

GREAT BASIN HOMESCHOOL CENTER

2018



2019

Student/Parent Handbook **KCSD Student Rights and Responsibilities**

If you have a disability and need this publication in an alternate format, please contact the
Klamath County School District curriculum office at 541-883-5000.

Website: <http://www.kcsd.k12.or.us>

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At Great Basin Homeschool Center, we do our best to help students thrive in a safe, positive and challenging environment that promotes lifelong learning and productive citizenship.

WELCOME

On behalf of our staff at Great Basin Homeschool Center, we extend a warm welcome to all new and returning students. We are looking forward to a positive and rewarding school year.

To help make this a successful year, we encourage you to attend class regularly and take full advantage of our teachers and tutors.

The information that follows should assist you in understanding what is expected of you while attending Great Basin Homeschool Center. If you or your parents have questions or concerns, please call us at 541-883-6699.

Sincerely,

Joe Tacchini, Principal

SCHOOL BOARD AND ADMINISTRATION

Board of Directors

*Denise Kandra
Steve Lowell
Robert Moore
Jill O'Donnell
John Rademacher*

District School Administration (883-5000)

*Superintendent
Director of Personnel
Director of Secondary Curriculum
Director of Elementary Curriculum
Director of Special Education*

*Glen Szymoniak
Mark Greif
Jeff Bullock
Jennifer Hawkins
Laura Blair*

Building Administration (883-6699)

Principal Joe Tacchini

Great Basin Homeschool Center reserves the right to make revisions to this handbook when deemed necessary by the school administration.

GREAT BASIN HOMESCHOOL CENTER FACULTY AND STAFF

ADMINISTRATIVE STAFF

Principal:	Joe Tacchini
Registrar/Secretary:	Debbie Gardner
Secretary	Cassie Scott
Resource Officer:	Barry Phetteplace

TEACHING STAFF

Allison Brosterhous	Secondary Certified Teacher
Laurie Edmonds	Elementary Certified Teacher

Great Basin Homeschool Center Schedule

Secondary - 7th -12th grade
Monday, Tuesday, Thursday, Friday

8:45 a.m. – 11:45 a.m.

Lunch 11:30

Elementary - K – 6th grades

Session I 7:45 – 9:45 (Recess 9:30 – 9:45)

Session II 10:00 – 11:30

Lunch 11:30 – 12:00

Session III 12:30 – 2:30 (Recess 2:15 – 2:30)

Great Basin Homeschool Center Overview

Great Basin Homeschool Center is designed to help homeschooling families and/or students who wish to take accredited independent study courses K - 12 and graduate with a high school diploma.

Great Basin Homeschool Center is a tuition-free, public program. We are a community and family-centered educational program, providing families with the necessary materials and assistance for success in their endeavors.

The Staff strives to provide the following:

- a working relationship with both parents and students in providing opportunities, experiences, lessons, classes, gatherings, field trips, home visits and other support services so that each student can grow academically, personally and socially.
- a collaborative relationship between parents and staff in designing successful programs, strategies and practices.
- a personal connection between students and teachers.

Enrollment

Great Basin Homeschool Center is a public program within the Klamath County School District; therefore, students must enroll with KCSD.

Great Basin Homeschool Program Basic Student Expectations

1. Use of personal electronic devices is strictly prohibited.
2. Use appropriate language.
3. Students are to wear appropriate dress. See Dress Code and Grooming Standards.
4. Students are expected to put forth effort during designated work times.

Attendance

Students are **required** to attend Great Basin Homeschool Center at least once per week during the school year. Failure to do so may result in student being removed from the program.

Curriculum

Great Basin Homeschool Center will purchase and provide customized curriculum upon enrollment.

Elementary students will receive personalized curriculum using Compass Learning, Calvert School and other various resources. Individual and academic pacing will be established with a qualified elementary teacher.

Secondary students will receive curriculum from Aventa, BYU Independent Study, Compass Learning and Calvert School Programs. Academic pacing schedules will be established with a qualified secondary teacher.

Students who will be starting Calvert will need to take a pre-assessment before curriculum is ordered. To take the pre-test, go to www.calvert.org and click on *Free Placement Test*. Students should complete *Part 1 – Online Portion*. Download the *Part 2 – Written Portion*, have student complete and write school code 90004323 on the top left corner of the test. Mail test to: Calvert Education Services, 10713 Gilroy Road, Suite B, Hunt Valley, MD 21031. Great Basin Homeschool Center staff will contact the family, evaluate the assessment and determine what level of curriculum fits the student.

To view curriculum, please see the following websites:

Aventa Learning - <http://www.aventallearning.com/login/>

BYU Independent Study – <http://ce.byu.edu/is/site>

Calvert School Programs – <http://www.calvertschoools.org/>

Compass Learning – <http://www.compasslearning.com/>

Accelerate Ed. – <http://accelerateeducation.com>

Lunchroom

The lunchroom is operated by the school district to provide nourishing and inexpensive lunches. Students must be served in a short period of time and lunches are consumed in a confined area. Therefore, student cooperation is essential to provide this service. The following guidelines are for this purpose:

1. "Cutting in" or other discourteous conduct in the waiting lines is not allowed.
2. Spilled or dropped food is sometimes unavoidable, but when it happens it is the student's responsibility to see that it is cleaned up.
3. All cartons, wrappers, napkins and other debris are to be removed from the tables and deposited in the garbage can.
4. Unbecoming lunchroom behavior will result in loss of lunchroom privileges and/or work assignments.
5. There will be no refunds or drawing from a student's lunch account until the end of the school year.
6. No students will be allowed to accumulate lunch charges in excess of five days.

Computer Use

Students are responsible for good behavior on school computer networks. General school rules for behavior and communications apply. The network is provided for students to complete course work. Independent access to network services is provided to students who agree to act in a considerate and responsible manner. It is assumed that students will comply with district standards and will honor the agreements they have signed.

The following are not permitted on district computers or networks:

1. Sending or displaying offensive messages or pictures; e.g., sexual, drug, violence or alcohol related messages.

2. Using obscene language.
3. Harassing or insulting others.
4. Damaging computers, computer systems, or computer networks.
5. Attempting to circumvent security programs established on networks.
6. Violating copyright laws.
7. Using others' passwords.
8. Trespassing in others' folders, work, or files.
9. Employing the network for commercial purposes.

Violations of district guidelines for computer and network use may result in loss of access and additional disciplinary sanctions as determined by the building administration and or district policy.

Great Basin Homeschool Center has a limited number of computers with internet cards for loan. These are for use in areas that internet services is not available.

Counseling (Lutheran Community Services)

A student assistance counselor may be available to do individual counseling for students who are dealing with issues such as eating disorders, self-esteem and grief and loss.

Discrimination/Harassment

It is the policy of Klamath County School District, Great Basin Homeschool Center and the State Board of Education that there will be no discrimination or harassment on Klamath County School District grounds based on race, color, sex, marital status, religion, national origin, age or handicap in any educational programs, activity, or employment. Persons having questions about equal opportunity and non-discrimination should contact the administrator of Great Basin Homeschool Center or the superintendent of county schools.

Dress Code and Grooming Standards

Students are expected to use good judgment in selecting clothing to be worn to school. Extremes in dress or grooming that are physically revealing or become a disruptive influence are not allowed.

For health and safety reasons, students are required to wear shoes and shirts at all times.

Emergency Drills - Fire and Earthquake

Fire drills are held at various times during the year. Directions for leaving the building will be posted in each room. Students should know where to go when the fire alarm sounds and should proceed immediately in an orderly fashion to the building exits as directed and move out at least 50 feet from the entryways. Students are to return to class when the all-clear signal is given.

During an earthquake drill, students are to remain where they are. If indoors, take cover under a desk or table. If outdoors, move away from the building. Stay in place until the signal is given, then evacuate the building. Another signal will be given when it is clear to re-enter the building.

Emergency School Closures

In the event that bad weather causes school closure or a delayed opening, the radio stations listed below will begin announcing this information at approximately 6:00 a.m. or as soon as a decision is reached. Schools will be open unless the District announces closure or a delayed opening. Please do not call your school or the administration office. Those lines must remain clear for other calls related to the closure or delayed opening.

AM	KAGO	1150	FM	KAGO	99.5
	KFLS / KKRBB	1450		KFLS	106.9
	KLAD	960		KLAD	92.5
TV	KOTI	Channel 2			
	KTVL	Channel 4			
	KDKF	Channel 12			

Please do not telephone the stations. Frequent announcements will be made. School closure results in automatic cancellation of the school activities program unless information to the contrary is specifically released. Be sure your child knows where to go if an emergency is declared and schools are closed early. Most parents have made arrangements with a neighbor who lives close by to take care of their children when no one is at home. This should be within walking distance of your home.

Fees

It is the policy of Klamath County School District and Great Basin Homeschool Center that students that turn 19 after September 1 will be charged the cost of all classes.

Field Trips

Field trips may be scheduled for educational, cultural, or other extracurricular purposes. All students are considered to be "in school" while participating in district-sponsored field trips. Students are subject to the schools' student conduct rules, applicable board policy and such other rules as may be deemed appropriate by the field trip supervisor.

Graduation Requirements

In order to graduate from high school in the district, a student must successfully complete 24 credits. The state of Oregon requires all students to complete a certain series of courses and demonstrated proficiencies.

A student in the regular high school program is required to complete the following courses: Language Arts (4 credits); Mathematics (3 credits); Science (3 credits); Social Sciences (3 credits); Physical Education (1 credit); Health Education (1 credit); Career Development (1/2 credit); Applied Arts, Fine Arts, or Foreign Language (3 credit); and various electives (5.5 credits), including a senior project for ½ credit, for a total of 24 credits.

All classes must:

- Develop an education plan and build an educational profile.
- Demonstrate extended application through a collection of evidence
- Participate in career related learning experiences.

Health Services

School health services are provided by registered nurses in Klamath County School District to support students with complex, chronic health needs; to support health education for students and staff; and to provide school health services that comply with national, state and local mandates. The KCSD nurses believe that each student's health has a direct effect on his/her educational achievement and that healthy students are better learners.

If your student has health needs which may require nursing services, please contact your school principal, or the KCSD Health Services at 541-851-8740.

Illness or Injury Occurring at School

At times a student may have signs or symptoms of illness and need to be excluded from school until diagnosed and treated by a licensed health care provider or until recovered.

Conditions that may require exclusion until either diagnosed or recovered include:

- Fever greater than 100.5;
- Vomiting;
- Rash with or without fever - new or sudden onset;
- Diarrhea (3 watery or loose stools in one day) with or without fever;
- Weepy (fluid or pus-filled) skin lesions;
- Deep, barking cough or productive of colored mucous;
- Irritated eyes that are tearing, sensitive to light, with puffy lids and colored drainage;
- Symptoms or complaints that prevent the student from participating in his/her usual school activities, such as persistent cough, with or without presence of fever; or
- Student requires more care than the school staff can safely provide.

Only a licensed health care provider can determine a diagnosis and/or prescribe treatment and provide instructions regarding the student's return to school.

If the student becomes too ill to remain at school, or has an injury requiring medical evaluation the student will be released to the student's parents or to another person as directed by parents on the student's emergency form. School staff will administer emergency or minor first aid as necessary. The school will contact emergency medical personnel, if needed, and will attempt to notify the student's parents whenever a student has been transported for treatment.

Insurance

At registration, the school district will make available to students and parents a low cost student accident insurance program for grades K- 12. If coverage is desired, parents are responsible for paying premiums and for submitting claims. The district shall not be responsible for costs of treating injuries or assume liability for any other costs associated with an injury.

Lost and Found

The lost and found is located in the lunchroom. Please check there for lost articles. Found articles should be turned in to the office immediately. Articles not claimed after a 30-day period will be discarded. Books will be returned to the appropriate classroom.

Lunch/Breakfast Program

The school participates in the National School Lunch, School Breakfast and Federal Commodity Programs and offers free and reduced price meals based on a student's financial need. Additional information may be obtained in the school office.

Reports to Students and Parents

Great Basin Homeschool Center holds conferences twice a year at which time teachers share information regarding student progress.

GBHC Website: Go to www.kcsd.k12.or.us
Click on Schools, then Great Basin Homeschool Center.

Weapons

Students shall not bring, possess, conceal, or use a weapon, a facsimile of a weapon, or other possessions reasonably determined by the proper school authority to be a threat to the safety or security of themselves or others on school property or at any school activity. Any student who violates these regulations will be subject to disciplinary action. Refer to the Klamath County School District's *Student Rights and Responsibilities* handbook for the complete policy statement.

Withdrawal Procedures

Students who are leaving school permanently must check out through the office with notification from a parent. Students will be required to take a check out sheet to teachers, turn in books, pay all fees and fines.

Forgery, Cheating /Plagiarism

Cheating and/or Plagiarism

1. A student caught cheating or plagiarizing on an assignment or test will receive a "zero" grade on the assignment/test.
2. The parents will be notified by phone or by mail.

Vehicles

1. Student parking will be in the FHA parking lot, which is north of the tennis courts. No student motor vehicles will park anywhere else on school property without the express permission of the school administration.
2. Students are to register with the office if they plan on driving to school. Parking permits will be available in the main office. The parking permit fee is \$10.00. Students found parking without a permit will be fined \$10. This fine will include a parking permit.
3. There are a limited number of parking spaces available. Permits will be issued on a first-come, first-served basis. Students must show their current driver's license to be eligible to purchase a parking permit.
4. Possible penalties for failure to register your car, to park in proper areas or to operate in a safe and law-abiding manner include, but are not limited to, loss of driving privileges, a fine, call to parents, towing of vehicle at owner's expense, and referral to the police.
5. Once arrived at school, students are to immediately exit the parking lot. Loitering in or around parked cars will not be allowed at any time.
6. Excessive engine noise is prohibited.
7. Lewd, sexually suggestive, alcohol, tobacco or drug oriented, inciting, violent and profane statements on vehicles on school property are considered disruptive and are not allowed on school premises.
8. Students should be cautious when entering and leaving the parking lot areas.