

INSTRUCTION

2470P

Self-Directed Learner Procedure

Eligibility Requirements

To be a designated self-directed learner, a student must meet all the following criteria:

1. ~~Demonstrate mastery of content knowledge through grades, assessments, or mastered standards.~~ Be enrolled as a sophomore, junior, or senior.
2. ~~Be fluent in addition and multiplication facts for number 0 x 0 to 10 x 10, as well as related subtraction and division facts.~~ Demonstrate consistent academic success and the ability to work independently. The student must maintain grades of C or above in all currently enrolled classes that include SDL.
3. Demonstrate timeliness in completing and turning in assignments, self-motivation, responsibility, and the ability to establish and accomplish goals.
4. Be a positive influence in the class by demonstrating good citizenship and encouraging other students to be respectful.
5. If the student has previously participated in virtual, online, or off-campus learning, the student must have earned a 2.75 GPA and completed the virtual learning period without being required to return to on-campus instruction due to academic performance, lack of participation, failure to complete assignments, or other concerns related to the student's ability to learn independently.
6. The student must have reliable internet access at home or at another regularly available off-campus location sufficient to complete assigned coursework and communicate with teachers.
7. A student who previously participated as a Self-Directed Learner must have successfully performed all requirements and responsibilities of an SDL student during the prior semester. A student who failed to meet SDL requirements will not be eligible for Self-Directed Learner status during the following semester.

~~Additionally, students in 8th grade or higher~~ Students must also show that they have made an informed choice of post-secondary career and education goals (these goals may change) by:

1. Creating a full student learning plan as defined in I.c. 33-1001(30), and keep it up to date; and
2. Working toward their post-secondary goals and supplementing their student learning plan, if applicable, with such activities as participation in extended learning opportunities, advanced opportunities, challenging courses, or successful completion of an online course. The Board directs the ~~superintendent~~ principal or designee to develop a process for a student to document their post-secondary goals for the purpose of this policy.

The Board directs the ~~Superintendent~~ principal or his designee to determine ways of establishing whether a student has met all the criteria above. These measures may be based on the following and/or on other measures the ~~Superintendent~~ principal or his designee deems appropriate as approved by the board:

1. ~~GPA and/or achievement of a minimum grade for all classes being taken at Garden Valley School;~~ Achievement of a grade of C or above in all classes;
2. Scores on specified assessments;

3. Teacher reports on whether the student meets all of the criteria listed above and
4. Review of the student's previous virtual, online, off-campus, or Self-Directed Learner performance, when applicable.

Designation of Self-Directed Learner

To be designated a self-directed learner, a request must be submitted to the building principal. The request process may be initiated by a student, their parent/guardian, or one of the student's teachers. The request must include the following:

1. A permission of the student's parent/guardian if under 18 years of age.
2. An explanation by the student why a self-directed learner designation would be beneficial to meet their education goals.
3. A description of the exemptions from standard instruction practices and requirements sought for the student which could include: taking extra classes such as online courses, spending extra time in a specific course with the permission of the instructor, taking a planned family vacation, work release, internship, doing research, competitive sports activities, or other similar activities. If a student is to be absent from the classroom during the usual school day, this must include a statement of who is responsible for supervising the student.
4. A student and his or her parent/guardian may take independent study to fulfill a requirement if the student can pass a predetermined assessment or create a satisfactory portfolio to show mastery.
5. As an explanation of how this flexibility will aid the student in meeting his or her goals as well as mastering grade-level content. For students in 8th grade and above, this must include an explanation of how flexible learning will further the student's progress toward identified postsecondary goals.
6. Criteria the student will be required to meet to maintain their designation as a self-directed learner, such as:
 - A. Continued mastery of content knowledge and skills, academic growth progress toward postsecondary goals or other measures of student learning as specified further in the request.
 - B. Compliance with the District's rules regarding student conduct except for any from which the student is specifically exempted: and
 - C. Submission of regular updates each semester outlining the flexibility sought for upcoming instruction and how it will aid the student in meeting their goals.

Students who are in grade 8-10 or higher must also include a description, written by the student, of their self-determined personal life goals, including an explanation of how attending specific classes will lead to the fulfilment of personal life goals in addition to identified post-secondary goals.

