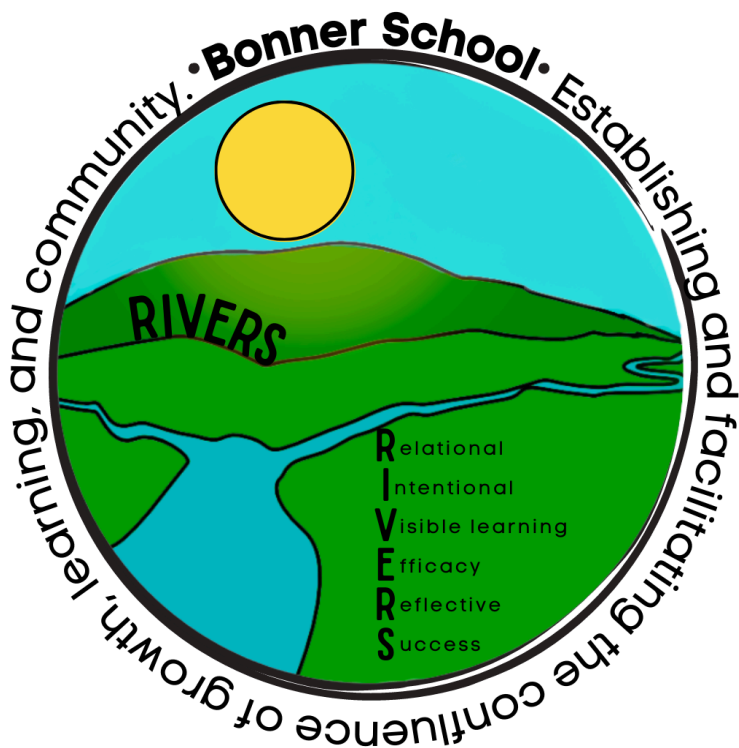


Student/Parent Handbook

2026-2027



Bonner School District #14

Home of the Lumberjacks

9045 Hwy 200 Box 1004

Bonner, MT 59823

(406) 258-6151

(406) 258-6153 Fax

www.bonner.k12.mt.us

BONNER SCHOOL BOARD OF TRUSTEES

Laurie Gendrow (2027), Chair
Mark Messer (2027), Vice Chair
Teri Schuster (2029)
John Wilson (2028)
Marcus Bahm (2029)

School Board meetings are held at 6:00 PM on the 2nd Tuesday of every month. Board elections are held the first Tuesday after the first Monday in May.

BONNER SCHOOL MISSION STATEMENT

*Establishing and facilitating the confluence
of growth, learning, and community.*

Board of Trustees - Adopted 4/13/2021

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LETTER FROM THE ADMINISTRATION

Welcome to Bonner Elementary School. Our school serves children in the district from Transitional Kindergarten through eighth grade. Be assured that we want to work with you to provide the best possible education for your son or daughter. We believe that the parents are our partners in the educational process and parent participation is critical to a quality education. We invite you to enjoy the opportunity of becoming involved with your child's education. By doing simple things like asking about the day's activities, parents convey the message that learning and what they are doing is important.

The purpose of this handbook is to clarify for students and parents the school's procedures and policies. It is an attempt at preventing misunderstandings and creating a school environment that is positive and conducive to learning. Please take the time to become familiar with this handbook. Feel free to contact the school if you have any questions or concerns not answered by this handbook.

We are very proud of our students, our school and our community. We have a great staff of caring professionals. We hope your child/children take advantage of all the opportunities we have here in Bonner. We are looking forward to a great year!

Jim Howard, Superintendent
Shelley Andres, TK-5 Principal

ALL VISITORS TO BONNER SCHOOL

Parents and other adults are always welcome at Bonner School. However, they must check in at the office prior to visiting any part of the building. Should you wish to visit your child's classroom, you must arrange that visit ahead of time with the teacher and then check in at the front desk.

Parents will not be permitted in the hallways in the morning prior to classes starting or at the end of the day. Parents should remain outside the front entrance while waiting for their child at the end of the day.

Students may not bring friends or visitors without prior permission from the administration. If permission is granted to visit the school, the visitor will be expected to follow all school rules.

Please do not drive into the playground area from 7:30 am until 3:45 pm. Students may be dropped off in front of the school or in the church parking lot. Do not leave your vehicle unattended in the front unloading zone. If you need to step inside the building, please move your vehicle to the marked parking area.

SCHOOL WEBSITE

The best way to keep up to date on calendars, upcoming events, and important school information is through our school website www.bonner.k12.mt.us

BONNER SCHOOL IS DRUG FREE

Bonner School is a drug-free and weapon-free school. Our mission promotes the health and education of the whole student. We promote preventative programs including health, physical education, and conflict resolution.

EMERGENCIES

At the beginning of the year, emergency contact forms are sent home requesting current cell numbers, alternate phone numbers and email addresses. It is very important that parents return these forms and also keep our office up-to-date if contact information changes. In the event of an emergency situation, parents can expect a text or call to the phone numbers they have provided to our office.

ADDRESS AND TELEPHONE CHANGES

It is a district goal to use all the technology available to us to improve communication between the school and parents in support of student safety and student achievement. So, it is very important that parents and guardians contact the school office when there are changes to student or parent contact information. Please assist us in keeping cell phone, land-line, e-mail and work contact information current. Parents can assist in keeping this information up to date by making any changes to their contact information through the Infinite Campus Parent Portal.

EDUCATION OF HOMELESS CHILDREN

Homeless children and youth have equal access to the same free, appropriate public education and comparable services as provided to other children residing in the District. Information regarding the District's Homeless program is available upon request to the District office, Attn: Therese Cunningham, Homeless Liaison.

PARENT INVOLVEMENT OPPORTUNITIES

The District believes that the best educational result for each student occurs when all three partners are doing their best: the District staff, the student's parent or guardian, and the student. Such a partnership requires trust and much communication between home and school. To strengthen this partnership, every parent is urged to:

- Encourage his or her child to put a high priority on education and commit to making the most of the educational opportunities the school provides.
- Review the information in the student handbook with his or her child and sign and return the acknowledgment form(s) and the directory information notice. A parent with questions is encouraged to contact the front office at 258-6151 .
- Become familiar with all of the child's school activities and with the academic programs and course of study, including special programs, offered in the District. Discuss with the counselor or principal any questions, such as concerns about placement, assignment, early graduation, methods to opt-out of programs and instruction consistent with parent/family rights, and other options available to the child.
- Monitor the child's academic progress and contact teachers as needed, including to discuss homework, attendance, and discipline. Parents have the right to review their child's education records upon request.
- Attend scheduled conferences and request additional conferences as needed. To schedule a telephone or in-person conference with a teacher, counselor, or principal, please call the school office at (406) 258-6151 for an appointment. A teacher will usually arrange to return the call or meet with the parent during his or her conference period or at a mutually convenient time before or after school.
- Access District policies, handbooks, Board and committee meeting agendas, and District grievance procedures to participate in the governance of the District through the Board of Trustees. Contact information for administrators and trustees is available on the District's website.
- Contact a counselor or principal to discuss rights related to student name and pronoun use consistent with the Family Education Rights and Privacy Act and Policy 3600.
- Participate in campus parent organizations. Parents have the opportunity to support and be involved in various school activities, either as leaders or in supporting roles such as through Bonner PTA

On occasion, parents may be permitted to attend field trips as a chaperone with their child's class. When traveling as a chaperone the parent must follow teacher directives to assist the teacher.

Note on Fundraising: At times, Bonner students may participate in school-related fundraising activities (e.g. Close-Up). All funds raised through such fundraisers can be used by the individual student if they participate in the event. If funds are not used for the intended event or purpose, they become the property of the school district. The district is prohibited from refunding to individual students any funds raised through school-related fund-raisers.

NOTICE OF NON-DISCRIMINATION

Bonner School District does not discriminate on the basis of race, color, national origin, sex, or disability, in the educational programs and activities it operates including admission and employment. The District is required by federal law, including but not limited to the Civil Rights Act of 1964, Title IX, and Section 504 and the Americans with Disabilities Act and their regulations to not discriminate against individuals in violation of these laws. The District also provides equal access to the Boy Scouts and other designated youth groups. Our school counselor is our Title IX Coordinator and has been designated to handle inquiries regarding complaints under Title IX (sex discrimination and sexual harassment) and all other non-discrimination policies.

Inquiries may also be directed to the Assistant Secretary of the U.S. Department of Education.

HARASSMENT AND BULLYING POLICY

The Board of Trustees feels that sexual harassment, sexual intimidation, bullying, general harassment, intimidation, and hazing of any form has a detrimental effect on the lives and/or education of employees and students. Therefore, it is the policy of the Board of Trustees to maintain a learning and working environment free from all types of discrimination including all forms of harassment and intimidation. All district policies related to any form of harassment (including with electronic devices) are available in the district office or on the district website. Please reference Board Policies 1700, 3310, 3225, 3225F, 3226, 3612, 3612P, and 5012, 5015 for district policy

related to bullying, harassment, and sexual harassment. Our goal is to provide an environment free of all forms of harassment. Students should report any form of harassment to school staff in a timely manner. All reports about behavior that may violate this policy shall be promptly investigated.

