected to develop mature behavior, self-discipline, and personal responsibility.

Since it is necessary for rules and regulations to be established, school officials will inform the students of the rules and the rationale behind them. When necessary, school officials will use their delegated authority to enforce these rules. If each individual assumes personal responsibility for his or her behavior, school officials can maintain individual student's rights and privileges.

## **16.0 Complaint Procedure**

The Kashunamiut School District Board of Education recognizes that students and parents may have concerns regarding the professional staff, support staff, or the instructional program. The Kashunamiut School District Board of Education has adopted policies and administrative regulations for the public to follow. In general, the following guidelines are the proper procedures to observe:

1. If the problem involves a classroom teacher, the complaint should go to the teacher first.
2. If the problem cannot be resolved with the teacher, the complaint should go to the site administrator.
3. If the site administrator cannot resolve the problem, or if the problem involves the site administrator, the complaint should go to the superintendent. Every effort will be made to resolve the problem at the lowest administrative level possible.
4. When all other attempts to solve the problem fail, the complainant should ask to have the item included on the agenda of the next regular meeting of The Kashunamiut School District Board of Education. The Board's decision will be final.

## **17.0 Due Process**

In any disciplinary action, including suspension of ten (10) school days or less, the student(s) shall have the opportunity to contest any alleged fact leading to disciplinary or other action taken against him or her. He or she has the right to have his or her claims heard before the site administrator. The student shall have the opportunity to have his or her parent(s) or guardian(s) present and to be informed of all the evidence and arguments against him or her. The findings of the site administrator will be final.

## 18.0 Fire Drills

Site administrators will hold fire drills at least once a quarter. The site administrator will assure that each room has a sign showing the proper route to evacuate the building. Students should be as quiet and orderly as possible as they leave the building. If complications arise or normal exits are blocked, students will follow the instructions of school officials. False alarms are dangerous to the safety of student and other school personnel. They are also illegal.

## 19.0 Parent Access to Student Records

Parents shall be provided access to their student(s) cumulative files as well as special education files within one working day of their request. Parent requests for cumulative records must be made through the principal or counselor. Special education records may be obtained by contacting the principal or special education coordinator. Records request forms are available at the school office.

## 20.0 Internet and Technology Use Policy

As telecommunications, local area networks, and wide area networks have become a normal method of doing business in our schools and the skills of accessing and manipulating information become requirements for work and communications in the workplaces in which our students will be employed, we realize and endorse the need and the right of students to access networks, information systems, and the Internet.

However, with all privileges come responsibilities. With the power of information networks and the Internet come possibilities and opportunities for abuse. The dynamic and changing characteristics of the Internet and telecommunications networks make it impossible to predict what information students may access. Making electronic information access available to students **does not** imply endorsement of any and all content which may be available and accessible via electronic means.

The Internet and Technology Use Policy of the Kashunamiut School District has at its core two fundamental principles:

1. With all responsibilities comes the need to act in a legal, ethical, and responsible manner.
2. Responsible use of the Internet and Technology is a behavioral and disciplinary issue, not a technological one.

Students and parents will be required to read and sign an Internet Access Agreement with the school district before Internet access will be provided to students.

Network Services refers to services and information accessed over the Local Area Network (LAN) of each school, as well as over Wide Area Networks (WANs), which includes Internet access and access via telecommunications networks and protocols.

Technology Tools refers to computer hardware and software components, and those devices controlled by them or created by them. This includes, but is not limited to still and digital cameras and video cameras.

Network Users refers to students, staff, and others given access to the Network Services and Technology Tools of the Kashunamiut School District.

### **Kashunamiut School District** **Conditions of Computer Use**

This contract states the conditions for use of the computers and the penalties for violating those conditions. Those who do not sign this permit will not be allowed to use the computers at Kashunamiut School District.

#### **Privileges, Responsibilities, and Definition of Unacceptable Use**

Privileges:

- Use of the computers at Kashunamiut School District
- Use of the Kashunamiut School District's access to the Internet
- Use of the school's file server

Responsibilities:

- Using the computers properly
- Reporting improper use of the computers
- Respecting the restrictions placed on computer usage
- Behaving in such manner as to be treated as a responsible computer user

Unacceptable uses of Network Services and Technology Tools:

- Damaging or disrupting equipment or system performance
- Corrupting or damaging the data of another user
- Wasting resources such as paper through unnecessary or excessive printing, storage space, or access time
- Participating in "hacking" by gaining access to unauthorized network areas, management systems, information, and/or files
- Allowing access to another student with your login name and password.