The request may be submitted anytime during the school year.

The application will be reviewed by the principal or his designee and any staff deemed appropriate. A decision will be made within 7 days of receipt of the application. The student will be notified in writing of the status of the application. If additional information is needed, the information must be received prior to final determination.

A student whose request has been denied may request a meeting with the building principal. He will provide the student with a rationale as to why the proposal was denied. The student may resubmit an alternative proposal.

Ending Self-Directed Learner Status

The ~~superintendent~~ principal shall designate a staff person to supervise the self-directed learner's educational program. The student shall take a form called "The Teacher Signoff Form" each ~~month~~ semester to each class the student attends at Garden Valley School and get the signature of the teacher(s) to maintain self-directed learner status and give it to the ~~superintendent~~ principal each ~~month~~ semester. If a ~~teacher~~ Principal or designee determines that:

1. A student is failing to meet the criteria, or
2. A student is failing to complete assignment within the time provided, or
3. A student's attitude and citizenship is no longer exemplary

If any of the above criteria are met, then the ~~superintendent~~ principal or designee shall determine whether to rescind the self-directed learner status. Self-directed learner status may be rescinded anytime the above criteria are met. However, the student should be given 2 weeks to remedy any deficiency. A student's parent or student may submit notice to the ~~superintendent~~ principal or designee that they wish to terminate the student's flexible learner status at the end of the quarter, semester, or school year.

Application for Self-Directed Learn Status

Student _____

Grade level _____

Application initiated by _____

Relationship to Student Student

Parent/Guardian

Teacher

Eligibility Criteria

To be eligible for designation as a self-directed learner a student must meet each of the following criteria.

1. Demonstrate master of content each Garden Valley School class at their grade level through grades, assessments, or mastery based education rubrics. The applicant has chosen to demonstrate they meet this requirement with
 - a. Their most recent report card ~~or progress report~~ must have a minimum 2.75 GPA with all grades being a C or higher, indicating a grade of at least a B in each class at Garden Valley School and the two teachers who recommends a self-directed learn status; ~~or~~
 - b. ~~Their most recent Benchmark or ISAT indicating a score of proficient in math and ELA. (The superintendent or designee shall consult the student's records to confirm whether the student meet these criteria:).~~
2. Demonstrates timeliness in returning assignments, self-motivation, and ability to establish goals. This may be demonstrated with the signature of a student's teacher(s).
3. ~~Students must demonstrate fluency of addition and multiplication math facts for numbers 0 + 0 to 10 x 10. The applicant may demonstrate they meet this goal by completing a mixed math fact sheet with 60 facts in 2.5 minutes or less or complete a mad minute in each addition, subtraction, multiplication, and division.~~
4. Students must show that they have made an informed choice of postsecondary career and education goals by:
 - a. Creating a full and official student learning plan with Garden Valley School and keeping it up-to-date. The building principal ~~or designee~~ will consult with student's records to confirm whether they meet this criterion or
 - b. ~~Documenting the student's post-secondary goals with guidance counselor, or~~
 - c. ~~Working toward their postsecondary goals and supplementing their student learning plan with such activities as participation in extended learning opportunities, advanced opportunities, challenging courses, or successful completion an online course. Please attach a description of these activities.~~
5. Students must provide with this application a description written by the student of their self-determined personal life goals, including an explanation of how attending specific classes will lead to the fulfillment of these personal life goals in addition to their post-secondary goals.

How this flexibility will aid the student in meeting their goals and mastering grade-level content. These could include any other following:

- a. Taking extra classes/independent study
- b. Concern over missing too many days (taking an extended family vacation, sports, etc.)
- c. Getting ahead in a specific class(es)
- d. Dual Credit, Advanced Opportunities,
- e. Internships, apprenticeships, or workforce training
- f. Other

Flexibility Requested

~~Please attach another sheet of paper or an electric document describing:~~

- ~~1. The exemptions from standard instruction practices and requirements sought by the student;~~
- ~~2. Who will be responsible for supervising the student if they will be absent from the classroom during the usual school day;~~
- ~~3. How this flexibility will aid the student in meeting their goals and mastering grade-level content. These could include any other following:~~
 - ~~a. Taking extra classes/independent study~~
 - ~~b. Concern over missing too many days (taking an extended family vacation, sports, etc.)~~
 - ~~c. Getting ahead in a specific class(es)~~
 - ~~d. Dual Credit, Advanced Opportunities,~~
 - ~~e. Internships, apprenticeships, or workforce training~~
 - ~~f. Other~~

