

The adoption of new policies and the revision and amending of existing policies shall be solely the responsibility of the Board of Directors.

All policies shall conform to local, State, and federal laws as well as to the rules and regulations of the State Board of Education.

Adoption and Amendment of Policies

Proposed new policies and proposed changes in existing policies shall be presented in writing for reading and discussion at a regular or special Board meeting. Such proposals may be referred to the Head of School for detailed study as needed prior to Board action on the proposal. The Board encourages the Head of School to contact other experts to have potential policies researched. Interested parties, including any Board Member, citizen, or employee of the Board may submit views or present data or arguments, orally or in writing, in support of or in opposition to proposed policy. Any written statement by a person relative to a proposed policy or amendment should be directed to the Charter School clerk prior to the second reading.

Proposed new policies and proposed changes in existing policies shall undergo a minimum of two readings in the following manner:

1. At a regular or special Board meeting the proposed new or amended policy shall be presented in writing for reading and discussion; and
2. The final vote for adoption shall take place not earlier than at the second reading of the particular policy.

Although approval of a new or amended policy requires a minimum of two readings, temporary approval may be granted by the Board in lieu of formal policy to meet emergency conditions or special events which will take place before formal action can be taken or the Board can take a majority vote to suspend the two reading requirement for warranted circumstances.

All new or amended policies shall become effective upon adoption, unless a specific effective date is provided in the motion for adoption.

Policies as adopted or amended shall be made a part of the minutes of the meeting at which action was taken and shall also be included in the Charter School's policy manual. Policies of the School shall be reviewed every other year by the Board.

Administration in Absence of Policy

In cases where action must be taken before the next Board meeting and where the Board has provided no policies or guides for administrative actions, the Head of School shall have to power to act.

His or her decisions, however, shall be subject to review by action of the Board at its next regular meeting. In addition, it shall be the duty of the Head of School to inform the Board of such action

and the need for policy.

Suspension of Policies

Under circumstances which require a waiver of a policy, policy may be suspended by a majority vote of the members present. In order to suspend a policy, all Directors must have received written notice of the meeting which included a proposal to suspend the policies with an explanation of the purpose of such proposed suspension. If such a proposal is not made in writing in advance of the meeting, the policies may only be suspended by a unanimous vote of all Directors present.

Policy Manuals

The Head of School shall develop and maintain a current policy manual which contains the policies of the Charter School. Each administrator, as well as staff, students, and other residents, shall have ready access to the manual. All policy manuals distributed to anyone shall remain the property of the Charter School and shall be subject to recall at any time.

Legal References

IC § 30-30-601

Description

Idaho Nonprofit Corporation Act - Directors and Officers - Requirement for and Duties of the Board

Cross References

Code

1303

Description

[Policy and Procedures to Review Annually](#)

Meeting Defined

A meeting is defined as the convening of the Board of Directors to make a decision or to deliberate toward a decision on any matter. Directors may participate in School Board meetings via electronic means, including telephonic or video conferencing devices, provided at least one Member of the Board of Directors or the director of the public agency, or the chief administrative officer of the public agency is physically present at the meeting location.

Regular Meetings

Unless otherwise specified in the Articles or Bylaws, all meetings will be held in the North Star Charter School. Regular meetings shall be held once a month at a regular time and date posted on the North Star website.

Emergency Meetings

In the event of an emergency involving possible personal injury or property damage, immediate financial loss, or the likelihood of injury, damage, or loss, the Board may meet immediately and take official action without prior notification when the notice requirements would make such notice impracticable or increase the likelihood or severity of such injury, damage, or loss; and the reason for the emergency is stated at the outset of the meeting.

Budget Meetings

No later than 28 days prior to its regular July meeting, unless otherwise specified in the Articles or Bylaws, the Board shall have prepared a budget, in the form prescribed by the State Superintendent of Public Instruction, and shall hold a public hearing. At such public hearing or at a special meeting held no later than 14 days after the public hearing, the Board shall adopt a budget for the ensuing year. Notice of the budget hearing shall be posted and published as prescribed in I.C. § 33-402. From the time noticed, a copy of the budget shall be available for public inspection during regular business hours.

Special Meetings

Unless the Articles or Bylaws provide otherwise, the Board Chair, the Head of School, or 20% of the Directors may call and give notice of a special meeting. If the time and place of special meetings has not been determined at a meeting of the Board with all Members present, shall be delivered to each Director not less than 24 hours prior to the time of the meeting. A written notice of a special meeting, stating the purpose of the meeting, shall be delivered to each Director not less than 24 hours prior to the time of the meeting. A written notice shall be posted conspicuously on the front

door at North Star. Business transacted at a special meeting will be limited to that stated in the notice of the meeting.

Pursuant to Idaho Code, upon a 2/3 roll call vote recorded in the minutes of the meeting, the Board may hold an executive session after the Board Chair has expressly identified the specific legal authorization for holding an executive session and provided sufficient detail to identify the general purpose and topic of the executive session. However, the information provided shall not compromise the purpose of going into an executive session. Only in the event that Board vacancies, and not absences, prevent a 2/3 majority from being present, a simple majority vote to enter executive session may be called.

An executive session may be held for, and only for, the following purposes:

1. To consider hiring a public officer, employee, staff member, or individual agent wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. Please note this does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general.
2. To consider the evaluation, dismissal, or disciplining of; or to hear complaint or charges brought against a public officer, employee, staff member or individual agent, or a student.
3. To acquire an interest in real property which is not owned by a public agency.
4. To consider records exempt from public disclosure.
5. To consider preliminary negotiations involving matters of trade or commerce in which the Board is in competition with other governing bodies in other states or nations.
6. To communicate with legal counsel and to discuss any legal ramifications and/or legal options for pending litigation or possible legal controversies not yet being litigated. The presence of legal counsel at executive session is not sufficient to satisfy this requirement.
7. To communicate with a representative of the School's risk management or insurance provider to discuss a pending claim or prevention of a possible claim to be filed. The presence of a risk management or insurance provider at executive session is not sufficient to satisfy this requirement.

No action may be held for the purpose of taking any final action or making any final decisions except for making a determination to place a certified professional employee on probation or taking action on a student disciplinary hearing.

If only an executive session will be held, a 24 hour meeting and agenda notice shall include the date, time, place, items to be discussed, and the specific provision of law authorizing the executive session. The Board will not change the subject within the executive session to any not identified within the motion to enter executive session or to any topic for which an executive session is not provided.

Legal References

I.C. § 33-5204(2)(d)

Description

Nonprofit Corporation—Liability—Insurance - Public Meeting Law Applicable to Public Charter Schools

| | |
|----------------|---|
| IC § 30-30-612 | Idaho Nonprofit Corporation Act - Directors and Officers - Regular and Special Meetings |
| IC § 30-30-614 | Idaho Nonprofit Corporation Act - Directors and Officers - Call and Notice of Meetings |
| IC § 33-1273 | Teachers - School Districts – Professional Employees - Negotiations |
| IC § 33-205 | Denial of School Attendance |
| IC § 74-202 | Open Public Meetings – Definitions |
| IC § 74-203 | Governing Bodies--Requirement for Open Public Meetings |
| IC § 74-204 | Notice of Meetings |
| IC § 74-205 | Written Minutes of Meetings |
| IC § 74-206 | Executive Sessions – When Authorized |

Agenda

The agenda for any Board meeting shall be prepared by the Head of School and Board Chair. Items submitted by the Board Chair or at least two Board Members shall be placed on the agenda. The clerk, administration, or patrons of the School may also suggest inclusions on the agenda. Such suggestions must be received by the Head of School at least 10 school days before the Board meeting, unless of immediate importance. Individuals who wish to address the Board must also notify the Head of School and Clerk, in writing, of the request. The request must include the reason for the appearance.

Regular Meeting Agendas

Notice of between five and ten days shall be required in advance of each regular meeting. Notices and agendas must be posted on the front door of the School. All meeting notices and agendas must be posted on the School website.

Special Meeting Agendas

Special meetings require a 24 hour meeting and agenda notice. The agenda notice shall include at a minimum the meeting date, time, and place. The Board secretary, clerk or his or her designee shall maintain a list of the news media requesting notification of meetings and shall make a good faith effort to provide advance notification to them of the time and place of each meeting. All meeting notices and agendas must be posted on the School website.

Amending Agendas

An agenda may be amended provided that a good faith effort is made to include, in the original agenda notice, all items known to be probable items of discussion.

Amending the Agenda More than 48 Hours Before a Regular Meeting or 24 Hours Before a Special Meeting: If an amendment to an agenda is made after an agenda has been posted but 48 hours or more prior to the start of a regular meeting, or 24 hours or more prior to the start of a special meeting, then the agenda is amended upon the posting of the amended agenda.

Amending the Agenda Less than 48 Hours Before a Regular Meeting or 24 Hours Before a Special Meeting: If an amendment to an agenda is proposed after an agenda has been posted and less than 48 hours prior to a regular meeting or less than 24 hours prior to a special meeting but prior to the start of the meeting, the proposed amended agenda shall be posted but shall not become effective until a motion is made at the meeting and the Board votes to amend the agenda.

Amending the Agenda After the Start of a Meeting: An agenda may be amended after the start of a meeting upon a motion that states the reason for the amendment and states the good faith reason the agenda item was not included in the original agenda posting.

Background 1500-B(1): Board Meetings - Board Operating Procedure & Status: Protocol

Original Adopted Date: March 11, 2025 | Last Revised Date: | Last Reviewed Date:

Board Operating Protocols & Rules of Procedure

Idaho Law requires school boards to adopt rules of order that govern their meetings, including offering in-person public comment during regular meetings. While 33-510 does not technically apply to charter schools, ISBA School Board Standards recommend that boards develop Board Operating Protocols from the concepts below with adaptation to their local context – this should be unique to your board, however, the first 4 items are strongly recommended for inclusion. Once developed, we suggest that boards publicly commit collectively and individually to their operating protocols to enhance teamwork among board members and between the board and chief administrator. Once you've finalized the protocols, we recommend that you have a display copy available for your public in your board room, along with your relevant policies on public comment.

1. The Board will conduct its meetings and order of business using general rules of parliamentary procedure for small boards. Should a question on parliamentary procedure arise at any meeting, the most current edition of Robert's Rules of Order (small boards) will be used as a guide.
2. All Board meetings shall be held in a location that is accessible to the public. Any person with a disability that requires accommodation or support to allow them to attend a meeting and/or provide comment may request such accommodation as described in Policy 4150.
3. The Board will abide by all rules of the Idaho Open Meetings Law, and the Board Clerk shall keep written minutes of all open Board meetings.
4. The order of business shall be reflected on the agenda and is determined by the Board Chair and Head of School with input from the Board. Upon consent of a majority of the Board, the order of business at any meeting may be changed. Patrons may suggest items for inclusion on the agenda by submitting a written request to the Board Clerk.
5. Proxy voting is not permitted. Board Members are allowed, by Idaho Law, to attend virtually or by phone when they are unable to attend the meeting in-person. Each Board Member will attend all meetings in-person and only remotely when necessary.
6. The Board will accept in-person public comment per the rules for patron comment outlined in Policy 4105. No public comment will be allowed on items that require an executive session as outlined in Idaho Code 74-206, including but not limited to, subject matter that includes personnel, students, pending litigation, or other items that are deemed confidential by Idaho Law. [Note: only school district boards are required to take public comment at regular meetings. Charter schools may accept public comment consistent with their policies.]

7. The Board will consistently follow our audience participation procedures outlined in Policy 4105.
8. The Board will consider and represent the needs and interests of ALL of the children in our school.
9. The Board will lead by example. We agree to avoid inflammatory and personally directed language and actions that create a negative impression of an individual, the Board, or the School. While we encourage debate and differing points of view, we will do it thoughtfully and with respect.
10. Surprises to Board Members or the Head of School will be the exception and not frequent. We agree to ask the Board Chair and/or the Head of School to place an item on the agenda instead of bringing it up unexpectedly at a meeting, as doing so may be an Open Meeting Law violation and not conducive to good governance practices.
11. Board requests of staff are to be made through the Head of School.
12. All personnel complaints and criticisms received by the Board or its individual members will be directed to the Head of School through the Board's Uniform Grievance Procedure (Policy 4120).
13. Board Members will encourage others to follow the Board policy on complaint procedures to present their concerns, problems, or proposals to the person who can properly address their issue by using the Board's Uniform Grievance Procedure (Policy 4120).
14. To be efficient and effective, long Board meetings will be avoided. If a Board Member needs more background information on business items, they will contact the Head of School in advance of the meeting and consider a special meeting to address tabled matters.
15. The Board will consider research, best practices, public input, and financial impacts in our decision making.
16. The Head of School should recommend, propose, or advise on all items that go before the Board.
17. The Board will speak to the issues on the agenda and not engage in off-topic debate. Facts and information needed from the administration will be referred to the Head of School.
18. Work sessions will be for in-depth discussion on one or two agreed-upon topics, which will be identified on an agenda.
19. When executive sessions are held, Board Members will honor the confidentiality of everything presented or discussed.

20. The Board commits itself to continuous improvement through annual Board retreats, work sessions, and participating together in learning opportunities. The Board will ensure it includes a properly noticed agenda for such meetings.
21. The Board and Head of School will annually facilitate goal setting for the School.
22. Board Members will do their homework and improve their board skills by attending learning and networking opportunities.
23. We recognize that individual Board Members do not have authority. Only the Board as a whole has authority. We agree that an individual Board Member will not take unilateral action.
24. The Board Chair or designee will be the Board's spokesperson.
25. When Board Members serve on committees or attend committee meetings, their role shall be as liaison to the Board and, when addressing the committee, shall be only as one individual on the Board.
26. The Board will establish the vision, mission, and goals for the Charter School, adopt policies, and assure accountability. The Head of School will manage the schools.

| Legal References | Description |
|-------------------------|---|
| I.C. § 33-5204(2)(d) | Nonprofit Corporation—Liability—Insurance - Public Meeting Law Applicable to Public Charter Schools |
| IC § 30-30-612 | Idaho Nonprofit Corporation Act - Directors and Officers - Regular and Special Meetings |
| IC § 30-30-614 | Idaho Nonprofit Corporation Act - Directors and Officers - Call and Notice of Meetings |
| IC § 33-1273 | Teachers - School Districts – Professional Employees - Negotiations |
| IC § 33-205 | Denial of School Attendance |
| IC § 74-202 | Open Public Meetings – Definitions |
| IC § 74-203 | Governing Bodies--Requirement for Open Public Meetings |
| IC § 74-204 | Notice of Meetings |
| IC § 74-205 | Written Minutes of Meetings |
| IC § 74-206 | Executive Sessions – When Authorized |

Order of Business

The order of business will be determined by the Board Chair and Head of School with input from the Board. Upon consent of the majority of the Members present, the order of business at any meeting may be changed.

Consent Agenda

To expedite business at a Board meeting, the Board approves the use of a consent agenda, which includes those items considered to be routine in nature. Any item which appears on the consent agenda may be removed by a Member of the Board. It is strongly suggested that any Board Member who wishes to remove an item from the consent agenda give advance notice in a timely manner to the Board Chair and Head of School. The remaining items will be voted on by a single motion. The approved motion will be recorded in the minutes, including a listing of all items appearing on the consent agenda.

Action Items

All agenda items that require a vote shall be identified on the agenda as such. Final action may not be taken on agenda item added after the start of a meeting unless an emergency is declared necessitating action at that meeting. The declaration and justification shall be reflected in the Board minutes.

Minutes

The clerk shall keep written minutes of all open Board meetings, which shall be signed by the Chair and the clerk. The minutes shall include:

1. The date, time, and place of the meeting;
2. The presiding officer;
3. Board Members recorded as absent or present;
4. All agenda items;
5. A summary of discussions;
6. All motions, resolutions, orders, ordinances proposed, and actions taken by the Board and their disposition;
7. The results of all votes, and upon the request of a Member, the vote of each Member, by name;
8. Legal basis for recessing into executive session; and
9. Time of adjournment.

When issues are discussed that may require a detailed record, the Board may direct the clerk to record the discussion verbatim.

Unofficial minutes shall be delivered to Board Members in advance of the next regularly scheduled meeting of the Board. Minutes need not be read publicly, provided that Members have had an opportunity to review them before adoption. A file of permanent minutes of Board meetings shall be maintained in the office of the clerk, to be made available for inspection upon the request no more than three weeks after the adoption meeting.

Minutes of Executive Session

The clerk shall keep written minutes of executive session. Said minutes shall be limited to a specific reference to the Idaho code subsection authorizing the executive session and sufficient detail to provide the general subject matter to identify the purpose and topic of the executive session. The roll call vote to go into executive session shall be recorded in the minutes. The minutes shall not contain information that would compromise the purpose of going into executive session.

Quorum

No business shall be transacted at any meeting of the Board unless a quorum of the Members is present. A majority of the full membership of the Board shall constitute a quorum, a majority of the quorum may pass a resolution.

Meeting Conduct and Order of Business

General rules of parliamentary procedure are used for every Board meeting. The most current edition of Robert's Rules of Order may be used as a guide at any meeting. The order of business shall be reflected on the agenda. The use of proxy votes shall not be permitted. Voting rights are reserved to those Board Members in attendance. Voting shall be by acclamation or show of hands.

Legal References

I.C. § 33-5204(2)(d)

Description

Nonprofit Corporation—Liability—Insurance - Public Meeting Law Applicable to Public Charter Schools

IC § 30-30-612

Idaho Nonprofit Corporation Act - Directors and Officers - Regular and Special Meetings

IC § 30-30-614

Idaho Nonprofit Corporation Act - Directors and Officers - Call and Notice of Meetings

IC § 33-205

Denial of School Attendance

IC § 74-202

Open Public Meetings – Definitions

IC § 74-203

Governing Bodies--Requirement for Open Public Meetings

IC § 74-204

Notice of Meetings

IC § 74-205

Written Minutes of Meetings

IC § 74-206

Executive Sessions – When Authorized

Surveys - General

Surveys requesting personal information from students, as well as any other instrument used to collect personal information from students, must advance or relate to the Charter School's educational objectives as identified in Board policy. This applies to all surveys, regardless of whether the student answering the questions can be identified and regardless of who created the survey.

Any noncurricular-related survey, well-being questionnaire, or health screening must be approved by the Head of School or designee before it is administered by an employee to any student. For the purposes of this policy, noncurricular survey shall mean surveys other than those conducted as part of a student's course of study.

Personally identifiable information from student education records may be disclosed to an educational agency or institution in order to:

1. Develop, validate, or administer predictive tests;
2. Administer student aid programs; or
3. Improve instruction.

In such cases, the School shall enter into a written agreement with the receiving organization. The study must not allow identification of individual parents or students by anyone other than representatives of the organization with legitimate interests in the information and the information must be destroyed when it is no longer needed for study purposes.

Surveys Created by a Third Party

Before the School administers or distributes a survey created by a third party to a student, the student's parent(s)/guardian(s) may inspect the survey upon request and within a reasonable time of their request.

This section applies to every survey:

1. That is created by a person or entity other than a School official, staff member, or student;
2. Regardless of whether the student answering the questions can be identified; and
3. Regardless of the subject matter of the questions.

Surveys Requesting Personal Information

School officials and staff members shall not request, nor disclose, the identity of any student who completes ANY survey containing one or more of the following items:

1. Political affiliations or beliefs of the student or the student's parent/guardian;
2. Mental or psychological problems of the student or the student's family;
3. Behavior or attitudes about sex;

4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of other individuals with whom students have close family relationships;
6. Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers;
7. Religious practices, affiliations, or beliefs of the student or the student's parent/guardian; or
8. Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.

In the case of such surveys, the student's parent(s)/guardian(s) may:

1. Inspect the survey within a reasonable time of the request, and/or
2. Refuse to allow their child to participate in any survey requesting personal information. The school shall not penalize any student whose parent(s)/guardian(s) exercises this opt-out option.

In the case of surveys, tests, or measuring devices on the following topics, the survey shall be provided to the parent(s)/guardian(s) and written parental permission shall be obtained before the survey is administered to the student.

1. A student's sexuality;
2. Sex;
3. Religion;
4. Personal political beliefs;
5. Mental or psychological problems;
6. Personal family information; and
7. Individual or family financial information.

For the purposes of this policy, personal family information means any of the information in this list or any personally identifiable information as defined in Policy 3575 about a student or any of their immediate relatives.

The employee overseeing any test, measurement device, survey, questionnaire, or screening for which such permission is required shall maintain documentation that all required parental and/or administrative permission has been given.

Instructional Material

A student's parent(s)/guardian(s) may, within a reasonable time of the request, inspect any instructional material used as part of their child's educational curriculum.

The term "instructional material," for purposes of this policy, means instructional content that is provided to a student, regardless of its format, printed or representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments.

Collection of Personal Information from Students for Marketing Prohibited

The term "personal information," for purposes of this section only, means individually identifiable information including:

1. A student's or parent's first and last name;

2. A home or other physical address, including street name and the name of the city or town;
3. Telephone number; or
4. A Social Security identification number.

The School shall not collect, disclose, or use student personal information for the purpose of marketing or selling that information or otherwise providing that information to others for that purpose.

The School, however, is not prohibited from collecting, disclosing, or using personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions such as the following:

1. College or other post-secondary education recruitment or military recruitment;
2. Book clubs, magazines, and programs providing access to low-cost literary products;
3. Curriculum and instructional materials used by elementary schools and secondary schools;
4. Tests and assessments to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments;
5. The sale by students of products or services to raise funds for school-related or education-related activities; and
6. Student recognition programs.

Notification of Rights and Procedures

The Head of School or designee shall notify students' parents/guardians of:

1. This policy as well as its availability from the School office upon request;
2. How to opt their child out of participation in activities as provided in this policy;
3. The approximate dates during the school year when an opt-out survey requesting personal information, as described above, is scheduled or expected to be scheduled;
4. How to request access to any survey or other material described in this policy.

This notification shall be given to parents/guardians at least annually at the beginning of the school year and within a reasonable period after any substantive change in this policy.

The rights provided to parents/guardians in this policy transfer to the student when the student turns 18 years of age or is an emancipated minor.

NOTE: This policy must be adopted in consultation with parents. 20 USC § 1232h(c)(1). Therefore, ISBA recommends that, at a minimum, Boards specifically note this on their meeting agendas and request public comment prior to adoption.

| Legal References | Description |
|-------------------------|-----------------------------------|
| 20 USC § 1232(h) | FERPA: Protection of Pupil Rights |
| 34 CFR Part 99 | Implementing FERPA |

Cross References

| Code | Description |
|-------------|--|
| 2120 | <u>Program Evaluation and Diagnostic Tests</u> |
| 2130 | <u>Research Studies</u> |
| 2500 | <u>Library Materials</u> |
| 2500-F(1) | <u>Library Materials - Permission Slip to Check Out Restricted-Access Library Materials for Minor Students</u> |
| 2520 | <u>Curricular Materials</u> |
| 3200 | <u>Student Rights and Responsibilities</u> |
| 3281 | <u>Gender Identity and Sexual Orientation</u> |
| 3500 | <u>Student Health/Physical Screenings/Examinations</u> |
| 3500-F(1) | <u>Student Health/Physical Screenings/Examinations - Notice of Health Services</u> |
| 3575 | <u>Student Data Privacy and Security</u> |
| 4160 | <u>Parents Right-to-Know Notices</u> |
| 4175 | <u>Required Annual Notices</u> |
| 4250 | <u>Educational Research</u> |

Policy 2150: Copyright

Status:

Original Adopted Date: February 11, 2025 | Last Reviewed Date:

North Star Charter School recognizes that federal law makes it illegal to duplicate copyrighted materials without authorization of the holder of the copyright, except for certain exempt purposes. Severe penalties may be imposed for unauthorized physical or electronic copying or using of audio, visual, other multimedia files, or printed materials and computer software, unless the copying or use conforms to the “fair use” doctrine.

Under the “fair use” doctrine, unauthorized reproduction of copyrighted materials is permissible for such purposes as criticism, comment, news reporting, teaching, scholarship, or research.

While North Star Charter School encourages its staff to enrich the learning programs by making proper use of supplementary materials, it is the responsibility of School staff to abide by North Star Charter School’s copying procedures and obey the requirements of the law. Under no circumstances shall it be necessary for Charter School staff to violate copyright requirements in order to perform their duties properly. The School cannot be responsible for any violations of the copyright law by its staff.

Any staff member who is uncertain as to whether reproducing or using copyrighted material complies with North Star Charter School procedures or is permissible under the law should contact the Head of School. The Head of School will assist staff in obtaining proper authorization to copy or use protected materials when such authorization is required. The Head of School or designee is responsible for maintaining copies of permission granted for the use of copyrighted material.

All users of shall abide by current copyright law. Teachers will instruct students to respect copyright laws and to request permission when their use of material has the potential to be considered an infringement.

No information or graphics may be posted on any school system official website in violation of any copyright laws. The Head of School or web maintenance designee is responsible for maintaining copies of permission granted for the use of copyrighted material on any school system official website.

Legal References

17 USC § 101, et seq.

Description

Title 17, United States Code: Copyrights

Cross References

Code

2510

2510-P(1)

2570

2570-F(1)

Description

[Selection of Library Materials](#)

[Selection of Library Materials](#)

[Use of Commercially Produced Video Recordings](#)

[Use of Commercially Produced Video Recordings -](#)

8605

[Parental Movie Opt-Out/Consent Form](#)

8700

[Retention of Charter School Records](#)

[Computer Software](#)

The School shall take a proactive effort to both educate and encourage students to make nutritious food choices. Quality nutrition education should be presented creatively, be grade appropriate, and build knowledge and skills throughout the student's school experience. It addresses factual information and explores the health, social, cultural, and personal issues influencing food choices. Nutrition and nutrition education are recognized as important contributors to overall health.

Comprehensive nutrition education programs extend beyond the classroom into the larger School environment. Physical education programs, after-school sports, and School health services are appropriate avenues for nutrition education efforts. Students need to explore how:

1. Knowledge has purpose and meaning in their lives; and
2. Curriculum points to the connections within and across disciplines.

Examples of how nutrition can be integrated into classes include discussing ethnic food practices in the context of history and geography; preparation of healthy food in home economics, adult living, or life skills courses; the study of essential nutrients in science and biology classes; applying mathematical and technological skills to conduct dietary analysis; and addressing the wide range of social, cultural, and psychological aspects of food in language and social studies classrooms.

All instructional staff are encouraged to integrate nutritional themes into daily lessons when appropriate. The health benefits of good nutrition should be emphasized. These nutritional themes include but are not limited to:

1. Knowledge of My Plate;
2. Healthy choices to decrease illness;
3. Sources and variety of foods;
4. Guide to a healthy diet;
5. Diet and disease;
6. Understanding calories and food as energy;
7. Healthy snacks;
8. Healthy breakfast;
9. Healthy diet;
10. Food labels;
11. Major nutrients;
12. Multicultural influences;
13. Serving sizes by age, sex, and activity level;
14. Proper sanitation;
15. Importance of fluid intake and selection; and
16. Identifying and limiting low nutrition food.

The School nutrition education policy reinforces nutrition education to help students practice these themes in a supportive school environment.

All nutrition education will be scientifically based, consistent with the most recent Dietary Guidelines for Americans.

Participation in USDA nutrition programs is encouraged as the School conducts nutrition education activities and promotions that involve students, parents, and the community.

School Community

For a truly comprehensive approach to the school-based nutrition programs and services, it is crucial that all members of the School community help to create an environment that supports healthy eating practices. Administrators, teachers, School food service and other personnel; parents; and students need to be involved in this effort. Decisions made in all School programming need to reflect and encourage positive nutrition messages and healthy food choices. This includes coordination of nutrition education and the promotion of healthy food choices in the School and all School events, such as fundraisers.

Legal References

42 USC § 1758b

Description

Local School Wellness Policy

7 CFR § 210.11

Competitive Food Service and Standards

7 CFR § 210.12

Student, Parent, and Community Involvement

7 CFR § 210.31

Local School Wellness Policy

Other References

United States Department of Agriculture

Description

Regulations, Smart Snacks in School

Cross References

Code

2305

Description

[Nutrition Services](#)

2315

[Physical Activity Opportunities and Physical Education](#)

4180

[Community Involvement in Student Nutrition and Exercise](#)

7310

[Advertising in Schools/Revenue Enhancement](#)

8200

[Local School Wellness](#)

8210

[School Nutrition Committee](#)

8230

[Nutrition Standards](#)

8235

[Water Consumption/Water Bottle Policy](#)

8240

[School Meals](#)

8250

[Guidelines for Food and Beverages Sales](#)

Policy 2320: Health Enhancement Education

Status:

Original Adopted Date: February 11, 2025 | Last Revised Date: | Last Reviewed Date:

It shall be the goal of North Star Charter School to strive to meet the needs of students by providing instruction in the area of sexually transmitted infection (STIs) and sex education, while not infringing upon the individual beliefs of the students and parents. All planned instruction in the area of health education will be approved by the Board of Directors upon recommendation by the administration.

Health, family life, and sex education; including information about parts of the body, reproduction, and related topics; shall be included in the instructional program as appropriate to the grade level and course of study. The instructional approach shall be developed after consultation with parents and other community representatives.

Parents will be informed in advance of topics to be presented regarding: HIV/AIDS, STIs, and sex education, such as in Health Education classes, units in Biology, Sociology, and Personal Safety. Parents shall be given the opportunity to review the materials and films to be used. This could be in the form of a parent preview meeting or by making the materials available for preview at a central location.

Parents will sign a form at registration that gives their child permission to participate in a particular health class based on the course description. Parents may request that their child be excluded from sex education class sessions without prejudice. Any parent/legal guardian may have their child excused from any planned sex education instruction upon filing a written request with the Head of School or the Head of School's designee. The Head of School or designee shall make a form available for such requests, including requests to opt a student out of instruction on HIV/AIDS, STIs, and sex education. Alternative educational activities shall be provided for those excused. Because sexually transmitted infections (STIs) and sexual activity present a serious risk to the general population, particularly to youth, parents who opt out of the STI prevention curriculum will be directed or given resources and encouraged to follow up at home.

In the areas of sensitive student questions or student presented topics where it is difficult to give advance notice to parents, it shall be school policy to have the teacher make only brief statements in answering questions or discussion and encourage students to discuss these topics at home with their parents.

Sex Education

The Board directs that sex education instruction shall include instruction on abstinence. However, it is recognized that this alone may not prevent pregnancies and STIs. Therefore, the Board allows for instruction in sex education including STIs, birth control, adoption, and general human sexuality. In all cases the known facts will be taught, not the opinions or moral judgment of the instructor. This does not preclude giving impartial viewpoints on both sides of issues such as abortion or on the use of birth control methods.

Any sex education instruction shall include instruction on:

1. Available adoption resources and current adoption practices in the United States as a means of providing for the well-being of a child;
2. The Idaho Safe Haven Act, IC 39-8201 et seq.; and
3. Where to find resources and support in the State of Idaho.

The Board believes that instruction on STIs is most effective when integrated into a comprehensive health education program. Instruction shall be developmentally appropriate to the grade level of the students and shall occur in a systematic manner. The Board particularly desires that students receive proper education about STIs before they reach the age when they may adopt behaviors that increase their risk of contracting an STI.

In order for education about STI to be most effective, the Head of School or designee shall require that faculty members who present this instruction receive continuing inservice training that includes appropriate teaching strategies and techniques.

No sex education materials or instruction may be provided by any individual or organization that is an abortion provider.

Alcohol, Tobacco, and Drug Education

Students shall receive education regarding the use of alcohol, tobacco, and drugs. The Head of School or designee shall develop or adopt a curriculum for use in health education that provides instruction to students in the areas of prevention; education; treatment; rehabilitation; and legal consequences of alcohol, tobacco, and drug use.

Legal References

IC § 18-8707

Description

Abortion-Related Activities Prohibited in School-Based Health Clinics and Sex Education Curricula

IC § 33-1608, et seq.

Family Life and Sex Education – Legislative Policy

IC § 33-342

Adoption Education

IC § 39-8201 et. seq.

Idaho Safe Haven Act

Cross References

Code

2315

Description

[Physical Activity Opportunities and Physical Education](#)

2340

[Controversial Issues and Academic Freedom](#)

2340-F(2)

[Controversial Issues and Academic Freedom](#)

Policy 2335: Digital Citizenship and Safety Education

Status:

Original Adopted Date: February 11, 2025 | Last Revised Date: | Last Reviewed Date:

Technology will be integral to curriculum, instruction, and assessment. North Star Charter School's educational system must lay the foundation for students to participate comfortably in an increasingly technological society. Classroom activities will include instruction using multimedia, distance learning, and other technologies.

The Head of School will ensure that Charter School students are educated on appropriate online behavior, including cyberbullying awareness, digital citizenship, and online safety. Instruction will be given to students as appropriate to the educational and developmental needs of students.

1. The Head of School will ensure that teachers and other staff members responsible for supervising students' internet use receive professional development, training, and resources in the following areas:
 - A. Monitoring of student online activities;
 - B. Instruction of students in proper online etiquette;
 - C. Instruction of students in discerning among online information sources and appropriate materials;
 - D. Bullying and cyber-bullying awareness and response, in accordance with North Star Charter School's bullying policy; and
 - E. Instruction of students on appropriate interaction on social networking websites and chat rooms

North Star Charter School may use the following methods of providing instruction on appropriate online behavior and cyber-bullying awareness:

Incorporation of instruction into course objectives or daily lessons of planned instruction, as appropriate;

1. Class assemblies or special instruction given in the school library or media center;
2. Special technology courses that are required for students at various grade levels;
3. Online courses required for students to use Charter School accounts.

The Internet Safety Coordinator or their designee will also make resources available to parents/guardians on teaching students about acceptable internet use, appropriate online behavior, online etiquette, cyber-bullying awareness and response, and appropriate use of social networking websites and chat rooms.

Legal References

20 USC § 6777

47 CFR § 54.520(c)(1)(i)

IC § 18-917A

Description

Internet Safety

Implementing CIPA: Certifications Required Under 47 USC 254(h) and (l)

Student Harassment — Intimidation — Bullying

| | |
|-----------------|---|
| IC § 33-5210(3) | Application of School Law – Accountability - Exemption from State Rules |
| Pub. L. 106-554 | Children's Internet Protection Act (CIPA) |
| Pub. L. 110-385 | Broadband Data Services Improvement Act |

Cross References

| Code | Description |
|-------------|---|
| 3270 | <u>Charter School-Provided Access to Electronic Information</u> |
| 3270-P(1) | <u>Charter School-Provided Access to Electronic Information</u> |
| 3270-F(1) | <u>Charter School-Provided Access to Electronic Information - INTERNET ACCESS CONDUCT AGREEMENT</u> |
| 3295 | <u>Hazing, Harassment, Intimidation, Bullying, Cyber Bullying</u> |
| 3295-P(1) | <u>Hazing, Harassment, Intimidation, Bullying, Cyber Bullying</u> |
| 3295-F(1) | <u>Hazing, Harassment, Intimidation, Bullying, Cyber Bullying - COMPLAINT FORM</u> |
| 5265 | <u>Employee Responsibilities Regarding Student Harassment</u> |

Policy 2400: Special Education

Status:

Original Adopted Date: January 14, 2025 | Last Reviewed Date:

The North Star Charter School will use the guidelines developed by the Idaho Department of Education in its most current edition of the Idaho Special Education Manual regarding special education issues. The Idaho Special Education Manual is designed to assist Idaho schools in understanding the provisions of the Individuals with Disabilities Education Improvement Act (IDEA) and meeting its requirements.

The Manual can be found on the State Department of Education’s website.

Other References

Description

Idaho State Department of Education Idaho Special Education Manual, current edition

Cross References

Code

Description

3515

[Food Allergy Management](#)

3515-P(1)

[Food Allergy Management](#)

3515-F(1)

[Food Allergy Management - Emergency Care Plan](#)

3515-B(1)

[Food Allergy Management](#)

It is the responsibility and intent of North Star Charter School to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 are identified, evaluated, and provided with appropriate educational services. For those students who need or are believed to need special instruction and/or related services under Section 504 of the Rehabilitation Act of 1973, North Star Charter School shall establish and implement a system of procedural safeguards. The safeguards shall cover students' identification, evaluation, and educational placement. This system shall include:

1. Notice;
2. An opportunity for the student's parent or legal guardian to examine relevant records;
3. An impartial hearing with opportunity for participation by the student's parent or legal guardian; and
4. A review procedure.

[REQUIRED FOR SCHOOLS WITH 15 OR MORE EMPLOYEES]

The Board directs the Head of School or designee to fulfill the following responsibilities:

1. To coordinate 504 compliance efforts;
2. To adopt and publish grievance procedures that incorporate appropriate due process standards and that provide for the prompt and equitable resolution of complaints alleging any action prohibited by Section 504; and
3. To notify students and others that North Star Charter School does not discriminate on the basis of disability.

North Star Charter School does not discriminate on the basis of disability with regard to admission, access to services, treatment, or employment in its programs or other activities.

Legal References

29 USC § 794

Description

Section 504 of the Rehabilitation Act of 1973 -
Nondiscrimination under Federal Grants and Programs

34 CFR § 104.36

Preschool, Elementary, and Secondary Education -
Procedural Safeguards

Cross References

Code

3515

Description

[Food Allergy Management](#)

3515-P(1)

[Food Allergy Management](#)

| | |
|-----------|---|
| 3515-F(1) | <u>Food Allergy Management - Emergency Care Plan</u> |
| 3515-B(1) | <u>Food Allergy Management</u> |
| 4120 | <u>Uniform Grievance Policy</u> |
| 4120-F(1) | <u>Uniform Grievance Policy - Uniform Grievance Procedure</u> |

Original Adopted Date: March 11, 2025 | Last Reviewed Date:

1. **Impartial Due Process Hearing:** If the parent or legal guardian of a student who qualifies under Section 504 for special instruction or related services disagrees with a decision of North Star Charter School with respect to:
 - A. The identification of the child as qualifying for Section 504;
 - B. North Star Charter School's evaluation of the child, and/or
 - C. The educational placement of the child,

the parents of the student are entitled to certain procedural safeguards. The student shall remain in his or her current placement until the matter has been resolved through the process set forth herein.

