

STUDENT HANDBOOK
2025-2026
SCHOOL YEAR



INTRODUCTION	2
POLICIES & PROCEDURES	2
EDUCATIONAL PHILOSOPHY	4
LEADERSHIP TEAM	4
HOLLISTER BOOSTER CLUB	5
ADMISSIONS PROCEDURES	5
ENROLLMENT	5
EQUITABLE SELECTION	5
LOTTERY PROCESS	5
WAIT LIST	6
ENROLLMENT AND REGISTRATION REQUIREMENTS	6
IMMUNIZATIONS	6
ASSESSMENT AND MEASURES OF GROWTH	6
ATTENDANCE	7
ATTENDANCE REQUIREMENTS	7
NOTIFICATION OF ABSENCE	8
PLANNED ABSENCES	8
TARDIES	8
CHECKING STUDENTS OUT OF CLASS	8
DAILY SCHOOL SCHEDULE	9
BACKPACKS	9
BICYCLES AND SCOOTERS	9
COMMUNICATION	9
CHANGE OF PERSONAL AND CONTACT INFORMATION	10
CLOSED CAMPUS	10
BULLYING, WEAPONS, DISCIPLINE AND BEHAVIOR EXPECTATIONS	10
ESSENTIAL AGREEMENTS	10
BEHAVIOR PLAN	11
DENIAL OF ENROLLMENT	12
DRESS CODE	12
DROP-OFF/PICK-UP INSTRUCTIONS	13
ESCORTING STUDENTS TO CLASSROOMS	13
BUSSERS & WALKERS	13
BUS RULES	13
ELECTRONIC DEVICES	14
ELECTRONIC NETWORK USE RULES, ETIQUETTE, AND SECURITY	14
INCLEMENT WEATHER OR EMERGENCY	15
LUNCH PROGRAM	15
LUNCH COST AND MENU LINK	15
CONFERENCES AND MEETINGS	15

STANDARDS BASED GRADING	15
ACADEMIC HONESTY	16
HOMEWORK	16
MEDICATION AT SCHOOL	17
SPECIAL SERVICES	17
CHILD FIND	18
INDIVIDUAL EDUCATION PLANS (IEP) AND LEAST RESTRICTIVE ENVIRONMENT	18
SECTION 504	18
FEEES	18
BIRTHDAY PARTIES	19
RECEIPT OF HOLLISTER CHARTER SCHOOL HANDBOOK	20

INTRODUCTION

Hollister Charter School is a public charter school authorized by the Filer School Board. In accordance with our Charter, Hollister Charter School provides a high quality education, preparing students to excel in their communities and meet or exceed the Idaho Core Standards.

Hollister Charter School does not discriminate on the basis of race, religion, color, national origin, or disability in providing education services, activities, and programs, including vocational programs, in accordance with Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Educational Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended. Any variance should be brought to the attention of the Leadership Team through personal contact, letter, phone, or email.

POLICIES & PROCEDURES

This handbook is meant to be used as an abbreviated quick reference guide. You can refer to all Board of Directors adopted policies and procedures in detail at [Hollister Charter School Website](#).

EDUCATIONAL PHILOSOPHY

Hollister Charter School will incorporate proven methodologies that will foster students who are responsible citizens, intellectually capable, and competitive in every aspect of society. This will be provided in caring, yet challenging, multi-age classrooms.

Hollister Charter School's philosophy of education is grounded in the core belief that students must be prepared to live, work and positively contribute to community and society. Students require a vast set of skills, attributes and attitudes to be successful. Hollister Charter School will offer students the rich experience of optional second language (Spanish) instruction. Visual, auditory, tactical, global, kinesthetic, and analytic strategies will be incorporated into lessons and project based learning units, giving students an increased choice of learning styles in their education. Technology, literature, sciences, mathematics, art, music, research, agriculture, nonfiction reading and a wide range of writing will be integrated into lesson plans providing students with the opportunity to interact and connect their learning to the real world. Hollister Charter School implements a multi-grade mentoring program which gives older students a very compelling and well-researched means for tutoring younger students, from which they will learn responsibility and interpersonal skills. At the same time, mentoring students will practice their written and oral communication skills, their ability to collaborate effectively and reinforcing their own academic skills. Hollister Charter School also strives to involve students in a variety of community programs and service learning opportunities, with the intention of strengthening the students' awareness of the community to which they belong.

