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August 6th, 2025

Dear JCS Families,

It is my pleasure to welcome students to the 2025-2026 school year! The first day of school is **Monday, August 25th!** We are extremely proud of our school, wonderful staff, and supportive community and are looking forward to a great year. Mr. Homan will remain the K-4 Principal/Superintendent and I will continue as the 5-12/Imnaha Principal. All of our projects are wrapping up and the custodial crew is working hard to get classrooms cleaned and ready for the school year.

**K-6 students and parents,** The Elementary Staff is very excited to welcome back our students this fall. They have been back in the classrooms gearing up for a great year with your students.

Pre-K: Kayla McWaters

Kindergarten: Alyse Shetler

1st Grade: Shilo Blankenship

2nd Grade: Courtney Lyman

3rd Grade: Geneva Olson

4th Grade: Kalah Grover

5th Grade: Robyn Burns

6th Grade: Jill Hite

Title I: Michelle Keffer

STEAM: Susan Koehn

**K-6 Back to School Night.** An open house will be held on Thursday, August 21st from 5:30-7:00PM for parents to come in and meet their student's teacher and learn more about the upcoming year. Feel free to bring your school supplies.

**7th grade students and parents,** there will be an informative meeting on Thursday, August 21st at 5:30 PM in the cafeteria. Please plan to attend this event where I will be answering questions and discussing the move from elementary to junior high school.

**9th grade students and parents,** there will be an informative meeting on Thursday, August 21st at 6:30 PM in the cafeteria. Please plan to attend this event where I will be answering questions and discussing the move from junior high to high school.

**7-12 parents,** be on the lookout for a chromebook responsible use policy packet for you and your student. If you would like to purchase insurance for your students chromebook there is a page explaining it and you can attach a check when returning the form. These will be passed out in homerooms on the first day of school, please review, sign and return the next day, Tuesday, August 27th, so we can begin

issuing chromebooks to students. **Chromebooks will not be checked out to students who have not returned their signed forms.** If you have any questions please call me and we can discuss.

The 7th -12th grade Master Schedule is available on the district website. We will also make time the first day to meet with students who need to make schedule changes. We are very fortunate at JCS to have numerous & amazing electives, so there will be times when students simply have to choose between two great classes.

**Again this year, all students will be eligible for free breakfast and lunch through the Community Eligibility Provision Program. A big thank you to Mr. Homan and Miranda Micka for securing our eligibility in this program.** All families will need to fill out the federal family income survey for us to extend this benefit to all students, be on the look out for this survey coming home the first day, and return the signed form to the office or your students homeroom teacher the first week of school. Students can get one free breakfast and one free lunch per day, at no charge. Students will be charged for second meals.

I would also like to remind parents that **we still have a closed campus policy** and students should not be leaving campus at lunch. If a student needs to leave campus for an appointment during the school day, they must have written or verbal parent permission given to the office prior to checking out. Thank you for your support in protecting our school day and the learning environment.

JCS will also be following a new **Phone Free Schools policy**. A big thank you to all that came to our listening sessions and helped in guiding this process.

### **Cell Phones – Electronic Devices**

Phones, smart watches, and other personal electronic devices are not to be used from the beginning to the end of the school day. Every student will be assigned a personal Yondr or similar style magnetic locking pouch. While the locking pouch is considered school property, it is each student's responsibility to bring their pouch with them to school every day and keep it in good working condition.

What is a Personal Electronic Device?

1. A personal Electronic Device (PED) is a device that is capable of electronically communicating, sending, receiving, storing, recording, reproducing, and/or displaying information or data.
2. Personal Electronic Device examples include, but are not limited to, cell phones, smart watches, tablets, iPads, iPods, MP3 players, and gaming devices

Headphones/earbuds will be permitted in class **with permission** from a staff member on a case-by-case basis. Earbuds will only be allowed to connect to school-issued Chromebooks. No headphones/earbuds will be allowed during class time without permission.

If a parent wants to contact his/her child, the proper procedure is to call the office to have a message delivered at an appropriate time. If there is an emergency, we have procedures in place to reach students and teachers immediately. All classroom teachers have phones in their classrooms in case of emergencies.

Exemptions to this policy may be granted by the administration to accommodate students monitoring health conditions as required by a student's 504 or IEP plan.

DAILY PROCESS

PK-6th-grade students will turn in cell phones, smart watches, or other personal electronic devices to their classroom teacher to be securely stored away each day from bell to bell

As 7th-12th grade students arrive at school, they will:

Turn their phone, smart watches, and other PEDs off or put them into airplane mode.

1. Place their phone/PED inside their pouch.
2. Store their pouch in their backpack/locker for the day.

At the end of the day, students will unlock their pouch, remove their phone/PED, and put their pouch in their locker/backpack. Students must bring their pouch to school with them each day.

\*\*\*Students arriving late or leaving early will pouch/unpouch their phones and other PEDs in the JCS Main Office.

VIOLATIONS:

1st Violation	<ul style="list-style-type: none"><li>· Teacher will take the phone to the office.</li><li>· Guardian will be contacted and will pick up the device.</li></ul>
2nd Violation	Lunch Detention-30 minutes <ul style="list-style-type: none"><li>· Teacher will take the phone to the office.</li><li>· Guardian will be contacted and will pick up the device.</li></ul>

3rd Violation	<p>After School Detention-60 minutes</p> <ul style="list-style-type: none"> <li>· Teacher will take the phone to the office.</li> <li>· Guardian will be contacted and will pick up the device.</li> </ul>
4th Violation	<p>Phone will not be allowed at school for 4 weeks</p> <ul style="list-style-type: none"> <li>· Teacher will take the phone to the office.</li> <li>· Guardian will be contacted and will pick up the device.</li> </ul>
5th Violation	<p>Phone stays home for the remainder of the school year</p> <ul style="list-style-type: none"> <li>· Teacher will take the phone to the office.</li> <li>· Guardian will be contacted and will pick up the device.</li> </ul>

**Pouch Damage / Lost Pouch / Using PED During School**

If a student damages their pouch, the Administration will collect the student's pouch/phone/PED and call home.

Examples of pouch damage include:

- Bent pin
- Ripped fabric
- Deep scratches on the lock exterior + green ring
- Intentional pen marks on the pouch
- Pin and button not fully recessing due to pin damage

Replacement pouch cost is \$30

## Forgotten Pouches

If a student forgets their pouch, their phone/wearable technology will be stored in the Main Office. The phone/wearable technology will be returned to the student at dismissal. If a student consistently forgets their pouch, it is considered lost. Refer to the Lost Pouch policy above.

Students are prohibited from using electronic devices in the restroom/locker rooms and from taking pictures or videos of other students or staff without their expressed permission.

If you have any questions regarding the new policy or its enforcement please contact Principal Jason Gorham 541-432-7311, [jason.gorham@josephcharter.org](mailto:jason.gorham@josephcharter.org)

The following fees are assigned to students and need to be paid at the beginning of the year to avoid having to track parents down at the end of the year during the checkout process:

HS ASB Fee	\$20	Jr. Hi Pay to Play Fee	\$25
Jr. Hi ASB Fee	\$10	Art Class Fee	\$15
HS Pay to Play Fee	\$50	HS Shop Class Fee	\$15

Please correct (if applicable) and sign the Student Profile Sheet so we have confirmation of your correct information. Every student needs to return the sheet. All Students will receive theirs on the first day and may return them to homeroom teachers or drop off at the office.

Consistent attendance and good communication between school and home is of utmost importance to us. If you have any questions feel free to contact us at 432-7311 or email anytime. Also, use our website [www.josephcharter.org](http://www.josephcharter.org) or Facebook/Instagram as a great source of current information. **Additionally please download the Joseph Charter School App for Iphone or Android by searching Joseph Charter School OR in the app store or visiting our website.** Parents, teachers and administration are a team, so feel free to communicate with us any time.

Respectfully,  
Jason Gorham  
5-12/Imnaha Principal