

**North Creek High School**

**Student**

**Handbook**

**Including NCHS Policies & Procedures**



**2018-2019**

# North Creek

## High School

### Home of the Jaguars

3613 191st Pl NE  
Bothell, WA 98012  
(425) 408-8800

#### Mission Statement

*The mission of North Creek High School is to inspire and develop students and staff to become stewards of innovation, collaborative problem solvers, creative thinkers, caring and compassionate citizens, environmental champions, servant leaders and social justice activists in service toward making a positive impact on our local and global community.*

#### Quick Links:

- <http://www.nsd.org/northcreek>
- StudentVUE — <http://studentvue.nsd.org>
- ParentVUE — <http://parentvue.nsd.org>
- Online Purchases — <https://schoolsales.nsd.org>
- Anonymous SafeSchools Tip Line to report issues of concern <https://nsd-wa.safeschoolsalert.com>

#### NCHS Administration

Principal.....	Dr. Eric McDowell
Assistant Principal.....	Rick Ferrell
Assistant Principal.....	Sharyn Mehner
Assistant Principal.....	Joseph Robertson
Activities Coordinator.....	Naudia Bosch
Athletic Director.....	Tim Bursey

# Table of Contents

<b><u>SECTION</u></b>	<b><u>PAGE</u></b>
<a href="#">NCHS Teachers</a> .....	6
<a href="#">NCHS Librarians &amp; Counselors</a> .....	7
<a href="#">NCHS Support Staff</a> .....	7
<a href="#">PTSA Officers</a> .....	8
<a href="#">Fight Song &amp; Alma Mater</a> .....	9
<a href="#">Academic Honesty Code</a> .....	10
<a href="#">Appropriate Behavior / Affection</a> .....	11
<a href="#">Assemblies</a> .....	11
<a href="#">Athletics &amp; Activities</a> .....	11
Coaches.....	11
NCAA Freshman Athletic Eligibility.....	12
Sports Schedules.....	12
Standards for Interscholastic Athletic Eligibility: WIAA/NSD/North Creek.....	12
<a href="#">Attendance Policy</a> .....	13
Unexcused Class Period Absences.....	15
Unexcused Full-Day Absences.....	15
Early Dismissals.....	15
Make-up for Excused Absences.....	15
<a href="#">Behavior at School Events</a> .....	15
KingCo and WIAA Rules.....	16
<a href="#">Cafeteria</a> .....	16
<a href="#">Campus Security / Cameras</a> .....	18
<a href="#">Cell Phones / Smart Phones / Communication Devices</a> .....	18
<a href="#">Changes in Student Enrollment Information</a> .....	19
<a href="#">Closed Campus and School Boundaries</a> .....	18
<a href="#">College Entrance Testing</a> .....	19
<a href="#">Counseling, College, and Career Center</a> .....	20
<a href="#">Cyber Bullying</a> .....	20
<a href="#">Dances</a> .....	21
<a href="#">Deliveries</a> .....	21
<a href="#">Detention</a> .....	22
<a href="#">District Grading Scale</a> .....	22
<a href="#">Dress Code</a> .....	23

## Table of Contents (continued)

### SECTION

### PAGE

<a href="#">Dual Credit Programs</a> .....	25
Advanced Placement (AP) Classes.....	25
Career and College Readiness.....	25
Career and Technical Education.....	25
College in the High School.....	25
Part-Time NCHS Students and Full-Time Running Start Students.....	26
Running Start.....	26
Tech Prep.....	26
<a href="#">Duty to Report</a> .....	26
<a href="#">Field Usage</a> .....	27
<a href="#">Fighting</a> .....	27
<a href="#">Fines</a> .....	27
<a href="#">Follow a Reasonable Request</a> .....	27
<a href="#">Food / Drink / Gum</a> .....	27
<a href="#">Gambling / Gaming</a> .....	27
<a href="#">Graduation Information</a> .....	28
Senior Year.....	28
The College-/University-bound Student.....	28
<a href="#">Harassment, Intimidation, and Bullying</a> .....	28
<a href="#">Hazing</a> .....	28
<a href="#">Health Room</a> .....	28
<a href="#">Homework for Extended Absences</a> .....	31
<a href="#">Injuries at School – Parent Financial Responsibility</a> .....	31
<a href="#">Leaving a Classroom</a> .....	32
<a href="#">Library Information for Students</a> .....	32
<a href="#">Non-Discrimination Statement</a> .....	32
<a href="#">Nuisance Items</a> .....	33
<a href="#">Parking</a> .....	33
<a href="#">Participation &amp; Supplemental Student Fees</a> .....	34
<a href="#">Progress Reports / Report Cards / Transcripts</a> .....	35
<a href="#">Repeating Courses / Replacing Grades</a> .....	36
<a href="#">Schedule Changes</a> .....	36
<a href="#">School Resource Officers</a> .....	36
<a href="#">Searches</a> .....	36
<a href="#">Student Information</a> .....	36
<a href="#">Student Records</a> .....	37

## Table of Contents (continued)

<b><u>SECTION</u></b>	<b><u>PAGE</u></b>
<a href="#">Student and Staff Rights</a> .....	37
<a href="#">Students with Life-Threatening Conditions</a> .....	37
<a href="#">Summer School</a> .....	38
<a href="#">Technology Guidelines</a> .....	38
<a href="#">Use / Possession of Controlled Substances and Alcohol</a> .....	38
<a href="#">Use / Possession of Electronic Cigarettes, Hookah Pens, Vapor-Pens, etc</a> .....	39
<a href="#">Use / Possession of Tobacco</a> .....	39
<a href="#">Vandalism</a> .....	39
<a href="#">Visitors</a> .....	39
<a href="#">Volunteer Registration</a> .....	39
<a href="#">Weapons</a> .....	40

## NCHS TEACHERS

<p><b>CTE/Business/FCS/Leadership</b>            Naudia Bosch            Doug Hakala            Thomas Olsen            Jeff Stride            Chad Steinbaugh</p>	<p><b>English Language Arts</b>            Ashley Andrews            Andrea Bartleson            Cynthia Bentzen            Hannah Bryant            Clark Hermes            Christina Lewis            Calvin McHenry            Katrina Michel            Kimberly Monpas            Edith O'Connor-AhYut            Pamela Sutton</p>	<p><b>Health and Fitness</b>            Aiden Bale            Flo Booth            Torrey Myers            Russ Walker            Josh Wood</p>
<p><b>Math</b>            Elizabeth Banning            Melanie Damson            Kristin Eis            Chris Harrison            Scott Henning            Iris Hwang            Maria Nelson            Robert Plummer            Dhanya Regith            Tanya Seeley            Will Whitmore</p>	<p><b>Performing and Visual Arts</b>            Angelique Celori            Timothy Hagerman            Brittany Martin            Dr. Debbie Montague            William Rosenthal            Teresa Sullivan</p>	<p><b>Science</b>            Gwen Belden            Lauren Dandridge            Claire Farr            Kelly Haupt            Michaela Heeb-Kelly            Shannon Hornoiu            Mitch Novack            Sudha Pande            Amanda Rainwater            Heather Ribarich            Shawn Wilson            Chris Yu</p>
<p><b>Social Studies</b>            Cynda Bambarger            George Bugallo            Chris Estefani            Casey Kellogg            Jennifer Ligtot            Rhonda McGee            Spencer Teachout            Darin Wallace</p>	<p><b>Special Education</b>            Barbara Blakeslee            Elizabeth Feuer            Haley Heck            Carolyn Kitchens            Jessie Lorenz            Myndi Nelke            Julie Shirley            Scott Weaver</p>	<p><b>World Languages</b>            Deborah Jacobsen            Carlos Lozo            Hannah Bellinger            Emiko Kamitsuna            Zoe Parkman            Christy Clenin            Jillian Lacey            Alejandro Perez-Cortes            Katie Rombauer</p>
<p><b>Teacher-Librarians</b> Teresa Jensen, Carol Bassett</p>		

*Example: for teacher Jane Doe, email would be [jdoe@nsd.org](mailto:jdoe@nsd.org)*

## COUNSELORS

A - Cl .....	Kayla Francisco
Co - Ha .....	Tiffany Frane
He - Lo .....	Samantha Lundberg
Lu - P .....	Nancy Smith-Vela
Q - Th .....	Heatherjoy Boi
Ti - Z .....	Jim McCausland

## NCHS Support Staff

### SCHOOL SUPPORT STAFF

Linda Duncan	Office Manager
Wen Hay	Main Office Secretary
Susan Pearson	Office Secretary
Amber Manning	Counseling Office Manager
Christy Skurski	Student Information Specialist/Registrar
Carol Anderssohn	Volunteer Coordinator
Diana Alo	Athletic Secretary
Michele Mesaros	Attendance Secretary
Kristy Waligorski	ASB Bookkeeper
Brooke Kingston	Library Technician/Secretary
Jean Christensen	Registered Nurse
Melton Jefferson	Campus Supervisor
Nancy Nygren	School Technology Support
Amelia Meigs	Athletic Trainer/Sports Medicine
Deputy Rich Emmons	School Resource Officer - Snohomish County Sheriff

### PARAEDUCATORS

Majid Al-Hadrami	Carol Anderssohn	Michael Burton	Cynthia Compton
Frank DeSimone	Desiree Diego	Madison Dill	Justine Goble
Marcus Grohman	Melanie Grove	Linda Hendrickson	Kindra Holmer
De'Shon Matthews	Bonnie Mullins	Cortney Simons	Nancy Smet (1:1 nurse)
Jennifer Spencer	Ashley Webb		

## **CUSTODIANS**

Lawrence Riebs	Facilities Manager
Richard Cordon	Lead Night Facilities Manager
Sean Benjamin	Mid-Day Custodian
Jaime Manrique	Night Custodian
Andrew Weaver	Night Custodian

## **FOOD SERVICES STAFF**

Tim Lawson	Cook Manager
Cynthia Savage	Assistant Cook Manager
Wynne Arriola	Cook Assistant
Julie Boyd	Cook Assistant
Carl Grossman	Cook Assistant
Shelly Padilla	Cook Assistant
Neetu Philip	Cook Assistant

## **SPECIAL SERVICES STAFF**

Allison Bennett	School Psychologist
Sharon Deering	Speech Language Pathologist
Janet Prendergast	Occupational Therapist
Andy Wojcik	Physical Therapist

## **PTSA**

Tracy! Goodwin	President
Aaron Cavin	Vice President
Patty Ward	Secretary
Jana Reitmeier	Treasurer
Janette Lange	Special Education Representative
Sandy Hayes	Advocacy & Legislation



## **North Creek Fight Song** **“Stand Up For North Creek High”**

Stand up for North Creek High,  
Sing out to fill the sky,  
Send up a cheer THE JAGS ARE HERE,  
Stand up for North Creek High.