#### **Conditions**

##### **1. Respect the equipment.**

The computers at Kashunamiut School District are for the use of all students. They are delicate machines, and as such should not be used as anything but computers. The screens should not be touched, the computers are not to be moved, and all cords/cables/plugs/etc. should be left exactly as is.

## **2. Respect the software.**

Kashunamiut School District computers have *approved* software installed for purposes related to the nature of your assigned work. It is installed for work purposes. No software is to be added or deleted. No students are to access system files (preferences, system font, etc.).

The computers at Kashunamiut School District are primarily workstations. As such, they will have the software necessary to do the assigned work on them. If other software is installed on the machines, it may cause system conflicts or license violations.

## **3. The Internet is a tool.**

Entry to the Internet is provided through the computers at Kashunamiut School District and is to be used to find information and graphics relating to schoolwork. Access is not to be abused.

## **4. Mail privileges.**

Kashunamiut School District will provide email access for students. Federal law mandates that e-mail is the property of the organization (i.e. Kashunamiut School District).

## **5. Printing.**

It is required to complete all drafts of work before printing final copies on paper. All attempts to protect papers must be observed. Excessive printing and printing for personal needs rather than schoolwork is prohibited.

## **6. The golden rule applies.**

Erasing files in the areas of people forgetful enough to leave them open when they leave that computer, or trusting enough to leave the room with their area still open, is not to be done. People's files are their own, and if you come across a machine with someone else's file open on it, put it away. If you wouldn't like long hours of your own work erased, don't erase the work of others. Do unto others as you would have done to you. Revenge is not acceptable.

## **7. Restrictions.**

Restrictions are placed on the computer by many entities, including the Federal Government, the School District, the administration and teachers at Kashunamiut School District. One of those restrictions is this permit. These restrictions are to be respected, and the severest consequences can result from violating them.

The restrictions placed on the use of the computers and the Internet is governed at the Kashunamiut School District by items not only in the policies of the Kashunamiut School District, but items in the United States federal code and regulations made by the State of Alaska. They exist to prevent the public (who provide the funding, and thus have some control of the function of the school) from requiring that the computers be removed from the schools.

## **Kashunamiut School District's computer system will be organized as follows:**

### **1. Computer System Administrator.**

The system administrator will be at the top of the system; that person will have the ultimate authority and responsibility for the system in cooperation with the Kashunamiut School District teachers and staff. Any problems that can not be resolved in any other fashion will be brought to the system administrator. The system administrator will also approve any additions to the computers

### **2. The student users.**

All students in the Kashunamiut School District who have signed the contract for computer use and are not being disciplined for computer abuse are in this category. If they have not been removed from the computers for disciplinary reasons, they may have one. E-mail accounts will be available to this group, in agreement with the Kashunamiut School District's policies on the subject.

### **3. The student non-users.**

This last group involves those who did not sign the "Conditions for computer use" contract, and those who have been penalized by being disallowed computer use must have special permission or constant supervision by a teacher or staff member to use Kashunamiut School District's computers. They will have no access to the file server.

## **Penalties and Consequences**

If the conditions stated above are not met, penalties will be incurred. By signing this document, you agree to any penalties incurred by your own actions. The System Administrator or other appropriate individuals will forward the discipline referrals to the school administration. Penalties allotted in this fashion are independent of other penalties incurred by the individual.

### **1. Disallowed computer use.**

For all general computer related offenses mentioned in this contract, the offending individual will be removed as a user and member of groups on the Kashunamiut School District file server. They may retrieve their personal and school related files from the server, so long as the files are unrelated to the offense, at the Kashunamiut School District teachers' discretion.

### **2. Suspension.**

For serious offenses, the offender may be suspended from school in agreement with the Kashunamiut School District suspension policy. This boundary of punishment is reserved for students with multiple offenses, or those guilty of extreme ravage of the system; taking commercial software registered to the Kashunamiut School District for personal use, physically damaging computers owned by the Kashunamiut School District, attempting to damage the files on the Internet or any network server in the Kashunamiut School District.

## Student/Parent 2017-2018 Handbook Statement of Understanding

As a student at Chevak School, I (we) understand and agree to abide by the procedures, guidelines, and specific rules and regulation included in this handbook. I (we) further acknowledge that I (we) understand the penalties for rule violations while enrolled in and attending Chevak School.