Requirements

For a student to maintain their status as a self-directed learner, the student must:

1. Continue to master content knowledge and skills appropriate for their grade level and make academic progress. This will be measured by grades, district benchmarks, and state assessments. The student must maintain a grade of C or above in all classes.
2. Comply with the Garden Valley School rules regarding student conduct, except for any from which the student is specifically exempted.
3. Provide updates outlining the flexibility sought for upcoming instruction and how it will aid the student in meeting their goals. Such updates must be provided every quarter. 4. Explain how flexibility and self-directed learner status is beneficial, every semester. Participate in a quarterly Self-Directed Learner check-in with the designated school staff member. The check-in will include:
 - What is going well?
 - What is not going well?
 - Is any additional help or support needed?
 - Is the student completing and submitting assignments as required?
 - Is the student maintaining a grade of C or above in all courses?

Failure to maintain the 70% minimum grade requirement or to submit all required grade screenshots by the student's designated day will result in an email warning to the student and parent/guardian.

The student will then have a two-week grace period to correct the issue. If the issue is corrected within the two-week period, the student may continue participating as a Self-Directed Learner.

After the grace period, the student must remain in compliance for the remainder of the semester. Any additional occurrence of a grade falling below 70% or failure to submit the required grade screenshots will result in the student returning to on-campus instruction the following Monday for the remainder of the semester.

Required Signatures

The following signatures must be provided with the application.

I wish to be designated as a self-directed learner in accordance with the requirements laid out in this application. I will strive to meet these requirements to maintain my status. I understand that the self-directed learner status may be revoked if the conditions are not met.

Student Name (please print)

Student Signature

Date

I grant permission for my child to be designated as a self-directed learner in accordance with the plan and the requirements laid out in this application. I also understand that I am responsible for my child for any off-campus activities identified in this application.

Parent/Guardian Name (please print)

Parent/Guardian Signature

Date

I recommend that this student be designated as a self-directed learner. I attest that the student has demonstrated fluency in the math facts, timeliness in returning assignments, self-motivation, good citizenship, and an ability to establish goals. I believe this designation would be appropriate and beneficial for the student.

#1 Teacher's Name (please print)

Teacher's Signature

Date

#2 Teacher's Name (please print)

Teacher's Signature

Date

Principal's Name (please print)

Principal's Signature

Date

Adopted:11-25-2023

Reviewed:

Revised: ~~12-19-2024~~ 8-19-2026

Garden Valley School District No. 71

INSTRUCTION

2353

Moment of Silence

At or near the beginning of each school day, all grade levels in all schools shall observe at least 60 seconds of silence as required by Idaho Code. During this minute, students may sit quietly or engage in any silent activity permitted by school rules and District policy provided the activity does not distract or interfere with other students. Engaging in noisy or disruptive activities during this time is prohibited and may result in disciplinary action.

Staff shall not direct students regarding the nature of any reflection the students may choose to engage in during this time.

Each year the District shall provide notice to parents/guardians informing them the District observes this minute of silence and directing parents/guardians to provide guidance to their children regarding the minute of silence.

Legal References

IC 33-1639

Cross References

Code

4175

Description

Moment of Silence in Public Schools

Description

Required Annual Notices

Adopted: 08-19-2026

Reviewed:

Revised:

Garden Valley School District No. 71

INSTRUCTION

2353F

Moment of Silence- Parent Notice

Each year, the District shall provide written notice to parents/guardians informing them that the District observes a minute of silence as required by Idaho Code and directing parents/guardians to provide guidance to their children regarding the minute of silence.

Legal References

IC 33-1639

Cross References

Code

4175

Description

Moment of Silence in Public Schools

Description

Required Annual Notices

Adopted: 08-19-2026

Reviewed:

Revised:

SCHOOL FACILITIES

9550

Cybersecurity & Data Breach Response Policy

This policy aims to prevent data breaches and to ensure any such breaches are addressed quickly and appropriately. In pursuit of this, the Board directs the Superintendent or their designee to work toward implementing the National Institute of Standards and Technology (NIST) Cybersecurity Framework.

