North Star Charter School
High School Handbook
2026-2027

North Star High School Program

North Star High School
8900 N Horseshoe Bend Rd.
Boise, Idaho 83714
Office: (208) 939-9600
Fax: (208) 939-6090

NORTH STAR CHARTER SCHOOL
Home and School Contract

Administration: To support and encourage student/parent/teacher partnerships, I commit to:

- Provide an environment that permits positive communication between the student, parent, and teacher(s).
- Encourage teachers and parents to provide regular opportunities for practicing academics at school and at home.
- Provide equal and fair opportunities to access staff and the opportunity for parents to volunteer time to NSCS.

Teachers: We understand the importance of the school experience to every student and our position as a teacher and a role model. We agree to:

- Be aware of your child's needs.
- Frequently, communicate with parents about their child's progress.
- Teach basic concepts and skills to your child to meet academic core standards.
- Motivate and encourage your child to practice academics at home.
- Annually hold parent/teacher conferences.
- Deliver high-quality curriculum and instruction.
- Provide resources and/or materials for home to enhance literacy and other academic subjects.

Student: It is important that I do my best. I know my parents and teachers want to help me, but I am the one who has to do the work. So, I will:

- Continue to believe that I can and will learn.
- Be responsible for my behavior.
- Give work and school papers to my parent/caregiver.
- Follow appropriate conduct throughout school including the use of technology.
- Pay attention and ask for help when needed.
- Complete classwork on time and to the best of my ability.

Parent/Caregiver: I want my child to succeed. I will encourage him/her to:

- Maintain a positive attitude about school.
- Support the school discipline policy and school policies.
- Attend school regularly.
- Get enough sleep and eat nutritious meals.
- Establish a place and time to study along with daily reading time.

Family Educational Rights and Privacy Act (FERPA)
Notice for Directory Information

The *Family Educational Rights and Privacy Act* of 1974 (FERPA) is a Federal law that requires North Star Charter School (NSCS) to notify parents/guardians that Directory Information about their child can be made public by the school without parental consent. ***If you do not want NSCS to disclose Directory Information about your child you must notify a member of the Administration team in writing within 30 days from the distribution date of the Student Handbook that you do not authorize the school to disclose such information.***

"**Education Records**" are defined as those records directly related to a student and maintained by NSCS or by a party acting on behalf of NSCS. Any Educational Record concerning a student may only be disclosed in accordance with NSCS Policy, and are otherwise confidential. A parent/guardian may inspect and review their student's educational records, and request that the school amend any record that is believed to be inaccurate or misleading. NSCS will comply with a request for access to records within a reasonable period of time, but in no case more than 30 days after it has received the request.

Media/Directory Permission Release and Usage Agreement Contract

Directory: Due to FERPA (Family Educational Rights and Privacy Act) laws, we are unable to share emails or phone numbers with other parents without written permission. Therefore, the staff would like to create class directories of students' emails and phone numbers. If you do not agree to share your child's information, please contact North Star Charter School's office via email or letter within 30 days receipt of the Handbook.

Media Access: Throughout the year, our staff, students, and representatives of the media may be in our school or at school-sanctioned events to take pictures and write about the good news happening here for school newsletters and other print and electronic publications, as well as for newspaper, television, and radio coverage. These tend to be "human interest" or "good news" stories. We also understand that some parents have concerns. If you object to having your student participate in district media coverage, please contact North Star Charter School's office via email or letter within 30 days receipt of the Handbook.

North Star Charter School Calendar 2026-2027

August 17-18: 9-12 Teacher In-Service Days, no school for students

August 19: First (full) day of school

September 7: Labor Day- No School

September 25: Teacher In-Service Day, remote day for students

October 12-16: Fall Break- No School

October 23: End of First Quarter

October 29: Parent/Teacher Conferences 3:30-7:00

October 30: Parent/Teacher Conferences 8:00-1:00 No School 6-12

November 23-27: Thanksgiving Break- No School

December 15-18: HS Finals

December 17-18: Semester Finals. Early release at 11:45 on 12/17 and 12/18

December 21-January 1: Holiday Break- No School

January 4: Teacher In-Service Day, no school for students

January 5: All grades return to classes

January 18: MLK/ Human Rights Day- No School

February 15-19: Winter Break- No School

March 12: End of 3rd Quarter

March 15-19: Spring Break- No School

April 23: Teacher In-Service Day, remote day for students

May 27: HS Graduation Ceremony in Gym

May 25-28: Semester Finals. Early release at 11:45 on 5/27 and 5/28

May 28: Last Day of School. Early release HS/MS 11:45

May 31: Memorial Day- No School

Introduction

School is an important time in the lives of children, as they make critical and complex life choices and form attitudes, values, and habits that will guide them on their path to graduation. Many of the provisions in this handbook are required under state or federal regulations. Unfortunately, the sheer volume and character of some of the provisions may give the impression of an overly formal school system rather than a friendly, personal one. Therefore, in sharing this handbook, we would like you to understand we seek to cultivate an active partnership with you. The information contained here is to enrich this partnership through understanding of expectations. What is more important than these written provisions, however, is maintaining open communication with you on issues affecting the progress and growth of students.

Mission Statement

North Star Charter School provides students a world-class education characterized by a safe, supportive and structured learning climate that encourages high academic achievement, intellectual confidence, leadership and virtuous citizenship.

This mission represents our belief that all of our students will receive an education that prepares them to handle the issues of the 21st century world by equipping them to think critically and creatively, and gain confidence in their skills and knowledge, resulting in citizen leaders with virtue. They will achieve this through the “North Star Way”:

- Students: We believe all of our students deserve and can benefit from the educational programs we offer. We are a public, K-12, tuition-free charter school.
- World-Class: We empower students to explore and discover their 21st-century world by offering opportunities to earn an Associate’s Degree while still in high school. Students broaden their horizons through learning a second language, participating in the arts, developing real-world skills in culinary courses, exploring the outdoors, and investigating global entrepreneurship.
- Safe, Supportive and Structured: We help our students grow into virtuous citizens who are prepared for leadership, service, and hard work. Our elementary program emphasizes character development and strong conduct, building a foundation for success in our rigorous secondary curriculum. We provide a safe, supportive environment that allows students to focus on challenging academics and accelerated learning.
- High Academic Achievement: We believe that all students can meet high expectations and overcome obstacles that seem insurmountable. We equip students to think critically and creatively and gain confidence in their skills and knowledge. All students in all grades strive to be “college-ready”.
- Community: We are students, teachers, staff, parents, and directors of the North Star Charter School community. We focus on a shared vision of educational excellence and character development. We strive to understand our unique roles in that common vision. We all have a responsibility to educate NSCS students.

Vision Statement

North Star students will mature as confident architects of their future and thrive at every level of their education and careers.

This vision guides North Star Charter School to:

- Forge “high-performance” principles into a stellar public education.
- Ignite in our students a passion for critical and creative thinking balanced with a deep ability for self-reflection.
- Fuel a vision of perseverance, compassion and depth of character that empowers our students to flourish in their community, nation and world.

By “high performance” we mean having a universal and pointed focus on accelerated educational expectations for all students. In aligning curriculum from K through 12th grades, high standards for teaching and learning can be achieved. We promote and train effective teachers and leaders that use the powerful tools of collaboration and communication to unite the whole NSCS community.

It is our intent to require reasonable and constructive homework assignments that will encourage the student’s success in the classroom. Research shows that the most successful students, regardless of family income level or ethnic background, are those who have regularly structured homework time. The primary responsibility of homework belongs to the students themselves. Administrators, teachers, and parents also play an integral role in a successful homework experience. The need for active communication is essential throughout the homework process.

Purposes of homework:

- **Preparation**: to introduce material to be presented in future lessons (6th-12th)
- **Practice/Review**: to reinforce and/or master basic skills already presented in class (All Grades)
- **Responsibility**: develop organizational and time management skills as well as self-discipline (All Grades)
- **Feedback**: to give teachers valuable feedback to monitor student progress (All Grades)
- **Application**: to enable students to connect skills and concepts to new situations within the subject matter (6th -12th)
- **Extension**: to provide students with opportunities to transfer specific skills or concepts from one subject to another (6th-12th)

Academic Warning and Probation
Monitoring Student Academic Progress

Our school provides 24/7 online access to student grades, assignments, and other information through web-based programs such as PowerSchool and a Google Portal. Please contact the student's teachers for further information.

Parent Conferences – Our school hosts at least one conference session for students, parents and teachers to meet face-to-face and discuss progress.

Report Cards – Report cards can be accessed on PowerSchool at the end of each semester. Grade Point Average (GPA) – The total number of points divided by the number of counted classes equals the GPA.

The point system is as follows:
A = 4.0 B = 3.0 C = 2.0 D = 1.0 F = 0

Testing – Our teachers use a variety of assessments, quizzes, tests, projects, portfolios, and homework to measure student achievement. Idaho requires all students in grades 3-11 to participate in ISAT 2.0 in the spring.

Step 1: Academic Warning

At the high school level, a student is placed on academic warning for receiving one F or two grades of D or lower at the end of a quarter or semester. Students will receive extra help during Advisory. A parent conference will follow.

Step 2: Academic Probation

A student is placed on academic probation if they have previously been placed on Academic Warning and meet any of the following criteria:

- Receive two F's
- Earn three or more grades of D or lower in a single quarter or semester
- Are on Academic Warning for two consecutive quarters

Students on academic probation will have mandatory support time during advisory.

Academic Dishonesty

a. **Cheating**
    1. Students are expected to act with integrity, submit original work, and use their own knowledge and skills when tested.

b. **Plagiarism**
    1. When a person takes credit for another's work be it from printed material (ex: Internet, books, newspaper, encyclopedias, or periodicals) or from a peer without proper documentation on purpose or by accident. The following are examples of instances of plagiarism:
        i. Copying from another student's test/work
        ii. Obtaining another person's work and submitting it as one's own work
        iii. Failing to give proper credit to sources used in papers and projects

c. **Academic Dishonesty**
    1. When a student fraudulently gains access to knowledge for the purpose of assignments, colludes with other students to gain an unfair advantage, etc. The following should be used as a guide to help students understand academic dishonesty:
        i. Seeking aid from another student during a test or activity, unless permitted by the instructor.
        ii. Preparing any academic work using artificial intelligence, unless permitted by the instructor.
        iii. Preparing any academic work with another student, unless permitted by the instructor.
        iv. Possessing or using material or notes not authorized by an instructor.
d. **Collusion**
    1. Supporting misconduct by another student, for example:
        i. Allowing one's work to be copied or submitted in another's name.
        ii. Providing assistance on an assignment or exam without instructor consent.

Consequences for Academic Dishonesty

Academic honesty is a core value at North Star. Cheating, plagiarism, or the inappropriate use of AI tools will not be tolerated. Consequences escalate with repeated offenses:

1. **First Offense** - The student will be required to redo the assignment for partial credit (Unless otherwise permitted by teacher).

2. **Second Offense** - The student will receive a zero for the assignment with no opportunity to make it up.

3. **Third Offense** - The student could receive a failing grade (zero) for the semester in that course based on discussions with administration.

Idaho Digital Learning Academy Classes

The Idaho Digital Learning Academy (IDLA) is a statewide, web-based, educational program set up to provide Idaho students with greater access to a diverse assortment of courses. This virtual high school was created to address the educational needs of all Idaho students: traditional, homeschooled, at-risk, gifted, and adult learners. North Star Charter School will use IDLA classes to supplement the curriculum and to provide remedial academic support. Teachers, counselors, and administrators will identify those students who will benefit from IDLA classes and recommend those who will meet the additional demand of online classes accordingly. Students may be denied the privilege of having financial support for IDLA courses if their behavioral record does not indicate the self-discipline needed to succeed in online classes.

Fast Forward Funding

Fast Forward is an Idaho state program that allocates $4,125 to each student to help cover the cost of advanced learning opportunities. These funds can be used for overload courses, dual credit courses, and other approved options.

- **Overload Courses:** Up to $225 per course. These courses must go above and beyond a student's regular academic schedule. Summer courses qualify.
- **Dual Credit Courses:** Up to $75 per credit. At North Star, we partner with CWI and NNU to provide dual credit opportunities for our students.

If you are considering taking an overload or dual credit course, please contact Mrs. Chelko for guidance on which courses will best support your academic goals.

Reaching High Standards for Behavior

Our goal is to provide an environment that is safe and fosters learning. We ask students to behave in a manner that will be a credit to our school. Our students:

- Are courteous during passing times and in interactions with other students and staff.
- Resolve differences agreeably and with positive intentions.
- Seek help from staff in difficult situations.
- Dress appropriately for the learning environment.
- Follow directions from school staff.
- Treat our campus and property with respect.

Our students are expected to maintain the same high standards of behavior at school-sponsored activities; either on campus or away from the school premises. Students are expected to obey their school officials, maintain order and decorum, and conduct themselves in such a manner that reflects well upon themselves and their school.

We are dedicated to maintaining this learning environment. Specific policies to address situations when standards are not met include:

- Attendance
- Disruptive & violent behaviors
- Possession of weapons
- Possession of alcohol, tobacco & other drugs
- Discrimination
- Racial/ethnic/sexual bullying and harassment
- Discipline
- Dress code
- Cheating
- Any behavior that interferes with the education process of oneself or others.

Attendance

Policy No. 501. Attendance Policy

Idaho law requires any person between the ages of seven and sixteen years of age to regularly attend school. State law also requires each school district or charter to establish an attendance policy. Because attendance is an indicator of success in school and is necessary for maximum student learning, North Star Charter School establishes the following policy for students, grades K-12. This policy supports:

- Educational Benefits - Regular attendance helps to assure that students are getting all the benefits of the program.
- Success – Students must be present in order to experience success. Further, each student's presence enhances the success of the entire class.
- Financial Solvency of our School – The school's funding is based on obtaining an average of 96% attendance in Kindergarten through 12th grade. Average daily attendance is determined on a monthly basis. It is critical to the financial viability of the school that parents/guardians adhere to their commitment of at least 96% attendance.

Absences will be considered excused only for medical reasons (with a doctor's note), court appointments, or family bereavements. All other absences will be considered unexcused unless there are extraordinary circumstances. Professional appointments or religious observances may be considered extraordinary with administrator approval; family trips or vacations are not considered extraordinary. North Star Charter School recognizes that attendance decisions ultimately rest with the parent or guardian. In order for absences due to medical or bereavement to be excused, written or verbal communication from the student's parent or guardian must be received within 48 hours of the last day of attendance. Additionally, a doctor's letter documenting the need for medical absence due to illness from school is required for excused absences or tardies. Without a doctor's note, the absence or tardy due to illness is considered unexcused.

Extraordinary Absences:

Extraordinary absences require prior written request from a parent or guardian, except in the case of illness, accident, or bereavement. Written communication must come from the parent to the school office within 48 hours of the absence to prevent truancy. The following criteria are used to determine extraordinary absences:

1. Medical/Accident: Confinement either at home or in a hospital, which can be confirmed in writing by a licensed physician.
2. Court Appearance: As verified by official documentation.
3. Professional Appointments: As confirmed by documentation by professional personnel such as medical doctors or attorneys.
4. Bereavement: Up to five (5) days for a family member, guardian, etc....
5. Religious Observances: When participation is required and can be verified by an appropriate church official document.

School-Related Activity Absences:

1. Activity Absences: An absence for a school-sponsored program, IHSAA event, or activity.
2. Absence on Day of Activity: A student who is absent during any part of the day of an evening performance or event may not participate in that performance or function unless deemed an extraordinary absence.
3. National or International Activities: Events organized for the purpose of continuing competition or an extension of an approved school program/contest, or special activities such as Olympic qualifying meets.

Unverified Absences:

1. Unverified absences are absences without any information. Unverified absences change to truancies if written communication does not come to the school from the parents/guardian within 48 hours of the absence.
2. Persistent truancy may result in suspension/expulsion from school. See Policy 501.3.

Excused vs Unexcused:

Attendance codes will be used as follows:

- Unverified: no information regarding absence (Unexcused)
- Bereavement: student is absent because of a death in the family (Excused)
- Truant: student is absent without permission of parents or school officials (Unexcused)
- Parent call: Student is absent as verified by parent phone call (Unexcused)
- Medical: Student is absent as indicated by documentation from medical personnel (Excused)
- Illness: Student is absent due to illness without medical documentation (Unexcused)
- Vacation: student is absent and on vacation or trip (Unexcused)

Excessive Absences:

If a student accrues ten (10) unexcused consecutive absences, he or she may be dropped from school and placed at the bottom of our waitlist. Students served by homebound tutors will not be included in this procedure. In addition, students with ten (10) or more unverified absences, whether consecutive or cumulative, may be referred to the Board of Directors as a habitual truant.

Appeals Process:

If a student/parent disputes an absence-based decision, the student/parent will be required to present his/her appeal via written letter to a faculty committee selected by the Head of School and agree to the terms of an attendance contract. The student/parent needs to have all unexcused absences cleared by parents. Following this process, the committee may recommend an amendment to the disputed decision regaining the loss of a credit. The school administrator and faculty committee will make decisions in keeping with the overall intent of this policy. The appeal process will be first to the School Principal and faculty committee, this decision can go to a second appeal to the Head of School, and finally the third appeal will go before the Board of Directors.

