



# **White Pass Jr. Sr. High School**

## **Student Handbook**

**2016-17**

516 Silverbrook Road

Randle, WA 98377

360 497-5816

360 497-7773 Fax

**Chuck Wyborney, Superintendent**

**Christopher Schumaker, Principal**

**Pretrina Mullins, Academic Counselor**

The White Pass School District does not discriminate on the basis of sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual orientation including gender expression or identity, the presence of any sensory, mental or physical disability or the use of a trained dog guide or service animal by a person with a disability in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following employees have been designated to handle questions and complaints of alleged discrimination: Chuck Wyborney, P.O. Box 188, Randle, WA 98377; (360) 497-3791 (Title IX Coordinator) and Pretrina Mullins, P.O. Box 188, Randle, WA 98377; (360) 497-3791 (Section 504/ADA Coordinator/Compliance Coordinator for 28A.640 and 28A.642).

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## STAFF INFORMATION

Staff Member	Department	Extension	Email
Almquist, Martha	English	3014	malmquist@whitepass.k12.wa.us
Almquist, Scott	History	3015	salmquist@whitepass.k12.wa.us
Barnes, Shanna	Para Educator	3026	sbarnes@whitepass.k12.wa.us
Carter, Brian	Alternative Director, PE	3004	bcarter@whitepass.k12.wa.us
Christian, Tamara	Secretary	3002	tchristian@whitepass.k12.wa.us
Coleman, Beth	Spanish, Reading, Math	3013	bcoleman@whitepass.k12.wa.us
DeLong, Bryan	Athletic Director, PE	2016	bdelong@whitepass.k12.wa.us
Fagin, Terry	Science	3016	tfagin@whitepass.k12.wa.us
Foley, Maureen	GEAR UP Coordinator	3024	mfoley@whitepass.k12.wa.us
Fuchs, Polly	Special Education	3007	pfuchs@whitepass.k12.wa.us
Hanks, Danya	English/History	3017	dhanks@whitepass.k12.wa.us
Hendrickson, Sharlotte	English	3012	shendrickson@whitepass.k12.wa.us
Inocencio, Kim	Nurse	2020	kinocencio@whitepass.k12.wa.us
Judd, Jim	CTE – Woodshop, Health, PE	3022	jjudd@whitepass.k12.wa.us
Judd, Laurie	CTE - Art	3021	ljudd@whitepass.k12.wa.us
Layman, Debbie	Para Educator	3027	dlayman@whitepass.k12.wa.us
Lindh, Ann	Librarian	3006	alindh@whitepass.k12.wa.us
Mullins, Pretrina	English/Academic Counselor	3008	pmullins@whitepass.k12.wa.us
Mullins, Darla	Para Educator	3026	dblankenship@whitepass.k12.wa.us
Nelson, Brad	Music	3011	bnelson@whitepass.k12.wa.us
Nebeker, Nancy	Para Educator	3026	nnebeker@whitepass.k12.wa.us
Olwine, Erin	Para Educator	3026	<a href="mailto:eolwine@whitepass.k12.wa.us">eolwine@whitepass.k12.wa.us</a>
Parrish, Ashley	Social/Emotional Counselor	2014	aparrish@whitepas.k12.wa.us
Phelan, Jacki	Science/Math/English	3018	jphelan@whitepass.K12.wa.us
Rashoff, Darci	CTE - Business	3020	drashoff@whitepass.k12.wa.us
Senderak, Elizabeth	Para Educator	3027	esenderak@whitepass.k12.wa.us
Sisk, Selina	Chartwells Manager	3005	ssisk@whitepass.k12.wa.us
Schumaker, Chris	Principal	3003	cschumaker@whitepass.k12.wa.us
Toal, Joe	Tech Coordinator	3023	jtoal@whitepass.k12.wa.us
Valacer, Stephen	Math	3019	<a href="mailto:svalacer@whitepass.k12.wa.us">svalacer@whitepass.k12.wa.us</a>

"IF YOU GET, GIVE  
IF YOU LEARN, TEACH."

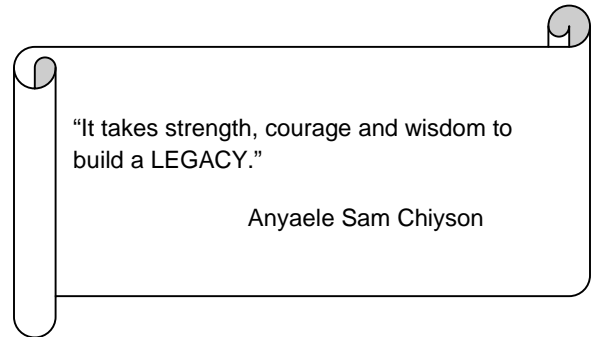
Maya Angelou

"The idea is not to live forever, it is to create  
something that will."

Andy Warhol

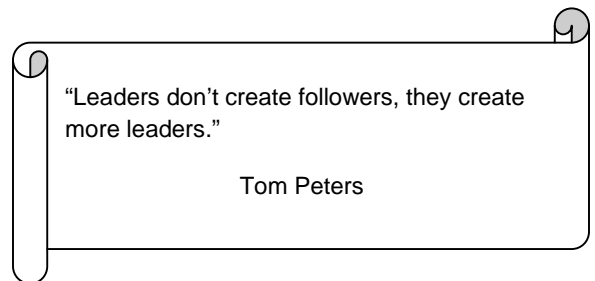
## ASB INFORMATION

Advisor:	Terry Fagin
Central Treasurer:	Baylee Hanger
Senate Chair:	Larkin Farrish
Secretary:	Julianna Draper
Treasurer:	Annie Brown
Senator:	Emily Adams
Senator:	Caleb Heath
Senator:	Reid Worden
Senator:	Krystal Wright
Historian:	Jaylea Rahenkamp
Sargent-At-Arms:	Kade Gillispie
Public Relations:	Kaylen Collette



## CLASS INFORMATION

	<u>Advisor</u>	<u>President</u>
Seniors:	Mrs. Coleman	
Juniors:	Mr. Fagin	
Sophomores:	Mrs. Hanks	
Freshmen:	Mrs. Fuchs/Mr. Valacer	
8 <sup>th</sup> Graders	Mrs. Almquist/Mr. Almquist	
7 <sup>th</sup> Graders	Mrs. Hendrickson	



## PRINCIPAL'S MESSAGE

Attending school can be very exciting and enjoyable. We hope you enjoy many new experiences and develop skills to become a successful adult. You will find this handbook provides expectations about your participation in junior high and high school and answers many questions. Read it carefully and you will find that doing your job as a student and being a good citizen will be the cornerstone to your education.

We expect all students enrolled here at White Pass Jr. Sr. High to live by the standards of honesty, integrity, self-discipline, respect, and love of knowledge. Our athletic mascot, the MWP TimberWolf, sets the tone for staff and students to be steadfast, focused, determined, and ready to accept challenges. Together, let's create and maintain a *"Legacy of Excellence."*

## THE BUILDING'S VISION

White Pass Jr. Sr. High School students use critical thinking skills and problem solving abilities to recognize and pursue issues relevant to their personal goals and discern the impact of their actions and decisions at the local, national, and world level.

## THE BUILDING'S GOALS

Students use effective communication skills in listening, writing, and speaking. They are able to express themselves effectively, colorfully, appropriately, thoughtfully, and accurately.

Students are creative thinkers and problem-solvers who recognize and define problems. They develop new approaches and solutions and put these into action. They are able to support their reasoning and decisions with intelligence and clarity.

Students acquire, process, and apply new information. They use cooperative work skills such as self-starting, constructive compromise, and task completion.

Students are aware of the impact of their actions and decisions within the global community.



# GENERAL INFORMATION

## ACADEMIC/GUIDANCE COUNSELOR

Guidance services are available for every student in school. These services include assistance with educational planning, interpretation of test scores, career information, study help, as well as help with personal or school problems. Certificate of Academic Achievement options, appeals, and waivers are available from the counselor. **Appointments must be made with the counselor.** Unless an emergency exists, the student must wait for the counselor to set a meeting time. Services are also provided by Cascade Mental Health.

## ACCIDENT REPORTS

All accidents or mishaps which occur in the classroom, on school grounds, or at school-sponsored events will be given immediate attention. Accidents must be reported to the immediate teacher, coach, or supervisor. An accident report form must be completed and turned in as soon as possible. This policy is designed for the protection of the student as well as the school.

## AFFIRMATIVE ACTION STATEMENT

Students have the right to receive a free public education and a deprivation of that right may occur only for good and sufficient cause and in accordance with school policy and due process of law. Each student served by White Pass District can expect the following rights:

1. An equal educational opportunity with freedom from discrimination because of national origin, race, religion, economic status, sex, sexual orientation, pregnancy, marital status, previous arrest, previous incarceration, or the presence of any sensory, mental, or physical disability.
2. Freedom of speech and press, peaceful assembly, and redress of grievances subject to reasonable limitations within school policy, upon time, place, and manner of exercising such rights.
3. Freedom from unreasonable searches or seizures.
4. Freedom from unlawful interference in their pursuit of an education.
5. Attend classes.
6. Pursue their course of studies.

## ALTERATION OF RECORDS

Alteration of Records: A student who falsifies, alters, or destroys a school record, grade book, or communication between the school and home shall be subject to corrective action.

## ASSEMBLIES

Assemblies are scheduled throughout the school year for a variety of reasons (pep assemblies, school climate assemblies, awards assemblies, etc.). All faculty and students are required to attend these assemblies that are held during school time. Occasionally there will be reasons for an individual to be excused; the principal must approve these exceptions. Inappropriate behavior will result in removal from the assembly and the forfeiture of future assemblies.

## ASSESSMENTS

Washington State graduation requirements are designed to ensure students have a solid foundation of reading, writing, math and science skills, no matter the path they choose after high school—placing the students in readiness for higher education/trade school/career/life after high school.

To be eligible to graduate in Washington, high school students must: pass specific state exams, earn all required credits required by the state and their local school district, and successfully complete a high school and beyond plan.

High school students must also pass tests, or state-approved alternatives, to earn a certificate of academic achievement (CAA) and be eligible to graduate. Required tests vary by expected year of graduation. A student's expected year of graduation is set when they enter the 9th grade.

For more information concerning Washington State Graduation Requirements, please visit <http://www.k12.wa.us>.

## ASB CARDS AND ATHLETICS

Associated student body cards are available to students who wish to purchase them. Cards will admit students to all home athletic activities. All students turning out for sports are required to have a card.

Sport activities for White Pass are combined with neighboring school district Morton. This co-curricular program strives to create an environment in which student participants develop life skills while achieving athletic success. To participate in athletics, a student must be academically eligible with GPA of 2.0 and above, not have violated any WIAA or NFHS eligibility rules, and not violated any rules of White Pass High School. Full information regarding MWP Athletics is found in the Morton/White Pass School Districts Athletics and Activities Handbook on the school website at [www.whitepass.k12.wa.us](http://www.whitepass.k12.wa.us).

## ATTENDANCE (RCW 28A.225.010)

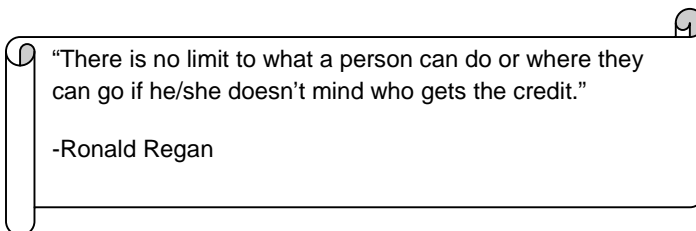
Parents are required by state law for seeing that their children age eight and less than eighteen attend school, except for children of age fifteen and above who have met the following criteria:

- Demonstrated proficiency in the required subject matter taught in the first nine grades.
- Is receiving home-based instruction.
- Excused by the superintendent for a physical or mental disability.
- Is regularly and lawfully engaged in a useful occupation.
- Is excused from attending a public school or is attending a residential institution.
- Has satisfied graduation requirements.
- Has received a certificate of educational competency.

Regular attendance at school is imperative for students to be academically successful and to complete graduation requirements. The attendance policy at White Pass Jr. Sr. High School is designed to support academic success and a student's graduation as well as keep parents and students informed whenever attendance threatens to jeopardize the student's success.

The maximum number of days that a student may miss class and obtain credit in a ninety (90) day semester is fifteen (15) regardless of being excused or unexcused. Any student who misses the 16<sup>th</sup> day may be denied credit for that class(es) and will be required to meet with the attendance committee.

The Becca Bill (E2SSB 5439) states that **All absences require a written note with a parent or guardian's signature within two days of the student's return to school.** Excused absences include dental, medical, legal, personal illness, emergencies, or approved pre-arranged absences requested by the parent or guardian.



The E2SSB 5439 (the Becca Bill) also requires that schools report to the district court “upon the fifth unexcused absence in a thirty day period or the tenth unexcused absence in a school year.” (Note: Copies of the reporting process are available in the office.) School-sponsored activities such as athletic travel, field trips, performances, etc. are considered to be part of a student’s school day and are not considered an absence. The student participant is expected to submit all work prior to or make up all work (as required by the teacher) immediately following the event.

Absences less than 16 days may affect the grade of a student per individual teacher’s grading policy.

In order to be certain that students have every opportunity to meet the attendance requirements and parents are well-informed, a letter is sent home indicating a student’s attendance status after he/she reaches five, eight, and eleven absences.

## **BACKPACKS**

All backpacks, totes, and handbags need to be kept in your locker during the school day. This helps us maintain a safe, clean and obtrusive free environment. Your locker will keep your personal items safe, secure, and organized when properly utilized. In most cases, you will have access to an Academic, PE, and Band locker if needed, depending on your class schedule.

## **BOOKS AND SCHOOL EQUIPMENT**

All textbooks are furnished by the school district. It is the student’s responsibility to treat these books with care. Any excessive damage beyond normal wear will result in a fine. As students receive their textbooks, they should report any damage found in the books to their teacher so they are not charged at the end of the semester or school year for damaging the books. The student will pay for school equipment that has been broken, lost, or in any way defaced by the student. All books must be stored in student assigned lockers. Student fines, book replacement fees or technology bills that are unpaid may result in final grades and transcripts being withheld, until full payment has been received.

\*Any Chromebooks, iPads, or Laptops checked out have additional rules and regulations governing their checkout, handling, and usage. Check with your issuing teacher for more information.

## **BUILDING USE**

Students are not to remain in the building or on the grounds after school dismissal unless they are directly involved in a properly-supervised school activity or if requested to do so by an instructor or administrator.

During early release on Friday-Student Athletes may wait in the building until their practice time. Student Athletes will be provided a study table, in the Commons, supervised by a staff member. This is the only location permitted for students. All other areas are restricted.

## **BULLETINS**

The daily bulletin is a vital source of communication, which means that it is imperative that it is read daily. A copy will be posted outside the office and placed on the school website.

Announcements must be submitted by 1:00 p.m. on the previous school day to be included in the next day’s publication.

## **BULLYING**

Please see attached Policy 3207 - Prohibition of Harassment, Intimidation and Bullying at the end of the handbook. Board Policy 3207 can also be found under School Board/Policies at [www.whitepass.k12.wa.us](http://www.whitepass.k12.wa.us).



[RCW 28A.300.285](#) defines harassment, intimidation or bullying as any intentionally written message or image—including those that are electronically transmitted—verbal, or physical act, including but not limited to one shown to be motivated by race, color, religion, ancestry, national origin, gender, sexual orientation, including gender expression or identity, mental or physical disability or other distinguishing characteristics, when an act:

- Physically harms a student or damages the student's property.
- Has the effect of substantially interfering with a student's education.
- Is so severe, persistent or pervasive that it creates an intimidating or threatening educational environment.
- Has the effect of substantially disrupting the orderly operation of the school.

Cyberbullying is harassment, intimidation, or bullying using electronic means, such as the internet or e-mail or cell phone text messaging.

False reports about or retaliation for harassment, intimidation or bullying complaints also constitute violation of the District's bullying policy. No school employee, student, or volunteer may engage in reprisal, retaliation or false accusation against a victim, witness, or one with reliable information about an act of harassment, intimidation or bullying. Such behavior may result in disciplinary action.

## **BUSES**

All students riding buses to or from school or to school activities are subject to school rules and the bus driver's rules and directions. Students who are unwilling to maintain acceptable bus conduct may lose riding privileges.

Students are expected to go straight to the buses when the bell rings without loitering. There is no walking between the buses and students are to walk on the sidewalk. No public displays of affection are allowed.

*If a student needs to get off at a different stop or ride a different bus home, he/she must bring a note signed by the parent or guardian giving permission to do so. **A pass will then be issued by the office.***

## **CAMPUS VISITORS**

All adults who wish to visit White Pass Jr. Sr. High School are required to check in at the office. Visitors are required to identify themselves, state the nature of their business, and obtain a visitor's identification tag before receiving permission to visit.

Student visitors may be allowed provided they fill out a visitor application and submit it for approval at least one week prior to the date of the visit. Junior high students are not permitted to have high school visitors and vice versa. Visitors of our students will be admitted only if they are under the age of 21 and have a visitor application signed by the principal. Visitors may be asked to supply a valid photo identification card with birth date.

## **CHEATING AND/OR PLAGIARISM**

All students are expected to do their own work when assigned individual papers and projects and when taking tests. The definition of plagiarize is "to use and pass off (someone else's ideas, inventions, writings, etc.) as one's own." (Webster's Dictionary) Whether you use someone else's term paper, copy something out of a book, or take something off the Internet, you are plagiarizing if you do not cite your source and place quotation marks around anything taken word-for-word from a source. If you are not sure whether something you are doing is plagiarism, you should check with your teacher before you submit the assignment.

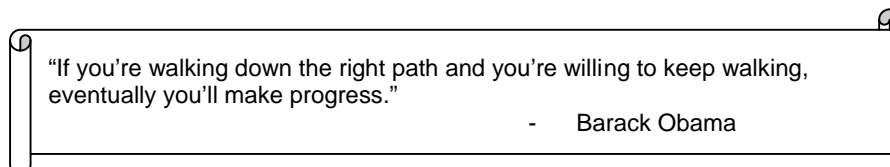
Cheating is also passing off someone else's work as your own. It includes plagiarizing, but it also includes any type of fraud such as copying another student's answers on a test or turning in a project as your own when it was really done by your parents or someone else.

When a student is referred to an administrator for a plagiarism/cheating incident, the following will occur:

First Offense: the student receives a grade of '0' on the assignment; parental contact.

Second Offense: the student receives a '0' on the assignment and a grade of 'F' in the course for the quarter; parental contact.

Third Offense: the student fails the course for the year; parental contact.



## CLASSROOM

Each classroom teacher will have posted rules and procedures which students are expected to follow in order to ensure an effective teaching and learning environment in the classroom.

## CLOSED CAMPUS

White Pass Jr. Sr. High School has a closed campus policy. This means that students are not to leave the school grounds from the time they arrive at school until dismissal at the conclusion of the school day.

Students may be excused to leave the school grounds for legitimate school or parent-approved reasons by bringing a note to the office stating the reason and the time to be dismissed or by a phone call from the parent. **Permission must be obtained from authorized school office personnel prior to signing out.** (This may not be for the purpose of leaving school grounds for lunch or going to the store to buy food for lunch.) Please note that the Morton/White Pass School Districts Athletics and Activities Handbook limits students leaving school unless it is for medical/dental appointments (doctor/provider note required), family emergencies, school-sponsored activities, or an event cleared in advance by the principal, athletic director or designee.

## CLOSED LUNCH

Students are reminded that Closed Lunch is a lunch-time detention. A student's socialization opportunity has been taken away because a school rule has been broken. Students are expected to report to the designated area and then will be released to get their lunch. Talking, listening to music, and sleeping are prohibited. The students can work on schoolwork during this time. Students are expected to maintain proper behavior and attitude during Closed Lunch. **If a student is asked to leave as result of poor behavior choices during Closed Lunch an In School Suspension will follow.**

## COMPLIANCE WITH RULES

Students shall comply with all rules adopted by the District. Failure to do so shall be cause for corrective action. The rules shall be enforced by school officials, teachers, and classified personnel. Rules will be enforced in the following locations:

1. On school grounds during and immediately before and after school hours.

2. On school grounds any time when the school facilities are being used by any school group(s).
3. Off school grounds at a school activity, function, event, sport event, field trip or bus stop.
4. Off school grounds if the actions of the student materially or substantially affect the educational process.

## **COPY MACHINE**

The copy machine is for authorized school use only. Students are not to use the copy machine unless given permission by teachers, administrators, or adult office personnel. The adult giving the student permission to use the copy machine is responsible for teaching the student how to use the copy machine and what to do in the event of any problems. Students who abuse copy machine privileges will be subject to discipline.

## **COPYRIGHT**

Downloading, copying, duplicating, and distributing software, music, sound files, movies, images, or other copyrighted materials without the specific written permission of the copyright owner is generally prohibited. However, the duplication and distribution of materials for educational purposes are permitted when such duplication and distribution fall within the Fair Use Doctrine of the United States Copyright Law (Title 17, USC) and content is cited appropriately. All student work is copyrighted. Permission to publish any student work requires permission from the parent or guardian.

## **CORE/FLEX**

WPHS students will have the opportunity to participate in either CORE or FLEX.

CORE means Counting On Reaching Excellence. It is a mandatory period of time when students with “F” grades are provided with guided tutoring. CORE students are any students with “F” grades from the previous semester and/or current “F” grades. CORE students will be placed in a mandatory tutoring period (CORE) between 2<sup>nd</sup> and 3<sup>rd</sup> periods, attend assigned CORE class 5 days per week (attendance will be taken), be moved to FLEX time when all grades are “D” or better at 4 week checks.

FLEX students are any students with “D” grades or higher. FLEX students will have access to a variety of activities and options on campus during FLEX time between 2<sup>nd</sup> and 3<sup>rd</sup> periods, have FLEX time 5 days per week, and be moved to CORE time if any grade falls below a “D” grade. During FLEX time students can use time as they wish, serve as a CORE tutor for community service hours, attend study sessions, hang out in the commons, have access to the student store, utilize the gym, use the computer labs, and have access to other opportunities. Students will transition in and out of CORE/FLEX every 4 weeks. CORE/FLEX schedules are subject to change depending on early releases, assemblies, and late starts.

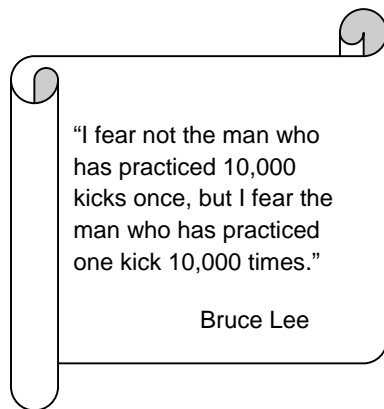
## **JR/SR HIGH SCHOOL SCHEDULES**

### Junior High

Period 1  
 Period 2  
 CORE/FLEX  
 Period 3  
 Lunch  
 Period 4  
 Period 5  
 Period 6  
 Period 7

### Senior High

Period 1  
 Period 2  
 CORE/FLEX  
 Period 3  
 Period 4  
 Lunch  
 Period 5  
 Period 6  
 Period 7



## CRIMINAL ACTS

The following activities are among those defined as criminal under the laws of the State of Washington. In addition to having legal consequences under the criminal code, these acts can result in suspension or expulsion.

1. Arson -- The intentional setting of a fire.
2. Extortion, Blackmail, Coercion -- Obtaining money or property by violence or threats, or by forcing someone to do something against his/her will by force or threats.
3. Trespass -- being in an unauthorized place or refusing to leave when ordered to do so. Students on suspension or expulsion are excluded from school property and from all school functions.
4. Willfully Disobeying School Administrative Personnel or Refusing to Leave Public Property -- RCW 28A.635.020. This is a gross misdemeanor.
5. Abusing or Insulting Teachers -- Any person who shall insult a teacher anywhere on the school premises while such teacher is carrying out his or her official duties, shall be guilty of a misdemeanor (RCW 28A.635.010).
6. Unlawful Interference with School Authorities -- Interfering with school personnel in the performance of their duties (RCW 28A.635.090) is a gross misdemeanor.
7. Intimidating any Administrator, Teacher, Classified Employee, or Student by Threat of Force or Violence -- It is unlawful for any person, alone or in concert with others, to intimidate by threat of force or violence any administrator, teacher, classified employee, or student of any common school who is in the peaceful discharge of conduct of his or her duties or studies (RCW 28A.635.100) is a gross misdemeanor.
8. Possession of Dangerous Weapons -- It is illegal to possess firearms or other dangerous weapons on school grounds or at school activities. By law, possession of dangerous weapons **will lead** to suspension or expulsion and must be reported to law enforcement authorities for appropriate action.
9. Bomb Threats -- It is unlawful for any person to threaten to bomb or otherwise injure any public or private school building. It is also unlawful to communicate or repeat any information concerning such a threatened bombing or injury, knowing such information to be false and with intent to alarm the person or persons to whom the information is communicated (RCW 9.61.160). It shall not be a defense to any prosecution under the law that the threatened bombing or injury was a hoax (RCW 9.61.170). Threats to bomb or injure property are a felony (RCW 9.61.180).

In addition, the following are also considered criminal acts: Rape/Sexual Molestation, Fire Alarms, Fire Extinguishers, Prank 911 Calls, Thefts, Harassment (verbal, physical, or sexual), Drugs/Alcohol, Pornography (underage or illicit acts), and Vandalism/Destruction of Private Property.

## DANCE REGULATIONS

School dances are open to White Pass students. Morton students will be allowed at combined dances. Junior high students are not permitted to attend high school dances and vice versa. Guests of our students will be admitted only if they are under the age of 21 and have a guest pass signed by the principal. Guests may be asked to supply a valid photo identification card with birth date. Guest passes must be submitted for approval by 12:00 (noon) on the day of the dance or the day before if school is not in session the day of the dance. Office staff is not responsible for faxing the guest pass; it is the student's responsibility.

Students are expected to be at school the day of the dance unless they have a doctor's note. If the dance is on Saturday, they are expected to be in school on Friday. Students will not be allowed to re-enter once they leave the dance. Outside food and beverages are not permitted. All rules pertaining to the school apply at dances.

Students and Parents will be required to sign a Dance Contract that will cover additional dance information, dress code items, and behavior expectations for all school dances. Homecoming and Prom are special dances that have additional schedules that must be followed – please pay attention to due dates for ticket purchases, transportation availability, and be sure your dance contracts and guest passes are turned in on time.

“A man who stands for nothing will fall for anything.” Malcolm X

## DISCIPLINE

White Pass Jr. Sr. High's philosophy of discipline centers around the belief that discipline must be firm, fair, and consistent. Our goal in disciplining students is to reduce behaviors that interfere with learning and to help students be self-managers who possess inner control and the self-esteem it helps generate.

We believe that no student has the right to interfere with the rights of other students to learn. Each teacher has the right to teach and each student must have the right and opportunity to a productive learning environment at White Pass Jr. Sr. High. All students need a good understanding of the rules and consequences (positive and negative). Possessing this knowledge will allow the student to make a choice between proper behavior or inappropriate behavior. By knowing these things the student can begin to develop self-discipline and good citizenship.

One of the most important lessons education should teach is discipline. While it does not appear as a subject, it underlies the entire educational structure. It is the training that develops self-control, character, orderliness, and efficiency. It is the key to good conduct and proper consideration for other people. With an understanding of the purpose of discipline in the school, one may develop a correct attitude toward it, and not only do one's part in making the school an effective place of learning, but develop the habit of self-restraint which will make one a better person.

### MINOR BEHAVIORS

Teachers use professional judgment to determine the consequence for minor offense. Possible consequences may include closed lunch detention, classroom tasks, call home, time owed after class, extra assignment, or other corrective classroom management strategies. However, please note that upon teacher discretion, a minor offense may be determined to have a negative or harmful effect on the learning environment. In such cases the offense may be elevated to a major offense status requiring more intensive administrative response. The table below provides an example of the levels of concern regarding minor behaviors.

Level 1 (classroom)	Level 2 (classroom)	Level 3 (office)	Level 4 (office)
<b>Distracted</b>	<b>Disruptive</b>	<b>Defiant</b>	<b>Dangerous</b>
<b>General inattentive behavior</b>	<b>Behavior that draws other students off task or causes other students to become distracted</b>	<b>Boldly refusing instruction and authority</b>	<b>Being able or likely to do harm</b>

#### Minor Offenses

- |  |                        |                                      |
|--|------------------------|--------------------------------------|
| <b>1. Inappropriate Language</b>       | <b>2. Tardy</b>        | <b>3. Not being Prepared</b>         |
| <b>4. Not Showing Respect</b>          | <b>5. Gum/Food</b>     | <b>6. Not Dressed Appropriately</b>  |
| <b>7. Not Following Rules</b>          | <b>8. Horse Play</b>   | <b>9. Breaking Electronic Policy</b> |
| <b>10. Public Display of Affection</b> | <b>11. PE Non-suit</b> |                                      |

The Teacher will make contact with parents when classroom interventions are not working or when a referral has been written either through email or telephone. The Administrator will also call to explain the consequence if a referral has been issued.

### **MAJOR OFFENSES:**

Major offenses require administrative action. A list of possible actions is provided below. All consequences are to be served on student calendar school days (weekends/holidays excluded). Repetitive infractions of the same offense type will result in a penalty at least equal to the previous offense. The administrator and/or CARE team may review a student's repeated pattern of major infractions and determine that the student would benefit from positive behavioral supports in the form of more targeted and/or intensive individualized interventions. Please note that major offenses may require a conference with student and parent.

	<b>Progression of Discipline</b>		<b>Exceptional Misconduct</b>	
	<b>Minimum</b>	<b>Maximum</b>	<b>Minimum</b>	<b>Maximum</b>
Absence Unexcused Skipping Class	1.Parent Notification 2.Closed Lunch	1.Detention	ISS 1-3 days	OSS 3 to 5 days
Alcohol/Drugs Possession	1.Parent Notification 2.Police Contact 3.OSS 10 days	OSS Suspension Up to 20 days	1.OSS 30 days 2.Police 3. D/A Assessment	Expulsion Hearing
Cheating/Plagiarism	1.Conference 2.Zero on Assignment 3.Letter of Apology	1.Fail Class	1.Conference 2.Fail Class	1.OSS 1 to 5 days
Class Disruption	1.Conference 2.Closed Lunch 3.Detention	1.ISS 1 to 5 days 2.OSS 1 to 3 days	1.Suspension OSS 1 to 10 days	1.Expulsion Hearing
Dangerous Objects	1.Conference 2.Closed Lunch 3.Detention 4.Law Enforcement	1.ISS 1 to 5 days 2.OSS 1 to 5 days	1.OSS 1 to 45 days	1.Expulsion Hearing
Defiance of Authority	1.Conference 2.Detention 3.ISS 1 day 4.OSS 1 day	1.ISS 1 to 5 days 2.OSS 1 to 5 days	1.Suspension OSS 1 to 10 days	1.Expulsion Hearing
Destruction of Property/Vandalism	1.Conference 2.Restitution 3.Closed Lunch 4.OSS 1 day	1.ISS 1 to 5 days 2.OSS 1 to 5 days	1.Restitution 2.Law Enforcement 3.OSS 1 to 10 days	1.Expulsion Hearing
Disorderly Conduct	1.Conference 2.Closed Lunch 3.Detention 4.Law Enforcement	1.ISS 1 to 5 days 2. OSS 1 to 10 days	1.Suspension OSS 1 to 10 days	1.Expulsion Hearing
Dress Code	1.Conference/Change 2.Closed Lunch 3.Detention	1.Conference 2.Sent Home 3.Detention	1.Conference 2.ISS 1 to 5 days 3.OSS 1 to 10 days	1.Expulsion Hearing
Drug Dealing	1.Expulsion Hearing 2.Law Enforcement	1.Expulsion Hearing	1.Expulsion Hearing	1.Expulsion Hearing
Drugs-Under the Influence	1.Conference 2.Law Enforcement 3.OSS 5 days	1.D/A Assessment 2.OSS 5 to 10 days	1.D/A Assessment 2.Law Enforcement 2.OSS 1 to 45 days	1.Expulsion Hearing
Extortion	1.Conference 2.OSS 5 days	1.OSS 1 to 10 days	1.OSS 1 to 10 days 2.Law Enforcement	1.Expulsion Hearing
Forgery/Falsification/Refuse to Identify Oneself/Lying	1.Conference 2.Closed Lunch 3.Detention	1.ISS 1 to 5 days 2.OSS 1 to 5 days	1.Conference 2.ISS 1 to 10 days 3.OSS 1 to 10 days	1.Expulsion Hearing
Gambling	1.Conference 2.ISS 1 to 5 days 3.OSS 1 to 5 days	1.OSS 1 to 10 days	1.OSS 1 to 10 days	1.Expulsion Hearing

Harassment, Intimidation, and Bullying	1.Conference 2.Student Contract 3.Detention 4.ISS 1 to 5 days 5.OSS 1 to 5 Days 6.Law Enforcement	1.OSS 1 to 10 days	1.Conference 2.OSS 1 to 10 days 3.Safety Plan	1.OSS 1 to 45 days 2.Law Enforcement 3.Expulsion Hearing
Horseplay or Unsafe Behaviors	1.Conference 2.Closed Lunch 3.Detention	1.ISS 1 to 3 days 1.OSS 1 to 3 days	1.ISS 1 to 10 days 2.OSS 1 to 10 days	1.Expulsion Hearing
Inappropriate Disrobing	1.Conference 2.OSS 1 to 3 days	1.OSS 1 to 5 days	1.OSS 1 to 10 days	1.OSS 1 to 45 days
No Show Detention or Closed Lunch	1.Conference 2.ISS 1 to 3 days 3.OSS 1 to 3 days	1.Conference 2.ISS 1 to 5 days 3.OSS 1 to 5 days	1.OSS 1 to 10 days	1.OSS 1 to 10 days
Off Campus Without Permission	1.Conference 2.Closed Lunch 3.ISS 1 to 3 days 4.OSS 1 to 3 days	1.ISS 1 to 5 days 2.OSS 1 to 5 days	1.OSS 1 to 10 days	1.OSS 1 to 10 days
Physical Assault	1.Conference 2.OSS 3 to 10 days 3.Law Enforcement	1.Expulsion Hearing	1.OSS 1 to 45 days 2.Law Enforcement	1.Expulsion Hearing
Public Display of Affection	1.Conference 2.Closed Lunch	1.Conference 2.Closed Lunch 3.Detention	1.ISS 1 to 5 days 2.OSS 1 to 5 days	1.OSS 1 to 10 days
Reckless Driving/Parking	1.Conference	1.Suspension of Parking Privilege	1.Lost Parking Privilege 2.OSS 1 to 5 days	1.Lost Parking Privilege 2.OSS 1 to 10 days
Sexual Harassment	1.Conference 2.Training Video 3.Contract 4. Closed Lunch	1.Detention 2.ISS 1 to 3 days 3.OSS 1 to 3 days	1.OSS 1 to 10 days 2.Safety Plan 3.Law Enforcement	1.Expulsion Hearing
Tardiness	1.Conference 2.Closed Lunch -3 <sup>rd</sup> -	1.Detention -4 <sup>th</sup> and 5 <sup>th</sup> -	1.ISS 1 day 2.OSS 1 day -6 <sup>th</sup> and 7 <sup>th</sup> -	1. OSS 1 to 5 days 2. Juvenile Court -8 <sup>th</sup> and plus-
Technology-Misuse of School Provided Tech.	1.Conference 2.Closed Lunch 3.30 day loss of	1. 45 day loss of	1.ISS 1 to 5 days 2.OSS 1 to 5 days 3.45 days loss of	1.One Year loss of
Theft	1.Conference 2.Law Enforcement 3.Restitution 4.OSS 1 to 5 days	1.OSS 1 to 10 days	1.Law Enforcement 2.OSS 1 to 10 days	1.Law Enforcement 2.Expulsion Hearing
Tobacco Chew/Smoke E-CIG	1.Conference 2.Closed Lunch 3.Detention 4.Possible Drug Counseling	1.OSS 1 to 10 days	1.OSS 1 to 10 days	1.Expulsion Hearing
Truant From School	1.Conference 2.Closed Lunch	1.Detention 2.ISS 1 to 3 days 3.OSS 1 to 3 days	1.Law Enforcement 2.OSS 1 to 5 days 3.BECCA Bill Filed	1.BECCA Bill Filed
Vulgar/Profane/Obscene Language or Gesture	1.Conference 2.Closed Lunch 3.Detention	1.ISS 1 to 3 days 2.OSS 1 to 3 days	1.ISS 1 to 10 days 2.OSS 1 to 10 days	1.Expulsion Hearing
Weapons/Fireworks	1.Conference 2.Law Enforcement 3.OSS 5 to 10 days	1.Expulsion Hearing	1.OSS 1 to 45 days	1.Expulsion Hearing

**Detention** -- Teachers and administrators may require students to serve detention before school, at lunch, or after school. Students and parents must be given 24 hour notice if the detention is to be served after school in order to arrange special transportation, but that condition may be waived by the parents. Conflict with jobs or other activities will not excuse students from serving detention unless the teacher or administrator agrees. Each student is to have sufficient materials and books to study for the assigned time, and is to cooperate with the detention room supervisor. **Students will be required to**

**study and/or do custodial work during detention time.** Failure to serve detention time as assigned will result in In School Suspension and/or Out of School Suspension.

Disruption of School -- RCW 28A.635.030 states any person who shall willfully create a disturbance on school premises during school hours or at school activities or school meetings shall be guilty of a misdemeanor. Administrators will decide when to apply school discipline or the Revised Code of Washington with police enforcement.

Due Process -- Any student whose conduct may warrant suspension or expulsion will be provided due process. This is a legal safeguard that protects the rights of students and their parents and is constitutionally guaranteed. Due process steps include:

- Oral or written notice to the student of the charges against the student.
- An opportunity to present the student's side of the story in an informal hearing or meeting.
- The allowance, for safety considerations, for a student to be removed from the school prior to an informal hearing with that hearing to follow as soon as practical.
- Adequate notification and an opportunity for a fair hearing.
- That parents will be informed in writing of all suspensions and that they have the right to a conference with the principal.
- That if parents are not satisfied with any school official's decision they are entitled to request a review by the school official's immediate supervisor.
- Formal due process (including a hearing officer) in long-term suspension and expulsion proceedings
- A right to appeal disciplinary decisions to the School Board, Superintendent, and Principal. During any appeal process, the consequence must still be served unless altered by the superintendent.

Excluded Students to Remain Away from Campus -- Any student who has been excluded from school as a result of discipline of any type is not permitted to return to the school campus at any time during the period of the disciplinary action unless he/she has specific permission from the principal. In addition, the student will not be permitted to attend school events, sports, or activities for the duration of the exclusion. Violators will be subject to possibly more severe disciplinary action as well as trespass charges being filed.

Exceptional Misconduct -- Exceptional misconduct means misconduct which the school district has judged as follows:

- To be of such frequent occurrence, notwithstanding past attempts of district personnel to control such misconduct through the use of other forms of corrective action and/or punishment, as to warrant an immediate resort to long-term suspension or expulsion, and/or
- To be so serious in nature and/or serious in terms of the disruptive effect upon the operation of the school(s) as to warrant an immediate resort to short-term suspension, long-term suspension, or emergency expulsion.

Expulsion -- Expulsion means "a denial of attendance at any single subject or class or at any full schedule of subjects or classes for an indefinite period of time" (WAC 180-40-205). Expelled students are also precluded from participation in any school activities and are denied access to school property during the period of their expulsion.

Suspension -- Suspension means "a denial of attendance at any single subject or class, or at any full schedule of subjects or classes for a stated period of time" (WAC 180-40-205). Suspended students are also precluded from participation in school activities and are denied access to school property during the period of their suspension.

- Short Term Suspension -- A suspension of ten (10) school days or less.
- Long Term Suspension -- A suspension of longer than ten (10) consecutive school days.



In School Suspension -- A short term suspension during which the student will come to school each day but be confined to a designated space rather than moving through his/her normal class schedule. In school suspension is designed to keep students in a formal learning environment when they have been suspended for disciplinary reasons. It is a rigid program with strict supervision in a room where students spend the entire day. Rules include no communication with other students, no sleeping, no eating (except during the scheduled lunch), no gum chewing, etc. Students must keep busy working on assignments related to their suspension and regular classroom work. They are expected to be cooperative and respectful at all times. Any violations could result in further disciplinary action including suspension. Students may not avoid assigned in school suspension by choosing to take at-home suspension. Failure to show up for in school suspension without a valid medical reason will be deemed truancy. This may lead to involvement with the juvenile court system for failing to attend school as outlined in the truancy laws. Students who receive ISS are ineligible for any Student/Athletic Competitive WIAA Activity (Game) or School Social Function for the duration of the ISS. The student will serve ISS from 8:02 a.m. to 2:54 p.m. and the consequence for the ISS will last for a period of 24 hours. Example: 8:02 a.m. to 8:02 a.m. would equal one day of ISS.

Students assigned to In School Suspension will check in to the office by 8:00a.m. Students need to come prepared with books, paper, homework, projects, etc. Students will be expected to complete their work in the high school library from 8:02a.m. to 2:54p.m. Students who are assigned tests on the day of ISS will take their tests in the library. Computers may be used to complete assignments at the discretion of the librarian or staff member. The students' lunch will be during Lunch Detention and then they must return promptly to the Library at the bell. Students are expected to follow the rules of ISS. Students who become uncooperative, unproductive, and disruptive or come unprepared will be sent to the office and will be placed on Out of School Suspension (OSS). Breaks will be given and students are encouraged to bring snacks and water.

Repeated Violation of School Policy -- A student who repeatedly fails to comply with the rules or directions of teachers and administrators is subject to suspension or expulsion from a single subject or class, or any full schedule of classes.

*\*Administration does reserve the right to tailor/modify discipline procedure when special circumstance warrants.*

*\*Administration does reserve the right to implement Positive Behavior Intervention Supports in place of or along with discipline consequences as needed for students of special circumstance.*

*\*Administration does reserve the right, in extreme cases to call the police, require drug testing, require a threat assessment, or ask the student to attend anger/substance abuse counseling.*

## **WHAT IS DISCRIMINATION?**

Discrimination is the unfair or unequal treatment of a person or a group because they are part of a defined group, known as a protected class. Discrimination can occur when a person is treated differently, or denied access to programs, services or activities because they are part of a protected class. Discrimination can also occur when a school or school district fails to accommodate a student or employee's disability. Harassment (based on protected class) and sexual harassment can be forms of discrimination when it creates a hostile environment.

### **What is a Protected Class?**

A protected class is a group of people who share common characteristics and are protected from discrimination and harassment by federal and state laws. Protected classes defined by Washington State Law include:

- Sex
- Race/Color
- Creed/Religion
- National origin

- Disability or the use of a trained dog guide or service animal
- Sexual orientation
- Gender expression or identity
- Honorably discharged veteran or military status

### **What should I do if I believe my child is being discriminated against?**

You should report your concerns to your child's teacher or principal immediately! This will allow the school to respond to the situation as soon as possible.

If you cannot meet with the teacher or principal, you can always contact your school district's main office. Each school district will have someone who is responsible for responding to complaints about discrimination. Sometimes this person is called the Title IX Coordinator or for issues related to disability, the Section 504 Coordinator.

### **What if I can't resolve the problem with the school?**

If you cannot resolve your concern, you may wish to file a complaint with the school district. Anyone can file a complaint with the school district. You can file a formal complaint by writing a letter to your Superintendent that describes what happened and why you think it is discrimination. It is helpful to include what you want the district to do. Your letter must be signed.

The employee designated by the district to receive complaints will investigate your allegations and provide the superintendent with a written report of the complaint, and the results of the investigation. You and the district may also agree to resolve your complaint in lieu of an investigation.

The superintendent will send you a written letter within 30 calendar days which will either deny your allegations or describe the reasonable actions the district will take. The letter will include how to file an appeal with your school board if you do not agree with the Superintendent's decision.

Corrective measures must occur no later than 30 calendar days of the superintendent's letter.

### **What if I don't agree with the superintendent's decision or no one responds to my letter?**

Your next step is to appeal to the school board. You can file an appeal by writing a letter to your school board. The letter must include the part of the superintendent's written decision that you would like to appeal and what you want the district to do. Your letter must be filed with the School Board Chair by the 10th calendar day after you received the superintendent's response letter.

The school board will schedule a hearing within 20 calendar days after they receive your appeal letter. You may also all agree on a different date.

### **What will happen at the hearing?**

You will explain why you disagree with the superintendent's decision. You may bring witnesses or other information that is related to your appeal.

The board will send you a copy of their decision within 10 calendar days after the hearing. The decision will include how to appeal to the Office of Superintendent of Public Instruction if you disagree.

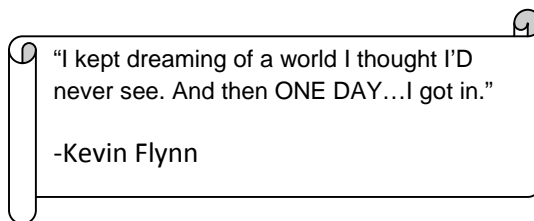
### **What if I don't agree with the School Board's decision?**

You may appeal the school Board's decision to the Office of Superintendent of Public Instruction (OSPI).

You can file an appeal by writing a letter to the Superintendent of Public Instruction. The letter must include the part of the school board's decision that you would like to appeal and what you want the district to do.

Your signed letter must be received by OSPI by the 20th calendar day of receiving the school board's decision. It can be hand-delivered or mailed to:

OSPI  
Administrative Resource Services  
P.O. Box 47200  
Olympia, WA 98504-7200  
Phone (360) 725-6133



OSPI will schedule a hearing with an Administrative Law Judge through the Office of Administrative Hearings (OAH). During this process you will be provided information about the hearing.

At the hearing you will explain why you disagree with the school board's decision. You may bring witnesses or other information that is related to your appeal. After the hearing, you will receive a copy of the judge's decision.

## **DISTRIBUTION OF MATERIALS**

A non-school publication and other materials may be distributed on school premises by a student provided that such materials and/or their distribution are not likely to be disruptive, libelous, nor obscene. Prior authorization by the principal is required.

## **DOORS**

School doors need to be secured for your safety and the safety of others. Certain doors are unlocked for student and public access during the school day. These doors are monitored by the office. Please do not prop doors open that are meant to be locked. By doing this, you are giving everyone and anyone access to the building and that creates an unsafe environment. For your safety this request will be strictly enforced.

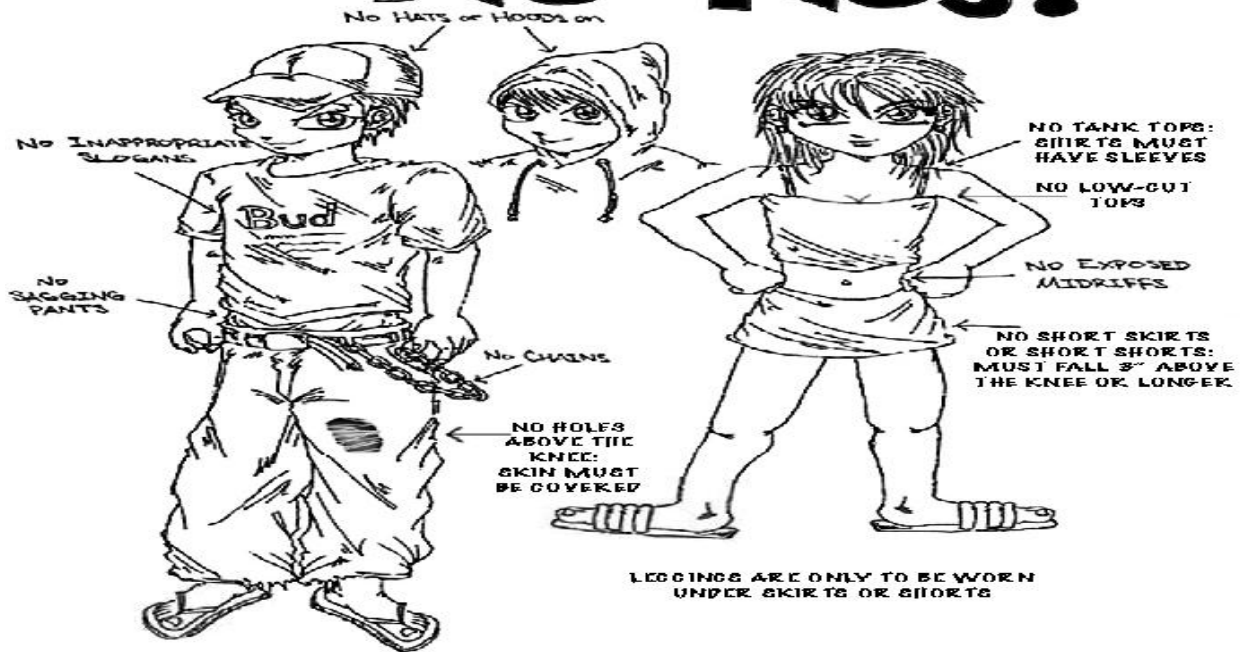
## **DRESS CODE**

It is the school's responsibility to prepare the students for the work world. Students at White Pass Jr. Sr. High School shall wear neat, clean, and reasonable dress. Students are reminded that their appearance significantly affects the way that others respond to them. In order to create a safe and healthy school and work environment for all, students are expected to dress appropriately. Students shall have the right to dress in accordance with their gender identity, within the constraints of the dress codes. Inappropriate dress may create a hostile environment for others or disrupt the educational process. Costumes are not accepted at school unless for school-sponsored activities.

The following clothing could be deemed inappropriate for the work world or could create a hostile environment and therefore will not be allowed:

- Revealing Clothing- No skin should be visible between the armpits and the mid thigh, sitting or standing. This includes bare backs and bare shoulders.
- Unsafe Clothing - clothing that is considered a safety hazard or can be damaging to school or personal property.
- Head coverings or bandanas.
- Gang-related clothing or chains.
- Inappropriate Messages - No references (direct or indirect) to drugs, alcohol, tobacco, sex or sexual innuendo, sexual orientation, racial or derogatory messages.
- Pajamas/pajama bottoms.
- Blankets are not to be at school.
- Yoga Pants and Spandex type clothing are strongly discouraged. If the article of clothing is causing a problem-ie show body parts, is overly revealing or not in good taste-the student will be asked to change.
- No short shorts. Shorts, skirts or spans must be longer than extended hand at hip/thigh.

# DRESS CODE No-Nos!



Appropriate footwear must be worn at all times. Heelies/skate shoes are not safe and should not be worn on campus.

Items may be included that are not listed above. It is at the discretion of the administration/staff to determine if other clothing is acceptable.

Students wearing inappropriate attire will be asked to change. If they are unwilling or unable to do so, they will be asked to go home. After students have been told that an article of clothing is unacceptable they are not to bring it to school again.

**GROOMING:** If the principal determines that a student's grooming violates the dress code, the student shall be given an opportunity to correct the problem at school. If not corrected, the student shall be assigned to In School Suspension for the remainder of the day or sent home until the problem is corrected.

**DRESS:** A student whose clothing violates the dress code shall be assigned to In School Suspension either for the remainder of the day or until a parent or designee brings an acceptable change of clothing to the school or the student may be sent home.

Repeated dress code offenses may result in more serious disciplinary action.

**HYGIENE:** If a student's personal hygiene practices disrupt the educational process or pose a health or safety threat, or in the judgment of the Principal, counselor or school nurse offends the senses of students and/or staff, the student may be sent home until the situation is remedied. Continued and serious deficiencies in dress and personal hygiene may, at the discretion of the Principal, counselor or school nurse be reported to Child Protective Services as a form of neglect.

**EXTRACURRICULAR ACTIVITIES:** The Principal, in cooperation with the sponsor, coach, or other person in charge of an extracurricular activity, may regulate the dress and grooming of students who participate in the activity. Students who violate dress and grooming standards established for such an activity may be removed or excluded from the activity for a period determined by the Principal or sponsor, and may be subject to other disciplinary action.

“Please think about your legacy, because you’re writing it every day.”

Gary Vaynerchuk

## **DRUGS, ALCOHOL, AND OTHER CONTROLLED SUBSTANCES**

No pupil shall possess, use, sell, conceal or be under the influence of alcohol, marijuana or illegal drugs at any time or during a school activity, function or event either on or off school property. Any student believed to be intoxicated at school or at a school activity may be offered a Breathalyzer or similar test. Such a student who refuses to take the test will be deemed to be intoxicated and will result in suspension or expulsion as necessary. Possessing, using, selling or transmitting narcotics/drugs (including alcohol, or possession of narcotic/drug paraphernalia) is prohibited on school property and at school functions. First violation consequence is subject to a minimum 5-day Out of School Suspension and probable police referral. Trafficking in illegal narcotics/drugs could result in long-term suspension or expulsion as well as police referral. This section also applies to drug, narcotic, alcohol "look-a-likes," e-cigarettes and vapors.

Any over-the-counter or prescription medication for personal use by any student must be checked into the office. An Authorization for Administration of Medication at School form must be on file with the office before your student takes any medication at school. Medications are not allowed to be transported on the bus, only parents are allowed to deliver medications to the office.

## **ELECTRONIC DEVICES/POLICY**

Students are responsible for any electronic devices at school. This includes responsible use of electronic devices such as cell phones, iPods, and tablets. Responsible use means complying with the laws including RCW23A.300.28 which deals with harassment, bullying or intimidation using electronically transmitted messages or images. Electronic devices are allowed during lunch, passing periods, before and after school and in the classrooms **only with teacher permission**. Students need to communicate with their teachers on classroom procedures. *Remember-each teacher will handle their own classroom electronic device policy differently-permission to use your device in one room does not apply to every room.* The Principal reserves the right to change the building’s Electronic Device Policy at any time.

**Warning: Having a Cell Phone, Camera, or Recording Device in the Bathroom or Locker room area is strictly prohibited.** Any intentional or unintentional recording of individuals in these areas could lead to confiscation of your electronic device, suspension from school, and law enforcement notification.

Warning: A person who transmits a message electronically, orally, or in written form in order to cause discord, defame a person’s character, or to start a fight will be disciplined.

First Offense: electronic device sent to the office and recorded in book, given to student at end of day.

Second Offense: electronic device sent to the office and parent must pick up.

Third Offense, etc.: electronic device sent to the office and parent must pick up.

## **ELECTRONIC INFORMATION SYSTEMS (NETWORKS)/PRIVACY**

The district provides the network system, e-mail, and Internet access as a tool for education and research in support of the district's mission. The district reserves the right to monitor, inspect, copy, review, and store, without prior notice, information about the content and usage of:

- The network;
- User files and disk space utilization;
- User applications and bandwidth utilization;
- User document files, folders, and electronic communications;
- E-mail;
- Internet access; and
- Any and all information transmitted or received in connection with network and e-mail use.

No student or staff user should have any expectation of privacy when using the district's network. The district reserves the right to disclose any electronic messages to law enforcement officials or third parties as appropriate. All documents are subject to the public records disclosure laws of the State of Washington.

Students and staff must sign an Individual User Access Informed Consent in order to use district networks.

### **ACCEPTABLE USE GUIDELINES**

#### **NETWORK**

1. All use of the system must be in support of education and research and consistent with the mission of the district. The district reserves the right to prioritize use and access to the system.
2. Any use of the system must be in conformity to state and federal law, network provider policies and licenses, and district policy. Use of the network for commercial solicitation is prohibited. Use of the system for charitable purposes must be approved in advance by the administration or designee.
3. The system constitutes public facilities and may not be used to support or oppose political candidates or ballot measures.
4. No use of the system shall serve to disrupt the operation of the system by others; system components including hardware or software shall not be destroyed, modified, or abused in any way.
5. Malicious use of the system to develop programs that harass other users or gain unauthorized access to any computer or computing system and/or damages the components of a computer or computing system is prohibited.
6. Users are responsible for the appropriateness and content of the material they transmit or publish on the system. Hate mail, harassment, discriminatory remarks, or other antisocial behaviors are expressly prohibited.
7. Use of the system to access, store, or distribute obscene or pornographic material and material leading to or promoting violence is expressly prohibited.
8. Subscriptions to mailing lists, bulletin boards, commercial on-line services, and other information services must be pre-approved by the administration or designee.

#### **SECURITY**

9. System accounts are to be used only by the authorized owner of the account for the authorized purpose. Users may not share their account number or password with another

person or leave an open file or session unattended or unsupervised. Account owners are ultimately responsible for all activity under their account.

10. Users shall not seek information on, obtain copies of, or modify files, other data, or passwords belonging to other users, or misrepresent other users on the system or attempt to gain unauthorized access to the system.
11. Communications may not be encrypted so as to avoid security review.
12. Users should change their passwords regularly and avoid easily guessed passwords.

### **PERSONAL SECURITY**

13. Personal information such as addresses and telephone numbers should remain confidential when communicating on the system. Students should never reveal such information without permission from their teacher and parent or guardian. No user may disclose, use, or disseminate personal identification information regarding minors without authorization.
14. Students should never make appointments to meet other people in person who they have contacted on the system without district and parental permission.
15. Students should notify their teacher or other adult whenever they come across information or messages that are dangerous, inappropriate, or make them feel uncomfortable on the web or when using electronic mail, chat rooms, or other forms of direct communications (i.e. Instant Message services).
16. The unauthorized installation, use, storage, or distribution of copyrighted software or materials on district computers is prohibited by federal law.

### **FILTERING AND MONITORING**

17. Filtering hardware/software is now in use on all district computers with access to the Internet. This filtering solution will block or filter access to visual depictions that are obscene, child pornography, or harmful to minors. When adults are using the Internet, materials which are obscene and child pornography will still be filtered or blocked.
18. Educational staff will, to the best of their ability, monitor minors' use of the Internet in school, and will take reasonable measures to prevent access by minors to inappropriate material on the Internet and World Wide Web, and restrict their access to materials harmful to minors.

### **GENERAL USE**

19. Diligent effort must be made to preserve system resources. For example, users should frequently delete e-mail and unused files.
20. No person shall have access to the system without having received appropriate training. Assigned Individual User Release From must be on file with the district. Students under the age of 18 must have the approval of a parent or guardian.
21. Nothing in these regulations is intended to preclude the supervised use of the system while under the direction of a teacher or other approved user acting in conformity with the district policy and procedure.

From time to time, the district will make a determination on whether specific uses of the system are consistent with the regulations shown above. Under prescribed circumstances non-student or staff use may be permitted, provided such individuals demonstrate that their use furthers the purpose and goals of the district. For security and administrative purposes, the district reserves the right for authorized personnel to review system use and file content. The district reserves the right to remove a user account on the system to prevent further unauthorized activity. The district's wide area network provider reserves the right to disconnect the district to prevent further unauthorized activity.

Violations of any of the conditions of use may be cause for disciplinary action.

## EMERGENCY DRILLS

Procedures for drills will be posted in the classrooms. Please check with your teacher for instructions. During drills and emergencies, students must listen to and follow through with all instructions given by school staff.

## EXTORTION, ASSAULT (FIGHTING), OR CAUSING PHYSICAL INJURY

A student shall not extort anything of value, threaten injury or attempt to cause physical injury (fighting), or act in such a way as could be reasonably expected to cause physical injury to another person. Students who attempt to extort, assault, or cause physical injury to another may be turned over to law enforcement for prosecution, as well as school discipline.

White Pass School District has a zero-tolerance policy for violence. Students are strongly encouraged at all times to keep their hands and feet to themselves. Any initiation of physical contact, playful or not, may be interpreted as fighting and/or assault and consequences may be applied. Any student involved in a fight can expect to be disciplined regardless of who started it. Students encouraging, enticing, and/or watching/filming during a fight can expect to be disciplined as well.

“A man may die, nations may rise and fall, but an idea lives on. Ideas have endurance without death.”

John F. Kennedy

## FERPA

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to each student’s education records. They are:

1. The right to inspect and review the student’s education records within 45 days of the day the District receives a request for access. Parents or eligible students should submit to the school principal or appropriate school official a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student’s education records that the parent or eligible student believes is inaccurate or misleading. Parents or eligible students may ask the White Pass School District to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified to the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as a administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon



request, the District discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.

4. The right to file a complaint with U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:
  - Family Policy Compliance Office U.S. Department of Education 600 Independence Avenue SW Washington, DC 20202-4605
  - \*State Law Qualification: Although FERPA allows 45 days to honor a request, the state policy records law requires an appropriate response to a “public records” request within five business days. RCW 42.17.320

## **FIELD TRIP PROCEDURES**

Field trips are an extension of the classroom and enrichment of the curriculum. As representatives of the White Pass School District, students are expected to demonstrate appropriate behavior and dress at all times. Students who struggle in class with behavior, academic or attendance issues may be required to attend a conference with the parent, teacher, and principal prior to a field trip. Final determination for participation in the field trip or related activity will be made by the teacher, principal or GEAR UP Coordinator. Students who are participating in overnight field trips and require medications that are not normally taken during school hours but are necessary on the field trip are required to follow the procedures outlined in the Medication section of this handbook.

## **FINES**

Students will be placed on the fine list for unpaid meals, lost or damaged text/chrome books, and vandalism. Athletic equipment that is lost, damaged (other than normal wear and tear) or otherwise not returned will be billed to the student at replacement cost. No student will be released to turn out for another sport until his/her obligations to the prior sport have been met, specifically the return of or payment for the athletic equipment. Students will not receive their high school diploma until all fines have been paid.

## **FIREARMS, WEAPONS, OR DANGEROUS INSTRUMENTS**

A student shall not pass or transmit any object that can reasonably be considered a firearm, weapon, or dangerous plaything such as a laser pointer. (RCW 9.41.250, 9.41.270, 9.41.280) Any firearms violation will carry a mandatory one year suspension from school by law. In addition, violators will be turned over to legal authorities. (RCW 9.41.280) See WP School District-Regulation of Dangerous Weapons on School Premises found in the district office and on the school website under School Board/Policies at [www.whitepass.k12.wa.us](http://www.whitepass.k12.wa.us).

## **FIRE DRILL INSTRUCTIONS**

Safety, speed, and discipline during a fire drill are of the greatest importance. It is imperative that everyone gives serious consideration to tragedies, which may occur if we take the matter lightly.

The following should be followed during a fire drill or in case of an actual fire:

- The fire signal is a long continuous beeping sound accompanied by a flashing strobe.
- At the sound of the alarm, teachers will instruct students to follow a predetermined route out of the building.
- Teachers and students will orderly evacuate the building meet and in a pre-assigned location where teacher will take roll.
- The principal or his designee will notify teachers when they may reenter the building.

## **FREEDOM FROM DISCRIMINATION (RCW 28A.642)**

The White Pass School District does not discriminate on the basis of sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual orientation including gender expression or identity, the presence of any sensory, mental or physical disability or the use of a trained dog guide or service animal by a person with a disability in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following employee has been designated to handle questions and complaints of alleged discrimination: The following employees have been designated to handle questions and complaints of alleged discrimination: Chuck Wyborney, (Title IX Coordinator) and (504/ADA) Pretrina Mullins P.O. Box 188, Randle, WA 98377; (360) 497-3791.

## **FREEDOM OF EXPRESSION**

Students shall enjoy the privilege of free verbal and written expression, providing that such expression does not disrupt the operation of the school and/or create a hostile environment for others, or violate RCW 28A.300.285.

## **GANG, HATE ACTIVITY OR AFFILIATION**

Any student wearing, carrying, or displaying gang paraphernalia, exhibiting behavior or gestures which symbolize gang membership, or causing and/or participating in activities which intimidate or affect the attendance or school routine of another student shall be subject to disciplinary action. Affiliation with a gang, gang activities, hate crimes, or membership which affects the school environment is considered exceptional misconduct and a violation of RCW 28A.300.285.

## **GYMS**

The Big Gym and Small Gym are made available to you by the Tax Payers of White Pass School District. It is our duty to care for and maintain such property. This is done by respecting and utilizing both Gyms and their equipment in a responsible manner. Please follow the listed guidelines. These guidelines are enforced before, during, and after school. Remember, your gym privileges can be suspended if you're not demonstrating good stewardship.

- You must always be under adult supervision when utilizing either gym.
- You must wear either approved athletic shoes or socks when utilizing the gym. NO OUTSIDE SHOES are permitted on the gym floor. During lunch, only socks are permitted.
- Do not hang on the basketball rims, hang on the poles, or climb the bleachers.
- Food and drink are not permitted in the gyms without prior approval from the Activity Supervisor.
- Proper Language, Attitude, and Respect must be maintained at all times.
- At Lunchtime- Additional guidelines may be utilized and must be followed.

## **HALL PASS**

Students should not be in the halls during class time, unless they are carrying a hall pass or office pass. Office aides and teacher assistants will wear specially prepared identification badges while working outside of their assigned areas. Teachers may track the frequency that a student is out of class and report suspicious behavior to the parents and Principal.

## **HARASSMENT**

See WP School District Policy 3207-Prohibition of Harassment, Intimidation, and Bullying found in the district office and school website under School Board/ Policies at [www.whitepass.k12.wa.us](http://www.whitepass.k12.wa.us)

Harassment is unwanted conduct which has the purpose or effect of violating another person's dignity or creating an intimidating, hostile or humiliating environment towards another. Behavior is often repeated and involves verbal, non-verbal or physical actions which ridicule, degrade, or otherwise compromise another person. It can be due to real or perceived personal characteristics and likeness, perceived race, color, national origin, age, weight, sex (including non-conformity to gender

stereotypes), sexual orientation, physical or mental disability, and/or religious preference).

Nothing contained herein shall be construed or interpreted to prohibit or in any way to discourage the genuine discussion of issues or use of materials for academic, educational, or instructional purposes. Prohibited harassment exists when the conduct:

- a. Has the purpose or effect of creating an intimidating, hostile, or offensive school environment;
- b. Has the purpose or effect of substantially or unreasonably interfering with a student's educational development or performance; or
- c. Otherwise adversely affects a student's educational opportunities.

Examples of general harassment include but are not limited to behaviors that ridicule, degrade, or harass a person because of his/her actual or perceived race, color, national origin, age, sex (including non-conformity to gender stereotypes), sexual orientation, disability, and/or religious preference such as the following examples;

- a. Unwelcome comments; ethnic, racial, religious or anti-gay slurs and jokes; profanity and threats;
- b. Cartoons, graffiti, posters, visuals, electronic media, etc., with offensive connotations, though nothing in this procedure shall be interpreted to prohibit use of such materials for genuine academic, educational, or instructional purposes;
- c. Sabotage, criticism, unreasonable monitoring of a student's work, etc.; and/or
- d. Hitting or any form of physical violence; intentionally blocking the path of; body, hand or facial gestures or contact.

## **HOMELESS EDUCATION PLAN**

Because our district views children as individuals, this plan will not refer to children as homeless; it will instead use the term children and youth in transition.

### **DEFINITION**

Children and youth in transition are children and youth who are otherwise legally entitled to or eligible for a free public education, and who lack a fixed, regular, and adequate nighttime residence, including:

1. Children and youth who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, campgrounds, or trailer parks due to lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement.
2. Children and youth who have a primary nighttime residence that is a private or public place not designed for or ordinarily used as a regular sleeping accommodation for human beings.
3. Children and youth who are living in a car, park, public space, abandoned building, substandard housing, bus or train station, or similar setting.
4. Migratory children and youth who are living in a situation described above.

### **IDENTIFICATION**

In collaboration with school personnel and community organizations, the Homeless Education Liaison will identify children and youth in transition in the district, both in and out of school.

## **SCHOOL SELECTION**

Children and youth in transition will remain at their schools of origin to the extent feasible, unless that is against the parent or youth's wishes.

## **ENROLLMENT**

The school selected for enrollment will immediately enroll children and youth in transition. Enrollment will not be denied or delayed due to the lack of any document normally required for enrollment.

## **TRANSPORTATION**

Transportation will be provided to and from the school of origin for a child or youth in transition.

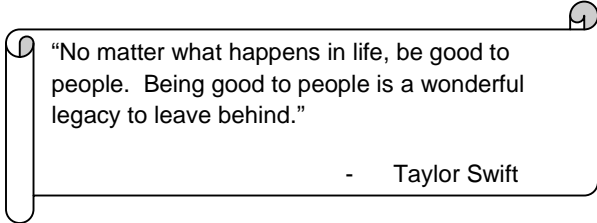
## **TITLE I**

Reserved funds will be used to provide education-related support services to children and youth in transition, both in school and outside of school, and to remove barriers that prevent regular attendance. Children and youth in transition will be assessed, reported on, and included in accountability systems, as required by federal law and U.S. Department of Education regulations and guidance.

## **SERVICES**

Children and youth in transition will be provided services comparable to services offered to other students in the school selected, including:

1. Transportation.
2. Title I services.
3. Educational services for which the student meets eligibility criteria, including special education and related services and programs for English language learners.
4. Vocational and technical education programs.
5. Gifted and talented programs.
6. School nutrition programs.
7. Before- and after-school programs.
8. Preschool programs.



"No matter what happens in life, be good to people. Being good to people is a wonderful legacy to leave behind."

- Taylor Swift

If you or someone you know in our district needs more information, please contact our Homeless Liaison: Brian Carter at 360.497.5816 ext. 3004, or [BCarter@whitepass.k12.wa.us](mailto:BCarter@whitepass.k12.wa.us).

## **INSURANCE**

Accident and dental insurance are available to students at a reasonable cost for those interested in general coverage or for participation in sports. See the office personnel for more information.

## **INTIMIDATION**

See WP School District Policy 3207 - Prohibition of Harassment, Intimidation and Bullying found in the district office and school website at [www.whitepass.k12.wa.us](http://www.whitepass.k12.wa.us).

Bullying is the intentional attempts by one or more individuals to inflict physical hurt and/or psychological distress on one or more victims. There must be a real or perceived imbalance of physical or psychological power, with the bully actually being stronger or perceived to be stronger than the victim. The bullying may be direct, with face-to-face physical or verbal confrontations, or indirect, with less visible actions such as spreading rumors or social exclusion. Although a single

attack on a victim if severe enough can be accurately described as bullying, the term more often refers to a series of negative actions that occur frequently over time.

The four standards of bullying are:

1. Physically harms a student or damages the student's property; or
2. Has the effect of substantially interfering with a student's education; or
3. Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
4. Has the effect of substantially disrupting the orderly operation of the school.

## **LAW ENFORCEMENT/CHILD PROTECTIVE SERVICES**

Law enforcement officers and/or child protective service representatives will be allowed by the building administrator to interview students in school without notifying parents. If the student is taken into custody the school will inform the parent unless requested not to by Law Enforcement.

## **LOCKERS**

Lockers are furnished by the school for storage of school material and personal possessions. As such, they remain the property of the school and students are expected to exercise reasonable care in their use. Damages will be assessed at year's end, and restitution or cleaning will be required.

1. Lockers are to be closed and locked when not in immediate use. Jamming the locking mechanism is prohibited.
2. Students will be required to account for any damage or defacing of assigned lockers. Writing on the inside or outside of the locker is prohibited and is considered vandalism. Students should not share combinations.
3. Large items such as band instruments, duffel bags, and athletic gear that may prohibit the door from being fully closed are not to be stored in the locker. These types of items may be left in a classroom with the teacher's permission.
4. Locker changes are not to be made without first requesting and obtaining permission from the office.
5. Locker combinations are on file in the office. Office personnel can provide assistance with locker problems.
6. Lockers will be utilized by students so that personal items/books/backpacks will not be allowed to clutter hall floors.

## **LOCKER ROOMS (VISITORS)**

When opposing teams use our facilities, they are given the use of a locker room. At no time are visitor's locker rooms to be entered by students from White Pass. These locker rooms are strictly off limits.

## **LUNCH TIME**

**All food must be consumed in the commons area.** During lunch, students are allowed in the commons area, gymnasium, and library. –The Hallways are closed at lunchtime. Permission to access a locker may be granted by an adult in charge, but not repeatedly.

The commons “lunch room” at White Pass Jr. Sr. High is to be regarded in the same manner as your dining room at home. The commons should at all times be a neat, clean, and pleasant atmosphere. All students in the beginning of the school year will be made aware of the rules and regulations of the commons. Any student that demonstrates an inability to comply with the regulations of the commons will receive appropriate disciplinary action.

- Students are expected to walk to the commons to eat lunch.
- Food and drink are to be consumed only in the commons. Beverages, which may stain the carpets, are not to be carried throughout the hallways or gym.
- While in the commons, students are not to roam. They must be seated or in the lunch line only.
- Students are to be in authorized areas only during the lunch period. This is a “closed campus”. Students may not leave campus or be in unauthorized areas for lunch. School discipline will be applied.
- Students are expected to keep the commons area clean and litter free and to use good table manners.
- Students are not to cut in lines. *“Seniors you only have 2 minutes to get into the lunch line after the Senior Lunch Bell. After the Bell, you enter the line like everyone else.”*
- Students are expected to refrain from throwing food, yelling and causing a disturbance.
- Students are expected to clean up after themselves.

Any soft drinks or bottled liquid other than water must be consumed in the commons and is restricted to lunchtime unless a special activity is approved. No glass bottles. Using the vending machines is at the student’s own risk.

## **MAJORITY AGE**

Students of majority age (18) shall have parental rights regarding issues relating to their educational process. Only those students who are not living at home or who have a signed note from their parents may be allowed to write their own absence slips. Even after reaching majority age, parent permission is still required before students may leave campus during the school day. All attendance guidelines still remain as written. Exemptions to this policy are located in the Student Privacy Section.

## **MEALS**

### **BREAKFAST/LUNCH PROGRAM PRICES AND POLICIES**

Student Lunch: \$2.95, Reduced Lunch: \$.40, Student Breakfast: \$1.45  
Reduced Breakfast: \$0.00 Non-Student Lunch/ADULT: \$3.50 Milk: \$0.35

The district will only allow up to \$20.00 for meal charges. Once the twenty dollar limit is met, students will not be allowed to charge a meal. All money owed will be placed for collection on the student’s account and the student will be added to the fine list.

Federal funds subsidize the school lunch program. Free/Reduced Meal Applications must be completed and turned in at the start of each school year to the school office. Families participating in the Free/Reduced meal program from the previous school year will receive benefits for the first thirty serving days of the current year. If a new application is not submitted, families will be terminated from the program.

## **MEDICATION**

An Authorization for Administration of Medication at School form is available in the office. Office personnel can fax the papers to the medical provider’s office but parents are expected to provide the appropriate fax number. The prescribing doctor must fill out the top portion of the form and the parent/guardian must fill out the bottom portion. This form must be completely filled out before your child can receive any medication at school. **STUDENTS MUST NOT BRING THE MEDICATION TO SCHOOL ON THE BUS!** Parents are required to bring the medication to the office and check it in with office personnel. Medication must be in the original pill bottle. Office personnel are required to count  
“A Legacy of Excellence”

the medication in front of the parent and both must sign the form indicating how much medication is on hand at school. Office personnel are required to follow the 6 “R’s” of dispensing medication – Right Student, Right Medication, Right Dose (Dose per pill and number of pills to give), Right Time, Right Route (oral, eye, ear, topical) and Right Documentation.

Any over-the-counter medication, including Tylenol, Advil, and Benadryl, are treated the same as prescription medication, and must have a doctor signed authorization form. Children may not carry medication at school, including inhalers, unless a doctor indicates on the authorization form that it is necessary. Anytime a change is made in the dosage of the medication, or if a different medication is started, a new doctor-signed authorization form will be needed. Tablets that need to be broken in half must be split by the parent or the pharmacist. School personnel (including nurses and secretaries) are not permitted to break tablets. Medication delivered in containers other than the original labeled box or bottle will not be accepted. If your child uses an inhaler and carries it with him/her, please write their name in permanent marker so if it is found, we know who to return it to.

### **PARENT INVOLVEMENT-TITLE 1**

The school board recognizes that parent involvement contributes to the achievement of academic standards by students participating in district programs. See WP School District Policy 4130- Title I - Parent Involvement found in the district office and school website under School Board/Policies at [www.whitepass.k12.wa.us](http://www.whitepass.k12.wa.us).

### **PARKING/PARKING PERMITS**

Students are permitted to park in the school parking lot as a matter of privilege, not as a right. Students need to park appropriately or they may possibly lose parking privileges. Students need to secure a parking permit from the school office by providing a copy of their driver’s license and proof of liability insurance. Parking permits will be issued for each registered vehicle.

Students are not allowed in the parking area during school time without permission from office personnel. Students are expected to operate their motor vehicles in a safe and non-disruptive manner. Failure to do so will result in loss of parking privileges; leaving campus during lunch may also result in the same loss.

The student parking area is assigned to the front of the building-east of the flag pole designated by green paint markings. Please use the front doors to enter the building.

### **PERSONAL PROPERTY**

The school is not responsible for the loss or damage to any person’s clothing or equipment that is left on the school premises. Lockers with locks are provided for student use.

**Students are discouraged from bringing large sums of money or valuables to school. If there is a need to do so, bring the money to the office where it can be secured in the safe. The school is not responsible for any items that are taken from lockers.**

### **PETS AND ANIMALS**

Students and visitors are to refrain from bringing animals to school unless prior approval has been obtained. Service animals and the training of service animals must be approved by the WPHS administration.

### **PRAYER**

The First Amendment forbids religious activity that is sponsored by the government but protects religious activity that is initiated by private individuals such as students. Therefore, students may read their “religious script or text,” say grace before meals, and pray or study religious materials with fellow

students during recess, the lunch hour, or other non-instructional time to the same extent that they may engage in nonreligious activities.

## **PRIVACY AND SEARCHES OF STUDENTS, LOCKERS, AND PERSONAL PROPERTY**

Students possess the constitutional right to be secure in their persons, papers, and personal effects (e.g. purse, book bag) against unreasonable search and seizure. A search may be justified when there are reasonable grounds to suspect that the search may provide evidence of a violation of school rules and/or the law.

School official(s) may search a student, a student's locker, or a student's automobile, and may seize any illegal, unauthorized contraband discovered in a search. Items of contraband may include, but are not limited to illegal chemical substances and opiates (and related apparatus), alcohol, tobacco, weapons (including laser pointers), explosives, poisons, and stolen property.

The school district has a reasonable and valid interest in ensuring that lockers and desks are properly maintained at all times. Periodic inspections of lockers are permissible for the purpose of maintaining cleanliness and exercising care of school property or if there is reasonable suspicion of contraband in the lockers.

The district reserves the right to bring in Lewis County Sheriff Drug Dogs at any time without notice to ensure our campus remains a drug and contraband free zone.

## **PROFANITY OR VULGARITY**

Profane, vulgar, and lewd language is not allowed. Vulgarity or Profanity directed At White Pass Staff is not acceptable under any circumstances and will result in disciplinary action.

## **PUBLIC DISCLOSURE ACT**

Under Washington's Public Disclosure Act (chapter 42.17 RCW), you have the right to review public documents that are not exempt from disclosure. Generally, the District may not disclose personal information in files maintained for employees. Certain matters in an employee's personnel file, however, may be disclosed. These matters include documents containing disciplinary information about a specific instance of misconduct, including documents related to sexual misconduct or physical abuse by the employee.

## **PUBLIC DISPLAYS OF AFFECTION**

Students are not allowed to engage in inappropriate displays of affection, **such as kissing, embracing**, etcetera. Acceptable displays of affection are holding hands, side hugs, and high 5s/fist bumps. Behavior that causes **embarrassing and uncomfortable situations for other students and staff** does not promote a healthy school environment and is not allowed. Students are expected to cooperate when a staff member reminds them of the inappropriate Public Display of Affection (**PDA**). Continued problems will result in parent contact and disciplinary action.

## **RELEASE OF STUDENT DIRECTORY INFORMATION**

The following directory information may be released by the district unless the student's parent(s) request in writing that such information **not** be released:

- The student's name and address.
- Participation in officially recognized activities and sports, weights and heights of members of athletic teams, dates of attendance, degree and awards received, the schools attended, photographs, and similar information.



## SEXTING

Sexting is the sending, receiving, and storing of sexually explicit photographs with juvenile content on a cell phone and is a felony in the United States. Under Washington law it is a Class C felony for a person who: 1. Knowingly develops, duplicates, publishes, prints, disseminates, exchanges, finances, attempts to finance, or sells any visual or printed matter that depicts a minor engaged in an act of sexually explicit conduct; or 2. Possesses with intent to develop, duplicate, publish, print, disseminate, exchange, or sell any visual or printed matter that depicts a minor engaged in an act of sexually explicit conduct. RCW 9.68A.050. If reasonable suspicion warrants, a school official may confiscate and search the contents of the phone for violation of district policy. A violation will result in disciplinary action; in addition, the administrator will notify law enforcement and the student (s) parents.

## SEXUAL HARASSMENT

Students and staff are protected against sexual harassment by anyone in any school program or activity, including on the school campus, on the school bus, or off-campus, such as a school-sponsored field trip.

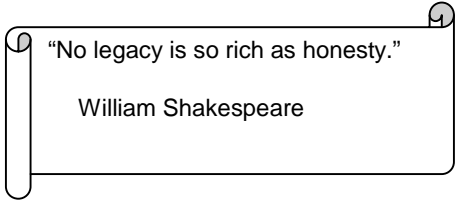
Sexual harassment is unwelcome behavior or communication that is sexual in nature when:

“ A student or employee is led to believe that he or she must submit to unwelcome sexual conduct or communications in order to gain something in return, such as a grade, a promotion, a place on a sports team, or any educational or employment decision, or

“ The conduct substantially interferes with a student’s educational performance, or creates an intimidating or hostile educational or employment environment.

Examples of Sexual Harassment:

- Pressuring a person for sexual favors
- Unwelcome touching of a sexual nature
- Writing graffiti of a sexual nature
- Distributing sexually explicit texts, e-mails, or pictures
- Making sexual jokes, rumors, or suggestive remarks
- Physical violence, including rape and sexual assault



“No legacy is so rich as honesty.”

William Shakespeare

### How do I report sexual harassment?

You can report sexual harassment to any school staff member or to the district’s Title IX Officer: Chuck Wyborney, Superintendent.

For this district’s policy and procedure related to sexual harassment, see WP School District Policy 5011 - Sexual Harassment found in the district office and school website under School Board/Policies at [www.whitepass.k12.wa.us](http://www.whitepass.k12.wa.us).

## SICKNESS

Students having a fever of 100° or more or who throws up will be required to leave school as soon as possible and stay home for 24 hours after the fever has subsided without the use of medicine. Students who are not running a fever and are well enough will be asked to return to class or call home as there is no sickroom available. Please be sure office personnel have current emergency numbers and contact information.

## SPECIAL EDUCATION DISCIPLINE PROCESS

Concurrently with the imposition of a corrective action or punishment for a special education student, the School Principal and special education staff who has knowledge of the student's handicapped condition will determine if there is a causal relationship between the handicapped condition and the misconduct giving rise to the corrective action or punishment. When a relationship is found to exist, special education programming procedures shall be employed.

Students with disabilities under Section 504 or IDEA (and students suspected of having a disability) may be disciplined in the same manner as any other student and may be suspended for up to 10 cumulative days of school per school year. If a suspension beyond 10 cumulative days is contemplated, special procedures must be followed. A manifestation determination conference must be held prior to the 11th day of suspension.

- If the manifestation determination conference concludes that the student's behavior is a manifestation of the student's disability, then no further disciplinary action can be taken. The 504 or IEP team should convene to develop an appropriate behavior plan for the student.
- If the manifestation determination conference concludes that the student's behavior is not a manifestation of the student's disability, the District may impose whatever long-term suspension or expulsion it would impose under the same circumstances if a non-disabled student were the offender. The District has no obligation to continue to provide educational services to a 504 student during the period of a long-term suspension or expulsion. However, the District must continue to provide educational services for students eligible under IDEA. A student with a disability under IDEA may be referred to an Interim Alternative Educational Settings in certain circumstances regarding the use or possession of drugs, weapons, or serious bodily injury.

## STUDENT ACTIVITIES

School-sponsored activities, on or off campus, are to be considered as school time, and all school rules will apply.

## STUDENT RECORDS/STUDENT PRIVACY

The school district maintains current, clear, and accurate records for all students in attendance. Uniform procedures govern the collection, maintenance, storage, examination, transmittal, and destruction of all student records and any information contained therein.

Only information deemed necessary to the welfare of the student and the orderly operation of the school, or that information required by law and regulation, is included in the student's official records. Student records are the property of the school district; however, they are available for inspection and review by parents or legal guardians. All information relating to the individual student shall be deemed confidential and will be dealt with in a professional manner. Student records will be released upon request to a school in which the student has enrolled. Records may be held until all fees and/or fines have been paid. Other organizations, agencies, or individuals will receive student records only upon the signed, written, and dated request of the parent, except as otherwise provided by law or district policy. **This policy shall not apply to records required for reports of child abuse or neglect.** All rights to, or consent required of, parents shall be accorded to, or required of, legal guardians or students who have reached majority age. See School District Board Policy No. 3231 for more information.

State law provides that at certain ages, students **attain the right to decide for themselves what records will remain confidential, even from their parents or guardians**, and what activities the student will participate in. At age eighteen students become legal adults and **must approve any disclosure of information about themselves from school records**, except directory information if a request for confidentiality has not been filed. Students **at age eighteen may also sign releases**,

**authorizations or permission slips to participate in school activities, and may sign themselves out of school and authorize their own absences.** A parent will still be called. Students between sixteen and eighteen who have been granted legal emancipation from their parents or guardians have the same rights as eighteen year old students. Students over fourteen years of age have the right to keep private from everyone any district records indicating that they have been tested or treated for a sexually transmitted disease. Students thirteen years and older have confidentiality rights in records regarding drug, alcohol or mental health treatment. All students have confidentiality rights in family planning or abortion records.

See School District Board Policy No. 3231 for more information.

## STUDENT RIGHTS

We believe that for every right there is a responsibility. This responsibility includes the freedom to exercise individual rights in a manner that is not offensive to the recipient. We trust that students will respectfully accept and adhere to the following:

### Rights:

- Students have the right to a safe environment free from intimidation, sexual harassment, and assault.
- Students have the right to a productive learning environment.
- Students have the right to clean and safe classrooms, hallways, and lunchrooms.
- Students have the right to safe passage to and from school and while on campus.
- Students have the right to expect staff to help solve their problems.
- Students have the right to engage in the grievance process.
- Students have the right to remain anonymous when reporting a violation of school rules.
- Students have the right to engage in respectful speech that expresses their thoughts and opinions as long as it is not disruptive to the educational environment.
- Students have the right to actively participate in a problem-solving process in order to facilitate successful closure.
- Students have the right to exercise freedom of expression as part of the instructional process. However, this right is subject to reasonable limits and may not be used to disrupt the educational environment or interfere with the rights of others.

### Responsibility:

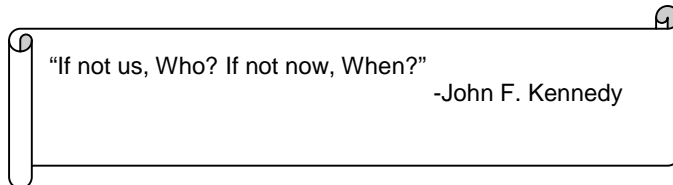
- Students are responsible for their own behavior.
- Students are responsible for respecting the property of other people and school property.
- Students are responsible for attending school and all classes daily and on time.
- Students are expected to exhibit conduct which is courteous, cooperative, and responsible, and which displays regard for the safety and welfare of others, including students, staff, and substitutes at school and at all school-related activities.
- Students are responsible for being prepared for class (i.e. bringing appropriate and necessary materials and books to class on a daily basis).
- Students are responsible for informing staff of behavior which may be harmful to an individual or themselves.
- Students are expected to make a determined effort to learn.
- Students are expected to follow the instructions of teachers and other school staff.
- Students are expected to dress appropriately for school in ways that will not disrupt the learning environment or causes safety or health problems.

## THREATS OF VIOLENCE

Comments or statements made of a threatening nature at school about deadly weapons (guns, knives, explosives etc.) may be understood in a manner not intended by the person expressing them. These comments or statements may be heard directly or overheard by others. Each person may hear a different meaning from what is said ranging from one end of the scale *taken as joking around*-to the

other extreme – *taken as a serious intent to do harm*. Only the person making the statement knows for certain what is being expressed. Schools are a place where students and staff need to feel safe.

To provide that type of safety, those types of comments and statements will be treated as – ***a serious intent to do harm***. School District Policy and State law will be followed when statements that are considered threats are made. This will include notification to the students and their parents/guardians as required by law. RCW 28A.320.128



## VANDALISM

A student shall not intentionally or with gross carelessness damage school or private property. Nor shall any student take anything from another student, teacher or any other entity in the school without express permission. Restitution will be required, and authorities may be notified. Skateboards are not permitted on school grounds at any time.

## WEIGHT ROOM/LOCKER ROOM

Adult Supervision is required when students are in the Weight Room and Locker room. Access to these areas are controlled and locked until an adult is present. Please clean up after yourself when finished with these areas. Weight Room equipment shall be respected and used appropriately. Failure to do so may result in loss of privileges; disciplinary action may occur as result of invalid equipment usage or inappropriate activity.

# GRADUATION REQUIREMENTS, CREDITS, AND GRADING SYSTEM

White Pass Jr. Sr. High School provides a variety of educational opportunities for students. A large share of the responsibility for education rests with the student. The high school student will be making most of the decisions regarding education and will, therefore, assume the responsibility for all decisions. **Schedule changes will not be made after the second week of the semester(s).**

The counselor, advisors, parents, and teachers will help with student selections.

Required courses are a “fact of life” during high school years. However, ability to choose elective courses increases after freshman year.

Students graduating from White Pass High School are required to satisfactorily complete 24 credit hours of course work. Each semester class generates ½ credits toward the graduation requirements.

Seventeen and a half (19½) of the twenty-four (24) credits are state and local school district requirements. The remaining six and a half (4 ½) credits are elective credit courses.

The following course schedule outlines the required course work:

English	4 credits
Mathematics plus pass HSCE – Algebra series or approved series	3 credits
Social Studies/History	4 credits
PNW ½ credit, Civics ½ credit, World History 1 credit,	
US History 1 credit, Cont. World Prob.	1 credit
Science	2 credits

Earth/Space Science 1 credit, Lab. Science 1 credit	
Physical Education	2 credits
Family Wellness ½ credit	
Occupational Education	2½ credits
Digi Tools 1 credit	
Fine Arts	1 credit
Electives	4 ½ credits
<b>Total</b>	<b>24 credits</b>

### **GRADE LEVEL STANDING:**

A student must earn and maintain the required credit amount per year to qualify for class standing and class privileges. A student who is credit deficient will be placed in the class standing that equals their graduation credit earned thus far. The student's class standing determines course placement.

- Freshmen Level =** 1 - 5 credits
- Sophomore Level =** 6 - 11 credits
- Junior Level =** 12 - 17 credits
- Senior Level =** 18 - 24 credits

### **ADDITIONAL GRADUATION REQUIREMENTS:**

- A completed Evidence of Attainment portfolio. (Advisory period)
- Twenty-five service learning hours.
- A high school education plan.
- A culminating project.
- Earn a certificate of academic achievement or a certificate of individual achievement.

A complete list of available course work and study programs to meet course requirements under special circumstances is available in the counselor's office.

A student, upon request, is entitled to a final transcript after graduation.

## **GRADING SYSTEM**

The following is the grading system applicable to both the junior and senior high schools in the White Pass School District:

The "A" grade is for students who have excelled in every phase of the course.

The "B" grade is for students whose work is superior but does not warrant the distinctiveness of the "A" grade.

The "C" grade is for students who have made substantial progress toward meeting the objectives of the course and fulfillment of course requirements.

The "D" grade is for students who have made minimal progress toward the course objectives and fulfilled course requirements in a substandard manner.

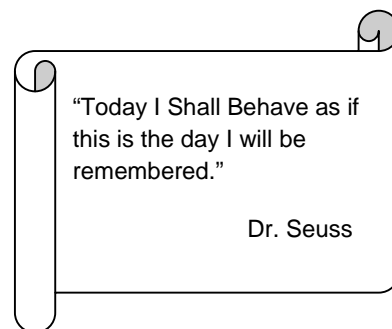
The "F" grade is for students who have failed to meet the course objectives and course requirements. Teachers are given the choice of selecting Pass (P), No Pass (NP) or letter grades (A, B, C, D, F) for PE classes only. Other exceptions may be made for special education students, TA's, etc.

The symbol "W" (withdrawal) indicates a subject dropped with loss of credit.

The symbol "I" (incomplete), when recorded, is not a qualitative grade. It means that the student did not or was not able to complete the course work within the prescribed time. If the "I" grade is not

remedied in a timely fashion, it will be changed to an “F”. No incompletes at end of year. End of year tests must be taken at time scheduled unless student is excused for acceptable reasons.

	<u>Letter Grade</u>	<u>Percentage</u>
93 – 100	A	4.0
90 – 92	A-	3.7
88 – 89	B+	3.3
83 – 87	B	3.0
80 – 82	B-	2.7
78 – 79	C+	2.3
73 – 77	C	2.0
70 – 72	C-	1.7
68 – 69	D+	1.3
60 – 67	D	1.0
59 – 0	F	0.0



## PARTICIPATION

It is the right of the classroom teacher to include class participation as part of the grading scale in her/his classroom. This component is tied to class attendance and may or may not be able to be made up, depending on the circumstance of the absence (excused/unexcused). Terms of made up work must be worked out with the teacher.

### PARTICIPATION "HEALTH AND FITNESS"

Students are required by the state of Washington to participate in and receive credit for Physical Education. If the student does not dress appropriately for physical activity, this limits the student’s ability to participate. If the student does not dress down for PE-this will be considered a non-suit and loss of credit will result. The following procedure will be employed for multiple non-suits.

1. 1 to 3 non-suits a phone call will be placed and parents contacted.
2. 3 - 4 non-suits will be 30 minutes of after school detention and a call home.
3. 5 - 6 non-suits will be 60 minutes of after school detention and a call home.
4. 7 non-suits will result in loss of credit for the quarter.

## PROGRESS REPORTS

**No teacher shall fail a student whose parent(s) or guardian(s) have not been notified during the grading period.** Notification may be via mail and/or phone. A progress report needs to be sent for each student who falls below a “C-“ accumulative grade during the grading period. In most cases, it would be wise to set up a meeting with the teachers to help understand and become an active player in the student’s progress. A grade of “P” (pass) will not be given on a progress report or athletic waiver if the grade is below a “C-“. **Progress reports may be sent as late as the last week of the grading period.**

## RUNNING START REQUIREMENTS

White Pass High School recognizes the Washington Choice legislature, which in effect permits a student to enroll in his or her school of choice. The intent of this document is to provide criteria in determining which students may take Running Start courses while enrolled at White Pass High School. The Running Start Program allows qualified high school juniors and seniors to enroll tuition-free in college courses as part of their high school programs of study.

The following criteria will be considered:

- Class standing - The student must have achieved the rank of junior status, having earned a minimum of 10 high school credits.
- Enrollment - The student must be enrolled at White Pass High School. The student must also be enrolled at Centralia College.
- Assessments - The student must have successfully passed two of the three areas of the ASSET test. The student must also pass the Smarter Balance Assessment. Home School students have different criteria for eligibility.
- Parent meeting - The student and parent must attend the required meeting at the college for Running Start students.
- Attendance - The student must have missed no more than 10 days of school in the nine preceding months (unless there has been a death in the family or extended medical causes)
- Discipline - A RS student can have no more than two disciplinary referrals over the most recent nine months in which school was in session.
- Course track - A RS student must be on a college-prep track or a track that includes advanced vocational classes.
- Counselor meeting - The student and parent(s) must attend a meeting with the school counselor prior to enrolling in Running Start. At this meeting the advantages and disadvantages of the Running Start program will be discussed.
- GPA - The student's overall GPA must be a 3.0 or higher, and the student must have no failing grades in previous or current year. The overall GPA must remain at 3.0 or higher while enrolled in Running Start.
- Graduation Requirements - The student must take classes required to meet the graduation requirements of White Pass High School at either the college or White Pass.
- Portfolio Requirements - The student will be required to maintain the White Pass Evidence of Attainment portfolio, including papers/projects from White Pass classes and college classes. The student will also be required to meet the service learning requirement.
- Culminating Project - The student will complete the culminating project meeting the same deadlines as the other seniors.
- Probation - If the student fails classes taken through Running Start, or the student's GPA drops below a 3.0, that student will be placed on probation for one college quarter. Grades must improve to 3.0 or higher for the student to remain in the Running Start program.
- Graduation - If a RS student fails a required class during the final college quarter of his/her senior year, that student will not graduate "on time" (within the four-year time period) from White Pass High School.
- Transportation - RS students are responsible for their own transportation or arrangements for transportation to and from the college. RS students are not to loiter at the high school when not in class. RS students may not miss an assigned class at the high school in order to ride the bus or ride with someone else to a Running Start class.
- Books and supplies-are not provided by the district and are at private/family expense.
- Credit Denied - If a RS student earns less than a 1.0 in a college class, that will be considered to be a failing grade and the class, if a required class, must be repeated and passed prior to graduation from White Pass.
- RS students will not be allowed to walk in graduation until all credits are earned.

## **RUNNING START CENTRALIA COLLEGE EQUIVALENTS**

CWP


 Pols 101: Intro to Political Science  
 Pols 201: Comparative Governments  
 Pols 205: American National Government

Fine Art	}	Art 102, 103, 104 Art 105 Art 110 Art 111 Art 130 Art 135, 136, 137 Art 151 Art 173 Art 210, 211	}	Music 101, 102, 103 Music 105, 106, 107 Music 201, 202, 203 Music 205, 206, 207 Music 213, 214, 215 Music 216, 217, 218 Music 219, 220, 221 Advanced Acting Drama 101, 108
Junior English* Senior English*	}	Engl 101: Composition I Engl 102: Composition II Engl 110: Intro to Literature Engl 204: Intro to Shakespeare Survey of English Literature Engl 209: 7 <sup>th</sup> Century Engl 210: 1616 – 1827 Engl 211: 1827 – present Engl 248: Intro to American Literature Engl 250: Literary Themes	}	* <i>Students must take an equivalent of 1 High School credit in a composition class and 1 High School credit in a literature class.</i>
Health	}	Hlth 130: Health and Wellness		
US History	}	Hist 260: Intro to US History (preinvasion – Civil War) Hist 261: Intro to US History (reconstruction – present) Hist 147: Civil War Hist 148: Post Civil War		
World History	}	Geog 201: Physical Geography Hist 103: A Survey of Western Civilization Hist 210: The Pacific Century Hist 280: History of American Foreign Relations		
Washington State History		Hist 270: History of Washington State and the Pacific Northwest		

## VALEDICTORIAN / SALUTATORIAN

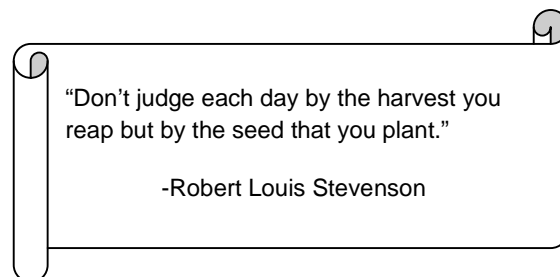
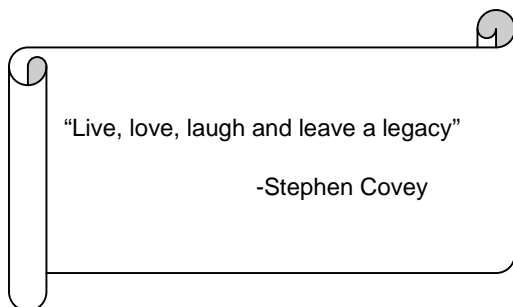
The class standing for Valedictorian, Salutarian, and Honor Graduates will be established from class standings generated after the first semester grading period during the student’s senior year in high school. If a student is enrolled in Running Start, the cumulative GPA including first quarter grades of the student’s senior high school year from college will generate the student’s class standing.

The following criteria must be met in order for a student to qualify for the Valedictorian or Salutarian position.

1. The student must have earned at least 7 credits from White Pass Jr. Sr. High at the time of graduation.
2. The student must not have any modified course work or grades on their current transcript.
3. The student must attend at least one class on the White Pass Jr. Sr. High campus during their graduation year.



- A. To be Valedictorian, the student must have the highest Cumulative Grade Point Average starting from the end of 1<sup>st</sup> semester Freshmen Year to the end of 1<sup>st</sup> semester Senior Year and have completed at least one of the following advance courses: Spanish II, Advance Biology, Pre-Calculus, Chemistry, Physics, or any AP Class.
- B. To be Salutatorian, the student must have successfully completed at least one of the following advance courses: Spanish II, Advance Biology, Pre-Calculus, Chemistry, Physics or any AP Class and have the 2<sup>nd</sup> highest Cumulative GPA.



## EVIDENCE OF ATTAINMENT OVERVIEW

The Evidence of Attainment (E.O.A.) Project is a series of activities required for graduation based on the White Pass School District's Vision and Washington State's four Student Learning Goals. At the end of the eighth grade year, an Evidence of Attainment Fair will showcase students' academic work and high school pathway readiness. During the senior year, the project culminates with a presentation celebrating accomplishments and plans for the future.

### PORTFOLIO PROJECT

The portfolio project is a notebook consisting of an accumulation of individual student's work. The purpose of the portfolio is to display individual student's Evidence of Attainment of skills, knowledge and problem solving abilities developed during their years at White Pass Jr. Sr. High School.

Portfolio contents will consist of academic projects, career exploration activities, evidence of service learning and citizenship activities, assessment scores, Panther Pathways, and a thirteenth-year plan.

### ACADEMIC PORTFOLIO REQUIREMENTS

Academic requirements are determined by the instructors within each department.

### CAREER PORTFOLIO REQUIREMENTS

Career Portfolio requirements are listed on the School to Career Portfolio. Documentation of all career exploration activities will be included in the portfolio. These include such things as job shadows, career exploration activities, career research papers, career fairs, etc.

### ASSESSMENT SCORES REQUIREMENTS

Copies of student's grade level assessments (M&M's), WASL, ITBS, ASVAB, WOIS, PSAT, SAT/ACT, etc. scores should be placed in this section.

### HIGH SCHOOL AND BEYOND PLAN

Designed to help students regularly think about their future and select course work that will best prepare them for their post high school goals, created in cooperation with parents/guardians and school staff, it should relate to the student's Culminating Project.

## **CULMINATING PROJECT**

A hands-on project that gives students an opportunity to demonstrate what they've learned as well as their understanding of work and how performance, effort and decisions directly affect their future career and educational opportunities.

## **SERVICE LEARNING AND CITIZENSHIP PORTFOLIO REQUIREMENTS**

To be eligible for graduation, each White Pass High School student must successfully complete a minimum of 25 hours of approved service learning.

## **SERVICE LEARNING GUIDELINES**

Students may begin their required service learning after they have reached freshman status. Service learning hours must be completed by May 1<sup>st</sup> of their senior year.

Service learning hours completed during summer will be reviewed when submitted and either approved or rejected by the Evidence of Attainment Advisory Board. All service hours during the school year must have prior approval.

The 25 hours of required service learning must be divided into at least two different service categories with a maximum of 13 hours in a category.

All students will need to have their service learning hours verified by the adult supervising the activity.

Students may not be paid for service activities. The service learning activities may not be performed for family members. The service learning activities may not be performed for staff members for personal reasons. Court mandated community service hours may not be used to fulfill this requirement.

It is the intent that students not miss class time to fulfill service hours.

## **ADVISOR - ADVISEE**

All White Pass Jr. Sr. High School certificated staff members will serve as advisors. The Evidence of Attainment portfolio project is solely the responsibility of the student/advisee.

# **WASHINGTON STATE SCHOOL LAW REFERENCES**

Website: <http://slc.leg.wa.gov/>

Access to Student Records: RCW 42.17.255, RCW 28A.600.475, WAC 180-52-030, WAC 180-10, WAC 392-168-120

ASB Funds: RCW 28A.325

Assault: RCW 9A.36

Attendance: RCW 28A.225, RCW 28A.600

Dangerous Weapons: RCW 9.41, RCW 9.91.160, RCW 28A.635.060

Disciplining Disabled Students: WAC 392-172

Equal Education Opportunity: WAC 392-190, RCW 28A.640

Gangs and Gang Activity: RCW 28A.600.455, RCW 28A.320.140, RCW 28A.225.225(5), RCW 9A.46

Grievance Procedure: WAC 180-40-317, RCW 28A.305.160

Inciting a Riot: WAC 148-120-100 (4)

Medication and Related Services: RCW 28A.210.260, RCW 28A.210.270

Minors Living Away From Parents: RCW 13.64.020, RCW 13.64.060

Negligence: RCW 28A.400.370

Parental Rights: RCW 26.09.225

Parental Responsibility When Students Vandalize: RCW 4,24,190, RCW 28A.635.060

Religious Expression in Public Schools: WAC 180-40-215 (2), WAC 180-40-227

Removing Students from School Grounds: RCW 28A.605.010

Required Curriculum: RCW 28A.150.210

Sexual Harassment: RCW 49.60.400

Special Education: WAC 392-172, RCW 28A.155  
Speech and Press: RCW 28A.600.020, WAC 180-40-215 (2)  
Student Conduct: WAC 72-120-100  
Student Discipline and Due Process: RCW 28A.305.160, RCW 28A.600.010,  
RCW 28A.600.020, RCW 28A.600.410, RCW 28A.635, WAC 180-40-235 to 320, RCW 9A.16.030, RCW  
28A.600.040, RCW 28A.400.010  
Student Searches: RCW 28A.600.210, RCW 28A.600.220, RCW 28A.600.230 (3)  
RCW 28A.600.240, RCW 10.79.070, RCW 10.79.071 (1)  
Student Fees and Fines: RCW 28A.325.010  
Teacher Exclusions of Students: RCW 28A.600.010, RCW 28A.600.020,  
WAC 180-40-290  
Teacher Responsibilities: WAC 180-44  
Tobacco Products: WAC 72-120-100 (13)  
Truancy Court (Becca Bill): 28A,225,030  
Trespass vs. Access: RCW 28A.605  
Weapons on Campus: RCW 9A.04.050, RCW 28A.600.010, WAC 180-40  
Website for "504 Plan": <http://www.ed.gov/offices/OCR/regs/34cfr104.html>  
Section 504 of the Rehabilitation Act of 1973

# White Pass School District

## JUNIOR/SENIOR HIGH SCHOOL

### HANDBOOK AGREEMENT

I hereby acknowledge receipt of my personal copy of the White Pass Jr. Sr. High Handbook for the 2016-2017 School Year.

I agree to read the handbook and abide by the standards, policies, and procedures defined or referenced in this document.

The information in this handbook is subject to change. I understand that changes in policies may supersede, modify, or render obsolete the information summarized in this handbook. As White Pass School District provides updated policy information, I accept responsibility for reading and abiding by the changes.

The preceding rules and regulations of White Pass Jr. Sr. High Student Handbook have been read and discussed by:

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**STUDENT'S PRINTED NAME**

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**STUDENT'S SIGNATURE**

**DATE**

**STUDENT'S GRADE** \_\_\_\_\_

As the legal guardian of the student, I agree to read the handbook and abide by the standards, policies, and procedures defined or referenced in this document.

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**PARENT/GUARDIAN'S PRINTED NAME**

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**PARENT'S SIGNATURE**

**DATE**

\*Report Cards/Transcripts will be held until this form is returned