Stand up you Jags and cheer,  
With brothers and sisters here,  
Stand side by side IN JAGUAR PRIDE,  
Stand up for North Creek High.

And when the battle is done we'll have victory,  
Whatever challenges come we will rise to meet  
them.

Fight on, you Jags, fight on,  
We'll shine like the break of dawn,  
Wherever we go JAG PRIDE WILL SHOW,  
Stand up for North Creek High.

## **North Creek Alma Mater** **“Our North Creek Pride”**

Side by side we made our stand here,  
And so many dreams we planned here,  
While the fire of hope was fanned here,  
At North Creek High,  
So when we gather we'll remember our North  
Creek Pride.

## Academic Honesty Code

North Creek High School adheres to a philosophy of promoting honest and ethical behavior. Cheating is unacceptable. The following policy becomes effective upon enrollment at North Creek and is cumulative until graduation.

True education cultivates honor, honesty, character, and perseverance, along with the growth of knowledge and the development of thinking skills. Personal integrity determines our actions and influences every aspect of life. Authentic work is based on the student's individual and original ideas with the ideas and work of others fully acknowledged. All assignments, written or oral, completed by a student for assessment and grading must use the student's own language and expression. Sources used or referenced, whether in the form of direct quotation or paraphrase, must be fully and appropriately acknowledged. Understanding the meaning of academic honesty and applying it daily is of primary importance in the educational program of all students at North Creek High School.

The following behaviors are dishonest and violate the North Creek High School Academic Honesty Code:

**Plagiarism** is the representation of the ideas of work of another person as the student's own. This includes copying another person's paper, report, lab book, or assignment in whole or in part and submitting it as one's own. This can be intentional or the result of sloppy scholarship. A superficial change of wording, structure, or conclusion is not sufficient to turn aside the charge of plagiarism.

**Collusion** is supporting the lack of honesty by another student, as in allowing one's work to be copied or submitted for assessment by another. Identical or highly similar passages of his or her own ideas and own expression of ideas unless you are directed by the teacher to work with others as a part of the assignment are considered an act of collusion. Ultimately, each individual's work should be composed of his or her own ideas and own expression of those ideas.

**Duplication of work** is the presentation by two or more students of the same assignment, paper, project, or any other work for assessment.

**Technology Malpractice** is any misuse or abuse of technology including infractions of the school technology user agreement, language translation sites, cell phone messaging or picture transmission.

Other examples of **cheating** might include, but are not limited to the following:

- Copying someone else's homework (or any part of their HW) and turning it in as your own.
- Using cheat sheets, looking at someone's paper during an exam, using Cliff/Sparks Notes, or on-line sources.
- Giving out questions that are on a test to other students.
- Giving answers to other students during a test or allowing them to copy your work at any time.
- Exchanging old tests, reports, notebooks, or assignments.
- Using electronic devices (e.g., cell phones, iPods, CDs, graphing calculators, PDAs, etc.) that can record/transmit answers to or pictures of tests and assignments to self or others, commonly referred to as podcasting.

## Consequences:

- ❖ First offense will result in loss of credit on the assignment/quiz/exam/project, discipline and parent/guardian contact. All of the student's teachers will be notified.
- ❖ Second offense will result in the student's semester grade lowered by one full letter grade, after school detention or restorative conference, and parent/guardian contact. All of the student's teachers will be notified.
- ❖ Third offense will result in loss of credit for the semester for the class in question, a Saturday school or restorative conference, and parent/guardian contact. All of the student's teachers will be notified.
- ❖ Repeat violators will receive harsher sanctions.

## Appropriate Behavior / Affection

Overt and inappropriate displays of affection on campus and at school functions are not permitted. This includes excessive hugging, kissing, caressing, etc. anywhere on campus or at school events. "Hug and Release" is our motto! Students will accrue progressive discipline for violations.

## Assemblies

Assemblies are part of the regular school day. Attendance is expected - unless previously arranged with the Counseling Center; hourly make-up will be assigned to those students not in attendance who are unexcused. All students will leave their backpacks in the class associated with the time of the assembly.

## Athletics & Activities

*For updated club listings, please go to the NCHS website and select Clubs from the [Activities](#) tab.*

BE LOUD - BE PROUD - BE POSITIVE

### Sports

#### FALL

Cross Country - Boys & Girls  
Football  
Golf - Boys  
Soccer - Girls  
Swim/Dive - Girls  
Tennis - Boys  
Volleyball

#### WINTER

Basketball - Boys  
Basketball - Girls  
Gymnastics - Girls  
Swim/Dive - Boys  
Wrestling - Boys & Girls

#### SPRING

Baseball - Boys  
Golf - Girls

### Head Coaches

Casey Kellogg  
Torrey Meyers  
Tony Olney  
Chalise Baysa  
Nancy Nygren  
Brian Anderson  
Richard Abiador

Wayde Knowles  
Calvin McHenry  
Mitch Craig  
Jeff Stride  
Robert Kendrick

TBD  
TBD

Soccer - Boys  
Softball - Girls  
Tennis - Girls  
Track & Field - Boys & Girls  
Special Olympics  
Strength Coach

Andrew Croft  
Chris Pinder  
Kevin Kosanke  
Nicole Luckenbach  
TBD  
TBD

## NCAA Freshman Athletic Eligibility

Students wishing to participate in college athletics in Division I and II schools must meet certain minimum core academic requirements. They must qualify also with a minimum core GPA and minimum SAT 1 or ACT test scores from their junior year. These requirements vary according to the NCAA Initial-Eligibility Index. Early planning is recommended. Visit [www.ncaa.org](http://www.ncaa.org) for registration forms and regulations.

## Sports Schedules

All sport calendars can be viewed online at: [www.kingcoathletics.com](http://www.kingcoathletics.com)

*Schedules are updated continuously, so please check back often. Even better, subscribe to the KingCo website for automatic updates.*

## Standards for Interscholastic Athletic Eligibility

### WIAA Eligibility Standards

#### I. **Scholarship**

In order to maintain athletic eligibility during the current semester, the student shall maintain passing grades in a minimum of five (5) full-time subjects. Any credit class taken one period daily (regularly) for the duration of the semester shall be considered a full-time subject.

A student shall have passed at least five (5) full-time subjects in the immediately preceding semester in order to be eligible for competition the following semester.

#### II. **Probation**

Students who failed to make the grade requirements the previous semester shall be placed on probation during the first five weeks of the succeeding semester and shall be ineligible to participate in games during this time. If, at the end of the probation period, the student is passing in at least five (5), he/she may then be reinstated for interscholastic competition. Each student is eligible on Monday of the sixth week.

#### III. **Previous Semester**

Students shall have been in regular attendance in a junior high or high school during the semester immediately preceding the semester in which the contest is held.

#### IV. **Running Start**

Running Start students shall maintain passing grades during the previous and current high school semester equivalent to the standards set. For the purposes of this rule, one (1) five (5) credit class in a college quarter shall be equal to one (1) high school credit and one (1) three (3) credit class in a college semester shall also be equal to one (1) high school credit.

## NSD/North Creek Eligibility Standards

- I. Each athlete must have submitted an online registration through [FamilyID](#) to compete in athletics. This will include a physical examination from an approved provider that will not expire during your season. This goes from the first day you can practice through the state championship.
- II. Northshore School District eligibility standard requires a [2.0 GPA](#) in the previous semester in addition to maintaining passing grades in a minimum of five (5) full-time subjects. Full details of the policy are available on the Northshore School District website, <http://www.nsd.org>; “Academics & Programs” tab, click “[Athletics](#)” tab for detailed eligibility information.
- III. An athlete must hold a current ASB card. The ASB card costs \$60.00. ASB monies assist in the athletic budget for all programs.
- IV. Outstanding fines/fees must be cleared to compete in Interscholastic Athletics.
- V. Live within the North Creek High School service area or have an approved Northshore School District enrollment waiver to attend North Creek High School.
- VI. Purchase insurance or submit insurance waiver.
- VII. Athlete must be in attendance for a minimum of three (3) periods during the school day to participate in practice/competition. **Exceptions: school-related absences or absence with prior clearance through the Athletic Director and Coach**

## Attendance Policy

Philosophy: Daily attendance and active participation in each class is a critical part of the learning process. The following policies and procedures are designed to help students learn responsibility and increase their potential for success. As part of recognizing the importance of this issue, parents and student are responsible for both being aware of student’s attendance and correcting any error in a timely manner. This policy seeks to accomplish four goals:

1. To encourage regular school attendance by students.
2. To clarify the importance of regular attendance in achieving class objectives.
3. To encourage teachers to develop lessons that make each instructional day important to the student.
4. To provide for continuity of learning.

## School Attendance is Required by State Law

- State law requires children from age 8 to 17 to attend school
- Youth who are 16 or older may be excused from attending school if they meet certain requirements <http://apps.leg.wa.gov/default.aspx?cite=28A.225>

## School’s Duties Upon a Student’s Absences

- If any student has three unexcused absences in one month, state law (RCW 28A.225.020) requires we schedule a conference with both the parent/guardian and student
- If the student has seven unexcused absences in any month or ten unexcused absences within the school year, we are required to file a Petition with the Juvenile Court, alleging a violation of RCW 28A.225.010, the mandatory attendance laws. The parent/guardian and student may need to appear in Juvenile Court.

We recognize there are many reasons for a student missing school, but students can only maximize their educational experience by being in attendance. Please avoid family trips, vacations, appointments, etc., while school is in session as we are trying to reinforce the importance of regular and consistent attendance. We appreciate parent understanding and support in notifying the Attendance Office Voicemail at 425-408-8810 when a student is absent.

Excusing absences: Excuse must include reason student was not in school. All written and called in absences are kept on file.

1. Absences must be cleared within two school days by a parent or guardian in one of the following ways:
  - a. Phone call to the attendance office 425-408-8810. The machine is on 24 hours a day.
  - b. Written excuse signed by the parent/guardian or by email to [mrousoffmesaros@nsd.org](mailto:mrousoffmesaros@nsd.org).
2. Absences not excused within two school days will remain unexcused absences. It is the student's responsibility to have their parent excuse absences on time.
3. Verification from a medical professional may be required for excessive absences.

Additionally, you must sign-in at the Attendance Office if you are more than 15 minutes late to school and sign-out at the Attendance Office if you must leave school early. Failure to do so will result in unexcused absences recorded on the student's attendance record.

Period by period absences cannot be excused unless they have been pre-arranged through the attendance office prior to the absence. Missing 15 minutes or more of any one class may be considered an absence, and must be excused accordingly.

Our telephone robot caller will try to call the listed home phone number and alert the home of an absence when that absence has not yet been excused. The North Creek High School attendance policy allows up to nine (9) excused absences per semester.

The first time a student accumulates five (5) *absences* in one or more classes, the Attendance Office will mail home "Attendance Confirmation Letters." A final "Attendance Confirmation Letter" will be sent when a student misses seven (7) days in one or more classes. In most cases, parents/guardians will already be aware of the absences and no further dialog need occur.

School attendance has been and continues to be compulsory. The intent of state legislation (the Becca Bill) directs schools to initiate a series of corrective steps when a student is absent and unexcused. After the seventh (7th) full-day unexcused absence within a month or the tenth (10th) full-day unexcused absence during the school year, the school district is mandated to file a petition with the Juvenile Court alleging a compulsory attendance violation.

## Unexcused Class Period Absences

A student who has one or more class-period unexcused absences will be:

- 1st Unexcused Absence
  - Intervention: parent notification and assigned detention
- 2nd Unexcused Absence

- Intervention: parent notification and assigned two (2) hours of Saturday School
- 3rd & subsequent Unexcused Absences
  - Intervention: parent notification, assigned four (4) hours of Saturday School. Student may be assigned further progressive discipline for continued unexcused class-period absences.

## Unexcused Full-Day Absences

A student who has one or more full-day unexcused absences will be:

- 1st Unexcused Absence
  - Intervention: parent notification and assigned four (4) hours of Saturday School
- 2nd Unexcused Absence
  - Intervention: parent notification, assigned a full day of In-School Suspension and placed on an Attendance Contract
- 3rd & subsequent Unexcused Absences
  - Intervention: parent notification, assigned a full day of In-School Suspension, and assigned to a restorative conference. Student may be assigned a failing grade/or a “No Credit” (N/C) grade.

Students or parents may at any time request a copy of the attendance profile, which identifies the dates and periods a student has missed school. This profile also indicates whether or not an absence has been excused.

## Early Dismissals

Early dismissals must be arranged prior to the absence. The Attendance Office will not issue admit slips “after the fact.” Leaving campus or class without permission will not be excused - this includes lunch-time as North Creek is a closed campus. Progressive discipline will be assigned to students who leave campus without permission.

## Make-up for Excused Absences

Make-up work will be allowed. The student will be responsible for all make-up arrangements. In the case of extended absences, work will be requested through the Counseling and Career Center, completed, and returned to the teachers within the same amount of time as the absence. (Example: If you are absent three school days, you will have three school days to complete the make up work.) Staff members are not obligated to provide tests, assignments, or reports if the absence is unexcused.

## Behavior at School Events

Students of NCHS are expected to model appropriate behaviors any time they represent our school at home or away athletic contests, field trips, school-sponsored events, etc. All school rules apply during any supervised event occurring during regular school hours and outside the school day that involves North Creek students.

## NSD, KingCo, and WIAA Rules

- Artificial noisemakers such as air horns or megaphones are not permitted.
- Confetti, streamers, toilet paper, and/or silly string are not permitted and their use may cause the non-complying school to pay for the additional cost of cleanup.

- Objects such as paper airplanes, nerf balls, beach balls, coins, glow sticks or other projectiles are **not to be brought to contests**. All objects that can be thrown are prohibited.
- The dress code for the regular school day applies — specifically, there are to be no bare chests (or “bro tanks”) or display of undergarments.
- Identification of individual must not be compromised by outfit, props, or amount of face paint. Administration and/or game management personnel will have the discretion to determine appropriateness.
- No toy, imitation or replica weapon of any kind, including toy guns, knives, and swords will be permitted or be in the possession of a student, on school premises, at school sponsored events and/or at school related events, including athletic games or school buses or other school transportation. Items such as these will be confiscated and may result in disciplinary action, per district policy (See NSD Rights and Responsibilities Handbook).
- Signs or banners, other than official school banners/flag, are not permitted.
- Vulgar, obscene, or suggestive yells or gestures are not acceptable and can result in removal from the event, and possibly removal for the entire season.
- Moshing, pushing, throwing, or elevating other students is not permitted.
- Please follow the directions and the cheers of the cheerleaders.
- Cheer positively for our athletes, not against our opponents. Be respectful and supportive of both teams involved in the contest. Use only positive cheers and praise without antagonizing or demeaning opponents or individual players; degrading chants or cheers will not be tolerated.
- No personal comments will be tolerated – about players, coaches, or officials.
- Respond positively to and follow directions of the adults who are supervising the contest.
- Remain off the playing field/surface/floor at all times – before, during (including halftime), and after the contest.
- Remain in our school’s section at all time and do not intermingle with the opposing fans or pass in front of the other school’s stands.
- Have a good time, but do not do anything that might compromise your safety or the safety of others at the contest.
- Be Loud, Be Proud, Be Positive!

## **Cafeteria / Lunches**

Food must be consumed in the cafeteria and designated areas only. Food may not be consumed in any carpeted areas (e.g. 2nd floor of each building, Collaboration Cubes, etc.) or on any stairway including the Forums. Students are responsible for clearing their garbage, recycling and composting after eating/drinking.

## **Lunch Payment Options**

Prepayment can be made on a student’s lunch account by paying the cooks in the kitchen (cash or checks made out to NSD Food Services). For a fee, deposits to lunch accounts may be paid over the phone or online with a credit card (Discover, Mastercard or VISA) thru PayPams at [www.paypams.com](http://www.paypams.com). The student’s ID number should be included with all payments. You can also view your student's meal account balance with PayPAMS by going online or with the NSD Mobile App at [www.PayPAMS.com](http://www.PayPAMS.com).



Applications for free and reduced meals program are available from the NCHS Cashier or on-line at [www.nsd.org/meals](http://www.nsd.org/meals). The online application only takes a few minutes and is the fastest, easiest way to get approved. Paper applications will be available in all school offices and the district's Food Services office beginning in August. Parents wishing to have a paper application mailed to them should contact the Food Services office at 425.408.7657. To qualify, applications must be submitted each year.

## School Meals Translated Applications

<https://www.fns.usda.gov/school-meals/translated-applications>

## Off Campus Lunch

Beginning in the fall of 2018, North Creek will have a limited Off Campus for lunch and lunch only. Details are below:

- ❖ Who can have an Off Campus pass for lunch?
  - Seniors ONLY
  - Seniors must be in “**good standing**” defined as #1) no “F” grades (if student has an “F” he/she can re-earn Off Campus Lunch Privileges after F grade is brought up to at least a C), #2) no past or present discipline for drug/alcohol offenses, and #3) fewer than 2 tardies for the first period of the day in any given month (more tardies result in a 20-day suspension of off-campus privileges)
  - Seniors must have parent/guardian permission to have an Off Campus pass for lunch (there is an Off Campus Pass form that must be signed by both student and parent/guardian)
- ❖ What if a senior with an off campus pass is late to class after lunch?
  - 1st Offense - Warning
  - 2nd Offense - Loss of Pass for a full week (5 school days)
  - 3rd Offense - Loss of Pass for remainder of semester (student can be reinstated 2nd semester if lost during 1st semester)
  - 4th Offense - would occur during a re-instated 2nd semester and would result in immediate loss of pass for the rest of the school year
- ❖ What if a senior tries to take a non-senior with them to lunch off campus?
  - Taking any non-senior off campus for lunch would result in immediate loss of the Off Campus pass for the rest of the school year and would result in discipline for the non-senior for leaving campus without permission
- ❖ Can a Senior with an Off Campus pass eat their lunch in the class period following lunch?
  - No. Lunch must be eaten during the lunch period and not after - and no food may be brought into the classroom.
- ❖ Do school & district rules still apply during off campus lunch?
  - Yes. Especially the rules around the illegal use of drugs, alcohol, tobacco and all e-cigarette devices (JUUL, vapes, etc.)
- ❖ What if a student gets a speeding/reckless driving ticket or causes an accident during off campus lunch?
  - This would result in the immediate loss of the off campus pass for the rest of the school year.

Remember, having an Off Campus Pass is a privilege, not a right.

Please remember that any infractions that occur during 1st Semester do carry over to 2nd Second Semester.

## Campus Security / Cameras

Areas of the NCHS campus are under video surveillance. Images and video footage may be collected that allow an individual to be identified. The use of video surveillance is for the purposes of student and staff safety, deterring theft, and facilitating the identification of individuals who behave in a disruptive manner, cause damage to campus property, or who are otherwise in violation of the school's Rules of Conduct.

## Cell Phones / Communication and Electronic Devices

At North Creek High School, we welcome all appropriate uses of technology for the enhancement and improvement of student learning. Personal electronic devices such as cell phones, music players, tablets, and computers are welcome in all classrooms as long as they are being used for educational purposes to further the specific learning in the classroom as directed by staff. Please note that North Creek High School assumes no responsibility for the lost or theft of personal electronic devices while at school.

In order to reduce out-of-class distractions and to limit loss of instructional time, students are required to leave phones in the classroom when going to the bathroom. Students who have their phones with them on bathroom breaks may have their phones confiscated and locked in the clear box in the Main Office until the end of the school day.

The use of technology that is deemed to be disruptive to the educational process is forbidden and may result in disciplinary consequences. Recording devices such as digital cameras, drones, Google Glass, wearables, etc. are not to be used in classrooms or on campus without permission from the classroom teacher or administrators. Audio, photo or video recording of anyone without their expressed verbal and/or written consent is forbidden. Students using their cell phone as cameras in an inappropriate way may be cited for harassment bullying, and/or cheating. This includes taking someone's picture without that person's permission.

All devices are subject to confiscation and viewing if the administration suspects the electronic equipment is being used for inappropriate activities or activities inconsistent with district or school policies. Sending or receiving naked pictures of minors is against the law and both the sender and receiver may face legal charges, including being cited with possession and/or distribution of child pornography.

During any emergency drill or event, all ringers/sounds must be turned off, and no verbal communication will be allowed. Students are permitted to use personal communication devices for their own personal use before school, after-school, during break, lunch, and passing periods **only**.

### Discipline for inappropriate use of technology:

- 1st violation:
  - Teacher will have a conversation with the student.
- 2nd violation:
  - Teacher will have a conversation with the student and contact parent(s)/guardian(s).
- 3rd violation:
  - Teacher will have a conversation with the student and submit a discipline referral. A teacher may assign lunch detention or after-school detention or other appropriate consequences.

- Further violations will result in progressive discipline, which may include Saturday School, in-school suspension, etc.

## Changes in Student Enrollment Information

Parents can update student enrollment information such as phone numbers, email addresses, and emergency contact information through ParentVue. Home address changes need to be given directly to the Counseling Office staff. To receive the activation key for your ParentVue account, contact the NCHS Counseling Office Manager, Amber Manning, at [amanning@nsd.org](mailto:amanning@nsd.org) or (425) 408-8819.

## Closed Campus and School Boundaries

North Creek High School is a closed campus during the entire scheduled school day with the exception of seniors who have earned off-campus privileges during lunch. Students with late arrivals or early dismissals are to arrive no earlier than 10 minutes before their first scheduled class and leave campus within 10 minutes of the end of their last scheduled class.

Students, other than those who depart for special off campus education (WANIC, Running Start), must have an excuse slip from the Attendance Office before they may depart campus during the academic day. Students are not to be in any of the parking lots during the school day except when arriving or departing. Vehicles **are not** to be used as lockers. Violators will be disciplined and may lose their parking permit or off-campus pass. If a situation arises where a student needs to get an item from their vehicle, they will either need to let the Main Office staff know or get a pass from a staff member.

All school rules apply while students are on the North Creek Campus, adjacent properties to North Creek High School (i.e. adjacent properties are defined as areas that can be seen from anywhere on the NCHS campus), any Northshore School District property, or at a Northshore School District activity.

## College Entrance Testing

1. **PSAT/NMSQT** — The Preliminary Scholastic Assessment Test/National Merit Scholarship Qualifying Test will be given at school to all Juniors and Sophomores to help them prepare for the SAT. The test measures a student's knowledge of reading, writing, and math assessment. This test is given once per year in October. All Sophomores and Juniors will be charged a \$13.00 exam fee for the PSAT.
2. **SAT** — The Scholastic Assessment Test stands as a requirement for entrance to some four-year institutions. There are several test dates and certain schools are designated as test centers. **This is an online registration.** Flyers are available in the Counseling Office or via the internet.
3. **ACT** — The American College Test is the other choice students have as a required test for entrance to a four-year institution. Like the SAT, there are several test dates. The test measures a student's knowledge of standard written English, math, reading and science reasoning. Flyers are available in the Counseling Office or via the internet. This is an online registration.

## Counseling, College, and Career Center

Your counselors are here for each and every one of you. They help **all** students in the areas of academic achievement, personal/social development and college/career development. Here are a few common reasons students see their counselor:

- You are struggling in a class and have already talked to the teacher and need help figuring out what to do next. Your counselor can help!
- You want help in the journey to college. Your counselor will help with finding the right fit, applications, letters of recommendation, and much, much more!
- You are thinking that a 4-year college experience might not be right for you and you want to see what else is out there. Your counselor is a resource!
- You are struggling with anxiety, sadness, depression, thoughts of suicide, drug and/or alcohol use, making friends, finding community. See your counselor ASAP!
- You have a friend that you are concerned about and don't know what to do. Your counselor can help!

There are many more reasons to see your counselor... so if you don't know where to turn, turn to your counselor.

<b>Student Last Name</b>	<b>Counselor</b>	
A - Cl .....	Kayla Francisco	(425) 408 8845   <a href="mailto:kfrancisco@nsd.org">kfrancisco@nsd.org</a>
Co - Ha .....	Tiffany Frane	(425) 408-8823   <a href="mailto:tfrane@nsd.org">tfrane@nsd.org</a>
He - Lo .....	Samantha Lundberg	(425) 408-8822   <a href="mailto:slundberg@nsd.org">slundberg@nsd.org</a>
Lu - P .....	Nancy Smith-Vela	(425) 408-8821   <a href="mailto:nvela@nsd.org">nvela@nsd.org</a>
Q - Th .....	Heatherjoy Boi	(425) 408-8820   <a href="mailto:hboi@nsd.org">hboi@nsd.org</a>
Ti - Z .....	James Mccausland	(425) 408-8846   <a href="mailto:jmccausland@nsd.org">jmccausland@nsd.org</a>

Counseling Office Manager, Amber Manning, at [amanning@nsd.org](mailto:amanning@nsd.org) or (425) 408-8819 facilitates the scheduling of student/parent appointments with counselors.

## Cyber Bullying

Cyber bullying occurs when any electronically transmitted acts gesture or written, verbal, graphic (i.e. the internet, cell phone, personal digital assistant [PDA], or wireless handheld device) that is reasonably perceived as being motivated either by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression; or a mental, physical, or sensory disability or impairment; or by any other distinguishing characteristic. Such behavior is considered harassment or bullying whether it takes place on or off school property, at any school-sponsored function, or in school provided transportation.

Cyber bullying shall mean harassing, teasing, intimidating, threatening, or terrorizing another person by way of technological tools, such as sending or posting embarrassing, inappropriate or derogatory email messages, instant messages, text messages, digital pictures or images, or website postings (including blogs) which causes an intimidating or hostile environment that substantially interferes with a student's educational opportunities or has the effect of:

1. Physically, emotionally or mentally harming a person; or
2. Placing a person in reasonable fear of physical, emotional or mental harm; or

3. Placing a person in reasonable fear of damage to or loss of personal property; or
4. Has the effect of substantially disrupting the operation of the school.

(For a more complete statement, please see the [Northshore School District Rights & Responsibilities Handbook](#).)

## Dances

All North Creek High School students will be responsible for following the dance behavior guidelines outlined in this section.

1. School dances are limited to North Creek students and their invited/approved guests. All guests **must** have a completed dance contract on file **before** they may attend a NCHS sponsored dance.
2. NCHS students may bring no more than one guest per person. The host student shall be responsible for the behavior of the guest. All guests must be in at least ninth grade and must not be more than two years older than the hosting student. Students attending college/community college or in the workforce must attach a copy of their driver's license to their Guest Dance Contract.
3. Every NCHS student must have a photo ID card to attend the dance. Invited/approved guests must also show their photo ID when entering the dance.
4. All school/district rules apply. Dancing guideline - **Face to Face and Leave Some Space**. Have a good time WITHOUT explicit dancing of a sexual nature, moshing or unwanted physical contact. Unwanted physical contact creates a hostile environment and will be treated as sexual harassment. Chaperones will follow their judgment to determine inappropriate dancing. No violent, lewd, or “mosh pit” style dancing is allowed.
5. Students who choose to ignore any of the rules will be asked to leave the dance. Chaperones have the ability to give warnings or remove students if they feel the dancing is inappropriate. If you or your guest are asked to leave the dance, you and your guest may be subject to appropriate school/district discipline. Refunds will not be issued for students sent home. Parents/guardians will be called to come and pick up the student and guest if necessary.
6. Students leaving early for any reason may not re-enter the dance (“once you are in, you’re in - once you are out, you’re out”).

## Deliveries

Our administrative and counseling staff are always willing to deliver messages to students regarding family emergencies such as deaths, accidents, or severe illnesses. Other than these emergency situations, however, we are unable to deliver notes, flowers, balloons, or reminders to students for any other reason. **Additionally, having food or other items delivered from outside vendors is not allowed anytime during the school day, including lunch time.**

Not only are the logistics of delivering messages and gifts a challenge in a school our size and the interruptions to class a detriment to the learning environment, there are also serious potential safety and security issues involved in delivering unverified information/packaging to our students.

Please be certain that your son or daughter is aware, before coming to school, of any appointments for that day. It is a great lesson in personal responsibility for them and helps us to maintain a safe and productive educational environment for all of our students.

## Detention

North Creek High School endeavors to teach students appropriate behavior both in and out of the classroom. In certain circumstances, students may receive disciplinary consequences such as detention for inappropriate behavior.

When the inappropriate behavior is relatively minor, a lunch detention may be imposed (Level 1). Lunch detention is 30 minutes long and lasts the entire lunch period for the student. Students who earn lunch detention will eat in a supervised location.

When the inappropriate behavior is more severe, students may earn any of the following:

- One hour after-school detention (Level 2) (note: this detention supersedes all sports practices and other commitments except for those pre-arranged by parents with an administrator)
- Two-hour Saturday School (Level 3)
- Four-hour Saturday School (Level 4)

Should a student choose to skip a detention, the next level detention will be assigned, including In-School Suspension. Students may request to reschedule a detention for legitimate reasons (e.g. an orthodontist appointment, a wedding, etc.) but must do so with an administrator prior to 11:30 AM on the day of the scheduled detention. Please note: sports practices and games, other practices and performances, etc. are not legitimate reasons to reschedule detention.

## Grading Scale (District Wide)

<http://nsd.schoolwires.net/Page/24537>

Percentage Scale (District Directed)	Alpha Mark Scale	GPA Scale (State Required 11-point System)
93 - 100%	A	4.0
90 - 92.9%	A-	3.7
87 - 89.9%	B+	3.3
83 - 86.9%	B	3.0
80 - 82.9%	B-	2.7
77 - 79.9%	C+	2.3
73 - 76.9%	C	2.0
70 - 72.9%	C-	1.7
67 - 69.9%	D+	1.3
60 - 66.9%	D	1.0

0 - 59.9%	F	0
-----------	---	---

**GPA:** A student’s grade point average is the sum of the point values, as defined above, of all the grades received for all courses attempted, divided by the sum of the credits for all courses attempted.

Teacher Assistant and Office Assistant positions will be graded Pass (P) or No Credit (NC) and are elective credits.

## Dress Code

Our values are:

- All students should be able to dress comfortably for school without fear of or actual unnecessary discipline or body shaming.
- All students and staff should understand that they are responsible for managing their own personal “distractions” without regulating individual students’ clothing/self-expression.
- Students should not face unnecessary barriers to school attendance.
- Reasons for conflict and inconsistent discipline should be minimized whenever possible.

### I. GOALS OF THE NCHS STUDENT DRESS CODE

The North Creek dress code will hopefully accomplish several goals:

- Maintain a safe learning environment in classes where protective or supportive clothing is needed, such as chemistry/biology (eye or body protection), dance (bare feet, tights/leotards), or PE (athletic attire/shoes).
- Allow students to wear clothing of their choice that is comfortable.
- Allow students to wear clothing that expresses their self-identified gender.
- Allow students to wear religious attire without fear of discipline or discrimination.
- Prevent students from wearing clothing with offensive images or language, including profanity, hate speech, gang association/affiliation and pornography.
- Prevent students from wearing clothing with images or language depicting or advocating violence or the use of alcohol or drugs.
- Ensure that all students are treated equitably regardless of gender/gender identification, sexual orientation, race, ethnicity, body type/size, religion, and personal style.

### II. DRESS CODE POLICY

The primary responsibility for a student’s attire resides with the student and parents or guardians.

Northshore School District and North Creek High School are responsible for seeing that student attire does not interfere with the health or safety of any student, and that student attire does not contribute to a hostile or intimidating atmosphere for any student.

#### 1. Students Must Wear:

- Top: shirt/blouse/sweater/sweatshirt/dress/etc.
- Bottom: pants/sweatpants/shorts/skirt/dress/leggings/etc.
- Shoes; activity-specific shoes requirements are permitted (for example for sports).
- Certain body parts must be covered for *all* students.
  - Clothes must be worn in a way such that chest, genitals and buttocks are covered with opaque (non-see-through) material.

- Tops must have opaque fabric in the front and on the sides (under the arms).
- High-school courses that include attire as part of the curriculum (for example, professionalism, public speaking, and job readiness) may include assignment-specific dress, but should not focus on covering individuals' bodies or promoting culturally-specific attire.

## 2. Students May Wear:

- Hats, including religious headwear.
- Hoodie sweatshirts (over the head is allowed).
  - Hats and other headwear must allow the face to be visible to staff, and not interfere with the line of sight of any student or staff. Hoodies must allow the face and ears to be visible to school staff.
- Fitted pants, including leggings, jeggings, yoga pants and “skinny jeans.”
- Midriff baring shirts (minimal skin showing).
- Pajamas.
- Ripped jeans, as long as underwear is not exposed.
- Tank tops, including spaghetti straps and halter tops.
- Sunglasses (but can be worn only outside - except for verified medical reasons).

## 3. Students Cannot Wear:

- Violent language or images.
- Images or language depicting tobacco, drugs, alcohol, vaping or weapons (or any illegal item or activity) or the use of same.
- Hate speech, gang or hate group association/affiliation, profanity, pornography.
- Images or language that creates a hostile or intimidating environment.
- Visible underwear (visible waistbands or straps on undergarments worn under other clothing are not a violation).
- Bathing suits, tube tops, or sports bras as the only top.
- Helmets, masks or headgear that obscures the face (except as a religious observance).
- Accessories with sharp objects, spikes, etc.

### **Consequences for Violating the Dress Code Policy:**

- First violation — change clothing.
- Second violation — change clothing and parent notification.
- Third violation — change clothing, parent notification, and referral to a counselor.
- Fourth violation — change clothing, parent notification, and lunch detention.
- Fifth violation — change clothing, parent notification, and two-hour Saturday School.

Continued violations of the dress code will result in progressive disciplinary actions.

---

## Dual Credit Programs



Dual Credit programs allow students to take rigorous college-level courses while still in high school. Students may become eligible for the awarding of college credit based on scores obtained in the year-end examinations and through taking college-level classes either in their high school or at colleges and universities.

### Programs/Classes Allowing Dual Credit Through Standardized Examinations

- Advanced Placement (AP)
- International Baccalaureate (IB) - Only at Inglemoor High School

### Classes Allowing Dual Credit Through College Course Enrollment

- Career and Technical Education (CTE)
- Running Start
- Tech Prep

### Advanced Placement (AP) Classes

AP classes are aimed at the student who would like to get a head start in college level courses. The classes are recognized by more than 3,600 colleges and universities, and 90 percent of four-year colleges in the U.S. provide credit and/or advanced placement for qualifying scores. These classes will also meet district and state requirements for high school credit. Upon completion of the class, students take an exam. With a qualifying score, students will receive college credit or be allowed to take advanced college courses at the receiving college/university. The AP classes are a rigorous course of study for motivated students who would like to earn college credit in the high school and develop the study habits necessary for success in higher-level learning.

### Career and College Readiness

Detailed information about this program can be found on the Northshore School District website <http://www.nsd.org> to the Academics and Programs tab and select “Career College Readiness” from the left column.

### Career and Technical Education

NCHS students have the opportunity to participate in several occupational education programs at local area schools. Students spend a portion of their school day on another high school campus accessing courses that are high tech, prepare for employment, and offer advanced training. A complete list of courses available can be found in the Course Description Book or in the Career Center.

### College in the High School

Through Cascadia in the High School (CIHS), high school students have the opportunity to earn college credit for certain World Language courses— in their own classrooms with their own teachers. More information can be found online by going to <http://www.cascadia.edu/programs/HS/>.

### Part-Time NCHS Students and Full-Time Running Start Students

If you attend classes off campus (Running Start or District program at another building for example), you are expected to arrive on the NCHS campus no earlier than 10 minutes prior to the start of your NCHS class or classes, and you are expected to leave campus no later than 10 minutes after the end of your NCHS class or classes. The only exception to this is for students who are waiting for District transportation to and from their programs.

Having unsupervised students on campus while classes are in session not only creates the potential for the disruption of classes during the school day, but it also poses potential security and safety risks for our student body. Thank you for your understanding and cooperation with this matter.

## Running Start

High School juniors and seniors that have college level academic ability and a higher than average maturity level have the opportunity to attend community college and receive high school and college credit at the same time. The student must first take a placement examination at a community college to qualify for college-level courses. For more information on coursework and required placement exam, contact the local community college or your counselor.

- Students are required to participate throughout the entire academic school year (September through June/three quarters) and maintain the equivalent of a full-time FTE in order to participate in school-sponsored graduation activities (commencement ceremony, awards assembly, senior breakfast, etc.).
- Running Start students are responsible to keep current with the North Creek calendar and all due dates. Up-to-date information is always on the North Creek website.

*\*Please note:* Part-time Running Start enrollment presents scheduling challenges due to the district's move to a high school block schedule.

**Additional updated information is available on the Northshore School District website:**

**<http://www.nsd.org>**

## Tech Prep

Tech Prep students earn college credit without leaving their high school campus and without any tuition, book, or supply fees. Courses for which Tech Prep credit can be earned meet the occupational requirement for graduation. A complete listing of Tech Prep courses is available in the NCHS Course Description Book published in spring with registration materials.

## Duty to Report

Students who witness or have knowledge of school violations or violations of local laws have the duty to report to an administrator. This includes, but is not limited to information about theft, harassment, assault, bullying, threats, self-harm, drug and/or alcohol use, etc. Administration will respect confidentiality to the best of our ability. Students may also anonymously report information to the Safe Schools Tip Line at 855-521-2665 or message 1414@alert1.us.

## Field Usage

Use of NCHS fields (including the track) during school hours by non-school personnel is explicitly forbidden.

## **Fighting / Assault / Provoking an assault**

Students involved in fighting on or near school district property or at a school event will receive an “Emergency Denial of Attendance” and the police will be notified. Fighting includes behaviors that provoke or instigate, and/or any physical contact in a hostile manner (including claims of “self-defense”).

## **Fines**

RCW 28A.635.060 allows the schools to hold grades, diplomas, and transcripts of students who deface, destroy, lose, or otherwise injure any school property. The fines are cumulative and shall be passed on from one school year to the next until the fine(s) is/are paid.

Students with outstanding fines will not be eligible to:

- Purchase an NCHS parking tag
- Purchase dance tickets
- Diploma will be held
- Transcript will be held
- No final report card
- Purchase Senior Prom tickets
- Purchase Senior Breakfast tickets
- Pick up graduation announcements
- Buy additional graduation tickets

**Fines come in daily, so a student’s status can change at any time.** School District Policy 3520, and State law, require that due process be afforded each student upon imposition of a fine.

**All accrued fines and fees must be cleared with the ASB Bookkeeper at (425) 408-8829.**

## **Follow a Reasonable Request**

Students are required, by law, to follow all reasonable requests made by North Creek staff or Northshore School District employees.

## **Food / Drink / Gum**

Classroom “food, drink, and gum” policies will be established by individual classroom teachers and students are expected to abide by teacher expectations for their classrooms. All classroom food and drink policies will be enforced by teachers and supported by the administration.

## **Gambling / Gaming**

Any form of gambling is prohibited. Playing card games during the student lunch period is permissible. Card playing during Jaguar Time or instructional time is **not** permitted.

## **Graduation Information**

Please visit [Graduation Information](#) on the Northshore School District website.

## Senior Year

Senior Running Start students are required to participate throughout the entire academic school year (September through June / three quarters) and maintain the equivalent of a full-time FTE in order to participate in school-sponsored graduation activities (commencement ceremony, awards assembly, senior breakfast, etc.).

## The College-/University-bound Student

College-bound students are encouraged to take more math, science, and world language than is required for basic college admission requirements in order to be competitive. Students are encouraged to access college information/applications online or directly contact the admissions office of the school(s) of interest. Look closely at college admission requirements for **specific courses** needed for college application (i.e., Stanford fine arts requirement, WWU science requirement). Adjust NCHS senior courses as needed.

## Harassment, Intimidation, and Bullying

North Creek High School endeavors to create a campus where all students are welcome and feel safe.

Harassment, intimidation, and bullying mean any gesture or display, written, verbal, or physical act that is intended to inflict injury, violence, intimidation, humiliation, or a reasonable fear of the same. A threat of harm in any form directed to another person, student, or staff member is unacceptable behavior. When an incident of harassment, intimidation, or bullying is reported to a school staff member, an administrator will follow up on the report and verify that the behavior has occurred. Administrators will consider the surrounding circumstances, the nature of the behavior, the relationships between the parties involved and the context in which the alleged incidents occurred in their determination of the facts and disciplinary actions. Also see [Cyber Bullying](#). (*For a more complete statement, please see the [Northshore School District Rights & Responsibilities Handbook](#).*)

## Hazing

North Creek High School endeavors to create a campus where all students are welcome and feel safe. Hazing is the perceived pressuring of an individual to perform inappropriate or humiliating tasks and stunts. Hazing is illegal and absolutely forbidden in any form. Students participating in hazing activities will be subject to immediate discipline and legal consequences.

## Health Room

Jean Christensen is our Registered Nurse. She can be reached at [jchristensen@nsd.org](mailto:jchristensen@nsd.org) or 425-408-8806. Her duties are diverse, from administering first aid and necessary medication to monitoring the general health and wellbeing of our students. Our health room is used for emergency care and for ill students awaiting pick-up. Space and personnel are not available to accommodate extended care or supervision. We require that you or an emergency contact will pick up your sick child within the hour that you are called.

Please keep the nurse informed of any health concerns or changes in your child's health, including new or resolved medical or mental health diagnosis, medication changes and immunization updates.

**For your child's safety it is very important to keep your home, cell, work, and emergency contact telephone numbers current.** If you change jobs or cell phone numbers, please give us your new number immediately. This will assist us getting in touch with you when it is an emergency.

Children learn best when they are healthy. If you think your child is getting sick, **please keep him/her home**. This helps keep other children from getting sick and gives your child the rest he/she needs to get well quickly.

### **When Should I Keep my Child Home from School?**

- A temperature, taken orally, that is 100 degrees Fahrenheit or higher, is considered a fever. Children should be fever-free, without fever reducing medication, for at least 24 hours before sending them to school.
- Anytime a child vomits or has diarrhea, he/she needs to be isolated from other children for 24 hours. If your child vomits or has diarrhea in the night, keep him/her home from school the following day.
- Any rash of unknown cause should be considered contagious. Please have your child examined by a healthcare provider to determine the cause and communicability of the rash before sending him/her to school. The child may not return to school unless there is a letter from the medical professional stating that the rash is not communicable in nature, or unless the rash is no longer present.
- 24 hours after administration of the first dose of an antibiotic or as directed by the health care provider.

### **Accidents**

If a child is injured at school, he/she will be given emergency first-aid treatment by the nurse, principal, school secretary, or a first aid-trained health room assistant. The parents will be called immediately in the event of a serious injury. If you are not at home or work, the person listed as the "First Emergency" contact will be called. If no one is available to come for the child, we will use our best judgment on whether to keep the child in the nurse's office or call 911 for medical assistance.

### **Children with Life Threatening Conditions**

In order to provide a safe learning environment, the state of Washington passed a law that requires students with life threatening conditions to have medical orders and a nursing care plan in place BEFORE the first day of school attendance. (Chapter 101, Laws of 2002, amending Chapter 28A.210 RCW)

The law defines life-threatening condition as “a health condition that will put the child in danger of death during the school day if a medication or treatment order and a nursing plan are not in place.” Children with life-threatening conditions such as diabetes, severe bee sting or food allergies, severe asthma, severe seizures, etc., are required to have a medication or treatment order in place before they start school.

**“Medication or treatment order” means the authority a registered nurse obtains under RCW 18.79.260(2). This is covered when the child’s licensed health care provider completes the Authorization for Medication form or treatment order for medical services to be performed at the school.**

If a medication or treatment order is not provided, the principal of the school is required to exclude the child until such an order is provided. This requirement applies to students with life-threatening conditions who are new to the district, and students who are already attending the school.

If your child has a life-threatening health condition requiring medical services at school, or if you have questions about a medical condition, please notify the school nurse right away.

**Students with a life-threatening condition qualify for a 504 Accommodation/Emergency Care Plan. Please set up a meeting with the school nurse in order to have all necessary forms and medications in place prior to starting school.**

## Health Screening

Health screening for hearing and vision is done each Fall in grades K-3 and 5<sup>th</sup>. Other students may be screened for hearing or vision upon referral by the teacher or parent. The vision screening does not identify all vision problems and is not intended as a substitute for periodic eye examinations by a healthcare provider. A referral letter will be sent home when a student's hearing and/or vision screening results do not meet the expectations for their age.

## Immunization

For the protection of your child, the Washington State immunization law states that every child attending public or private school **must show proof of compliance with the law before the student's first day of attendance. Any student not meeting this requirement will be excluded.** Bothell Health Point (425-486-0658) accepts medical coupons and has a sliding fee scale. If you need assistance in acquiring these immunizations, please contact the school nurse.

## Medications at School

**If your student will be taking ANY medication at school, you must confer with the school nurse.** The Northshore School District recommends that medication be taken at home whenever possible. We recognize, however, that in some cases it is essential that medication be administered during the school day. For the protection of all the students and to comply with Washington state law, the district has a policy and procedures in place for the handling of ALL medications in the schools.

**Please do not put any kind of medicine, including aspirin, vitamins, and cough drops in your child's lunchbox, backpack or pockets.** Unidentified medicine can **never** be given at school. Students who require use of a narcotic for pain control should be kept home.

### **School Staff Administered - The following conditions must be met:**

- All medications, whether over-the-counter or prescription, need a current Northshore Medication Authorization Form signed by the student's physician/dentist **and** parent/guardian.
- Medication must be delivered to school in a properly labeled prescription or original over-the-counter container. The student's name must be on the label with proper identification of the drug, dosage, and directions for administration.
- A quantity sufficient for one month **only** can be sent to school.
- The medication order is effective for the **current** school year only.
- If changes in the medication order occur, the parent is responsible for notifying the school and providing verification from the physician/dentist.

**Field Trips:** For students on daily medication, an Authorization for Medication must be completed and on file with the nurse. Request an extra labeled container from your pharmacy for use on field trips.

### **Student Self-Administered Medication - The following conditions must be met:**

In appropriate cases and with the knowledge of the school nurse, the parent/guardian can delegate the responsibility for self-administration of medication to the student. In doing so, the parent releases the school district from any obligation to monitor the student and assumes full responsibility for the student's use of the medication.

- Self-Administration does not apply to controlled substances, e.g. codeine, vicodin
- The student may only carry a one-day supply (1 - 2 doses) of the medication.
- The medication must be in the original container.
- The student must have written permission to self-medicate signed by the parent/guardian.

**Medication to be self-administered for more than fifteen (15) consecutive** days whether over-the-counter or prescription requires a current Northshore Medication Authorization Form signed by the student's physician/dentist and parent/guardian stating that the student may self-medicate. The student must also demonstrate his/her ability to the School Nurse to correctly evaluate his/her symptoms and use the medication appropriately.

#### **Asthma and Anaphylaxis medications:**

When a parent requests that his/her student be allowed to self-administer medication for asthma and/or anaphylaxis (severe allergic reaction), an Authorization for Medication must be filled out and signed by the Health Care Provider **and** parent/guardian. The permission form must contain a treatment plan for what to do in case of an emergency.

The Health Care Provider must also provide training for the student to recognize symptoms and the correct use of medications. Additionally, the student must demonstrate his/her ability to correctly evaluate his/her symptoms and use of medications to the school nurse including how to access help when needed. (RCW 28A.210.370 and School District Policy 3419)

## **Homework for Extended Absences**

Some teachers post homework assignments on their webpage. Please check there before making a homework request. Homework assignments may be requested from the **Counseling and Career Center, (425) 408-8819**, if your student has been absent for three or more days. 24 hours notice is required to gather homework assignments.

## **Injuries at School – Parent Financial Responsibility**

The health and safety of our students is the district's foremost concern. Even so, accidents may and do happen and the resulting medical bills can be expensive. Many families are unaware that the district does not carry insurance for student personal injury costs and cannot assume responsibility for them. If your child gets hurt during school or a school activity, the parent or guardian is financially responsible for any medical bills. This includes participation in athletics and after school activities. If your student participates in a sport, please make certain your family insurance plan covers athletic participation.

**Optional supplemental student insurance:** Annually, as a service, we provide information on an optional student accident/health insurance plan. An enrollment form and policy information are available in the Main Office and on the district's Safety & Security webpage at [www.new.nsd.org/Page/1037](http://www.new.nsd.org/Page/1037).

## Leaving a Classroom

North Creek High School teachers are responsible for the well-being of their students. Leaving a classroom without teacher permission is not appropriate or respectful, may not be safe, and disciplinary sanctions will be imposed, including detention, Saturday School, or Suspension.

## Library Information for Students

<http://www.nsd.org/NCLibrary>

The mission of the North Creek Library Information and Technology program is to ensure that students are effective users and producers of ideas and information. We seek to provide an environment where students and staff feel welcome and supported in their search for information.

- We provide information and technology literacy instruction.
- We provide reading advocacy and support.
- We teach students to be safe, ethical and responsible digital citizens.

Teacher-Librarians: Teresa Jensen [tjensen@nsd.org](mailto:tjensen@nsd.org) | Carol Bassett [cbassett@nsd.org](mailto:cbassett@nsd.org)

## Non-Discrimination Statement

The Northshore School District prohibits discrimination on the basis of age, sex, marital status, genetic information, sexual orientation including gender expression or identity, race, creed, religion, color, national origin, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or the use of a trained dog guide or service animal by a person with a disability, unless based upon a bona fide occupational qualification, in all its employment procedures, training, programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following employee has been designated to handle questions and complaints of alleged unlawful discrimination: Director of Human Resources (Title IX, ADA, and Civil Rights Compliance), Director of Student Services (Section 504), 3330 Monte Villa Parkway, Bothell, WA 98021, (425) 408-6000.

## Special Accommodations

North Creek High School will make every effort to provide accessibility to events, meetings, and programs to individuals with disabilities. Please, contact the main office at 425-408-8800 to request special accommodations.

## Nuisance Items



All items necessarily for the improvement of student learning or for afterschool sports use are welcome on campus. All other items that do not improve student learning and/or are not necessary should be left at home. Some (but not all) examples are below.

- Laser pointers are not allowed and could be classified as a dangerous weapon. Any laser pointer brought to school will be confiscated. Discipline may be assigned.
- Skates, roller blades, razor scooters, skateboards, or go-carts are not permitted on campus except as a means of getting to/from school. These items must be stored either in the locker room or Main Office once the student has arrived on campus.
- Animals (pets) are not permitted on school grounds. Pets must be removed from campus immediately.

Large sports bags and sports equipment should be stored in the locker room or Main Office.

## **Parking**

Student parking is a privilege. Students without parking authorization will not be allowed to park on campus. Careless driving, speeding, and/or violating basic driving laws on campus will result in disciplinary action and the loss of campus parking privileges. Students are expected to enter/leave the parking lot from the designated entrances. Students are not to drive in the bus loading lot.

The speed limit on campus is 5 mph. North Creek High School or Northshore School District will not be responsible for vandalism to vehicles on campus or to vehicles that are hit because of student negligence.

Students requesting to park their cars on school grounds will:

1. Complete a North Creek Parking Application and pay the associated fee
2. Show a valid Washington State Driver's License
3. Provide proof of vehicle insurance
4. Provide current registration and license plate number
5. Display school parking ID tag
6. Have their car subject to search if administrators believe there are reasonable grounds for such action

Parking tag sales are a first come, first served with 11th graders having priority. There are a limited number of parking spots available. No special considerations are given. Each student has their own special needs and no judgments will be made on whom is more deserving.

WANIC, Running Start, Teaching Academy Students, and any other group must go through the same process as all other students. Do not assume that you will have a parking space because you are in one of these programs or are here on a waiver.

After you have parked your car each morning, you are not allowed in any of the parking lots until you are leaving for the day. You cannot return to your car to pick up or leave any items unless you have a written permission slip from a teacher or administrator.

## **Parking Fines**

Properly registered vehicles improperly parked will be assessed the following fines:

1st violation	Conference with Campus Supervisor
2nd violation	Conference with Campus Supervisor and \$10 citation
3rd violation	Conference with Campus Supervisor and \$20 citation
Additional Violations	Progressive discipline, may include vehicle being impounded (owner's expense)

Non-registered vehicles — No Parking Tag Issued:

1st violation	\$25.00 parking fine
2nd violation	\$30.00 parking fine; meeting with Asst. Principal/Parent
3rd violation	\$35.00 parking fine; vehicle impounded (owner's expense)

*The towing fines will be paid directly to the towing company.*

**All school parking fines are payable to ASB within two (2) weeks of violation.** Failure to comply will result in loss of parking privileges.

If students wish to appeal the citation and fine, **they must submit a written appeal to the Campus Supervisor within 48 hours from the date of the citation.** Students with outstanding fees or fines may not apply for a parking permit or participate in school athletics, activities, or compete in school-sponsored events. Students with outstanding fines at the end of the semester will lose their parking privileges.

Snohomish County Police may ticket vehicles improperly parked on streets surrounding the school. It is important students know the laws governing the parking in and around North Creek High.

## Participation & Supplemental Student Fees

Get involved! Please, do not let financial hardships keep you from getting involved or enjoying your high school experience. See an administrator or counselor to explore possible scholarship opportunities or reduced rates.

Online payments can be made at: [schoolsales.nsd.org](http://schoolsales.nsd.org)

### Financial hardship:

1. Families qualifying for free/reduced meals may qualify for a partial/whole athletic fee scholarship.
2. Students who need assistance should contact an administrator or counselor to check into scholarship or reduced rate opportunities that may be available.

### ASB Cards:

All students participating in a sport at the **high school level** must purchase a high school ASB card to participate in athletics. The funds go directly into the school's ASB account to support the year-to-year costs of the athletic programs (e.g. facilities, equipment, uniforms, game transportation cost, etc.).

### Sports Fees:

1. **This fee, due prior to the first interscholastic competition,** will be paid to the ASB Bookkeeper.
2. Parent/Guardian is responsible for determining the correct fee amount as it applies to their family.
3. For each sport there is a sports fee of \$154.
  - a. This fee does not waive the requirement for participating students to purchase an ASB card.

- b. This fee does not guarantee a spot on an athletic team, playing time, or a letter award (fee refunded if athlete does not make the team)
- 4. Individuals participating in more than one season will pay a maximum of \$308 per school year.
- 5. Families with two or more students participating at the same high school during the same season will be charged \$121 per participant up to a family limit of \$484 per school year.
- 6. Families with two or more students participating at both high school and middle school level will have a family limit of \$396.

**Fees:**

ASB Card with Student Planner		\$ 60.00
PSAT (Juniors & Sophomores testing fee):		\$ 13.00
Student Parking: \$125.35 + 7.7% WA State Sales Tax =		\$135.00
Jaguar Pass (Juniors), Silver Pass (Sophomores)		
Sports Participation Fee (per sport):		\$154.00
Yearbook:	August & January:	\$55.00 with ASB \$60.00 without ASB
	June:	\$65.00 with or without ASB

*NCHS students will have the opportunity to purchase yearbooks the following **three** time periods:*

- *August 13 - September 7, 2018*
- *January 7 - January 29, 2019 (1st Semester ends **January 25, 2019**)*
- *June 3 - June 19, 2019*

*Yearbooks will be sold during these dates **ONLY**, no exceptions will be made. All Northshore School District High Schools must follow this procedure to comply with IRS non-profit tax regulations.*

**There are two ways to pay Sports Fees:**

1. Online at [schoolsales.nsd.org](http://schoolsales.nsd.org) use TouchBase Login credentials.  
→ **Request TouchBase Login by emailing [whay@nsd.org](mailto:whay@nsd.org)**
2. Contact the **NCHS Bookkeeper, Kristy Waligorski, at (425) 408-8829 or [kwaligorski@nsd.org](mailto:kwaligorski@nsd.org).**  
\*\* FamilyId does not accept payment.\*\*

**Progress Reports / Report Cards / Transcripts**

Parents/guardians may check their student’s progress in class and may view report cards through ParentVue. The ParentVue account is set up with a username and password created by the parent/guardian. Parents should contact the Counseling Office Manager, Surya Skjonsby at (425) 408-8819 for the activation key needed to set up the account.

Students receiving “D” or “F” grades will receive a telephone call home to their parent/guardian. Mid-term progress reports are issued in the middle of each semester and mailed to all students. These grades are for information only. Senior year mid-term grades may be used as part of the college admission process, even though credits are **not** posted to the transcript.

Semester report cards are issued twice a year and are mailed to all students. Semester grades are posted to the transcript. Any questions about or requests for copies of student report cards or transcripts should be directed to the Counseling Office Manager.

## **Repeating Courses / Replacing Grades**

The lowest mark/grade for a course taken more than once to improve a grade shall be excluded from the calculation of grade point averages. The original course and grade remain on the transcript but credit earned is 0.00 and is not calculated into the GPA. Excluded are recurring courses such as those taken by a student to further develop their understanding and skills in the subject (e.g., art classes) or those taken by a student more than once to satisfy different credit requirements (e.g., video production). See your counselor to confirm that course meets appropriate qualifications.

## **Schedule Changes**

Schedule changes will be made on an extremely limited basis. Year-long classes will not be dropped at any time during the year unless there are extenuating circumstances approved by the principal. Full-year classes are exactly that: **Full Year**. Semester classes will not be dropped unless a graduation requirement must be added or for an administrative reason.

## **School Resource Officers**

Snohomish County Officers are on campus regularly. These officers not only build positive relationships with students, but they occasionally teach in addition to helping maintain a safe environment. Snohomish County Officers will be involved in school investigations involving illegal activities. The Northshore School District will randomly conduct illegal substance searches with the assistance of the Snohomish County Sheriff's Department and their canine units.

## **Searches**

A student and his/her property, including vehicles, may be searched by an administrator or their designee if there is reasonable suspicion that the search will lead to the discovery of contraband or other evidence of a student's violation of school rules or the law. Administrators or their designees may make general searches of all student lockers, desks, or storage areas without prior notice given to students as these are district, not student, property. Narcotic detection dogs may be used to search unattended areas. Searches that result in law violations will be referred to police. *(For more information, see the [Northshore School District Rights & Responsibilities Handbook](#).)*

## **Student Information**

Most information about Northshore School District students cannot be made public without consent of parents or guardians. Federal law prohibits schools from releasing information without permission, except for what is termed "directory information." Directory information about students may be released by the district without parental consent, according to the federal Family Educational Rights and Privacy Act of 1974. The school district will not release directory information for commercial purposes.

Directory information is defined as the student's name, address, telephone number, date and place of birth, major field of study, dates of enrollment, photographs, most recent school attended, diplomas and awards, participation in officially recognized activities and sports, and weight and height of athletes.

All students shall have their picture taken for their ASB Card or their student ID Card which shall be carried at all school-related activities. Photos of students are sometimes used in district or school-produced publications or for use by the news media. The district takes special care not to identify the photographed students by name or by the school they attend in most cases. However, published photos in yearbooks, student/school newspapers, school handbooks, etc., are considered public domain and can be reproduced by the media.

**Parents/guardians who do not want this directory information or photographs released must notify the school principal in writing by October 1. Here is the [Permission to Withhold Student Directory Information](#) form.**

## **Student Records**

Northshore School District has a policy to safeguard student records from unauthorized use and disposition.

Copies are available upon request. In compliance with Title IX and HB 413, we will publish information such as honor rolls, and club and team rosters.

## **Student and Staff Rights**

Students and staff shall be free from verbal, written, or physical acts of harassment, hostility, defamation, or intimidation in any form based upon national origin, race, religion, economic status, gender, gender identity, sexual orientation, pregnancy, marital status, previous arrests, previous incarceration, or handicapping condition.

North Creek High School is committed to a "safe and civil educational environment for all students, employees, volunteers, and patrons, free from harassment, intimidation, or bullying." The policy, reflecting state law, defines harassment, intimidation, and bullying as any intentional written, verbal, or physical act motivated by characteristics such as race, color, religion, ancestry, national origin, gender, sexual orientation, or mental or physical disability which:

- Results in physical harm or property to another student or staff member.
- Substantially interferes with another student's education.
- Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment.
- Has the effect of substantially disrupting the orderly operation of the school.

## **Students with Life-Threatening Conditions**

In order to provide a safe learning environment, the legislature of the State of Washington has passed a requirement for children with life-threatening conditions. (Chapter 101, Laws of 2002, amending Chapter 28A.210 RCW)

**Effective June 13, 2002, the attendance of a child with a life threatening condition at a Washington public school shall be dependent upon receiving medication or treatment orders before or on the child's first day of attendance at school.**

The law defines life-threatening condition as “a health condition that will put the child in danger of death during the school day if a medication or treatment order and a nursing plan are not in place.” Children with life-threatening conditions such as SEVERE bee sting or food allergies, severe asthma, unstable diabetes, severe seizures, etc., are now required to have a medication or treatment order in place before they start school. Students with a life-threatening condition qualify for a 504 Accommodation/Emergency Care Plan.

“Medication or treatment order” means the authority a registered nurse obtains under RCW 18.79.260(2). This is covered when the child’s licensed health care provider completes the Authorization for Medication form or treatment order for medical services to be performed at the school.

If a medication or treatment order is not provided, the principal of the school is required to exclude the child until an order is provided. This requirement applies to students with life-threatening conditions who are new to the district, and students who are already attending the school. Our exclusion procedures are in accordance with the rules of the State Board of Education.

**It is vital to your child’s safety during the school day that if your child has a life-threatening health condition requiring medical services at school, you immediately notify your school nurse.** The necessary forms will be provided and a time will be arranged for you to meet with your child's school nurse.

Please contact the NCHS school nurse, **Jean Christensen**, at **(425) 408-8806** if you have any questions or would like further clarification.

## Summer School

Students who need to make up credits in order to graduate with their class are encouraged to consider summer school through the Northshore Secondary Summer Academy. Information is available on the District website or from the Counseling Office beginning in May.

## Technology Guidelines

Guidelines based on [Board Policy 2022](#). Visit the NSD Instructional Technology website for the full text of the [Responsible Use Procedure](#). You are responsible for knowing and understanding all of the information in the Responsible Use Procedure and the Board Policy & Procedure.

## Use / Possession of Controlled Substances and Alcohol

Students are not allowed to use and/or possess controlled substances and/or alcohol on school/district property, at school-sponsored activities, at school athletic events, or in areas adjacent to North Creek High School. Possession, use, trade, purchase, sale, distribution, and/or being under the influence of any controlled substance or alcohol is illegal.

For the first violation, the use and/or possession of controlled substances and/or alcohol will result in a ten (10) school-day suspension. Further violations will result in progressive discipline. *(For a more complete statement, please see the [Northshore School District Rights & Responsibilities Handbook](#))*

## Use / Possession of Electronic Cigarettes, Vapor-Pens, etc.

Students are not allowed to use and/or possess electronic cigarettes, hookah pens, vapor-pens (JUUL or other), or other substance-delivery devices, etc. on school/district property, at school-sponsored activities, at school athletic events, or in areas adjacent to North Creek High School. All electronic cigarettes and associated products are considered drug paraphernalia, regardless of content. Possession, use, trade, purchase, or sale on campus is against Northshore School District Policy.

For the first violation, the use and/or possession of electronic cigarettes and associated products will result in a three (3) school-day suspension. Further violations will result in progressive discipline. *(For a more complete statement, please see the Northshore School District Rights & Responsibilities Handbook)*

## **Use / Possession of Tobacco**

Students are not allowed to use and/or possess tobacco-related products on school/district property, at school-sponsored activities, at school athletic events, or in areas adjacent to North Creek High School.

Tobacco-related products will be confiscated and discarded, and students will receive discipline according to the District's Rights and Responsibilities code. *(For a more complete statement, please see the Northshore School District Rights & Responsibilities Handbook)*

## **Vandalism**

Students who vandalize or deface school property by painting buildings, sidewalks, sports fields, etc., destroying trees or plants, breaking windows, or damaging the campus or school property in any way will face severe discipline, including but not limited to a police report, legal prosecution, and payment of restitution.

## **Visitors**

North Creek High School is committed to providing a safe and positive school and workplace. To ensure this, North Creek High School has a closed campus to all non-North Creek students and unauthorized adult guests. Student guests and/or their siblings or other relatives are not allowed to attend classes at NCHS. To help ensure safety of students, staff, parents and volunteers, all visitors to our campus must sign in and out at the main office and wear a visitor name badge. Prospective students may tour the campus with the prior permission of the administration but only before or after school hours. An application to tour the campus must be completed and returned in advance of the guest's scheduled visitation.

Volunteer participation is welcomed and supported as long it is prearranged.

## **Volunteer Registration**

The Northshore School District requires all persons volunteering to work in any capacity with our North Creek students, either on or off campus, to complete the district's volunteer packet and agree to a Washington State Patrol background check (WATCH). Volunteer packets are available in the Main Office or on the District website and must be returned to the Main Office prior to any student contact. The WATCH background checks are valid for two years.

## **Weapons**

It is a violation of Washington State Law for any student to carry onto school premises, school-provided transportation, school or District facilities any firearm, dangerous weapon, or look-alike weapon. Any infraction of this law will result in emergency expulsion from the Northshore School District. *(For a more complete statement, please see the [Northshore School District Rights & Responsibilities Handbook](#))*