Letter of Appeal Requirements:

- Address letter to the building principal.
- Explain why the student has five (5) or more unexcused absences in the class(es).
- Explain why credit should be granted in the affected class(es).
- Explain the changes that the student/parent are committed to make so the problem doesn't continue in subsequent semesters.

Make-Up Work:

North Star Charter School teachers implement a high level of direct teaching and interactive learning and both students and teachers are held accountable to complete a set of standards and benchmarks. These teaching techniques do not allow students to simply make up concepts missed. Every effort and commitment should be made by students, parents, and administration to ensure that students are in attendance and punctual every day.

- Students are responsible to make arrangements for make-up work, assignments and tests upon his or her return to class.
- Students will be allowed 2 days make-up time for each illness related absence to make up new material. Additional time may be granted by the principal or Head of School due to extenuating circumstances.
- It is the responsibility of the student to check with the teacher about any new assignments or tests that may have been announced during an absence from class. A student will not be penalized for a teacher's absence.
- Except for extenuating circumstances approved by the principal, assignments or tests that are assigned in advance of the student's absence are due on the day the student returns to school unless other arrangements are made with the teacher. The student is responsible to have all assignments completed and be prepared to take any tests upon his or her return to class. "Assigned in advance" means the assignment or test was listed in a class syllabus, class handout, on the web, written on the board, or announced by the teacher.

Date of Adoption: July 23, 2024

Policy No. 501.1 Secondary Attendance Policy

Secondary Attendance Requirement

This policy section applies to all students grade 6-12. North Star Charter high school students must attend 7 periods during a traditional schedule school day or a 4 period block schedule school day to be considered a full-time student. With approval of the school administrator or designee, a student may be released for the following and still be considered full time:

1. One (1) period for religious instruction or other approved program in grades 9-12.
2. Up to three (3) periods in a traditional schedule school or one (1) period in a block schedule school day for equivalent enrollment at an accredited college/university.
3. Seniors may be eligible for one release period per day. For seniors to be eligible for a release period they must have completed a minimum of forty-four (44) credits by the end of the eleventh grade, have successfully completed all ninth (9th) through eleventh (11th) grade required credits, and must have proficient scores on all portions of the state mandated achievement test.

At the Secondary Level, students are allowed four (4) unexcused absences per class period during the semester. Students who receive five (5) unexcused absences per semester will need to appeal to the building administration or will lose credit. See appeals process. Exceptions will be made if cleared by the administration as extraordinary, within five (5) days of the absence. Written communication must come from the parent to the office within 48 hours of the absence to prevent truancy. All absences from class shall be counted unless the student physically remains within an accountable school setting such as with a counselor, nurse or administrator. A North Star secretary will have the responsibility of keeping accurate attendance and checkout procedures.

Tardies

Students are expected to be in their assigned classroom when the period begins; if they are not, the student will be considered tardy. The only “excused” tardies are for those that fall under the same parameters as the excused absences and approved school activity (example: meeting with a school counselor), or scheduled medical appointments. Parents will receive a letter from the school when a student reaches their third, fourth, and fifth unexcused tardy.

Date of Adoption: July 23, 2024

Policy No. 501.3 Student Truancy

A truancy occurs when a student is absent from any class without previous consent or knowledge of the parents or an appropriate school official. Repeated truancies may result in expulsion from school.

Any student is habitually truant who, in the judgment of the board of directors, or the board's designee, repeatedly has violated the attendance regulations, (for high schools and middle schools, specifics are as outlined and published in student handbooks) or any child whose parent(s) or guardian(s) failed or refused to cause such child to be instructed.

Any child under the age of sixteen (16) who accrues ten (10) absences or truancies may be referred to the prosecuting attorney pursuant to Idaho Code 33-206 which states, in part, "a habitual truant is any public school pupil who, in the judgment of the board of directors, or the board's designee, repeatedly has violated the attendance regulations established by the board; or any child whose parents or guardians, or any of them, have failed or refused to cause such child to be instructed as provided in section 33-202, Idaho Code, and the child shall come under the purview of the juvenile corrections act if he or she is within the age of compulsory attendance."

Head of School/principals/assistant principals, as the authorized representative of the board of directors, will submit documentation of the excessive absences/truancies to the prosecuting attorney in the county of the student's residence.

Date of Adoption: July 15, 2008, Legal Reference: I.C. §§33:205-3-207 §16-1818
Revised November 15, 2011
Ratified by the Board of Directors on September 23, 2015
Adopted by the Board of Directors on July 24, 2024

Permits to Leave Campus
Parents need to call or email the attendance office for students to obtain a permit to leave. Hand written notes are not accepted. Permits to Leave will not be issued 20 minutes prior to lunch or 20 minutes prior to the end of the school day. Any student leaving campus without a PTL will be issued truancy.

Closed Campus
Secondary students in 9th grade, are not permitted to leave campus upon arrival and must remain on campus in designated areas. Violation of the closed campus policy will result in truancy. Sophomore, junior, and senior students are permitted to leave during lunch only as long as they are in good academic standing and on track for graduation.

Make-Up Homework

When a student has an absence, they are given two (2) days for every day absent to make up missing homework. It is the student's responsibility to make sure they receive and complete all of the missing assignments. The student or parent should check the website or email the teacher for assignments.

North Star Student Behavior Expectations

The following list of core beliefs outlines the professional actions and attitudes of all staff members in this school, as borrowed from the Love and Logic Philosophy:

1. Every attempt will be made to maintain the dignity and self-respect of both the student and the teacher.
2. Students will be guided and expected to solve their problems, or the ones they create, without creating problems for anyone else.
3. Students will be given opportunities to make decisions and live with the consequences, be they good or bad.
4. Misbehavior will be handled with natural and logical consequences instead of punishment, whenever possible.
5. Misbehavior will be viewed as an opportunity for individual problem solving and preparation for the real world as opposed to a personal attack on school or staff.
6. Students are encouraged to request a "due process" hearing whenever consequences appear to be unfair.
7. School problems will be handled by school personnel. Criminal activity will be referred to the proper authorities.

Possible Consequences

Think Time – Form completed by student outlining his/her thinking error.
Time Out – Student is removed to another classroom and allowed back when s/he is ready to learn.
Lunch Detention - Students must be on time, prepared with reading or study materials enough to occupy the detention time.
In-School Suspension (ISS) - Provided daily during school hours. Students may be assigned for a portion of a day, up to 10 days of ISS.
Suspension from School (OSS) - Students may be suspended from school and all school-related activities for a period of 1 to 5 days, with an extension of up to 10 days for violent or severe behavior.
Expulsion - Any student who is continually disruptive of school discipline, disrupts the instructional process, or whose presence is a detriment to the health and safety of other students may be denied attendance by expulsion. Only the Board of Trustees can make this decision.

North Star's goal is to work closely with parents to uphold standards of courtesy, respect, and kind behavior. Our staff will apply corrective actions consistently. Consistency means that when there is a problem, it will be addressed; and that when there is misbehavior it will be addressed. Consistency does not mean that every situation or problem will be handled the same way.

Positive Behavior Interventions and Supports (PBIS) at North Star

The main focus of Positive Behavioral Interventions and Supports (PBIS) is to provide a clear system for all expected behaviors at North Star Charter School. While many faculty and students may have assumptions of what is expected behavior, we cannot assume that everyone's beliefs are similar. Through PBIS, we will work to create and maintain a productive, safe environment in which ALL school community members have clear expectations and understandings of their role in the educational process.

Proactive Approach to School-Wide Discipline - Schools that implement school-wide systems of positive behavior support focus on taking a team-based system approach and teaching appropriate behavior to all students in the school. Schools that have been successful in building school-wide systems develop procedures to accomplish the following:

1. **Behavioral Expectations are Defined.** We uphold a small number of clear, positively stated expectations that guide our school culture:
    - Positive Attitude
    - Respect
    - Integrity
    - Determination
    - Excellence

2. **Expectations are Taught.**
    a. These expectations are taught to all students in real-world contexts. Teaching appropriate behavior goes beyond telling students what *not* to do — we actively model and practice what these values look like in daily school life, from the classroom to extracurricular activities.

    b. Behavioral expectations are taught using the same teaching formats applied to other curricula. The general rule is presented, the rationale for the rule is discussed, positive examples ("right way") are described and rehearsed, and negative examples ("wrong way") are described and modeled. Students are given an opportunity to practice the "right way" until they demonstrate fluent performance.

3. **Appropriate Behaviors are Acknowledged.** Once appropriate behaviors have been defined and taught, they need to be acknowledged on a regular basis. North Star has designed a formal system that rewards positive behaviors. North Star Reward Tickets

are immediate rewards used by the individual teacher, at their discretion, as a tool of encouragement and a student motivator, to encourage and reinforce positive behaviors demonstrated on a consistent basis. Teachers can award Reward Tickets to students, whether they teach them or not. Reward tickets are also turned in to the office to enter students and teachers in drawings for tangible rewards.

4. **Behavioral Errors are Corrected Proactively.** When students violate behavioral expectations, clear procedures are needed for providing information to them that their behavior was unacceptable, and preventing that unacceptable behavior from resulting in inadvertent rewards. Students, teachers, and administrators all should be able to predict what will occur when behavioral errors are identified. Student Incident Reports (SIRs) are used to document and record incidents managed by the teacher in the classroom. Office Discipline Referral forms are used to refer major incidents or chronic disruptions to the administration. The Student Behavior Management Process Flowchart is used to help teachers distinguish major from minor behavioral incidents.

5. **Decisions about Behavior Management are Data Based.** One of the most important features of PBIS is the use of the web-based data management system called SWIS. The SWIS database tracks what types of discipline incidents are occurring, where, what time of the school day and who is involved in them. SWIS eliminates guesswork from the decision making process about what is and is not working in a building's behavior management system. It allows decision makers to create reports that enable them to devote resources and time to the precise place, parts of the school day and people that need them.

North Star Charter School Suggested Teacher Interventions

The following are intervention suggestions that may be utilized in correcting student behavior. The list is not comprehensive or hierarchical within each level and not all intervention strategies for each level need to be used.

Level 1: Behavior causes minimal interference with instructional process.

- Proximity control
- Nonverbal cues
- Verbal warning
- Conference with student
- Modified seating

Level 2: Interference with instructional process and/or repeated level 1 behaviors.

- Complete Think Time
- Referral to guidance
- Out of class time with another teacher
- Parental contact (phone call, letter, email)
- Detention
- Participation grade deduction

Level 3: Behaviors requiring parent notification, including repeated level 2 behaviors.

- Parental contact (phone call, letter, email)
- Parent/student/teacher conference
- Parent/student/team conference
- Parent/student/team/administrator conference

Level 4: Office managed behaviors.

- Complete an Office Discipline Referral (ODR) form

Examples of Minor and Major Offenses

Minor Offenses	**Major Offenses**
● Language ● Lateness ● Blurting ● Dress Code ● Put Down ● Throwing objects ● Refusing to work ● Minor dishonesty ● Tone/Attitude ● Inappropriate comments ● Electronic devices ● Food/gum/drink ● PDA (Public Displays of Affection) ● Running in the hall ● Not coming to class prepared ● Missing homework ● Defiance/disrespect/insubordination ● Academic Dishonesty ● Textbook abuse or loss ● Inappropriate behavior at assemblies/school activities	● Weapons ● Fighting or aggressive physical contact ● Chronic minor infractions ● Aggressive/Demeaning language ● Threats ● Harassment of student/teacher ● Truancy ● Vandalism (significant) ● Smoking/Consuming Alcohol/Controlled substances/Drugs ● Theft ● Lewd notes ● Repeated backtalk ● Dress code- 3 minors for the same offense ● Discrimination (race, color, creed, national origin, sex, disability, or religion)

Dress Code: Our students strive to dress for success in a manner appropriate for the school setting. Students may not wear clothing that is disruptive to the educational process. Some examples in which clothing is considered disruptive are:

- Garments/items that advertise illegal substances or display obscene statements.
- Any attire or grooming habit that disrupts the educational atmosphere.

Parking Permits: Students who have a valid driver's license may purchase a parking permit during registration or from the front office. Parking permits must be visible. Only North Star students may park their cars in the parking lot during the school day. Parking on campus is a privilege. Unsafe driving on school property may result in the loss of a student's parking permit.

Lost, Stolen, or Confiscated Items

Personal property
The best method for students to protect their personal property is to leave valuables at home. The school is not responsible for items lost or stolen.

Confiscated materials
Items that may disrupt classroom instruction or our safe environment will be taken away. Any weapons, drugs, alcohol, or inappropriate material confiscated from a student will not be returned. The school is not responsible for confiscated items that are lost or stolen.

Computer Use

The purpose of North Star Charter School Internet and local network access is to facilitate communications in support of research and education. To remain eligible as a user, access must be in support of and consistent with the educational objectives of North Star Charter School. Access is a privilege and not a right. Users should not expect that the files stored in the district's systems would always be private.

Electronic messages and files on school-based computers may be treated like school lockers. Administrators and faculty may review files and/or messages to maintain system integrity and ensure users are utilizing the system responsibly.

North Star Charter School Appropriate Use Policy for Computers and Computer Systems:
Computers and computer networks, including Internet access, provide valuable tools that support the education of students at North Star Charter School. The student and his/her parent(s) should read and discuss the school policies concerning computer use.
Unless a parent has contacted North Star, in writing, within 30 days of receipt of the Handbook, all students will be given access to the Internet. In many cases, library research resources, such as databases of magazine, journal and newspaper articles, are only available through Internet access. In addition, the Internet provides access to information and media resources, simulations, and other online educational activities. Its proper use can open new opportunities for research, learning and communication. Improper use of the internet will result in disciplinary consequences.

Students will be assigned a network login. With this access comes responsibility. Student logins on the school's network system(s) are considered a privilege, not a right. Students are expected to use only the software made available to them by their teachers or designated technology staff. They are allowed to save documents and other school-related files to their home directories on the network, or other drives only as specified by their teachers or designated technology staff. A student who gains access to inappropriate material on the Internet is expected to discontinue the access, as quickly as possible, and to report the incident to a staff member.

Students will not install or download games, utilities, plug-ins or other programs or files from the Internet or any other outside source, to the network or individual systems. Students will not stream content from internet sources (examples are not limited to Pandora, Netflix, etc...) Hacking (attempting, without authorization, to access or alter Internet, network or local hard drive functionality, configuration, data or software) is forbidden. This includes, but is not limited to, the creation or transmission of computer viruses, WORMs or any programs/files that would disrupt the use or functionality of the computers or network. Any attempt to harm or destroy functionality of computer-related equipment or data will be considered vandalism (see Idaho State Code 18-2202).

Students are expected to follow the guidelines and policies expressed in the handbook and the school's NETWORK, COMPUTER AND ELECTRONIC INFORMATION SYSTEMS Policy If the guidelines and/or policies are violated, administrators will determine consequences based on the severity of the incident. This may include disciplinary action, loss of Internet access, loss of all computer privileges, removal from appropriate classes with an F grade, and/or legal action according to school policy and Idaho State Code (sections 18-2201 and 18-2202).

Cell Phones and Ear Buds

Every High school space at NSCS, including lunchtime and restrooms, is a cell phone and earbud/headphone-free zone from 7:45-2:45. Electronic devices are not to be seen or heard. Students who have cell phones and/or earbuds/headphones during class times are required to have them stored in their backpacks unless otherwise directed. Devices should remain silent and stored for the duration of class and during passing periods. Devices may be used before/after school.

We recognize that student may need their devices in some upper-level classes. In this case, students will be allowed to use their devices with administrator approval. Staff may issue a warning to students, and then the following steps will be taken:

1st Offense: The cell phone is turned in to the office and retrieved by the student at the end of the school day. This is documented, and parents are contacted.

2nd Offense: The cell phone is confiscated and turned into the office to be retrieved by a parent. The cell phone is then to be turned into the office upon student arrival to school for the duration of a week (failure to turn in the phone will result in confiscation and parent/guardian retrieval). This is documented, and a parent/guardian is notified.

3rd Offense: The cell phone is turned into the office. This is documented, and a parent/guardian will be asked to retrieve the phone and have a meeting with an administrator to discuss a plan for deterring use.

**Students with *documented medical conditions* that require access to phones for health reasons are allowed to access phones, only as needed. **

**Please note that offenses are cumulative throughout a student's schedule and not on a class-by-class basis. **

Students found to be using an electronic device in any way to send or receive personal messages, data, or information that would contribute to or constitutes cheating on tests or examinations shall be subject to discipline and the device shall be confiscated and not returned until a parent conference has been held.

Students who violate the provisions of these rules are subject to disciplinary action including the confiscation of the device pending parent(s)/guardian(s) conference, detention, suspension, and expulsion. Where appropriate, police authorities may be contacted.

Personally Owned Computer Use Policy

Use of personally owned computers, laptops, tablets at North Star Charter School is considered a privilege, not a right. All electronics at North Star will be used for school related work only, whether they are lab/classroom computers provided by the school or personally owned devices brought from home.

