



2023/2024 Coeur d'Alene School District/Borah Elementary Parent-Student Handbook Agreement

A link for the Student Handbook can be found on the Borah Website (www.cdaschools.org/borah) under Borah News. Please let us know if you need a hard copy.

The following important policies and procedures are guidelines developed to insure the safety and welfare of students. They are listed on the school or district Parent-Student Handbook.

- | | | |
|--------------------------------|------------------------|--------------------------------|
| ~Attendance/Tardy Policy | ~Student Dress Code | ~Field Trips |
| ~Student Directory Information | ~Student Injury Policy | ~Drug/Alcohol/Tobacco Policy |
| ~Student Conduct | ~Weapons Policy | ~Building and Playground Rules |
| ~Medication Administration | ~Library Check in/out | |

I have read and understand the Coeur d'Alene School District/Borah Elementary statements regarding the policies listed.

Student Initials _____ Parent Initials _____

We, the undersigned, have read and agree to uphold school and district policies and procedures as presented in the Student Handbook.

Parent or Guardian Signature

Student Signature

Date

Teacher Name

PLEASE RETURN TO YOUR CHILD'S TEACHER AT BORAH ELEMENTARY



Borah Elementary School

Student and Parent Handbook

2023/2024



Principal's Message

Dear Borah Families,

Together with all of our staff, we want to welcome our new and returning students and families to our Borah Community. I hope everyone has had ample opportunity during the summer to enjoy the beautiful environment of the Coeur d' Alene area and spend lots of time with family and friends. We are looking forward to engaging in meaningful learning experiences and continue to move forward in following our mission and vision to empower students by fostering growth through leadership opportunities and academic excellence. We will continually challenge students to be leaders and take an active part in their own learning.

We eagerly look forward to meeting and greeting all of our wonderful kiddos for the 2023-2024 school year. We will continue to strive to make this school year one of growth and achievement for all children and we invite you to take every opportunity to be involved in your child's educational journey.

The elementary school years are critical times of development for students and families alike, and we look forward to facing the many challenges together. I am a lifelong learner and educator who brings a firm commitment to students and families as well as a love of learning and problem solving. I will do my very best to ensure Borah is a safe, positive learning environment for our students who we value dearly. Please reach out to me if you have questions or comments. Thank you for entrusting us with your wonderful children.

"Never stop learning. Never stop growing." Mel Robbins

Sincerely,

Aaron Peak
apeak@cdaschools.org
632 E. Borah Avenue
Coeur d'Alene, ID 83814
(208) 664-5844

Assistant Principal's Message

Dear Borah Families,

Welcome to the 2023-24 school year! I hope you enjoyed a wonderful Summer Break with your family and friends.

I am honored to begin my second year at Borah as the Assistant Principal, and I look forward to another wonderful year here. I am committed to serving as a leader who cultivates an atmosphere of growth and understanding, empowering our students to take ownership over their learning.

As an administrator, I hope to support both the teaching and learning process. I believe that when we work together, we have the greatest level of positive impact on those we serve. I look forward to working with families, students, staff, and community partners as a team of people passionate about our students and their futures.

Please feel free to reach out to me with any questions or concerns throughout the year. I am always happy to meet with you, and look forward to connecting with this great community!

Sincerely,

Audrey Janae Avila
Assistant Principal, Borah Elementary School
janae.avila@cdaschools.org 208-664-5844 ext.21011

Staff Contact Information

Office Staff

Aaron Peak, Principal	apeak@cdaschools.org
Janae Avila, Asst. Principal	janae.avila@cdaschools.org
Debby Bingham, Office Manager	dbingham@cdaschools.org
Trina Scott, Counselor	trina.scott@cdaschools.org
Kelsey Daniels, Secretary	kelsey.daniels@cdaschools.org
Kelly Garrett, Social Worker	kgarrett@cdaschools.org
Ashley Weeks, Community School Coordinator	ashley.vandergrift@cdaschools.org

Kindergarten

Merrit Mitchell	mmitchell@cdaschools.org
Courtney Davis	cdavis@cdaschools.org

1st Grade

Kattie Whitcomb	kattie.whitcomb@cdaschools.org
Danielle Debellis	danielle.debellis@cdaschools.org

2nd Grade

Lindsay Easter	leaster@cdaschools.org
Haliee Hunter	haliee.hunter@cdaschools.org
Thresa Tulleners	theresa.tulleners@cdaschools.org

3rd Grade

Eva Van Lehn	eva.vanlehn@cdaschools.org
Amber Dircksen	adircksen@cdaschools.org

4th Grade

Katie Rinne	kathleen.rinne@cdaschools.org
Rita Roth	rroth@cdaschools.org

5th Grade

Teresa Armstrong	tarmsrtong@cdaschools.org
Karen Miller	ksmiller@cdaschools.org

Title 1:	Jessica Crawford	jessica.crawford@cdaschools.org
Special Education:	Connie Klopotek	cklopotek@cdaschools.org
Special Education:	Christy Jensen	christy.jensen@cdaschools.org
Special Education	Reiko Simpson	reiko.simpson@cdaschools.org
Music:	Caleb Noeldner	caleb.noeldner@cdaschools.org
PE:	Kyle Coffey	kyle.coffey@cdaschools.org
Art:	Heather Izzard	heather.izzard@cdaschools.org
Librarian:	Cami Gittel	camy.gittel@cdaschools.org
Tech:	Shari Jackson	sjackson@cdaschools.org

Borah Elementary School Schedule

Monday 10:00 am – 3:30 pm

Students eating breakfast only, 9:30 am

Soft Start- students are able to go to classrooms at 9:45 am

School Starts, 10:00 am

Release, 3:30 pm

If students are not eating breakfast, please do not drop them off before 9:45. We do not have supervision before this time.

Tuesday – Friday 9:00 am – 3:30 pm

Students eating breakfast only, 8:30 am

Soft Start, classrooms open, 8:45 am

School begins, 9:00 am

Release, 3:30 pm

If students are not eating breakfast, please do not drop them off before 8:45. We do not have supervision before this time.

Morning Drop off:

To ensure student safety and maintain security for the 23/24 school year we will have two points of entry for students during morning dropoff. For all students wishing to have breakfast, our doors will open at 8:30 T-F 9:30 on Mondays. This entrance is located on the north side of the building. These are the front doors to the school labeled N5. For students not wishing to have breakfast, they may enter through the same front doors at 8:45/9:45 or the south gate and doors labeled S7. The gate on the south side of the school off McFarland Avenue does not open until 8:45 T-F and 9:45 on Mondays. Students may not enter the building through classroom doors. At the end of the day, students will be picked up at the outside doors. Per District policy, all family members may not enter the building, unless they have signed in at the front office and received a visitor pass.

Pick up Times:

School releases at 3:30. Kindergarten and 1st grade families pick up their children at the exterior doors of their classrooms. All other students are released based on their location in the building. Students on the north side of the building are released on the north and students on the south side of the building are released on the south.

LUNCH & RECESS TIMES

Lunch	Recess
2nd 11:30 - 11:50	11:50 - 12:10
3rd 11:40 - 12:00	12:00 - 12:20
1st 11:50 - 12:10	12:10 - 12:30
4th 12:00 - 12:20	12:20 - 12:40
K 12:10 - 12:30	12:30 - 12:50
5th 12:20 - 12:40	12:40 - 1:00

Borah Motto

Learn Today, Lead Today

Borah Elementary Theory of Action

At Borah Elementary, we believe each student is important. As educators, we view student learning and social/emotional growth as our primary work. We believe we approach this awesome task with professional knowledge, respect for the students and families we serve, enthusiasm, and perseverance. We also recognize that we need to be learners as well because each student is unique in ability and outlook.

Powerfully supporting student academic growth is a strong and comprehensive plan to address social and emotional needs. Research indicates that students will learn best in an environment that is safe, comfortable, supportive, and challenging. Creating this atmosphere requires school leadership, supportive parents, and student cooperation. Without all three working in harmony, student learning suffers.

As a staff, we believe strongly in Social Emotional Learning. Children today are faced with many opportunities and challenges as they enter a fast-changing world and we want to do everything we can to encourage and empower their success. It is fun to think about all the ways they will make the world better in the future and all the things they get to navigate now. Every day, they are meeting new people, learning new words, solving problems, making friends, and being a part of a community.

As a school we are focusing throughout the year on teaching and putting into practice 10 character traits: (*Courage, Respect, Perseverance, Gratitude, Honesty, Kindness, Empathy, Responsibility, Cooperation, & Creativity*). From those, all school rules and expected behaviors begin. These encourage positive student interactions and behavior.

Similar to classroom content, Borah staff is expected to teach all school, classroom, and common area (lunchroom, playground, and restroom) expectations. Prevention rather than punishment is the goal of this instruction. Finally, just like content area teaching, these expectations must be reviewed throughout the school year, and for some students, interventions and a system of support will be required.

Borah Elementary is a great place to learn because it is a safe and supportive atmosphere. Thank you for your help and support of the students we serve.

Borah Elementary Parent Teacher Organization (PTO)

The Borah PTO is a small group of dedicated parents and teachers. We work together to provide for the needs of our children while they attend Borah. We fund events such as class projects, field trips, the school library, classroom technology, PE equipment, art & music supplies, 5th grade rockets, and assemblies where students experience opera, puppetry, music, and science. We help provide for things that the school and school district cannot fund. You could say....we help make school FUN!

The PTO is your opportunity to be involved in your child's education and school life. Whether you can come to meetings, volunteer for specific events, help procure donations, or collect box tops & soup labels, WE NEED YOU!

If you have any questions, feel free to contact them via email at ***borahpto@gmail.com***

Attendance Policy

Attendance (Policy 522/3040)

Regular attendance is essential for learning. This responsibility rests with the student and with the parent or guardian, and is basic in order to meet the instructional goals of District 271 and the Compulsory School Attendance Laws of the State of Idaho. The following procedures have been taken from policy 522/3040: Absences and Excuses Procedures 1. A student who is absent 10 or more days during a grading period may be referred to the Board of Trustees for determination as a habitual truant. 2. To ensure the safety of the student, it is required that parents/legal guardian contact/communicate to the school regarding each day or portion thereof that their child is absent; 3. If a student is to be out of school for an approved extended absence, it is the parent's/guardian's responsibility to make arrangements for assignments with the teacher prior to such absence, understanding that many assignments can only be made up after returning to school. In all absentee cases, class assignments must be completed within the specified time frame for the student to receive credit. 4. Inadequate and unacceptable academic progress due to absences may result in loss of credit and/or retention in the current grade, if appropriate to that particular student; 5. Excused absences are those which are verified by the parent/legal guardian or school official and should be verified before the absence or within 2 school days after the absence. 6. Documented notifications will be sent to parents from the school when a child has accrued 4, 7 and 10 absences in a grading period.

Absences and Leaving Early

Your child's attendance is crucial to their success at school. If your student must be absent, please enter the absence in Skyward Family Access before 9:00 am, call the office before 9:00 am at 208-664-5844, or email our secretary. For your child's safety the office staff calls the families of all unverified absences. Please help reduce the number of calls we need to make each day by notifying the office in advance. To minimize interruptions to the classroom during the school day, please schedule appointments outside school hours. ALL students must sign in at the office and obtain an admit to class pass if they arrive tardy to school. To protect the learning environment, we also ask that parents do not pick up students early unless absolutely necessary. If your child must leave before the school day ends, please give yourself a few extra minutes to sign your child out at our office, we will call them down when you arrive at the front office.

Tardy Policy

Students at Borah Elementary will be encouraged and acknowledged for excellent attendance. Being at school on time is an important component to the success and growth of our students.

Definition of tardy: Borah Elementary School starts at 10:00 a.m. on Monday and 9:00 a.m. on Tuesday, Wednesday, Thursday and Friday. A student is considered tardy if he or she arrives after 10:00 a.m. on Monday and or after 9:00 a.m. Tuesday, Wednesday, Thursday or Friday.

Leaving Early/Arriving Late:

If a child must leave early during the school day, the parent must stop by the office to sign him/her out. We will have your child meet you at the office. For your child's safety we will not release any student to anyone other than parents or legal guardians without permission from parents. Further, we will require ID to release students to adults. Students who are tardy or are returning to school from an appointment must check in at the office. Please make every effort to make appointments after school so as not to disrupt the learning of our children. We will not pull students from class after 3:15 pm so please make sure to plan accordingly.

Coming too early/staying too late

To ensure the safety of all children, any child who arrives at school before supervision begins or who has been left at the school after **15** minutes will be taken to the “School Plus” site. **Parents will be charged for this service. In addition, chronic abuse of this rule will result in consultation with the school resource officer.**

GENERAL SCHOOL EXPECTATIONS

We are proud of our school and want each student to be happy and safe while they are here. We have developed these rules to meet this goal. We expect students to follow the rules and procedures in order to keep students and staff safe. Policies listed below may be subject to change due to current School Board policy review.

1. Maintain cleanliness in the building and the school grounds. Take pride in keeping your school clean.
2. Leave dangerous objects at home, including weapons of any kind. Students bringing dangerous weapons are subject to suspension and/or expulsion.
3. Use acceptable language and gestures when communicating with staff, visitors, and other students.
4. Report accidents and concerns to a staff member or adult.
5. Remain in assigned areas unless given permission from the supervisor/teacher. Students must use a pass to leave an assigned area.
6. Please leave gum, toys, and electronics at home.
7. Respect other people’s property.
8. Keep hands and feet to yourself.
9. Recesses are always held outside, unless the weather is severe. Please dress appropriately for any type of weather.
10. Cellphones shall remain off and stored in a student’s backpack during school hours per district policy; this includes watches with cellular technology.
11. Electronic toys are not allowed at school. This includes items such as tablets, ipads, gaming systems, etc. The school (district) is not responsible for lost items.

HALLS

1. Please walk quietly when traveling in the hallways. Learning is taking place in other classrooms.
2. Walk along the right side of the hall.
3. Do not loiter (wander or stand around) or play in the halls.
4. Please keep your hands and feet to yourself.
5. Please carry playground balls, jump ropes, and/or other play items appropriately and store them appropriately.

RESTROOMS

1. Use the bathrooms for their intended purpose and do not loiter (wander or stand around).
2. As with any area within the school, inappropriate behavior is not acceptable.
3. Respect the privacy of other students while using the restroom.
4. Please keep the bathrooms clean and neat.
5. Wash hands with soap and water.
6. Discard paper towels in the garbage can.
7. Use zero voice level.

DRINKING FOUNTAIN

1. Stay at least an arm’s length behind the person in front of you until it is your turn.

2. Keep hands and feet to yourself while waiting in line.

OFFICE

1. Students may come to the office window for assistance. Please receive approval from office personnel before entering the office.
2. Please use quiet voice levels in and around the office. Office personnel could be on the phone or assisting visitors.

CAFETERIA

The Coeur d'Alene School District serves nutritious breakfasts and lunches to the students in all of our schools. The Nutrition Services staff at each school prepares meals for the students in their building, allowing for fresh fruit and vegetables, hot meals and individualized attention. All meals meet federal nutrition requirements. Meals may be prepaid in advance by placing money in your child's meal account. Checks: Please make them out to your child's school, with the child's full name on the memo line. Please make arrangements with your school if you would like to join your child for breakfast or lunch.

Free and reduced-priced meals are provided for children whose family size and monthly gross income meet USDA Child Nutrition Program Income Guidelines. Parents may enroll their children at any time during the school year. Applications are available at each school office. Nutrition Services now offers online payments for school meals. This information can be found on our website cdaschool.org under "Departments". If you have any questions or need assistance, feel free to contact us at (208) 667-7469.

EXPECTED BEHAVIORS IN CAFETERIA

1. Sit at your designated table and remain seated while eating.
2. Talk quietly while in the lunchroom.
3. Use polite table manners.
4. Please raise your hand to be dismissed by a staff supervisor.
5. Please clean your entire area before you leave. Pick up personal items on the floor and table areas.
6. Please stack empty trays neatly on the designated table.
7. Please do not take food from the lunchroom.
8. Bringing sodas and high energy drinks to school is highly discouraged. Healthier options can be purchased in the cafeteria and a water-bottle filling station is available in the school.

ASSEMBLY

1. Walk quietly into the assembly area so you will be able to hear directions.
2. Show respect by listening with your "whole body."
3. When the presenter is ready to begin, immediately pay attention to him/her.
4. When it is appropriate, speak in a soft voice.

GYMNASIUM

1. Use fitness equipment in the designated area under the supervision of a teacher.
2. Use basketballs for bouncing and shooting. Please don't kick balls in the gym or bounce balls against the gym wall.
3. Please walk in the gymnasium, unless part of a supervised activity.
4. ***Sit on bleachers when they are **only in the open position**. Damage may be caused to bleachers by sitting on them in the closed position.

PLAYGROUND

1. The playground is within the fenced area unless restricted further by the person on duty.
2. Make sure the playground supervisor can see you at all times.
3. Use sidewalks when provided. Please play away from the building so learning can continue.

4. WALK on the sidewalk/concrete areas when going from/to the building.
5. Use and share playground equipment and balls safely.
6. Jump Ropes are for jumping only.
7. No throwing rocks, snow, or other projectiles.
8. Stay out of mud puddles and standing water on the playground.
9. Line up in your assigned area as soon as the bell rings or the playground supervisor blows the whistle.
10. Playground balls are not to be bounced off the school walls or onto the roof.

SLIDE

1. Slide seated, facing forward.
2. One person at the top of the slide at a time.
3. One person on the slide with no interference from people on sides or bottom of the slide.
4. Please do not swing from the top bar of the slide.
5. Please refrain from climbing, walking, etc. up or down the slide.

MONKEY BARS

1. One person on the monkey bars at a time.
2. Move hand over hand.
3. Please refrain from climbing on top of the bars.

BIG TOY PLAY AREA (PRIMARY AREA)

1. Keep the slide entrance and exit areas open for students to safely enter and exit the slides.
2. Tag games are to be played out on the open playground, not around the big toy.
3. Intermediate students are asked not to play in this area while primary students are present.

BALL GAMES

1. The P.E. teacher will teach students the two-square, four-square, and kickball rules.
2. Football must be played in the outfield only.
3. Tag-football only. Absolutely no tackle football is allowed.

Library Check-Out and Overdue Policy

Library Classes: Students visit the library with their class weekly, where they may check out one to three books at a time, depending on their grade and their teacher's instructions. They may also return and check out books during open library.

Check out period: Books are checked out for one week at a time.

Renewal: If a student is still reading at the end of a week, they may renew by bringing the book to the library to check out again, as many times as needed.

Care of books: Please help your child select a safe, dry place to keep their library books at home. It's a good idea to put them in the same place, away from areas where food & drink, pets, and toddlers could cause damage, and where they can be located quickly. Some choose to keep their books in their backpack in a high and secure place. Keeping the book in a plastic bag inside the backpack is a good idea during wet weather.

Overdue books: Notices are sent home weekly for books that are past due by more than one library class visit. (For example, if Johnny just forgot today was library day and his books are due now, he would not

receive a notice. However, if his books were due the last time he came to the library, he would receive a notice.)

Because so many books are lost during major holiday breaks, library books will be due at Thanksgiving, Christmas, and Spring break. At the end of the year, all books will be due before Memorial Day.

At the end of each quarter, overdue bills are sent home with the report cards.

Damaged books: Sometimes accidents happen. If a book is damaged, please be responsible and return what is left to the librarian. She will determine if it needs to be replaced, or if it can be repaired, and assess the appropriate fines. (Fines will not be assessed for the kinds of damage due to normal wear and tear.)

Lost books: Any books past due in the previous quarter will be considered lost. To clear up a lost book, students must return, replace, or pay for the book. Most paperback books are \$5 to \$15. Most hardcover books are \$10 to \$50. If the book cannot be located and payment is a financial hardship, a lost book may be replaced with a different book that is in good condition and of comparable value OR arrangements may be made for the student to spend free time working in the library or school.

Consequences for Lost Books: When a book is lost, the librarian, teacher, and/or principal may conference to agree upon the best course of action to help the student clear their record, taking into account the student's past track record, age & ability of the student, the cost of the book, possible family support at home, and needed jobs in the school. This may include calls to parents, working at a library or school job, loss of privileges such as recesses, special events, assemblies, field trips, book fair, or other courses of action.

In addition, if a student loses two books during a school year, they will be asked to KEEP THEIR BOOKS AT SCHOOL until the lost books are cleared.

DISCIPLINE PROCEDURES SUMMARY

- ◆ “Teach to” expected behavior.
- ◆ Give a “prompt” as a reminder when a student does not comply with expected behavior. This may include losing points in their classroom “point system”.
- ◆ Conference with a student whose behavior continues to be disruptive or inappropriate. Students may also be asked to write a letter to their parents regarding their behavior.
- ◆ Have students complete a reflection form and restore the relationship or repair the damage caused.
- ◆ If a student continues in non-compliance or defiance, they will be sent to the office to call their parents or to conference with an administrator.
- ◆ Students may also be asked to visit with a full-time Behavior Support Assistant (BSA) who may provide interventions for individuals or small groups, time and support for students to reflect, and help with regulating emotions.
- ◆ Serious or repeated disruptive, defiant, or dangerous behavior may result in a student being sent home or receiving in-school or out-of-school suspension per school board policy.

Borah Elementary School Dress Code

3255 Student Dress (School District 271)

Dress Code:

Coeur d'Alene School District No. 271 STUDENTS 3255 Student Dress One of the fundamental purposes of school is to provide the foundation for the creation and development of a proper attitude toward education. While recognizing the importance of allowing students to express their individuality through their attire, the school is responsible for ensuring that student dress is conducive to a positive and respectful environment for all students. Student attire impacts the teaching and learning environment. It can either promote a more effective educational environment, or it can disrupt the educational climate and process. All students are required to dress in a manner that promotes a safe and healthy school environment, and is not disruptive or distracting to the educational climate and process. Student attire that is acceptable for some social settings may not be acceptable for the educational environment of school. Students are reminded that their appearance, clothing, and grooming, significantly affect the way others respond to them. Matters of dress remain the primary responsibility of students, in consultation with their parents or legal guardians.

Nevertheless, since it is the duty of the Board of Trustees to provide an educational atmosphere conducive to learning, minimizing disruptions or distractions, and to protect the health, safety, and morals of students all students will adhere to the following certain minimum standards of dress when the student is on any school premises or at any school sponsored activity, regardless of location. In general, students are not to wear or carry items of apparel (clothing, accessories, cosmetics, tattoos, jewelry—including body piercings) which depict or allude to, by picture, symbol, or word, drugs, including alcohol and tobacco/nicotine; controlled substances; drug paraphernalia; gangs; violence; sexually explicit, lewd, indecent, or offensive material; or illegal acts. The wearing, use, or display of any gang clothing or attire (based upon the principal/designee's reasonable belief that gangs may be present in a school) jewelry, emblem, badge, symbol, sign, codes, or other things which evidence membership or affiliation in any gang is prohibited on any school premises or at any school sponsored activity, regardless of location. Shirts and blouses should be constructed so that the tops of the shoulders are covered with no less than a 2 ½ inch strap. No halter tops, strapless tops, spaghetti straps, or bare shoulder tops of any type will be allowed. Shirts and blouses that expose any portion of the waist, hips, midriff, or breast when worn normally or with arms raised to shoulder level are not allowed. Other shirts or blouses that are not appropriate for school include, but are not limited to, low cut, see through, backless, and tube tops.

Undergarments including bras, tank undershirts, etc. may not be visible.

All shorts and skirts must be no shorter than mid-thigh from the bottom of the knee. Nylon tights, biker pants, or boxer shorts may not be worn as outer garments. Slits in skirts above midthigh are not permitted. Waistlines of shorts, skirts, and pants must be on or above the hips with no underwear showing. All belts must be properly fastened around the waist. Belts may not be excessive in length and may not hang from either side of the body.

3255-2 Certain types of headwear may not be worn in the school building. This includes, but is not limited to hoods, bandanas and bandana headbands, sunglasses, or any other head covering as determined by building administration. Exceptions may be granted by the principal. Bedroom clothing, bedroom shoes, pajamas, and sleepwear are not allowed. For safety reasons, any clothing that may be used as a weapon, such as jewelry including sharp objects, collars with spikes, and any other spiked clothing, is strictly prohibited. Wallet chains are not permitted. Unless the principal or designee indicates otherwise, students will wear footwear at all times.

The Board of Trustees urges parents and students to exercise sound judgment, based upon the standard of appropriateness for the school setting. For example, clothing exposing bare midriffs and short skirts or short shorts will not be allowed. The Superintendent or his or her designee is hereby authorized to promulgate regulations consistent with the provisions of this policy. Interpretation and Implementation of Policy.

The building principal/designee shall use reasonable discretion in interpreting and implementing the provisions of this policy. If a conflict arises in the interpretation of this policy, the interpretation of the building principal or designee shall be final. Principals, administrators, and teachers shall use reasonable discretion in enforcing this policy. Enforcement Teachers and administrators may deny class entrance to students dressed or otherwise adorned inappropriately until arrangements may be made for their proper attire. All time missed from classes for failure to adhere to this policy will be deemed unexcused absences.

Parents or guardians will be notified each time a student is asked to leave school because of inappropriate attire. Students who are insubordinate or refuse to change the improper attire, or who repeat dress code violations shall be subject to disciplinary action up to and including suspension or expulsion, depending on all the facts and circumstances, for violating the standards of student conduct. Temporary Exceptions In order to allow appropriate attire for a particular educational or school activity, the building principal/designee has the authority to grant temporary exceptions to specific provisions of this policy and related regulations. An example of such an exception might be where a specially scheduled school event required a group of students to dress unusually on a particular day. For formal/semi-formal events, dresses with spaghetti straps and/or strapless dresses shall be allowed while remaining policy provisions (see supra) will be enforced. The building principal or designee may determine appropriate attire options for special activity days.

Accommodations The District will seek to accommodate cultural, religious, and ethnic differences in dress and 3255-3 grooming, provide such dress or grooming does not materially or substantially disrupt the educational process of the school or create a health or safety hazard for students, staff, or others. Legal Reference: I.C. 33-506 Organization and Government of Board of Trustees I.C. 33-512(6) Governance of Schools Policy History: Adopted on: 8/11/14 Revised on: 11/2/15, 12/4/17, 11/4/19

BORAH ELEMENTARY SCHOOL SPECIFIC DRESS CODE

The following items are in addition to Board Policy 3255.

- No torn or ripped jeans with holes above mid-thigh
- All tops must have capped sleeves
- Any clothing or personal adornment that is determined to be disruptive to the learning environment is not allowed

If a student is dressed inappropriately, he/she will be directed to change into acceptable clothing or face disciplinary action.

FIELD/ACTIVITY TRIPS

During the school year, teachers will schedule field trips to take students on educational experiences outside of the school. Parents will be notified of these field trips as they are scheduled by a written notice requesting parents' permission. School district personnel will take all normal precautions to ensure student safety on all field and activity trips.

Parent/Teacher Conferences

Please feel free to contact your child's teacher any time. If you have any concerns, please call and schedule a time to talk with your child's teacher. There are two regularly scheduled Parent/Teacher Conferences during the school year. Conferences usually occur near the end of November and March of each year. You will receive specific information from your child's teacher. Time may be set aside for evening conferences.

On-Site Childcare

School Plus is an on-site childcare program and is available before and after school for students. The adult-supervised program begins at 6:45 a.m. and is also available after school from 3:30 to 6:00 p.m. A kindergarten School Plus program runs all day at selected sites. School Plus is a self-supporting program through fees paid for by parents, not from district revenue. For information regarding fees and registration, please contact the School Plus office at 208-769-0700 or visit cdaschools.org under the *For Parents* heading. Parents can now pay for their childcare online through Family Access.

Cold Weather/Snow Days

Please prepare your child for current weather/temperature conditions. If a child is well enough to come to school, they are well enough to go outside. Notes requesting a student stay in at recess will not be accepted unless special arrangements have been made with the principal. Some winters result in canceling school due to weather conditions. Please tune in to radio (KVNI-1080 AM), your local TV stations KREM-2, KXLY-4 or KHQ-6, social media or the district website cdaschools.org for closure information. If school sponsored events are scheduled on an emergency closure day, all events are canceled.

Positive Student Recognition

At Borah we continually strive to recognize positive behavior within our community. Throughout the year we will be teaching the following 10 traits: Courage, Respect, Perseverance, Gratitude, Honesty, Kindness, Empathy, Responsibility, Cooperation & Creativity. We will recognize students for displaying positive behavior with school-wide announcements and shout-outs as well as other classroom recognition.

Skyward Student Management System

The Coeur d'Alene School District has implemented the Skyward Student Management System. One feature is Family Access which provides parents or guardians with access to real-time student information. Parents are able to check grades, monitor attendance, and email teachers. Another feature is the message center which allows teachers and administrators to post information to notify parents about their child, school, or upcoming events. Allows parent/guardian to access student information electronically. Follow your student's attendance, grades, fee management, etc. all on-line. **Family Access** is also where you sign up for and select options for emergency notifications through Skylert.

Lost and Found

The Lost and Found items will be located near the gym. Please have your child check this area frequently for missing items.