CONTACT INFORMATION

2463 Contact Ave. Hollister Idaho, 83301. 208-655-4215 hollistercharter.org

An up to date staffing list with staff photos and bios is located under the “Our Team” tab on the [Website](#).

LEADERSHIP TEAM

Hollister Charter School established a Leadership Team that works together to mentor both staff and students, making school wide decisions, assisting staff and students, enforcing school policies and working with the Board of Directors. The Leadership Team is made up of Julie Koyle -Executive Director, and Augusta Curtis - Curriculum and Testing Coordinator, Instructional Coach, Katlyn Whitted - Special Education Director and Misty Peters - HR and Operations. (hereafter referred to as administration).

HOLLISTER BOOSTER CLUB

The Booster Club offers an opportunity to become involved in planning and working on projects that will affect the whole school. Involved parents/guardians have a lasting influence on the value students place on their own education. It is important for our children to see us involved in their lives at home, in their outside activities, and in their schooling experience. Make a difference in your child’s life--become involved. Parents/guardians are encouraged to become part of the Booster Club and to volunteer for school projects, programs, committees, and to work with students.

ADMISSIONS PROCEDURES

Hollister Charter School is open to all in-state students on a space-available basis. No in-state student will be denied admission based on ethnicity, creed, gender, disability, or place of residence. No out-of-state students will be enrolled. Hollister Charter School boundary mirrors the Filer School District [boundaries](#). Students who live within the boundary will be given precedence over those who reside outside of the school’s boundaries.

ENROLLMENT

Enrollment applications will be accepted anytime, however the LOTTERY ENROLLMENT WINDOW will be January-April for the following school year (specific dates will be posted in December). Any applications received after the Lottery Deadline will be placed on the bottom of a wait list for the grade in which they will be entering. The wait list DOES NOT carry over to the next year.

EQUITABLE SELECTION

Hollister Charter School complies with Idaho State Board of Education Rules Governing Public Charter Schools IDAPA 08.02.04 for the Equitable Selection Process. Returning students and children of founder/full time employees (to no more than 10% of school capacity) will be in the highest tiers of the lottery.

LOTTERY PROCESS

Each prospective student will be assigned a lottery number. Once enrollment for each grade reaches capacity, the lottery process will continue with lottery numbers being added to a wait list. Each stage of the lottery is complete once all numbers have been drawn, placed on the enrollment chart or a wait list.

Hollister Charter School complies with Idaho State Board of Education Rules Governing Public Charter Schools IDAPA 08.02.04 for the Proposed Attendance List for Lottery.

WAIT LIST

Wait lists will be used to fill available student spots until the next equitable selection process is conducted. If a student does not accept an offer for enrollment or the parent/guardian does not respond to the offer by the date designated in the offer, the student's name will be removed from the waitlist and the next eligible student will be offered the seat.

Wait lists will not carry over from one year to the next.

ENROLLMENT AND REGISTRATION REQUIREMENTS

Kindergarten: Students must be five years of age on or before September 1 of the current year. (See Idaho Code 33-201)

First Grade: Students must be six years of age on or before September 1 of the current year. If a child has attended kindergarten in another state for a full 450 hours of instruction they may enroll in first grade without meeting the age requirement.

IMMUNIZATIONS

A student must be fully immunized against certain diseases or must present a certificate/statement that for medical, personal, or religious reasons, the student will not be immunized.

If a student's religious or personal beliefs conflict with the requirement that the student be immunized, the parent/guardian must complete and sign the Immunization Exemption Form.

If a student should not be immunized for medical reasons, the parent/guardian must present a certificate signed by an Idaho licensed physician stating that the required immunization would be harmful to the health and well-being of the student or any member of the student's family or household. This certificate must be renewed yearly unless the physician specifies a life-long condition.

Per Idaho Code 39-4801 - Students who are not immunized will not be allowed to attend class until their immunizations are up to date, OR they have completed the appropriate form(s).

ASSESSMENT AND MEASURES OF GROWTH

Hollister Charter School will utilize information from both standardized evaluations and alternative assessment measurements and will emphasize assessments that enhance learning. Teachers will use assessments as an evaluation of student learning and a reflection of their teaching to help drive instructional decisions. Students will view assessments as learning experiences and challenges. Students' growth and development will reflect understanding, application, and synthesis of the Idaho Core Standards. For further information, please see [Assessment & Academic policies listed on the webpage.](#)

ATTENDANCE

Hollister Charter School is committed to providing a rich and valuable learning experience each day. More importantly, regular school attendance is the single strongest contributing factor to academic growth. It is essential for the student to make the most of his/her education by benefiting through teacher-led activities, building each day's learning on that of the previous day, and growing as an individual. Attending school regularly helps children feel better about school—and themselves. It is essential students are on time and have good attendance habits. Good attendance will help students be more prepared to learn each day and will help them acquire the work habits required for success in high school, college, and the workplace.

Hollister Charter School is a public school. A public school is funded by the state as well as the federal government. Part of that funding is dependent upon student attendance, if our attendance decreases, so does our funding. In order to provide the best opportunity for your student to be successful, please ensure they are attending school regularly.

Hollister Charter School classifies absences into two categories: Excused and Unexcused. An excused absence includes ONLY: school sponsored activity; a death in the family or close friend, or absence due to illness, medical/dental treatment verified by a licensed healthcare practitioner. A note IS REQUIRED by the healthcare provider for the absence to count as an excused absence. Notes must be turned in to the School Office.

An unexcused absence is any other absence not expressly included in the excused absence. This includes family vacations.

ATTENDANCE REQUIREMENTS

When a student reaches six (6) unexcused absences in a term, parents/guardians will be contacted to discuss the student's attendance habits. When a student reaches eight (8) unexcused absences in a term, in a given semester, the teacher will notify the administration and together (the administration and teacher) will conference with the student and parent/guardian to establish an attendance plan. Unexcused absences beyond twelve (12) in a term may result in a referral, in the sole discretion of the school leadership team, to the Board of Directors for potential expulsion from the school for habitual truancy pursuant to the requirements of Idaho Code 33-205.

NOTIFICATION OF ABSENCE

Please notify Hollister Charter School by 8:30 am if your student will be absent from school. You may also email a notification at info@hollistercharter.org.

Please include:

1. Student's name
2. Student's teacher
3. Name of parent/guardian reporting the absence
4. Reason for absence
5. Estimated date of return

PLANNED ABSENCES

For planned professional appointments (dentist, doctor, etc.), to the extent possible, schedule these appointments for weekday afternoons when students are not in the core learning block or during holidays or breaks. If your student is going to be absent, please let the office know.

TARDIES

If students arrive in the classroom after 8:25 a.m., they will be considered tardy. If arriving late, parents need to enter the building and check their child in at the front office.

When a student's late arrival becomes frequent (six (6) or more late arrivals in a semester), the parents/guardians will be notified via phone call and/or letter. Once a student has eight (8) tardies the student will be referred to the Leadership Team for corrective action which may include, but is not limited to, meeting with parents/guardians to develop an Attendance Plan. If the initial corrective action proves ineffective in changing the student's attendance behavior, further corrective action will be required.

CHECKING STUDENTS OUT OF CLASS

For safety purposes, students will not be released to any person other than parent/guardian, or someone on their personal authorized list. If you need to have your student picked up during the school day, please follow the procedures below.

1. Go to the front office. Do not pick your student up directly from the classroom.
2. Be prepared to show your photo ID to the office staff.
3. Sign your student out on the provided form.
4. Wait at the office until your student comes to the office.
5. Leave the school through the front doors.

DAILY SCHOOL SCHEDULE

Kindergarten –6TH Grade: Monday through Thursday, 8:15 am – 3:25 pm – Friday: 8:15 - 2:00 pm.

Normal School Schedule			
Drop off Begins	Bell Rings	Class Begins	School Released
8:00am	8:15am	8:20am	3:25pm

BACKPACKS

Students are allowed to carry backpacks, but no backpacks with wheels are allowed. Students must place their backpacks in a designated area before the start of the school day. Personal hygiene items may be retrieved as needed.

BICYCLES AND SCOOTERS

Students are allowed to ride bicycles and scooters and must store them outside the school. When students arrive on school grounds, for safety reasons, students must dismount and walk them to the designated location and secure it. Students who choose to bring such items to school do so at their own risk – Hollister Charter School assumes no liability for damage, theft, etc. Skateboards, Longboards, Roller-blades, Heelys and any type of “roller-shoes” or boards are not permitted on school property. If a student brings any of the aforementioned recreational objects the Leadership Team will confiscate it and the child’s parent/guardian will need to come

collect it. HoverBoards and all motorized or battery operated equipment are not permitted on school property.

COMMUNICATION

Hollister Charter School makes every effort to keep parents/guardians well-informed regarding school events, classroom activities, and other school-related information. For a calendar of the school year and the related activities, please visit [WEBSITE](#).

At various times Hollister Charter School will send updates and information through our text service. You should receive information at the start of the school year on how to sign up for these text messages.

CHANGE OF PERSONAL AND CONTACT INFORMATION

Please keep the school informed of your correct home address, phone numbers (home, cells, business), your emergency contact(s), adults authorized to check students out of class, and e-mail address. Updating this information will ensure that we will be able to contact you in case of an emergency. If parents/guardians are out of town please inform the office and provide contact information of whoever is caring for your students.

CLOSED CAMPUS

Hollister Charter School is a closed campus. Once students are on campus, they are required to have parents/guardians check them out to leave campus. Leaving campus without permission constitutes truancy.

BULLYING, WEAPONS, DISCIPLINE AND BEHAVIOR EXPECTATIONS

The primary focus at Hollister Charter School is on the academic success of every student. We seek to build within each student a love of learning, a sense of responsibility, self-discipline, a positive self-image, and respect for others. For a copy of the full Bullying Policy, see the [webpage](#).

Hollister Charter School defines bullying as a pattern of aggressive, intentional, or deliberately hostile behavior that occurs repeatedly and over time. Bullying behaviors normally fall into four categories, physical, emotional, verbal, and cyber. Hollister Charter School enforces the policy for bullying on and off campus. If/when bullying does occur the Leadership Team will have a conference with the student and parent/guardian.

ESSENTIAL AGREEMENTS

Students are expected to make positive behavior choices that promote their safety, the safety of others, and a productive learning environment. The following are the two essential agreements that all students will be expected to keep.

1. Learn Hollister Charter School Focus Points
2. Be Engaged Learners

This means students will be expected to learn and follow the 8 different Focus Points and strive to make a positive difference in the lives of those around them. Responsibility, Respect, Honestly, Citizenship, Kindness, Fair, Teamwork and being Trustworthy.

Weapons are defined as but not limited to pocket knives, knives, and firearms and are not allowed on the school campus.

BEHAVIOR PLAN

It is the philosophy of Hollister Charter School to do all that can be done to help students meet the expectations for behavior and learning in the classroom. However, when a student consistently takes away from others' learning and cannot be redirected in class, more drastic measures will be taken in order to maintain a positive, learning environment. This plan is in place for students who constantly disrupt the learning environment, negatively impacting their peers' learning, and do not take redirection from the teacher or administrator. There is no catch-all for classroom management and/or student behavior, the following outline is a basic guide to help you understand the progression of the behavior plan.

1. The teacher will redirect student to change behavior
 - a. If student does not redirect, the teacher will proceed to step 2
2. The teacher will pull the disruptive student out and conference them in the hallway about their behavior.
 - a. If a student has to be pulled out multiple times to address their behavior, the teacher will then proceed to step 3
 - b. The teacher will let the student know what will happen next if behavior does not change.
3. The teacher will pull the disruptive student out and have the student call parent/guardian to explain what has been occurring in the class.
 - a. The teacher will make the phone call and give the parent some background information, then the student will explain what has happened and then hand the phone back with the parent still on, and the teacher (if he/she feel is necessary) will set up a meeting with the parents or will let them know that the teacher will be in contact with them again if there are any issues.

- b. If the phone call has done little to deter the student's misbehavior, the teacher will proceed to step 4
 4. The TEACHER will arrange a meeting with the parents and will invite the administration to the meeting.
 - a. During the meeting the teacher will explain what has been happening in the class and how the student has responded to the directives of the teacher.
 - b. A plan will be established with the parents/guardians on what each person will do moving forward. This plan can include:
 - i. Parents/guardians attending class with their student
 - ii. Parents/guardians creating a contract at home on how the student's behavior will improve
 - iii. The student visiting with the teacher after each class to evaluate the student's behavior
 - iv. The administration supporting the student in class
 - v. In-school suspension
 - vi. Out-of-school suspension
 - c. Once the plan has been established, if there is no improvement from the student, or support from the parent, the administration will proceed to step 5.
 5. Parents/Guardians will receive a formal letter detailing the reason(s) their student is being suspended, in the letter it will explain what will happen if the student's behavior continues to disrupt the learning environment and/or take away from their peers' learning.
 - a. If behavior does not improve, a student can be suspended up to 3 times, and then the administration will proceed to step 6.
 6. Parents/Guardians will receive a formal letter stating that their student can either withdraw from Hollister Charter School, or they will be presented before the board for an expulsion hearing.

DENIAL OF ENROLLMENT

Per Idaho Code 33-205 the school's Board of Directors may deny enrollment to Hollister Charter School to any student who is habitually truant, or who is incorrigible, or whose conduct, in the judgment of the administration is such as to be continuously disruptive of school discipline, or of the instructional effectiveness of the school, or whose presence in the school is detrimental to the health and safety of other students or who has been expelled from another school district in this state or any other state. Any student having been denied enrollment or expelled may be enrolled or readmitted to the school by the Board of Directors upon such reasonable conditions as may be prescribed by the Board of Directors: but such enrollment or readmission shall not prevent the Board of Directors from again expelling such student for cause. For the full student discipline policy, please see the Hollister Charter School webpage.

DRESS CODE

Board Policy 3255 states: "The purpose of a student dress code is to create a safe and clean environment and to remove distractions from the school that can negatively impact the educational climate and learning processes of the school".

Students shall adhere to the following guidelines when attending school or school-affiliated activities:

1. All clothing must be clean and well-maintained.
2. Clothing must be suitable for current weather conditions and activities in which students will be engaged. Teachers may establish dress regulations when necessary for specific class activities (such as field trips, PE, science, or art).
3. Clothing that exposes excessive bare skin, including but not limited to swimwear, short skirts, short shorts, low-cut tops, half-shirts, or sheer clothing, WILL NOT be permitted at school.
4. Clothing must be sufficient to conceal undergarments at all times.
5. Clothing that explicitly references, depicts, or alludes to, alcohol, drugs, gangs, violence, profanity, sexual material, or illegal activities WILL NOT be allowed at school.
6. Head coverings, including but not limited to scarves, hats, caps, hoods, bandanas, and sweatbands, MUST NOT be worn at school without the approval of school administration.
7. Footwear must be worn at all times.
8. No facial piercings of any kind will be allowed.
9. Fashion accessories, including but not limited to eye wear, jewelry, cosmetics, and clothing pins, CANNOT detract from the educational climate in any way.
10. Hair must be clean and well groomed.

While these guidelines cover most common situations, they cannot anticipate everything that a student might wear. Consequently, administration reserves the right to identify students as out of dress code when the basic goal of a dress code, namely, to create a safe, clean, disruption-free environment, is compromised. Students appearing on school grounds or at school activities who are in violation of the dress code shall be counseled, given clothing or sent home, as appropriate, in order to change clothes and dress properly. Any student who willfully and continuously violates the dress code may be subject to disciplinary action.

DROP-OFF/PICK-UP INSTRUCTIONS

Staff members will supervise the drop-off and pick-up zone to help ensure the safety of the students. For your student's safety, students shall not arrive on school grounds prior to 8:00am and must exit school grounds no later than 3:45 pm. School personnel are not available for supervision outside of these times.

BUSSERS

Buses will operate prior to 8:00 am and again when picking students up at 3:25pm. Students who ride buses will be supervised as they board the proper bus.

BUS RULES

1. Always follow the driver's instructions
2. Voice level 2 at all times – only the person next to you should be able to hear you
3. Face forward in your seat at all times
4. Remain seated until the bus arrives at your stop
5. Be on time to the bus stop
6. Wait safely - Stand back 15-20 feet away from the road
7. Keep hands, feet, and objects to yourself - nothing out of the windows
8. No inappropriate language, gestures, or insults - Respect others
9. Respect the bus - no damage or vandalism.
10. Phones are to be kept in backpacks.
11. No eating, drinking or gum on the bus.
12. Exit safely - wait for the driver's signal before crossing the road.

ELECTRONIC DEVICES

The only personal electronic device(s) Hollister Charter School allows on school campus are cellular phones, iPods and MP3 players. No other personal electronic devices (such as, iPads, pocket video games or similar) will be allowed on campus. Students who bring approved electronic devices to school must store them in their backpack during the school-day unless otherwise instructed by the classroom teacher or administrator; THIS INCLUDES RECESS TIMES AS WELL AS DURING LUNCH.

If a student violates this policy, the Hollister Charter School Leadership Team will determine consequences based on the severity and/or frequency of the incident(s). Consequences may include but are not limited to confiscating the electronic device. Parent/guardian of the student will need to pick up the device at the office.

Students who choose to bring an electronic device to school, do so at their own risk. Hollister Charter School assumes no liability for damage, theft, etc.

ELECTRONIC NETWORK USE RULES, ETIQUETTE, AND SECURITY

School account holders are expected to act in a responsible, ethical, and legal manner, in accordance with purposes of the networks they use, and the laws of Idaho and the United States. Using the network is a privilege, not a right, and the privilege may be revoked at any time for unacceptable conduct.

You can refer to the full policy and procedures of our Network Usage on our [website](#). At Hollister Charter School there is a 1:1 ratio of students to Google Chromebooks. All Chromebooks are property of Hollister Charter School and must be treated as such. Each student will be assigned a Chromebook and will be responsible for the condition of the Chromebook throughout the school year. If there is any abuse or mistreatment of the Chromebook, the student and the student's parent will have a conference with the Leadership team and teacher. Students may be liable for any damaged Chromebooks.

INCLEMENT WEATHER OR EMERGENCY

A situation may occur which could result in a school closure, Hollister Charter School will use local TV, FM radio stations, email and text regarding a school closure. Information will also be posted to [Facebook](#). We hope we never have excessive inclement weather causing emergency closures, however, if the school is closed several days it is possible that missed days may need to be made up.

LUNCH PROGRAM

In order to participate in the Hollister Charter School Lunch Program the needed paper work needs to be filled out at the front office. Hollister Charter School offers families access to lunch accounts through our student information system, Infinite Campus.

Meal Prices:

- **Lunch** – Reduced: \$0.40 | Student: \$3.70 | Adult: \$5.10
- **Breakfast** – Reduced: \$0.30 | Student: \$2.70 | Adult: \$3.10

CONFERENCES AND MEETINGS

Hollister Charter School has an open door conference/meeting/visit policy. Communication with your teacher(s) will be on a regular basis. You are always welcome to stop by the school. Please be respectful of the classroom and schedule in advance all meetings with teachers outside of the instructional hours of 8:20 am-3:25pm. A couple times during the school year Hollister Charter School will host a student-led open house.

STANDARDS BASED GRADING

Hollister Charter School uses Standards-Based Grading (SBG)--a system of reporting student proficiency in a number of specific learning goals (or standards), rather than giving students one letter grade on a test that assesses multiple skills. This system gives students a number of scores that represent their proficiency in each of the skills assessed. The idea is that at the end of the class a student has mastered the essential content necessary for the next level. SBG

focuses on knowledge and understanding, not on points. A student’s SBG report will be included in their learning portfolio. The following rubric is utilized:

Hollister Charter School Grading System	
4- Exceeds The Standard (Above Grade Level Expectation)	O - Outstanding
3 - Meets The Standard (Developing Appropriately)	S - Satisfactory
2 - Approaches the Standard (Beginning to Develop)	P - Progressing
1 - Does not yet meet the Standard (Needs to Develop)	N - Needs Improvement
NE - Not Evaluated	
An M in the box in front of the subject area indicates that the standards were modified.	

ACADEMIC HONESTY

The principle of Academic Honesty is essential to establish a strong school community. In all our actions at Hollister Charter we encourage students toward a life governed by the values of honesty and personal integrity. Students at Hollister Charter are expected to follow and know the Academic Honesty Policy, and will be taught the policy at the beginning of the school year, and again various times throughout the school year. Please see the Academic Honesty policy (TBA) on the web page for further details.

HOMEWORK

AR Reading

Your child needs to be reading for a designated time at home. Reading is a life-long skill. This is the time to develop your child’s love for reading. The amount of time your child is required to read at home depends on their grade level:

- 1st Grade: 10–20 minutes
- 2nd Grade: 20–30 minutes
- 3rd – 6th Grade: 30–40 minutes

Reading Response (5-10 Minutes)

Your child will write a response about what they have read. For their reading response they should write the number of sentences according to their instructional level. For example, if their instructional level is grade 1 they will write 1-2 sentences.

IXL Math on the computer (15 Minutes) Students need to complete 15-20 minutes of IXL Math.

Spelling (10 Minutes)

For spelling your child will write their list one time in their homework journal each day. They should have their list written a total of 4 times each week. For extra practice, your child can highlight the vowels with one color and consonants with a different color. Students can also benefit from writing sentences with their spelling words. Tests will be each Thursday at school.

Please have your student do 10-15 minutes of IXL Math, 10-15 minutes of spelling and AR reading with a reading response, 4 nights each week.

MEDICATION AT SCHOOL

Parents/guardians of a student who needs to take prescription medication during the school day must bring the medication to the front desk in the original container with the original label. The parent/guardian must complete and sign a Medication Consent Form for all medications to be administered by Hollister Charter School staff. The Medication Consent Form includes the last time a dosage was administered, the next time another dose should be administered and the correct quantity of medication. If the Medication Consent Form is incomplete, Hollister Charter School will not administer the medication. All medications are kept in a locked box at the front desk.

Homeopathic, essential oils, herbal, and/or nutritional supplements will not be dispensed at school unless a prescription is provided to the school from a licensed professional with legal prescriptive authority. Hollister Charter School reserves the right at any time to refuse to administer any medication or supplement that does not meet standards of safe administration. Students who need to carry emergency medication to treat asthma or severe allergies may do so according to Hollister Charter School policies and procedures. These medications must be declared.

If your student needs to take Tylenol/Advil or some variation of pain medication, please encourage them to take it before and after school. Do not send any extra medication for your child to take during school hours. Please contact the Leadership Team regarding required procedures for emergency medications at school.

SPECIAL SERVICES

Hollister Charter School supports the rights of all students and will serve all students with different cognitive abilities. This will include; students with intellectual disabilities, Autism, English Learners, and the Gifted and Talented learner. Every student will receive equal access to an educational opportunity. No student will be excluded from Hollister Charter School or referred to other schools because of their special needs.

CHILD FIND

Hollister Charter School refers students not meeting Idaho Core Standards or the Idaho Early Learning Guidelines to the Response To Intervention Team (RTI), a problem solving team consisting of teachers, administration, and educational specialists. They use a problem solving process to plan accommodations and interventions within the general education classroom to ensure that referrals to consider a special education evaluation are appropriate. Following the problem solving process, students suspected of having a disability will be referred to consider special education services.

INDIVIDUAL EDUCATION PLANS (IEP) AND LEAST RESTRICTIVE ENVIRONMENT

Hollister Charter School embraces inclusion and cooperative learning to allow all students to achieve their full potential. Hollister Charter School will provide special education and related services to eligible students in the Least Restrictive Environment (LRE), educating students with disabilities with their non-disabled peers to the maximum extent appropriate.

SECTION 504

Section 504 is the part of the Rehabilitation Act of 1973, which applies to persons with disabilities. It is a civil rights act that states that no otherwise qualified individual with a disability can be excluded from or denied benefits of any program receiving federal financial assistance.

A person who qualifies for a 504 plan has a mental or physical impairment which substantially limits one or more of a person's major life activities. For an impairment to be substantially limiting, it must impede student access to a "large or considerable degree". This includes functions such as caring for oneself, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working.

At school "learning" is frequently identified as the area of difficulty. Some students who have been evaluated and have a physical or mental impairment that substantially limit their access to participate in the education program are entitled to accommodations under Section 504. Referrals to consider eligibility for Section 504 accommodations will be part of the "Child Find" process or can be made directly to the counselor by a parent/guardian or guardian.

FEES

Materials that are part of the basic educational program are provided with state and local funds and are at no charge to a student. Parents/guardians, however, may be required to pay certain other fees or deposits, including but not limited to:

1. Costs for materials for a class project that the student will keep
2. Voluntarily purchased pictures, publications, yearbooks, etc.
3. Personal apparel used in extracurricular activities that becomes the property of the student.
4. Fees for lost, damaged, or overdue school material (including books and Chromebooks)
5. Fees for activities and/or field trips that are voluntary Parents/guardians will be advised in advance of any fees.

Any required fee or deposit may be waived if the student and parent/guardian are unable to pay. Application for such a waiver may be made to the Leadership Team.

BIRTHDAY PARTIES

Occasionally, students wish to celebrate their birthday at school. Please consult with the teacher in advance. However, there are some general guidelines that parents/guardians are asked to follow:

1. Interruption to the school schedule should be kept to a minimum.
2. Students should not pass out invitations to private birthday parties at school unless all students are invited.

RECEIPT OF HOLLISTER CHARTER SCHOOL HANDBOOK

(An electronic Google Form to gather your electronic signatures will be sent at a later date or you may sign below and return to the school office.)

By signing below, you:

1. Are accepting enrollment at Hollister Charter School for the 2025-2026 school year.
2. Have received, read and agree to all of the terms listed in this handbook.
3. Are agreeing to abide by all of the policies and procedures at Hollister Charter School.
4. Have read the Electronic Network Use Rules document, understand it, and agree to adhere to the principles and procedures detailed within. We understand and accept the conditions stated above and release from any liability Hollister Charter School, its subcontractors, and employees.

Parent/Guardian Name (please print) _____

Parent/Guardian Signature _____

Date _____

Student Name (please print) _____

Student Signature _____

Date _____