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ASB and ATHLETICS have separate handbooks which will be handed out to those concerned parties.

Message from the Superintendent Tim Ames

“A New Beginning”

It is a new beginning for the staff, students, parents and community members who are involved with the Wellpinit School District. The new beginning will be a commitment to developing a positive relationship with the students, parents, staff and tribal community. A relationship that is built upon trust, one that values individuals, empowers people to provide input, but most importantly honors the children.

Over the last few months I have had the opportunity to meet with many members of the community. I have attended meetings discussing several issues facing our children today. I was impressed with the collaborative spirit and the desire to improve our efforts as a community to best meet, and address, the needs of our students.

I am proud to have been selected as the Superintendent and look forward to serving the students, staff, parents and community. I encourage all of you to join me in “A New Beginning.”

Wellpinit School District “A New Beginning”

Mission ~

Vision ~

Goals ~

I have frequently been asked what my mission, vision, and goals are for the Wellpinit School District. I have these in my own head, *my* mission, vision, and goals, developed by *me*. I could explain them to you and tell you to follow my mission, vision and goals. However, for *our* mission, vision and goals to become a living document, which we all believe in and respectfully adhere to, it must be shared.

We will work as a collaborative group with our community throughout the 2005-2006 school year creating a shared mission, vision, and goals that will serve in the best interest of the students of the Wellpinit School District.



WELLPINIT SCHOOL DISTRICT

P.O. BOX 390 • WELLPINIT, WA 99040
TELEPHONE: (509) 258-4535 • FAX: (509) 258-7378

SCHOOL BOARD – Meeting Date; Third Wednesday of the month
Stevens County, Congressional District #5
Legislative Representative #7

Timothy D. Ames, (“Tim”) Superintendent, Executive Secretary of the Board
H. Eugene Payne, (“Gene”) Chairman, Jack LeBret, Vice-Chairman
Members: Derek Wynne, (“Duke”); Mickael Seyler, (“Mike”); and Brenda Wynne

§

WEBSITE: Our website is updated frequently. Please look at it for the latest information. We try to keep it extremely current and will keep working on our communication through his medium. Go to <http://www.wellpinit.wednet.edu>. *Generally speaking*, most staff may be reached by e-mail using their first initial and last name with the web site address.

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ALLIANCE SCHOOLS

Wellpinit Alliance School
6230 Old School Road
Wellpinit, WA 99040
(509) 258-4535 x 3302; or 258-7378 Fax

Fort Simcoe
40 Abella Lane
White Swan WA 98952-9706
(509) 874-2007; or 874-2004 Fax

Pascal-Sherman
25A Mission Road
Omak WA 98841
(509) 422-7590; or 422-7539 Fax

Yakama Nation Tribal School
P O Box 151 or 401 Fort Road
Toppenish WA 98948
(509) 865-5121; or 865-6092 Fax

§

SCHOOL TIMES

Breakfast 8:00-8:25 a.m.

2:30 p.m. last time to change bus routes in school office

Classes 8:30-3:00 p.m.

5:15 p.m. activity bus leaves

High School 8:25-3:10 p.m.

Assignments 2005-2006 (Bold indicates Certified Employees)

Kindergarten	Cheryl Brown	2182	Kris Finley
Kindergarten	Kevin LeBret-White	2161	Peggy Muse
First Grade	Carmen Henderson	2115	Anna Pope
First Grade	Angie Matherly	2120	Erica Hernandez
Second Grade	Lisa Seyler	2117	Charlotte Etue
Second Grade	Sarah Neumann	2122	Nancy Gould
Third Grade	Anne Taylor	2158	Mihoko Patterson
Third Grade	Gail Daniels	2160	Wendy Stensgar
Fourth Grade	DeLynn Hughes	2157	Pam Rajewski
Fourth Grade	Mark Patterson	2155	Desiree Ferguson
Fifth Grade	Les Hegney	2190	Jamie Lovato
Fifth Grade	Mark Gray	2192	Pamelyn King
PE/Health K-5/H.S.	Linda Ponikvar	2060	
Special Ed K-5	Debra Ross	2203/4	Montie Flett/Mickie Jolliff
Spanish K-5/H.S.	Jeanne Blankenship	2185	
Fine Arts K-5/H.S.	Donna Julich	2134	
Fine Arts 6-8	Dave Holt	3121	
Math K-5	Kim Gabble	2040	
Math 6-8	Karen Wensel	3212	Susan Guffin
Self-Contained Class 6-8	Deborah Peone	3213	
Language Arts 6-8	Kris Wilsey	3207	Brenda Covington
Social Studies 6-8	Geri Flett	3209	
Science 6-8	Michelle Bruce	3218	
PE/Health 6-8	Karon Axtell	3210	
Special Ed 6-8	Jeanne Parisot	3201	
Library K-5/6-8/9-12	LuAnne Denison	2128	
Language Arts 9-12/ Journalism	Jane Swiatek	2215	
Social Studies 9-12	Jerry Hombel	2214	
Math 9-12	David Karas	2221	Cathy LeBret
Science 9-12	Tom Varner	2227	
PNW/Cultural	Pat Moses	2219	
Business/Academic Counsel.	Susan Hegney	2212	
Industrial Arts	Ben Burbank	2185	
JROTC	Larry Anderson	2194	
JROTC	Joe Wulczynski	2196	
ISS	Julie Turnbough	2186	
Special Ed 9-12	Debra Ross	2203/2010(MF)	Mickie Jolliff/Montie Flett
Speech Language Path	Marlene Allen	2034	
Read Right	Penny Spencer	2195	Renate Abrahamson, Lucy Denison, David Olson
Alliance-Wellpinit D.L.	Joni Scott, Jeff Adolf	258-8956/3302/ 3300	Connie Bair
Alliance Ft. Simcoe D.L.	Phyllis Magden Jana Clarke	1-700-874-2207	Greta Magden
Alliance-Yakama Nation Tribal D.L.	Rick Lambert, Peggy Sanchev	1-700-865-5121	

DISTRICT CURRICULUM & STUDENT SUPPORT SERVICES: K-12

* Indicates Management Team

1. Timothy AMES	*	(S-2)	2114	SUPERINTENDENT
2. Terry BARTOLINO	*	(S-5)	2208	PRINCIPAL/CURRICULUM & TESTING COORDINATOR/IB DIRECTOR/STAFF DEVELOP. TITLE 9/SEXUAL HARASSMENT
3. Charlene ARNOUX	*	(S-5)	2141	BUSINESS MANAGER
4. Brian BEYER	*	(S-5)	2132	COMPTROLLER/GRANTS COORDINATOR
5. Vicki LEBRET		(S-2)	2341	ACCOUNTS PAYABLE/FISCAL COORDINATOR/ASST. BUS. AND GRANTS OFFICE
6. Wes MATLOCK			2129	DISCIPLINE COORD. K-5; 9-12
7. Greg RAMOS (S-5)			3115	DISCIPLINE COORDINATOR 6-8
8. Julianna EAGLEBEAR			2142	COUNSELOR
9. Wendy WYNECOOP	*		2383	HOME SCHOOL LIAISON/ ATHLETIC DIRECTOR
10. Rosemary HOSKIN	(S-2)		2140	DISTRICT ADMINISTRATIVE ASSISTANT
11. Magne KRISTIANSEN			2381	TECHNOLOGY DIRECTOR
12. Chris SCHOTT	*		2503	TECHNOLOGY/ALLIANCE & EVENSTART GRANTS
13. Terry PATTON			2502	TECHNOLOGY
14. Julie TURNBOUGH			2186	IN SCHOOL SUSPENSION
15. Penny SPENCER	*		2195	READ RIGHT SUPERVISOR
16. John TETERS (S-5)			2209	STUDENT REGISTRAR

17. Debbie RAMOS (S-5)	2207	OFFICE ASSISTANT
18. Jackie LEBRET (S-5)	3113	MIDDLE SCHOOL RECEPTIONIST
19. Susie BAIR (S-5)	2311	ATTENDANCE COORDINATOR OFFICE ASSISTANT
20. Teressa MARTINEZ	2311	SCHOOL NURSE
21. Marlene ALLEN	2034	SPEECH PATHOLOGIST
22. Joni SCOTT *	3302	ALLIANCE SCHOOL DIRECTOR/ TITLE I SCHOOL-WIDE PROGRAMS
23. Connie BAIR	3303	ALLIANCE SCHOOL REGISTRAR
24. Gene LYNN *	2180	FACILITIES MANAGER/SECURITY
25. Verna KRATZBERG	2136/	HEAD COOK/KITCHEN SUPER.
Sandy BAIR	3106	KITCHEN HELPERS
Celia STEARNS		
Laurel ABRAHAMSON (MS)		
25. Louie BAIR	2140 (msg.)	CUSTODIANS
Don SIMS		
Charlene ABRAHAMSON		
Tony ABRAHAMSON (M.S. B-4)		
Karen PROBERT		
Larry FLETT (M-1)		MAINTENANCE/DRIVERS
Wayne IRWIN (B-5)		
Larry LEBRET (B-1)		
Chris SCOTT (B-2)		
Trenton MCCREA (B-6)		
Darrell NOBLE (B-3)		
Richard ZAGORSKI (S-4)		
Steven ZAGORSKI (B-7)		
Willard NOMEE (B-9)		
Mindy MOORE (B-4)		
26. Susan HEGNEY	2212	HIGH SCHOOL ACADEMIC COUNSELOR ACT/SAT
27. Jerry HOMBEL *	2214	H.S. STAFF REPRESENTATIVE
28. Michelle BRUCE *	3218	M.SCH. REPRESENTATIVE
29. Gail DANIELS *	2160	WEA & ELEM. SCH. REP.

**WELLPINIT SCHOOL DISTRICT
2005-2006 Coaching Assignments**

1.	Cross Country	Boys/Girls	Jane Swiatek
2.	HS Football	Head Coach	Mark Patterson
3.	HS Football	Asst. Coach	Les Hegney
4.	Jr. High Football	Head Coach	Les Hegney
5.	HS Volleyball	Head Coach	Anissa Abrahamson
6.	HS Volleyball	Asst. Coach	<i>Open</i>
7.	Jr. High Volleyball	Head Coach	Joni Scott
8.	HS Boys Basketball	Head Coach	Billy Flett Sr.
9.	HS Boys Asst. Basketball	Asst. Coach	(Change)
10.	HS Girls Basketball	Head Coach	Bob Flett
11.	HS Girls Basketball	Asst. Coach	Bobbi Jo Williams
12.	Jr. High Girls Basketball	Head Coach	Bobbi Williams
13.	Jr, High Boys Basketball	Head Coach	Scott Peone
14.	HS Boys Wrestling	Head Coach	<i>Open</i>
15.	Jr. High Wrestling	Head Coach	Dave Karas
16.	Little Guy Wrestling	Head Coach	<i>Open</i>
17.	HS Girls Softball	Head Coach	Mark Patterson
18.	HS Boys Baseball	Head Coach	Les Hegney
19.	Jr. High Softball	Head Coach	Gene Lynne
20.	Jr. High Baseball	Head Coach	Les Hegney
21.	Boys/Girls Track	Head Coach	Jane Swiatek
22.	Athletic Director and Assistant	Wendy Wynecoop	Mark Patterson

*** Please Note: Les Hegney will coach HS baseball if there is enough interest, if not, he will coach Jr. High Baseball.**

Calendar

Wellpinit School Calendar (August 2005 - July 2006)