Prevention Strategies

For the purposes of this policy, a data breach refers to any instance in which there is an unauthorized release or access of personally identifiable information, or of other sensitive data. This can include, but is not limited to, student educational records, personnel records, and financial records. It can include situations such as malicious actors gaining access to District devices or systems; the loss of District devices; and devices or networks left unsecured by accident, negligence, or a security system failure.

Sensitive data shall mean data whose release could cause social, physical, or financial harm to the individual(s) it pertains to or to the District.

The Board emphasizes the following cybersecurity principles, which the Superintendent or designee shall draft procedures to implement:

1. Multifactor authentication for remote access and admin/privileged controls: To the extent feasible, phishing-resistant multifactor authentication will be required to access sensitive information and security-sensitive systems.
2. Endpoint detection and response: The Superintendent or their designee shall ensure all District devices are protected by endpoint protection including, but not limited to, antivirus software and any other appropriate measures to detect attempted breaches of network security. The Superintendent or designee shall ensure District devices are safe when used at school and, if applicable, when used at other locations. They shall ensure steps are taken to block access to known malicious content online, to protect users from email-based attacks, and to ensure security updates are installed promptly.
3. Secured, encrypted, and tested backups: The Superintendent or their designee shall ensure backups of important data are maintained securely to protect against data loss or destruction. They shall strive, when feasible, to ensure three backup copies of important data are kept, two of which are stored on different mediums, and one of which is stored at a separate physical site from the others. At least one of these copies should be stored on a device not connected to the Internet.
4. Privileged access management: The Superintendent or their designee will regularly check that individuals who no longer need access to sensitive data and systems do not have access to them. This shall include ensuring access is immediately terminated when an individual's employment with the District is terminated or otherwise separated and when a student

graduates or otherwise exits the District. To the extent feasible the Superintendent or designee shall ensure that duties are separated to prevent inappropriate access to or use of sensitive data. This also includes a requirement to ensure passwords are secure and are not shared. To limit risk, sensitive data will be safely archived or deleted when appropriate.

The Superintendent or designee shall maintain an inventory of the District's physical and electronic assets related to cybersecurity that designated staff members should secure in the event of a possible disaster or data breach. These assets include, but are not limited to electronic files, logins, electronic devices, and equipment used to provide access to the Internet and any District networks. The list shall indicate where these assets are stored and how they are protected.

The Superintendent or designee shall also conduct privacy risk assessments for the District and of parties with whom it shares sensitive data. For this policy, privacy risk assessment shall mean a process to help analyze and assess privacy risks arising from the processing of their data.

Training and Awareness

The Superintendent or their designee shall provide and require training on cybersecurity, preventing data breaches, and securing confidential records for staff, students, contractors, and others with access to District records or electronic networks. This may include providing information on how and when to report a possible data breach.

Failure to participate in such training could have negative consequences to the individual or entity which may include, but are not limited to, personnel action, refusal to allow the person or entity to use the District's computer systems or electronic devices.

Breach Response

The Superintendent or their designee shall check for signs of a data breach through such methods as automated tools, verifying whether current security measures are effective, searching online for signs of leaked data, and conducting tests of current security.

The Superintendent or designee shall create a Data Breach Response Plan for inclusion in the District's Crisis Management Plan. They may involve experts and stakeholders in the process of creating this plan. The Superintendent or designee may also conduct regular data breach drills or tests of portions of the Data Breach Response Plan. Those responsible for implementing the Data

Breach Response Plan may be provided with training on or notification of the Plan regularly. The Technology Coordinator and any experts and stakeholders they choose to involve shall review the Plan annually to ensure it is current and that any appropriate improvements are made to it. Such review shall also take place following any suspected data breach.

The Technology Coordinator shall direct staff to report any possible data breach to the technology coordinator. Apart from such reporting, staff shall keep information about the breach confidential unless and until they have been assigned communication responsibilities related to the breach.

If the District identifies a lapse in security exposing sensitive information but it is unclear whether anyone has obtained or accessed such data, the District shall treat the incident as a data breach and/or immediately remedy the issue.

