



Skyview Middle School
2018– 2019 School Year
Home of the Eagles
21404 35th Ave. SE
Bothell, WA 98021
<http://nsd.org/Skyview>

This Planner belongs to:

Name: _____

Welcome to Skyview Middle School! In the following pages, you will find information that will answer some questions you may have. For more information on district policies, please refer to the Northshore School District Student Rights and Responsibilities Handbook (<http://wwwnew.nsd.org/Page/6088>).

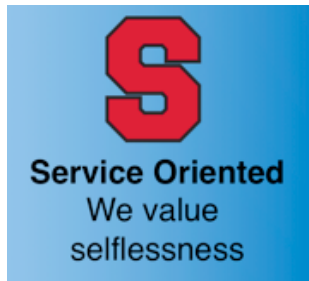
Important School Phone Numbers and Emails:

Main School Office	408-6800	dkinney@nsd.org
Attendance Office	408-6810	vmadsen@nsd.org
ASB and Athletics	408-6803	mjefferson@nsd.org
School Registrar	408-6818	kstaten@nsd.org
Health Room	408-6806	jcelms@nsd.org
Kitchen	408-6808	kitchensms@nsd.org
Transportation	408-7900	transportation@nsd.org
Principal: Dawn Mark	408-6805	dmark@nsd.org
Asst. Principal: Brandi Doyle	408-6825	bdoyle@nsd.org
Dean: Charles Chirieleison	408-6824	cchirieleison@nsd.org
Counselor: Gini Scott	408-6821	gscott2@nsd.org
Counselor: Melissa Matsui	408-6820	mmatsui@nsd.org
Counselor: Kevin Tjoelker	408-6879	ktjoelker@nsd.org

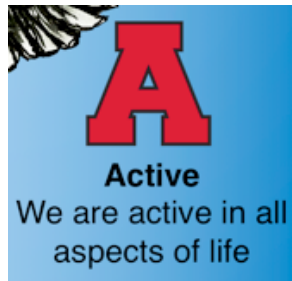
Skyview Middle School’s web address is <http://www.nsd.org/skyview> for more information.

Hours of Operation

Skyview MS’s main door to the cafeteria opens at 7:30 a.m. The academic buildings, where your lockers are, open at 8:00 a.m. and are locked at 3:15 p.m. Our Main Office is open from 8:00 - 4:00 p.m. Campus supervision ends at 4:45 p.m. unless there is an organized event.



	Service Oriented We value selflessness	Optimistic We keep a positive mindset
Classroom	<ul style="list-style-type: none"> • Help clean up messes and put materials away • Help others get caught up if they are struggling or were absent • Offer to help with setting up class or handing out materials when appropriate 	<ul style="list-style-type: none"> • Greet your teacher and classmates • Identify at least one good thing that happened in class each day • Keep practicing and working on assignments even if they are difficult
Lunchroom	<ul style="list-style-type: none"> • Pick up garbage even if it's not your own • Clean up spills in the microwave • Sort your trash into recycle, compost and garbage 	<ul style="list-style-type: none"> • Wait in line patiently • Invite someone new to sit with you • Eat healthy options from all food groups
Hallways	<ul style="list-style-type: none"> • Offer assistance to students who are lost, need help carrying items, or their locker is jammed • Maintain safety by walking and reminding others to do the same • Hold the door open for others 	<ul style="list-style-type: none"> • Keep conversations positive • Encourage your locker mates to have a good day • Believe that people are not trying to be in your way, they are trying to get places too
Bathroom/ Locker Room	<ul style="list-style-type: none"> • Clean up after yourself and others. • Remember to compost paper towels. • If something needs to be refilled or cleaned, tell someone. • Report graffiti immediately 	<ul style="list-style-type: none"> • Avoid theft by not rigging your locker • Wash your hands for your health and the health of others. • Turn off the water, save our resources. • Be patient if there is a line. • Use these spaces for their purpose, not as an escape from class
Buses	<ul style="list-style-type: none"> • Alert the bus driver if you see something wrong • Leave the bus in a better condition than you found it 	<ul style="list-style-type: none"> • Make room for others and invite them to sit with you • Greet the bus driver and say thank you • Smile at others and keep your body parts to yourself
All school	<ul style="list-style-type: none"> • Watch for lost or new students and help direct them • Stand up for others and report concerns to an adult • Return any lost items you find to the Main Office 	<ul style="list-style-type: none"> • Smile at others • Look for positives in others and compliment them • Cheer for your school teams and groups • Say please and thank you



- Actively participate in classroom activities and discussions
- Keep your thoughts and conversations on task
- Be ready for class on time
- Ask questions when you are stuck or curious

- Eat the food you take
- Be aware of and manage your time
- Get up and move around after being released by an adult

- Keep locker door clear to prevent jamming
- Walk purposefully between classes
- Keep track of time so you're not tardy
- "Stand on the land and swim in the river."
- Aim for the toilet. Can you get a Bullseye?
- Use the bathroom quickly and return to class. Change quickly in the locker room
- Lock up your shoes and clothes with a smile

- Listen to the bus driver and follow directions
- Remain seated once the bus has started
- Walk to and from the bus, use crosswalks and follow safety rules
- Find and use opportunities to play and move at appropriate velocities
- Hold the door for others.
- Pick up trash off the ground and throw it away
- Acknowledge and celebrate diversity

- Only use supplies and equipment for their intended purposes
- Say "Please" and "Thank you" to students and staff
- Politely redirect a neighbor if they are off task
- Clean up anything that you brought to the table
- Stop and listen to adults, announcements, etc.
- Say "Please" and "Thank you" to Kitchen staff
- Be aware of the space and people around you
- Pick up garbage and throw it away
- Keep your hands to yourself
- Engage in conversations quietly to not interrupt classes in progress
- Flush the toilet
- Respect the privacy of others
- Recognize that cameras and photos are a privacy violation
- Keep your eyes in your own stall

- Conduct yourself in a way that does not distract the bus driver
- Use inside voices and appropriate language
- Don't chew gum or eat on the bus

- Keep unkind thoughts to yourself
- Be aware of personal space: Keep your hands to yourself and maintain appropriate volume and language
- Keep cell phones put away unless you have adult permission

Classroom

Luncheonroom

Hallways

Bathroom/
Locker Room

Buses

All school

Regular Bell Schedule

Monday & Thursday – 1, 2, 3 Tuesday and Friday – 4, 5, 6

1st Lunch		2nd Lunch		3rd Lunch	
1st	8:25 - 10:05	1st	8:25 - 10:05	1st	8:25 - 10:05
Advisory	10:10 - 10:40	Advisory	10:10 - 10:40	Advisory	10:10 - 10:40
Lunch	10:45 - 11:15	2nd	10:45 - 11:35	2nd	10: 45 - 12:30
2nd	11:20 - 1:05	Lunch	11:40 - 12:10	Lunch	12:35 - 1:05
Nutrition	1:05 - 1:20	2nd	12:15 - 1:05	Nutrition	1:05 - 1:20
3rd	1:20 - 3:00	Nutrition	1:05 - 1:20	3rd	1:20 - 3:00
		3rd	1:20 - 3:00		

For Wednesday:

Period	Time	
1	8:25	9:05
2	9:10	9:50
3	9:55	10:40
1st Lunch	10:45	11:15
4	11:20	12:00
5	12:05	12:45
4	10:45	11:25
2nd Lunch	11:30	12:00
5	12:05	12:45
4	10:45	11:25
5	11:30	12:10
3rd Lunch	12:15	12:45
6	12:50	1:30

After-School Sports & Intramurals

We have four different sports seasons throughout the year.

- 1st Sept-Oct: 6th, 7th, & 8th X-Country (*NC), 7th & 8th Girls Volleyball, 7th & 8th Boy's Tennis, 7th & 8th Girl's Soccer, and 6th Girls Soccer (*NC)
- 2nd Nov-Jan: 7th & 8th Boy's Basketball and 6th Boy's Basketball (*NC)
- 3rd Jan-Mar: 7th & 8th Girl's Basketball, 6th Girl's Basketball (*NC) and 6th, 7th & 8th Wrestling (*NC)
- 4th Apr-May: 7th & 8th Boy's Soccer, 7th & 8th Girl's Tennis, 6th, 7th & 8th Track (*NC) and 6th Volleyball (*NC)

Sports: Students participating in after-school sports must purchase an ASB sticker (\$30) and pay a district participation fee (\$100). Sign up for sports online at Familyid.com. All athletes **must** also have a current sports physical before participating. Please complete your registration prior to the next season! Some of our 7th and 8th grade sports are a "cut" sport. Tryouts are typically during the first week of practice. Financial assistance is available for both ASB cards and participation fees. Please visit our office for more information.

Intramurals: Intramurals are offered the week between each sports season and for two weeks after 4th season. There is no charge for intramural sports but all students must have a paid ASB card (\$30) and permission slip on file. Financial assistance is available for ASB card fees. Please visit our office for more information.

(*NC) = No Cut

ASB Clubs & Activities

There are a number of clubs and activities to join and/or create at Skyview! Start and end dates will be in our announcements, newsletters, and website throughout the year. Activities could include the following: Computer Game Club, Drama Club, Environmental Learning, GSA, Honor Society, Jazz Band, Math Club, Newspaper Club, and Pep Squad. Before/after-school clubs require the purchase of an ASB card (\$30) and may require additional club fees. Clubs and activities offered during Movement and Connection clubs/activities do not require an ASB card. Regardless of the meeting time, students must sign in and follow the expectations of each activity. Financial assistance is available for the ASB fee. Please visit our office more information.

Attendance, Counseling, and Health Office

The Attendance Office is where you go to drop off a note, if you are either arriving late to school or leaving campus for an early dismissal.

Late Arrival: If you are late to school, bring a note, signed by your parent/guardian, or have your parent accompany you to the Attendance Office to excuse your absence and "sign in" on the late arrival log. You will receive a hall pass to hand to your teacher. (Note - missing more than 15 minutes of class counts as an absence).

Early Dismissal: If you are leaving school early, bring a note, signed by your parent/guardian to the Attendance office, in the morning, on the same day and "sign out" on the early dismissal log.

You will receive a hall pass to hand to your teacher, at the beginning of the period you are leaving early. Then, meet your parent/guardian in the Attendance Office at the pre-arrange time.

Verification of Absences/Tardies: All Absences must be excused within two days* by one of the following ways: parent/guardian call the **Attendance Office (24 hour line) 425-408-6810**, to leave a message, or send a signed note, including the student name, student pupil ID#, date(s) and reason for the absence. (*As per *Washington State Law RCW 28A225*).

Automated Phone Calls: Your parent/guardian will receive an automated phone call and/or an e-mail notification of any unexcused absences from school, at the end of the school day. Your parents may sign up to view up-to-date attendance through **ParentVue**. Students should also review your own attendance on **StudentVue** daily and notify your teachers of any errors.

Unexcused Absences (Truancy): Unauthorized absences from class is considered a truancy and will result in disciplinary action. Skyview Middle School is a closed campus. Students may not leave without permission from the Attendance Office.

Absences Due to Suspensions (Short or Long Term): Every student has the responsibility to contact his/her teacher to get class assignments and stay caught up on their schoolwork. Contact teachers on the SMS website at <http://www.nsd.org/skyview> or contact your counselor for guidance.

The Counseling Office is where you go for support. Our counselors like to know our students! You will have the same counselor for your three years at Skyview. Please see your counselor if:

- *you are new to Skyview*
- *you are feeling down, stressed, and/or anxious*
- *you have problems with friends or are worried about a friendship*
- *it is hard to complete your homework*
- *you are unsure of a decision you need to make*
- *you have good news to share*
- *you are interested in one of the counselor's support groups*
- *there is a problem with your schedule*
- *you are being harassed or bullied*
- *if you know of someone is harming or talking about harming themselves*

Remember, your counselor can help you solve problems. Stop by the counseling office before or after school or during lunch to make an appointment. Your counselor will send a hall pass for you to report to the counseling office. Parents may contact a counselor by phone or email:

Ms. Scott A-H 425-408-6889 gscott2@nsd.org
Ms. Matsui I-M 425-408-6821 mmatsui@nsd.org
Mr. Tjoelker N-Z 425-408-6879 ktjoelker@nsd.org

The Health Room is where you visit the nurse to take care of your health needs, medications, (even over the counter) and/or personal necessities.

- You must have paperwork on file with the school nurse for any medication at school.
- Make sure all doctor notes are turned in to the nurse.

Bus/Transportation

- See our district website at nsd.org for your regular bus stop location, pick up, and drop off times. Click the bus image on the top right of the screen.
- You can **ride a bus with a friend** if there is room and you bring a note from a parent. Bring your note to the Main Office for a bus pass before school or at lunch. Bus passes will be issued to friends no earlier than October 1st.
- Students are not allowed to leave campus and return for transportation services. Transportation will be available on scheduled days.
- The following rules shall apply to all students who ride any Northshore School District school bus. Such rules shall be posted at the front of each school bus, and be distributed and reviewed by students at least annually at the beginning of the year.

- Cooperate and follow all directions from the driver when boarding, riding, or leaving the bus.
- Unsafe and/or unkind behavior, including inappropriate language in any form, is prohibited.
- Observe the same rules of conduct on the bus as in the classroom.
- Drivers may assign seats.
- Unless issued a bus pass by a school administrator, students shall only ride their assigned bus and disembark the bus at their assigned bus stop.
- Arrive at the bus stop 5 minutes prior to the scheduled bus arrival time and safely stand in a line away from the roadway while waiting for the bus.
- Cross the roadway in front of the bus and after the driver signals that it is clear to do so.
- Enter and exit the bus in an orderly manner, one seat at a time.
- Stay in your seat facing forward at all times.
- All belongings, including instruments, must be carried on the bus with ease and secured on the students lap. Driver pre-approval is required before larger items are allowed on the bus.
- Certain items must remain in backpacks, such as sports equipment, toys, and cell phones.
- Any item that may cause injury to another person is not allowed on the bus.
- Other items not allowed on the bus are balloons, skateboards, rollerblades, glass, and animals which also include insects and fish. (Exception: Service animals, must meet district requirements).
- Eating and drinking are not permitted (to help avoid choking and allergic reactions).
- Restitution to NSD may be required for any damage on the bus or district property.

Cafeteria

Enjoy breakfast at a low price before school and lunch at an assigned time. To purchase food, bring a check (payable to NSD with student name/ID on check), or cash, and give it to a cashier, or pay online with credit/debit card at www.paypams.com (for a small fee). You may apply for free or reduced meal price by picking up a form in the Main Office or online at www.nsd.org.

What are the rules on energy drinks?

At Skyview, we want students healthy and able to focus. We do not sell highly caffeinated drinks or "energy drinks" and we do not allow students to bring them to school.

Cafeteria Expectations

1. Proceed through the serving area in an orderly manner. No cuts allowed.
2. Only students purchasing items may enter the lunch line.
3. All items must be paid for before being opened or eaten.
4. Food and drink must be consumed while seated in the lunchroom. No food or drink allowed outside.
5. Running is not allowed in the cafeteria.
6. During lunchtime, students must remain within the yellow boundary lines. Students may not enter the academic buildings, gym, or gym ramp.
7. Leave a clean space. Pick up your litter, trays, etc. and use our recycling center for disposal.

Campus and Classroom Expectations

The following is a condensed list of expectations that apply to students attending Skyview Middle School. Detailed rules can be found in the Northshore School District *Student*

Rights and Responsibility pamphlet and website. Teachers have individual classroom rules in addition to campus expectations.

1. Students will be respectful to self, peers, volunteers and staff, and will comply with school staff directions and requests. All students will come prepared, on time, and ready to learn.
2. Skyview is a closed campus. Students are to remain within the boundaries of the school.
3. Students arriving late or leaving early must have permission and report directly to the attendance office.
4. Students out of class must have a pass.
5. Students are expected to avoid inappropriate physical contact, foul language and dangerous behavior. This includes running, pushing, and play fighting. Any form of verbal or physical harassment, bullying, or violence will not be tolerated. Students will notify a staff member if they witness any unsafe or disrespectful behavior. Students will not encourage or promote harassment, fighting or unsafe activities.
6. Student clothing is “work” clothing and should not disrupt or interfere with teaching or learning. See our Dress Code section for more information.
7. Any student wearing clothing deemed as inappropriate school attire by school staff will be referred to the school office to change into appropriate clothing, and will receive progressive discipline.
8. No food or drink is allowed in the academic hallways, library, computer lab, gym, or classroom except by teacher permission. No gum chewing at any time. Water bottles are OK.
9. Backpacks are not allowed in classrooms, cafeteria or gym unless authorized by a teacher. Lockers are assigned to individual students and are not to be shared or changed. Lockers must be fully locked and not “rigged”. Please do not tape, glue or attach any items to the inside or outside of lockers.
10. Personal technology devices are not allowed when on campus without permission from an adult. They are to be stowed away and out of sight at all times.
11. Skyview is not responsible for lost or stolen items.
12. Students may not use bicycles, skateboards, roller blades, scooters, hoverboards, etc. on campus.
13. Bicycles ridden to school must be locked in the bike rack. Students must wear a bike helmet and sign a Bike Safety Agreement. Please see our office for more information.
14. Students must be off campus immediately after school unless supervised by a coach or staff member.
15. All campus standards and expectations also apply before and after school, on the bus, at the bus stop, and at school events.
16. Students who wait for their Canyon Creek siblings may wait in front of Skyview until Canyon Creek dismisses for the day.

Dances/Socials

When Skyview MS has a dance, the following list applies:

- Students may not leave the dance until it is over, unless a parent checks them out with an administrator.
- Dancing must be appropriate and safe. Dance face-to-face and leave some space.
- School rules apply (including dress code).
- Violators will be asked to leave the dance and may be subject to discipline.
- Students who have developed a pattern of behavior problems may not be allowed to attend dances.
- Only current Skyview students may attend Skyview Middle School dances.

Discipline

We use a progressive discipline system at Skyview. Students should make a point of knowing the rules and following them. At the lowest level is the Infraction. A teacher or staff member may issue an infraction to a student who does not follow the rules.

Infraction violation examples: Gum chewing, tardiness, technology misuse, classroom/campus disruption, disrespect to peers, horseplay, inappropriate language, public display of affection, fines/fees, and failure to follow classroom rules etc.

- 1 infraction per 2-week timeframe: 1 day of lunchroom duty
- 2 infractions per 2-week timeframe: 2 days of lunchroom duty
- 3 infractions per 2-week timeframe: *After-school detention
- 4 infractions or more: *Saturday School

*Students are responsible for bringing home a form for a parent/guardian to sign. More serious issues are referred to the administrators.

Skyview Discipline

Incidents are situational and depending on severity, the discipline may vary. The matrix found at the end of this section provides a framework for consequences for the progressive discipline system at Skyview. The Skyview Discipline Matrix provides examples of common violations. For a complete listing please refer to the Northshore School District Student Rights and Responsibilities Handbook (<http://wwwnew.nsd.org/Page/6088>). Exceptional misconduct may require deviation from the discipline matrix. Parent will be contacted when appropriate.

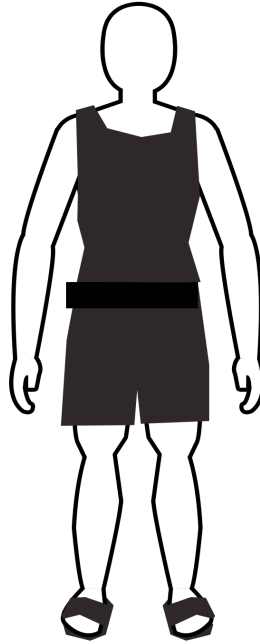
Dress Code

Due to our concern for students and staff of the Skyview Middle School learning community, we strive to foster an environment that is safe, healthy, conducive to teaching and learning, and promotes the dignity of all students. Student dress should be compatible with an educational setting—rather than an off-campus social setting. Students may express individuality in their dress and grooming as long as their appearance does not cause or have the potential to cause a disruption to the educational process for themselves, other students, or staff. In an effort to maintain a safe and academic focus we ask that students attending Skyview Middle School adhere to the following guidelines:

Please do not wear clothing or display emblems or accessories that:

- Demean or degrade individuals or groups of people.
- Display violent or illegal activity (e.g. weapons, alcohol, tobacco and other drug use).
- Exhibit sexual innuendoes, blatant sexual messages, vulgarity and/or profanity.
- Show affiliation with gangs, including bandanas and otherwise determined by local law enforcement.

The shaded portion of this figure represents the front and back views. These parts of the body must be covered in all positions (sitting, standing, bending, reaching) while attending school.



Head: For safety reasons, hoods and sunglasses must be off the head and face, allowing full view of a student's face and back of their head. Head coverings for religious purposes may be allowed.

Torso: Clothing must have straps, cover stomachs, backs chests and undergarments.

Legs: Shorts, skirts, dresses, and rips or tears in jeans must be at or below your fingertips when your arms are relaxed at your side. Undergarments must be covered.

Feet: For safety reasons, footwear must be worn at all times and be appropriate to the activity.

The Skyview administration and staff appreciate the cooperation of students and parents/guardian in reviewing the students' dress to meet established guidelines. If a student's dress or appearance is such that it constitutes a threat to the health or safety of others, is not suitable to the norms of an educational setting, or otherwise violates this dress code, the principal or the principal's designee may require the student to change his or her dress. A second or repeated violation of this policy may result in disciplinary action in accordance with school policy and procedures.

Hallways

- No congregating in doorways, in front of classroom doors, or stair- ways. Students can congregate in the library, cafeteria, and classrooms. Fewer people in the hallways make it easier to move through them. "Stand on land, swim in the river". Outside the blue tape is for standing and the middle is for walking.
- No sitting on the floor in the hallway. This is for safety.
- No food or drinks. Those are for the cafeteria. Water bottles are OK.
- Be aware and respectful.

Homework

Contact a classmate, check with your teachers' web pages, or email your teachers directly and set up a plan to pick up your work. Give teachers up to 24 hours to prepare work. Students may also utilize the following three services when activity buses are available:

Library

A quiet place for students to study together and utilize the computers to complete homework and academic projects.

Lunch Table

Students are assigned to Lunch Table if they have a failing grade. Lunch Table is a quiet, supervised room during lunch for students to work on missing assignments or to read. A student earns their way out of Lunch Table by raising their grades to at least a C-. Students are still able to purchase and eat lunch during Lunch Table.

Kitchen Table

Students who have been in Lunch Table for two weeks without raising their failing grade(s) to at least a C- are assigned to Kitchen Table. This meets after school on Mondays and Thursdays and provides tutoring. Students may ride the activity bus home.

Lost and Found

You may find lost items in the following places. You are responsible for your property.

- **Main Office-** Cell phone, money, backpack
- **Attendance Office-** Glasses, jewelry, keys, pencil pouches
- **Cafeteria-** Clothes, lunch box etc.

Main Office

The Main Office is a helpful place to get your questions answered, purchase ASB stickers, planners or PE clothes, or to pay fines and fees. It is a resource for ASB activities and sports. The Main Office also issues bus passes.

All visitors must sign in at the main office or attendance office, and have a badge displayed on their clothing. This is a safety issue at every school in our district, and we want to keep our kids and staff safe. Anyone who is seen on campus not wearing a badge will be directed to return to the main office and sign in. Please sign in and get a badge if you are meeting up with a teacher, whether during school hours or before or after school. Our main office is open until 4pm. If you are volunteering with an afterschool club or activity, please sign in and get the appropriate badge.