School Days
Holidays



First / Last Day of School
End of Quarter



Early Release / Parent Conferences
Inservice Days

August 25-26	In Service
August 29	First Day of Classes
September 5	Labor Day
September 8	Open House
September 23	American Indian Day
November 1	End 1st Quarter
November 11	Veterans Day
November 24-25	Thanksgiving Holiday
December 19-31	Christmas Holiday
January 2	Return to School
January 13	Tribal Day

January 16	MLK Day
January 24	End of 1st Semester
February 20	President's Day
March 13, 14, 15, and 16	H.Sch. WASL Testing
March 31	End of 3rd Quarter
April 3 - 7	Spring Break
April 18, 19, 20, and 21	H.Sch. WASL Testing
May 29	Memorial Day
June 3	High School Graduation
June 7	K-8 Graduation
June 9	End 2nd Semester/Picnic
June 12	In Service

AUGUST 2005						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER 2005						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

OCTOBER 2006						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOVEMBER 2005						
SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

DECEMBER 2005						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JANUARY 2006						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY 2006						
SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

MARCH 2006						
SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

APRIL 2006						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MAY 2006						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JUNE 2006						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

JULY 2006						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

2005 Lady Redskins Volleyball Schedule

DATE	SITE	TIME
Sept. 17 th	@Northport Jamboree	TBA
Sept. 24th	Home Vs St. Georges	1:00
Sept. 27 th	@ Republic	5:00
Oct. 1st	Home Vs Curlew	1:00
Oct 5 th	@ Selkirk	5:00
Oct. 8 th	@ Northport	1:00
Oct. 12th	Home Vs Cusick	5:00
Oct. 15th	Home Vs Inchelium	1:00
Oct. 19th	Home Vs Columbia	5:00
Oct. 20th	@ Springdale	5:00

- **First practice day is August 22nd 2005.**
- **League Tourney: October 27th & 29, League Champion Hosts.**
- **District Tourney: November 3rd & 5th**
- **State Tourney : November 11th & 12th**

2005 Wellpinit Redskins Cross Country Schedule

DATE	SITE	TIME
September 10 th	Colfax Invitational	4 p.m.
September 17 th	Shadle Park Invitational	10:30 a.m.
September 20 th	Newport	4 p.m.
September 27 th	NWC	4 p.m.
October 4 th	Springdale	4 p.m.
October 13 th	Freeman	3 p.m.
October 15 th	Kettle Falls Can Am	10 a.m. Jr. H. 11 a.m. HS

***Tentative Schedule-More meets will be added by coach.**

***Practice begins on August 22nd 2005**

2005-2006 Wellpinit Redskins Football Schedule

DATE	SITE	TIME
September 2 nd	Lacrosse/Washtucna	7 p.m.
September 9 th	Davenport (11 man)	7 p.m.
September 16	Home VS Republic (11 man)	6 p.m.
September 23 rd	Almira Coulee Hartline	7 p.m.
September 30th	Home VS Inchelium	7 p.m.
October 7 th	Curlew	3 p.m.
October 14 th	Mansfield	3 p.m.
October 21st	Home VS Sprague Harrington	7 p.m.
October 28th	Home VS Hunters	7 p.m.
November 4 th	Cusick	7 p.m.

All games are 8 man with the exception of the Davenport & Republic games.

All games are varsity games.

JV schedule will be determined in the fall of 2005.

Head Coach: Mark Patterson

Asst. Coach: Les Hegney, Jamie Nomee, Dale Sebastian

First practice will be held on August 17th, at 6:00 p.m.

2005 WHS JUNIOR HIGH VOLLEYBALL SCHEDULE

SATURDAY 9/17/05 @ COLUMBIA

11:00 Wellpinit Vs. Selkirk

2:00 Wellpinit Vs. Cusick

TUESDAY 09/20/05

3:30 Home Vs. Columbia

SATURDAY 09/24/05 @ SPRINGDALE

11:00 Wellpinit Vs. Valley

2:00 Wellpinit Vs. Selkirk

TUESDAY 09/27/05

3:30 Home Vs. Springdale

SATURDAY 10/01/05 @ CUSICK

10:00 Wellpinit Vs. Cusick

2:00 Wellpinit Vs. Valley

TUESDAY 10/04/05

3:30 @ Columbia

THURSDAY 10/06/05

3:30 @ Springdale

2005 WHS JUNIOR HIGH FOOTBALL SCHEDULE

DATE	SITE	TIME
Thurs. 09/15/05	Home Vs. Valley	3:30 pm
Thurs. 09/22/05	Home Vs. Republic	3:30 pm
Thurs. 09/29/05	@ Cusick	3:30 pm
Thurs. 10/06/05	@ Columbia/Inchelium	3:30 pm
Sat. 10/15/05	Home Vs. Selkirk	1:00 pm
Sat. 10/22/05	@ Springdale	1:00 pm

***11 Man- If a team needs to play 8-man, they must inform the opponent no later than the Monday prior to the game.**

STUDENT GUIDELINES

School Information (Alphabetically)

Absences

Please see Attendance Policy, Section IX.

Activity Buses

5:15 p.m. activity bus leaves.

ROUTE

West End
River
Ford

DRIVER

Mindy
Trenton
Willard

Address Change

Please inform the School Office of any change of address and fill out the necessary forms for our accurate records.

Admission Prices for Athletic Events

Seasonal family-pass	\$60.00	Students with ASB card	Free
Adult prices for varsity competition	\$ 5.00	ASB card cost for K-6	\$ 5.00
Senior Citizen price	\$ 2.00	ASB card cost for 7-12	\$20.00
Students K-12 without ASB card	\$ 4.00		

Attendance Check-out Procedures

Please see Attendance Policy, Section IX.

ASB

A separate handbook will be forthcoming regarding ASB Cards, Officers and Representatives. Fund-raising is an extra-curricular school activity. The ASB shall approve all and any fund raising activity organized by and on behalf of students.

Athletics

All students participating in any sport must have a physical on file before participation in any event, or as prescribed by the WIAA. A separate handbook will be forthcoming regarding athletics. The Athletic Code must be signed and turned into the Athletic Director. For eligibility requirements and regulations please refer to a separate handbook distributed by the first week of school.

Breakfast

All students may eat a school provided breakfast from 8:00-8:25 a.m.

Bus Procedures and Rules

Wellpinit school buses are available for all students on the Reservation. We have several routes. 2:30 p.m. last time to change bus routes in school office.

§

BUS ROUTES FOR 2005-2006

ROUTE

West End 25 am/pm
West End am only
Jump am/pm
River am/pm
Rez Road am/pm
Boardman am/pm
Tshimikain am/pm
Flett am/pm

DRIVER

Chris
Gene
Steve
Mindy
Trenton
Wayne
Willard
Larry

Parking in front of either school at the curb is prohibited between the hours of 7:00 a.m. to 3:30 p.m. and 5:00 p.m. to 5:30 so that the buses can park easily.

You must stop for the bus when the stop paddle is out and the lights are flashing if:

1. You are traveling either direction on a two lane road.
2. You are traveling the same direction as the bus and you are on a road with more than two lanes of traffic.
3. You are traveling the same direction as the bus on a road with a two-way turn lane.

There is a Stop Paddle Violation of \$300+. All State bus rules are posted in the front of each bus. These MUST be obeyed to avoid consequences.

Cars

Vehicles MUST slow down around the school area. Violations will be dealt with severely and more signs/speed bumps will be forthcoming. Visitors please park in your assigned areas. Students, please park around the side and back of both schools in designated parking spots that are not numbered for staff parking.

Change of Address

Please inform the School Office of any change of address and fill out the necessary forms for our accurate records.

Classroom Rules

Each teacher shall be responsible for establishing a set of "Classroom Rules." The room rules shall describe the expected student behavior in each teacher's room. A copy of the rules shall be turned in to the administrator by the end of the first week of school; a copy shall be posted on the bulletin board in the classroom; and a copy shall be made available to each student at the beginning of the year.

Class Schedule Changes

Students will have three (3) school days at the beginning of each semester to change their schedules. All changes must be made through the school office by obtaining a Class Schedule Form. Changes must be discussed and approved by teachers, parents, and school administration.

Class Trips/Field Trips

Students shall be in compliance with district academic school policy in order to participate. All trips outside the school district shall be chaperoned by an approved staff member. Students shall have adult permission to attend all extra-curricular travel. All class and field trips shall be approved by the administration.

Closed Campus

Wellpinit School has a "modified" closed campus. Seniors who meet requirements are permitted to leave campus during lunch only. Students are not allowed to leave school during the day unless they follow the sign out procedure (See Sign Out).

Computer

Each student is expected to use their computers responsibly and are required to fill out the CIPA Agreement. (See Section VII, Student Rights and Responsibilities).

Conferences

Parent/Teacher Conferences are encouraged. Please contact your child's teacher to collaborate on your student's progress.

Counseling

Wellpinit has two counselors available to help our students.

Damage Charges

Students may be assessed reasonable replacement or repair charges for loss, willful or careless damage to school property such as facilities, equipment, textbooks, uniforms, etc.

Dances

Please see Student Guidelines, Section VI.

Detention

Please refer to Discipline Procedures, Section X. Usually, 1-2 hours on Monday through Thursday after school.

Dress Policy

Appearance and attire at school should be neat, clean and within the bounds of decency, health and safety. Dress and appearance shall not be disruptive of the educational process or learning objectives. (Please refer to Discipline Procedures, Section X).

Driver's Education

Wellpinit is fortunate to have a driver's education program available in the summer to all students who qualify.

Early Dismissal

Please check school calendar or website for updates. Usually the buses leave at 12:45 p.m.

Emergency Closures

Please listen to the main local Spokane TV and radio stations for further listings.

Emergency Procedures

A Handbook is available in each classroom and the teachers practice various scenarios with the students regularly, in addition to the state mandated drills.

Excused Absences

See Attendance Policy IX.

Extra-Curricular Activities

Extra-curricular activities are those school activities provided for student growth in dimensions other than those for which credit is granted. These activities may include social events, service organizations, student publications, intra-school and inter-school sports, student councils, special interest clubs and associations, school booster groups, school store and other kinds of activities appropriate for the different levels of pupil maturity. Approved extra-curricular activities are officially a part of the regular school program. Exemplary standards of student behavior shall be required of those students who represent their school in extra-curricular activities.

Extra-Curricular Student Travel

Participant must have a Parent Approval Form signed by parent/guardian and returned to school. School vehicles will be used for transportation to activities. Students are expected to ride in the school vehicles to and from activities with his/her team or organization. Any exceptions will be cleared through the school administration only, and can be approved if a parent/guardian signs a form releasing the Wellpinit School District from all responsibility for that student. **THIS FORM MUST BE SIGNED PRIOR TO THE EVENT.**

Any student riding in a school vehicle to an activity and not returning in the same vehicle without prior approval, will forfeit his/her privilege to participate in any activity for a period of seven (7) calendar days or one (1) activity which ever occurs first. Unless they follow the above requirements

Field Trips

A nominal fee is charged for some field trips. Teachers will send home specific information at least a week in advance. All requests for field trips must be made two weeks in advance. Request forms are available in the District office and must be made in duplicate and submitted to the Activity Director and the administrator for approval. Any out-of-state travel must have approval of the superintendent and the school board. All students attending out-of-state conferences must present a review of the trip to the school board as soon after the trip as possible. An evaluation of the trip must be filed with the administrator within three days of return.

Fire Drill

When the fire alarm sounds, all students and building personnel will evacuate the building immediately. Students must leave their classroom and proceed directly to the designated exit. Teachers will stay with their classes. All classroom doors and windows must be closed and lights turned off. Student attendance books will be carried with each classroom teacher when exiting the building.

Food and Drink

Food and drink shall be consumed in the properly designated areas, except at such time and places as may be designated by the school administration. The vending machine will only be open at the discretion of the administration.

Fund Raising Activities

Fund-raising is an extra-curricular school activity. All fund raising should be kept within reasonable limits so as not to burden the community. All fund raising activities must have the approval of the school administrator and the collection and disbursement of activity funds is the administrator's direct responsibility. Under no circumstances will money donations be actively solicited, but any donations given voluntarily may be accepted. The ASB shall approve all fund raising activities organized by and/or on behalf of students.

Grading Policy

Please refer to Graduation Requirements, Section XI.

Hall Passes

All students must have a written pass from an administrator or teacher to be in the halls during class time. This applies to ASB officers, student aides, any students with early dismissal permission and any student who finds it necessary to enter the halls.

Health

We have a school nurse on site once a week. Please see Health Services, Section VIII.

Homework Requests

Usually all requests need to be made to the teacher by 10:00 a.m. the day it is required for the student.

Honor Roll

Wellpinit School District is a member of the National Honor Society of Secondary Schools. Students who remain at 3.0 or above are eligible for this special activity.

Illegal, Dangerous and Disruptive Articles

Weapons or other articles dangerous to life or property, illegal items or items or actions that materially and substantially disrupt school activities shall be prohibited on school property. Items may be removed from a student's possession by school authorities and, at the discretion of the school administrator, turned over to the police. Those persons considered to be disrupting school activities may be required to leave school property, at the discretion of the school administrator or his/her representative. Bringing guns to school of any kind; cartridge pistols, Co2 pistols or B-B guns will be cause for immediate expulsion.

Internet

Wellpinit has specialists on staff who help insure the security of our system. Each student is required to sign a CIPA form. See Section VII-Student Rights and Responsibilities.

Lockers

Lockers are provided for storage of coats and books. The locker is only as safe as the student assigned that locker makes it. One student is assigned to each locker. Use of a locker by more than one student is not allowed unless assignment of shared lockers is made by the Principal's Office. To permit other students access to that locker compromises the security of that locker. Do not permit anyone else to know your combination! Lockers may be subject to inspection at any time, as determined by administration.

Lost and Found

The school office has a box where they keep lost and found. Every effort is made to find the owner.

Money and Valuable Articles

Please do not bring large amounts of money or valuable articles to school. The school cannot accept responsibility for stolen money or other articles.

Parent/Teacher Conferences

These meetings are highly encouraged. The parent should contact their child's teacher with any concerns or comments related to the student's progress and learning plan.

Progress Reports

Weekly progress reports are sent home. Please see teachers with any concerns. Check your student's progress on-line at any time. See high school office for login and password.

Pupil Information/Change of Address

If your last name, address, or telephone number changes at any time during the school year, please notify the Principal's office immediately. This is very important in keeping our records up-to-date and also being able to contact a parent or guardian in the case of an emergency.

Release for Religious Purposes

Students may be released from school for voluntary religious instruction off school premises, but may not use school time, materials, or personnel (employed or not employed by the district) to announce or arrange for such instruction.

School Bus Behavior

Students are required to abide by the rules and directives of school bus drivers while at the bus stop or while riding the school bus.

School Closing

In the event of severe weather or mechanical breakdown, school may be closed or starting time delayed. The same conditions may also necessitate early dismissal. On these occasions tune into the major TV/radio stations and watch for posted notices.

Sign-Out Sign-In Procedure

A student who leaves school prior to the end of the day must sign out at the attendance office upstairs and sign in at the attendance office upon their return. A written parent/guardian request must be presented to the attendance office with the reason for leaving. Students that leave school without following this procedure will be considered truant.

Social Activities

All social activities on school property or those activities sponsored by the school shall be subject to the approval of the school administration and the ASB, and shall be supervised according to district guidelines.

Student Bus Changes

Parents need to call the upstairs school office **by 2:30 p.m.** to make bus changes. After this time, *parents* will be responsible for making any alternative arrangements necessary for their children. **Students will not be released to anyone other than parent or guardian without prior authorization.**

Student Passes

Any student detained by a teacher and who is late for a class must be allowed to enter class without being marked tardy or absent. A note from the detaining teacher must accompany that student. Please verify that tardy. The detaining teacher should attempt to contact the student's next class period.

Student Organizations

Students shall be encouraged to participate in student organizations: ASB, Honor Society, etc. Student participation and input into the school process is greatly encouraged.

Substance and Drug Abuse

Substance abuse including, alcohol, tobacco, inhalants, or other drugs are prohibited on school property or at any school-sponsored activity. This is a Washington State law. Persons suspected of being under the influence of any of the above, who come to school, or school activities, will be subject to prompt disciplinary action appropriate to the offense. Suspicion is sufficient enough reason to warrant action.

Substitute Teachers

Substitute teachers are to be treated with the same respect as regular classroom teachers. Any student failing to maintain proper respect for the substitute teacher will be subject to the school discipline process.

Teacher/Staff permission

Students at school, but not in regularly scheduled class, can be excused only by the staff member in charge of that regularly scheduled class or by the administrator. If a staff member retains a student, prior written notice must be given to the staff member who is expecting that student in class.

Telephone Messages

Telephone messages to/for students will not be delivered except in emergencies. Classroom/Office telephones are for official business only and shall not be used by students for personal phone calls. A pay phone is available for students to use if necessary. Students are not to use the telephone during classes without written permission from their classroom teacher. The upstairs school phone and the District administration phones are strictly off-limits, except in emergencies and with a teacher or para professional accompanying the student to either office.

Toys

Personal items may not be brought to school. Items may be confiscated and returned to parents upon parent request or held until the end of the term.

Vehicles

Vehicles shall not be operated on school property in excess of five miles per hour. Vehicles shall be operated and parked only in areas as may be designated by the school administrator. Only a licensed driver with proof of insurance is authorized to operate a vehicle on school property. Students driving vehicles to school will be required to have *copies of their license and insurance on file with the school office.* Students please do not park in visitor parking spots or in any staff parking spots at any time.

Visitors

A visitor is anyone not enrolled or presently employed by the district. All visitors please report to the district administration office first to receive a visitor's pass and to state the purpose of their visit. *Babies and small children are not to be brought to school by students for personal visiting during class time.* Student visitors will only be allowed to visit if they are not truant, suspended or expelled from their school. They must have approval from both the teachers and administration prior to their visit. Parents and guardians are always welcome to visit with their children's teachers at Wellpinit School.

Withdrawal from School

Students who transfer from school during the year must bring a written request from their parent/guardian before withdrawing. The request must include the date of withdrawal, the pupil's new address and, if known, name of the new school. The pupil must report to the office on the morning of the last day of attendance to be given a Withdrawal Form and to be informed of proper check-out procedures. All books and materials loaned by the school must be returned and all fines and bills settled before proper clearance can be made.

STUDENT RIGHTS AND RESPONSIBILITIES

RIGHTS

- Rights to Attend School
Any resident of the Wellpinit School District between the ages of 5 and 20 who has not completed the twelfth grade shall have the right to attend school without payment of tuition.
- Right of Participation in School Program
All students shall have access to all aspects of the school's educational and co-curricular program, subject to rules and regulations of the governing Wellpinit School Activities Associations and the Washington Interscholastic Activities Association. Further, reasonable prerequisites may be required for participation in certain courses and activities.
- Right to Participate in Decision Making
Students shall have the right to participate in decision making through the Associated Student Body (ASB) established at the junior and senior high school levels and through the appointment of a student representative to the District Board.
- Right of Nondiscrimination
No student shall on the basis of sex, race, creed, color, national origin, marital status, pregnancy or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any education program or activity of the district. Pregnant or handicapped students may be excused from those activities in which participation could clearly be injurious to their health because of their pregnancy or handicap.
- Right of Expression
Students shall have the right to express themselves freely so long as that expression does not materially and substantially disrupt school activities and so long as it is not obscene, libelous or slanderous. Such freedom of expression shall extend to the wearing of symbols, personal dress, and hair length and style. Such freedom shall also extend to publications. However, the school administration may determine the time, place and means of distribution of these publications.
- Right to Privacy
Students, their lockers, and their desks shall not be immune from a search. A search conducted for a specific purpose(s) may be unannounced prior to the search. All illegal items will be turned over to the police. Dangerous, disruptive or prohibited items obtained in searches may be temporarily seized by school authorities and may, at the discretion of the school administration, be turned over to the police.
- Right of Confidentiality and Access to Student Records
Confidentiality and access to student records shall be governed by the provision of the "Family Education Rights and Privacy Act" (PL 93-380). A complete copy of the District policy regarding student records shall be available to students and to parents or guardians upon request to the local school administrator.
- Right to Assemble and Petition for Redress of Grievances
Students shall have the right to assemble peaceably and to petition school authorities for redress of grievances. Such assembly shall not materially or substantially disrupt school activities.

RESPONSIBILITIES

- Responsibility to Attend School
Every resident of the Wellpinit School District between the ages of 5 and 16 years of age shall have the responsibility to attend school and classes regularly and on time, throughout the school year. Every parent, guardian or other person having responsibility for or control of a child between 5 and 16 years of age shall insure the child is in attendance.
 - Responsibility for School Improvement
Students shall have the responsibility to contribute to the improvement of the school program.
 - Responsibility to Show Respect
Students shall have the responsibility to show respect for the rights of others and to contribute ideas in a manner that is not destructive or degrading to others.
 - Responsibility to Obey Regulations
Students shall have the responsibility to abide by reasonable rules and regulations as established by the teachers, school or district administration, district board, and rules of the student government that have been approved by the school administrator.
 - Responsibility to Care for Facilities and Equipment
Students shall have the responsibility to use school facilities, equipment, books, materials, etc. in a manner that is not willfully or carelessly destructive.
-

WELLPINIT SCHOOL DISTRICT

STUDENT CIPA Form and Agreement

"If you are worried about getting caught doing something, you probably shouldn't be doing it."

As a condition for using the Wellpinit School District's computers, network and Internet access, students, with the explicit approval of their parents, and agree to abide by the following rules:

❶ I will avoid all inappropriate computer activities.

The computers at the Wellpinit School are for education and research. Using a Wellpinit School District Computer accessing the Internet and using e-mail are privileges, which may be revoked by the Wellpinit School District **at any time** for inappropriate computer activity.

When using a Wellpinit School computer I WILL NOT:

- use a computer to be off-task from the assignment of an authorized staff member.
- go into chat, messaging, email, music or games when you are supposed to be doing something else.
- use obscene, abusive, harassing or otherwise offensive or objectionable language in either public or private messages, email, messaging or chat
- harass others by means of E-mail, Internet chat, Instant Messaging, or in any other manner
- intentionally damage or interfere with other computer users
- download or install any software that has not been authorized by a District staff member
- install any un-authorized game on the District's computer
- access, download or store any obscene or objectionable materials, including gang related or pornographic web sites or material
- create or send any hate mail, harassment, discriminatory remarks, or other antisocial behaviors
- place or transmit any unlawful information on the Internet or the local computers
- access, misappropriation or misuse of information/files of other users
- use someone else's e-mail or log-in password
- let someone else use your login to access the Internet or leave your login unattended or unsupervised.
- use the system for political purposes or to be for or against any ballot measure or candidate
- use of the system for commercial solicitation or to make money
- destroy, change, or abuse system components including hardware or software in any way. (an exemption is made for modification of software by duly authorized network technicians.)
- give out personal information over the Internet such as complete names, addresses, telephone numbers and identifiable photos. Students should never reveal such information without permission from their teacher and parent or guardian.
- make appointments to meet people in person whom they have contacted on the system without district and parent permission.
- use the system for hacking: to develop programs or institute practices that harass other users or gain unauthorized access to any entity on the system and/or damage the components of an entity on the network
- subscribe to mailing lists, bulletin boards, chat groups, and commercial on-line services and other information services (without pre-approval of the superintendent or his designee)
- access bulletin boards, chat groups or instant messaging without the authorization of their teacher.

- access personal email accounts from school unless permitted to do so by a teacher as part of an educational process, or unless written permission has been provided by the student's parent or guardian.
- encrypt any files or communication so as to avoid security review.
- seek information on, obtain copies of, or modify files, other data, or passwords belonging to other users.
- attempt to gain unauthorized access to any computer or device anywhere in the school or on the K-20 Network.

② The Wellpinit School District will have final authority over what constitutes inappropriate computer activity.

③ All my computer files can be inspected by Wellpinit School District authorities.

- The Wellpinit School District has the right to review any computer files stored in Wellpinit computers to which a Wellpinit user has access, or to view the activities and Internet history of any student. This includes all laptops or desktops that are checked out to a Wellpinit student.
- The Wellpinit SD also reserves the right to edit or remove any material which they, **in their sole discretion**, believe may be unlawful, obscene, abusive, non-educational or otherwise objectionable.
- I hereby waive any right of privacy which I may otherwise have in and to such material that is stored, created or accessed on the Wellpinit computers.

④ Other Wellpinit School District Policies Concerning the Internet

If a parent or guardian does not want their child to access the Internet, the District will provide a mechanism whereby the student will not access the Internet. The parent will also be informed of the ways in this will limit the educational opportunities for the student.

Our policy is that we may, at our discretion, post pictures taken of school activities – including all sports and field trips, and student work as assigned by a teacher. Students on the web site will post pictures identified with first names only – no full last names will be used. If a parent objects to any display of student information, the District will provide a mechanism whereby the student in question will have no identifiable presence on the District's Web Site.

Filtering software or services has been installed and used on all computers with access to the Internet, which 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 must still be filtered or blocked. Exceptions may be made for staff if the filtering software will not permit them access to sites that they need to access as part of their designated work.

Educational staff will, as part of their duties, 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.

Student Signature

By signing below, I hereby agree to abide by all the rules and restrictions described above.
If I break any of these rules I may be liable for disciplinary action.

Name of Student _____

Signature _____

Parent/Guardian Signature

By signing below, I agree to let my child access the Internet for educational purposes subject to the rules and policies described above:

Name of PARENT _____

Signature _____

Telephone _____

(or alternative way to contact to check up on the signature)

COMMON SCHOOL LAW REFERENCES

The superintendent is authorized to direct the development and implementation of procedures addressing the elements of this policy, consistent with the complaint and investigation components of procedure 6590, Sexual Harassment.

Cross References

Policy 3200, Rights and Responsibilities
Policy 3210, Nondiscrimination
Policy 3240, Student Conduct
Policy 3241, Classroom Management, Corrective Action and Punishment
Policy 6590, Sexual Harassment

Legal Reference

Chapter 207, Laws of 2002

Cross References

Policy 3200, Rights and Responsibilities
Policy 3210, Nondiscrimination
Policy 3240, Student Conduct
Policy 3241, Classroom Management, Corrective Action and Punishment
Policy 6590, Sexual Harassment

Legal Reference

Chapter 207, Laws of 2002

Policy #4314 Statement: Notification of Threats of Violence or Harm

Cross References:	Board Policy 3240	Student Conduct
	Board Policy 3241	Classroom Management, Corrective Actions or Punishment
	Board Policy 5281	Disciplinary Action or Discharge
	Board Policy 6513	Workplace Violence Prevention
Legal References:	RCW 28A.320.128	Notice and disclosure policies--Threats of violence--student conduct--Immunity for good faith notice--Penalty
	WAC 180-40	Pupils
	20 U.S.C. § 1232g	Family Educational Rights and Privacy Act
	34 C.F.R. Part 99	FERPA Regulations

Procedures for Policy #4314P on Notification of Threats of Violence or Harm (Revised June 2003)

Staff, students, volunteers, and others involved in school activities have the responsibility to report any threats of violence or harm to designated school officials. Based on the significance and credibility of the threat, it shall be reported to law enforcement. Staff shall involve in-district multi-disciplinary professionals in evaluating the threat and the needs of the person making the threat. Consultation with or referrals to community-based professionals and services are encouraged where appropriate.

Under the Family Educational Rights and Privacy Act the district may only release student records, including those involving threats of violence or harm, with parent or adult student permission, or under limited conditions. For that reason, the district will not identify students who have made threats of violence or harm when notifying the subjects of the threats, except under the following conditions:

1. The parent or adult student has given permission to disclose the student's identity or other information to the subject of the student's threat.

2. The identity of the student and the details of the threat are being disclosed to relevant district staff who have been determined to have legitimate educational interest in the information.
3. The identity of the student or the details of the threat are being released because the release of the information is necessary to protect the health or safety of the student or other individuals. This exemption is to be strictly construed pursuant to federal regulations.
4. The district is responding to a court order or subpoena. Generally the district must make a reasonable effort to notify the parents of the student or adult student of the subpoena in advance of complying, so that the family can seek protective action.

Relevant information about the threat that does not improperly identify a student shall be provided to the subject of the threat, and the subject shall be advised that if law enforcement has been involved in the matter, the law enforcement agency may have more information that can be shared with the subject.

To promote the safety of all concerned, the principal shall determine if classroom teachers, school staff, school security, and others working with the student(s) involved in the threat circumstance, should be notified. Subject to the confidentiality provisions cited above, principals shall consider all available information when determining the extent of information to be shared, including prior disciplinary records, official juvenile court records, and documented history of violence of the person who made the threat.

When considering the appropriate discipline for a student who has made a threat of violence or harm the student's prior disciplinary records shall be taken into account. Emergency expulsion shall be considered, based on the credibility and significance of the threat. Discipline shall only be imposed on students with disabilities consistent with policy and the legal requirements for special education.

If the threat by a student was significant and credible enough to warrant expulsion, the student may only be re-admitted to the district through the readmission application process provided for in district policy. The readmission application process shall include meeting district re-admission criteria established at the time of expulsion and should include completion of an assessment by an appropriate professional, with a report to the district, when the district determines such an assessment is necessary.

Discipline against district staff for making threats of violence or harm shall be consistent with district policy and procedure regarding staff discipline, and any relevant collective bargaining requirements.

RCW 28A.320.128

Notice and disclosure policies -- Threats of violence -- Student conduct -- Immunity for good faith notice -- Penalty.

(1) By September 1, 2003, each school district board of directors shall adopt a policy that addresses the following issues:

(a) Procedures for providing notice of threats of violence or harm to the student or school employee who is the subject of the threat. The policy shall define "threats of violence or harm";

(b) Procedures for disclosing information that is provided to the school administrators about a student's conduct, including but not limited to the student's prior disciplinary records, official juvenile court records, and history of violence, to classroom teachers, school staff, and school security who, in the judgment of the principal, should be notified; and

(c) Procedures for determining whether or not any threats or conduct established in the policy may be grounds for suspension or expulsion of the student.

(2) The superintendent of public instruction, in consultation with educators and representatives of law enforcement, classified staff, and organizations with expertise in violence prevention and intervention, shall adopt a model policy that includes the issues listed in subsection (1) of this section by January 1, 2003. The model policy shall be posted on the superintendent of public instruction's web site. The school districts, in drafting their own policies, shall review the model policy.

(3) School districts, school district boards of directors, school officials, and school employees providing notice in good faith as required and consistent with the board's policies adopted under this section are immune from any liability arising out of such notification.

(4) A person who intentionally and in bad faith or maliciously, knowingly makes a false notification of a threat under this section is guilty of a misdemeanor punishable under RCW 9A.20.021.

[2002 c 206 § 1.]

COMMON SCHOOL LAWS OF THE STATE OF WASHINGTON

Classroom teachers are ultimately responsible for all discipline in the classroom. School-wide regulations and discipline are based upon the Common School Laws of the State of Washington (RCW's and WAC's) and the policies as adopted by the Board of Directors of the Wellpinit School District and Procedures as developed by the Superintendent.

RCW 28A.635.100

INTIMIDATING any administrator, teacher, classified employee, or student by threat of force violence unlawful. It shall be unlawful for any person singly or in concert with others, to intimidate by force or threat of violence any administrator, teacher, classified employee, or student of any common school who is in peaceful discharge of his or her duties or studies.

RCW 28A.600.420

FIREARMS ON SCHOOL PREMISES, transportation, or facilities Exemptions. (1) Any elementary or secondary school student who is determined to have carried a firearm onto, or to have possessed a firearm on, public elementary or secondary school premises, public school-provided transportation, or areas of facilities while being used exclusively by public schools, shall be expelled from school for not less than one year under RCW 28A.600.010. The superintendent of the school district, educational service district, state school for the deaf, or state school for the blind may modify the expulsion of a student on a case-by-case basis. (2) For purposes of this section, "firearm" means a firearm as defined in 18 U.S.C. Sec. 921, and a "firearm" as defined in RCW 9.41.010. (3) This section shall be construed in a manner consistent with the individuals with disabilities education act, 20 U.S.C. Sec. 1401 et seq. (4) Nothing in this section prevents a public school district, educational service district, the state school for the deaf, or the state school for the blind if it has expelled a student from such student's regular school setting from providing educational services to the student in an alternative setting. (5) This section does not apply to: (a) Any student while engaged in military education authorized by school authorities in which rifles are used but not other firearms; or (b) Any student while involved in a convention, showing, demonstration, lecture, or firearms safety course authorized by school authorities in which the rifles of collectors or instructors are handled or displayed but not other firearms; or (c) Any student while participating in a rifle competition authorized by school authorities. (6) A school district may suspend or expel a student for up to one year subject to subsections (1), (3), (4), and (5) of this section, if the student acts with malice as defined under RCW 9A.04.110 and displays an instrument that appeared [appears] to be a firearm, on public elementary or secondary school premises, public school-provided transportation, or areas of facilities while being used exclusively by public schools.

RCW 9.41.250

DANGEROUS WEAPONS: Every person who: (1) Manufactures, sells, or disposes of or possesses any instrument or weapon of the kind usually known as slug shot, and slug, or metal knuckles, or spring blade knife, or any knife the blade which is automatically released by a spring mechanism or other mechanical device, or any knife having a blade which opens, or falls, or is ejected into position by the force of gravity, or by an outward, downward, or centrifugal thrust or movement; (2) Furtively carries with intent to conceal any dagger, dirk, pistol, or other dangerous weapon; or (3) Uses any contrivance or device for suppressing the noise of any firearm, is guilty of a gross misdemeanor punishable under chapter 9A.20 RCW.

WAC180-40-210

STUDENT RESPONSIBILITIES AND DUTIES. The mission of the common school system is to provide learning experience which will assist all students to develop skills, competencies, and attitudes that are fundamental to an individual's achievement as a responsible, contributing citizen.

In order to maintain and advance this mission, it shall be the responsibility of each student to pursue his/her course of studies, comply with written rules of a common school district which are adopted pursuant to and in compliance with WAC 180-40-225 and RCW 28A.600.010, and submit to reasonable corrective action or punishment is imposed for just cause and in a fair and just manner.

RCW 28A.635.010

ABUSING OR INSULTING teachers, liability for---Penalty. Any person who shall insult or abuse a teacher anywhere on the school premises while such teacher is carrying out his or her official duties, shall be guilty of a misdemeanor, the penalty for which shall be a fine of not less than ten dollars nor more than one hundred dollars.

RCW 28A.635.020

Willfully DISOBEYING school administrative personnel OR REFUSING TO LEAVE public property, violation, when-Penalty. (1) It shall be unlawful for any person to willfully disobey the order of the chief administrative officer of a public school district, or of an authorized designee of any such administrator, to leave any motor vehicle, building, grounds or other property which is owned, operated or controlled by the school district if the person so ordered is under the influence of alcohol or drugs, or is committing, threatens to imminently commit or incites another to imminently commit any act which would disturb or interfere with or obstruct any lawful task, function, process or procedure of the school district or any lawful task, function, process or procedure of any student, official, employee or invitee of the school district. The order of a school officer or designee acting pursuant to this subsection shall be valid if the officer or designee reasonably believes a person ordered to leave is under the influence of alcohol or drugs, is committing acts, or is creating a disturbance as provided in this subsection. (2) It shall be unlawful for any person to refuse to leave public property immediately adjacent to a building, grounds or property which is owned, operated or controlled by a school district when ordered to do so by a law enforcement officer if such person is engaging in conduct which creates a substantial risk of causing injury to any person, or substantial harm to property, or such conduct amounts to disorderly conduct under RCW 9A.84.030.

RCW 28A.600.020

DISORDERLY CONDUCT: (1) A person is guilty of disorderly conduct if he/she: (a) Uses abusive language and thereby intentionally creates a risk of assault; or (b) Intentionally disrupts any lawful assembly or meeting of persons without lawful authority; or (c) Intentionally obstructs vehicular or pedestrian traffic without lawful authority. (2) Disorderly conduct is a misdemeanor.

RCW 28A.635.030

DISTURBING: SCHOOL ACTIVITIES OR MEETINGS □ PENALTY Any person who shall willfully create a disturbance on school premises during school hours or a school activities or school meetings shall be guilty of a misdemeanor, the penalty for which shall be fine in any sum not more than fifty dollars.

RCW 28A.635.060

DEFACING OR INJURING SCHOOL PROPERTY: LIABILITY OF PUPIL, PARENT OR GUARDIAN * WITHHOLDING GRADES, DIPLOMA, OR TRANSCRIPTS * SUSPENSION AND RESTITUTION * VOLUNTARY WORK PROGRAM AS ALTERNATIVE □ Rights protected. (1) Any pupil who defaces or otherwise injures any school property, or property belonging to a school contractor, employee, or another student, is subject to suspension and punishment. If any property of the school district, a contractor of the district, an employee, or another student has been lost or willfully cut, defaced, or injured, the school district may withhold the grades, diploma, and transcripts of the pupil responsible for the damage or loss until the pupil or the pupil's parent or guardian has paid for the damages. If the student is suspended, the student may not be readmitted until the student or parents or legal guardian has made payment in full or until directed by the superintendent of schools. If the property damaged is a school bus owned and operated by or contracted to any school district, a student suspended for the damage may not be permitted to enter or ride any school bus until the student or parent or legal guardian has made payment in full or until directed by the superintendent. When the pupil and parent or guardian is unable to pay for the damages, the school district shall provide a program of voluntary work for the pupil in lieu of the payment of monetary damages. Upon completion of voluntary work the grades, diploma, and transcripts of the pupil shall be released. The parent or guardian of such pupil shall be liable for damages as otherwise provided by law. (2) Before any penalties are assessed under this

section, a school district board of directors shall adopt procedures which insure that pupil's rights to due process are protected. (3) If the department of social and health services or a child-placing agency licensed by the department has been granted custody of a child, that child's records, if requested by the department or agency, are not to be withheld for nonpayment of school fees or any other reason.

RCW 28A.635.090

INTERFERING: BY FORCE OR VIOLENCE WITH ANY ADMINISTRATOR, TEACHER, CLASSIFIED EMPLOYEE, OR STUDENT UNLAWFUL. It shall be unlawful for any person, singly or in concert with others, to interfere by force or violence with any administrator, teacher, classified employee, or student of any common school who is in the peaceful discharge or conduct of his or her duties or studies. Any such interference by force or violence committed by a student shall be grounds for immediate suspension or expulsion of the student.

RCW 28A.635.120

PENALTY FOR INTERFERING OR INTIMIDATING: Any person guilty of this violation ... shall be deemed guilty of a gross misdemeanor and, upon conviction thereon, shall be fined not more than five hundred dollars, or imprisoned in jail not more than six months or both such fine and imprisonment.

RCW 28A.225.060

CUSTODY AND DISPOSITION OF CHILD ABSENCE FROM SCHOOL WITHOUT EXCUSE: Any school district official, sheriff, deputy sheriff, marshal, police officer, or any other officer authorized to make arrests, may take into custody without a warrant a child who is required under the provisions or RCW 28A.225.010 through 28A.225.140 to attend school and is absent from school without an approved excuse, and shall deliver the child to: (1) The custody of a person in parental relation to the child; (2) the school from which the child is absent; or (3) a program designated by the school district.

STUDENT HEALTH UPDATE SUMMARY

The school nurse will provide or arrange for certain health services throughout the school year. Such services include, but are not limited to: maintenance of health records, isolation/temporary care of ill students, oral medication procedures, development of nursing care plans for students with a potentially life-threatening condition, vision, hearing and scoliosis screening, immunization records assessment, and training/supervision of designated school staff.

Accommodating Students with Diabetes: School staff will be informed on a “need to know” basis in regards to students diagnosed with diabetes. The school nurse will work closely with the student and parents in developing an individual health plan. Staff will be trained to monitor for signs and symptoms of low and high blood sugar and actions to take should the student become unable to correct him or herself.

Catheterization: The board authorizes that qualified staff provide for clean, intermittent bladder catheterization of students or assisted self-catheterization in conformance to rules adopted by the state board of nursing. A parent and physician must provide a written request in order to initiate catheterization during school. The designated staff member who will assist must obtain training before doing so.

Eye Protection: The Superintendent shall establish procedures that give assurance that students’ and employees’ eyes are properly protected while engaged in potentially dangerous mechanical or manual activities within vocational or industrial arts shops and science or other school laboratories.

Hearing and Vision Screening will comply with the State Board of Health and will include grades K-3, 5, 7 or any student that a parent or staff member requests to have screened.

HIV Treatment: On the disclosure that a student has been identified as having acquired immunodeficiency syndrome (AIDS) being infected with HIV the superintendent, principal, parent/guardian, local health officer, school nurse and the private physician shall confer as necessary and determine the appropriate placement of the student. The student will be accommodated in a least restrictive manner, free of discrimination, without endangering the other students or staff. The student may only be excluded from school on the written concurrence of the public health officer and the student’s personal physician, that remaining or returning to school would constitute a risk either to the student or to employees or other students. All discussions and records will be treated as confidential, consistent with RCW 70.24.105.

Release of information regarding the testing, test result, diagnosis or treatment of a student for a sexually-transmitted disease, HIV, drug or alcohol or mental health treatment or family planning or abortion may only be made pursuant to an effective release and only to the degree permitted by the release. To be effective, a release must be signed and dated, must specify to whom the release may be made and the time period for which the release is effective. Students fourteen and older must authorize disclosure regarding HIV or sexually transmitted diseases, students thirteen and older must authorize disclosure regarding drug and alcohol treatment or mental health treatment, and students of any age must authorize disclosure regarding family planning or abortion. Parents/guardians must authorize disclosure pertaining to younger students. Any disclosure made pursuant to a release regarding sexually transmitted diseases, HIV or drug or alcohol treatment must be accompanied by the following statement:

“This information has been disclosed to you from records whose confidentiality is protected by state law. State law prohibits you from making any further disclosure of it without the specific written consent of the person to whom it pertains, or as otherwise permitted by state law. A general authorization for the release of medical or other information is not sufficient for this purpose.”

Infectious Diseases: In order to safeguard the school community from the spread of certain communicable diseases, procedures will be implemented to assure that all buildings are in compliance with the State Board of Health rules and regulations regarding the presence of persons who have or may be exposed to infectious diseases deemed dangerous to the public health. The school is authorized to exclude a student who has been diagnosed with or suspected of having an infectious disease in accordance with the regulations within the Infectious Disease Control Guide. The length of absence will be determined by the physician. In order to prevent the transmission of certain diseases, first aid procedures will require the use of gloves. After

cleansing a wound, all materials must be discarded in a lined trash container that is disposed of daily. All bodily fluids must be considered to contain potentially infectious agents.

Medication at school: All medications, including over the counter meds (Tylenol, Tums, etc. . .) require a signed doctor's order and parental authorization before the school can administer the medication. Only designated personnel will be allowed to administer the medication. Doses will be logged in the student's health record. If a student requires medication on a field trip the school staff chaperoning the event will be trained to give the medication.

Scoliosis screening will include grades 5, 7, and 9. Parents will be notified should their child need further evaluation.

Student Immunization: Upon entrance into the school district, each student must provide proof of immunization with the school office against the following: diphtheria, pertussis, polio, measles, mumps, rubella, hepatitis B and tetanus. The immunization record will be made part of the student's permanent school file. If a student is missing a required immunization, he/she needs to submit evidence of the initiation of the scheduled dosing and will be placed in a "conditional admittance" category. Failure to complete the schedule or submit evidence of completion will because to exclude the student from school. Exemptions for medical, personal or religious reasons can be obtained.

ATTENDANCE AND EXCUSED ABSENCES

Good attendance patterns play a vital role in a student's success in school as well as in the world of employment. If students develop good attendance patterns now, there will be many benefits from these habits in the future. All students are expected to be regular and punctual in attendance to derive the most benefit from their educational opportunities.

The following absences shall be excused:

- Personal illness or medical appointments
- Family emergencies, i.e. funeral, death, hospitalization
- School sponsored activities
- Appearances in court when required by law
- Disciplinary action: Suspension
- Absences pre-arranged by parents with notice to school one or more days in advance

Students returning to school following any absences (except school activity) must **present a written excuse to the office, stating the date(s) and reason for the absence.** An excused admit slip will be issued if the requirements of Excused Absences are met. Absences must be excused within 2 school days of return or they will automatically become unexcused.

It is the student's responsibility to ask for, and complete, all work missed due to an excused absence and turn it in within a reasonable time, which is identified by each teacher.

UNEXCUSED AND EXCESSIVE ABSENCES

Any absence not listed as excusable will be considered unexcused regardless of parent note. The student's grade may be affected since work missed during an unexcused absence(s) may not be made up. After a student has five unexcused absences in a calendar month, or ten days in a school year, the school must fill out a **PETITION FOR A COURT ORDER REQUIRING STUDENT TO ATTEND SCHOOL AND TO MOTION AN ORDER TO SET HEARING DATE ON TRUANCY PROCEEDING OR FOR OTHER COURT INTERVENTION. ("BECCA BILL" RCW 28A.225.030).**

The school will communicate with parents by written notices, phone conferences, and parent-teacher-student-administrator conferences in order to arrive at a satisfactory solution to excessive absences. Students identified as having habitual absentees (more than 14 in one semester) will be required to appear before an attendance committee to explain the situation and devise a plan for improvement. When a student has been absent more than 14 times in a semester, the student will receive a failing grade. This will stand until, or unless, modified by the attendance appeals' committee. **Students missing more than 14 days per semester may or may not suffer loss of academic credit, depending on the decision of the attendance appeals committee.**

ELEMENTARY SCHOOL ATTENDANCE POLICY

Any elementary student who accumulates more than 14 absences a semester will not receive report card grades. A conference will be scheduled with the teacher to address attendance concerns, create a plan to deter further absences and address gaps in learning due to the excessive absences that may have developed. K-5 students not in attendance by 10:00 a.m. or 1:00 p.m. will be counted as absent for half-day in the a.m. or p.m. respectively.

HIGH/MIDDLE SCHOOL ATTENDANCE POLICY

Did you know that employers cite “workplace behaviors” as factors most critical to success on the job? These include ability to work with others to solve problems, motivated work ethic, and **dependable and punctual attendance**.

Because we are so concerned about excessive absenteeism at Wellpinit Middle/High School, all absences whether pre-excused, excused or unexcused will count towards 14 absences allowed in each class. Please remember that school-sponsored activities causing a student to be absent do not count towards the allowable 14 absences.

A student with more that 14 absences (that are not school related) in one semester may be denied credit for the course.

1. School sponsored absences in curricular or co-curricular activities, or absences authorized by school personnel, will not count toward the 14 absences.
2. Students who have more than 14 absences will go through an appeal process before removal of credit. Appeals should be directed to the high school office and will be considered on a case-by-case basis by a panel consisting of a teacher, community member, board member, administrator, and a student.
3. Phone calls will be attempted and a letter will be sent to the parents warning of approaching loss of credit.

If the absence is pre-arranged or is an excused absence, the student has the right to make up missed work. If the absence is unexcused the student does not have the privilege of making up missed work.

DISCIPLINE PROCEDURES

Positive Discipline

Adapted from Positive Discipline by Jane Nelsen, Ed.D.

Throughout the 2005-2006 school we will provide staff development on creating positive relationships with students and dealing with student discipline in an effective manner. Below you will find the beginning of our work to ensure that we are making every attempt to see your student has a successful year.

What happened to the good old days where every child was taught to be submissive to adults? Simply they are gone; society has changed, single families, mothers being the head of the household, television, music, availability of drugs/alcohol, teen pregnancy and much more. We are teaching children and adults to stand up for their rights; submission is a thing of the past. It is difficult to find anyone willing to accept an inferior, submissive role in life. Our children are simply following the examples around them.

Children want to be treated with dignity and respect, just like the adults. However, children have not earned all the rights that come with greater experience, skills, and maturity. They do deserve to be treated with dignity and respect. They also deserve the opportunity to develop the life skills they need in an atmosphere of kindness and firmness instead of blame, shame and pain.

Children do not develop responsibility when teachers/parents are too strict and controlling; nor do they develop responsibility when teachers/parents are too permissive. Children learn responsibility when they have opportunities to learn in an atmosphere kindness, firmness, dignity, and respect.

At this point our discipline policy is a living document which means it will be modified and adjusted throughout the year, and will be officially put into place for the 2006-2007 school year. It is important that we get the approval and input from the staff, students and parents.

We have made revisions to our current plan by modifying the point system, making use of after school detention, and requiring the referral process to be followed. The most important emphasis is being placed on working with the student in a positive manner and making frequent parent contact.

The proceeding pages identify our discipline policy for the 2005-2006 school year.

WELLPINIT SCHOOL DISTRICT DISCIPLINE PROCEDURES

Wellpinit School District staff and administration care about each student and want to provide a safe, wholesome, positive atmosphere for learning and activity. To accomplish this we will not allow abusive or disruptive behavior. Depending on severity or frequency of other violations, the administration reserves the right to determine the level at which the violations will be handled. Also, an individualized Success Plan requiring specific target behaviors/consequences may be developed and implemented for a student as a corrective action when other interventions have failed.

Students are expected to use self-discipline and must assume responsibility for their behavior. When student behavior is not acceptable, necessary action will be taken. Staff and administrators have full authority to control or discipline a student during the time such student is in attendance, in transit to or from school, or attending any school sponsored function. Actions to be taken by the teacher or administrator include, but are not limited to the following:

Time Out Option: The student may be removed from the classroom to a supervised location, for a brief time during the class period to reflect on disruptive behavior. Time outs may or may not result in a discipline referral and/or detention.

Lunch Detention: Students report to the discipline coordinator/teacher at the beginning of the lunch for detention. No shows for lunch detention may result in a 1-hour after school detention.

After School Detention: The student is assigned to report after school for a 1 or 2-hour detention. The student will be given at least 1 days notice before the detention is assigned so he/she can make arrangements. Students will report to the detention room and are responsible for bringing study materials. Students who fail to attend after school detention will double their detention time. A third failure to attend detention will result in the student being placed in I.S.S. for ½ day. Repeated failures to serve after school detention may result in numerous days of I.S.S. and in severe cases O.S.S.

Exclusion: A student may be excluded from class if the teacher is unable to maintain a suitable environment for learning, provided due process has been followed.

In-School Suspension (I.S.S.): Shall mean exclusion from school or individual classes for a specific period of time, after which the student has the right to return to class. Students will report to the I.S.S., room and are responsible for gathering study materials the day BEFORE their scheduled I.S.S.

Short-Term Out of School Suspension (O.S.S.): Shall mean a denial of attendance, or suspension for **any** portion of a calendar day up to and not exceeding ten consecutive days. Students will not be permitted on the school campus during OSS. Students will not be permitted to participate in before and after school activities on the day(s) of their OSS. In the event a parent requests OSS in lieu of ISS, these absences will count toward the 14 allowed days per semester. (See “unexcused and excessive absences”).

Long-Term Out of School Suspension: Shall mean a suspension, which exceeds a short-term suspension up to the remainder of the semester.

Emergency Expulsion: A student may **be removed immediately** from a class, subject, or activity by an administrator provided that the administrator has good and sufficient reasons to believe that the student’s presence poses an immediate and continuing danger to the student, other students, or school personnel, or an immediate and continuing threat of substantial disruption of the class, subject, activity, or educational process of the student’s school. This includes suspected drug and/or paraphernalia possession and/or use.

Note: Seniors violating the disciplinary code in the last quarter of their senior year may be excluded from participating in the graduation ceremony.

CUMULATIVE VIOLATIONS POLICY

Attendance and discipline files will be kept for each student throughout his/her 6-12 career. These files may be used as a reference in determining which corrective action is necessary. A student who repeatedly fails to comply with various school policies, rules and regulations will be subject to suspension and/or expulsion. Repetitive chronic, minor violations can result in a rather stringent disciplinary action. Hence, the seriousness of the violation is not the only criteria for disciplinary action.

Following are some examples of the consequences for the listed infractions below:

Category I Violations

- Classroom disruption/disorderly conduct (minor).
- Being out of class without permission.
- Failing to have necessary materials for class.
- Failing to make safe choices.
- Failing to respect school and other's property (minor).
- Failing to follow direction upon request (minor).
- Failing to use quiet/appropriate behavior.
- Gum, food and drink violations.
- Radios, CD's, stereos, Walkmans/Discmans/MP3 players violations.
- School rule violations (minor).
- Public displays of affection (beyond holding hands).
- Tardies.
- Failure to follow class and bus rules.
- Dress code violations.

Corrective Actions:

- ✓ Conference with student and confiscation of inappropriate item or time out option
- ✓ 15-minute lunch detention
- ✓ Conference with parent/guardian
- ✓ After school detention
- ✓ ISS
- ✓ Parent/guardian/student/teacher(s)/administrative staffing conference.
- ✓ Counseling
- ✓ OSS
- ✓ Referral 1-5 points

Category II Violations:

- Assault/fights/threats/intimidation- Threats or acts of physical abuse, harassment (including bullying and teasing) altercation between two or more students.
- Leaving class without permission.
- Vulgar, disrespectful, or abusive language (may be verbal, in writing, as gestures or on clothing).
- Reckless driving/riding: Including reckless driving and/or speeding on school grounds, riding on hoods, etc. **The speed limit is 5 mph.**
- Cheating/plagiarism: The deliberate effort to improve grades by using another's notes and or work for the purpose of copying.
- Misconduct at assemblies, athletic contests, etc. – Inappropriate disorderly conduct, including disruptive behavior, use of profanity, throwing objects, and unsportsman-like conduct.
- Forgery or misrepresentation- Impersonating parent or adult on phone, signing for parent, teacher, counselor, etc...
- Unsafe conduct: Striking another with body and/or an object ie; punching, kicking, chasing, horseplay, throwing objects.

- Computer Misuse: Includes intentional tampering, attempting to access non-educational sites on the Internet, using another person's password, installing and/or downloading items not approved by staff, unauthorized use of e-mail.
- Theft/possession of stolen property- Taking or in possession of school or other's property without owner's permission.

Corrective Actions:

- ✓ Conference with student and/or time out option
- ✓ Conference and/or written notice to parent/guardian
- ✓ After school detention
- ✓ ISS
- ✓ Conflict resolution or restitution
- ✓ Parent/guardian/student/teacher(s)/administrative staff conference
- ✓ OSS
- ✓ Referral 1-10 points
- ✓ Mental health, counseling, and/or "success plan" referral
- ✓ **A fight/assault will result in an immediate suspension**
- ✓ Law enforcement notification
- ✓ Emergency removal/action
- ✓ Expulsion

Category III Violations

- Sexual harassment, indecent liberties, sexual assault: Sexual conduct not asked for, not welcomed, not returned and as defined by law, including "de-pantsing".
- Possession of a dangerous weapon: Possession on school grounds, at school activities, busses (on person, clothing, or property, including vehicle) of weapons such as knives, guns, or other martial arts weapons or other illegal weapons as defined by law and school policy. **Mandatory expulsion for one calendar year for gun possession.**
- Criminal acts: Arson, assault, fight, larceny, vandalism, robbery, trespass, unlawful intimidation of school authorities, etc.
- Vulgar, disrespectful, or abusive language: Use of profanity, vulgarity, cursing, or disrespect may appear either verbally, in writing, as gestures or on clothing.
- Classroom disruptions-major: An immediate and continuing threat of substantial disruption of the class, subject, activity, or educational process of the school.
- Theft/possession of stolen property: Taking or in possession of school or other's property without owner's permission.
- Property damage, vandalism, malicious mischief: destruction or defacing school or personal property.
- Lack of compliance, disrespect, defiance, interference with, insulting or intimidation of staff: Failure to act as instructed by any staff member. Insulting or intimidation may appear either verbally, in writing or as a gesture.
- Use/possession/under the influence of drugs or alcohol: Includes showing evidence of being under the influence. Also includes the possession of drug and/or paraphernalia or illegal chemical substances. (See procedures for drug related expulsion)
- Sale or transfer/distribution of illegal drugs: Includes using school property as a base to conduct sales and transfers of controlled substances and/or drug paraphernalia or illegal chemical substances.
- Use/possession of tobacco: Includes using or having tobacco in any form at any time on school property.
- Gang related activities: Activities that create an atmosphere in which a student, staff, or other person's well-being is hindered by undue pressure, behavior, intimidation, overt gestures or threat of violence; or implication of gang membership or affiliation by written communication, marks, hand signs, drawing, painting design, emblem upon any school or personal property or one's person.
- Internet policy violations and serious computer misuse: Unauthorized use of Internet, e-mail, software, and hardware.

Corrective Actions

Depending on the circumstances the following may occur:

- ✓ Parent notification
- ✓ Administrative conference
- ✓ Conflict resolution, restitution
- ✓ "Success Plan"
- ✓ Mental health counseling referrals
- ✓ Short or long-term suspension
- ✓ Referral 5-15 points
- ✓ Expulsion
- ✓ Police report and possible arrest
- ✓ Office of Civil Rights (OCR) notification
- ✓ **Assaults/fights in this category will result in an immediate OSS and possible law enforcement notification (police report)**
- ✓ **Mandatory expulsion for one calendar year for gun possession**

Prior to a referral, immediate teacher action, such as parental contact, conferences, student counseling or verbal warnings will be attempted. If these means of intervention fail, a school discipline referral will be written implementing the discipline program steps.

REFERRAL PROCESS

Student is referred to the administrator or designee. The staff member writing the referral contacts the parent/guardian notifying them of the referral. Parents will be notified either by phone or mail when students receive discipline points.

The Student Discipline Referral steps for accumulation of discipline points are as follows:

Step 1: Accumulation of 5 Points: 1 day ISS

Step 2: Accumulation of 10 points: 2 days ISS

Step 3: Accumulation of 15 points: Automatic one to three days out of school suspension. The student may return to school only after a parent/teacher conference is held. (Truancy will result in ISS)

Step 4: Accumulation of 20-25 points: 3 days ISS

Step 5: Accumulation of 30 points: Automatic five days out of school suspension. The student may return to school only after a parent, staff and administrative conference is held. (Truancy will result in ISS)

Step 6: Accumulation of 35-40 points: 5 days ISS

Step 7: Accumulation of 45 points: Automatic ten days out of school suspension. The student may be recommended to the Superintendent for expulsion from school for a semester or one year.

Students have an opportunity to reduce their point total by working off points in a *Point Mitigation Program*. Students may elect and volunteer to work off points by helping custodial staff or administrative staff for school related work.

PROCEDURES FOR RETURNING TO SCHOOL FOLLOWING A SUSPENSION:

Following a suspension the following process must be completed prior to the student being allowed to return to school:

The parent shall call the school to schedule a time for a “staffing” with the student’s teachers. All scheduled appointments must be made twenty-four hours in advance in order to assure that all of the involved parties have been notified.

PROCEDURES FOLLOWING AN EXPULSION:

The following steps may be taken following an expulsion:

1. A student who has been placed on Expulsion has 10 (ten) school days to request a hearing with the District Superintendent or designee. The Superintendent/designee will render a decision within one (1) business day.
2. If the parent/guardian and student is not satisfied with the decision of the superintendent a second hearing with an impartial hearing officer can be requested within three (3) school days. If such a hearing is requested, the hearing must take place within ten (10) school days. The hearing officer will render a “recommendation” within three (3) school days.
3. The parent/guardian and student then have three (3) school days to request a hearing with the Board of Directors. If such a hearing is requested, the hearing must take place within ten (10) school days. The results of the School Board’s decision must be rendered within three (3) days and is final and binding.
4. If the request for a hearing is not requested within the allotted time, the District may deem the student and parent(s) or guardian(s) to have waived the right to a hearing and the proposed expulsion may be imposed.

Procedures Following a Drug Related Suspension:

Students placed on Emergency Suspension for drug use, or suspected drug use, have twenty-four hours to submit to a drug test at a school contracted testing facility. If the drug tests return “negative”, the student will be allowed to return to school immediately.

For a student whose test returns “positive” or “diluted” results, the student will be placed on Emergency Suspension pending Expulsion proceedings. The student involved must then follow the steps for “Procedures Following an Expulsion” as outlined above.

Hearing Procedures (Suspension Pending Expulsion):

Proper notice of suspension and a proper hearing shall include the following:

1. Written notice by personal delivery or certified mail from the suspending authority within twenty-four (24) hours of suspension to the student and the parents or guardian including:
 - a. The right of the student to a hearing if one is requested in writing within ten(10) days of receipt of the notice;
 - b. A statement of the charges;
 - c. A statement of the recommended disciplinary action;
 - d. The right of the parents/guardian to be present at the hearing;
 - e. The right of the student/parents/guardian to be represented by counsel;
 - f. The right of the student/parents/guardian/counsel to inspect in advance any and all affidavits and exhibits to be presented at the hearing; and
 - g. The right of the student/parents/guardian/counsel to present evidence and witnesses and to cross-examine witnesses.

2. The hearing shall be conducted within three (3) days of receipt of a written request for hearing in the community in which the student attended school by an impartial hearing authority (one not involved in bringing the charges or enforcing the sanction). The hearing authority shall make a determination solely on the basis of the evidence presented at the hearing. The hearing authority is empowered to uphold, reduce or end the suspension.
3. A tape recording or other verbatim recording of the hearing shall be made by the District. Upon request the student/ parents/ guardian/ counsel will be furnished a duplicate for cost.
4. The finding of the hearing authority along with notice of right to appeal shall be made in writing within seventy-two (72) hours of the hearing and personally delivered or sent certified mail to the student, his parents/guardian and counsel, if any.
5. Within three (3) days of receipt of the decision of the hearing authority, the student/parents or guardian may request an appeal hearing before the Wellpinit Board of Directors. Except in the case of an emergency suspension, a suspension appeal shall be heard by the Board at their next regularly scheduled meeting in the same manner as prescribed in the 1,c,d,e,f, and g; 2; 3; and 4 above, except that the decision of the Board shall be final.
6. Hearing Procedures (Denial of Admission or Expulsion):Proper notice of intent to deny admission or expel and a proper hearing shall include the following:

Written notice by personal delivery or certified mail from the superintendent to the student and to the parents or guardian not less than twenty (20) days prior to Board action on the recommended sanction including:

The right of the student to a hearing before the Board at the first regularly scheduled meeting which falls after the twenty (20) days notice period has expired. So long as “written notice of request” for such hearing is received by the Superintendent or Board Chairman not less than five (5) days prior to the meeting at which action on the sanction is to be taken.

- a. A statement of the charges;
- b. A statement of the recommended action;
- c. The right of the student/parent/guardian to be present at the hearing;
- d. The right of the student/parent/guardian to be represented by counsel;
- e. The right of the student/parent/guardian/counsel to inspect in advance any and all affidavits and exhibits to be presented at the hearing;
- f. The right of the student/parent/guardian/counsel to present evidence, witnesses and to cross-examine witnesses.

The Board shall make its determination solely on the basis of the evidence presented at the hearing and may either uphold, modify or deny the recommended actions. The decision of the Board shall be final.

The District shall make a tape recording, or other verbatim recording of the hearing. Upon request the student/ parents/ guardian/counsel will be furnished a duplicate for cost.

The finding of the Board shall be made in writing within forty-eight (48) hours of the decision and personally delivered or sent certified mail to the student, his parents/guardian and counsel.

WELLPINIT SCHOOL DISTRICT FIGHT, ASSULT/BATTERY POLICY AND PROCEDURES

The offenses of fighting, assault and or battery can carry a 5 to 10 day suspension in addition to the possible 15 points on the discipline point scale. The procedure in which a fight, assault/battery will be administered is as follows:

A.) Kindergarten through Fourth Grade:

Students involved in a physical fight will automatically be sent home for no less than one (1) day and no more than ten (10) days. If a student is sent home for more than three days, the parents have the right to appeal to the school board within three days to request a lesser penalty, in accordance with the WAC's.

B.) Fifth Grade through Twelfth Grade:

Students involved in a physical confrontation will receive an automatic suspension *of one to ten* (10) days and or expulsion. Students receiving this suspension have the right to request an appeal to the school board requesting re-admission at any time, according to the guidelines within the WAC's.

- 1) Students involved in a physical fight will be automatically suspended from school and will receive *up to* 15 points, regardless of who started the fight.
- 2) If a student reports to an adult staff member at school that they have been threatened the student will be immediately removed from their regular classroom environment. Mediation will be attempted and the parents and students of those involved will be contacted and advised. If it is shown that threats are being made, the student making the threats will receive a referral for the threats.
- 3) If a fight should occur between those students involved, the following will be initiated:
 - a. The student who was accused of making the threats will be suspended for *one to ten* (10) days, and will receive *up to* 15 discipline points.
 - b. The student who reported the threats will be sent home for a cooling-off period of 1-3 days. No points will be assigned.
- 4) In the case of an assault/battery the student who assaults/batters another student will receive 15 points and will receive a suspension of no less than ten (10) days, not to exceed ninety (90) days.

WELLPINIT SCHOOL DISTRICT DRESS CODE

The dress and grooming of Wellpinit School students all contribute to health and safety of the individual, promote a positive educational environment and does not disrupt the educational activities and processes of the school. These minimum standards of dress and grooming apply to all students (K-12) unless a specific exemption is granted by the administration.

1. Upon entering the building during the school day all students are to remove hats, bandanas and sweatbands, as well as sunglasses and visors.
2. The front and back torso must be covered. Low cut tops, tube tops, crop tops and halter tops, shirts with large open armholes, as well as other shirts that reveal the torso are prohibited.
3. Extremely short skirts or shorts are not permitted as well as "low slung" pants that reveal underwear.
4. Clothing and accessories such as backpacks, patches, jewelry, notebooks and book covers must not display (1) racial or ethnic slurs/symbols, (2) gang affiliations, i.e. bandanas, baggy pants, (3) vulgar, subversive, or sexually suggestive languages or images i.e., Coed-Naked, Big Johnson, Hooters, etc. (4) cult oriented items. (5) promote products which students may not legally buy; such as alcohol, tobacco, and illegal drugs. (6) messages that are derogatory towards religion, gender, sexual orientation; or physical, mental, or sensory disabilities.
5. Sleepwear and clothing that is too tight or revealing is unacceptable.
6. Prohibited items include (a) large, long and/or heavy chains, (b) studded or chained accessories (c) sunglasses, (d) theatrical and exotic stage make-up, (e) visible body piercing, other than ears (f) CD, mini disc, or MP3 Players, CD's, radios, toys, cell phones, pagers, etc...

7. Footwear is required and must be safe and appropriate for indoor and outdoor activity. House-slippers, shower thongs, untied or loosely tied shoes are examples of unsafe or otherwise inappropriate footwear for school and are not permitted.

The school administration reserves the right to determine whether the student's attire is within the limits of the dress code. The administration may allow exceptions in special circumstances or occasions such as holidays, or special events and may further prescribe dress in certain classes such as physical education, vocational classes, and science labs.

Any student not attired in accordance with the policy shall be subject to the following consequences:

1. Correct the dress code violation or spend the remainder of the day in in-school suspension (ISS).
2. Repeat offenders shall be subject to additional measures which include parent conferences, ISS, referrals, and out-of-school suspensions.

PROHIBITION OF HARASSMENT, INTIMIDATION, AND BULLYING

The District is committed to a safe and civil educational environment for all students, employees, volunteers and patrons, free from harassment, intimidation or bullying. "Harassment, intimidation or bullying" means any intentional written, verbal, or physical act, including, but not limited to, one shown to be motivated by any characteristic in RCW 9A.36.080(3), (race, color, religion, ancestry, national origin, gender, sexual orientation, or mental or physical disability), or other distinguishing characteristics, when the intentional written, verbal, or physical act:

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

Nothing in this section requires the affected student to actually possess a characteristic that is a basis for the harassment, intimidation, or bullying. "Other distinguishing characteristics" can include but are not limited to: physical appearance, clothing or other apparel, socioeconomic status, gender identity, and marital status. Harassment, intimidation, or bullying can take many forms including: slurs, rumors, jokes, innuendo's, demeaning comments, drawings, cartoons, pranks, gestures, physical attacks, threats, or other written, oral or physical actions. "Intentional acts" refers to the individual's choice to engage in the act rather than the ultimate impact of the action(s).

This policy is not intended to prohibit expression on religious, philosophical, or political views, provided that the expression does not substantially disrupt the educational environment. Many behaviors that do not rise to the level of harassment, intimidation, or bullying may still be prohibited by other district policies or building, classroom, or program rules.

This policy is a component of the district's responsibility to create and maintain a safe, civil, respectful and inclusive learning community and is to be amended and implemented in conjunction with comprehensive training and involvement of staff, volunteers, students and community representatives, including the education of students in partnership with families and the community. The policy is to be implemented in conjunction with the Comprehensive Safe Schools Plan that includes prevention, intervention, crisis response, recovery, and annual review. Employees, in particular, are expected to support the dignity and safety of all members of the school community.

Depending upon the frequency and severity of the conduct, intervention, counseling, correction, discipline, and/or referral to law enforcement will be used to remediate the impact on the victim and the climate and change the behavior of the perpetrator. This includes appropriate intervention, restoration of a positive climate, and support for victims and others impacted by the violation. False reports or retaliation for harassment, intimidation, or bullying also constitute violations of this policy.

The superintendent is authorized to direct the development and implementation of procedures addressing the elements of this policy, consistent with the complaint and investigation components of procedure 6590, Sexual Harassment.

Cross References

Policy 3200, Rights and Responsibilities
Policy 3210, Nondiscrimination
Policy 3240, Student Conduct
Policy 3241, Classroom Management, Corrective Action and Punishment
Policy 6590, Sexual Harassment

Legal Reference

Chapter 207, Laws of 2002

Informal Complaint Process: It is the responsibility of staff, students, or volunteers who have witnessed, or have reliable information that a student has been subjected to, harassment, intimidation, or bullying, whether verbal or physical, to report such incident to an appropriate school official. Staff, students, or volunteers who promptly reports an incident of harassment, intimidation, or bullying to an appropriate school official, and who makes this report in compliance with the procedures in the district's policy prohibiting bullying, harassment, or intimidation, is immune from a cause of action for damages arising from any failure to remedy the reported incident. Anyone may use informal procedures to report and resolve complaints of harassment, intimidation, or bullying. At the building level, programs may be established for receiving anonymous complaints. Such complaints must be appropriately investigated and handled consistent with due process requirements. Informal reports may be made to any staff member, although staff shall always inform complainants of their right to, and the process for, filing a formal complaint. Staff shall also direct potential complaints to an appropriate staff member who can explain the informal and formal complaint processes and what a complainant can expect. Staff shall also inform an appropriate supervisor or designated staff person when they receive complaints of harassment, intimidation, or bullying, especially when the complaint is beyond their training to resolve or alleges serious misconduct.

Informal remedies include an opportunity for the complainant to explain to the alleged perpetrator that the conduct is unwelcome, disruptive, or inappropriate, either in writing or face-to-face; a statement from a staff member to the alleged perpetrator that the alleged conduct is not appropriate and could lead to discipline if proven or repeated; or a general public statement from an administrator in a building reviewing the district harassment, intimidation, and bullying policy without identifying the complainant. Informal complaints may become formal complaints at the request of the complainant, parent, guardian, or because the district believes the complaint needs to be more thoroughly investigated.

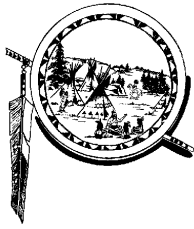
Formal Complaint Process: Anyone may initiate a formal complaint of harassment, intimidation, or bullying, even if the informal complaint process is being utilized. Complainants should not be promised confidentiality at the onset of an investigation. It cannot be predicted what will be discovered or what kind of hearings may result. Efforts should be made to increase the confidence and trust of the person making the complaint. The district will fully implement the anti-retaliation provisions of this policy to protect complainant(s) and witness(es). Student complainants and witnesses may have a parent or trusted adult with them, if requested, during any district-initiated investigatory activities. The superintendent or designated compliance officer (hereinafter referred to as the compliance officer) may conclude that the district needs to conduct an investigation based on information in their possession regardless of the complainant's interest in filing a formal complaint. The following process shall be followed:

- All formal complaints shall be in writing. Formal complaints shall set forth the specific acts, conditions, or circumstances alleged to have occurred that may constitute harassment, intimidation, or bullying. The compliance officer may draft the complaint based on the report of the complainant, for the complainant to review and sign.
- Regardless of the complainant's interest in filing a formal complaint, the compliance officer may conclude that the district needs to draft a formal complaint based upon the information in the officer's possession.

- The compliance officer shall investigate all formal, written complaints of harassment, intimidation, or bullying, and other information in the compliance officer's possession that the officer believes requires further investigation.
- When the investigation is completed, the compliance officer shall compile a full written report of the complaint and the results of the investigation. If the matter has not been resolved to the complainant's satisfaction, the superintendent shall take further action on the report.
- The superintendent or designee, who is not the compliance officer, shall respond in writing to the complainant and the accused within thirty days, stating:
 1. That the district intends to take corrective action; or
 2. That the investigation is incomplete to date and will be continuing; or
 3. That the district does not have adequate evidence to conclude the bullying, harassment, or intimidation occurred.
- Corrective measures deemed necessary will be instituted as quickly as possible, but in no event more than thirty days after the Superintendent's written response, unless the accused is appealing the imposition of discipline and the district is barred by due process considerations or a lawful order from imposing the discipline until the appeal process is concluded.
- If a student remains aggrieved by the superintendent's response, the student may pursue the complaint as one of discrimination pursuant to Policy 3210, Nondiscrimination or a complaint pursuant to Policy 4220, Complaints Concerning Staff or Programs.

A fixed component of all district orientation sessions for employees, students, and regular volunteers shall introduce the elements of this policy. Staff will be provided information on recognizing and preventing harassment, intimidation, or bullying. Staff shall be fully informed of the formal and informal complaint processes and their roles and responsibilities under the policy and procedure. Certificated or professionally licensed staff shall be reminded of their legal responsibility to report suspected child abuse, and how that responsibility may be implicated by some allegations of harassment, intimidation, or bullying. Classified employees and regular volunteers shall get the portions of this component of orientation relevant to their rights and responsibilities.

Students will be provided with age-appropriate information on the recognition and prevention of harassment, intimidation, and bullying, and their rights and responsibilities under this and other district policies and rules at student orientation sessions and on other appropriate occasions, which may include parents. Parents shall be provided copies of this policy and procedure and appropriate materials, on the recognition and prevention of harassment, intimidation, and bullying.



WELLPINIT SCHOOL DISTRICT #49

PO Box 390 / 6270 Ford-Wellpinit Road Wellpinit WA 99040

Telephone: (509) 258.4535

Fax: (509) 258.7378

STUDENT DISCIPLINE REFERRAL

Student Name: _____ Grade: _____

Date: ___/___/___ Teacher: _____ Parent Contact: _____

Time: _____

(PARENTS MUST BE NOTIFIED IN ALL INSTANCES OF A REFERRAL THE SAME DAY OF INFRACTION)

Reason For Referral:

- | | | |
|----------------------------------------------------------|-----------------------------------------------------------------------|---------------------------------------------------------|
| <input type="checkbox"/> Excessive Talking | <input type="checkbox"/> Interfering with Educational Process | <input type="checkbox"/> Intimidating/Bullying |
| <input type="checkbox"/> Unprepared for Class | <input type="checkbox"/> Defacing Property | <input type="checkbox"/> Provoking a Fight |
| <input type="checkbox"/> Excessive Tardies | <input type="checkbox"/> Food and Beverages | <input type="checkbox"/> Fighting/Assault |
| <input type="checkbox"/> Inappropriate Language | <input type="checkbox"/> Skipping/Truancy | <input type="checkbox"/> Vandalism |
| <input type="checkbox"/> Inappropriate Dress/Accessories | <input type="checkbox"/> Refusing to Cooperate | <input type="checkbox"/> Violation of State & Fed. Laws |
| <input type="checkbox"/> Disrespect | <input type="checkbox"/> Rough Play | <input type="checkbox"/> Violation of School Policy |
| <input type="checkbox"/> Violation school/bus rules | <input type="checkbox"/> Unauthorized use/abuse of property/computers | <input type="checkbox"/> Other |

Describe Incident:

Teacher Signature: _____ Student Signature: _____

Parent Notification

Dear Parent or Guardian:

Please review the following information in regards to the above occurrence and the corrective action taken by the school. Parents are asked to call the school concerning any aspect of this referral.

Step One:

Student was referred to an Administrator/Designee. Notice sent home.

Step Two:

Accumulation of 5 pts. (ISS for each 5 pt. accumulation). Parent Conference Requested. Number of days assigned _____

Step Three:

Accumulation of 15 pts. Three days out of school suspension. Student may return to school only after a Parent and Staff Conference is held. Notice sent home. Student may return to school on: _____.

Step Four:

Accumulation of 30 pts. Five days out of school suspension. Student may return to school only after a Parent and Staff Conference is held. Notice sent home. Student may return to school on: _____.

Step Five:

Accumulation of 45 pts. Referred to an Administrator/Designee. Automatic ten days out of school suspension. The student will be recommended to the Superintendent for expulsion from school. Parent advised.

Total Number of Points Assigned This Infraction: _____ Total Number of Points Accumulated: _____

Date: _____ Administrator/Designee: _____

Wellpinit High School Graduation Requirements

1. Meet Graduation Credit Requirements for Wellpinit School District: Students must earn a minimum of **24** high school credits.

SUBJECT	WELLPINIT	ALLIANCE
English	3	3
Reading	1	1
Mathematics	3	3
Science * Lab Science (1)	3	2
Social Studies * US History (1) * Pacific North West (.5) * Current World Politics (1)	3	2.5
Occupational Education	1	1
Physical Education	2	2
Leadership-Freshman Required Elective	1	0
Restricted Elective/Fine Arts * Restricted Elective—Class of 2006 and 2007 * Fine Arts—Starts with Class of 2008	1	1
Electives	6	5.5
TOTAL CREDITS	24	21

ADDITIONAL REQUIREMENTS FOR 2008 GRADUATES AND BEYOND

2. Culminating Project:

* Each student shall complete a culminating project for graduation. This project consists of the student demonstrating both their learning competencies and preparations related to the learning goals three and four. Each District shall define the process to implement this graduation requirement, including assessment criteria, in written district policy.

* This project may consist of the following:

- a. Research Paper
- b. Related Community Service Hours
- c. Presentation with Power Point Project
- d. Portfolio

3. High School and Beyond Plan:

* Each student shall have an education plan for their high school experience, including what they expect to do the year following graduation.

4. Certificate of Academic Achievement or Certificate of Individual Achievement

* Each student will pass the required elements of the WASL or the WAAS.

WELLPINIT GRADING SCALE 2005-2006

A	95%.....	100%	4.0
A-	90%.....	94%	3.7
B+	86%.....	89%	3.3
B	83%.....	85%	3.0
B-	80%.....	82%	2.7
C+	76%.....	79%	2.3
C	73%.....	75%	2.0
C-	70%.....	72%	1.7
D	65%.....	69%	1.3
F	64% or below		

Wellpinit School District #49

2005 – 2006

By signing this form for the Wellpinit School District, I acknowledge that I have read, and understood the information provided in the Parent/Student Handbook.

(Please tear out this page and return to the School Office. If desired make a copy for yourself. Thank you.)

Student Signature		Date
Parent's Signature		Date

For Office Use Only:

Student Grade	Initials	Date Received