As parents of a child or of children who attend Chevak School, I (we) acknowledge that I (we) have read the Student/Parent Handbook and the student activity rules and guidelines and I (we) agree to assist my child or children to obey the procedures, guidelines, specific rules, and regulations included in this handbook while he or she is enrolled and attending Chevak School. I (we) further acknowledge that I (we) understand the penalties for rule violations.

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Student's Signature Date

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Print Parent or Guardian's Name

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Parent's or Guardian's Signature Date

Please return this form signed to the school office. A copy will be kept in the student's permanent record.

# Kashunamiut School District School Calendar

Kashunamiut School District 2017-2018 Calendar																													
District Name:Kashunamiut School District														CHEVAK SCHOOL															
Date of School Board Approval: 03.09.17																													
		Aug-17							Sep-17							Oct-17													
<b>O</b>	School Opens	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S							
<b>E</b>	End of Quarter			1	2	3	4	5							1	2													
<b>H</b>	Legal Holiday														I														
<b>I</b>	Inservice Day	6	7	8	9	10	11	12	3	4	5	6	7	8	9	1	2	3	4	5	6	7							
<b>X</b>	Emergency Closure			NT	I	I	W	I		H	CU	CU	CU	CU															
<b>W</b>	Teacher Workday	13	14	15	16	17	18	19	10	11	12	13	14	15	16	8	9	10	11	12	13	14							
<b>PT</b>	Parent-Teacher Conf																												
<b>M</b>	Minimum Day		W	O											I											E/I			
<b>C</b>	School Closes	20	21	22	23	24	25	26	17	18	19	20	21	22	23	15	16	17	18	19	20	21							
<b>S</b>	Saturday School	27	28	29	30	31			24	25	26	27	28	29	30	22	23	24	25	26	27	28							
<b>T</b>	Testing																												
<b>V</b>	Vacation Day															29	30	31											
<b>CU</b>	Cultural Heritage																												
		# of Inservice Days: 3							# of Inservice Days: 2							# of Inservice Days: 1													
		# of Student Days: 13							# of Student Days: 18							# of Student Days: 21													
		# of Teacher Days: 18							# of Teacher Days: 21							# of Teacher Days: 22													
		Nov-17							Dec-17							Jan-18							Feb-18						
<b>S</b>		M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
				1	2	3	4						1	2		1	2	3	4	5	6					1	2	3	
																H	V	V	V	V							I		
		5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10
		12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17
		19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24
				V	H	H						EM	V	V											PM	PM	PM		
		26	27	28	29	30			24	25	26	27	28	29	30	28	29	30	31				25	26	27	28			
										H	V	V	V	V															
									31																				
		# of Inservice Days: 0							# of Inservice Days: 0							# of Inservice Days: 0							# of Inservice Days: 1						
		# of Student Days: 19							# of Student Days: 14							# of Student Days: 18							# of Student Days: 19						
		# of Teacher Days: 21							# of Teacher Days: 15							# of Teacher Days: 19							# of Teacher Days: 20						
		Mar-18							Apr-18							May-18							Jun-18						
<b>S</b>		M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
					1	2	3										1	2	3	4	5						1	2	
																	CU	CU	CU	I									
		4	5	6	7	8	9	10	1	2	3	4	5	6	7	6	7	8	9	10	11	12	3	4	5	6	7	8	9
						EM				T	T	T	T	T															
		11	12	13	14	15	16	17	8	9	10	11	12	13	14	13	14	15	16	17	18	19	10	11	12	13	14	15	16
		V	V	V	V	V				T	T	T	T	T					CM	I	W								
		18	19	20	21	22	23	24	15	16	17	18	19	20	21	20	21	22	23	24	25	26	17	18	19	20	21	22	23
										T	T	T	T	T															
		25	26	27	28	29	30	31	22	23	24	25	26	27	28	27	28	29	30	31			24	25	26	27	28	29	30
			T	T	T	T	H									H													
									29	30																			
		# of Inservice Days: 0							# of Inservice Days: 0							# of Inservice Days: 2							# of Inservice Days:						
		# of Student Days: 16							# of Student Days: 21							# of Student Days: 12							# of Student Days:						
		# of Teacher Days: 17							# of Teacher Days: 21							# of Teacher Days: 15							# of Teacher Days:						
QTR 1: 41 DAYS QTR 2: 45 DAYS QTR 3: 43 DAYS QTR 4: 42 DAYS																													

This calendar is subject to change.