Bullying is not present if, following an investigation, it is determined that a student used reasonable and necessary physical force in self defense in response to a physical attack. Bullying is not present if, following an investigation, it is determined that a student used reasonable and necessary physical restraint, defined as the placing of hands on another in a manner that is reasonable and necessary to protect a person from physical harm.

Retaliation is prohibited against any person who reports or is thought to have reported a violation, files a complaint, or otherwise participates in an investigation or inquiry.

Our school counselor serves as the Title IX Coordinator and should be contacted for issues related to sexual harassment.

TEACHER/STAFF HARASSMENT

Abuse, harassment, intimidation or bullying of (or between) employees or by third parties is a violation of state statute as well as district policy (Board Policy #5015).

Any teacher or staff member that feels that he/she has been a victim of abuse should contact the school administration immediately.

Abuse of teacher/staff - Any parent, guardian, or other person who shall insult or abuse a teacher or staff member anywhere on the school grounds or school premises shall be deemed guilty of a misdemeanor and upon conviction of such misdemeanor by a court of competent jurisdiction, shall be fined no less than \$25 or no more than \$500.

As quoted per Section 20-4-303 - School Laws of Montana

COMPLAINT PROCEDURE

When problems arise concerning a student or a teacher, parents must first contact the teacher. Most problems will be solved by checking with this source first. If the parent does not find satisfaction at this level, he or she should follow the complaint process outlined in Board Policy 1700, available on our school website available as a hardcopy at the front office.

SECTION 504 OF THE REHABILITATION ACT OF 1973

Bonner School adheres to all federal laws and guidelines pursuant to the Rehabilitation Act of 1973, which prohibits discrimination against disabled persons who may participate in, or receive benefits from, programs receiving federal financial assistance. In the public schools specifically, Section 504 applies to ensure that eligible, disabled students are provided with educational benefits and opportunities equal to those provided to non-disabled students.

A student with a disability is one who has a physical or mental impairment that substantially limits one or more of his/her major life activities/major bodily functions such as reading, concentration, thinking, learning, walking, seeing, hearing, breathing, working, and performing manual tasks, etc. Eligible students may be entitled to an accommodation plan that provides the student with the same opportunity to benefit from programs and services as afforded non-disabled students.

If you have questions or wish for further clarification about a student's rights under section 504, please contact Mrs. Cunningham, the district Section 504 Coordinator, and she will assist you in understanding your rights.

COLD WEATHER AND SNOW DAYS

Our cold weather definition is a wind chill factor of 0 degrees F. Students will be in the school when the wind chill is 0 degrees or below. Please do not send a note requesting that a student stay in at recess unless absolutely necessary. If a child is well enough to come to school, he/she is well enough to go outside. Please prepare your child for the temperatures of a Montana winter by dressing him/her properly with a heavy coat, hat, boots, pants, and gloves or mittens. Students need snow pants and boots to be on snow hills. If it is colder than 20°, students must be wearing pants and a jacket to go outside for recess.

There may be days during the winter when it is not safe for our buses to transport children. If the district were to cancel or postpone school, parents can expect a text or phone call to the numbers they have provided our office. Parents can also monitor the radio or local television stations. It is District policy that all events that are scheduled when we have a “snow day” are to be canceled. It is very rare that the school will close for a snow day.

SAFETY

Student safety is a top priority at Bonner School. Safety instruction is given and safety measures are practiced in the building and on the playground.

Help your youngsters learn the safest route to and from school whether walking or riding their bikes.

- Students are to return home immediately after school is dismissed.
- Students are to use caution when crossing railroad tracks. NEVER go over or under railroad cars in order to get to the other side. Never walk on or near railroad tracks.
- NEVER approach strangers or accept rides or gifts from strangers.

- Report strangers observed loitering on foot or in cars.
- Use of Scooters, Roller skates/blades, skateboards and shoes with wheels is prohibited on school property. Students may use bicycles, skateboards and scooters for transportation to or from school but may not use them on school property for other purposes.
- Bike riders should ride on the sidewalk rather than on the highway and wear reflective or light-colored clothing, and helmets are advised.
- Pets of any kind are not permitted in school.

Safety at Road Crossings

Students are to use the designated road crossings. Traffic is very concentrated in front of our school. Students' proper use of the road crossing is important for their safety. Crossing guards will be on duty during the following times: 7:45-8:10 A.M. and 3:25-3:40 P.M.

STUDENT DRESS CODE

The Board's policy concerning student dress and grooming is as follows: The student's dress and grooming shall not lead school officials to believe that such dress or grooming will disrupt, interfere with, or distract from school activities, i.e. advertising of alcohol, tobacco products, drugs, illegal controlled substances, advocating violence, obscene or sexually suggestive phrases or images. The district prohibits any clothing or grooming that, in a staff member's judgment, may reasonably be expected to cause disruption or interference with normal school operations. Students' dress and grooming are expected to be in keeping with the accepted community standards.

Students who disregard the dress code will be asked to change, given discipline consequences, sent home, and/or be placed in an alternative educational setting. All building administrative decisions regarding student dress are final.

The following statements about dress and grooming are to assist the students and parents in selecting the appropriate school attire:

- Attire or grooming which disrupts the learning of others is not appropriate.
- Footwear should be appropriate for all school activities, including PE and the playground. If staff determine a student's footwear is unsafe for the activity, the student may be required to change footwear or sit out of that activity.
- Shorts or skirts should be either at or below the fingertips when the fingers are extended straight down the side of the leg when standing, or 4 inches from the top of the knee.
- See-through clothing is not appropriate for the educational setting.
- Tight or revealing clothes, which draw undue attention to the student, are not appropriate for the educational setting.
- Halter or tube tops, spaghetti straps, backless dresses or shirts, crop tops, blouses, or dresses that allow midriff exposure or the revealing of undergarments during normal activities are not appropriate for the educational setting.
- No sleepwear or pajamas, except as allowed by administration for occasional class incentives.
- It is common courtesy that hats, caps, headbands, any other headgear, sunglasses, and gloves are not worn indoors; therefore, when students enter the building, they are to remove these items and place them in their desks or lockers until they leave the building. Hats are allowed on school sponsored "Hat Day", occurring every other Friday. Middle School Student Council may occasionally arrange for additional pre-announced hat days for 6-8 students.

PERSONAL ITEMS

Lost and Found

Articles found within the building or on the playground are turned in to the office or deposited in the lost and found located near the lunchroom.

Student Valuables

Students are responsible for their personal property. While the school strives to prevent theft of property, we cannot guarantee student valuables against loss, and students are strongly discouraged from bringing toys, electronic devices, and other valuables to school. The school will not replace lost or damaged personal property. If students choose to bring valuables to school, they are responsible for their safekeeping and proper use.

If it is necessary to bring large sums of money to school, it should be left at the office. Should money or valuables be stolen, students are to report that information to the office immediately. Sixth through eighth grade students are issued lockers with locks and will be allowed this privilege as long as the equipment is used properly

Water Bottles:

Students may bring a personal water bottle to fill at our drinking stations.

Bicycles, Toys, Athletic Equipment, Digital Devices:

Students may use bicycles, skateboards and scooters for transportation to or from school but may not use them on school property for other purposes.

Toys, including, but not limited to, slime, stuffed animals, fidget spinners, trading cards, and kendamas may not be used in the classroom.

Students may bring personal athletic equipment such as footballs or soccer balls to school for use at recess only, but again, the school is not responsible for their potential loss.

Digital devices may not be used during school hours in the classroom, hallways, or at recess, with the exception of those occasions when recess is held inside. Use of digital devices is prohibited at lunchtime and in the cafeteria.

If students are found to be using personal items inappropriately, they will be confiscated by the teacher and could be referred to the administration.

STUDENT DANCES

School dances will occur occasionally for students in grades 6-8. These dances are for Bonner students only. Students may not attend dances if they were absent from school for any reason during the day of the dance. Exceptions may be made with medical appointments or extenuating circumstances with administrative approval. The 8th grade also has a dance after graduation for current Bonner 8th grade graduates only. Once a student leaves the dance, they will not be readmitted to the event.

ON CAMPUS SALES / VENDING

Students are not permitted to sell items or engage in fundraising efforts on school property that are not part of a school-related activity.

PARTY INVITATIONS

We ask parents not to have their children distribute party invitations at school. Problems can arise when students are not invited and feel left out. If parents wish to distribute party invitations at school, a sufficient number of invitations must be provided to the classroom teacher who will then ensure that an invitation is given to each student in that classroom

ATTENDANCE

Regular attendance is essential for learning. However, if your child does not feel well, he/she should stay home. The first stage of many illnesses is the most contagious period. Students who experience a fever, vomiting, or diarrhea are NOT permitted to return to school for 24 hours after these symptoms have cleared without the use of medication.

The District permits resident students of school age who are enrolled in a nonpublic or home school to enroll part-time in a District school at the parent's request.

An absence shall be verified by the parent or school authority responsible for attendance. **It shall be the responsibility of the parent to contact the school at 258-6151 by 10:00am of each day missed.** If a parent has not called to excuse a student's absence, an automated attendance text or call will be sent after 10:00am to the primary contact phone numbers we have on file. A copy of the School Board's attendance policy #3122 is available for reference in the Bonner School library.

If your child will be out of school for longer than five (5) days, please inform the classroom teacher. A plan for keeping school work up to date will be devised. If parents/legal guardians foresee an extended absence for their child, please contact the principal.

If a student is confined to home or hospital for an extended period or has a chronic health condition which interrupts regular attendance, the school shall help arrange for the completion of assignments at the place of confinement whenever possible. The necessary absence must be verified by a medical practitioner.

To assure the school of your child's safety, please call the office each day of his/her absence at 258-6151.

Missed Work Due to Absence

When absent, a student has two (2) days for every day missed to make up assignments. In classes where participation-type activities occur, grades may be affected. Daily work and homework may be requested when a student is absent. Please make this request when you notify the office of a student's absence.

Tardiness:

Students are expected to be on time for the beginning of the school day and middle school students must be on time for each class period. Students may be assigned detention following the third tardy, with increasing consequences for multiple tardies.

Leaving Early and Arriving Late

Students must have parental permission (in person, by writing, or by phone call) to leave the school grounds during school hours. Students will not be released to anyone other than a parent or guardian without permission from parents. Students leaving for any reason during school hours are to check out at the office prior to leaving. Students who arrive at school after the 8:20 a.m. starting time are to check in at the office before going to their class.

K-5 Students Remaining for After School Activities

Elementary school students **must be supervised** by an adult in order to remain for after school activities. Siblings of students in after-school activities may not remain unattended at school awaiting their brother or sister.

Send a note or call the school by 2:00pm on regular-schedule days and by 1:00pm on early-out days if you intend to alter your typical transportation arrangements.

6-8 Students Remaining for After School Activities

If middle school students wish to stay after school for a sporting event or voluntarily for some reason, parents are responsible to ensure their child is picked up immediately following the event. No student will be allowed to remain in the building or on the school grounds unsupervised.

Student Transfers

Parents need to inform the school office prior to departing from Bonner School District. Library books, textbooks, and other materials must be returned by the transfer date. Meal charges and all other bills must be paid in full.

Student Placement Requests

Student placement is a process done with great care with the goal of balancing classes according to gender, academic abilities, social/emotional development, learning styles, and independent work habits. If you would like input into your child's class placement for the next year, we invite you to do so. Please include any pertinent data in a letter delivered to the Principal in care of the school office no later than May 1 of the current school year.

We ask that these letters not contain requests for individual teachers, but rather offer additional information that will help us select the right classroom for your child. All requests may not be honored. The final decision for placement rests with the school. If you have any additional questions, please call the school.

Daily Schedule

7:45 A.M. Crossing guard on duty

No students at school prior to 7:45

7:55 A.M. Buses arrive; students must go to their home room hallway and sit against the wall. Breakfast is served to grades K-4 in the cafeteria.

8:00 A.M. Students may enter their homeroom

8:10 A.M. First bell. School begins for Middle School

8:15 A.M. School begins grades TK-5th

11:00-11:35 A.M. Lunch period for grades K-1

11:15-11:50 A.M. Lunch period for grades 2-4

11:55-12:30 P.M. Lunch period for grade 5

12:10-12:40 P.M. Lunch period for grades 6-8

3:25 P.M. School is dismissed for all grades (Monday, Tuesday, Wednesday and Friday. 2:25 Dismissal on Thursday)
Crossing guard on duty
Buses depart

3:30 P.M. All doors locked except breezeway entrance

Students may not remain in the building past 4:00 PM or 3:00 PM on early-out days. Parents can expect that Child Protective Services and/or the School Resource Officer will be notified of repeated violations of this policy

FOOD SERVICES

Breakfast Program

Bonner serves breakfast in the cafeteria to those students who wish to participate. Breakfast cost is \$2.25

Lunch Program

Nutritious hot lunches, which include milk, are offered to each Bonner student. The cost is \$3.00 per lunch. Lunch menus are printed on the monthly calendars sent home with the students.

Milk may be purchased for \$.50 to accompany a lunch sent from home. Middle school students may also purchase an extra milk for an additional \$.50. Microwaves are not available; please do not send items from home that need to be heated in a microwave.

Parents are always welcome to join their children for breakfast or lunch. Adult breakfast costs \$3.25 and adult lunch costs \$5.00. To arrange to eat a meal with your child, please let the Food Service team know before 8:30 a.m. [via this link](#).

Doordash and other meal deliveries by commercial entities will not be accepted at Bonner School. Only parents or guardians may personally deliver meals to the office for their child.

Free and Reduced Meal Program

Depending on your income you may be able to qualify for free or reduced cost meals through a federal lunch program. During the first week of school, each student will take home an application form for free and reduced cost meals (breakfast included). Prior to approval for free or reduced price meals all meals will be charged at regular price. Parents can apply for either type of meal at any time during the school year, especially should your family's circumstances change. Applications are available at the office.

Collection Procedure for Food Services

Bonner School's meal programs are pre-pay programs. Meal money shall be paid to the secretary in any amount the parent/guardian desires. If any sum of money for meal tickets remains at the end of the academic year, the parent may submit a written request for a refund or the parent may allow the balance to be applied to the next academic year. If no written request is received, the funds will be automatically applied to the coming year.

Parents can easily monitor their child's lunch balance through the Infinite Campus Parent Portal. While a student may be allowed to charge a meal if his or her account reaches zero, in order to keep costs of our meal programs down, charging is discouraged. If a negative balance becomes persistent or significant, parents can expect to receive a communication from the school administration asking that the bill be paid immediately. If the total amount cannot be paid immediately, the parent/guardian must contact the school to make payment arrangements. The district may pursue payment via a collection agency if unpaid balances exceed \$400.

Exceptions to this procedure will require approval of the Principal or Superintendent. (see Board Policy 8205)

Gum, Candy and Drinks

Students are not allowed to chew gum at school. Food, candy and drinks are allowed outside the lunchroom only with teacher permission. Energy drinks and soda are not allowed during the school day.

SCHOOL SERVICES

Counselor

The counselor maintains student academic files, conducts individual and group counseling sessions, and assists students in a variety of services. If a student needs to see a counselor, they are to request permission from the classroom teacher or instructor.

Psychologist

The school psychologist is one of the specialists who provide services to Bonner School District. School psychologists have training in areas such as child development, behavior, learning styles, learning ability, and academic achievement. They are trained to assess students' skills in these areas and they participate as a member of the child study team to help identify students who may have learning difficulties. School psychologists work with students, parents, teachers, and administrators to help students have a positive and successful school experience.

A.W.A.R.E.

A.W.A.R.E. is a private, not for profit agency providing therapeutic services to youth. The district is working with AWARE in a collaborative way to provide services to students with emotional and behavioral challenges.

Religious Practices

Each student has a right to individually, voluntarily, and silently pray or meditate in school in a manner that does not disrupt instructional or other activities of the school. Students may also pray in groups and discuss their religious views with other students as long as they are not disruptive or coercive. The school will not require, encourage, or coerce a student to engage in or to refrain from such prayer or meditation during any school activity. Student prayer, even if nonsectarian or non-proselytizing, will not be broadcast over the school public address system.

Students may study religions ancillary to the studies of human history and development and various national, cultural, and ethnic groups. This study will give neither preferential nor derogatory treatment to any religion or religious belief. The inclusion of religious music, symbols, art, or writings during instruction or in school programs or performances may occur where the religious content has a historical and/or independent educational purpose consistent with the approved

curriculum. A student may read the Bible or other religious material during free reading time or when self-selected and consistent with a classroom or course requirements. For additional information, please see Policy 2332.

Intervention Assistance Teams (IAT)

The IAT process offers structured support and assistance to regular education teachers to identify and meet diverse student needs according to Montana Accreditation Standards - Rule 10.55.805.

Library Media Center

The Library Media Center is considered to be the "center" of the school and is an extremely important part of the entire school system. It is used for library classes, quiet reading, reference work and research. According to the library curriculum, students receive instruction in both library skills and literature appreciation. Students may come to the library whenever they have free time in their classrooms.

Parents are also encouraged to use the library facilities. Books may be checked out for such purposes as pleasure reading, research, or read-aloud at home. The library's collection of parent materials is growing, e.g., Assertive Discipline books, School Board Policy, the EPA records for the area, etc.

Student Council

The Student Council in the Bonner School is your representative body. Members are elected by their classes and are willing to listen to your suggestions and your criticisms. Meetings are held monthly. The purpose of the Student Council is to provide for a discussion on school activities and to give students an opportunity for self-government and experience in the democratic process. The Student Council is a co curricular activity.

DISTRIBUTION OF MATERIAL

School Materials

Any student or school publications fall under the supervision of the superintendent, principal, teacher, or sponsor. School officials have the discretion to edit or delete material which is inconsistent with the District's educational mission. School-sponsored groups are permitted to distribute materials directly to students upon approval of the principal or superintendent.

Non-School Materials

Written materials, handbills, photographs, pictures, petitions, films, tapes, posters, or other visual or auditory materials may not contain material that is obscene, libelous, invasive of the privacy of others, substantially disruptive to the proper and orderly operation and discipline of the school or school activities, or which advocates conduct inconsistent with the shared values of civilized social order. Outside groups, including governmental agencies, parent and student organizations not sponsored by the school, and community organizations are permitted to display their materials on a

HEALTH SERVICES

Bonner School receives school nursing services on a part-time basis. The medical release form allows school personnel to provide emergency medical treatment in case of an accident or injury, when the school is unable to contact parents or guardians. The school nurse's office and sick room is located in the elementary wing, room 117. The school nurse coordinates many facets of the School Health Program.

Minor Illness

Should students become ill during the day, they will be sent to the nurse, if on duty, or to the office. If necessary, the parents or emergency contact person designated by the parent will be called to pick up the child.

First Aid and Emergency Care

Students involved in or witnessing an accident or injury situation shall immediately notify an adult.

Appropriate first aid and emergency care will be provided by the school nurse or, in his/her absence, the most-qualified first aid caregiver. If deemed necessary, the Emergency Medical System (911) will be activated to provide additional assistance.

Transportation to the hospital or other emergency medical facility will be arranged on a case-by-case basis.

Parent(s)/guardian(s) will always be contacted in the event of an emergency involving their youngster. (Please be sure all emergency information on your child's school forms is current and complete.)

Administering Medications

The procedures regarding the administration of medications to ensure safety and accuracy when prescription medications must be given at school are outlined below. We need your help to be sure we can be safe and accurate.

When your doctor prescribes medication for your child, ask if there is a schedule for taking the medication that will accommodate home-only administration. If not, please follow the guidelines below:

- Ask your family physician to write a note to the school stating the student's name, name of medication, purpose of medication, strength, dosage and schedule of medication, anticipated number of days needed at school, and possible side effects.
- A parent or guardian will need to sign a "Permission-to-Administer Medication" form available in the school office.
- Medication, in a SINGLE daily dose shall be hand-delivered to the school office on the day it is to be given at school.
- Medication shall be contained in a duplicate medicine bottle correctly labeled by the physician or pharmacist with the following: student's name, name of medication, strength of medication, dosage, time to be given, frequency date, name of prescribing practitioner, and name and phone number of dispensing pharmacy.

The school nurse will administer all medications on the days he/she is at school. In his/her absence, authorized school personnel have agreed to assume that duty. These are the only people at Bonner School who are authorized by the School Board to administer medication. We thank you for your cooperation in this matter.

Screening Programs

Vision screening is done annually for students in grades TK, 2, 4, 6, and 8, all Special Program students, students referred by teachers or others, and new students.

Hearing screening is provided annually for students in grades K-7 and Special Program students, and students referred by teachers and others.

Scoliosis screening for detecting curvature of the spine is done annually for all students in 5th and 7th grade and on those junior high students identified the previous year with a positive screening.

Bonner School offers pre-school screenings annually in the Fall, free to children from zero to five years of age. A nurse, speech therapist, audiologist, and school psychologist provide these services. Children are screened in the following areas: vision, hearing, speech, language, and gross and fine motor coordination. Parents of preschool aged children should watch the newspapers, school bulletins, local markets, and post offices for announcements regarding the specific date for pre-school screening. Additional information about pre-school screening can be obtained by contacting Bonner School.

Dental health screening may be conducted yearly on students in grades K-6. This is a non-diagnostic examination and is conducted to emphasize and promote the importance of dental health and increase awareness of dental needs.

Health Education

The school nurse provides health related lessons to Bonner students as requested by classroom teachers. Classroom teachers also provide instruction in personal safety.

Bonner staff provide lessons on human growth and development for Bonner School 5th graders. Classes emphasize adolescent development and stress anatomy and physiology, personal hygiene, self-care, and responsibility.

Human growth and development for 6th, 7th, and 8th graders is incorporated into the health curriculum and is taught by the health teacher and school counselor. The school nurse is consulted as needed and provides classes or lectures as requested. The school nurse keeps the health teacher current on relevant health developments/issues as needed.

Human Sexuality Instruction Notice

A student may be withdrawn or absent from a class period, assembly, school function, or other instruction at the request of a parent/guardian responsible for human sexuality instruction. Human sexuality instruction is instruction that has the goal or purpose of studying, exploring, or informing students about intimate relationships, sexual anatomy, sexual reproduction, sexually transmitted infections, sexual acts, abstinence, contraception, or reproductive rights and responsibilities.

The district holds that questions about sexual or gender identity are best addressed at home with parents, so when questions of that nature arise in classroom discussions, teachers will encourage children to talk to their parents. Bonner School teachers will not initiate discussions of sexual or gender identity or provide explicit instruction on gender or sexual identity.

The District will provide parents/guardians with at least five (5) school days' notice (but not more than 14 school days notice) before human

sexuality instruction is scheduled to occur. Parents wishing for their child to NOT be present for this instruction must notify school at least 24 hours prior to the instruction.

Communicable Disease

(Examples: strep throat, chicken pox, lice, pink eye, scabies, stomach flu, ringworm, etc...)

Students will be sent home if suspected of having a communicable disease and will be advised to remain out-of-school until no longer contagious. Please check with your family doctor or pediatrician to determine when your child(ren) may return to school.

Please notify the school any time you keep your child(ren) at home for suspected contagious conditions: we will want to observe other students for signs and symptoms.

Bonner Head Lice Policy and Procedure

The Board of Education and Administration of Bonner School are committed to ensuring a safe and healthy environment for all students and staff members in order to maximize academic achievement. Upon review of the current literature and research, the head lice policy at Bonner School has been updated. Our policy is now better described as a “No Head Lice Policy” rather than a “No Nit Policy” and reflective of the recommendations made by the Centers for Disease Control (CDC), the American Academy of Pediatrics, and the National School Nurse Association.

The regulation of head lice in Bonner School will be guided by the following procedures:

- Management of head lice depends upon good communication. Parents/Guardians who suspect their child has a case of head lice will report concerns or findings to the school nurse.
- Students with live lice will be excluded from school until lice are treated and removed. Parents/Guardians will be notified and asked to pick up their child as soon as possible.

Instructions and references on the treatment of lice will be made available.

- If nits are found in the absence of live/crawling lice, the child will be allowed to remain in class and parent/guardians will be notified. Treatment and removal of nits will be recommended if nits are found within ¼ inch of the scalp since they are presumed to be viable.
- Students sent home with live lice will be reexamined by the school nurse or principal's designee before returning to school. If live lice are found upon reexamination, the student will be sent home until they are lice free.
- No routine or preventative school wide screening will be done for lice/nits. The school nurse may examine the heads of other students who may have had direct head to head contact with the affected student.
- The privacy of students and their families will be maintained at all times.

Screen your child regularly throughout the school year and notify school immediately if lice are detected. Working together helps protect all children, including your own.

Immunizations

Montana requires schools to keep accurate and complete records on their students' immunization status. These records are part of the student's permanent, cumulative school records and are transferred as students transfer schools. At enrollment, parent(s)/guardian(s) must provide proof that their child(ren) has been adequately immunized for the following diseases (no grace period, or transfer period is allowed):

- diphtheria
- pertussis (whooping cough)
- tetanus
- polio
- measles (rubeola, or "hard" measles)
- rubella (German measles)
- mumps
- varicella (chicken pox)

In addition to required routine pre-kindergarten immunizations, students are required to have a second MMR and a TDAP (measles, mumps, rubella) dose prior to entering 7th grade or by their 13th birthday.

Exemptions can be claimed only as follows: religious exemption must be sworn by affidavit by parent(s)/guardian(s), and notarized annually, or medical exemptions signed by the child's doctor must be on file at the school.

Consultation

If you have any school health related questions or concerns about your child, or other Bonner students, please feel free to call the school nurse or the school administration at 258-6151.

BUS TRANSPORTATION

Bonner School District contracts routes from Handley Transportation (544-9172). Riding the buses when students live less than three (3) miles from the school is a privilege offered by Bonner School District. Transportation routes are approved by the County Transportation Committee and must be followed.

Students will ride only their assigned bus. Drivers have been instructed to pick up and drop off students only at their assigned bus stops. **Only with written permission from the parent and with office approval will a student be allowed to get on or off the bus at a different bus stop.** If you have an emergency or have moved, contact the school office for bus reassignment. For students who normally ride one of the school buses, **a parent must send a signed permission note to the office if their child is to arrive at or depart from school by some means other than a school bus or with a parent, this includes walking and biking.** Should parents so desire, one note for the entire year will be adequate, unless the note specifies a certain date or time limit.

Students in grades TK through Second Grade must have an adult visibly present at the evening bus stop or that child will be brought back to school to await a parent pick-up.

For the welfare and safety of the students, all bus drivers have set rules for student conduct while on the bus. Students should be courteous to the driver, fellow passengers, and to passers-by. The drivers instruct the students about the rules the first week of school and review them as needed. General bus rules and consequences are in effect for students on the bus, at the bus stop, and on their way to and from the bus stop.