The District's Data Breach Response Plan shall include the following elements:

1. A process for determining whether a suspected breach is an actual breach and, if so, for learning about the nature of it, such as:

- A. Whether the breach is still active;
- B. The scope of the breach; and
- C. Whether the breach was accidental or malicious and whether it was internal or external.

2. The positions responsible for participating in the response to a possible data breach, including:

- A. An incident response leader and alternate leader who will coordinate such response;
- B. The Superintendent or their designated administration representative;
- C. Information technology staff;
- D. The District legal counsel;
- E. Communications or public relations personnel;
- F. Risk management personnel; and
- G. The business manager or designee.

The plan shall also include the duties of each position, as determined by the Superintendent.

3. A process for deciding the appropriate course of action. This shall include:

- A. Choosing an individual or organization to investigate the breach;
- B. A listing of District resources available to address the breach and the authority who can approve their use;
- C. Fixing an active breach;
- D. Consulting with legal counsel to ensure legal requirements are met, including any federal, state, or district-level requirements to notify outside authorities or victims of a breach;
- E. A plan for providing information about the breach if required or when communication is appropriate for the sake of transparency, to assist agencies working to prevent future breaches;
- F. Providing support to individuals whose sensitive data was subject to the breach;
- G. Whether to report the incident to law enforcement and, if so, how to coordinate with them;
- H. Determining which outside organizations or individuals should be consulted or involved in the response, such as the Family Policy Compliance Office or other outside experts;
- I. Taking measures to preserve evidence of the breach and document the District's response;
- J. Determining the cause of the breach and how to prevent similar breaches in the future, such as through technological fixes, training, or other measures; and
- K. A plan for maintaining continuity of District operations through the breach. This plan shall include details on the keeping and use of data backups.

Third Parties

The Technology Coordinator shall take measures to limit risk when using third-party tools or services

and when it is necessary to share sensitive data with third parties.

They shall also regularly review such third parties’ policies on data breach notifications and backing up data or ensure these topics are addressed adequately in the District’s contract with such Providers.

Legal Compliance and Insurance

The Superintendent or their designee shall report any cybersecurity incident to the Office of the Attorney General within 24 hours as required by IC 28-51-105. When required, the incident shall also be reported to the Idaho Superintendent of Public Instruction and the Executive Director of the Office of the State Board of Education.

The Superintendent or designee shall record any breach of education records in the log of releases of information described in Procedure 3570P. Any cybersecurity incident shall also be reported to the federal Cybersecurity and Infrastructure Security Agency if required by the Cyber Incident Reporting for Critical Infrastructure Act of 2022 or, in cases where reporting is optional if the Superintendent chooses to do so.

In the event of any cybersecurity event, the Technology Coordinator shall immediately contact their cybersecurity insurance provider and, if applicable, the District’s managed security provider.

Legal References

34 CFR 99.32(a)(1)

Description

What Recordkeeping Requirements Exist Concerning Requests and Disclosures?

CIRCI

Cyber Incident Reporting for Critical Infrastructure Act of 2022

IC § 28-51-104

Definitions

IC § 28-51-105

Disclosure of Breach of Security of Computerized Personal Information by an Agency, Individual or a Commercial Entity

Other References

ISBA Policy Services

Description

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

Sample Cybersecurity Breach Response Plan

Description

Center for Internet Security

[Information Security](#)

Center for Internet Security

[Acceptable Use of Information Technology Resources Policy](#)

Center for Internet Security

NIST Cybersecurity Framework: Policy Template Guide

Center for Internet Security

[CIS Critical Security Controls Version 8](#)

Center for Internet Security

SANS Institute

Cross References

[Acceptable Use Policy Template for the CIS Controls](#)

[Security Policy Templates](#)

Code

3570

3570-P(1)

3570-F(1)

3570-F(2)

3575

Description

[Student Records](#)

[Student Records - Maintenance of School Student Records](#)

[Student Records - Notification to Parents' and Student's of Rights Concerning a Student's School Records](#)

[Student Records - Permission to Use Likeness](#)

[Student Data Privacy and Security](#)

Adopted: 08-19-2026

Reviewed:

Revised: