

SOUTH LEMHI SCHOOL DISTRICT NO.292

TABLE OF CONTENTS

100 SERIES—EDUCATIONAL PHILOSOPHY

Statement of Philosophy.....101
Mission/Vision Statement.....102
Beliefs103

1000 SERIES—BOARD OF TRUSTEES

Continuity of the Board

Legal Status and Operation1000
Organization and Classification.....1010

School Board Elections

Membership1100
Elections.....1110
Taking Office1120
Oath of Office1120P
Resignation1130
Vacancies.....1140

Organization and Government of the Board

Annual Organization Meeting.....1200
School Board Powers and Duties.....1205
Qualifications, Terms, and Duties of Board Officers1210
Clerk.....1220
Duties of the Treasurer.....1230
Duties of Individual Trustees.....1240
Committees.....1250

Governance

District Policy1300

District Planning	1315
Management Rights.....	1320
Principals of Operations	
Board/Staff Communications.....	1400
School Board Use of Email and Social Media.....	1405
Board/Superintendent Relationship	1410
Board Meetings and Board Meeting Procedures	
Board Meetings.....	1500
Board Ethics, Growth and Development	
Code of Ethics for School Board Members.....	1600
Conflict of Interest	1610
Trustee Spouse Employment	1615
2000 SERIES—INSTRUCTION	
Goals.....	2000
Curriculum	
Curriculum Development and Assessment.....	2100
Program Evaluation and Diagnostic Tests.....	2120
Student and Family Privacy Rights.....	2140
Copyright	2150
Copyright Compliance	2150P
Instructional Organization	
School Year, Calendar, and Instructional Hours.....	2200
School Closure.....	2210-2210P
Prekindergarten Programs.....	2220
Grade Organization.....	2230
Class Size.....	2240
Programs and Services	
Guidance and Counseling	2300

Health Enhancement Education.....	2320
Driver Training Education	2325
Digital Citizenship and Safety Education	2335
Controversial Issues and Academic Freedom.....	2340
Parental Opt-Out Form for Sex Education.....	2340F
Student Religious Activity at School.....	2350
Release Time.....	2355
Interscholastic Activities.....	2360
Homebound, Hospital, and Home Instruction	2370
Service Animals in Schools.....	2375
Limited English Proficiency Program.....	2385
Migrant Education Program.....	2390
Idaho Digital Learning Academy Classes.....	2395
Special or Alternative Instruction	
Section 504 of the Rehabilitation Act of 1973.....	2410-2410P
Parental Involvement	2420-2420P
Gifted and Talented Program.....	2430
Advanced Opportunities	2435
Online Courses and Alternative Credit Options	2440
Contracted Student Services.....	2450
Instructional Materials	
Library Materials.....	2500
Selection of Library Materials	2510-2510P
Field Trips, Excursions, and Outdoor Education.....	2550
Use of Commercially Produced Video Recordings.....	2570
Parental Opt-Out/Consent Form Regarding Movies.....	2570F
Grading and Promotion	
Promotion/Retention.....	2600

Advancement Requirements (6 through 9).....	2605
Advancement Requirements (9 through 12).....	2610
Grading and Progress Reports.....	2620
Graduation	
High School Graduation Requirements.....	2700-2700P
Military Compact Waiver	2705
Alternative 1.....	2710
Participation in Commencement Exercises	2720
Accreditation	
Objectives	2800
3000 SERIES—STUDENTS	
Enrollment and Attendance	
Entrance, Placement, and Transfer	3000
Open Enrollment.....	3010
Open Enrollment Application Form	3010F
Enrollment and Attendance Records.....	3020-3020P
Attendance Policy.....	3050
Education of Homeless Children	3060
Student Rights and Responsibilities	
Student Rights and Responsibilities	3200
Uniform Grievance Procedure.....	3210
Student Use of Buildings: Equal Access.....	3220
Student Dress.....	3255
Electronic Communications Devices (Alt. 2—Devices Allowed, With Controls).....	3265
District-Provided Access to Electronic Information, Services, and Networks.....	3270
Internet Access Conduct Agreement.....	3270F
Students Allowed to Take Devices Home.....	3275
Equal Education, Nondiscrimination, and Sex Equity.....	3280

Relationship Abuse and Sexual Assault Prevention and Response	3285
Sexual Harassment/Intimidation of Students.....	3290-3290F
Hazing, Harassment, Intimidation, Bullying, Cyber Bullying	3295
Hazing, Harassment, Intimidation, Bullying, Cyber Bullying	3295P
Complaint Form.....	3295F
Drug Free School Zone	3300
Prohibition of Tobacco Possession and Use	3305
Student Discipline.....	3330
Academic Honesty	3335
Corrective Actions and Punishment.....	3340-3340P
Discipline of Students with Disabilities.....	3360
Searches and Seizure.....	3370
Extracurricular and Co-Curricular Participation Policy.....	3380
School Sponsored Student Activities.....	3410
Student Fees, Fines and Charges/Return of Property.....	3440
Student Protection	
Student Health/Physical Screenings/Examinations	3500-3500F
Concussion Protocol	3505
Acknowledgement of Receipt of Concussion Guidelines.....	3505F1
Authorization to Return to Play or Participate.....	3505F2
Administering Medicines to Students.....	3510
Authorization for Self-Administered Medication.....	3510F1
Indemnification/Hold Harmless Agreement for Self-Administration of Medication.....	3510F2
Contagious or Infectious Diseases.....	3520
Immunization Requirements.....	3525
Student Records.....	3570
Student Records (Notification to Parents and Students of Rights	
Student Records (Maintenance of School Student Records)	3570P