Disciplinary actions can encompass warnings, assigned quiet seats, recess detentions, bus conduct reports being sent home, and/or denial of bus riding privileges. Continual and/or severe problems may lead to the loss of bus privileges for the rest of the year. The principal works closely with the bus drivers when behavior requires disciplinary consequences. Loss of riding privileges may include activities such as field trips and sporting events.

All buses are equipped with video and audio cameras in order to monitor conduct and maintain a safe environment for students and employees.

Students are to line up at their bus stops at least five minutes before the scheduled stop. Children need to show respect to the landowners at their bus stop. They must stay off the fences, trees, and yards of private residences, leave pets alone, and show respect.

Parents and community members are asked to contact the school administration when they observe safety problems and/or student misconduct at bus stops or while students are walking to and from bus stops. Pets are not allowed on the buses.

Bus Rider Regulations

- Unsafe bus behavior jeopardizes the safety of everyone on the bus and will not be tolerated.
- Stay away from moving buses. Never chase a bus on foot or in a vehicle. Do not approach the bus until the bus is fully stopped and the loading door is opened. If it is necessary for a student to cross

a road, they should wait until motioned to do so by the driver.

- When the bus is in motion, all passengers are to be seated. Do not exchange seats while the bus is in motion. Students must remain facing forward and the aisle must be clear.
- Speak in normal tones. Loud noise or unnecessary confusion is a distraction to the driver. Boisterous or obnoxious behavior will not be tolerated.
- Clothing, school supplies, or objects are not to be thrown around, passed about or left lying on the floor or aisles. Items that are not allowed at school are also not allowed on the bus. Listening devices with earbuds may be approved.
- No arms, legs, or heads outside the bus windows. Students should keep their hands and feet to themselves. Do not throw objects into, from or on the bus.
- Keep the bus clean and avoid causing damage. Students may not eat, drink, or chew gum on the bus.
- The Emergency Exits are only to be used in an emergency.
- The bus driver is in complete authority. Follow the bus driver's instructions. The bus driver may assign seats at any time.

Riding the bus is a privilege. This privilege can be removed.

Please call Ryan Handley, at Handley Transportation, at (406) 544-9172 with questions about bus rules or disciplinary procedures.

ACADEMICS

Adding and Dropping Courses

Middle school students may drop a non-required course and replace it with another elective within the first three days of each semester. A student must complete a Drop/Add form with the counseling department. Parents are encouraged to visit with their child about the student's elective schedule and monitor the resulting changes on Infinite Campus.

Homework

Homework that is regularly assigned and graded is associated with higher academic achievement. Homework is useful in reinforcing what has been learned in classes, preparing students for upcoming

lessons, extending and generalizing concepts, teaching responsibility and helping students develop positive study habits.

These guidelines may vary depending on the student's ability level, as well as the specific concepts being reinforced. In addition, middle school students will receive time within each school day to begin their daily assignments, as well as be given a minimum of two-week notice to complete any special projects.

Since middle school students have many different teachers, these teachers will periodically review the amount of work being assigned to ensure that these guidelines are being met.

Students that miss school will be given 2 days to make up missed work for each day missed.

Bonner School recognizes the critical role that home study plays in student academic achievement and strongly recommends parental support, communication, and cooperation to provide a positive and productive school program for each student.

Grade Reporting

Bonner School is committed to supporting strong communication between teachers and parents, so parents are strongly encouraged to use the Infinite Campus Parent Portal to closely monitor their child's academic progress. Infinite Campus provides a real-time snapshot of student performance. Report cards are issued the week after each quarter for grades TK-5 and following each semester for 6th-8th grade. At any time throughout the year, parents may request a conference with their child's teachers. Incomplete grades must be made up within three weeks of the end of the grading period. All teachers will send home grading criteria for students and parents to review.

Grades TK-3* Standard Assessment Grading Scale:

- 1-Emerging
- 2- Developing
- 3-Proficient
- 4-Exemplary

Grades Three*- Eight Grading Scale & GPA Calculations

90% - 100%	=	A	=	4 points
80% - 89%	=	B	=	3 points
70% - 79%	=	C	=	2 points
60% - 69%	=	D	=	1 point
Less than 60%	=	F		

**3rd Grade scores Quarter 1 & 2 are assessed by standard; Quarter 3 and 4 are given via letter grades.*

Grades are rounded to the nearest hundredth for calculation of Grade Point Average (GPA) for honor roll.

Middle School Electives

Middle School Electives will be graded on a pass-fail basis and will not be calculated into a student's GPA.

Honor Roll

Students in grades 4 - 8 who have a grade point average of 3.0 or above and do not have any D's or F's or Incompletes will be recognized on the Honor Roll. 4th and 5th Grade students with more than seven (7) absences that are not excused by a doctor's note will not be eligible for Honor Roll. 6-8th Grade students with more than ten (10) absences that are not excused by a doctor's note will not be eligible for Honor Roll.

Following the grading period, students will be invited to a student assembly. During this assembly, all Honor Roll students will receive recognition for their academic achievement. These students will be invited to attend a special field trip.

No student in grades 4-8 may participate in the honor roll trip if he or she has been assigned two or more in-school-suspensions or one or more out-of-school suspensions in the preceding grading period.

PARENT/TEACHER CONFERENCES

There are two regularly scheduled parent/teacher conferences during the school year, usually in November and March. These coincide with the issuing of 1st and 3rd quarter report cards for grades TK-5, and provide mid-semester conferences opportunities for grades 6-8. The School will communicate with parents about how to schedule conferences. Conferences need not be the only times you see your child's teacher. Please feel free to call and schedule a time to talk to your child's teacher if you have any questions. Teacher conferences are held in the classrooms.

8TH GRADE GRADUATION REQUIREMENTS

School Board Policy #3145, reads in part:

In order to graduate and receive a diploma, a student must pass all 8th grade courses. If a student fails any course for the year, (F average over the two semesters of 8th grade), he/she has not met the graduation requirements. If a student fails 8th grade, but his/her teachers and parents agree to have him/her administratively placed in the ninth grade, an attendance certificate will be issued to the student stating the number of days in attendance.

Only students receiving diplomas will take part in the graduation ceremony, as well as the various activities surrounding graduation.

An initial determination of eligibility for graduation will be made at the mid-term of the second semester. The names of students who are at risk for NOT meeting the requirements will be provided to the principal and parents will be notified. A final determination of graduation status will be made the Friday before graduation week.

During the Individual Education Plan (I.E.P.) meeting of special education students entering the eighth grade, the graduation requirements for those students may be reviewed to delineate adjustments, if any, which must be made.

Graduation Award Information

Award	Given By
Valedictorian Highest GPA for 6 semesters of 6th,7th & 8th grade \$25.00 & Plaque	Bonner School
Salutatorian Second highest GPA for 6 semesters of 6th,7th & 8th grade \$25.00 & Plaque: In the event there is more than one Valedictorian, a Salutatorian will not be selected	Bonner School
Outstanding Effort Award Must have attended Bonner School for a minimum of one year commitment, shown dedication and perseverance \$25.00	Bonner School
Sharon Lukes Math Achievement Award One of top eight math students in 8th grade, participation in math activities/contests beyond the classroom \$100.00 & Scientific/Graphing Calculator	Lukes Family
English Language Arts Award High GPA and demonstrates enjoyment of language and literature, effective use of spoken and written language, creative expression in both forms of language, grasp of literary concepts for novel and short story \$25.00	Bonner School
Social Studies Award GPA, daily work and attitude, Geography Bee \$25.00	Bonner School

Award	Given By
Science Award GPA, daily work and attitude, good laboratory techniques demonstrated, ability to work independently \$25.00	Bonner School
World Language Award Excellence in World Languages, appreciates world cultures \$25.00	Bonner School
Walter Hook Art Award Visual Arts Skill/Style Walter Hook Poster	Bonner School
Band Award Band excellence, attends out-of-classroom lessons, participates in music beyond the classroom, and has high scores in written and performance work \$25.00	Bonner School
Performing Arts Award Student who shows talent and enthusiasm for the performing arts \$25.00	Bonner School
Leo Musburger Library Award Literary passions and leadership in research, love to read/explore literature, demonstrates respect of program and personnel, uses library for research/pleasure \$25.00	Leo Musburger Memorial
Technology Achievement Award One of five top computer students in the 8 th grade who participates in computer activities beyond the classroom \$25.00	Bonner School
Ella Falligan Penmanship Award Penmanship Skill/Style \$25.00	Falligan Memorial

Award**Given By****Worthy Wordsmith Award**

Student demonstrates exceptional skill in crafting, editing and producing excellent, engaging, and original writing.

\$25.00

John Dayries Service Leadership Award

The John Dayries' Service Leadership Award recognizes an altruistic 8th grade student who has, through quiet deed and word, best demonstrated and exemplified an active commitment to helping his or her peers, school and/or community.

\$25.00 and Medallion

Spelling Award

Bonner School

Spelling Bee - given at graduation if an 8th grader wins the Bonner Spelling Bee

\$25.00

Guy E. Trenary Memorial Leadership Award

Trenary Family

Scholastic leadership and peer/social leadership

\$25.00

Citizenship Award

Polite, respectful, kind, caring

Bonner School

\$25.00

Most Improved Student Award

Bonner School

GPA, positive and cooperative attitude

\$25.00

Julie Evenson Athletic Award

Evenson Family

Minimum of C in all subjects. Follows school rules, respectful to teachers and fellow students, and demonstrates leadership qualities. Participates in at least two school sports in both 7th & 8th grades. A male and female recipient will be chosen.

\$25.00

Award

Given By

GRIT AWARD

Recognizes a student who has demonstrated grit and persistence in his or her school endeavors and consistently exemplifies characteristics of Growth, Respect, Integrity, and Thoughtfulness.

PTA Spotlight Award

PTA

Recognizes leadership role in helping with PTA events
\$25.00 Gift Card

Bonner Development Group Scholarship

Two scholarships of \$2,500 are awarded annually to a Bonner alumni who is graduating from an MCPS high school; one to a university-bound student and one to a student attending a technical school or junior college.

TECHNOLOGY

Acceptable Use Policy

This policy applies to students, staff, and community members. (see Board Policy 3612P)

Access to the Internet is available to the students, staff and community members of Bonner School. Our school is connected with thousands of computers all over the world, offering a wide variety of diverse and unique educational resources which promote communication, innovation and excellence in education. When needed, arrangements will be made to facilitate work completion for students who lack access to the Internet outside of the school.

Because the Internet provides access to computers and people all over the world, some materials available on the Internet may not be considered of educational value in a school setting. Bonner School takes precautions to ensure that users are restricted from access to questionable materials on the Internet. However, with such a large

amount of information available, it is impossible to guarantee restriction of access to all controversial materials. Bonner School believes that the Internet provides a valuable educational source of global information and interaction which far outweigh the risks of users encountering materials which are not consistent with the educational goals of the District.

Use of the computers at Bonner School is a privilege, not a right. The smooth operation and maintenance of the computer system(s) relies on users (students, staff, community members) adhering to the guidelines established in this document. The complete Acceptable Use Policy and the incorporated Rules and Code of Ethics for Computer Users at Bonner School are available for your review at the school office.

VIDEOTAPING OF STUDENTS

The District has the right to use security and surveillance video cameras on District property to ensure the health, welfare, and safety of all staff, students, and visitors to District property, and to safeguard District facilities and equipment. Video cameras may be used in locations as deemed appropriate by the Superintendent. Students in violation of Board policies, administrative regulations, building rules, or law shall be subject to appropriate disciplinary action. Others may be referred to law enforcement agencies.

Video recordings from security and surveillance cameras may become a part of a student's educational record. The District shall comply with all applicable state and federal laws related to record maintenance and retention. Signs will be posted at various locations to inform students, staff, and members of the public that video surveillance cameras are in use. The District will seek consent before recording students individually in the classroom. Students may be video recorded at events and practices open to the public, including but not limited to public performances, dress rehearsals, athletic practices open to the public, and athletic competitions.

Students Use of Telephones

School telephones are business telephones and students may use them only with adult permission. During class time, we request that students and teachers not be called to the telephone unless there is an emergency. Whenever possible, please leave a message.

Cell Phones and Tablets

While students may choose to bring cell phones, tablets, or other digital devices to school, the school is not responsible for any item that is brought from home. Families should decide if it is appropriate for these items to be brought to school. These devices will not be provided access to the district network.

Students are not allowed to use cell phones (for any purpose, including texting) in class. Students may be allowed to use them as needed on the school bus or before and after school with staff permission. Students may not use cell phones during recess or lunchtime, even to call a parent or to check the time. Students needing to communicate with a parent or guardian must do so through the main office. Special permission may be given on a case-by-case basis for cell phone use for instructional purposes, but at no time shall students be expected to have access to a cell phone/smartphone in order to participate in any learning activity. Students may use the office phone with teacher permission.

Misuse of cell phones and tablets will result in it being confiscated and given to the administration. Parents may be contacted, and for repeated violations, parents will be expected to pick up the device at the office. Referrals will be made to the administration for problems that arise due to use. Disciplinary action will follow our discipline matrix.

At no time may any student operate an electronic device with video or imaging capabilities in a locker room, bathroom, or other location where such operation may violate the privacy right of another person. Doing so will result in serious consequences, including the possibility of suspension or expulsion from school.

Child safety GPS and audio child tracking/monitoring systems

Parents and students are expressly prohibited from using covert means to listen-in or make a recording (audio or video) of any meeting or activity at school. This includes placing recording devices, or other devices with one- or two-way audio communication technology (i.e. technology that allows a person off-site to listen to live conversations and sounds taking place in the location where the device is located), within a student's book bag/backpack, on the student's person or otherwise in an area capable of listening in or recording without express written consent of the Superintendent. Any requests to place a recording device or other device with one- or two-way audio communication technology within a student's book bag/backpack or on a student's person shall be submitted, in writing, to the Superintendent along with an explanation of why such recording is necessary. The Superintendent or a designee shall notify the parent(s), in writing, whether such request is denied or granted within five (5) school days. Where consent has been given by the Superintendent, the Principal must be given access by the parent to be a school guardian on the device. This will ensure any "Listen-In" feature is disabled during school hours due to privacy concerns.

ATHLETICS

Bonner School believes that our students need to be strengthened both mentally and physically through the athletic program. The program emphasizes skill development, sportsmanship and competition, all in an atmosphere of fun. Each student-athlete has the opportunity to participate and play in competition. Playing time in competition is not equal; however, coaches will make every reasonable effort to ensure all players get some playing time at all levels.

The philosophy of the athletic program is dedicated to providing a sound academic foundation. An academic eligibility policy has been developed to support this philosophy. Simply stated, the eligibility policy requires a student athlete to maintain an overall grade point average of 2.0 and/or no failing grade in any subject. The entire eligibility policy is available from any coach upon request.

Except for football and cross-country, Bonner competes in the Copper League. The schedules for all competitions can be found on our website.

Sport	Grades	Period of School Year
Boys' Football	6-8	Fall
Girls' Volleyball	6-8	Fall
Cross Country	6-8	Fall
Boys' Basketball	6-8	Early Winter
Girls' Basketball	6-8	Late Winter
Track	6-8	Spring

Students shall not take part in any extracurricular game, activity or practice if absent from school for any reason during the day of the activity. Exceptions may be made with medical appointments or extenuating circumstances following administrative approval.

"Illegal Activity" Clause

Participation in athletic activities is a privilege not a right. Any student caught engaging in illegal activities shall be suspended from extra-curricular activities.

1 st Offense	Athletic ineligibility for two activity weeks.
2 nd Offense	Athletic ineligibility for the remainder of that sport season.
3 rd Offense	Athletic ineligibility for the duration of that school year.

Bonner Athletes

- HAVE FUN
- PARTICIPATE
- HAVE QUALITY ADULT LEADERSHIP
- PLAY AS CHILDREN, NOT AS ADULTS
- RESPECT OTHERS AND ARE TREATED WITH RESPECT

EXTRACURRICULAR ACTIVITIES, CLUBS, AND ORGANIZATIONS

Participation in extracurricular activities, clubs, and organizations is a worthwhile endeavor to enhance students' development and educational experience. Specific eligibility and conduct rules may be adopted regarding participation in activities, clubs, and organizations.

School curricular and co curricular clubs are for enrolled students. Bonner School offers the following school curricular and co-curricular clubs:

- Art Club- 3rd-8th graders are welcome to explore art in a fun environment twice a month
- Student Council-Grades 6th-8th have the opportunity to learn leadership skills, service learning and represent their school
- Book Club- participants will compete in the area Battle of the Books competition
- Open Gym-Volleyball and Basketball open gym offered once a week November-March
- Missoula Children's Theatre (MCT)- Week long event with MCT actors putting on a production

Extra curricular activities are for enrolled students and are open to homeschool/non public school students. Bonner School offers the following extracurricular activities. Note, clubs and activities not listed here are co-curricular and only open to Bonner Students:

- Volleyball- Grades 6th-8th
- Football-Grades 6th-8th
- Cross Country- Grades 6th-8th
- Boys Basketball-Grades 6th-8th
- Girls Basketball-Grades 6th-8th
- Track-Grades 6th-8th

Parent/guardian permission is required for a child to participate in a school club and/or extracurricular activity. Parents also have the right to withdraw their child from any club or extracurricular activity.

A student attending a nonpublic school or home school that meets the requirements under MCA § 20-5-109 may participate in extracurricular

activities offered by Bonner School District subject to the student's eligibility as set out in the Activities Permission Form. The student's academic eligibility must be verified by the head administrator of the nonpublic school or educator providing the student instruction in the home school as verified by the principal. Parental permission must be obtained for the student to participate in an extracurricular activity.

SPECTATOR EXPECTATIONS

Students and adults who attend athletic activities sponsored by the Bonner School District will act appropriately and encourage good sportsmanship.

Spectators who display behavior that detracts from the positive aspects of the event will be handled as necessary at the discretion of the event supervisor. Bonner School has an obligation to keep the environment safe and supportive for participants, coaches, officials, and spectators. Inappropriate conduct by spectators will result in removal from school property and could result in a suspension from future participation or attendance. District administrators may restrict any person from District property, may recommend extended restrictions to District property to the Board of Trustees, and may call law enforcement as needed. (Policies 4313, 4315).

STUDENT PRIVACY

The right to privacy is a fundamental tenet of human liberty. Staff shall take particular care to respect student's privacy. At the same time they must protect the health and safety of all students and promote the effective operation of the school. The Principal, the Superintendent or other such staff designated by the Superintendent shall have the authority to conduct student searches. They shall do so only upon reasonable suspicion and in the manner prescribed by District policy.

Searches of Students and Their Property

A student shall be free from searches of his/her clothing and other personal property unless there is reasonable cause to believe that something is concealed that may be of immediate danger to the student or to other students. School officials shall request the student to remove all items from pockets or other personal effects. If the student refuses and there is no immediate danger, school officials shall refrain from a search until the parent or, in the case of possible criminal activity, law enforcement officers are available. Regardless of whether a parent is summoned or present, students refusing to cooperate with an authorized search shall be presumed to be in possession of the concealed item and subject to the associated disciplinary consequences.

Periodically throughout the year the district will employ the use of canine detection for student safety. The canines have specialized training in contraband detection. All school property will be reviewed at the time of a canine inspection. All inspections will be conducted within the scope of the law and with knowledge of individuals involved.

Lockers and Desk Searches

Lockers and desks are the property of the School District. Students shall be held responsible for the willful damage to any School District property, including any assigned locker or desk. A general inspection of lockers and desks may be made with notice given to students for the purpose of collecting misplaced library books, textbooks or other school property. However, the School District reserves the right to inspect individual lockers or desks without advance notice or student permission whenever it is deemed necessary by the School Administration. Students may decorate the inside of his or her locker, but the outside needs to remain clean and bare of any decorations, message boards, or personalized items.

Parent Rights

All fundamental parental rights are exclusively reserved to the parent of a child without obstruction or interference by a government entity in accordance with state and federal law (including without limitation to statutes and the common law) and District policy.

SCHOOL DISCIPLINE

Positive School Climate Program

Our approach to student discipline involves teaching expected behaviors to students (Teach To's), rewarding those who follow those behaviors and holding those accountable who misbehave. Our goals of using GRIT and positive behavior teach-to's are to align our behavior system with our RIVERS framework and ensure that our behavior system emphasizes and teaches coping skills and conflict resolution strategies. Your child may use the term "Break Spot". This is the term we use for "time out" when a child has chosen not to follow expected behaviors. When a child is taking a "break" s/he will be seated in a quiet area with tools available to assist them in recognizing feelings and using strategies to return to calm.

The goals of this program are:

- To provide a safe and orderly learning environment.
- To help students cooperate with others.
- To help students manage themselves.
- To help students learn to respect the rights and property of others.

Bonner Lumberjacks Have GRIT!

- **Growth:** Always strive to be a better you!
- **Respect:** Treat yourself, others, and school property with care!
- **Integrity:** Always attempt to do the right thing while owning your mistakes!
- **Thoughtfulness:** Be a positive role model for others, treat people with kindness, and practice empathy!

Bonner School's Teach-To's

In order to make our school safe and enjoyable for all our students we “Teach To” the following expectations each year. After the students are taught the expectations, we expect them to make choices accordingly. Please help by reviewing these with your child.

“Please” and “Thank you” are kind words. I will use them all the time. To interrupt others I say, “Excuse me. May I talk to you?” I then wait until the person is ready to talk to me. I keep hands, feet and objects to myself.

Entry Behavior Expectations

- I line up in my classroom’s location.
- I wait quietly to be let into the building (TK-5)
- I walk into the building quickly and quietly.

Hallway Behavior Expectations

- I talk in a quiet voice when walking in the halls.
- I walk on the right-hand side of the hallway.
- I walk in line with a forearm space between myself & others.
- I do not spray products in the hall.

Classroom Behavior Expectations

- I follow directions.
- I keep hands, feet, and objects to myself.
- I am punctual and prepared to participate.
- I respect the rights and property of others and do not use put downs.
- I raise my hand and wait to be recognized before speaking.

Teachers may have additional rules and expectations posted in their classroom.

Playground Behavior Expectations

- I remain outside, until the bell rings.
- I ask permission to enter the school.
- I stay inside the proper boundaries.
- I walk around someone else’s game.
- I use equipment and play areas safely and properly.
- I go to the duty aide if there is a problem.

- I respect the duty aide and obey their directions.
- I won't leave school without permission.
- I will not partake in Public Displays of Affection.

Cafeteria Behavior Expectations

- I follow directions from adults.
- I use acceptable table manners.
- I sit in my assigned seat in my own space.
- I keep my hands, feet, and objects to myself.
- I eat my own food.
- I use a quiet voice.
- I keep the lunchroom neat and clean.
- I wait to be excused.
- I take my turn when returning my tray.
- I walk through the exit door quietly.
- I do not bring carbonated or caffeinated drinks.

Library Behavior Expectations

- I use a library voice.
- I use my book finder/shelf marker when looking for books.

Assembly Behavior Expectations

- I enter and exit with quiet hands and feet.
- I check my space. (Elbow space)
- I look and listen when the signal is given.
- I display appropriate behavior at all times.

Emergency Drill Behavior Expectations

- I exit the building by walking.
- I walk to the designated location (teacher will direct).
- I will stand quietly when roll is called.
- I will re-enter the building quickly and quietly when directed.

Walking Safety Expectations

- I walk against the wheels (cars), when I'm on my feet.
- I cross the street with the crossing guard.
- If there is no crossing guard, I will cross only between the white lines at the primary end of the school.

Bicycle Safety Expectations

- I walk my bike across the crosswalk.
- I ride my bike alone and I ride single file.
- I stop at STOP signs, and I will put one foot down when I stop.
- I go with the wheels (cars), when I'm on my wheels (bike).

Positive Incentives

Teachers and administrators will develop appropriate positive consequences for following school rules. The following incentives may be used to reward students who choose to follow the school rules.

- GRIT cards and GRIT card drawing for prizes
- Note or phone call to home
- Verbal praise and recognition
- Classroom parties
- Field trips
- Special events (Ski Trip for grades 5-8 students who have not been assigned two or more in-school-suspensions or one or more out-of-school suspensions.)
- Lunch with the Principal, Superintendent or a staff member

The administration will do everything possible to support teachers and students to provide a positive and consistent learning environment.

Break Spot

"Breaks" are not a punishment. They are an opportunity for a student to take a time-out from a situation and to think about making better choices in the future. The approach we use in dealing with problem behavior is based on the treatment of student noncompliance. We have identified three critical elements for an effective approach to classroom management.

- Element I centers on reduction or elimination of warnings and/or repeated requests with early intervention.
- Element II focuses on stopping the inappropriate behavior through a time-out.
- Element III centers on achieving appropriate behavior through a process of taking a "Break." We help students to reflect on:
 - a. What was your behavior?

- b. Recognize feelings-What did you want? (Revenge, attention, to not do the homework, etc.)
- c. What tool or strategy will help me calm down?
- d. Are you ready to join your class?

Students who are directed to the GRIT room by a substitute teacher may be assigned immediate discipline consequences by the principal.

If “breaks” become an ongoing issue for a student, other options may be considered including being referred to an Intervention Assistance Team and/or disciplinary action.

GRIT ROOM Rules

Be Respectful

Follow directions.

Must have permission to talk or leave seat.

Use tools appropriately

Work on assignments in a timely manner.

GRIT Room Rule Infraction Consequences

1st Offense - Warning given verbally

2nd Offense – Asked to leave OR referral to Principal

If a student does not arrive in the GRIT Room when assigned, they will receive a referral to the Principal.

Behavior Violations and Consequences

Bonner School Board Policy 3310 governs student discipline in our school and lists consequences approved by the trustees. This policy also outlines the scope of administrative authority as delegated by the Board of Trustees to govern student behaviors:

- On, or within sight of, school grounds before, during, or after school hours or at any other time when school is being used by a school group.
- Off school grounds at a school-sponsored activity or event or any activity or event that bears a reasonable relationship to school.
- Travel to and from school or a school activity, function, or event.

- Anywhere conduct may reasonably be considered to be a threat or an attempted intimidation of a staff member or an interference with school purposes or an educational function.

Refer to the discipline matrix below for a guideline of how administrators may address student behaviors. Where several options are listed, the administrator may choose any item or combination of items. Administration reserves the right to select other options at their discretion. Severe offenses accumulate through the school year and receive progressively stronger consequences. Administration may take into consideration serious infractions committed by a student in the prior school year when determining the district's response to subsequent severe offenses by that student in the following school year.

8th Grade students and their parents should be aware that persistent and repeated or severe behavioral violations may lead to a student losing the opportunity to participate in Close Up or 8th Grade graduation activities.

Administration may write a behavior contract for individual students who refuse to follow the rules.

School Violations Defined: (See Board Policy 3310)

- Insubordination: Disobeying directives from any staff or school personnel, or disobeying rules and regulations governing student conduct. (Policy #3310)
- Truancy: Unexcused absences from school and assigned class.
- Fighting: Physically hurting someone in anger. (i.e. Hitting, kicking, biting, pushing)
- Disrespectfulness: Refusing to follow directions, using inappropriate language or symbols, deceit, spitting, etc.
- Harassment: Intentionally targeting someone else with behavior that is meant to alarm, annoy, torment or terrorize them in any form including through electronic means.
- Sexual Harassment: Any form of unwelcome touching, sexual intimidation, verbal or physical harassment of a sexual nature or harassment because of one's sex. Could occur in any form including through electronic means.
- Possession of Weapons: Pursuant to School Board Policy #3251

- Possession of any controlled substance or device, including but not limited to tobacco, marijuana, alcohol, drugs, drug paraphernalia, alcohol powders, vaping devices, or vaping products (tobacco includes, but is not limited to, cigarettes, cigars, snuff, smoking tobacco, smokeless tobacco, alternative nicotine product, or any other tobacco or nicotine innovation; marijuana products include but are not limited to edible products, ointments, tinctures, marijuana derivatives, marijuana concentrates, and marijuana intended for use by smoking or vaping); (Policy #3310 and 3345)
- Vandalism or Theft: Damage or defacement of any property, stealing or act of stealing.
- Extreme disruption of the educational process.
- Threats: Student-initiated threats will always be taken seriously by the administration. Students making threatening statements or engaging in threatening action can expect to face severe school consequences as well as referral to law enforcement.
- Using violence, force (except when physical force is determined to be reasonable and necessary and used as self-defense or the defense of another person after an investigation into such conduct.), noise, coercion, threats, intimidation, fear, or other comparable conduct toward anyone or urging other students to engage in such conduct.
- Retaliation is any action taken by a student or by a student on behalf of another student as reprisal for a student reporting another behavior.

Consequences Defined (See Board Policy 3310)

Detention Detention will occur during lunch hour, recess, or other time period and is assigned by the Principal. Supervised students will do assigned homework or read a book.

Restitution Items that are damaged or stolen will be repaired or replaced.

Confiscation Items inappropriate for school will be taken away.

In-School Suspension (ISS) ISS is administered by the Principal. The student is permitted to come to school but is assigned to a room apart from the instructional classroom. Teachers

prepare assignments and students are responsible for assignment completion during the assigned suspension. ISS will be from 8:15 AM to 3:25 PM. Every attempt will be made to contact parent(s)/guardian(s) prior to ISS. If parent(s)/guardian(s) cannot be reached by phone, ISS will take place and the parent(s)/guardian(s) will be notified as soon as possible.

Out-of-School Suspension (OSS) Short-term OSS is administered by the Principal. The student is sent home for one to nine days and is not permitted to come to school or be on school property. Parent(s)/guardian(s) will be contacted prior to the OSS dates. Homework will be made available upon request to prepare students to return to school. Credit will be given for missed tests, projects and assignments that are due the day the student returns.

Expulsion (EXP) (Long-Term Suspension or Expulsion - School Board Policy #3320). Expulsion is the exclusion of a student from school by action of the Board of Trustees, for not less than the rest of the semester and for not more than one complete academic year after that semester. Should a student be expelled during a semester, he or she may not receive credit for that semester. Expulsion is a disciplinary action available only to the Trustees. The Principal has general supervision of all pupils enrolled in school and shall have authority to recommend expulsion of any student for good cause to the Superintendent and Board of Trustees. Each party to the dispute has the right of legal counsel at a hearing before the Trustees. NOTE: Legal authorities may be contacted as deemed appropriate by the school.

Offsite Education:

Student is not permitted to enter school property and is provided educational services remotely through online curriculum for a time period to be determined by the Principal.

Minor School Rule Offenses		1 st Incident	2 nd Incident	Repeated
• Truancy, skipping class • 3 or more tardies • Inappropriate language • Hands on • Disruptive behavior • Physical display of affection (PDA) • Rough play		1,3,4,5	1,2,3,4,5	2,5,6,7
	• Dress code, cell phone, hat/hood violations	4,15	16	2,5,6,16
	• Cheating, plagiarism	13	1,2,13,14	1,2,14
Severe School Rule Offenses				
• Fighting • Physical aggression • Theft • Insubordination • Destruction of school property or order • Vandalism • Digital harassment impacting school • Lying to administration during investigation • Indecent exposure		1,2,3,5,6, 7,8,9,10	2,6,7,8,9, 10,12	2,7,8,9, 10,11,12

• Possession of tobacco, vaping products/devices • Bullying/general harassment • Disrespect or insubordination to Paraprofessionals and Substitute Teachers • Instigating or encouraging a fight • Recording students or staff without permission	1,2,3,5,6, 7,8,9,10	2,6,7,8,9, 10,12	2,7,8,9, 10,11,12
• Hitting, assaulting staff • Insubordination • False alarms • Extreme disruptive behavior • Endangering self or others • Threats to others • Retaliation • Sexual harassment • Possession of drugs, alcohol, paraphernalia • Possession of weapon	2,6,7,8,9, 10,11,12	2,6,7,8,9, 10,11,12	2,7,10, 11,12
1. Conference with Student 2. Conference with Student and Parent 3. Counselor meets with student 4. Verbal Warning 5. Detention (multiple detentions may be assigned for one violation) 6. In-School Suspension 7. Out-of-School Suspension 8. Restitution	9. Assigned cleaning duties related to infraction/mess/vandalism	10. Law Enforcement Contacted	11. Brought to Board of Trustees for Possible Expulsion
		12. Educational Services provided offsite/online	13. Zero on test or assignment
		14. F for grading period	15. Item confiscated, returned to student at end of day
		16. Item confiscated, parent must pick up	

STUDENT RECORDS

Notification to Parents and Students of Rights Concerning a Student's School Records

The District will maintain two sets of school records for each student; a permanent record and a cumulative record. The permanent record may include: basic identifying information, academic transcripts, attendance record, accident and health reports, disciplinary records, information pertaining to release of this record, honors and awards, school-sponsored activities and athletics.

The cumulative record may include: intelligence and aptitude scores, psychological reports, achievement test results, participation in extracurricular activities, honors and awards, teacher anecdotal records, special education records, information pertaining to release of this record, and verified information of clear relevance to the student's education.

The Family Educational Rights and Privacy Act (FERPA) affords parent(s)/guardian(s) and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. They are:

1. The right to inspect and copy the student's education records within a reasonable time of the day the District receives a request for access.

Students less than 18 years of age have the right to inspect and copy their permanent record. Parent/guardian or students should submit to the school Principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The Principal will make arrangements for access and notify the parent(s)/guardian(s) or eligible student of the time and place where the records may be inspected. The District charges \$.05 per page for copying but no one will be denied their right to copies of their records for inability to pay this cost.

The rights contained in this section are denied to any person against whom an order of protection has been entered concerning a student.
close

2. The right to request an amendment of the student's education records that the parent(s)/guardian(s) or eligible student believes are inaccurate, misleading, irrelevant, or improper.

Parent(s)/guardian(s) or eligible students may ask the District to amend a record that they believe is inaccurate, misleading, irrelevant, or improper. They should write the school Principal or records custodian, clearly identifying the part of the record they want changed and specify the reason.

If the District decides not to amend the record as requested by the parent(s)/guardian(s) or eligible student, the District will notify the parent(s)/guardian(s) or eligible students of the decision and advise him or her of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent(s)/guardian(s) or eligible student when notified of the right to a hearing.

3. The right to permit disclosure of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

Disclosure is permitted without consent to school officials with legitimate educational or administrative interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or parent(s)/guardian(s) or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the District discloses education records without consent to officials of another school district in which a student has enrolled or intends to enroll as well as to any person as specifically

required by state or federal law. Before information is released to individuals described in this paragraph, the parent(s)/guardian(s) will receive prior written notice of the nature and substance of the information, and an opportunity to inspect, copy, and challenge such records.

The right to challenge school student records does not apply to: (1) academic grades of the student, and (2) references to expulsions or out-of-school suspensions (if the challenge is made at the time the student's school records are forwarded to another school to which the student is transferring).

Disclosure is also permitted without consent to: any person for research, statistical reporting or planning provided that no student or parent(s)/guardian(s) can be identified; any person named in a court order; and appropriate persons, if the knowledge of such information is necessary to protect the health or safety of the student or other persons.

4. The right to a copy of any school student record proposed to be destroyed or deleted.

5. The right to prohibit the release of directory information concerning the parent's/guardian's child.

Throughout the school year, the District may release directory information regarding students but is limited to: name, address, gender, grade level, birth date and place, parents'/guardians' names and addresses, academic awards, degrees, and honors, period of attendance in school, major field of study, information in relation to school-sponsored activities, organizations, and athletics.

Any parent(s)/guardian(s) or eligible student may prohibit the release of any or all of the above information by delivering a written objection to the building Principal within 30 days of the date of this notice. No directory information will be released within this time period. Unless the parent(s)/guardian(s) or eligible student are specifically informed otherwise.

6. The right to file a complaint with the U. S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA.