



Principal's Message

Dear Students,

Welcome to another year at SMHS. It is our goal to make this school a safe and friendly learning environment. We strive to provide you the knowledge, skills and discipline to succeed in the world today. No matter where you go or what you do you will find certain regulations to guide you. Naturally, there are rules and regulations at SMHS. They are meant for your benefit. We expect you to show respect for property, rights and privileges of others, just as you expect it in return. Good behavior will make your school year a pleasant and rewarding experience. Your conduct at all SMHS activities is a reflection on your school and your fellow classmates. I encourage you to become involved in your school and have a great school year. Remember, my door is always open, stop by anytime.

Sincerely,
SMHS Principal
Larry Uhling

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**SARATOGA MIDDLE/HIGH SCHOOL
MISSION STATEMENT**

Saratoga Middle/High School agrees to provide a learning environment comprised of guided and independent educational opportunities. We challenge all to succeed in our changing world and to be lifelong learners.

The school community of SMHS believes that all students can learn, success breeds success, and that we control the conditions for success. Learning must take place in a safe, nurturing environment that recognizes the diversity of individuals, encourages creativity, and ensures equity for all.

NON-DISCRIMINATION STATEMENT

Carbon County School District No. 2 does not discriminate on the basis of race, color, national origin, sex, disability, political affiliation, religion, or belief in relation to admission, treatment of students, access to programs and activities, or terms and conditions of employment.” Inquiries concerning Title VI, Title IX, and Section 504 of the Rehabilitation Act of 1973 or ADA may be referred to the Civil Rights/504/ADA Coordinator, CARBON COUNTY SCHOOL DISTRICT NO. 2, PO Box 1530, Saratoga, Wyoming 82331, 307-326-5271; the Wyoming Department of Education, Office of Civil Rights Coordinator, 2nd Floor, Hathaway Building, Cheyenne, Wyoming, 82002-0050, 307-777-6198; or Office of Civil Rights, Region VIII, U.S. Department of Education, Federal Office Building, Suite 310, 1244 Speer Blvd., Denver, Colorado 80204-3582, TDD 303-844-3417.

PARENT RESPONSIBILITIES:

- As an involved parent, I will support my son/daughter by ensuring that he/she attends school daily and arrives at school on time.
- I will encourage my son/daughter to participate in at least one extracurricular activity.
- In addition to attending parent-teacher conferences, I will seek information regarding my son's/daughter's progress by conferring with my child, his/her teachers, principal and other school district personnel.
- I will communicate positive information regarding teachers, principals and other campus personnel when discussing school with my son/daughter.
- I will encourage my son/daughter to dress according to the district's dress code.
- I will provide a place to do homework that is well lit and contains all materials required in my child's classes.

STUDENT RESPONSIBILITIES:

- I will come to school ready to learn.
- I will have each day's homework completed.
- I will work to reach the highest expectations.
- I will be involved in at least one extracurricular activity during the year.
- I will make my parents aware of all parent-teacher conferences and encourage them to attend.
- I will respect my classmates, school visitors and all school personnel.
- I will comply with the school rules and procedures.
- I will improve skills in conflict resolution.

TEACHER RESPONSIBILITIES:

- I will be available twenty-five minutes before and twenty-five minutes after school to help students, provided that students arrange appointments.
- I will be prepared with lesson plans and teach the state and district standards.
- I will have fair classroom rules and expectations posted and follow and enforce these rules consistently.
- I will grade in a fair, timely and equitable manner.
- I will keep parents informed about students' behavior and academic progress.
- I will provide quality teaching and leadership.
- I will continue efforts to develop professionally.
- I will provide resources to help all students be successful in their learning.
- I will demonstrate professional behavior and a positive attitude.

Carbon County School District No. 2 Board of Trustees has adopted a set of policies and regulations that govern the schools, their students, and their employees. Anyone wishing to view these policies may do so by going to the district web site: www.crb2.k12.wy.us.

The following policies are especially important for the students and parents to be aware of:

GRADUATION REQUIREMENTS

REFER TO POLICY IKF

A complete academic program leading to the awarding of a diploma from a CCSD #2 High School must include the successful completion of **24 credits of academic work**. Subject requirements for graduation are as follows:

English	4	Credits
(.5 credit of Speech)		
Mathematics	3	Credits
Science	3	Credits
(1 credit in Biology)		
Social Studies	3	Credits
Health / Physical Education	2	Credits
(.5 credits Health), (1.5 credits Physical Education)		
Fine Arts	1	Credit
Computer Class	1	Credit
Electives	7	Credits
TOTAL CREDITS	24	Credits

All textbooks, library books, etc. as well as all fines and money owed must be paid before student records, transcripts, or diplomas are released.

Beginning with the graduating class of 2006 a high school diploma shall provide for one (1) of the following endorsements which shall be stated on the transcript of each student:

Advanced endorsement which requires a student to demonstrate advanced performance in a majority of the areas of the common core of knowledge and skills and proficient performance in the remaining areas of the specified common core of knowledge and skills, which include language arts, mathematics, science, social studies, health, physical education, foreign language, fine and performing arts, and career/vocational education, as defined by the Uniform Student Content and Performance Standards;

Comprehensive endorsement which requires a student to demonstrate proficient performance in all areas of the common core of knowledge and skills, which include language arts, mathematics, science, social studies, health, physical education, foreign language, fine and performing arts, and career/vocational education, as defined by the Uniform Student Content and Performance Standards;

General endorsement which requires a student to demonstrate proficient performance in a majority of the areas of the common core of knowledge and skills, which include language arts, mathematics, science, social studies, health, physical education, foreign language, fine and performing arts, and career/vocational education, as defined by the Uniform Student Content and Performance Standards.

TRANSFER OF CREDITS

In the event that a Carbon County School District No. 2 graduation requirement is shown to cause difficulty for a transferring student, because of scheduling constraints, the student may ask the principal/superintendent of schools for a waiver of that particular requirement. (Example: a student transferring at the start of their junior year needs to take a required class that is normally offered to freshman or sophomore students and, as a result, conflicts with other classes normally offered to junior students.)

Graduation requirements for high school students that transfer into Carbon County School District No. 2 will be a composite of requirements from their previous school and District No. 2 at the time of the transfer. (Example: A student transferring at the start of their junior year must meet District No. 2 requirements for their junior and senior years and the requirements of the previous school for the freshman and sophomore years.)

GENERAL INFORMATION

CLOSED CAMPUS * (SMHS)**

SMHS is a closed campus. Students may not leave the school grounds during the school day. This policy includes lunch breaks. To leave campus parents/guardians are required to come to the office to check out the student. The following exemptions apply but require a note or phone call from the parent/guardian.

- Work Study Program
- Classroom Aide Program
- Doctor Appointments
 - Note students who have a doctor appointment must pick-up a pink slip in the school office before leaving for the appointment.
- Seniors in good standing for lunch privilege
 - Any Senior who has passing grades, less than four tardies and has received no disciplinary actions.

Students leaving and arriving during irregular times must check in and out in the office.

CAMPUS REGULATIONS

Students not under direct supervision of a staff member or an adult after school is dismissed will vacate the building immediately.

ATTENDANCE

ABSENCES

- Parent must contact the school (phone call or note) to excuse student.
- Students are responsible for obtaining all make-up work from their teachers immediately upon returning to school.
- Failure to complete make-up work will result in a lower grade.
- Students will get one day to complete work for every day they miss. ***(SMHS)

STUDENT ATTENDANCE

Regular attendance is of prime importance and required to maximize the effectiveness of the educational program. Students and parents have the responsibility for daily attendance. In order for effective learning to take place each student is expected to be in class on time every day. This attendance policy is to reinforce expectations as they relate to the real world in relation to being on time and at work every day.

At anytime teachers, parents or administration can meet to discuss student attendance issues. If students continue not to attend school regularly, the proper procedures will be followed in reporting attendance to the county attorney.

Policy JED-R: When a student has been absent from school for reasons other than medical or family emergency, the following notification process will occur.

- At 7 days – letter sent home stating the concern
- At 15 days – letter sent to the superintendent and school board
- At 20 days – school personnel may submit a referral to the County Attorney

DEFINITIONS OF TERMS

- **Attendance** – being in the classroom for the designated time period or in attendance with an approved school sponsored activity.
- **Absence** – not being in the classroom for the designated time period. Following the tardy bell ten minutes will be allowed for tardiness. After ten minutes, the student will be marked unexcused absent.
- **Tardy:** Entering class after the bell has sounded or started to sound. Teachers are to implement a plan of action to remedy tardiness in their class. This is a class management responsibility. (Students are to be dismissed from class on time in order to assure arriving at their next class on time.)
- Four tardies per nine weeks will be allowed, after four, a detention will be served for every time a student is tardy. ***(SMHS)

The penalties for unexcused absences from classes are at the discretion of the teacher and or Administration. **Work missed (papers, tests, quizzes, daily work) during the unexcused absence will not be allowed to be made up for credit.**

SCHOOL CLOSER

Cancelled school days or bus routes due to weather conditions will be broadcasted on ***BIG FOOT - 99.3FM*** at 6:30 AM and will continue to broadcast throughout the morning.