- A. North Star Charter School shall provide written notice to the parent/guardian of a Section 504 student prior to initiating an evaluation of the child and/or determining the appropriate educational placement of the child, including special instruction and/or related services;
- B. Upon request, the parent/guardian of the student shall be allowed to examine all relevant records relating to the child's education and the school's identification, evaluation, and/or placement decision;
- C. The parent/guardian of the student may make a request in writing for an impartial due process hearing. The written request for an impartial due process hearing shall identify with specificity the areas in which the parent or legal guardian are in disagreement with North Star Charter School;
- D. Upon receipt of a written request for an impartial due process hearing, a copy of the written request shall be forwarded to all interested parties within three business days of receipt of the same;
- E. Within ten days of receipt of a written request for an impartial due process hearing, North Star Charter School shall select and appoint an impartial hearing officer that has no professional or personal interest in the matter. In that regard, North Star Charter School may select a hearing officer from the list of special education hearing examiners available at the Office of Public Instruction, the county superintendent, or any other person that would conduct the hearing in an impartial and fair manner;
- F. Once North Star Charter School has selected an impartial hearing officer, North Star Charter School shall provide the parent/guardian and all other interested parties with notice of the person selected;
- G. Within five days of North Star Charter School's selection of a hearing officer, a pre-hearing conference shall be scheduled to set a date and time for a hearing, identify the issues to be heard, and stipulate to undisputed facts to narrow the contested factual issues;
- H. The hearing officer shall in writing notify all parties of the date, time, and location of the due process hearing;

- I. At anytime prior to the hearing, the parties may mutually agree to submit the matter to mediation. A mediator may be selected from the Office of Public Instruction's list of trained mediators.
 - J. At the hearing, North Star Charter School and the parent/guardian may be represented by counsel;
 - K. The hearing shall be conducted in an informal but orderly manner. Either party may request that the hearing be recorded. Should either party request that the hearing be recorded, it shall be recorded using either appropriate equipment or a court-reporter. North Star Charter School shall be allowed to present its case first. Thereafter the parent/guardian shall be allowed to present his or her case. Witnesses may be called to testify and documentary evidence may be admitted, however, witnesses will not be subject to cross-examination and the Idaho Rules of Evidence will not apply. The hearing officer shall make all decisions relating the relevancy of all evidence intended to be presented by the parties. Once all evidence has been received the hearing officer shall close the hearing. The hearing officer may request that both parties submit proposed findings of fact, conclusions, and decision;
 - L. Within 20 days of the hearing, the hearing examiner should issue a written report of his or her decision to the parties; and
 - M. Appeals may be taken as provided by law. The parent/guardian may contact the Seattle Office, Office of Civil Rights, U.S. Department of Education, 915 Second Avenue Room 3310, Seattle, WA 98174-1099, (206)607-1600.
2. **Uniform Grievance Procedure:** If a parent/guardian of the student alleges that North Star Charter School and/or any employee of North Star Charter School has engaged in discrimination or harassment of the student, the parent/guardian will be required to proceed through North Star Charter School's Uniform Grievance Procedure.

| Legal References | Description |
|-------------------------|--|
| 29 USC § 794 | Section 504 of the Rehabilitation Act of 1973 - Nondiscrimination under Federal Grants and Programs |
| 34 CFR § 104.36 | Preschool, Elementary, and Secondary Education - Procedural Safeguards |

Cross References

| Code | Description |
|-------------|---|
| 3515 | Food Allergy Management |
| 3515-P(1) | Food Allergy Management |
| 3515-F(1) | Food Allergy Management - Emergency Care Plan |
| 3515-B(1) | Food Allergy Management |
| 4120 | Uniform Grievance Policy |

4120-F(1)

Uniform Grievance Policy - Uniform Grievance
Procedure

Policy 2425: Parental Rights

Status:

Original Adopted Date: March 11, 2025 | Last Reviewed Date:

The Board of Directors encourages parents/guardians to be involved in their student's school activities and academic progress. As required by IC 33-6001, the North Star Charter School reinforces the rights and responsibilities of parents as primary stakeholders to make decisions regarding the upbringing and control of their child.

The Board is mandated to adhere to laws, rules, and regulations including the Constitution of the State of Idaho; the rules of the Idaho State Board of Education (Idaho Administrative Procedures Act); the rules and regulations of the Idaho State Department of Education; the laws, rules, and regulations of the federal government and the U.S. Department of Education; as well as educational provisions outlined in the Idaho Code. These mandates include the requirement stated at Article IX, Section 1 of the Idaho Constitution that it is ". . . the duty of the Legislature of Idaho to maintain a general, uniform[,] and thorough system of public, free common schools."

Based upon the above provisions, as well as the State's mandated requirements for advancement and graduation, North Star Charter School has established its practices, policies, and procedures as well as the approved curriculum and assessment program. Failure to follow the School's practices, policies, and procedures as well as the School's curriculum and assessment program amounts to a violation of State and/or federal laws, rules, and regulations by the School, including but not limited to the failure to provide a general, thorough, free, and uniform system of public education as well as putting the School's operations and funding in jeopardy.

Parents/guardians and students are expected to abide by North Star Charter School's practices, policies, and procedures governing the operation of the school which are required by various State and/or federal laws, rules, and regulations. However, a student's parent/guardian has the right to reasonable academic accommodation if the accommodation does not substantially impact School staff and resources, including employee working conditions, safety, and supervision on school premises for school activities, and the efficient allocation of expenditures. North Star Charter School will strive to balance the rights of parents/guardians, the educational needs of other students, the academic and behavioral impacts to a classroom, teachers' workloads, and the assurance of the safe and efficient operations of the school.

If a parent/guardian has an objection to North Star Charter School's implementation of various mandates through the School's practices, policies, and procedures, or if a parent/guardian would like to request reasonable academic accommodation, the appropriate avenue for the parent/guardian is to first seek to address such concerns through communication with North Star Charter School's administration. Should that avenue not resolve the situation, a parent/guardian is free to address such concerns with the Board of Directors in conformance with Board policy regarding public participation at Board meetings.

A parent/guardian who has an objection to their child's participation in North Star Charter School's adopted curriculum and/or the School's implementation of practices, policies, and procedures in accordance with educational mandates on the basis that it harms the child or impairs the parent/guardian's firmly held beliefs, values, or principles, may withdraw their child from the activity,

class, or program. Except in the case of sex education curriculum, a parent/guardian who chooses to not have their child participate in the provided educational activity shall be responsible for identification and provision of non-disruptive alternative educational activities for their child during any time of objection, at no cost to North Star Charter School. The final decision as to the placement of such alternative educational activity shall be at the discretion of North Star Charter School, with input of the parent, consistent with the requirements for advancement and graduation and consistent with the reasonable accommodation requirements outlined above.

In the case of dual credit courses offered by an institution of higher education, academic accommodations and excusing students from objectionable assignments is solely at the discretion of the course provider and not the North Star Charter School. The North Star Charter School has no control over the selection, adoption, and removal of curricular materials and it is the responsibility of the parent to have knowledge of and/or review such prior to student enrollment.

Access to Learning Materials

Parents/guardians are entitled to review all learning materials, instructional materials, and other teaching aids used in their student's classroom. Parents/guardians can request access to learning materials by contacting the school's administration during school hours.

Student Wellbeing

If a member of the School's staff becomes aware of a change in the student's mental, emotional, or physical health or well-being the staff member shall report this change so the student's parent/guardian can be notified as described in Procedure 2425.

Addressing Parent/Guardian Concerns

A parent/guardian who feels the School has violated their rights, as described in this policy and otherwise provided in IC 33-6001 may file a grievance as described in Policy 4120 Uniform Grievance Policy.

Notice

North Star Charter School shall annually provide parents/guardians with notice of their rights as specified in this policy.

Legal References

IC § 32-1010

Description

Intent of the Legislature – Parental Rights

IC § 32-1012

Parental Right to Direct the Education of Children

IC § 32-1013

Interference with Fundamental Parental Rights
Restricted

IC § 33-6001

Parental Rights

IC § 33-6002

Annual Notice of Parental Rights

Id. Const. art. IX

Education and School Lands

IDAPA §§ 08.01-.04

State Board of Education and State Department of
Education Administrative Rules

Cross References

Code

Description

2340

[Controversial Issues and Academic Freedom](#)

2340-F(2)

[Controversial Issues and Academic Freedom](#)

2420

[Parent and Family Engagement](#)

2420-P(1)

[Parent and Family Engagement](#)

2530

[Learning Materials Review](#)

2530-F(1)

[Learning Materials Review - Request for Review &
Reconsideration of Learning Materials](#)

3500

[Student Health/Physical Screenings/Examinations](#)

3500-F(1)

[Student Health/Physical Screenings/Examinations -
Notice of Health Services](#)

4105

[Public Participation in Board Meeting](#)

4105-F(1)

[Public Participation in Board Meeting - REQUEST TO
ADDRESS THE BOARD](#)

4120

[Uniform Grievance Policy](#)

4120-F(1)

[Uniform Grievance Policy - Uniform Grievance
Procedure](#)

4175

[Required Annual Notices](#)

Parent/Guardian Notification of Changes in Health and Well-being

North Star Charter School staff shall notify the counselor and/or building principal or Head of School of any known change in a student’s mental, emotional, or physical health or well-being using Form 2425F. For the purposes of this policy:

- 1. Mental health shall mean the state of health of somebody’s mind;
- 2. Emotional health shall mean a person’s ability to cope with and be aware of their own emotions, both positive and negative;
- 3. Physical health shall mean the condition of a person’s body and the extent to which it is free from illness or is able to resist illness; and
- 4. Well-being shall mean a person’s sense of feeling healthy and happy.

The counselor and/or building principal or Head of School shall notify the student’s parent/guardian regarding this change and document their attempts to do so using Form 2425F.

Charter School staff shall encourage students to discuss issues related to the student's well-being with the student's parent/guardian. At the request of the student or parent/guardian the counselor and/or building principal or Head of School designee shall attempt to facilitate discussion of the student’s well-being between the student and the parent/guardian.

Legal References

Description

| | |
|--------------------|---|
| IC § 32-1010 | Intent of the Legislature – Parental Rights |
| IC § 32-1012 | Parental Right to Direct the Education of Children |
| IC § 32-1013 | Interference with Fundamental Parental Rights Restricted |
| IC § 33-6001 | Parental Rights |
| IC § 33-6002 | Annual Notice of Parental Rights |
| Id. Const. art. IX | Education and School Lands |
| IDAPA §§ 08.01-.04 | State Board of Education and State Department of Education Administrative Rules |

Cross References

| Code | Description |
|-------------|---|
| 2340 | Controversial Issues and Academic Freedom |
| 2340-F(2) | Controversial Issues and Academic Freedom |

| | |
|-----------|---|
| 2420 | <u>Parent and Family Engagement</u> |
| 2420-P(1) | <u>Parent and Family Engagement</u> |
| 2530 | <u>Learning Materials Review</u> |
| 2530-F(1) | <u>Learning Materials Review - Request for Review & Reconsideration of Learning Materials</u> |
| 3500 | <u>Student Health/Physical Screenings/Examinations</u> |
| 3500-F(1) | <u>Student Health/Physical Screenings/Examinations - Notice of Health Services</u> |
| 4105 | <u>Public Participation in Board Meeting</u> |
| 4105-F(1) | <u>Public Participation in Board Meeting - REQUEST TO ADDRESS THE BOARD</u> |
| 4120 | <u>Uniform Grievance Policy</u> |
| 4120-F(1) | <u>Uniform Grievance Policy - Uniform Grievance Procedure</u> |
| 4175 | <u>Required Annual Notices</u> |

Policy 2430: Gifted and Talented Program

Status:

Original Adopted Date: March 11, 2025 | Last Reviewed Date:

The term “gifted and talented” means students who are identified as possessing demonstrated or potential abilities that give evidence of high performing capabilities in intellectual, creative, specific academic or leadership areas, or ability in the performing or visual arts and who are capable of high performance and require services or activities not ordinarily provided by North Star Charter School in order to fully develop such capabilities.

North Star Charter School may provide for special instructional needs of gifted and talented children enrolled in the School. The Board of Directors, in conjunction with the Head of Schools and staff, may develop a plan for North Star Charter School’s gifted and talented program at the discretion of the School.

Such program may include, but is not limited to, the following:

1. Expansion of academic attainments and intellectual skills;
 2. Stimulation of intellectual curiosity, independence, and responsibility;
 3. Development of a positive attitude toward self and others; and
 4. Development of originality and creativity.
-

Parents/guardians have the right to guide the reading, viewing, and listening of their own children but must likewise give the same right to other parents/guardians. The Board has a constitutional obligation to not remove materials simply because it disagrees with subject matter unless such ideas are in violation of I.C. 18-1514. The First Amendment to the US Constitution encompasses not only freedom of sharing one's views but also freedom to receive information. While parents may request an alternative education resource for their own child, no parent has the right to determine reading, viewing, or listening matter for students other than their own children.

Any parent/guardian of a North Star Charter School student, any student, or any employee, resident of North Star Charter School's attendance area may formally challenge a specific learning material item used by the School's educational program. They may do so despite the fact that the individuals selecting such resources were duly qualified to make the selection, followed the proper procedure, and observed the criteria for selecting learning resources. Challenges will only be accepted from individuals belonging to at least one of these groups.

Learning materials, for the purposes of this policy, are not limited to Board approved curriculum but shall also be considered to be any material used in classroom instruction, materials available to students in the classroom, library materials, or any materials to which a teacher might refer a student as part of the course of instruction.

The major criterion for deciding whether to keep or remove a challenged resource is the appropriateness of the resource for its intended educational use. This may include:

1. The appropriateness of the material for the instructional objectives it is used to teach;
2. The appropriateness of the material's level of difficulty; and
3. The appropriateness of the material for the age group(s) with which it is used. Library and classroom materials shall be considered in light of their appropriateness for the oldest students who will have access to them.
4. Whether the material meets the definition of "harmful to minors" provided below.

For the purposes of this policy, the term "harmful to minors" has the meaning provided in IC 18-1514 and I.C. 18-1517B:

"Harmful to minors" includes in its meaning:

1) The quality of any material or any performance or of any description or representation, in whatever form, of nudity, sexual conduct, sexual excitement, or sado-masochistic abuse, when it:

a) Appeals to the prurient interest of minors as judged by the average person, applying contemporary community standards; and

b) Depicts or describes representations or descriptions of nudity, sexual conduct, sexual excitement, or sado-masochistic abuse which are patently offensive to prevailing standards in the adult community with respect to what is suitable material for minors and includes, but is not limited to,

patently offensive representations or descriptions of:

- i. Intimate sexual acts, normal or perverted, actual or simulated; or
- ii. Masturbation, excretory functions or lewd exhibition of the genitals or genital area.

Nothing herein contained is intended to include or proscribe any matter which, when considered as a whole, and in context in which it is used, possesses serious literary, artistic, political, or scientific value for minors.

No library material shall be removed solely because of the ideas expressed therein.

Informal Process

Any individual identified above who wishes to raise a complaint about a piece of learning material should first discuss the matter informally with the Head of School and the teacher, librarian, or other staff member who oversees its use. The patron should explain their objection to the material.

The staff member shall try to resolve the matter informally through such measures as:

1. Explaining the School's materials selection process, the criteria for selection and the qualifications of the professional staff who selected the questioned resource;
2. Explaining the intended educational purpose of the resource, its value as a resource, and any additional information regarding its use; and/or
3. Offering a concerned parent an alternative instructional resource to be used by that parent's child in place of the challenged resource in a manner that complies with Policy 2425 Parental Rights.

All informal complaints made to School staff members shall be reported to the building Head of School, whether received by telephone, letter, or in personal conversation. If the complainant wishes to make a formal challenge, the staff member shall direct the complainant to this policy.

The administration or their designee may review the policies on selection and challenge of curricular materials with the teaching staff annually. The staff should be reminded of the right to object to a learning material.

Formal Process

An eligible party who wishes to make a formal objection should submit their complaint in writing to the Head of School using a form provided by the School. At minimum, the complaint shall reference specific sections of the materials or resources that produced the formal complaint. Vague or incomplete complaints will not be submitted to the learning materials review committee. The complaint must be made on the form provided, which must be signed by the complainant.

Each challenged resource shall be considered on its own individual merits and flaws.

Additionally, the school may decline to consider a request for reconsideration of a material that has already been the subject of such reconsideration within the past year.

The Head of School shall convene a learning materials review committee, who will provide an

objective evaluation of the material. The committee shall contain an odd number of members. Members of this committee may include such parties as:

1. Instructional staff who have experience using the challenged resource with students;
2. Other teachers and librarians. If the challenged material was selected by a specific teacher or librarian, that individual will not be selected for the committee. If the School has only one librarian and that librarian selected the material in question, the School may seek to include a librarian from a nearby public library or school district on the committee
3. Administrators;
4. Five parents/guardians of North Star Charter School students, including parents whose children have already graduated;
5. The school counselor; and
6. Any other appropriate individuals selected by the Head of School.

The Head of Schools shall appoint this committee, if not already appointed, within five days of receipt of the request for review. A person who has submitted a formal complaint regarding a learning material shall not participate in the review of that item as a committee reviewing the material. If the complainant serves on a standing learning materials review committee, they shall recuse themselves from all committee activities related to review of the material.

All members of the committee shall review the challenged resource. They shall also consider written or verbal comments submitted by North Star Charter School students, parents/guardians of School students, School employees, and residents of the School's attendance area on the material in question. For library materials, the resource in question must be read or reviewed in full by each committee member. For materials that are a part of material used in classroom instruction, the teacher shall present to the committee on its role within the classroom. Passages or parts of the work in context shall not be considered out of context, and the values and faults of the work should be weighed against each other. Decisions about what action to take regarding the material shall be based on the material as a whole. Where appropriate, the committee may solicit advice or opinion from other School staff and/or relevant professional organizations of librarians, English teachers, or other appropriate professionals.

At its first meeting to consider a material, the committee shall:

1. Determine professional acceptance by reading professional reviews of the resource, if available;
2. Weigh values and faults and form opinions based on the material as a whole rather than on passages or sections taken out of context; and
3. Discuss the challenged resource in the context of the educational program.

If the committee feels that no more discussion or information is needed, and the complainant has not requested permission to make a presentation to the committee, the committee may come to a decision at the first meeting.

At a subsequent meeting, the complainant and other interested people may be given the opportunity to share their views. The committee's decision will be made at that meeting

The committee shall vote on whether the challenged resource should be kept or removed in accordance with the principles set out in this policy or whether some other change should be made. In the case of library material, it shall include a recommendation to:

1. Retain the material in its original location;
2. Relocate the material to another location, such as to a classroom that serves older students or the restricted access section; or
3. Remove the material entirely.

A decision to remove or relocate a material shall not necessarily be interpreted as a judgment of irresponsibility by the professionals involved in the original selection and/or use of the material.

The committee shall prepare a written report of its findings and provide copies to the Board, the Head of School, the complainant, and to staff members who oversee use of the resource, that includes both majority and minority opinions on the learning material or library resource under consideration. The report may differ depending on the type of resource being challenged.

The Head of School shall review the committee's report. If the material under consideration is part of the School's curriculum, and if the committee votes in favor of removing it from the curriculum, the Board shall review the report, and the Board shall determine whether the challenged resource should be kept or removed or whether some other change should be made.

If the material in question is a library resource, classroom library resource, or other material available to students and not part of the School's Board-approved curriculum, the Head of School shall determine whether to accept the committee's recommendation or whether some other change should be made. The Head of School shall notify the complainant of the outcome, including the recommendation of the committee. This decision in this regard may be appealed to the Board. This request for appeal must be made within five school days of the Head of School's decision.

If an appeal of the Head of School's decision is made to the Board, the Board has the sole discretion in determining how to handle the complaint review, including but not limited to the Board's option of solely reviewing the committee's report and making a determination or seeking to speak with the parties involved in the complaint during a properly noticed meeting of the Board. The decision of the Board will be final.

Legal References

IC § 18-1514(6)

Description

Obscene Materials — Definitions

IC 18-1517B

Idaho Children's School and Library Protection Act

Other References

Idaho Commission for Libraries

Description

[website](#)

The American Library Association

[Library Bill of Rights](#)

Cross References

Code

2425

Description

[Parental Rights](#)

2425-P(1)

[Parental Rights](#)

2425-F(1)

[Parental Rights - Efforts to Notify](#)

| | |
|-----------|--|
| 2500 | <u>Library Materials</u> |
| 2500-F(1) | <u>Library Materials - Permission Slip to Check Out Restricted-Access Library Materials for Minor Students</u> |
| 2510 | <u>Selection of Library Materials</u> |
| 2510-P(1) | <u>Selection of Library Materials</u> |
| 2520 | <u>Curricular Materials</u> |
| 4110 | <u>Public Complaints and Suggestions</u> |

INSTRUCTION

Request for Review & Reconsideration of Learning Materials

The Board of Directors of North Star Charter School have established a formal process for eligible parties who wish to submit a learning material reconsideration. For the purposes of this process, learning materials includes:

1. Approved curriculum;
2. Material used in classroom instruction;
3. Library materials, including materials in classroom libraries; and
4. Any materials to which a teacher might refer a student as part of the course of instruction.

This form is required when making a formal complaint. It will then be turned over to the Learning Materials Review Committee.

Before submitting this form, please discuss the resource with the school librarian, in the case of a library resource, or teacher, in the case of a classroom resource.

Please review Policy 2530 before submitting a complaint.

If you object to your child using a particular learning material in the classroom, Policy 2425 provides a way to request an alternative resource for your child.

Date: _____

Name: _____

Address: _____

City: _____ State/Zip: _____

Phone: _____ Email: _____

Please check each of the following that describe you:

_____ Parent or Guardian of Current North Star Charter School Student

_____ Current Student

_____ Employee

_____ Resident of the Attendance Area

_____ None of the Above

Please check each of the following that apply:

The material was used as a part of classroom instruction; or

The item was available in a classroom library; or

The item was available for check-out in the school Library:

Please check the applicable box below to help us identify the resource:

Book or E-book

Movie

Magazine

Audio Recording

Digital Resource

Game

Newspaper

Other: _____

Title: _____

Author/Producer: _____

What brought this resource to your attention?

Have you examined the entire resource? If not, what sections did you review?

If this is material used in the classroom, were you provided an alternative instructional resource?

Why do you believe this resource should be removed from use in the classroom/removed from the school library?

Do you believe this resource or material meets the definition of “harmful to minor” provided below? (See definition at the end of the form): YES NO

Are there resource(s) you suggest to provide additional information and/or other viewpoints on this topic?

What action are you requesting the committee consider?

_____ Retain the material in its original location; or

_____ Relocate the material to another suitable section, including an area with restricted access requiring parent/guardian permission to access; or

_____ Remove the material entirely.

_____ Other requested remedy: _____

Statutory Definition of “Harmful to Minors” Provided in IC 18-1514 and I.C. 18-1517B:

“Harmful to minors” includes in its meaning:

- 1) The quality of any material or any performance or of any description or representation, in whatever form, of nudity, sexual conduct, sexual excitement, or sado-masochistic abuse, when it:
 - a) Appeals to the prurient interest of minors as judged by the average person, applying contemporary community standards; and
 - b) Depicts or describes representations or descriptions of nudity, sexual conduct, sexual excitement, or sado-masochistic abuse which are patently offensive to prevailing standards in the adult community with respect to what is suitable material for minors and includes, but is not limited to, patently offensive representations or descriptions of:
 - i. Intimate sexual acts, normal or perverted, actual or simulated; or
 - ii. Masturbation, excretory functions or lewd exhibition of the genitals or genital area. Nothing herein contained is intended to include or proscribe any matter which, when considered as a whole, and in context in which it is used, possesses serious literary, artistic, political, or scientific value for minors.

Signature of Complainant: _____

By signing above, I acknowledge that the information provided here is true and factual to the best of my knowledge, and that the Board of Directors must take each complaint into account while also ensuring it maintains access to constitutionally protected materials.

The State of Idaho is one of numerous states across the country that is a member of the Interstate Compact on Educational Opportunity for Military Children. As a Charter School within the State of Idaho and subject to the laws of the State of Idaho, the School shall follow the requirements of the Compact when enrolling students for whom the Compact applies.

Purpose

The purpose of the Interstate Compact on Educational Opportunity for Military Children is to remove barriers to educational success for children of military families due to frequent relocation and deployment of their parents. The Compact facilitates educational success by addressing:

1. Timely student enrollment;
2. Student placement;
3. Qualification and eligibility for curricular, co-curricular, and extra-curricular programs;
4. Timely graduation; and
5. The facilitation of cooperation and communication between various member states' schools.

Applicability

This Compact applies only to children of:

1. Active duty members of the uniformed services, including members of the National Guard and reserve on active duty orders. For application of this section the parent must be on full time duty status in the Army, Navy, Air Force, Marine Corps, Coast Guard, or the commissioned corps of the National Oceanic and Atmospheric Administration and public health services;
2. Veterans of the uniformed services who are severely injured and medically discharged or retired for a period of one year after medical discharge or retirement; and
3. Members of the uniformed services who die on active duty or as a result of injuries sustained on active duty for a period of one year after death.

Educational Records and Enrollment

1. **Hand Carried/Unofficial Educational Records:** In the event that official educational records cannot be released to a parent for the purpose of school transfer, the custodian of records from the sending school shall prepare and furnish to the parent a complete set of unofficial educational records containing uniform information as determined by the Interstate Commission.

Upon receipt of the unofficial educational records, North Star Charter School shall enroll and appropriately place the student based upon the information the school receives in the unofficial educational records, pending validation by the official records, as soon as possible.

2. **Official Educational Records/Transcripts:** At the time of enrollment and conditional placement of a qualifying student at North Star Charter School, North Star Charter School

shall request the student's official educational records from their last school of attendance.

A school receiving such a request shall process the official educational records request and furnish such within a period of ten days, or within the timeline determined to be reasonable by the Interstate Commission.

3. **Immunizations:** North Star Charter School shall provide a period of thirty days from the date of enrollment, or such other time frame as determined by the rules of the Interstate Commission, within which students may obtain any immunizations required by the School. Where the School's requirements include a series of immunizations, initial vaccinations must be obtained within 30 days, or within the timeline determined to be reasonable by the Interstate Commission. Exemption from these immunization requirements is available as described in Policy 3525 and IC 39-4802.
4. **Kindergarten and First Grade Entrance Age:** Students shall be allowed to continue their enrollment at grade level at North Star Charter School commensurate with their grade level from their receiving school, including kindergarten, at the time of transition. However, the provisions of IC 33-201 regarding attaining the age of five on or before the first day of September for enrollment in kindergarten, and attaining the age of six on or before the first day of September or having attained the age of five and having completed a private or public out of state kindergarten for the required 450 hours for enrollment in first grade, shall continue to apply.

A student who has satisfactorily completed the prerequisite grade level in the sending school shall be eligible for enrollment in the next highest grade level in North Star Charter School at the receiving school, regardless of age.

A student who is transferring into North Star Charter School after the start of the school year shall enter the School on the student's validated grade level from an accredited school in the sending state.

Placement and Attendance

1. **Course Placement:** Upon transfer of a qualifying student, the receiving School shall place the student in courses consistent with the student's courses in the sending school and/or the school's educational assessments.

Course placement includes, but is not limited to honors, advanced placement, vocational, technical, and career pathways courses.

Continuing the student's academic program from the previous school and promoting placement in academically and career challenging courses should be paramount when considering placement. This requirement does not preclude North Star Charter School from performing subsequent evaluations to ensure appropriate placement and continued enrollment of the student in the course(s).

2. **Educational Program Placement:** North Star Charter School shall initially honor placement of the student in educational programs based on current educational assessments conducted at the sending school or participation/placement in similar programs at the sending school.

Educational program placement includes, but is not limited to, gifted and talented programs and English as a second language (ESL). This requirement does not preclude North Star Charter School from performing subsequent evaluations to ensure appropriate placement of the student.

3. **Special Education Services:** In compliance with the federal requirements of the Individuals with Disabilities Education Act (IDEA), North Star Charter School, as the receiving school, shall initially provide comparable services to a student with disabilities based on their current Individual Education Plan (IEP).

In compliance with Section 504 of the Rehabilitation Act and with Title II of the Americans with Disabilities Act (ADA), North Star Charter School, as the receiving school, shall make reasonable accommodations and modifications to address the needs of incoming students with disabilities consistent with their existing 504 or Title II Plan.

This does not preclude North Star Charter School, as the receiving school, from performing subsequent evaluations to ensure appropriate placement and/or accommodations are made for the student.

4. **Placement Flexibility:** North Star Charter's Head of School shall have the flexibility to waive course/program prerequisites or other preconditions for placement in courses/programs offered by the receiving School.
5. **Absences Relating to Deployment Activities:** A student whose parent/legal guardian is an active duty member of the uniformed services and has been called to duty for, is on leave from, or immediately returned from deployment in a combat zone or combat support position, shall be granted additional excused absences at the discretion of North Star Charter Head of School to visit with their parent/guardian relative to such leave or deployment of the parent/guardian.

Eligibility

1. **Eligibility for Enrollment:** A Special Power of Attorney pertaining to the guardianship of a student of a military family and executed under applicable law shall be sufficient for the purposes of enrollment and all other actions requiring parental participation and consent.

The receiving Charter School shall not charge tuition to a transitioning military student placed in the care of a noncustodial parent or other person standing in loco parentis who lives in a jurisdiction other than that of the custodial parent.

A transitioning military student, placed in the care of a noncustodial parent or other person standing in loco parentis who lives in a jurisdiction other than that of the custodial parent, may continue to attend the school in which they were enrolled when residing with the custodial parent.

2. **Eligibility for Extracurricular Activity Participation:** North Star Charter School shall facilitate the opportunity to transitioning military student's inclusion in extracurricular activities, regardless of application deadlines, to the extent the student is otherwise qualified.

Graduation

In order to facilitate the on-time graduation of a child of military families, the receiving Charter School shall follow this process:

1. **Graduation Course Requirements – Waiver:** The receiving Charter School's Head of School or designee shall waive specific courses that are required for graduation if similar coursework has been satisfactorily completed at another school.

If North Star Charter School does not waive the specific course requirement for graduation, the School shall provide a reasonable justification for the denial. This justification shall be

provided to the parent/legal guardian in writing.

If the receiving Charter School does not waive the specific course requirement for graduation and the student would have otherwise qualified to graduate from the sending school, the receiving Charter School shall provide an alternative means of acquiring required course work to ensure that the student's graduation will occur on time.

2. **Exit Exams:** In lieu of testing requirements required for graduation at the receiving Charter School, the School and the State of Idaho shall accept any or all of the following:
 - A. Exit exams or end-of-course exams required for graduation from the sending school;
 - B. National norm-referenced achievement tests; or
 - C. Alternative testing.

In the event the above alternatives cannot be accommodated by the receiving Charter School for a student transferring during their senior year, subsection 3, below, shall apply.

3. **Transfer During Senior Year of High School:** Should a military student transferring at the beginning of or during the senior year be ineligible to graduate from the receiving Charter School after all alternatives have been considered, the sending school and the receiving Charter School shall ensure the receipt of a diploma from the sending school if the student meets the graduation requirements of the sending school.

In the event that one of the states in question is not a member of this Compact, the member state shall use best efforts to facilitate the on-time graduation of the student.

Conflicts

All State laws and Charter School policies that conflict with this policy and/or are in conflict with the Compact are superseded to the extent of the conflict.

Cooperation

The receiving Charter School, through its administrative agents, shall timely cooperate with all state agency inquiries and other district or charter school inquiries relating to a student who is covered by the Compact.

Legal References

IC § 33-5701

Description

Interstate Compact on Educational Opportunity for Military Children

IC § 39-4802

Immunization Exemptions

IDAPA 08.02.03.105

High School Graduation Requirements

Cross References

Code

2700

Description

[High School Graduation Requirements](#)

2700-P(1)

High School Graduation Requirements - Publication of
Graduation Requirements

3525

Immunization Requirements

The Board adopts this policy to place controls on the use of student-owned electronic devices at school. There has been a rising concern that spending too much time on social media or using cell phones may be detrimental to students' physical and mental health. The Board's priority is that all students are engaged in learning without distraction.

By placing limits on the permissible use of such electronic devices, the Board intends to:

1. Adopt policy in alignment with State Department of Education guidance on cell phones;
2. Promote student safety;
3. Support staff in maintaining an environment that encourages learning;
4. Reduce distractions in the learning environment;
5. Improve academic focus;
6. Promote responsible technology use;
7. Prevent cyberbullying;
8. Mitigate the privacy concerns posed by personal electronic devices.

This policy shall apply to any electronic device not issued by North Star that is capable of accessing the internet or sending an electronic message to another device, such as smartphones, other cell phones, tablets, laptops, e-readers, smart watches, handheld calculators, PDAs (Personal Digital Assistants), pagers, earbuds, and electronic book devices.

Restrictions on Time and Location of Use

Students are prohibited from using electronic devices in the following times and places:

On school property:

1. Elementary - at no time during the school day
2. During class time;
3. During passing periods;
4. In bathrooms, locker rooms, or changing rooms

Students are permitted to use electronic devices in the following times and places:

1. Before and after the school day;
2. At school activities outside of school hours;
3. During morning break and lunch (Secondary Only);
4. In class when specifically allowed by the teacher.

Any use of an electronic device required by a student's 504 Plan or Individualized Education Plan (IEP) shall be permitted regardless of whether it would otherwise violate this policy.

Students may use a personal electronic device in the case of an emergency to contact help. In this policy, an emergency is an event that poses an immediate threat to the health or safety of any

person or a risk of damage to property. If a student needs to use a personal electronic device in such an emergency, they should ensure they are in as safe a location as is feasible.

If a student's parent/guardian or their designee needs to contact a student in the case of an emergency at a time when student cell phone use is not permitted, the parent/guardian or designee should call the school office and ask staff to relay the message or bring the student to the office to speak with the parent/guardian or designee by phone or in-person.

Containment of Devices

When use of personal electronic devices is not permitted, such devices must be silenced and stored in:

1. The student's locker or cubby;
2. The student's backpack, purse, and out of sight;
3. A location in the school designated by the principal;

The Head of School may set further procedures and rules to ensure this policy is followed. The School may also make use of technology-based approaches, such as monitoring or blocking internet access.

Students are responsible for safeguarding devices they bring to school. The School shall not be responsible for loss, theft, damages, or destruction of student owned devices brought onto school property.

Use of Devices

Any use of personal electronic devices at school or at school events shall comply with Procedure 3270P Acceptable Use of Electronic Networks. Student-owned electronic devices shall not be used in a manner that disrupts the educational process, including, but not limited to, posing a threat to academic integrity or violating confidentiality or privacy rights of another individual.

Access to the devices is a privilege and not a right. Each student will be required to follow the Acceptable Use of Electronic Networks Policy and the Internet Access Conduct Agreement as well as any other applicable policies.

Students may only access the internet through North Star's filtered connection, regardless of whether they are using their personal device or a School-issued device. School staff will not provide software or technical assistance for student-owned devices.

Because power cords stretched out in classrooms become a safety issue both for the students and devices, charging the device with such a cord in any classroom, hallway, or any other location that may be a safety concern may be prohibited.

The use of cameras in any type of electronic device is strictly prohibited in locker rooms, restrooms, and classrooms unless a certified North Star employee authorizes the student to do otherwise. Where students are allowed to use electronic devices, they are required to obtain permission before taking a photograph or video of any individual. Students must also obtain permission from

any individual appearing in a photograph or video prior to posting on any social networking site or other internet site.

Students found to be using any electronic communications device to in any way send or receive personal messages, data, or information that would contribute to or constitute cheating on any student assessment, project, or assignment shall be subject to discipline.

Students shall comply with any additional rules developed by the school and classroom teacher concerning appropriate use of personal electronic devices.

Disciplinary Action

Students violating the provisions of this policy are subject to disciplinary action, which may include losing the privilege of bringing the device onto school property, detention, and/or confiscation of the device until it is retrieved by the student's parent/guardian. If a student or a parent/guardian wishes to appeal such disciplinary action, they can do so by submitting a written request for appeal to the building principal within five school days. If the decision being appealed was made by the building principal, the appeal may instead be made to the Head of School.

Violation of this policy may also result in suspension or expulsion, as described in Policy 3340 Corrective Actions and Punishment, if appropriate.

Implementation & Review of Policy

The Board directs the Head of School or their designee to inform staff, students, and parents/guardians about this policy and how it will be implemented. The Board also directs the Head of School or their designee to develop practices that reinforce the importance of and ways of addressing:

1. Digital literacy lessons;
2. The effects of cyberbullying;
3. Privacy concerns; and
4. Online disinformation.

The Head of School shall report to the Board each year about the effectiveness of this policy and shall recommend changes to it as needed.

Legal References

Executive Order 2024-11

Policy Checklist for LEAs

Description

Phone Free Learning Act

[by the Idaho Department of Education,](#)

Cross References

Code

3270

Description

[Charter School-Provided Access to Electronic](#)

Information

3270-P(1)

Charter School-Provided Access to Electronic Information

3270-F(1)

Charter School-Provided Access to Electronic Information - INTERNET ACCESS CONDUCT AGREEMENT

3340

Corrective Actions and Punishment

3340-P(1)

Corrective Actions and Punishment