

Boulder City High School

Home of the Eagles

“Success is an Endless Flight”

STUDENT HANDBOOK 2018 - 2019

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PRINCIPAL'S MESSAGE

Welcome to Boulder City High School, where our goal is to bring forth the best from within each student. Our teachers and staff are committed to providing you a quality educational experience that will help you reach this goal. We encourage you to get involved in school activities and work hard to achieve to the best of your ability.

The keys to academic and life-long success are setting goals, being committed to those goals, perseverance (there's no substitute for hard work), and demonstrating positive citizenship so that your accomplishments can benefit others. To assist you in reaching your goals we are providing this student handbook.

Amy Wagner

Principal BCHS

BELIEFS, MISSION, AND MOTTO

BELIEF STATEMENT

BCHS fosters a safe environment that holds students and staff to high ethical and academic standards while providing the tools necessary to successfully compete in a dynamic global community.

Eagles stand for:

**Better
Citizens
Higher
Standards**

MISSION

Boulder City High School's mission is to develop a community of self-reliant, motivated students who actively pursue global knowledge and life skills in a tradition of excellence.

MOTTO

The motto of Boulder City High School is "Success is an endless flight."

SCHOOL GOALS

As part of Boulder City High School's AdvancED Accreditation and school improvement plan, two comprehensive goals have been established to guide our actions as students and staff at Boulder City High School.

1. Engage every student by refining communication skills and encouraging critical and creative thinking.
2. Cultivate a safe and inclusive academic and social environment.

OFFICE DIRECTORY

Administration

Principal
 Assistant Principal
 Dean of Students
 School Nurse
 School Police
 Librarian
 Athletic Director

Ms. Amy Wagner
 Ms. Brownson
 Mr. Steckelberg
 Ms. Little
 Officer Krumm
 Ms. Mancuso
 Mr. Moore

Counselors

Ms. Balistere-c/o 2019 & 2021
 Ms. Cattoir -c/o 2020 & 2022

Support Staff

Office Manager/Principal's Secretary
 Office Specialist/Assistant Principal
 Office Specialist/Dean's Secretary
 Registrar/Counselor's Secretary
 School Banker
 Office Specialist/Graphic Arts
 Health Aide/FASA
 College and Career
 Technology Assistant

Ms. Solorio
 Ms. Stewart
 Ms. Jimenez
 Ms. Agostini
 Ms. Patterson
 Ms. Lopez
 Ms. Reese
 Ms. Sole
 Mr. Reid

BELL SCHEDULES

	<i>Regular Day</i>		<i>Assembly Day</i>	
Early Bird	7:00 AM	7:50 AM	7:00 AM	7:50 AM
First Period	7:55 AM	8:47 AM	7:55 AM	8:38 AM
Second Period	8:52 AM	9:47 AM	8:43 AM	9:27 AM
Third Period	9:52 AM	10:44 AM	9:32 AM	10:13 AM
Fourth Period	10:49 AM	12:11 PM	10:18 AM	11:29 AM
First Lunch	10:44 AM	11:14 AM	10:13 AM	10:43 AM
Second Lunch	11:41 AM	12:11 PM	10:59 AM	11:29 AM
Fifth Period	12:16 PM	1:08 PM	Report to 5 th pd. 11:34 AM	11:42 AM
Sixth Period	1:13 PM	2:06 PM	Assembly 11:42 AM	12:32 PM
			Fifth Pd. 12:37 PM	1:20 PM
			Sixth Period 1:25 PM	2:06 PM

SAFE AND RESPECTFUL LEARNING ENVIRONMENT

Every student at BCHS is entitled to a safe and respectful learning environment in order to foster academic growth and achievement. Students learn the democratic ideals of respectful debate and tolerance for different opinions. Regardless of one pupil's personal feelings and/or opinions toward another pupil or the expressed ideas of any student, respectful communication is imperative.

Student interactions on and off campus must be respectful of the differences that each student may have from others. All persons are entitled to maintain their own beliefs and to respectfully disagree without resorting to bullying, cyber-bullying, violence, harassment or intimidation. Any person is not required to accept differing beliefs in any way that would limit the freedom of expression. Students with differing beliefs should be free from abusive treatment or harassment. State laws have recently addressed specific behaviors which obstruct access to the educational opportunity—bullying, cyberbullying, harassment and intimidation are some behaviors which create an environment of fear and impede the educational process, individual student social development, intellectual discourse, and the proper exercise of academic freedoms.

STUDENT INFORMATION SYSTEM AND WEBSITE

Infinite Campus is the main communication vehicle about your student's grades, attendance, behavior, and all other school information. Parents will receive a login shortly after the school year begins. Contact the main office for assistance as needed.

The school website also has information for your use. The Master Calendar, Newsletters, Staff Information, Athletic Schedules and Information, Activity and Performance Schedules, Testing Information, and much more are just a click away at <http://www.bouldercityhighschool.com> or by downloading the BCHS App.

ACADEMIC AND GUIDANCE SERVICES

COUNSELOR

Comprehensive counseling and guidance services are available, focused on promoting student achievement and well-being. Parents and/or students can make an appointment to discuss classroom performance and other educational concerns, future plans for courses of study, or other appropriate items with the counselors. A student may be referred to counselors due to inappropriate classroom behavior by his/her teacher as a classroom intervention. If a student needs help with substance abuse or alcohol problems, he/she should contact a teacher, counselor, school nurse, or administrator.

CLASS CHANGE POLICY

Requests for class changes are considered only during the first three weeks of each semester, due to the required number of hours needed to earn credit. Class changes may be granted for the following reasons:

1. Graduation requirement fulfillment,
2. Misplacement in an academic area according to index scores and/or ability,
3. Successful completion of summer school course work.

ZEROS ARE PROHIBITED (ZAP)

The ZAP program is intended as an intervention during each quarter. Students who are identified by their teacher as failing or in danger of failing class(es) are assigned to the ZAP program. They work on class assignments with administrator and teacher support after school. Students are required to report and participate in the program on the day assigned. Progressive consequences will result if a student does not come to ZAP after school on the day assigned. ZAP is only held one day per week.

CLOSED CAMPUS

BOULDER CITY HIGH SCHOOL IS A CLOSED CAMPUS. CCSD Regulation 5146.1 states “Students are required to remain on the school grounds from the time school opens in the morning until school is dismissed at the end of the day unless off-campus permits for approved reasons are obtained from the school principal.”

Students must obtain a passport from the attendance office or the health office in order to leave campus. Parents/Guardians can also come to the attendance office to pick up their student. Photo identification is required when picking up any student from BCHS. Students can only be released to individuals identified on the school district’s database. Students who leave campus during the instructional day and return to campus may be subjected to a school safety search.

The parking lots, student vehicles, and parks adjacent to the school are off limits during the school day. Leaving campus during the lunch period is prohibited, and closed campus violations receive progressive disciplinary consequences. Any parent/guardian providing lunches for his/her student must bring lunch items into the main school office. Students are expected to pick up items during their assigned lunch period.

VISITOR POLICY

All visitors must report to the main office. There the visitor will sign in and be issued a visitor pass. The visitor’s badge must be visible at all times while on campus. Visitors must also sign out in the main office at the conclusion of their visit and return their badge. Non-students are not permitted on campus. **Non-instructional visits with school staff must be scheduled outside of the instructional day.**

ATTENDANCE

Regular school attendance (defined as over 90 percent daily attendance) is a critical part of the educational process. When a student is absent from class, he or she misses out on the instruction and discussion about the information deemed important to meet the objectives and benchmarks relevant to that class. Chronic absenteeism whether the absence is approved or unapproved places a student at risk for academic achievement and progress.

Attendance enforcement is a shared responsibility of the parent/guardian, the student, and the school. Students are expected to attend the school where they are registered on a daily basis. A student who is not at school or properly excused from school by a school official may be cited for truancy by law enforcement or attendance officers. The parent, legal guardian, or other persons having control or charge of any minor are required to send any student under the age of eighteen to a state approved educational program. Several Nevada Revised Statutes (NRS) address student attendance, including mandatory school enrollment and attendance for any child between the ages of 7 and 18 during all the time the public school is in session.

A student will be considered absent when the student is not present for all or any part of a school period. Students more than 30 minutes late for a class are also considered absent. Tardiness is defined as being late to class and can be also defined as a classroom disturbance or disruption. Chronic or habitual tardiness is disruptive and violates school rules, subjecting the student to progressive discipline.

PARTICIPATION IN SCHOOL ACTIVITIES

Students who participate in school activities and athletics must attend classes on the day of an activity, competition, or performance unless an excuse has been granted, in advance of the absence, by the principal. Any student who is declared truant/unexcused will be ineligible for a period of one (1) week after the infraction is discovered.

UNAPPROVED ABSENCES/DENIAL OF CREDIT

For all students in grades nine through twelve, the total number of absences shall be limited to **five** days per semester. Students who exceed ten absences in any course during the semester can receive a failing semester grade and lose semester credit for a course.

All prearranged absences in excess of ten (10) during a school year are considered unapproved. All prearranged absences for which makeup work is not completed and submitted as specified by the teacher shall be considered unapproved. Each absence deemed unapproved by the school counts toward the ten (10) day limit.

DENIAL OF COURSE CREDIT

After a student reaches **ten unapproved absences** in a course, the parent/guardian will receive a failing grade (denial of credit) notice for one or more classes by mail. The student will not receive credit for the course and will receive an "F" grade for the class unless an appeal is made to a school administrator.

DENIAL OF CREDIT APPEAL

If the parent/guardian feels there is an error in the attendance record or extenuating circumstances exist that should be considered regarding unapproved absences, the parent should contact the Assistant Principal's office and request an attendance hearing. A student must be **earning a passing grade** in order to appeal the denial of credit. At this hearing involving the student and parent/guardian, the Assistant Principal will review the student's absences, interview the student and parent/guardian and determine if there are extenuating circumstances contributing to the excessive absenteeism. A decision will be rendered within three days of the hearing. Students who lose credits in three (3) or more classes may be referred to an alternative education program.

APPROVED ABSENCES

The parent/guardian must notify the school in writing with the specific reason for the absence within three (3) days of an absence, requesting the absence(s) be approved. This note is turned in to the secretary at the dean's office.

If the parent/guardian fails to submit written notification to the school within three (3) days after the absence, the absence will be considered an unapproved absence. Absence notes must contain student name, student number, parent name, date(s) of absence, and specific reason for absence. *Parent phone calls will not be accepted in lieu of a written note.* Students who attain the age of eighteen must continue to provide written parental approval for absences or provide evidence of educational emancipation to the school.

Absences for the following reasons will be considered excused but still included in the absence total:

1. Medical/dental-documented by a doctor/dentist note,
2. Serious emotional/family problems-documented by a doctor, lawyer, or psychologist,
3. Funerals-documented by a funeral notice,
4. Court dates-documented by appropriate citation or legal notification.

Parents/Guardians will receive a ParentLink-generated phone message/email when a student is absent from class. The attendance office may also make phone calls to verify student absences.

Students should attend classes more than 90% of the scheduled days in order to maintain instructional continuity and promote the best chance for academic success and mastery of class and school objectives.

PREARRANGED ABSENCES

Parents may prearrange student absences. A parent/guardian note initiates the process. This note should be received **one week prior** to the first day the student will be absent. Students with prearranged absences should receive class assignments to complete for the prearranged absence. Students will make arrangements with instructors for quizzes and tests. While prearranged absences in excess of ten (10) per school year are considered unapproved for purposes of the attendance enforcement, these absences are not considered trancies. Make-up work from prearranged absences must be completed and submitted as required by the teacher.

MAKE-UP WORK AND PROGRESS REPORTS

After any absence, a student should request makeup work from his/her classroom teacher upon returning to school. Edmodo and Infinite Campus can be utilized as a resource by students and parents to access make-up work and progress reports any time during the school year. Students will have a minimum of **three (3) days** upon return from an absence to turn in all make-up work.

TRUANCY AND ATTENDANCE ENFORCEMENT

Attendance is vital to the educational experience. When a student is absent, the school must determine the reason for the absence. When a student is absent without a valid excuse or the student did not secure prior permission for the absence, the absence is deemed unapproved and unexcused, and student is considered truant. When a student has three or more unapproved absences, the student is declared to be a habitual truant. The following procedures are used enforcing school attendance regulations and trancies.

Truancy Notices

The attendance office will notify parents of truancy through a truancy letter and communicate school expectations and state law through brochures and RPC meetings with an administrator.

On the first notice of truancy, the student and parent/guardian will meet with the dean of students to discuss the dates and reasons for truancy/nonattendance. Attendance contracts will be reviewed and signed during attendance RPCs. If a second notice of truancy is issued, the contract will be reviewed and strengthened during the RPC. On a third and any subsequent notice of truancy, progressive discipline will be applied and a truancy citation will be issued by the school resource officer.

Any student found by law enforcement may be cited for truancy without prior notice.

A school district attendance officer or the school resource officer will issue the citation for habitual truancy to the student. The student and parent/guardian will have an appointment at family court regarding the truancy event(s). The court will determine the legal consequences for the student's truancy. These consequences may include: a fine, attendance at an intervention/educational program, community service hours, suspension of the right to acquire a driver's license, court supervision, or other judicial consequences.

STUDENT CONDUCT & DISCIPLINE

Students are expected to exhibit self-control and follow the directions given by any Boulder City HS administrator, teacher, or support staff member. Cooperation and follow through on the directions and appropriate student conduct is expected at all times.

Student conduct is subject to school disciplinary action when occurring:

- at any time on the school's property, whether or not school is in session
- at any time on school grounds other than the student's assigned school, whether or not school is in session, or upon district controlled properties
- off school grounds at a school activity, function, event, or on the way to and from school or a school activity, function, or event
- off school grounds but within sufficient proximity to school district property that the student's conduct may have a direct impact on a school campus, a school sponsored activity, function, or event, or upon the health, welfare, and safety of students or school employees
- off school grounds by a student who is truant and whose conduct may impact a school campus, a school sponsored activity, function, or event, or the health, welfare, and safety of students or school employees
- at any time on or off the school grounds when the conduct has a direct impact on the health, welfare, and safety of students or school employees.

CONFERENCES

Disciplinary infractions initiate a meeting between the student, parent/guardian, and/or the school administration to discuss the student's conduct and school rules. Request Parent Conference (RPC-A) and Required Parent Conferences (RPC-B or T) are NOT a disciplinary consequence. An RPC is sent to notify the parent that disciplinary measures *are being considered* for a school rule violation or due to dangerous and/or antisocial behavior by the student. BCHS's disciplinary measures are based on its progressive discipline plan. The progressive discipline is available for review in the main administrative offices. Prior to the RPC, a student conference may be held where the student is notified of the behavior infraction and receives the meeting notice from an administrator, and signs for receipt of the RPC form. Conferences can be scheduled through Boulder City High School's administrative offices.

REQUEST PARENT CONFERENCE (RPC-A)

A Request for Parent Conference form (CCF-825) will be used when the desired results may be obtained without loss of school time and when a parent conference is requested to resolve an issue related to a school rules violation. A student will receive consequences if the conference is not held within a reasonable time period.

REQUIRED PARENT CONFERENCE (RPC-B)

A Required Parent Conference form (CCF-805) will be used when a parent/guardian conference is necessary to resolve an issue regarding a student's behavior. Students on RPC status are allowed to attend classes without a loss of school time until the conference is held. Students receiving an RPC will NOT have the box for temporary removal checked on their RPC form.

REQUIRED PARENT CONFERENCE (RPC-T)

A required parent conference is intended to facilitate a cooperative solution to a problem. The student will sign for the receipt of the Required Parent Conference form (CCF-805) and the Temporary Removal from School box will be checked. RPC-T status temporarily removes a student from school to give the student, parent/guardian, and the school time to investigate and resolve a problem. Students on RPC-T are not allowed on campus and cannot participate in or attend any BCHS-related activity. Removal of students may not exceed two days from the RPC's issuance.

At the discretion of the administrator, the student may be allowed to remain in school until the end of the day, placed in in-house suspension for the remainder of the day, or may be sent home immediately. Upon notification of a RPC-T, the parent must call the school to arrange for an appointment with the dean. A student may be placed on suspension prior to a parent meeting or may receive suspension consequences at a RPC meeting.

If a parent does not participate in a required conference, the administration shall determine the consequences which may place the student out of school under suspension. The administration will follow the provisions of CCSD Regulation 5141.1, and a conference will be held with the student and parent/guardian to review the suspension. During any conference, additional consequences may be determined.

Students are responsible to acquire and complete make-up work for the time that they are out of school. **Students placed on suspension are not allowed to come on school grounds or attend any school events, athletic practices/games, or other school functions.**

DISCIPLINARY INFRACTIONS

CONTROL OF DANGEROUS AND ANTISOCIAL BEHAVIOR

The commission of any act which is defined by school district policy and regulation as dangerous or antisocial student behavior may result in suspension, recommendation for opportunity school placement, recommendation for expulsion, or other disciplinary action.

Disciplinary infractions covered by district policy and regulation addressed by the progressive discipline plan include: *Assault or Battery on a School Employee; Verbal Abuse or Intimidation, or Cyber-bullying; Racial or Sexual Harassment; Physical Abuse on Any Person; Repeated School Violations/Violations of Authority and Behavioral Guidelines; Immoral Conduct; Theft, Loss, or Destruction of School District and/or Private Property; Arson; Weapons; Simulated Weapons; Drugs, Alcoholic Beverages, Use, Possession, and Distribution; Tobacco; Robbery/Extortion; Disruption of School; Activities of Criminal Gangs; Violation of Law; and Designation of Habitual Disciplinary Status.*

BULLYING, CYBERBULLYING, HARASSMENT AND INTIMIDATION

If you feel you are the victim of bullying, cyberbullying, harassment or intimidation, you should **immediately report the incident to a teacher, counselor, school administrator, or other adult at school**. Any retaliatory behavior against any student who reports an incident or anyone who participates in the harassment complaint process is prohibited.

After an administrative investigation, the student consequences for harassment and/or intimidation may include a mediation conference with the involved students, other interventions such as peace or behavior contracts, in-school procedures, suspension, and/or expulsion. Notification is required if a student is interviewed regarding knowledge of or involvement in bullying, cyberbullying, harassment, or intimidation. This written notice will be mailed to the parent/guardian's address and general information about the next steps to address his or her student's involvement will be communicated.

Bullying

"Bullying" means written, verbal or electronic expressions or physical acts or gestures, or any combination thereof, that are directed at a person or group of persons, or a single severe and willful act or expression that is directed at a person or group of persons, and:

- (a) Have the effect of
 - (1) Physically harming a person or damaging the property of a person; or
 - (2) Placing a person in reasonable fear of physical harm to the person or damage to the property of the person; or
 - (b) Interfere with the rights of a person by:
 - (1) Creating an intimidating or hostile educational environment for the person; or
 - (2) Substantially interfering with the academic performance of a pupil or the ability of the person to participate in or benefit from services, activities or privileges provided by a school; or
 - (c) Are acts or conduct described in paragraph (a) or (b) and are based upon the:
 - (1) Actual or perceived race, color, national origin, ancestry, religion, gender identity or expression, sexual orientation, physical or mental disability of a person, sex or any other distinguishing characteristic or background of a person; or
 - (2) Association of a person with another person having one or more of those actual or perceived characteristics.
2. The term includes, without limitation:
- (a) Repeated or pervasive taunting, name-calling, belittling, mocking or use of put-downs or demeaning humor regarding the actual or perceived race, color, national origin, ancestry, religion, gender identity or expression, sexual orientation, physical or mental disability of a person, sex or any other distinguishing characteristic or background of a person;
 - (b) Behavior that is intended to harm another person by damaging or manipulating his or her relationships with others by conduct that includes, without limitation, spreading false rumors;
 - (c) Repeated or pervasive nonverbal threats or intimidation such as the use of aggressive, menacing or disrespectful gestures;
 - (d) Threats of harm to a person, to his or her possessions or to other persons, whether such threats are transmitted verbally, electronically or in writing;
 - (e) Blackmail, extortion or demands for protection money or involuntary loans or donations;
 - (f) Blocking access to any property or facility of a school;
 - (g) Stalking; and
 - (e) Physically harmful contact with or injury to another person or his or her property.

Cyberbullying

Nevada law defines cyberbullying as “bullying through the use of electronic communication. Electronic communication means the communication of any written, verbal or pictorial information through the use of an electronic device, including, without limitation, a telephone, a cellular phone, a computer or any similar means of communication.” (NRS 388.123 and 388.124) Antisocial or disrespectful use of cellular devices, instant messaging, social media on or off campus, or any other electronic device or system may be termed as cyberbullying.

Harassment

Harassment is defined as “a willful act which is written, verbal or physical, or a course of conduct that is not otherwise authorized by law, is highly offensive to a reasonable person and either is intended to cause or actually causes another person to suffer serious emotional distress; places a person in reasonable fear of harm or serious emotional distress; or creates an environment which is hostile to a pupil by interfering with the education of the pupil.” (NRS388.125)

Intimidation

Intimidation is defined as “a willful act which is written, verbal or physical, or a course of conduct that is not otherwise authorized by law, is highly offensive to a reasonable person and either poses a threat of immediate harm or actually inflicts harm to another person or to the property of another person, places a person in reasonable fear of harm or serious emotional distress; or creates an environment which is hostile to a pupil by interfering with the education of the pupil.” (NRS 388.129)

Acts of bullying, cyberbullying, harassment and/or intimidation include, but are not limited to: unwanted touching, threats, epithets, graphic comments about one’s body, unwelcome sexual advances, blocking a person’s normal movements, slurs, verbal propositions, unwelcome jokes, and any act of retaliation.

HABITUAL DISCIPLINARY STATUS

A student shall be deemed a habitual disciplinary problem if the school in which the pupil is enrolled has written evidence which documents that in one school year, the student has:

1. Threatened or extorted, or attempted to threaten or extort another student, or a teacher or other personnel employed by the school, or
2. Has been suspended for initiating at least two fights on school property, or
3. Has a record of five (5) suspensions from school for any reason.

Any suspension of three or more days is defined as a suspension from school under Nevada’s habitual disciplinary law.

Two or more teachers may request that the principal of a school deem a student a habitual disciplinary problem. The principal will meet with teachers making the request, review the referred student’s file, and determine whether or not the student qualifies as a habitual disciplinary problem. There is an appeal process for students designated with habitual disciplinary status.

Students who initiate a fight, or receive four (4) suspensions, may have a behavior plan developed through a conference involving the student, parent/guardian, and a school official.

A student determined habitual disciplinary status, as defined herein above, must be expelled from public school for a period equal to at least one semester (18 weeks). Expelled students from BCHS may attend at a CCSD continuation school.

EXPULSION

Four serious behavior infractions require a mandatory recommendation of student expulsion. These offenses will also be referred to the appropriate law enforcement agency for prosecution to the full extent of the law.

- BATTERY ON A STUDENT
- BATTERY ON A SCHOOL EMPLOYEE
- WEAPONS, POSSESSION, USE, TRANSMITTAL, OR CONCEALMENT AS DETERMINED BY Gun-Free Schools Act and knives described in NRS 202.350
- DRUGS/ALCOHOL-USE, POSSESSION, AND DISTRIBUTION

PROGRESSIVE DISCIPLINE PLAN – DEAN’S OFFICE

The concept of progressive discipline is followed by the Boulder City High School administration. Classrooms need reasonable order and appropriate student decorum to function effectively while offering access to a quality educational experience. Dangerous and/or antisocial behavior detracts from the educational experience. Progressive discipline promotes increased consequences for repeated or major offenses. The BCHS progressive discipline plan is available for parent/guardian on-site review in the dean’s administrative office. Progressive discipline usually starts with a student warning, student conference, and/or parent notification. A disciplinary consequence may also be assigned. Repeated dangerous or antisocial behavior may involve required parent conferences, temporary removal from school, peace, behavior and/or attendance contracts, detention (lunch and/or after school), campus beautification, in-house suspension, out of school suspension, behavior school placements, and expulsion. The CCSD publication *Behavior Guidelines for Secondary Students* (PUB-776) provides in-depth information on behavior expectations and potential consequences. This publication is available upon request from the dean’s office.

DETENTION

Teachers and administrators may require students to remain after school as a consequence for inappropriate behavior. Parents will receive one-day notice of any after school consequences when possible. If the dean of students determines that inappropriate behavior has occurred, an appropriate level will be determined and a consequence will be assigned. This may include detention, campus beautification/clean-up, or other measures as assigned, to be served Monday-Friday from 7:00 to 7:50 a.m., Monday-Thursday from 2:10 to 3:00 p.m. or other time periods approved by administration.

SCHOOL BEAUTIFICATION PROGRAM/WORK DETAIL

When a disciplinary offense and/or student conduct merit a more appropriate, non-academic consequence, school beautification will be assigned. Students will report to the dean’s office immediately after school is dismissed. School beautification detail will be supervised by a staff member. The assignment to this cleaning detail may be for one day or a series of days. The assigned time periods for school beautification/work detail will be communicated in writing on the parent/guardian notice.

IN-SCHOOL SUSPENSION PROGRAM

In-school suspension (in-house suspension/IHS) may be used as a part of Boulder City High School’s discipline plan. The length of time students serve will be at the administrator’s discretion. Students will report to the dean’s office at the beginning of the school day. All classwork and assignments must be completed during in-school suspension. Students must attend school the entire assigned day or another day will be assigned. At the end of the school day, students will be dismissed from the dean’s office and must leave school property immediately. Students on in-school suspension cannot participate in after-school activities.

P.A.W.S. SUSPENSION PROGRAM

P.A.W.S. suspension is an alternative to the traditional out of school suspension. P.A.W.S Suspensions occur when students commit a major offense that would traditionally result in an out of school suspension or is the next step in the student’s progressive discipline. Students report to school earlier and leave later; they also are assigned mentor teachers throughout the day and must complete all their assignments before exiting of the program. Students have no interactions with the other students on campus until the completion of the program and cannot participate in extra-curricular activities during their suspension. Administration determines the duration of the PAWS suspension.

SUSPENSION

Suspension (OSS) is the temporary removal of a student from school for any of the reasons addressed as dangerous and antisocial behavior. Suspension occurs when circumstances are such that the student can no longer be in school without risk or detriment to the educational program or to him/herself. The primary purpose of suspension is to give the student, his/her parents, and the school time to resolve a problem. Please be assured that the school administration is interested in arriving at a solution in the best interest of all students. Suspension may also result in a referral to a Behavioral Program, expulsion, or another alternative placement.

SCHOOL RULES

DRESS CODE

Boulder City High School observes the CCSD Basic Dress Code described by Regulation 5131. Students are expected to dress in such a manner that their appearance in the school contributes to the learning environment. Exemptions may be permitted for medical or religious reasons. Fashions and fads that distract from the learning environment, or which pose a health or safety hazard to the student or others will not be allowed. **The school administration has the right to designate types of dress or appearance that disrupt or detract from the educational program.**

The following statements come directly from Regulation 5131:

1. The wearing of shoes with soles is required. House slippers and shoes with wheels are not permitted.
2. All clothing must be sufficient to conceal any and all undergarments. No skin will show between the bottom of shirt/blouse and top of pants or skirts at any time. **All sleeveless shirts must have straps at least three inches wide.** Prohibited tops include, but are not limited to, crop tops, tank tops, strapless, low-cut clothing, clothing with slits, or tops and outfits that provide minimum coverage.
3. All shorts, skirts, and jumpers/dresses **must be at fingertip length.**
4. All jeans, pants, and trousers must be secured at waist level. **Sagging is strictly prohibited.** Jeans, pants, and trousers, are not to have rips or tears that expose undergarments and/or are located mid-thigh or higher.
5. Headgear (hats, hoods, caps, bandannas, hair grooming aids, etc.) is not permitted on campus except for designated school approved uniforms, special events, authorized athletic practices, documented medical conditions, bona fide religious reasons, or CCSD/school sanctioned activities.
6. Slogans or advertising on clothing, jewelry, buttons, and/or accessories which by their controversial, discriminatory, profane, and/or obscene nature disrupt the educational setting are strictly prohibited.
7. Any clothing, jewelry, buttons, and/or accessories that promote illegal or violent conduct, or affiliation with groups that promote illegal or violent conduct such as, but not limited to, the unlawful use of weapons, drugs, alcohol, or drug paraphernalia, or clothing that contains threats are prohibited.
8. Spiked or studded clothing, jewelry, and/or accessories are prohibited.
9. Outerwear such as coats, mittens, and scarves must be removed upon entering classrooms/buildings. Administrators, teachers, and staff may use their discretion as appropriate based on the temperature in the facility.

A student in violation of the dress code may be returned to class when the infraction is corrected. Students will be disciplined for insubordinate behavior if they refuse to correct the infraction. Repeated violations will result in RPC and progressive discipline for disregard of school rules.

TARDY POLICY

Tardiness is an attendance issue that creates a consistent disruption to the classroom learning environment and to a student's own learning opportunities. Students are **expected to arrive to class on time with appropriate materials.** Being tardy means that a student has not arrived before class time has begun. A student is considered tardy when the student is not in his or her seat in the classroom when the tardy bell rings. Any student who is more than thirty (30) minutes late to a class will be counted absent for the class period. ("Sleeping in" or "getting up late" does not justify **or excuse** a tardy. A student is not considered tardy if held after class by the preceding teacher and provided with a note. On the **third tardy for any one class during a semester**, parents are notified and detention time is assigned. The following policy will be enforced.

- 1st/2nd Tardy Teacher Discretion
- 3rd Tardy **2 Lunch Detentions**
- 4th Tardy 1 Dean's Detention (2:10 – 3 PM)
- 5th Tardy 2 Dean's Detentions
- 6th Tardy 1 Day of In-House Suspension
- 7th Tardy Parental meeting/3-day P.A.W.S. Suspension

HALL PASSES

Students are expected to be in class during instructional time. If a student needs to leave a classroom for any reason, then the student is issued a blue hall pass by his or her teacher. Students will be subjected to progressive discipline for being out of class without a hall pass or for loitering during instructional time with or without a blue hall pass. These consequences may include an unexcused absence/truancy.

LOCKERS

The sharing or exchange of lockers is NOT permitted. Valuables are not to be placed in lockers, as the school assumes no responsibility for the loss of items from lockers. Lockers are to be kept neat and free of food items and graffiti. **School lockers remain the property of the school, and school authorities have a right to examine the contents of lockers for reasons of health, safety, and security without notice.**

NUISANCE ITEMS

Certain items are not related to instruction or interfere with the educational objectives of the school such as radios, I-Pods/Personal Music Players, Tapes/CD's/Cassettes, Video Game Systems, Headphones, Skateboards, and Roller Blades. These items should not be used on campus or they will be confiscated. Any nuisance item held in the administrative offices may be released after the school notifies the parent. Repeated violation of this rule will require parent-only release and progressive discipline for disregard of school rules. Other items not listed that are deemed inappropriate by teachers and administrators will be confiscated. Students who continuously violate the nuisance item policy will have these items banned from school.

Headphones/Ear buds/Personal Entertainment Players

Use of headphones, ear buds, or other types of personal listening systems **is only allowed during assigned lunch periods, before and after the school day, and while on district buses** unless part of a teacher-directed, school-sponsored activity. This ban is due to safety and communication concerns. Excessive volume or noise involved in the use of any personal entertainment system (cell phone-based or other music players, personal gaming systems, etc.) is not allowed at any time on campus. Violations can result in immediate confiscation of the offending item(s).

Personal Transportation

Bicycles, long boards, skateboards, and other modes of personal transportation should be secured in the bike rack area during the school day. **These items may not be stored in classrooms at any time.** Students will not be allowed to carry personal transportation items with them between classes or during the lunch period on campus. Smaller personal transportation items such as skateboards may be secured in a student locker during the school day. Bicycle, rollerblade, razor, and skateboard use are prohibited on school property due to misuse and property damage.

PERSONAL TECHNOLOGY AND COMMUNICATION DEVICES

Students are allowed to use personal technology (smartphones, tablets, laptops, etc.) to access the school district's network for instructional purposes only and/or when allowed by the teacher. Any student's use of the Internet should be ethical, safe and secure. Students who use non-school district resources (3G & 4G cell phone networks as an example) or abuse school-district provided resources violate the Acceptable Use Policy for technology and can have the privilege of personal technology use revoked at any time. Other consequences for disregard for school rules and district policies and regulations will be assigned for these violations.

As long as use is not disruptive, students may use these personal communication devices only during assigned lunch periods, before and after the school day, and while on district buses. Any personal technology used on campus must use the school's filtered network access at all times. Student use of a personal data network or hot spot is not permitted at any time during the instructional school day.

LOST/STOLEN PERSONAL DEVICES

PERSONAL CELL PHONES AND OTHER PERSONAL TECHNOLOGY/COMMUNICATION DEVICES ARE NOT THE RESPONSIBILITY OF BOULDER CITY HIGH SCHOOL OR ITS STAFF. ALL LOST OR STOLEN DEVICES SHOULD BE REPORTED TO THE SCHOOL RESOURCE OFFICER. DISCIPLINARY ACTION CAN TAKE PLACE IF IT'S BEEN DETERMINED THAT THE DEVICE(S) WAS STOLEN BY A BOULDER CITY HIGH SCHOOL STUDENT.

PARKING/MOTORIZED VEHICLE USE

Parking Areas

Open student parking is limited to the Northeast parking lot near the gymnasium. Unnumbered (or undecorated) stalls in the northeast lot may be used by any student. Students are NOT permitted to park in restricted or staff parking lots. Red curbing designates a fire lane with NO PARKING AT ANY TIME. (Fire code violation)

Vehicle Operation

Students are not allowed to drive during the school day to any school event. Students are not allowed to drive any school district vehicle at any time. Any transportation operated in the school parking lot must observe a 10 MPH speed limit. This includes scooters, bicycles, skateboards, etc. Student driving is to be limited to the paved roads on school campus. Driving over curb stops, wheel stops, curbs, and dirt is not permitted. Driver violations will be subjected to progressive discipline, which may include banishment from school district parking areas.

Motorized Scooters

Students must be a licensed driver in order to drive and park a motorized scooter at BCHS. Helmets are encouraged for anyone riding or operating a scooter. Scooters must park inside marked parking stalls.

Vehicle Access

Students are not to access their vehicle parked in school lots during the school day without administrative approval and a pass. Student cars accessed during school hours or parked at after-school activities are subject to search for reasons of health, safety, and security without notice.

TOBACCO/VAPE POLICY

Boulder City High School rules and CCSD policy prohibit the use of smoking, or carrying of lit tobacco products, vapor or e-cigarettes, tobacco devices, or smokeless tobacco at any time on school district property and at any school-sponsored activity. This includes ANY building used for instruction, the restrooms, parking lots, the grounds and surrounding buildings, and in or near any district-owned vehicle. This policy applies to all students, teachers, staff, and visitors. Students who violate the rules and policy are subject to disciplinary action.

LOITERING/TRESPASSING

Any Boulder City High School student on campus is to be under the direct supervision of an adult staff sponsor at all times, before or after regular school hours. Students and visitors to campus for activities and/or athletic events are expected to remain at the location of the activity/event. All students are expected to exit campus if they are not being supervised by a coach/advisor/school district employee.

STUDENT GROUPS

All students meeting on campus should have a sponsor or coach with them at all times. Loitering in the hallways unsupervised during activity meetings or events may jeopardize the group's ability to meet on campus and be part of the Boulder City High School activity program.

EXTRA-CURRICULAR ACTIVITIES

ALCOHOL/CONTROLLED SUBSTANCES

Any student using, in possession of, or under the influence of any alcoholic beverage or controlled substance will be denied the privilege of participation in all extra-curricular activities for a period not to exceed 90 academic days, not including summer school attendance. A student may appeal after 45 academic days of suspension.

Additionally, any student who is on an NIAA roster and is using, in possession of, or under the influence of any alcoholic beverage or controlled substance at any time during the season is subject to NIAA rules.

ATTENDANCE

Students who participate in school activities and athletics must attend classes on the day of an activity, competition, or performance unless an excuse has been granted, in advance of the absence, by the principal.

Any student who is declared truant/unexcused will be ineligible for a period of one (1) week after the infraction is discovered.

CITIZENSHIP

Students who participate in school activities and athletics represent the school and its programs at all times. Each of the following violations of good citizenship will place a student's participation in extra-curricular activities and interscholastic athletics at risk.

Any student referred to the office for school rule, regulation, and policy violations may be denied the privilege of participation in all extracurricular activities and athletics for a period to be determined by the school principal. This eligibility suspension will not exceed one (1) school year.

Any student referred to law enforcement authorities by school officials for school rule violations may be denied the privilege of participation in all extracurricular activities and athletics for a period determined by the principal. This eligibility suspension will not exceed one (1) school year.

Any student who is arrested for a felony or gross misdemeanor in the past six months may be denied the privilege of participation in all extracurricular activities for a period determined by the principal. This eligibility suspension will not exceed one (1) school year.

Students are required to self-report to the extracurricular activity sponsor, athletic head coach, or a school administrator in each of the three scenarios listed above. If it is discovered a student fails to self-report, the period of eligibility suspension not to exceed one (1) school year as determined by the principal will be enforced from the date of discovery.

BOULDER CITY HS ACADEMIC HONOR CODE AND EXPECTATIONS

Promoting life-long learning and responsible citizenship in the community and in academics is part of our mission at Boulder City HS. As we strive to promote the highest standards of integrity, we must work together as faculty, students, and parents to promote and reinforce honor as well as excellence.

Academic dishonesty is not tolerated at Boulder City HS. Academic dishonesty violates the principals of scholarship and research as well as the law. A referral for an administrative investigation will be made by a teacher if dishonesty is suspected. Cheating takes many different forms including, but not limited to: copying or using work created by or derived from another student or source, and pretending it is one's own work (copying a homework assignment); utilizing notes, formulas, etc. without teacher permission to complete an assignment or quiz/test; using cell phones or text-messaging devices to transmit or receive information, written or pictorial, regarding assignments, projects, quizzes, or tests to or from other students; giving or receiving improper assistance; or gaining or providing access to examination materials. Plagiarism is the representation of someone else's academic work as a student's own. Often plagiarism is discovered through electronic means.

An investigation into the incident will be conducted and the involved students and teacher(s) will be interviewed. Parents will be notified of the incident. If the investigation finds dishonesty, a RPC will be held with an administrator. Academic dishonesty, including cheating and plagiarism, is subject to progressive discipline as well as classroom consequences. Zero percent credit will be assigned to any assignment when dishonesty is discovered. Loss of participation points and lowered citizenship marks may also be imposed as consequences.

Violations of the honor code are cumulative over a student's academic career from the first day of freshman year until the last day when a senior graduates from high school.

A required parent conference will be held the student, parent(s), and an administrator on the first infraction. Academic dishonesty is a serious violation and will result in progressive consequences throughout a student's academic career. This type of offense does not reset each academic year.

Academic Integrity: Technology makes the temptation to cheat quite strong. Realize that the following will be considered academic dishonesty and will result in disciplinary action.

- **Using your phone or tablet in any way during a quiz, test, or test retake.**
- ***Hiding* your phone or its screen when requested by your instructor.**
- **Taking, possessing, or viewing a photo or screen capture of labs, worksheets, or tests.**
- **Sharing your answers and work with a classmate that has no work. (This is not "working together")**
- **Copying a classmate's work and representing it as your own. (This is not "working together")**
- **Copying or paraphrasing explanations from the internet and representing them as your own.**
- **Providing your lab data and analysis to a classmate outside of your group.**
- **Copying another lab group's data or analysis and presenting it as your own. Talking during a test or test retake.**

Consequences for Honor Code Violations:

First Offense: Zero on the assignment, Required Parent Conference, and U in citizenship on report card for the quarter

Second Cumulative Offense: Zero on the assignment, U in citizenship for semester, 10% deduction of quarter grade, and mandatory 3-day P.A.W.S suspension.

Third Cumulative Offense: Denial of Credit and mandatory 5-day P.A.W.S Suspension

Further Offenses may result in possible expulsion from Boulder City High School.

