



HUNTLEY PROJECT SCHOOLS
DREAM-BELIEVE-ACHIEVE
Boxholder News- August & September 2013
"Home of the Red Devils"

NEW BUS ROUTES

The Huntley Project School district has established new bus routes for 2013-2014. These are to ensure safe and efficient transportation for the students of Huntley Project. These can be viewed through a PDF link provided online at huntley.k12.mt.us Any questions can be addressed by contacting Linda Whipple at 967-2540 @ 501.

NEW STAFF MEMBERS

We are happy to welcome the following new staff members to Huntley Project Schools:

- Ms. Sherrie Kautz- 2nd Grade
- Miss Chere' Payovich- 3rd Grade
- Mr. George Lehman- 3rd Grade
- Mr. Tim Kaczmarek- 5th Grade
- Mrs. Jennifer Charlton- Family and Consumer Science



FORMS, FORMS, FORMS

Students will come home with a pile of forms that need to be filled out, signed by parents, and returned to school as soon as possible. Please have them all returned to the school by Friday, August 23rd. It is important that you note any contact information on the new form for the **ONE CALL NOW** System. Thank you!

NEW STUDENTS

New students to the district are asked to come in **BEFORE** school begins to get registered. Students registering for grades 7-12 may do so from August 9th – 15th with Mr. Koenig in the counseling office—**NOTE:** he will **NOT** be available 8:00 am-4:00 pm on August 16th or 19th and again from 1:00 pm-7:00 pm on August 20th. Students in grades K-6 may register at the elementary office.

SCHOOL STARTS AUGUST 21st

Classes begin for all Huntley Project students on **Wednesday, August 21st at 8:15 AM** in Worden. Buses will run at their regular times.

Elementary students will report to their classroom.

JH and Freshman will report to first period. Freshmen orientation will begin at 8:15 am in the gymnasium. It will run from 8:15-10:45.

Sophomore, Juniors, and Seniors will report at 10:45 am and will report to their 4th period classes.

Beginning the first day of school, breakfast will be available from 7:45-8:10 am. **Allow enough time to eat and get to class on time as breakfast will not be served after 8:10.**

The daily school schedule is:

Monday, Tuesday, Thursday:

- Elementary- 8:15 am-3:30 pm
- JH and HS- 8:15 am-3:38 pm

Wednesday

- Elementary- 8:15 am-2:55 pm
- JH and HS- 8:15 am-3:00 pm

Friday

- Elementary- 8:15 am-2:36 pm
- JH and HS - 8:15 am-2:41 pm



OPEN HOUSE – AUGUST 20th

All Huntley Project teachers will be in their classrooms, or on campus, on August 20th from 5:00 PM -7:00 PM for a community open house. Mr. Guy Croy, along with several coaches, will host a meeting in the gymnasium for parents of Huntley Project student athletes at 6:00 PM. Please plan to stop in and see them.

SCHOOL PIR DAYS & EARLY OUTS

The following dates are days in which students will not be required to be in attendance, but our staff is at the school. The dates listed have an explanation as to what the staff is doing. Please mark your calendar as these would be great afternoons to schedule doctor's appointments, get haircuts, visit grandma, etc:

PIR Days (No School for Students)

- September 9th
- October 17th & 18th- Educational Conventions
- February 20th
- March 24th

Early Outs:

- September 18th- Early Out 1:00 PM/PIR 1:00-4:00 PM
- November 7th - Parent/Teacher Conferences 1:30-8:00 PM
- November 27th- Early out 1:00 PM
- January 29th - Early out 1:00 PM/PIR 1:00-4:00 PM
- March 12th – Early out 1:00 PM/PIR 1:00-4:00 PM
- April 17th - Early Out 1:00 PM
- May 7th - Early Out 1:00 PM/PIR 1:00-4:00 PM
- May 23rd- Student's Last Day-Early Out 1:00 PM
Teacher PIR – 1:00-3:00 PM

HOMECOMING 2013- Week of Sept. 3rd-7th

Due to scheduling conflicts throughout the upcoming fall seasons the homecoming date has been set for the week of September 3rd -7th. The theme has yet to be determined by the student council, and we will distribute that information as soon as it is determined. This will be done through the weekly calendar and the school sign.

The schedule for week is as follows:

- Tuesday- 3rd - Cross Country hosts the HP Invite
- Friday – 6th - Volleyball hosts Forsyth @ 2:00 PM
Football hosts Malta @ 7:00 PM
 - Crowning of the King and Queen will be at halftime
- Saturday – 7th – Parade @ 1:00 PM (noon)
Volleyball hosts Joliet @ 3:00 PM
Homecoming Dance @ 8:00-11:00 PM

AGE REQUIREMENTS TO ENTER SCHOOL

A child must have reached his or her 5th birthday on or before September 10th of the year the child will be entering Kindergarten. To be in first grade, a child must have reached his or her 6th birthday on or before September 10th.

Also, no student who is 19 years of age PRIOR to September 10th will be allowed to enroll in Huntley Project Schools without a current IEP or prior special permission from the administration.

OUT-OF-DISTRICT STUDENTS

Any student attending Huntley Project Schools who does not live in the school district must fill out an out-of-district attendance agreement. These agreements are available from each of the individual school secretaries.

FERPA STATEMENT—2013-2014

The Family Educational Rights and Privacy Act (FERPA) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive federal funds. FERPA gives parents certain rights with respect to their child's education records. When a student reaches the age of 18 or attends a post-secondary school or college, the parent's rights transfer to the student and the student is then an "eligible student" under the law. The parent has the right to inspect or review the student's educational records maintained by the school.

To control the disclosure of a child's personal identifiable information from their educational record or if you have any questions or want more information on the full rights or to request that the school correct records that are inaccurate or misleading, contact the school counselor.

CHILDREN'S INTERNET PROTECTION ACT (CIPA)

The Children's Internet Protection Act (CIPA) is a federal law enacted by Congress to address concerns about access to offensive content over the Internet on school and library computers. CIPA imposes certain types of requirements on any school or library that receives funding for Internet access or internal connections from the E-rate program – a program that makes certain communications technology more affordable for eligible schools and libraries. In early 2001, the FCC issued rules implementing CIPA. The Huntley Project School District blocks or filters Internet access to pictures that are: (a) obscene; (b) child pornography; or (c) harmful to minors (for computers that are accessed by minors). The Huntley Project School District has adopted new Internet safety policies addressing: (a) access by minors to inappropriate matter on the Internet; (b) the safety and security of minors when using electronic mail, chat rooms and other forms of direct electronic communications; (c) unauthorized access, including so-called "hacking," and other unlawful activities by minors online; (d) unauthorized disclosure, use, and dissemination of personal information regarding minors; and (e) measures restricting minors' access to materials harmful to them. These policies will be sent home with the students at the beginning of the school year and will need to be signed by the parent and student.

CHILDREN MEDICATION / ALLERGY POLICY

Please review the updated Medication Policy on the school's website (click on Health Information). If you have questions, please contact Susan Kienitz, RN at 696-9018 or 967-2540 ext. 159.

The occasion when a child would bring treats for the class will be infrequent. When a child does bring treats to school, it is required they be commercially prepared and packaged items. Items that are prepackaged typically meet the necessary health standards. We are obligated to protect our students who have food allergies.

IMMUNIZATION

The State of Montana requires that a student be immunized against DTaP, Polio, and MMR prior to enrollment in the public school system. Documentation by a physician or clinic indicating dates of immunizations is required in order to attend school. NOTE: All children entering school for the first time (Kindergarten or 1st grade) must also have a second MMR.



All students must have been immunized against diphtheria, pertussis, tetanus, poliomyelitis, rubella, and measles (rubeola). Students in grades 7-12 must have a 2nd dose of MMR (Mumps/Measles/Rubella). Documentation of this second MMR must be provided to the school at the time of enrollment, or the first day of school.

Pertussis vaccinations are not required for a person 7 years of age or older.

Immunizations can be obtained through your private physician or at the Riverstone (Deering) Clinic at 123 South 27th Street in Billings.

Volunteers: Please email or call and leave a message if you would be interested in assisting the school nurse with health screenings. Thank you!!

Susan Kienitz, RN, BSN, Huntley Project School Nurse, 967-2540 ext. 159 skienitz@huntley.k12.mt.us

ATTENDANCE POLICY

As before, students in grades 7-12 will be allowed 10 "regular" absences per semester; however, the combined doctor and court/legal absences will also be limited to 10 days per semester. **Notes are expected within 48 hours of an absence. Thanks for your diligence on this issue.**

ABSENT OR LATE STUDENTS

If your student (K-12) is going to be absent or late, please contact your student's school secretary (967-2540) or the attendance line prior to 10:00 AM. Students in grades 7-12 need to BRING A NOTE (within 48 hours of the absence) signed and dated by the parent or guardian when they return to school. If the student has been to the doctor or a court appointment, please get a note from them at the time of the appointment. Ensure that the date is on it, along with the doctor's signature. Thank you for your attention to this matter. It helps clear up any confusion for attendance issues.

SENIORS...Class of '14

Plan early and when you get your **senior pictures** done this summer/fall, let the studio know which headshots they should send to the high school. NEEDED: 2 portrait (head shot only) senior pictures and a baby picture are due on Friday, Dec. 6th, to the annual staff.

HANDBOOKS

Students in grades 7-12 will be bringing home their Student Handbooks on the first day of school. Any changes from last year's Handbook will be **bold**. Please familiarize yourself with the Handbook content. There will also be a sign-off sheet that needs to be signed by the parent/guardian and student stating that you received the information. Your signature simply verifies that you have received the information and not that you necessarily agree with all of the content.



HUNTLEY PROJECT SCHOOL WEBSITE

The district website address is www.huntley.k12.mt.us.

The boxholder, updated schedules, calendars and most district information is available online. Please check it for your information needs.

STAFF E-MAIL ADDRESSES

You may contact any staff member via e-mail. This is a good way to contact a teacher if you have concerns or questions about your student's progress, homework, conduct, etc. Our addresses are *first initial and last name @huntley.k12.mt.us*. For example, to reach Mark Wandle the address is mwandle@huntley.k12.mt.us.

PERSONAL ELECTRONIC DEVICES

Any student wishing to use the office phone must get permission from the teacher or supervisor. If a student is making a call for a club, permission must be obtained from the sponsor. Use of, or ringing, beeping, buzzing or texting of/on cell phones, pagers, or other electronic signaling devices is prohibited during any classroom time period (without the consent of a teacher), during the school day-8:15-End of Day. **Teachers may have an expectation to have the student put the electronic device in a safe location in the classroom during class time. Electronic devices need to be out-of-sight and not in use during the designated class schedule time.** Electronic devices are allowed in the classroom as per teacher discretion.

Also, please note that iPods, MP3 players, etc. are allowed at the teacher's discretion. If they are not allowed and are used, or appear to be being used, in the classrooms they will be confiscated and disciplinary consequences will be served.



Any devices confiscated must be picked up by a parent or guardian as per our handbook policy.

WEEKLY CALENDAR / BULLETIN

We will be sending home a Weekly Calendar each Friday with students. If you don't have a student in school and would like a copy, they will be available for pick up at each school office. The Weekly Calendar *should* be available by LATE Friday afternoon, but occasionally, we run out of time and it comes out Monday morning.

This will be the **most current information we have** for the upcoming week and will list any last minute changes for the current weekend. Please post it on the refrigerator and learn to rely on it as your source of information from the school. It will list the most current activities, times, menus, etc. The Calendar will also be available on the school website: www.huntley.k12.mt.us

WANT TO BE A SUBSTITUTE?

If you are interested in being on the sub list for **teachers, bus drivers, custodians, kitchen help, etc.**, please contact the Central Office.

The district has raised the pay for a classroom substitute to \$35.00 for a half day and \$70.00 for a full day.

We will have a promethean (interactive board) training for the substitute teachers on Wednesday August 22nd from 4:00-5:00. You will be paid for your hour of work. We will offer another class for the substitutes later on during the year. These classes will deal with technology in the classroom.

We NEED and APPRECIATE your help!



SCHOOL EMERGENCY NOTIFICATION ONE CALL NOW!

This notification system will only be used when changes or reminders to our schedule are needed. Each family will fill out an information form the first week of school. This data form will ask each family to prioritize how they want the school to contact them when these changes occur. The options include email, phone call or text.

If your family chooses to use SMS Text Messaging, a voice message will be sent to your cell phone telling you how to "opt-in." To receive text message notifications, you must respond to this message by texting the word **Alert** to **22300** (the One Call Now short code.) If you choose texting, realize that texting charges are not the responsibility of the ONE CALL NOW providers, nor of the district.

It is important that you fill out the student data form to include any of the needed information; in addition, if at any time your contact information changes, please provide the district with your most current information.

Neither the district nor ONE CALL NOW shares this information with any outside sources.

START TIMES AND DATES FOR FALL SPORTS

Participants must turn in a completed physical form BEFORE they can practice!

HS Football: Practice begins August 16th, August 19th, and August 20th @ 6:30-8:00 am & 4:00-6:00 pm. August 17th (Saturday) @ 6:30-8:00 am & 10:30-12:00. **There will be a parent's meeting on August 20th @ 6:45 pm in the HS Gymnasium at the open house.**

HS Volleyball: Monday Aug 19th practice from 2-5 and Tuesday from 9-12. **There will be a scrimmage and a parent's meeting on Saturday 24th at 9am.**

HS Cross Country: August 19th @ 6:30-8:00 am. **Parent Meeting August 19th @ 6:30 pm in the cafeteria.**

JH Football: August 21st @ 4:00 pm—Team meeting and equipment checkout.

JH Volleyball: Junior high will have a meeting on August 21st in Ms. Whitney's room right after school.

JH Cross Country: 1st Meeting August 21st with the first physical practice on August 22nd @ 3:45 pm.



FAMILY NIGHT

Wednesday night is designated Family Night. There are to be no students in the building or in activities after 6:30 pm. The only night on the calendar that will conflict with this is during the district GBB/BBB tournament.

ACTIVITY TRIPS

As per District policy, the bus for all activities will depart from and return to the school parking lot. The bus is not a taxi and will not make pick-up and drop-off stops along the route. Custodial parents or guardians may SIGN A RELEASE at the ball game or event and have their child ride home with them. The coaches/advisors will have a sign-off sheet with them at the game/event.

If the custodial parent or guardian would like their student released to ANOTHER RESPONSIBLE ADULT at the game/event, they must first notify the school principal IN WRITING PRIOR TO THE BUS DEPARTURE. Students can be released to ONLY the custodial parent or guardian at the event unless there has been prior written notification given to the principal. Thank you for your cooperation with this matter. If you have any questions, contact Mark Wandle.

ACTIVITY TICKETS

Activity Tickets are available to all students grades K-12. The price is **\$30** per student and lets students into all activities and plays. **Any 7-12 students participating in ANY EXTRA-CURRICULAR ACTIVITY must purchase an activity ticket.** **This includes students who participate in sports, cheerleaders, speech & drama, band, choir, FFA, BPA, and FCCLA.**

Activity Tickets can be purchased from Marlene in the Central Office. Please keep in mind that we charge admission to all varsity, sub varsity, and JH events, so the activity ticket is a good deal!

SPORTS PHYSICALS/CONCUSSION FORM

ALL STUDENTS IN SPORTS AND CHEERLEADING MUST HAVE A COMPLETED PHYSICAL FORM turned in to their school office before they can practice. Insurance **must** be listed and the form must have a parent's signature. The sport physical form is available at the school or at the clinic. Parents **NEED** to sign the back of the form.

ALL STUDENTS IN SPORTS MUST HAVE A COMPLETED CONCUSSION FORM turned in to their school office before they can practice. These forms can be picked up in the offices. This is a new requirement due to the **Dylan Steigers Protection of Youth Act** that was passed by the state legislature of Montana.

Parents: Ensure you fill out all information on the form. This includes:

- The top part on the front under the Questionnaire for Athletic Participation
- Fill in the name and date of birth on page two
- Fill out the Parent's or Guardian's Permission and release at the bottom of page two. This includes the insurance information. The parent must sign in this location.

The physicals will cost \$20.00 each. For questions or appointments, please call the RiverStone Clinic at 967-2255.

STUDENT ACCIDENT INSURANCE



The school does not insure students; however, student accident insurance is offered through Northwestern Scholastic Insurers and is not connected to the school. Parents, please be sure that you have accident coverage for your school child. ***Students in sports, cheerleading, band, choir, BPA, FCCLA, and FFA are required to have proof of insurance.***

Please be sure to read the form given to your child the first day of school or call for more information. Forms for the program can be found in the main offices of the school district.

SEASON PASSES

Season passes are available to adults for \$60. This lets you into all activities for the school year including all sports, plays, etc. Please keep in mind that we charge admission to all varsity, sub-varsity and junior high events. Please contact Marlene Krum at ext. 602.

Game admittance to all home games is available for free to individuals age 65 and over. Thanks for your support of our athletes.

WORKERS FOR JH/JV EVENTS

The school is looking for volunteers to run sub varsity activities at games. This would include running game clocks and a chain crew for football games. In appreciation for volunteering, individuals will be granted an activity pass for the 2013-2014 school year. Please contact Guy Croy for information. The number is 967-2540 @ extension 326.

DROP OFF, DRIVING AND PARKING IN AND AROUND THE CAMPUS

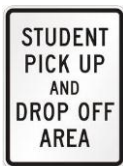
Parking: The parking lot is clearly marked and offers two lanes of traffic for the dropping off/picking up of students. We also have parking available for students east of the gym (next to the multi-purpose building). The parking lot across from the church is also available. There should be no parking on the streets as we now have adequate parking areas. The parking lot next to the multi-purpose building will run from 6:00 AM to 9:00 PM. The parking lot locks up at 9:00 PM nightly unless there is an event. In the case of events going on at the school, the parking lot will lock up one hour after the event ends.

There are three entrances on the campus—the junior high, high school and elementary red doors—and these will be the only place for entrance during the school day. Please use these entrances at all times when bringing your student to school and check in at the office.

The buses will drop off and pick up the students behind the school—in the parking lot west of the school. This is between the CTE building and the elementary playground. This allows for easy access to the buildings and keeps our students clear of moving vehicles. Only buses are allowed in this area to help ensure the safety of our students. If you need to have a student picked up that would be on a bus, contact the grade level office for that student.

As drivers enter the route of access through the parking lot that leads to the elementary, please pull forward to drop off your student. We ask that if you need to enter the buildings, you park in the parking lot. We would like to keep the corner near the building as unobstructed as possible. It causes a traffic jam and a safety concern. As you exit the school parking lot, please drive carefully as we will still have students and pedestrians walking about campus. Thank you for your cooperation.

Students can be dropped off in front of the buildings at the designated areas. If you have any questions or concerns, please ask school personnel. Alternate drop off areas will include the south drop off zone by the elementary as an access off of Ash Street (near the playground entrance) and east of the gymnasium with access off of Road 15.

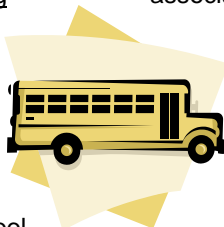


SUBSTITUTE BUS DRIVERS NEEDED

Part time- 2 to 4 hours a day
Pick the days you work
\$15.00 an hour
We will train
Great work environment
Can lead to steady employment

SUMMER ACCOMPLISHMENTS-TRANSPORTATION DEPARTMENT

At the annual Montana Association of Pupil Transportation Conference this summer Huntley Project's Dean Becker won the bus driver road-e-o. In addition to winning the championship he also received a check and will receive a jacket. Also Huntley Project's transportation director, Linda Whipple, was chosen as the president of the MTPA association. Congratulations Dean and Linda!



BUS CONDUCT & CONCERNS

The buses will run regular routes on the first day of school. Please be sure students are at the bus stop 5 minutes early and dressed appropriately for the weather. Students are to stand quietly as the bus approaches and stay seated while the bus is moving.

If a student miss the bus DO NOT DROP your student off BEHIND the bus at another bus stop. The parents MUST get in front of the bus and drop the student off at another location. This may be difficult but a student running-up from behind a bus creates an unsafe situation that we want to, and need to, minimize.

Riding the bus is a privilege and not a required service. Misbehavior will result in loss of bus riding privileges for anywhere from 1 day to the remainder of the school year.

Student Bus Rules

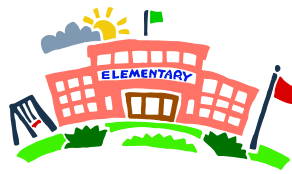
- A. Food or drink on any bus is under the bus driver control.
- B. Be seated when bus is in motion.
- C. Speak in normal tones and do not use profanity.
- D. No arms, legs, or heads outside bus windows.
- E. Follow the drivers direction the first time given.
- F. School classroom behavior rules are enforced while riding.
- G. Keep hands, feet and objects to yourself.
- H. To leave you at a bus stop other than your own, you must have a note from the school or your parent.
- I. Exit the bus from the front door only.
- J. No contraband will be allowed on any school transportation vehicle.

EVERYONE please remember that you have to **STOP (do not pass) when the bus lights are flashing RED.** Failure to stop is a serious traffic offense and law enforcement will be notified of your license plate number and vehicle description.

The school no longer allows students to bring friends home on the bus for birthday parties or other gatherings. Our buses are full in most instances and the drivers end up taking students to homes that their parents have not authorized.

The district is currently purchasing new buses that are equipped with seat belts. Any student riding a bus with seat belts will be required to wear them. Students who refuse to wear the seat belt will be written up for violation of bus rules.

IS SOMEONE ELSE PICKING UP YOUR CHILD?



If another responsible adult is to pick up your child at school, please notify the grade level secretary. Perhaps your child is riding with a neighbor to a game, and they are leaving a little early. PLEASE SEND A SIGNED AND DATED NOTE WITH YOUR CHILD so we know who they may leave with that day. Without the note, they won't be released!

ELEMENTARY HANDBOOK

Please familiarize yourself with the Handbook content. You don't have to agree with it; you are simply verifying that you have received the information.

BOX TOPS FOR EDUCATION

The elementary school is continuing to collect General Mills Box Tops for Education. The proceeds are used to purchase playground equipment, computer software, and PE materials. Thanks to everyone in the community who supports this worthwhile program.

AFTER SCHOOL...PLEASE GO HOME!

We ask that no students be in the school buildings longer than 15 minutes after school is dismissed UNLESS they are under the direct supervision of a staff member. Likewise, we ask that no students arrive at school prior to breakfast unless they are under the direct supervision of a staff member. We are concerned about safety and supervision and neither can be guaranteed outside of these times.

ELEMENTARY LUNCHES

Students may pay for lunches at their respective school office or at Central Office. Also, parents may enjoy a lunch with their student. **Parents get one free meal per year!** Please contact Karen Simpson at extension 100 if you will be joining your child for lunch.

PROGRAM LOCATIONS AND TIMES

The elementary programs will be presented in the commons, which is located in the 5-12 building. This year, the school district will try to schedule the programs during the last hour of the day to help accommodate parents who will be taking their children home.

To attend the programs, please use the 5-8 entrance, which is located near the flagpole.

COMPUTER LAB EAR BUDS/HEADPHONES

The Huntley Project School district no longer provides headphones for the computer lab. Students will need to provide their own for use in the computer lab. The headphones do not need to be expensive—a \$5.00 pair will be adequate.

KID CONNECTION- AFTER SCHOOL PROGRAM

What is Kid Connection? It is a **free** afterschool program that provides a safe, fun, and educational place for Huntley Project Elementary students (grades K-6) after school. The students get a snack, recess, and a bus ride home. They also finish their homework, develop reading and math skills as well as learn a lot about the world around them. We will be exploring different areas with speakers and activities. We hope to see a lot of smiling faces! It will be a great time for all!!

Where: Kid Connection is held in the elementary building in a variety of classrooms.

When: Fall Session is from September 3rd through November 27th on Mondays through Thursdays each week. It begins at 3:30 pm and ends at 5:30 pm.

Who: All Huntley Project School students from grades K-6

Why: We want to provide the students with fun and safe activities after school.

How: The enrollment form is enclosed in the boxholder. It is also available on the school website and from the elementary office. Fill it out and return it to the elementary office by Monday, August 26, 2013. We look forward to hearing from you! Any questions, contact Julie Caster:
email: jcaster@huntley.k12.mt.us
967-2540, ext. 323 (school)
967-3126 (home) 670-1442 (cell)

GET READY FOR JUNIOR HIGH

To all 2013-2014 junior high students! Here are a few things to note for next year. Junior high athletes are required to have current physicals before practicing and will have to purchase an activity ticket for the current year. You will be able to get your schedule and locker combo during the open house August 20th from 5 to 7 pm. See you soon!

Here is a supply list:

- Pencils/pens
- Glue sticks
- Color pencils or markers
- Notebooks
- Folders
- Loose leaf paper – college ruled
- Stencils – for poster projects
- Magnets to hold up things in your lockers. (No tape allowed)
- Anything that will help keep you organized
- Lock for your PE locker



~Julie

NON-DISCRIMINATION-TITLE IX& SECTION 504

The District shall provide equal opportunity in education and employment without regard to sex, race, color, creed, religion, national origin, age, physical or mental handicap, political beliefs, homeless, marital or parental status as provided for by Title IX and Section 504 of Federal Law.

Inquiries and complaints regarding discrimination should be directed to Mr. Koenig, Title IX/Section 504 Coordinator, Huntley Project Schools, Worden, MT 59088. Mr. Koenig's phone number is 967-2540 ext. 263.

FOOD PROGRAM CALENDAR

We will have the food program calendar in the boxholder for each month. The food program calendar is also put online.

BREAKFAST PROGRAM

The school offers a breakfast program serving students and staff from 7:45 – 8:10 AM. The cost is \$2.25 for K-12 students and adults, unless they qualify for the Free or Reduced Priced Meals where it would be free or \$.30. **PLEASE** read the Free and Reduced information enclosed in this mailing as it helps to fund our food program, which is based on our number of Free and Reduced Participants.

LUNCH PROGRAM

The school offers an excellent lunch program. Students and staff have the option of the main entrée, peanut butter and jelly sandwich, or chef salad every day. The meals served are outstanding!

The prices are: K-6...\$2.25; 7-12...\$2.50; adult...\$4.00, unless students qualify for the Free or Reduced Priced Meals where they would be free or \$.40. Again, PLEASE read the Free and Reduced information enclosed in this mailing. The form is confidential and NOBODY except the lunch clerk knows who qualifies. This program helps to fund our food program, which is based on our number of Free and Reduced Participants.

Extra milk will cost \$.30 per carton.

Payments for lunches may be made at the respective school offices or online through our school website.



Also, parents may enjoy a lunch with their student. Parents get one free meal per year! Please contact Karen Simpson at extension 100, or Julie Dandrea at extension 250, if you will be joining your child for lunch.

FREE and REDUCED LUNCH PROGRAM

We encourage everyone to apply for the Free & Reduced Lunch Program. It helps you and it helps the school. The more students we have participating, the better chance we have of qualifying for different funding. If you have questions, call your principal or Marlene Krum @ 967-2540 at extension 602. The forms are printed in this Boxholder.

SCHOOL FOOD SERVICE DEBT PROCEDURE

1) When the student/family account balance is \$5.00, the parent will:
Elementary- receive a written note sent home with the student.
JH/HS- the student is notified in the lunch line to bring money.



2) When the student/family account is minus \$10.00 (per student), the parent will receive a phone call from the school notifying them of the amount owed.

3) When the student/family debt reaches minus \$15.00 (per student), the student will NOT be allowed to participate in the school food program until the debt has been paid in full. They will receive Peanut Butter and Jelly, fruit and milk as an alternative meal.

PAY FOR SERVICES ONLINE

Huntley Project Schools provides parents an **easy** and **convenient** way to add money to their student's food service account and pay for athletic tickets. Parents may pay with VISA or MasterCard credit or debit cards. Our web store accepts payments over the internet 24/7. By contracting with RevTrak, a national credit card payment processor, we provide you a secure site for making payments.

Parents can make payments online while on their home or work computer, any time of the day. It only takes a few minutes to make a payment using a VISA or MasterCard credit or debit card. The convenience of paying online is further enhanced when parents access the store and see a familiar shopping cart (just like shopping online.)

To make an online payment, follow these simple steps:

- 1) Visit our website at <http://huntley.k12.mt.us>
- 2) **Click on Online Payment (school store)**
- 3) Make payment using VISA and MasterCard debit or credit card

A payment receipt will be emailed to the address used when setting up the web store account.

Please contact Marlene Krum at 967-2540 at extension 602 for questions about online payments.



DRIVER'S EDUCATION

The **first session** of Driver's Education begins Tuesday, September 3, 2013 to October 31, 2013. The student must be 14 ½ by September 30th 2013. Cost is \$175.00. Please make checks payable to Huntley Project High School. Give the checks to Marlene Krum in the Central Office between August 5th and August 28th. You can pick up an application from Mr. Koenig between August 5th and August 27th in my office. Driving will be assigned the first day of class.

The **second session** of Driver's Education starts February 3, 2014 to March 31, 2014. The student must be 14 ½ by February 28, 2014.

The **third session** will start June 9, 2014 to July 3, 2014. The student must be 14 ½ by June 15, 2014. Payment can be made from March 1st to March 25th.

I can take 20 students per session. If more than 20 enroll for a session, a lottery system will be used. Those students not selected will be guaranteed a spot in the next session.

Students in 8th grade can only take the 3rd session, if they are eligible by age. If more than 20 sign up, a lottery will be used. I will give more details for the 2nd and 3rd sessions as the year progresses.

If you have any questions, please call me at the school 967-2540, ext. 263 or my cell phone 861-4820.

- **Kim Koenig- Drivers Education Instructor**

FRESHMAN ORIENTATION—FIRST DAY @ 8:15 SOPHOMORE—SENIORS BEGIN FIRST DAY @10:45

The High School will continue with the orientation program this year. Our incoming freshman will have an opportunity to become familiar with the subtle changes in expectations as they begin their next 4 years in our district.

If a sophomore, junior, or senior student is driving his or her sister, or if that student rides the bus, an alternate location will be provided for the students while the freshmen are in orientation. We will make sure that they have a location to begin the school day.

To allow this to take place the sophomore, junior, and senior classes will not be expected in school until 10:45. They will report to 4th period, and a normal schedule will ensue at that point. The students will be issued the school district's basic forms that need to be returned by Thursday afternoon. The students will report to the HS Gymnasium for an assembly addressing any new rules.

The normal daily school schedule is:

Monday, Tuesday, Thursday:

Elementary- 8:15 am-3:30 pm
JH and HS- 8:15 am-3:38 pm

Wednesday

Elementary- 8:15 am-2:55 pm
JH and HS- 8:15 am-3:00 pm

Friday

Elementary- 8:15 am-2:36 pm
JH and HS - 8:15 am-2:41 pm



HUNTLEY PROJECT SCHOOL SONG

**Huntley Project High School
Chief of the West
Of all the schools we know
You're easily the best!
Rah! Rah! Rah!**

**Huntley Project High School
We'll meet our foe
We'll win this game tonight
So...Go you Devils!
Go you Devils! Go!**

Orientation Schedule- Day One Wednesday, August 21st, 2013

- 8:15 Freshmen report to the Gym
- 8:20 Welcome-Pledge of Allegiance
Discussion of day's program goals; introduction of all Certified and non-certified staff members; handbooks; Schedule changes; mentoring
- 8:30-8:40 Advisors give overview of organizations
 - 1-BPA—Mr. Lindeen
 - 2-Speech and Drama—Mrs. Nay
 - 3-FCCLA—Mrs. Charlton
 - 4-FFA—Mrs. Schenk
- 8:40-9:00 Organization (lockers, classes, etc.), Studying Tardy Policy, 10-Day Policy(excused, unexcused absences) Medical Notes (stress importance of quick return of notes) Procedures for checking in and out of school Expectations for when absent (Make-Up Work) School Dances—no JH students; must be eligible; guests only when permitted; proper behavior and clothing. Dress Code—stress proper attire Crisis Procedures: Fire Drill//Lock Down//Secure Rooms One Call Now Mentoring/Red Devil Tutorial Time
- 9:10-9:15 Break
- 9:15-9:45 Graduation Matters presentation (Jostens Representative)
- 9:45-9:55 Contest/Recap of information to that point
- 9:55-10:00 Break
- 10:00-10:30 -SRO Deputy Juhl- help present
Behavior Expectations--Bullying/Sexual Harassment/ Searches of Parking Lot, Hallways//Lockers Lunch Schedule and Limitations (Playground – stay out) Discipline Forms
*Detention//ISS/OSS (When Parent meetings are needed) Eligibility and Impact Thereof—weekly eligibility checks, grade period eligibility
- 10:30 Put things away; practice combinations – Teachers/Aides help
- 10:51 Freshman report to 4th period
- 11:15-12:00
All students 9-12 report to the Gym Remind students of why they are here. Reiterate: relevant handbook items (cell phone personal device searches, handbook items emphasized) Return of forms- One Call Now (Friday rewards); Extra-curricular expectations/Activities Director(Mr. Croy) Early release Wednesdays & Fridays Respect for each other, staff members, and facility Question/Answer Period for students toward staff members (questions that might not have been answered)