

Garden Valley School District No. 71

STUDENTS

3270

District-Provided Access to Electronic Information, Services, and Networks

General

Internet access and interconnected computer systems are available to the District's students and faculty. Electronic networks, including the Internet, are a part of the District's instructional program in order to promote educational excellence by facilitating resource sharing, innovation, and communication.

In order for the District to be able to continue to make its computer network and Internet access available, all students must take responsibility for appropriate and lawful use of this access. Students utilizing school-provided Internet access are responsible for good behavior on-line. The same general rules for behavior apply to students' use of District-provided computer systems. Students must understand that one student's misuse of the network and Internet access may jeopardize the ability of all students to enjoy such access. While the District's teachers and other staff will make reasonable efforts to supervise use of network and Internet access, they must have student cooperation in exercising and promoting responsible use of this access.

Curriculum

In accordance with this policy and the Board's philosophy to ensure the safety of all students, the District shall provide an appropriate planned instructional component for internet safety which shall be integrated into the District's regular instructional program. In compliance with the Children's Internet Protection Act this instruction will include information on the safe use of social networking sites and instant messaging, the characteristics of cyber-bullying, and recommended responses.

The use of the District's electronic networks shall be consistent with the curriculum adopted by the District, as well as the varied instructional needs, learning styles, abilities, and developmental levels of the students, and shall comply with the selection criteria for instructional materials and library-media center materials. Staff members may, consistent with the District's educational goals, use the Internet throughout the curriculum.

The District's electronic network is part of the curriculum and is not a public forum for general use.

Acceptable Uses

1. ~~**Educational Purposes Only.** All use of the District's electronic network must be (1) in support of education and/or research, and in furtherance of the District's stated educational goals; or (2) for a legitimate school business purpose. Use is a privilege, not a right. Students and staff members have no expectation of privacy in any materials that are stored, transmitted, or received via the District's electronic network or District computers. The District reserves the~~

right to monitor, inspect, copy, review and store, at any time and without prior notice, any and all usage of the computer network and Internet access and any and all information transmitted or received in connection with such usage.

2. — **Unacceptable Uses of Network.** The following are considered unacceptable uses and constitute a violation of this policy:

A. — Uses that violate the law or encourage others to violate the law, including but not limited to transmitting offensive or harassing messages; offering for sale or use any substance the possession or use of which is prohibited by the District's student discipline policy; viewing, transmitting or downloading pornographic materials or materials that encourage others to violate the law; intruding into the networks or computers of others; and downloading or transmitting confidential, trade secret information, or copyrighted materials.

B. — Uses that cause harm to others or damage to their property, including but not limited to engaging in defamation (harming another's reputation by lies); employing another's password or some other user identifier that misleads message recipients into believing that someone other than you is communicating, or otherwise using his/her access to the network or the Internet; uploading a worm, virus, other harmful form of programming or vandalism; participating in "hacking" activities or any form of unauthorized access to other computers, networks, or other information.

C. — Uses that jeopardize the security of student access and of the computer network or other networks on the Internet.

D. — Uses that are commercial transactions. Students and other users may not sell or buy anything over the Internet. Students and others should not give information to others, including credit card numbers and social security numbers.

E. — Students are prohibited from joining chat rooms, unless it is a teacher-sponsored activity.

Internet Safety

Each District computer with Internet access shall be subject to **have a** filtering device as described in Procedure 3270P. at the internet gateway that blocks entry to visual depictions that are (1) obscene, (2) pornographic, or (3) — harmful or inappropriate for students, as defined by the Children's Internet Protection Act and as determined by the Superintendent or designee.

The school will also monitor the online activities of students, through direct observation and/or technological means, to ensure that students are not accessing such depictions or other material that is inappropriate for minors. The Superintendent or designee shall enforce the use of such filtering devices.

The term "harmful to minors" is defined by the Communications Act of 1934 (47 USC Section 254 [h][7]), as meaning any picture, image, graphic image file, or other visual depiction that:

- — taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;

- depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals;
- taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

Internet Filtering

Filtering should only be viewed as one of a number of techniques used to manage student's access to the Internet and encourage acceptable usage. It should not be viewed as a foolproof approach to preventing access to material considered inappropriate or harmful to minors. Anything that falls under at least one of the categories below shall be blocked/filtered. This list will be updated/modified as required.

- Nudity/ pornography — prevailing U.S. standards for nudity, provocative semi-nudity, sites which contain pornography or links to pornographic sites
- Sexuality — sites which contain material of a mature level, images or descriptions of sexual aids, descriptions of sexual acts or techniques, sites which contain inappropriate personal ads
- Violence — sites which promote violence, images or description of graphically violent acts, graphic autopsy or crime scene images
- Crime — information of performing criminal acts (e.g., drug or bomb making, computer hacking), illegal file archives (e.g., software piracy)
- Drug Use — sites which promote the use of illegal drugs, material advocating the use of illegal drugs (e.g. marijuana, LSD) or abuse of any drug. Exception: material with valid educational use
- Tastelessness — images or descriptions of excretory acts (e.g., vomiting, urinating), graphic medical images outside of a medical context
- Language/Profanity — passages/words containing profanity within images/sounds/multimedia files, adult humor
- Discrimination/Intolerance — Material advocating discrimination (e.g., racial or religious intolerance), sites which promote intolerance, hate or discrimination
- Interactive Mail/Chat — sites which contain or allow inappropriate email correspondence, sites which contain or allow inappropriate chat areas
- Inappropriate Banners — advertisements containing inappropriate images or words
- Gambling — sites which allow or promote online gambling
- Weapons — sites which promote illegal weapons, sites which promote the use of illegal weapons
- Body Modification — sites containing content on tattooing, branding, cutting, etc.
- Judgment Calls — whether a page is likely to have more questionable material in the future (e.g., sites under construction whose names indicate questionable

material)

Filtering should also be used in conjunction with:

- Educating students to be “Net-smart;”
- Using “Acceptable Use Agreements;”
- Using behavior management practices for which Internet access privileges can be earned or lost; and
- Appropriate supervision, either in person and/or electronically.

The system administrator and/or building principal shall monitor student Internet access:

Internet filtering software or other technology-based protection systems may be disabled by a supervising teacher or school administrator, as necessary, for purposes of bona fide research or other educational projects being conducted by students age 18 and older.

The District shall require that any vendor, person, or entity providing digital or online library resources to the District for use by students verify they have policies and technology protection measures:

1. Prohibiting and preventing users from sending, receiving, viewing, or downloading materials that are deemed to be harmful to minors, as defined by section 18-1514, Idaho Code; and
2. Filtering or blocking access to obscene materials, materials harmful to minors, and materials that depict the sexual exploitation of a minor, as defined in chapter 15, title 18, Idaho Code.

The District will also monitor the online activities of students, through direct observation and/or technological means, to ensure that students are not accessing material that is inappropriate or harmful to minors, as defined in section 18-1514 Idaho Code or as defined in 47 USC Section 254.

Filtering should also be used in conjunction with:

1. Educating students on appropriate online behavior;
2. Requiring students review and sign Form 3270F Internet Access Conduct Agreement;
3. Using behavior management practices for which internet access privileges can be earned or lost; and
4. Appropriate supervision, either in person and/or electronically.

The system administrator and/or Internet Safety Coordinator and/or building principal shall

monitor student internet access.

Internet filtering software or other technology-based protection systems may be disabled by a supervising teacher or school administrator, as necessary, for purposes of bona fide research or other educational projects being conducted by students age 18 and older.

Confidentiality of Student Information

Personally identifiable information concerning students may not be disclosed or used in any way on the Internet without the permission of a parent or guardian or, if the student is 18 or over, the permission of the student himself/herself. Users should never give out private or confidential information about themselves or others on the Internet, particularly credit card numbers and social security numbers. A supervising teacher or administrator may authorize the release of directory information, as defined by law, for internal administrative purposes or approved educational projects and activities.

Computer Internet Access Conduct Agreements

Each student and his/her parent(s)/legal guardian(s) will be required to sign and return to the school the Computer Access Conduct Agreement prior to having access to the District's computer system and/or Internet Service.

Warranties/Indemnification

The District makes no warranties of any kind, express or implied, in connection with its provision of access to and use of its computer networks and the Internet provided under this policy. The District is not responsible for any information that may be lost, damaged, or unavailable when using the network, or for any information that is retrieved or transmitted via the Internet. This includes loss of data resulting from delays, non-deliveries, missed deliveries, or service interruptions caused by its negligence or the user's errors or omissions. Use of any information obtained via the internet is at the user's own risk. The District specifically denies any responsibility for the accuracy or quality of information obtained through its services. The District will not be responsible for any unauthorized charges or fees resulting from access to the Internet, and any user is fully responsible to the District and shall indemnify and hold the District, its trustees, administrators, teachers, and staff harmless from any and all loss, costs, claims, or damages resulting from such user's access to its computer network and the Internet, including but not limited to any fees or charges incurred through purchases of goods or services by the user. The user or, if the user is a minor, the user's parent(s)/legal guardian(s) agrees to cooperate with the District in the event of the school's initiating an investigation of a user's use of his/her access to its computer network and the Internet.

Violations

If any user violates this policy, the student's access to the District's internet will be denied, if not already provided, withdrawn, or curtailed and he/she may be subject to additional disciplinary action. The system administrator, The Internet Safety Coordinator, and/or the building principal will make all decisions regarding whether or not a user has violated this

policy and any related rules or regulations and may deny, revoke, suspend, or limit access at any time, with his/her/their decision being final. Actions which violate local, State, or federal law may be referred to the local law enforcement agency.

If the actions of the individual are also in violation of other District discipline policies, said student shall be subject to additional possible disciplinary action based upon these policies.

Internet Safety Coordinator

The Superintendent shall serve, or appoint someone to serve, as "Internet Safety Coordinator" with responsibility and authority for ensuring compliance with the requirements of federal law, State law, and this policy. The Internet Safety Coordinator shall develop and maintain administrative procedures to enforce the provisions of this policy and coordinate with the appropriate District personnel regarding the internet safety component of the District's curriculum. The Internet Safety Coordinator shall handle any complaints about the enforcement of this policy or refer them to other appropriate personnel depending on the nature of the complaint.

The Internet Safety Coordinator shall maintain documentation evidencing that instruction by school personnel on internet safety is occurring District wide.

Public Notification

The Internet Safety Coordinator shall inform the public via the main District webpage of the District's procedures regarding enforcement of this policy and make them available for review at the District office.

Submission to State Department of Education

This policy shall be filed with the State Superintendent of Public Instruction every five years after initial submission and subsequent to any edit to this policy thereafter.

Policy History:

Adopted on: 11-27-2012

Reviewed on: 04-06-2026

Revised on: 04-15-2026

District-Provided Access to Electronic Information, Services, and Networks

Acceptable Use of Electronic Networks

All use of electronic networks shall be consistent with the District's goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. These procedures do not attempt to state all required or proscribed behaviors by users. However, some specific examples are provided. Failure of any user to follow these procedures will result in the loss of privileges, disciplinary action, and/or appropriate legal action.

Terms and Conditions

1. Educational Purposes Only] All use of the District's electronic network must be either in support of education or research and in furtherance of the District's stated educational goals; or for a legitimate school business purpose. Use is a privilege, not a right. Students have no expectation of privacy in any materials that are stored, transmitted, or received via the District's electronic network or District computers. The District reserves the right to access, monitor, inspect, copy, review, and store, at any time and without prior notice, any and all usage of the computer network and internet access and any and all information transmitted or received in connection with such usage, including email and other messages.

2. Privileges: The use of the District's electronic networks is a privilege, not a right, and Inappropriate use of the District's electronic networks may result in cancellation of those privileges. The building principal will make all decisions regarding whether or not a user has violated these procedures, and may deny, revoke, or suspend access at any time. An appeal of such decisions may be made to the Superintendent within seven days. Their decision is final.

3. Unacceptable Uses: The user is responsible for their actions and activities involving the network. Some examples of unacceptable uses are the following:

- A. Using the network for any illegal activity, or to access websites encouraging illegal activity including violation of copyright or of contracts, or transmitting any material in violation of any U.S. or State law;
- B. Accessing sites which allow or promote online gambling;
- C. Accessing information pertaining to the manufacture of weapons or the promotion of illegal weapons;
- D. Downloading the TikTok app or visiting the TikTok website;
- E. Uses that cause harm to others or damage property;
- F. Unauthorized downloading, installation, or copying of software, regardless of whether it is copyrighted or checked for viruses;
- G. Downloading copyrighted material or trade secret information;
- H. Viewing, transmitting, or downloading pornographic materials, materials harmful to minors, or other sexually explicit materials;

- I. Using the network for private financial or commercial activities;
- J. Wastefully using resources, such as file space or a printer;
- K. Hacking, attempting to bypass security systems, or gaining unauthorized access to files, resources, or entities;
- L. Uploading a worm, virus, or other harmful form of programming and other uses that jeopardize the security of the network;
- M. Invading the privacy of individuals, which includes the unauthorized disclosure, dissemination, and use of information of a personal nature about anyone;
- N. Using another user's account or password or some other user identifier that misleads message recipients into believing that someone other than you is communicating;
- O. Posting material authored or created by another person, or pictures of another person, or another person's private information or messages without his or her consent;
- P. Posting anonymous messages or messages using a name other than one's own;
- Q. Using the network for commercial or private advertising;
- R. Uses that are commercial transactions;
- S. Accessing, submitting, posting, publishing, sending, or displaying any inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, or illegal material;
- T. Accessing sites which promote violence or depict or describe graphic violence. This includes promotion of self-harm;
- U. Accessing sites which advocate discrimination or which promote intolerance.
- V. Uses amounting to harassment, sexual harassment, bullying, or cyber-bullying;
- W. Uses that cause harm to others or damage their property, person, or reputation, including but not limited to engaging in defamation;
- X. Using the network while access privileges are suspended or revoked;
- Y. Promotion of political, personal, or religious causes in a way that presents such opinions as the view of the District;
- Z. Disclosing identifying personal information or arranging to meet persons met on the internet or by electronic communications;

4. Network Etiquette – The user is expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:

- A. Be polite. Do not become abusive in messages to others.
- B. Use appropriate language. Do not swear or use vulgarities or any other inappropriate language.
- C. Do not reveal personal information (including the addresses or telephone numbers) of other students or staff.
- D. Recognize that District email is not private. People who operate the system have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.
- E. Do not use the network in any way that would disrupt its use by other users.

5. Security: Network security is a high priority. If the user can identify a security problem with the District's electronic devices or services, the user must notify the system administrator, Internet Safety Coordinator, or building principal. The user shall not demonstrate the problem to other users. Users shall keep their account and passwords confidential. Users shall not use

another individual's account. Attempts to log on to the internet as a system administrator will result in cancellation of user privileges. Any user identified as a security risk may be denied access to the network.

6. Telephone Charges: The District assumes no responsibility for any unauthorized charges or fees, including telephone charges.

7. Copyright Web Publishing Rules: Copyright law and District policy prohibit the republishing of text or graphics found on the internet or on District websites or file servers, without explicit written permission.

- A. For each republication on a website or file server of a graphic or text file that was produced externally, there must be a notice at the bottom of the page crediting the original producer and noting how and when permission was granted. If possible, the notice should also include the website address of the original source.
- B. Students engaged in producing website pages must provide library media specialists with email or hard copy permissions before the website pages are published. Evidence of the status of "public domain" documents must be provided.
- C. The absence of a copyright notice may not be interpreted as permission to copy the materials. Only the copyright owner may provide the permission. The manager of the website displaying the material is not necessarily authorized to act as a source of permission.
- D. The "fair use" rules governing student reports in classrooms are less stringent and permit limited use of graphics and text.
- E. Student work may only be published if there is written permission from both the parent/guardian and the student.
- F. Violation of the copyright web publishing rules may result in denial of access to the network.

8. Use of Email

- A. The District's email system, and its constituent software, hardware, and data files, are owned and controlled by the District. The District provides email to aid students in fulfilling their duties and responsibilities and as an education tool.
- B. Email could be subject to public records requests and disclosures depending upon the subject matter of the contents of the email.
- C. The District reserves the right to access and disclose the contents of any account on its system, without prior notice or permission from the account's user. Unauthorized access by any student to an email account is strictly prohibited.
- D. Emails sent from a District account carry with them an identification of the user's internet domain. This domain name identifies the author as being with the District. Great care should be taken, therefore, in the composition of such messages and how such messages might reflect on the name and reputation of this District. Users will be held personally responsible for the content of any and all emails transmitted to external recipients.
- E. Any message received from an unknown sender should be treated with caution and handled as directed by the system administrator. Downloading any file attached to any electronic based message is prohibited unless the user is certain of that

- message's authenticity and the nature of the file so transmitted.
- F. Use of the District's email system constitutes consent to these regulations.

Internet Safety

1. Internet access is limited to only those "acceptable uses," detailed in these procedures.
2. Staff members shall supervise students while students are using District internet access at school, to ensure that the students abide by the Terms and Conditions for Internet Access contained in these procedures.
3. Each District computer with internet access shall be equipped with a filtering device that blocks materials that are obscene, pornographic, or harmful or inappropriate for students as defined by the Children's Internet Protection Act and as determined by the Superintendent or designee. The filter may also block other materials students are prohibited from accessing by District policy or procedure. The Superintendent or designee shall enforce the use of such filtering devices. Students must use the District's filtered network for all online activities on school grounds or using District equipment. Such filter shall also block access to the TikTok website. Measures shall also be undertaken to prevent the downloading of TikTok onto any District device or via the District's electronic network.
4. The Internet Safety Coordinator and/or building principal shall monitor student internet access.

Student Use of Social Media

Students will be held accountable for the content of the communications that they post on social media locations and are responsible for complying with District policy and procedures for content posted using a District computer, network, or software or when posted during school hours when the student is in attendance at school. Student posts on social media locations outside of school hours and school grounds using a personal computer, network, and software shall be private as long as they do not enter into the educational setting and interfere with the orderly operation of the school. Posts to social network sites using a District computer, network, or software may be subject to public records requests. Students may not disrupt the learning atmosphere, educational programs, school activities, or the rights of others.

All of the requirements and prohibitions in District policy and procedure apply to the use of social media on school grounds, through the District network or using District equipment, or as part of a class assignment.

These policies are authorized solely for the use of ISBA members who subscribe to ISBA Policy Services. They are not intended for, nor authorized for, any other purpose or use. Such materials shall not be copied, distributed, or otherwise used by any agent, employee, individual, or organization except as necessary for official District/Charter business by authorized ISBA Policy Services subscribers. Any personal, private, proprietary, or non-subscribed use is strictly prohibited.

Legal References:

20 USC § 7131	Internet Safety
20 USC § 9134(f)	State Plans - Internet Safety
IC § 18-1514(6)	Obscene Materials — Definitions
IC § 18-6726	TikTok Use by State Employees on a State-Issued Device Prohibited
IC § 33-132	Local School Boards — Internet Use Policy Required
IC § 33-2508	Digital and Online Library Resources for K-12 Students
Idaho Executive Order 2022-06	
Other References	Description
ISBA Policy Services	https://www.idsba.org/member-services/policy/

Cross References

Code	Description
2335	Digital Citizenship and Safety Education
2395	Idaho Digital Learning Academy Classes
3085	Sexual Harassment, Discrimination, and Retaliation Policy
3085-P(1)	Sexual Harassment, Discrimination, and Retaliation Policy - Title IX Sexual Harassment Grievance Procedure, Requirements, and Definitions
3085-F(1)	Sexual Harassment, Discrimination, and Retaliation Policy - Notice of Investigation & Allegation Template
3085-F(2)	Sexual Harassment, Discrimination, and Retaliation Policy - Reporting Form for Students
3260	Bring Your Own Technology Program
3260-F(1)	Bring Your Own Technology Program - Permission Form
3265	Student Owned Electronic Communication Devices
3275	District Provided Mobile Computing Devices (Alternatives)
3275-F(1)	District Provided Mobile Computing Devices (Alternatives) - AGREEMENT
3330	Student Discipline
5325	Employee Use of Social Media Sites, Including Personal Sites
5325-P(1)	Employee Use of Social Media Sites, Including Personal Sites - Recommended Practices for Use of Social Media Sites, Including Personal Sites
8705	Generative Artificial Intelligence

Policy History:

Adopted on: 04-15-2026

Reviewed on:

Revised on:

Garden Valley School District No. 71

STUDENTS

3350

Detention or Suspension

Students may be required to serve detention ~~or suspension~~ as a consequences for unacceptable behaviors. Reasons for being placed ~~on~~ ~~in~~ detention ~~or suspension~~ can be for failure to follow any of the rules of the various classrooms or any of the school behavioral standards. Students may be required to attend ~~after school or Part Friday detention for up to four (4) hours~~ ~~lunch or after school detention, in school suspension, or out of school suspension.~~

Preceding the assessment of such punishment, the staff member shall inform the student of the nature of the offense charged, and/or the specific conduct that allegedly constitutes the violation. The student shall be afforded an opportunity to explain or justify his/her actions to the staff member. Parents must be notified prior to a student serving ~~an after-school detention~~ ~~any~~ ~~detention or suspension.~~

Students detained for corrective action or punishment shall be under the supervision of ~~the a~~ staff member. ~~or designee.~~

Policy History:

Adopted on: 12-13-2011

Reviewed on: 04-06-2026

~~Revised on: 05-09-2017-04-15-2026~~

Garden Valley School District No. 71

STUDENTS

3350P

Detention or Suspension Procedures

Elementary

Noon Hour

Students may be kept in the classroom or office during the noon hour for recess and/or lunch time. A student may be detained for 10 minutes and then dismissed for lunch. If a student is to be detained for all of recess and lunch a meal will be provided for the student to eat during detention.

Recess

It might be necessary for a student to stay in for special guidance or to make up work.:-

After School

~~At this point in the day it is vital that parents know where their children are, and under whose supervision. Therefore, if it becomes necessary for a student to be kept after school, the teacher must make arrangements with the parents and have their consent. If the parent cannot be reached or does not give his/her consent, the student must be sent home. At this point, other arrangements can be made to give the student special help or guidance, either at noon, recess, or after school another day.~~

Junior/Senior Middle/High School

In addition to the above procedure students will bring reading materials or other classroom assignments to work on.

After School

At this point in the day it is vital that parents know where their children are, and under whose supervision. Therefore, if it becomes necessary for a student to be kept after school, the teacher must make arrangements with the parents and have their consent. If the parent cannot be reached or does not give his/her consent, the student must be sent home. At this point, other arrangements can be made to give the student special help or guidance, either at noon, recess, or after school another day.

The school is not responsible for transportation home following detention. Students must arrange for their own transportation home.

Policy History:

Adopted on: 12-13-2011

Reviewed on: 04-06-2026

Revised on: 05-09-2017 04-15-2026

Garden Valley School District

STUDENTS

3500F

Notice of Health Services

[NOTE: This form is to be provided to students' parents/guardians at the beginning of each school year.]

Dear parent or guardian,

The purpose of this form and the attached copy of the District's policy on Student Health/Physical Screenings/Examinations is to provide notice of all health services offered or made available through the school by the District or by any private organizations, and to provide notice of the District's policy on physical examinations and screening of students and to obtain parent/guardian consent for these services.

The District may also provide healthcare services without parent/guardian consent if District staff reasonably determines that a medical emergency exists and:

1. Furnishing the healthcare service is necessary to prevent death or imminent, irreparable physical injury; or
2. District staff cannot contact the parent/guardian despite a reasonably diligent effort and the student's life or health would be seriously endangered by further delay in the furnishing of healthcare services.

The District will provide the following additional health services or examinations which can only be provided with parental permission or in the event of an emergency as described above:

Health Service or Exam		Initial to Indicate Permission to Conduct the Health Service or Exam
Preventative health and wellness services and screenings as described in Policy 3500		
Administering or assisting the administration of medication as described in Policy 3510		

First aid and emergency care as described in Policy 3540		
Appropriate management of all health conditions with parental consent		
Any health services the District deems appropriate		

Parent Emergency Contact Information

Parent 1: Emergency Contact Name: _____

Emergency Contact Phone Number: _____

Emergency Contact Email Address: _____

Parent 2: Emergency Contact Name: _____

Emergency Contact Phone Number: _____

Emergency Contact Email Address: _____

Please select one of the following options:

_____ I hereby designate the following emergency contact for my child and grant them authority to consent to healthcare services provided by the school in the school's inability to reach me.

Emergency Contact Name: _____

Emergency Contact Phone Number: _____

Emergency Contact Email Address: _____

_____ I do NOT wish to designate an emergency contact to consent to health care services provided by the school in the school's absence of ability to reach me.

Student Name

Parent Name

Date

Parent Signature

Legal References	Description
20 USC § 1232(h)	FERPA: Protection of Pupil Rights
IC § 18-8701, et seq.	No Public Funds for Abortion Act
IC § 32-1015	Parental Rights in Medical Decision-Making
IC § 33-142	Adoption Education
IC § 33-6001	Parental Rights
IDAPA 08.02.03.160	Safe Environment and Discipline

Other References	Description
ISBA Policy Services	https://www.idsba.org/member-services/policy/

Cross References

Code	Description
2140	Student and Family Privacy Rights
2140-F(1)	Student and Family Privacy Rights - Consent Form
2425	Parental Rights
2425-P(1)	Parental Rights - Parent/Guardian Notification of Changes in Health and Well-being
2425-F(1)	Parental Rights - Efforts to Notify Parent/Guardian of Changes in Student Health or Well-being
3516	District-Provided Epinephrine
3523	Head Lice (Pediculosis)
3540	Emergency Treatment

Policy History:
Adopted on: 04-15-2026
Reviewed on:
Revised on:

Garden Valley School District

STUDENTS

3500F

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The District may also provide healthcare services without parent/guardian consent if District staff reasonably determines that a medical emergency exists and:

1. Furnishing the healthcare service is necessary to prevent death or imminent, irreparable physical injury; or
2. District staff cannot contact the parent/guardian despite a reasonably diligent effort and the student's life or health would be seriously endangered by further delay in the furnishing of healthcare services.

The District will provide the following additional health services or examinations which can only be provided with parental permission or in the event of an emergency as described above:

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Appropriate management of all health conditions with parental consent		
Any health services the District deems appropriate		

Parent Emergency Contact Information

Parent 1: Emergency Contact Name: _____

Emergency Contact Phone Number: _____

Emergency Contact Email Address: _____

Parent 2: Emergency Contact Name: _____

Emergency Contact Phone Number: _____

Emergency Contact Email Address: _____

Please select one of the following options:

_____ I hereby designate the following emergency contact for my child and grant them authority to consent to healthcare services provided by the school in the school's inability to reach me.

Emergency Contact Name: _____

Emergency Contact Phone Number: _____

Emergency Contact Email Address: _____

_____ I do NOT wish to designate an emergency contact to consent to health care services provided by the school in the school's absence of ability to reach me.

Student Name

Parent Name

Date

Parent Signature

Legal References	Description
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IC § 18-8701, et seq.	No Public Funds for Abortion Act
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IC § 33-142	Adoption Education
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Code	Description
2140	Student and Family Privacy Rights
2140-F(1)	Student and Family Privacy Rights - Consent Form
2425	Parental Rights
2425-P(1)	Parental Rights - Parent/Guardian Notification of Changes in Health and Well-being
2425-F(1)	Parental Rights - Efforts to Notify Parent/Guardian of Changes in Student Health or Well-being
3516	District-Provided Epinephrine
3523	Head Lice (Pediculosis)
3540	Emergency Treatment

Policy History:

Adopted on: 04-15-2026

Reviewed on:

Revised on:

Garden Valley School District

STUDENTS

3518

Treatment of Opioid Overdoses

The District's Board of Trustees wishes to prevent opiate-related overdose deaths. For this reason, The Board authorizes the District Superintendent to work with the District's school nurse to make available in any schools the Superintendent deems appropriate either naloxone, sometimes marketed as Narcan, or any other opioid antagonist permitted by Idaho Code.

Administration of an opioid antagonist shall not be required in circumstances of unavailability of the medication, unavailability of an employee trained to administer it, and/or uncertainty as to whether an opioid overdose is occurring, among other reasons. This policy shall not create a duty on the part of the District and/or its personnel to administer opioid antagonists.

Training

Before any District employee may administer an opioid antagonist under this policy, the employee must successfully complete training on recognizing opioid-related overdoses, administering the opioid antagonist provided by the District, promptly seeking medical attention for drug overdoses, and on this policy. Employees shall be trained every year on these topics.

A list of District employees who successfully completed such training shall be maintained, updated, and kept in the school nurse's office.

If the District's School Resource Officer does not already carry an opioid antagonist which they are trained and authorized to use, they may also be trained to administer opioid antagonists and provided with access to the schools' supplies of the medication in the same manner as trained District staff.

Students shall be encouraged to immediately report medical emergencies to school officials to ensure medical assistance can be immediately provided.

Storage of Opioid Antagonists

The medication shall be stored in a safe location in compliance with the drug manufacturer's instructions. The opioid antagonist shall be readily accessible to those employees who have completed the required training to administer it in the event of a suspected drug overdose. All properly trained employees shall be made aware of exactly where naloxone is being stored.

Administration of Opioid Antagonist

These protocols shall be followed when administering an opioid antagonist to respond to a suspected drug overdose:

1. The employee shall immediately ensure that someone calls 911 for emergency medical service personnel to be dispatched to respond to a suspected drug overdose.
2. The employee shall administer the opioid antagonist in accordance with the training they have received and take any further measures directed by their training.
3. The employee shall fully cooperate with emergency medical service personnel responding to the scene and shall not interfere with or impede the administration of emergency medical services to the individual suffering the suspected drug overdose.
4. The employee shall notify the principal of the incident as soon as possible.
5. The employee shall provide a written report describing the facts and circumstances surrounding the event.

The Principal shall provide a copy of the report to the Superintendent and to the school nurse.

Indemnification

Any person who administers an opioid antagonist provided under this policy to another person who appears to be experiencing an opiate-related overdose and who:

1. Acts in good faith and exercises reasonable care; and
2. Contacts emergency medical services as soon as possible;

will not be liable in a civil or administrative action or subject to criminal prosecution for such acts, as described in IC 54-1735.

Parental Notification

The District shall notify all parents/guardians of students of this policy once each school year through methods which may include providing it in the student handbook.

A student’s parent/guardian, as well as law enforcement, shall be notified of any incident in which their student is believed to have been under the influence of alcohol or controlled substances in accordance with Policy 3320. The student’s parent/guardian shall be notified of any health emergency they experience, as described in Policy 3540.

Non-Employee Administration of Opioid Antagonists

Nothing in this policy is intended to regulate, restrict, or otherwise deter any emergency medical technician from administering their own supply of an opioid antagonist when responding in good faith to a suspected drug overdose occurring on District property.

Legal References	Description
IC 54-1704	Definitions
IC 54-1733	Validity of Prescription Drug Orders
IC 54-1735	Emergency Medications
IDAPA 08.02.03.160.01.a	Safe Environment and Discipline

Other References
ISBA Policy Services
Cross References
Code
3320
3540

Description
<https://www.idsba.org/member-services/policy/>

Description
[Substance and Alcohol Abuse](#)
[Emergency Treatment](#)

Policy History:

Adopted on: 04-15-2026

Reviewed on:

Revised on:

STUDENTS

3570

Student Records

School student records are confidential, and information from them shall not be released other than as provided by law. State and federal laws grant students and parents certain rights, including the right to inspect, copy, and challenge school records. The information contained in school student records shall be kept current, accurate, clear and relevant. All information maintained concerning a student receiving special education services shall be directly related to the provision of services to that child. The District may release directory information as permitted by law, but parents shall have the right to object to the release of information regarding their child. Military recruiters and institutions of higher education may request and receive the names, addresses, and telephone numbers of all high school students, unless the parent(s) notifies the school not to release this information.

The Superintendent shall implement this policy consistent with state and federal law and may develop administrative procedures to assure compliance with state and federal law. The Superintendent or a designee shall inform staff members of this policy, and shall inform students and their parents of it, as well as their rights regarding student school records.

Legal Reference: ~~20 U.S.C. § 1232g; 34 C.F.R. 99 Family Education Rights and Privacy Act, I.C. § 33-209 — Transfer of Student Records — Duties I.C. § 32-717 — A Parents' Access to Records and Information No Child Left Behind Act of 2001, P.L. 107-334~~

Legal References	Description
20 USC Section 1232g, et seq.	Family Educational Rights and Privacy Act (FERPA)
34 CFR Part 99	Implementing FERPA
IC § 33-133	Idaho Student Data Accessibility, Transparency, and
Accountability Act — Definitions	— Student Data — Use and Limitations — Penalties
IC § 33-209	Attendance at Schools — Transfer of Student Records —
Duties	
IC § 33-6001	Parental Rights
IC § 33-717A	Divorce Actions — Parents' Access to Records and
Information	

Other References	Description
ISBA Policy Services	https://www.idsba.org/member-services/policy/

Cross References	Description
2500	Library Materials
2500-F(1)	Library Materials
3560	Video Surveillance
3575	Student Data Privacy and Security
3620	Transfer of Student Records

4170	District or School Operated Social Media
4260	Records Available to Public
4260-F(1)	Records Available to Public - Request for Public Records
8605	Retention of District Records
9550	Cybersecurity & Data Breach Response Policy

Policy History:

Adopted on: 12-13-2011

Reviewed on: 04-06-2026

Revised on: 05-09-2017 04-15-2026

Student Records

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

*This notification may be distributed **annually** by any means likely to reach the parent(s) /guardian(s).*

~~The District will maintain a file for each student that shall contained the information, including but not limited to the following:~~

~~unique student identifier basic identifying information academic transcripts attendance record immunization records intelligence and aptitude scores psychological reports achievement test results participation in extracurricular activities honors and awards teacher anecdotal records special education files verified reports or information from non-educational persons verified information of clear relevance to the student's education information pertaining to release of this record disciplinary information~~

The District will maintain a record for each student that shall contain the information listed in the attached copy of Procedure 3570P.

Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) affords parents/guardians and students over eighteen (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 eighteen (18) years of age have the right to inspect and copy their permanent record. Parents/guardians 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 a nominal fee 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.

When the student reaches eighteen (18) years of age, or is attending an institution of post secondary education, all rights and privileges accorded to the parent become exclusively

those of the student.

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

Parents/guardians 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 student 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 or state law 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 a 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 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 their child, and (2) references to expulsions or out-of-school suspensions, if the challenge is made at the time the student's school student records are forwarded to another school to which the student is transferring.~~

Disclosure is also permitted without consent for research, statistical reporting, or planning purposes as described in Procedure 3570P.

~~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. ~~limited to:~~

~~name address gender grade level
birth date and place
parents'/guardians' names and addresses academic awards, degrees, and honors
information in relation to school-sponsored activities, organizations, and athletics
major field of study
period of attendance in school~~

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 thirty (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 request that that information not be released to military recruiters and/or institutions of higher education.**

Pursuant to federal law, the District is required to release the names, addresses, and telephone numbers of all high school students to military recruiters and institutions of higher education upon request.

Parent(s)/guardian(s) or eligible students may request that the District not release this information, and the District will comply with the request.

7. **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.**

The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education 400 Maryland
Avenue, SW Washington, DC 20202-4605

Policy History:

Adopted on: 12-13-2011

Reviewed on: 04-06-2026

Revised on: ~~05-09-2017~~ 04-15-2026

STUDENTS

3570P

Student Records Procedure

The District shall maintain a record for each student that shall contain information, including but not limited to the items listed below, if the District has created or received such information. Items 1 through 7 must be included.

1. Birth certificate;
2. Proof of residency;
3. Unique student identifier issued and assigned by the State Department of Education;
4. Basic identifying information;
5. Academic transcripts;
6. Immunization records;
7. Attendance records;
8. Intelligence and aptitude scores;
9. Psychological reports;
10. Achievement test results;
11. Participation in extracurricular activities;
12. Honors and awards;
13. Special education records (maintained pursuant to IDEA requirements);
14. Verified reports or information from non-educational persons;
15. Verified information of clear relevance to the student's education; and
16. Disciplinary records.

The District has determined that the following documentation shall be permanently maintained:

1. The unique student identifier;
2. Transcript;
3. Graduation date;

Other content of the student record shall be maintained for a period of seven years after a student graduates or permanently leaves the District, except for those records for which longer retention is required.

Special Education Records shall be maintained in accordance with then-applicable special education laws, as such may change from time to time.

Personnel Responsible for Records Maintenance

The District's public records custodian, in conjunction with the Superintendent and their designee shall be responsible for the maintenance, retention, or destruction of a student's records, in accordance with the District's procedure established by the Superintendent.

Access to Student Records

The District shall grant access to student records as follows:

1. The District or any District employee shall not release, disclose, or grant access to information found in any student record except under the conditions set forth in this policy and consistent with the provisions of State and federal law. This includes the provisions of IC 33-133.
2. The parents of a student under 18 years of age shall be entitled to inspect and copy information in the child's school records. Such requests shall be made in writing and directed to the records custodian. Access to the records shall be granted within five school days of the District's receipt of such a request unless state or federal law specifically provides another length of time.

Where the parents are divorced or separated, both shall be permitted to inspect and copy the student's school records unless a court order indicates otherwise. The District shall send copies of the following to both parents at either one's request, unless a court order indicates otherwise or parental rights have been terminated by court order or parental agreement:

- A. Academic progress reports or records;
- B. Health reports;
- C. Notices of parent-teacher conferences;
- D. School calendars distributed to parents/guardians; and
- E. Notices about open houses and other major school events, including pupil-parent interaction.

When the student reaches 18 years of age or otherwise becomes emancipated, the rights detailed herein for the parent/legal guardian are transferred to the student, unless otherwise addressed by the student, permitted parental access to the student information system, or via court order/guardianship. Additionally, the parents of dependent students, as defined by the Internal Revenue Service (i.e. student termed dependent for income tax purposes) may have access to student educational records if the parents establish this right, via either a copy of the applicable tax forms and/or a Parental Affidavit for Educational Records attesting to the student's dependent status.

Access shall not be granted to the parent or the student to confidential letters and recommendations concerning the admission to a post-secondary educational institution, applications for employment, or the receipt of an honor or award, if the student has waived their right of access after being advised of their right to obtain the names of all persons making such confidential letters or statements.

3. The District may grant access to, or release information from, student records to employees or officials of the District or the Idaho State Board of Education, provided a current, demonstrable, educational or administrative need is shown, without parental consent or notification. Access in such cases shall be limited to the satisfaction of that need.
4. For purposes of an audit or evaluation by a federal or State-supported education program, and to comply with federal requirements related to such a program. The receiving entity must be a State or educational authority or another entity allowed by the Family Educational Rights and Privacy Act (FERPA), or must be an authorized representative of such an entity.

For each new audit, evaluation, or enforcement effort, the District shall enter into a written agreement when designating anyone other than its employee as its authorized representative. The District shall be responsible for using reasonable methods to ensure, to the greatest extent practicable, that the authorized representative:

- A. Uses the personal information only for the authorized purpose;
- B. Protects the personal information from further unauthorized disclosures or other uses; and
- C. Destroys the personal information when it is no longer needed for the authorized purpose. Such destruction shall be affected by any specified time period set forth in the written agreement.

5. The District may grant access to, or release information from, student records without parental consent or notification to any person, for the purpose of research, statistical reporting, or planning, provided that no student or parent can be identified from the information released, and the person to whom the information is released signs an affidavit agreeing to comply with all applicable statutes and rules pertaining to school student records. Any such release in this regard shall be consistent with Idaho Code and Policy 3575 relating to the limitations on the release of student data.
6. The District shall grant access to, or release information from, a student's records pursuant to a court order or appropriate subpoena. In most instances, the parent/qualified student shall be given prompt written notice of such order/subpoena, a general statement of the documents which will be released, and the proposed date of release of the documentation requested. However, there are very limited circumstances under the USA Patriot Act where schools are required to disclose information without notice to the parent or student to the Attorney General of the United States upon an ex parte order in connection with the investigation or prosecution of terrorism crimes or other such specified situations when the court order prohibits disclosure (i.e. Federal Grand Jury Subpoena or Law Enforcement Subpoena wherein such order indicates disclosure is not permitted).
7. The District shall grant access to or release information from any student record as specifically required by federal or state statute.
8. The District shall grant access to, or release information from, student records to any person possessing a written, dated consent, signed by the parent or eligible student with particularity as to whom the records may be released, the information or record to be released, and the reason for the release. One copy of the consent form will be kept in the records, and one copy shall be mailed to the parent or eligible student by the Superintendent. Whenever the District requests the consent to release certain records, the records custodian shall inform the parent or eligible student of the right to limit such consent to specific portions of information in the records.
9. The District may release student records to the Superintendent or an official with similar responsibilities in a school in which the student has enrolled or intends to enroll, upon written request from such official.
10. The District may release student records or information in connection with an emergency, without parental consent, if the knowledge of such information is necessary to protect the health or safety of the student or other persons. The records custodian shall make this decision taking into consideration the nature of the emergency, the seriousness of the threat to the health and safety of the student or other persons, the need for such records to meet the emergency, and whether the persons to whom such records are released are in a position to deal with the emergency. Any release that is made must be narrowly tailored considering the immediacy, magnitude, and specificity of the information concerning the emergency and the information should only be released to those persons whose knowledge of the information is necessary to provide immediate protection of the health and safety of the student or other individuals (i.e. law enforcement, public health officials, trained medical personnel). The length of the exception is limited to the period of the emergency and does not allow for a blanket release of personally identifiable information from a student's records. The District shall notify the parents or eligible student as soon as possible of the information released; the date of the release; the person, agency, or organization to which the release was made; and the purpose of the release and the same information shall be recorded in the student's record log.
11. The District will comply with an ex parte order requiring it to permit the U.S. Attorney General or designee to have access to a student's school records without notice to or consent of

the student's parent(s)/guardian(s).

12. The District may charge a fee for copying information in the student's records.

Directory Information

The District may release certain directory information regarding students, except that parents may prohibit such a release. Directory information shall be limited to:

1. Name;
2. Grade level;
3. Academic awards, degrees, and honors;
4. Information in relation to school-sponsored activities, organizations, and athletics;
5. Major field of study;
6. Period of attendance in school; and
7. A student's photo solely for the purpose of publication or recognition of a student's honors, awards, or achievements, or for any District informational or promotional use on its social media or other publications, or for any yearbook.

The notification to parents and students concerning school records will inform them of their right to object to the release of directory information.

Military Recruiters/Institutions of Higher Education

Pursuant to federal law, the District is required to release the names, addresses, and telephone numbers of all high school students to military recruiters and institutions of higher education upon request. The notification to parents and students concerning school records will inform them of their right to object to the release of this information.

Student Record Challenges

Parents/guardians may challenge the accuracy, relevancy, or propriety of their student's records, except for challenges made to the following when a student's school records are being forwarded to another school:

1. Grades; and
2. References to expulsions or out-of-school suspensions

Parents/guardians who wish to challenge a record should write to the school principal or records custodian, clearly identifying the part of the record they want changed or removed, and specifying the reason.

If the District decides not to amend the record as requested by the parent(s)/guardian(s) or eligible student, the parent/guardian has the right to request a hearing at which each party has:

1. The right to present evidence and to call witnesses;
2. The right to cross-examine witnesses;
3. The right to counsel;
4. The right to a written statement of any decision and the reasons therefore; and
5. The right to appeal an adverse decision to an administrative tribunal or official, to be established or designated by the State Board.

The District will notify the parent(s)/guardian(s) or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Such notice shall be in writing and

provided within a reasonable period of time after the hearing. 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.

The parents may insert a written statement of reasonable length describing their position on disputed information. The school will include a statement in any release of the information in dispute.

Legal References	Description
20 USC Section 1232g, et seq.	Family Educational Rights and Privacy Act (FERPA)
34 CFR Part 99	Implementing FERPA
IC § 33-133	Idaho Student Data Accessibility, Transparency, and
Accountability Act — Definitions —	Student Data — Use and Limitations — Penalties
IC § 33-209	Attendance at Schools — Transfer of Student Records — Duties
IC § 33-6001	Parental Rights
IC § 33-717A	Divorce Actions — Parents' Access to Records and Information

Other References	Description
ISBA	Policy Services https://www.idsba.org/member-services/policy/

Cross References

Code	Description
2500	Library Materials
2500-F(1)	Library Materials
3560	Video Surveillance
3575	Student Data Privacy and Security
3620	Transfer of Student Records
4170	District or School Operated Social Media
4260	Records Available to Public
4260-F(1)	Records Available to Public - Request for Public Records
8605	Retention of District Records
9550	Cybersecurity & Data Breach Response Policy

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