1. All rules that apply to school computers and their usage, also apply to laptops that a student may bring to school.
2. Laptops may be used in class only with the teacher’s permission.
3. The teacher may, at any time, for any reason, have the students turn off laptops and disallow them in the classroom.
4. North Star Staff will NOT be responsible for providing tech support for laptops.
5. North Star Charter School will NOT be held responsible for any damage, loss or theft of any laptop. It is brought to school at a student’s own risk.
6. If a student fails to follow the directives of a teacher, the personal laptop will be sent to the administrator’s office and held there until the end of the school day, at which time the student may take the computer home.
7. Any use of a computer for criminal behavior including: threats, obscenity, bullying, harassment or fraud will be reported to the proper authorities.
8. Any attempt to circumvent school policies using a personal computer will result in loss of use of a laptop at school.
9. Any violation of these terms will result in loss of the privilege of using a laptop for a time specified by the Administrator.

Campus Arrival & Dismissal

Attending school every day is essential to student success. Our school provides free bus transportation to eligible students. Once they arrive, in order to leave campus for any reason, students must have a verified parent approval via a note or phone call prior to checking out from school. The student must check out and in through the office. Students who do not follow this procedure will be considered unexcused (truant) in all classes missed and will be subject to disciplinary action. Students may not leave campus prior to the end of the school day without parent permission. Students must follow this procedure to avoid being listed as truant. North Star Charter School is a closed campus.

For their safety, students are to arrive at school no earlier than 15 minutes before school starts. ***The doors are unlocked at 7:30 for secondary students. Students must be off school grounds 15 minutes after school is dismissed*** unless participating in an extracurricular activity under the direct supervision of a teacher/coach.
Secondary students cannot ride the Elementary buses.

Our goal is for your student to be safe. Please make thoughtful arrangements to ensure that the arrival and dismissal procedures are followed.

Transportation

Family-provided transportation: Parents are welcome to transport their children to school. We ask that the entrance and exiting paths be followed to ensure a smooth flow of traffic during peak times. Students are welcome to walk, bike, skate or scooter to school. Once they arrive at school, bikes should be locked in designated racks. Skates, skateboards, and scooters need to be carried into the school and locked into the student's locker. To ensure the safety of all students, these transportation devices cannot be used in the school or during school hours.

Bus transportation: Students who live more than 1-1⁄2 miles from school are eligible to ride an assigned school bus without charge. Out-of-district students are responsible for their own transportation. North Star Charter School provides bus transportation for all qualifying students through Brown Bus Company. Contact Brown Bus at (208) 466-4181 for individual bus stop locations and bus numbers. https://brownbuscompany.com/

Bus Rules

- Swearing or obscene language is not acceptable.
- Always remain seated.
- Follow the driver's directions the first time.
- Everyone will be held responsible for their actions.
- Treat equipment and others with respect.
- You must keep your hands to yourself and inside the bus.

Designated Bus / Permission Slip: Each student is required to ride their designated bus to and from school. Your child must have a written permission slip to ride a different bus home or to get off the bus at a bus stop that is not their regular designated bus stop. Permission slip forms can be obtained from the bus driver or from the school office.

Seating: Each driver has the authority to assign seats or establish seating arrangements as they see fit, in order to manage the students on their bus.

Bus Stops: Have your child ready to board at the designated bus stop 5 minutes before the bus's regularly scheduled time. While waiting at the bus stop, each student should stay out of the roadway and be respectful of other people's property. For the SAFETY of each student, there should not be any horseplay, pushing, shoving, or harassing at the bus stop.

Late Buses: Routes can be delayed for a number of reasons and most of them are out of the control of the driver. Some examples of delays that cause buses to be late are trains, road construction, weather, student discipline during the route, and/or field trip buses returning late.

Visitors

As part of our effort to keep students safe, we require visitors to check in at the office and obtain a visitor's pass. Visitors will also be required to show ID. We welcome parent visitors, but ask that you schedule appointments with teachers or staff so classroom teaching will not be disrupted. Visitors who are not authorized on campus are considered to be loitering and may be charged with trespassing.

To protect students and school property, our school has a "No Loitering/No Trespassing" policy. School administrators must have immediate knowledge of any unauthorized persons inside the building or on its grounds.

Children who are not students enrolled in our school are not allowed on campus unless authorized by the administration. Unauthorized visitors are trespassing.

Counseling Services

The North Star Charter School Counselor is available for student advocacy and assistance. Students must consult the counselor to secure information and guidance in the areas of education, career interest or planning and social development. Do not hesitate to speak to a counselor if you experience difficulties or problems. Request forms to see a counselor are available at the front desk. A request must be filled out and submitted to the office in advance. The counselor will send for a student when the schedule allows.

Health and Well-Being

Illness Guidelines: The following are guidelines for keeping your child home from school to ensure his/her well-being and prevent the spread of illness:

- A 100-degree temperature or more.
- Nausea, vomiting, abdominal pain, diarrhea.
- Nasal discharge with a yellow/green color.
- Student more lethargic than usual.
- Cough in combination with other symptoms.
- Contagious process- rash, pink eye, head lice, etc.

Health and Emergency Policy: If a student is injured or becomes ill at school, efforts will be made to notify the parent/guardian. If parent/guardian cannot be reached, the designated emergency contact will be notified. **Please advise the school of any changes in telephone numbers, places of work, or emergency contacts.**

In the event of serious illness or injury, the Ada County paramedics may be notified to assess the student's condition and transport to the emergency room if they determine it is necessary. Every effort will be made to contact the parent, who may then meet the student at the emergency room or at school. **It is the parent's responsibility to pay for medical services, including transportation to the emergency room.**

The school has personnel trained in performing CPR and first aid; these personnel along with the school administrators will be responsible for determining the need to call for further medical assistance. **If your student has a chronic or acute health condition that may affect them at school, please contact the office.**

Immunizations: Students must be in compliance with Idaho Immunization Laws in order to attend school.

Medication

(Policy 504.11)

Students who require emergency medication to treat life threatening medical conditions may carry their medication with them and self-administer in accordance with school procedures. In case of life threatening medical conditions, a school designee may administer emergency oral, rectal, and/or injectable medication to any student in need thereof on the school grounds, or in the school building. The school's office must be advised of student's emergency self-medication(s) and related needs.

Medical Insurance: Even with the greatest precautions and the closest supervision, accidents can and do happen at school. They are a fact of life and part of the growing-up process our

children go through. Parents need to be aware of this and be prepared for possible medical expenses that may arise should their child be injured at school.

North Star Charter School does **not** provide medical insurance to automatically pay for medical expenses when students are injured at school. This is the responsibility of the parent(s)/legal guardian(s). North Star Charter School carries only legal liability insurance. Parents, please be prepared to pay for your child's possible medical expenses.

The office keeps a first aid kit to be utilized for small emergencies and mishaps. We are happy to provide basic over the counter medications to students with parental consent.

General Policies

Student Records: Any student, parent, or legal guardian may have access to records (cumulative folders), which pertains to them personally. Unless there is a court order prohibiting it, non-custodial parents are allowed to see these records. Administrators may disclose personal information about students without prior consent from the parent/guardian if it is deemed necessary by the administrator. Cumulative records are available to certified staff. Records of a confidential nature are not open, and remain with the person responsible for them (i.e. administrators, counselor, etc.).

Moving: During the school year, please notify the school if there are any changes to your student's home address or phone number.

Withdrawal from School:

- A parent/guardian must notify the school office as early as possible regarding the student's withdrawal. Notification can be a visit to the school (preferred), written note or phone call.
- The student will complete a check out form on their last day of attendance.
- **All schoolbooks and equipment must be returned on the student's last day of attendance.**
- Parent/guardians will be charged for all books or equipment that is not returned.

Messages: We are anxious to maximize students' uninterrupted learning time. We deliver emergency messages at the time of the call. Balloons, flowers, and other special deliveries are kept in the office until the end of the day. The recipients will be notified during their final class period.

Lunch Program: Students must bring a lunch from home.

Closure Procedures for Weather Emergencies: The decision to close school will be made as early as possible, preferably the night before. You will receive a text to the number you have provided during registration that we have in PowerSchool and an email to the email address we have on file. Please do not call the school.

Extracurricular and Co-Curricular Activities

North Star Charter School is dedicated to offering an activities program to the young men and women of North Star Charter School. It is the school's belief that there should be a proper balance between the academic and activity programs. A properly balanced and well-supervised activities program will provide social, emotional, and physical opportunities for those wishing to participate. This school will take the responsibility for providing a program that represents the interests of the majority of its students.

Extracurricular or co-curricular activities are supplements to the regular instructional programs and afford students opportunities for enrichment. Participation in extracurricular and co-curricular activities is a privilege, not a right. ***As representatives of our school, students participating in such activities are expected to meet high standards of behavior and maintain passing grades in all classes.*** North Star Charter School will adhere to all rules and regulations of the Idaho High School Activities Association.

Definition of Extracurricular and Co-curricular Activities:

- Extracurricular activities are school-authorized activities, which take place outside of the regular school day and do not involve class credit, including, but not limited to athletics, student groups or organizations, and community activities.
- Co-Curricular activities are school-authorized activities held in conjunction with a credit class, but taking place outside of the regular school day including, but not limited to drama, band or choir.

Extra-Curricular Activities at North Star Charter School: The extra-curricular program consists of a variety of challenging activities designed to appeal to diverse interests and talents. To make the most of your school experience, get involved in one or more of the following:

*Basketball *Cross Country *Volleyball *Student Council *Mountain Biking *Ski Team *Golf *Baseball *National Honor Society *DECA

Dances: Admittance to all school dances may require an admission fee or presentation of the Identification Card. Students must arrange for transportation to and home from the dance. Students cannot leave until the dance is over or their parents pick them up. Parents are reminded that students should be picked up within 15 minutes after the dance ends. (Students staying on campus after this time may lose privileges to attend other school activities.)

Student Government: The student government, or student council, consists of elected officers that may differ with each age group. There will be a president, vice-president, treasurer, secretary, and class representatives. The student council meets regularly, at which time business is transacted and student body activities are discussed. To become a candidate for office, a student must file an appropriate petition and satisfy the academic and citizenship

requirements. A plurality of votes cast is necessary for election. Once elected, student body officers must maintain academic and citizenship requirements.

North Star Honor Code

At North Star, we believe education is more than gaining knowledge — it is about cultivating integrity, respect, and perseverance. Of these virtues, integrity is of the highest importance, for it shapes the choices we make and the people we become.

All North Star students are expected to uphold the highest standards of academic honesty, personal conduct, school leadership, and community responsibility.

Behaviors that violate the Honor Code include (but are not limited to):

1. Looking at or sharing answers during a test or quiz.

2. Plagiarizing another's words or ideas (including information copied from the internet) in assignments, reports, or research papers.
3. Sharing test or quiz questions with others who have not yet taken the assessment.
4. Copying or collaborating on work that is meant to be completed independently.
5. Using unauthorized notes or resources during a test or quiz.
   Intentionally allowing another student to copy your work.
6. Using signals, devices, or other methods to give or receive unauthorized help.
7. Misrepresenting or falsifying information (such as service hours, projects, or other requirements).
8. Unauthorized use of technology to access, share, or reveal answers or information.
9. Failing to report knowledge of academic dishonesty.
10. Any infraction that results in a school referral or violates civil or criminal law.

Consequences of violating the Honor Code:
Cheating and dishonesty are treated as serious matters. Violations may result in disciplinary action, loss of eligibility for honors and recognition (including National Honor Society), impact on letters of recommendation, and/or being considered not in good standing at North Star.

Receipt of Student-Parent Handbook

All parents/guardians and students are expected to review this handbook together.

After reading, please complete the **Handbook Acknowledgment Form** **https://forms.gle/v9XbPfjPUPRrxaUp6** to confirm that you have read and understand the policies, including the Home and School Contract, FERPA guidelines, and the North Star Honor Code.