Student Data Privacy and Security.....	3575
Transfer of Student Records	3620
4000 SERIES—COMMUNITY RELATIONS	
Public Participation	
Public Participation in Board Meeting.....	4105
Uniform Grievance Procedure.....	4120
Uniform Grievance Form.....	4120F
Visitors to the Schools.....	4140
Public Access	
Community Use of School Facilities.....	4210 & 4210P
Records Available to Public.....	4260
Public Conduct	
Conduct on School Property	4300
Spectator Conduct and Sportsmanship for Athletic and Co-Curricular Events.....	4330
Gifts	
Public Gifts/Donations to the Schools.....	4500
Public Gifts/Donations to the Schools.....	4500P
Public Gifts to the Schools: Donations of Material/Equipment Affecting Building Structure or Maintenance.....	4510
5000 SERIES—PERSONNEL	
Goals	5000
Hiring	
Hiring Process and Criteria.....	5100
Authorization for Release of Information Form	5100F1
Request to Employer Form	5100F2
Request for Verification of Certificate Form.....	5100F3
Certificated Personnel Reemployment.....	5105
Informal Review	5107
Criminal History/Background Checks.....	5110

Equal Employment Opportunity and Non-Discrimination	5120
Administrative Leave.....	5130
Employee Rights, Responsibilities and Conduct	
Applicability of Personnel Policies.....	5200
Job Descriptions.....	5205
Work Day.....	5210
Health Examinations.....	5235
Sexual Harassment/Sexual Intimidation in the Workplace	5240
Certificated Staff Grievances.....	5250
Abused and Neglected Child Reporting.....	5260
Employee Responsibilities regarding Student Harassment, Bullying.....	5265
Professional Standards Commission (PSC) Code of Ethics.....	5280
Tobacco Free Policy.....	5310
Drug-Free Workplace	5320
Drug and Alcohol Abuse Testing Acknowledgement	5320F1
Evaluation of Certificated Personnel	5340
Parent and Guardian Input Form	5340F
Certified Personnel Resignation (Release from Contract).....	5350
Nonschool Employment by Professional Staff Members.....	5370
Compensation and Benefits	
Leaves of Absence	5400
Family Medical Leave.....	5410
Long-Term Illness/Temporary Disability.....	5420
Insurance Benefits for Employees / Trustees.....	5430
School Holidays.....	5440
Vacation Leave	5450
Workers' Compensation Benefits.....	5460
Leadership Premiums.....	5480

Classified Employees

Classified Employment, Assignment and Grievance..... 5800
Evaluation of Non-Certificated Staff.....5820
Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers...5830-5830P

6000 SERIES—ADMINISTRATION

Goals.....6000
Superintendent6100
Board/Superintendent Relations6100P

7000 SERIES—FINANCIAL MANAGEMENT

Equivalence in Instructional Staff and Materials.....7010

Budget

Budget and Program Planning7100
Budget Implementation and Execution.....7110

Accounting System

Documentation and Approval of Claims7220
Financial Fraud and Theft Prevention.....7225
Financial Reporting and Audits.....7230
Fiscal Accountability and IDEA Part B Funds7235
Student Activity Funds.....7260
Property Records.....7270
Revenues.....7300
Investment of Funds.....7305

Expenses

Purchasing.....7400
Public Works Contracting and Procurement.....7405
Public Procurement of Goods and Services.....7407
Petty Cash Funds.....7410
Personal Reimbursements.....7420

Travel Allowances and Expenses	7430
Fees	
New Fees or Increase of Fees.....	7500
Financial Emergency	
Declaration of Financial Emergency.....	7600
Declaration of Financial Emergency Resolution Form.....	7600FA1
Declaration of Financial Emergency Resolution Form.....	7600FA2
Declaration of Financial Emergency Procedure.....	7600P
8000 SERIES—NON-INSTRUCTIONAL OPERATIONS	
Transportation.....	8100
Extracurricular Transportation.....	8105
Extracurricular Transportation Liability Waiver	8105F
Safety Busing	8110
Hours of Service of Drivers.....	8115
Bus Routes, Stops, and Non-Transportation Zones.....	8120
District-Owned Vehicles.....	8170
Driver Training and Responsibility.....	8180
Use of Wireless Communications Devices by Bus Drivers.....	8185
Emergencies Involving Transportation Vehicles.....	8190
Wellness	
Local School Wellness.....	8200
Food Services.....	8220
School Meals.....	8240
Emergencies	
Fire Drills and Evacuation Plans.....	8320
Activity Trips.....	8400
District Safety	8510
Inspection of School Facilities.....	8520

Records Management.....	8600
Health Insurance Portability and Accountability Act.....	8610
Computer Software	8700

9000 SERIES—SCHOOL FACILITIES

Acquisition, Use, and Disposal of School Property.....	9100
Contractor License, Surety Bonds and Insurance	9200
Operation and Maintenance of District Facilities.....	9300
Safety Program.....	9400
Security	9500
Facilities Operations	9600
Hazard Mitigation – Chemistry Lab Disposal	9705