TRANSFER AND WITHDRAWAL FROM SCHOOL

Students who need to withdrawal from school for any reason should bring a note to the school office stating the reason for the withdrawal. It must be signed by the parent or guardian and must verify the fact that the student has the parent/guardian's permission to withdraw. Students will receive a withdrawal form and instructions from the office staff. All textbooks, library books, etc. as well as all fines and money owed must be paid before student records, transcripts or diplomas are released.

HOT LUNCH PROGRAM

Carbon County School District No. 2 participates in the National School Lunch Program and provides a variety of well balanced nutritious meals. Students are encouraged to enjoy a school lunch every day. The program is operated under Offer-vs.-Served, which allows students to refuse up to two food items in order to cut down on food waste. Students have the ability to have extra free servings of fruits and vegetables or to super size the main entre' or select from the A la Carte' menu for an additional cost. The District does not allow charging of lunches. However, we realize a student may forget their lunch money from time to time. Once a student owes for five meals, he/she will no longer be provided with a school lunch until such time as all five charges have been paid. Students are to purchase their lunches in the school office prior to the lunch period. Students may participate in the hot lunch program or bring a lunch from home. All students eating at school are to remain in the cafeteria while eating. Parents whose children may qualify for free or reduced-price lunches are encouraged to complete and submit an application form, any time during the school year, to the office for consideration.

MESSAGES & TELEPHONE USE

No student will be called out of class to make a call or receive a message except in an emergency. A complimentary phone is available in the office and may be used by students during non-class time. Cell phones, electronic devices and pagers are restricted from use during school hours.

STUDENT INSURANCE

Student insurance is available and is optional. The school acts as an intermediary in supplying the insurance and assumes no liability either for injuries nor negotiates with the company. **Under certain circumstances, the school will pay football insurance only.** Proof of medical insurance is required for activity participation including practice. If a student is covered by a family policy, it must be noted on the Emergency Health form and Physical form that is required for activity participation. If no insurance is carried at home, the student must subscribe to the insurance policy offered through the school. In case of any injury, it is imperative that the injury be reported immediately to the coach or sponsor.

LOCKERS

Lockers (hall and gym) are school property assigned to students for their convenience; therefore a student should have no expectation to privacy of their locker. Authorized school personnel or their designee, including, but not limited to law enforcement, may make locker checks at any time for any or no reason. They are all lockable and students are encouraged to do so. The school is not responsible for items or money missing from them. Abuse of lockers (kicking, defacing, slamming, etc.) can result in denying use of the lockers.

ASSEMBLIES

Assemblies are a regularly scheduled part of the curriculum and as such, are designed to be educational as well as entertaining experiences. All assemblies are required unless excused in advance. Teachers will accompany their classes and sit with their students.

BUS REGULATIONS

Riding a school bus is a privilege, not a right. Improper conduct on a school bus may result in the loss of that privilege, safety is paramount. The bus driver is the person in authority on the bus and is responsible for the safety of the passengers. On activity trips, the sponsor is responsible for the conduct of the students. Busses are on a schedule and student cooperation in loading busses immediately after school is appreciated.

SCHOOL VEHICLES

Students are not allowed to drive any school vehicles. District vehicles can be driven by school employees only. *** (SMHS)

DRESS AND PHYSICAL APPEARANCE

All students shall dress and groom themselves in a manner so as not to create a safety hazard or to materially or substantially interfere with or disrupt the educational process of the school. Clothing advocating or advertising drug or alcohol use, sex, or violence is prohibited. No under garments may be exposed. The following is inappropriate:

- See-through clothing.
- Undergarments should not be exposed in any way.
- Hats, sweatbands, bandanas or any other head adornment (exception is in vocational shop areas). Repeat offenders may have headwear confiscated.
- Alcohol/drug/tobacco and sexually suggestive clothing or logos.
- Sunglasses.
- Profane, offensive or defamatory writing or pictures on clothing, jewelry or flesh is not acceptable.

Students will call home for the appropriate clothes, turn clothes inside out, or wear school furnished clothes. School personnel will intervene when clothing is considered inappropriate and students must change to appropriate clothing or face further disciplinary sanctions.

POLICE OFFICERS

Officers are always welcome to attend or drop by any school function. Parents shall be contacted prior to police contact with students if at all possible except in cases where abuse is suspected, students request to talk to the police, or there is a warrant. The administrator may also contact police to intervene with students or anyone else on or near the campus.

SCHOOL SPONSORED ACTIVITIES

Fundraisers, dances, and any extra-curricular activity to be conducted in school must first be approved by the Activity Director, Student Council and the Principal.

DANCES

Dances are scheduled at various times during the school year. Students or their dates may be denied admission if it has been determined they are not properly dressed, properly registered or behaving properly. Once any student leaves the dance, they cannot be readmitted. The school reserves the right to notify the police as a result of misconduct or violation of laws. Out of school or non-student dates must be approved by the principal and registered in the school office prior to the dance. No one will be admitted one hour after the dance begins. Dances are for appropriate grade levels per individual school administrative decision.

STUDENT COMPUTER ACCESS

REFER TO POLICY IHAJ

Students using any computer in the building will access school appropriate sites ONLY!

- No Internet games may be played on school computers.
- Students may not use the Internet to access: chat rooms, newsgroups, game sites, hate or sexually explicit sites, or other inappropriate Internet sites.
- Accessing another person's files is unacceptable.

Disciplinary consequences for deviating from (IHAI-Internet Usage Policy) are as follows:

- 1st Offense - One week without access to any computer at school.
- 2nd Offense - Loss of use of any computers at CCSD#2 schools for the duration of the school year.

MEDICATIONS

No medication, either prescription or non-prescription, which includes aspirin, Tylenol, etc. may be taken at school unless there is a "Medication Permission Request Form JHCD-E and JHCD-E1" on file in the office. These forms are available from the office secretary and must have the parent and physician signatures. Any medication for which a form is on file must be in the original container, properly labeled and kept in the office.

IMMUNIZATIONS

Wyoming Law requires that all children are up to date on the immunizations/waivers for continued enrollment in public school. Shot clinics are provided during the year.

EMERGENCY MEDICAL TREATMENT

Emergency medical permission slips must be filled out and on file in the office prior to participation in any activities by any student. These permission slips are part of the emergency and health information forms required for all students each year. A contact person other than parent or guardian must also be listed in case of emergencies. Coaches and sponsors must carry a copy of these emergency medical forms with them on activity trips.

ACADEMIC HONORS

The High Honor Roll recognizes those students who have obtained a 4.0 in all classes during the grading period. The Honor Roll recognizes those students who have maintained an average of at least a 3.0 in all classes during the grading period. For the A honor roll, no grade may be lower than a B. For the B honor roll, no more than one C is allowed for each 9 week grading period. No D or F is allowed. No GPA will be rounded up, such as 2.9 to 3.0 or 3.45 to 3.5. Grades with a minus or plus will not be given a different value in calculating a student's GPA. Student aides will be graded using an S/U. Honor rolls will be computed after each grading period and at the conclusion of each semester. Students with incomplete grades or a grade of a D are not considered.

LETTER GRADING

CCSD#2 Schools will issue grades on following percentages:

- A = 100% - 93%
- B = 92% - 85%
- C = 84% - 77%
- D = 76% - 69%
- F = 68% or below

CLASS STATUS

Class status is determined by a student's cumulative credits earned, not by how many years they have attended high school. The following guidelines will determine the official grade level of each student:

Freshman	less than	6 credits
Sophomore	at least	6 credits
Junior	at least	12 credits
Senior	at least	17 credits

Students must enroll in all seven periods during the school year. Class credit will be given on a semester basis.

EARLY GRADUATION

Early graduation would be granted only in hardship cases. The Board of Trustees will be responsible for reviewing and approving any early graduation requests.

1. The early graduate will be considered an alumnus upon receipt of the diploma. Participation in school activities (local or WHSAA) will cease except as noted.
 - a. Participation in the graduation ceremonies is authorized provided the requirements, as established for all graduates, are in compliance. (i.e. cap and gown, etc.)
 - b. The inclusion of the early graduate's picture in the class composite is authorized and encouraged under the same circumstances for the other graduates. (Pictures to appropriate authorities by established deadline.) If a picture is received, the early graduate's name will be listed with those not pictured.
2. Denial of diploma or credit (State Statute 21-4-308).
 - a. No diploma or credit for a course which has been completed successfully, shall be denied a pupil who has earned it; provided, such diploma or credit shall not be deemed earned until payment has been made for all indebtedness due to the School District.

VALEDICTORIAN AND SALUTATORIAN

Grades to determine these honors will be computed for the four years of high school using the four point system. To be eligible for either honor, the student must complete four semesters at Encampment, HEM, or Saratoga High School, including the full senior year, and meet the University of Wyoming Assured Admission standards. The honors will be tabulated at the end of the 1st semester of the senior year, using the 4 point system.

VEHICLE PARKING/DRIVING

All students will park their vehicles in the high school parking lot. Student cars are to be parked in rows facing the school building. Spacing of rows will allow for all vehicles to exit the parking lot at any given time. Students must drive slowly and carefully on school grounds. No student parking or driving behind the school building is allowed, except to the auto shop with the instructor's permission. Students are to check in with the office before going to their cars when taking them to the shop. Students are not allowed to sit in parked vehicles. Failure to park or drive in a safe slow manner will result in loss of driving privileges to school.

- Do not park in posted "No Parking, Handicapped or Bus Lanes.
- Do not take up more than one parking space.
- Do not ride on fenders, bumpers or in the back of pick-up trucks.
- Student parking is allowed in student established parking areas only.
- Only licensed vehicles are allowed on school property.
- Only licensed drivers are allowed to drive on school property.

SCHEDULE CHANGES * (SMHS)**

Students are encouraged to make good choices during the course selection process so that schedule changes are minimal. Once the school year begins students can come to the Guidance Office to discuss schedule changes with the counselor during the first 5 days of the semester. Any student electing to drop a course after the end of the 5th day will receive a “W” (withdrawal) for the course. Any student electing to drop a course after the end of the 15th day of the semester will receive a “WF” (withdrawal fail) for the course, which will affect their GPA. The Counselor will meet with students during the following times:

- Before & After School.
- During Lunch.
- During the class being dropped.
(Not During Other Classes)
- Students must remain in the class being dropped until he/she has received a revised schedule from the counselor

HAZING

Hazing means committing an act against a student or coercing a student into committing an act that creates a substantial risk of harm to a person in order for the student to be initiated into or affiliated with a student organization, or for any other purpose. A student organization means “a group, club, or organization having students as its primary members or participants. It includes grade levels, classes, teams, activities, or particular school events.” Even underground or unsanctioned school groups fall under this definition. Hazing incidents are subject to consequences under the discipline code, following the evaluation of each incident by the school administrator.

DAMAGED OR LOST BOOKS

The student or their parents must pay for damaged or lost books, or any school property that has been damaged or lost by a student.

LOST AND FOUND

Articles that are found will be taken to the office, where students may reclaim them. If articles are unclaimed five days after the end of school they will be discarded.

GUIDANCE SERVICES

These services include educational planning, Hathaway Scholarships, general scholarships, career information and social concerns. Schedule your appointments with the counselor.

ACTIVITY CODE OF CONDUCT

Purpose:

These rules are in place to emphasize the concern for the health and well being of all participants. By providing a chemical-free environment and using an educational assistance program we strive to assist students in resisting peer pressure and to ensure consistency in student discipline among all activities. These rules are designed to provide participants with a second chance, but will increase in harshness. They include interventions at several levels that increase in severity as well as student expense.

PARTICIPATION

1. Participation in activities is strictly voluntary and a privilege.
2. Students enrolled in activities agree to abide by all expectations.
 - a) High School Eligibility Standards (CCSD#2).
 - b) Standards for Participation (CCSD#2).
 - c) WHSAA Rules of Eligibility.
 - d) Other guidelines set forth by the coach/sponsor.
3. Participants in any interscholastic sport must obtain a physical sometime after June 1st but prior to their first practice.
4. Participants must provide proof of insurance prior to their first day of practice.
5. Participants must have an emergency medical form to coach/sponsor/office.

HIGH SCHOOL ELIGIBILITY STANDARDS

The following standards of eligibility pertain to Carbon County School District # 2 Middle/High school students who are participating in any interscholastic activities. Activities include all WHSAA sponsored sports and organizations and school sponsored clubs. Eligibility requirements do not apply to student spectators viewing events (a game, concert or play) or to pupils attending non spectator events (parties, dances, and prom) or to field trips for an academic class.

1. When a participant receives a failing grade for the week in more than one class he/she will be notified the following Monday afternoon of their ineligibility for the week's activities. Grades are figured cumulatively for the quarter.
2. Participants receiving more than one failing grade on a quarterly report card will be ineligible to participate the following quarter.
3. Participants must be present the full day of school the day of the activity to participate or compete. If the event occurs all day, the student must be present the previous school day. Special situations must be cleared in advance through the school office. A doctor's note maybe required.
4. Participants will be expected to be in school the school day following an event, unless sickness or injury requires the attention of a doctor. Failure to attend school may jeopardize future participation.
5. Participants must be enrolled in at least seven academic classes to be eligible for any activities.
6. Correspondence course will not be viewed differently than regular classes in regards to eligibility requirements.
7. If a participant owes money to the school they may become ineligible.

¹ *Freshman will have a nine week grace period the first quarter of the school year for eligibility determination.*

MIDDLE/JUNIOR HIGH SCHOOL ELIGIBILITY STANDARDS

The following standards of eligibility pertain to Carbon County School District # 2 Middle/High school students who are participating in any interscholastic activities. Activities include all school sponsored sports, organizations and clubs. Eligibility requirements do not apply to student spectators viewing events (a game, concert or play) or to pupils attending non spectator events (parties, dances, and prom) or to field trips for an academic class.

1. When a participant receives a failing grade for the week in more than one class he/she will be notified the following Monday afternoon of their ineligibility for the week's activities.
2. Participants must be present the full day of school the day of the activity to participate or compete. If the event occurs all day, the student must be present the previous school day. Special situations must be cleared in advance through the school office. A doctor's note may be required.
3. Participants will be expected to be in school the school day following an event, unless sickness or injury requires the attention of a doctor. Failure to attend school may jeopardize future participation
4. Participants must be enrolled in at least seven academic classes to be eligible for any activities.
5. If a participant owes money to the school they may become ineligible.

STANDARDS FOR PARTICIPATION

1. Standards apply to all activities and will go into effect the first day of participation or the first day of school, and will remain in effect until the last day of participation or the last day of school.
 - a. No illegal drugs including alcohol or tobacco of any kind. *
 - b. No individuals of the opposite sex in hotel rooms without direct supervision of coach/sponsor.
 - c. No violation of any local, state or federal laws.
 - d. No vandalism or destruction of property.
 - e. No possession or use of a weapon.
 - f. No major offense not previously stated.
2. Participants traveling on activities are expected to conduct themselves in a commendable manner as determined by the coach/sponsor. Coaches/sponsor will have activity specific regulations and contracts with students on day to day behaviors.

Possession of these substances will be considered use, and the authorities will be notified. **This is the participant's only warning!*

CONSEQUENCES FOR VIOLATION OF THESE RULES

1. Notification of the infraction will be sent to State and National Affiliations.
2. Consequences will be in effect during the school year and continue into the following school year until time is served.
3. If offense occurs when participant is traveling his/her parent or guardian will be notified and obligated to provide for their child's transportation home immediately.

First offense:

- a. Will result in no participation in competition for 12 consecutive school days. This would also include school sponsored summer activities.
- b. Students are expected to attend practice/meetings, but will not participate in or travel to co-curricular/interscholastic competitions.
- c. Appropriate counseling may be assigned to address the behavior.

Second offense:

- a. Will result in no participation in competition for 30 consecutive school days. This would also include school sponsored summer activities.
- b. Students are expected to attend practice/meetings, but will not participate in or travel to co-curricular/interscholastic competitions.
- c. Appropriate counseling will be assigned at the expense of the individual.

Third offense:

- a. Participant will be dismissed from all activities and practices for one full calendar year.
- b. Participant is required to enroll and complete, at their own expense, appropriate counseling or treatment program identified as meeting state standards before being reinstated the following year.
- c. For reinstated participants a zero tolerance policy will be enforced.

4. Any appeal of these rules will be reviewed by a special panel, which will act as a hearing board. This panel will consist of the principal, activities coordinator, three sponsors, and two student council members. The decision of this panel can be appealed to the Board of Trustees.

5. These consequences are cumulative through the three years of middle school participation and throughout a student's high school career. Freshman participants start with a clean slate.

Students going on school sponsored trips are under the jurisdiction of the school at all times and the sponsor/coach, who has full authority over students in his or her charge. Students riding in authorized school transportation must return by the same means, unless:

- 1.** The parent provides a written signed release to the sponsor/coach in person prior to leaving for the activity if the student is to leave with the parent from the activity. The student is given over to the custody of the parent, or legal guardian, in the presence of the sponsor/coach.
- 2.** The parent must come to the school office at least one day in advance of the student leaving on a school sponsored trip. The parent must sign a standard release form stating the name of the adult to whom the parent is authorizing the student to be released to, in the presence of a witness.
- 3.** Student participating in any school event will not be allowed to drive themselves to the event.

DISCIPLINE CODE

BEHAVIOR CONSEQUENCES

Detention: Detention may be used for minor infractions of the policy at the discretion of the school staff. Making up homework and classroom assignments or minor behavior infractions are included in this. Students owing detention time will not be allowed to participate in extracurricular activities or may be required to attend Friday/Saturday School. Parents will be notified ahead of time when their children have detention.

Extended School Time: This time will require a student to attend Saturday or Friday school to makeup detention time; provide students additional time to complete assignments, serve as a consequence for discipline infractions and to provide an opportunity for students to recover from the down list.

ISS (In School Suspension): Any student assigned an ISS will report directly to the school office. The student will be placed in an isolated area until the end of the school day (including lunch and passing periods). Schoolwork will be collected and the student will have the opportunity to complete missed or missing assignments. Credit for work will be determined by classroom teachers.

OSS (Out of School Suspension): Any student sent to the office for a serious violation of the discipline code may be sent home. Class work will be done, credit may be denied for all missed classes. **The discipline code is cumulative resulting in increased consequences for additional offenses or movement to higher category will require higher consequence.**

Category 1

Definition: Behaviors that cause no physical harm to another person; minor damages to property; are not defiant of school authority. Examples: littering/graffiti, profanity (not directed at any person), class disruption, inappropriate displays of affection as determined by staff, violation of dress code, cheating, excessive tardiness, bringing inappropriate items to school, inappropriate behavior at ball games or activities.

Consequences:

First Offense: Verbal warning by adult supervisor.

Second Offense: One day suspension (OSS or ISS) or Extended School Time

Third Offense: Three day suspension (OSS or ISS) or Extended School Time

Additional Offenses: Three day suspension/Category II.

NOTE: CATEGORY I OFFENSES ACCUMULATE THROUGHOUT THE YEAR!

Category II

Definition: Behavior that is potentially harmful to another person; a violation of another's property rights and defiant of authority, use of hate language. Examples: Unauthorized absence from school/class (truant), use or possession of tobacco, rowdiness, verbally abusing another student, non direct sexual harassment, spitting at someone, forgery, throwing a snowball, rock, etc.

Consequences:

First Offense: One day suspension (OSS or ISS) or Extended School Time

Second Offense: Three day suspension (OSS or ISS) or Extended School Time

Third Offense: Five day suspension.

Additional Offenses: Five day suspension or Category III.

NOTE: CATEGORY II OFFENSES ACCUMULATE THROUGHOUT THE YEAR!

Category III

Definition: Behavior that causes injury to another person, theft of another person's property, openly defiant of school authority, directed sexual harassment or verbal or physical hazing. Examples: Theft, insubordination (unwilling to submit to authority), fighting, extortion, verbal/physical abuse, or threatening an individual, abuse of technology.

Consequences:

First Offense: Three day suspension (OSS or ISS)

Second Offense: Five day suspension.

Third Offense: Recommendation for Board suspension and/or expulsion.

NOTE: CATEGORY III OFFENSES ACCUMULATE THROUGHOUT THE YEAR!

Category IV

Definition: Behaviors that could cause serious injury to self and/or others or illegal acts.

Examples: Physical attack of an individual, vandalism (destruction of property),

*possession or use of a dangerous weapon, bomb threat or false fire alarm,

*possession/use of alcohol or illegal drugs on school property or while attending a school related activity

*Possession of these substances will be considered use, and the authorities will be notified. **This is the participant's only warning!**

Consequences:

Any Offense; 3-10 day suspension, written notification to parents, possible recommendation to the School Board for expulsion.

RESOLUTION

Notwithstanding anything in any of the district's student school handbooks to the contrary, the principals shall have the unqualified authority and discretion to deviate from any progressive disciplinary code contained in such handbooks, if in the opinion of the principal such deviation is justified because of the circumstances. In such cases, the principal can impose a suspension or recommend expulsion of that student.

2007 Hathaway Scholarship Success Curriculum

Honor Scholarship: \$1600 per semester at UW or community college; high school GPA of 3.5/ACT score of 25; scholarship maintenance GPA of 2.5.

Curriculum Requirements

4 years of math (Algebra I, Algebra II, Geometry & student choice)

4 years of language arts (reading, writing, listening and speaking)

4 years of science (3years from among physics, chemistry, biology, geology and computer science and 1 year student choice)

3 years social studies in world history, American history, geography and government and economics

2 years foreign language (at least 1 year taken in grades 9-12)

Performance Scholarship: \$1200 per semester at UW or community college; high school GPA of 3.0/ACT score of 21; scholarship maintenance GPA of 2.5.

Curriculum Requirements

4 years of math (Algebra I, Algebra II, Geometry, & student choice)

4 years of language arts (reading, writing, listening and speaking)

4 years of science (3 years from among physics, chemistry, biology, geology and computer science and 1 years student choice)

3 years social studies in world history, American history, geography and government and economics

2 years foreign language (at least 1 year taken in grades 9-12)

Opportunity Scholarship: \$800 per semester at UW or community college; high school GPA of 2.5/ACT score of 19; scholarship maintenance GPA of 2.25.

Curriculum Requirements

4 years of math (Algebra I, Algebra II, Geometry, & student choice)

4 years of language arts (reading, writing, listening and speaking)

4 years of unspecified science

3 years social studies in world history, American history and government and economics

Demonstrated proficiency in Foreign Language/Culture common core knowledge and skills

Career Scholarship: \$800 per semester at community college; high school GPA of 2.5/ACT score of 17 or WORKKEYS cumulative score of 12; scholarship maintenance GPA pf 2.25.

Curriculum Requirements

3 years of math (two of the three must be from the following courses: Algebra I, Algebra II, and Geometry)

4 years of language arts (reading, writing, listening and speaking)

3 years social studies in world history, American history and government and economics

Demonstrated proficiency in Foreign Language/Culture common core knowledge and skills

Saratoga Middle High School Additional Rules & Information

Hands off Policy

During school hours and at any school sponsored activity a “HANDS OFF POLICY” will be enforced regarding displays of affection.

Student Planner

Each student will receive one planner at the beginning of the school year free of charge. Any additional planner will be \$5.00 each. These planners will be used by students and staff to organize homework assignments and to provide tracking for assignments during planned absences. Students will be encouraged to use their planners, as planners have proven to increase academic success.

Visitors to the Classroom

SMHS welcomes parents to visit the school. We do ask that these visits receive prior approval from the office. There are times when assemblies, schedule changes, etc., may make it impossible to visit a certain class on the day and time indicated. Student visitors will be allowed during the lunch period only. All visitors need to check in to the office upon arrival.

Retention of Student

By the end of the first semester or sooner, parents will be made aware of problems and possible consideration for retention. Specific reasons should be given for this concern. The school principal will be made aware of concerns regarding retention of a student; after notification the principal and teachers will make arrangements with the parent to discuss the alternatives.

Class Conduct

Students are expected to know and follow the rules for behavior as established by each teacher. Plagiarism and cheating will not be tolerated. Any student found in violation, may be subject to the following consequences:

- Teacher Discipline (receiving zero on the assignment).
- Loss of credit for the class with student repeating the class if required.

Saratoga Middle School Activities

Football	Track
Volleyball	Student Council
Basketball (Boys & Girls)	Science Camp (Teton)
Wrestling	

Saratoga High School Activities

Interscholastic Activity Opportunities	Co-Curricular Organizations
The following activities at SHS are sanctioned by the Wyoming High School Activities Association (WHSAA)	
Cross Country	Academic/Fine Arts S Club
Football	Art Club (Nouveau)
Volleyball	Athletic S Club
Basketball (Girls and Boys)	Close Up
Wrestling	Drama
Track (Girls and Boys)	National Honor Society (NHS)
FFA	Key Club
Future Business Leaders (FBLA)	Fellowship of Christian Athletes
Future Homemakers (FCCLA)	
Student Council	
Speech/Forensics	

Board Policies on Rights, Drugs and Weapons

***JFCL-Sexual Harassment**

States in part..... “It is the intent of Carbon County School District No. 2 to maintain a learning environment that is free from discrimination, including sexual harassment. Harassment on the basis of sex is unlawful; the District prohibits any and all vendors, sales representatives or visitors, employees, and students from sexually harassing students in the school environment.....Any student who believes he or she has been subjected to sexual harassment shall immediately report the alleged acts or conduct. A verbal complaint may be made initially.....to any administrator, teacher or counselor.....but shall then be followed by a written report on form JFCL-E.” This form is available from the school office. All complaints of sexual harassment will be treated with confidentiality. If a student believes he/she has been subjected to sexual harassment, he/she should contact the principal, counselor or a teacher.

***JFCI - STUDENT CHEMICAL HEALTH**

States in part...“Students, who are harmfully involved with chemicals, inhibit their ability to learn and to function effectively in school. Chemical use interferes with the physical, emotional and educational development of students.....It is the obligation of the school to uphold state and federal laws.....The school will make reasonable efforts to help prevent chemical use, to identify chemical use, to intervene when chemical use is suspected, to maintain a chemical-free environment and to support recovery.....The District supports the concept of a chemical free environment.....Consequently, the school will not tolerate alcohol or other illegal drugs. Intervention shall not preclude disciplinary action.”

***JFCJ – Dangerous Weapons in the School**

States in part... “Any student, who possesses, uses, transfers, carries or sells a weapon while on school property shall be expelled from school for not less than one (1) year, except the superintendent or board may modify the expulsion on a case-by-case basis upon the circumstances of the violation”.

***JO-Family Rights**

Notification of Rights under Family Educational Rights and Privacy Act (FERPA). (Cumulative education records shall be maintained for every child enrolled in Carbon County School District Two schools. Data in the cumulative education record shall be factual and objective. The cumulative education record shall be limited to identifying personal information, academic work attempted and completed , level of achievement, attendance data, health data, standardized test scores, family information, special education records, 5-4 plans, and disciplinary records involving suspension or expulsion or concerning disciplinary action taken against a student for conduct that posed a significant risk to the safety or well-being of that student, other students or other members of the school community.....)

CHILD ABUSE/NEGLECT

If school personnel believe that child abuse or neglect has taken place, they are required by law to report that concern to the Department of Health and Human Services. Any person who knows or has reasonable cause to believe or suspect that a child has been abused or neglected or who observes any child being subjected to conditions or circumstances that would reasonably result in abuse or neglect shall immediately report it to the child protective agency or local law enforcement agency or cause a report to be made. (Wyoming Education Code 14-3-205)