Items Dropped off for a Student

In an effort to minimize classroom disruption, the school offices will hold on to these items until lunchtime, at which time your name will be called out at lunch to collect your items.

Weapons Policy

The carrying of any firearm or dangerous weapon onto school property, school-provided transportation, school facilities or non-district property being used by the school or district is prohibited by state law and district rule of "No Tolerance" (RCW 9.41.250; RCW 9.41.280 and RCW 28A.600.420) See our District's Rights and Responsibilities Handbook for more information. (<https://www.nsd.org/Page/6088>)

Technology Use

Personal technology devices can be useful in an educational setting when used appropriately. However, unless the device is being used in class with teacher approval, all personal technology devices must be silenced and put away during class time. Personal technology devices shall not be used at any time on campus without permission of a staff

member. Cell phones should be kept out of sight at all times unless being used with a staff member's permission. We recognize the importance of students and families to be able to communicate. Students may ask a staff member for permission to use their student cell phone for family communication. Students may also go to the office to use their phone for family communication.

Personal technology devices must not violate the Northshore School District Acceptable Use standards as outlined in the Rights and Responsibilities Handbook Concerning Student Conduct. In particular, there will be no harassing, abusive, or threatening activities (cyber bullying) when using personal technology devices. Also, unless it is for a classroom assignment, students will not take pictures or video of other students or teachers.

Abuse of personal technology privilege:

- First violation of the personal technology device agreement will result in an infraction.
- Second violation of the personal technology device agreement will result in an after-school detention.
- Third violation will result in a 2-hour Saturday School.
- Fourth violation will result in a 4-hour Saturday School.
- Further violations will result in school suspensions.

Theft and loss of personal technology devices:

Parents/Guardians and students assume the risk of loss or theft of their personal technology devices. The school provides secure lockers in the academic building and locker rooms. Students shall not share lockers with other students or their locker combination with other students. Students shall not "rig" their lockers for ease of access. If theft occurs from an unsecured locker, the school will not investigate.

Canine Assisted Searches

Canine-assisted searches may be utilized to maintain an effective learning environment that is drug-free. Searches conducted with the assistance of police narcotics canines shall be conducted in a manner that is consistent with constitutional and statutory requirements. The principal or his/her designee will initiate a written request to the police department to utilize a police narcotics canine unit. Before the first canine-assisted search at the school for the current school year, the principal or his/her designee will schedule a demonstration of the canine-assisted search for the school body.

Prior to a random police narcotics canine-assisted search, students and parents/guardians will be advised in writing that classrooms, hallways, lockers, all other public spaces and parking lots on school premises are subject to random searches.

Once approved, random police narcotics canine-assisted searches of school property may be conducted at any time without prior notice to students or parents/guardians as to the specific date and time of the search. They may occur without reasonable suspicion that a canine-assisted search will yield evidence of any particular student's violation of law or rules of conduct. Students determined to be in possession of contraband items are subject to administrative disciplinary procedures and possible criminal prosecution at the discretion of police and prosecutorial authorities. Minor drug law infractions and violations detected through random police narcotics canine-assisted searches should, in the exercise of discretion, normally be dealt with administratively as a disciplinary matter by school officials.

Skyview Discipline Matrix

Violation	First Offense	Second Offense	Third Offense
Academic Dishonesty/Plagiarism - Knowingly submitting the work of others represented as the student's own, assisting another student in doing so, enabling such misrepresentation to occur, or using unauthorized sources.	Zero on assignment and detention	Zero on assignment and In school suspension	Zero on assignment and Short-term suspension
Alcohol - Use or possession of alcohol or Transfer of alcoholic beverages or substances represented as alcohol.	Short-term suspension; Long-term suspension and or Abeyance (10 or more days)		
Arson - Malicious or intentional burning of property.	Emergency expulsion; referral to Fire Dept. and Police (restitution)		
Audio/Video - Students may not take pictures or record either audio or video on campus unless preapproved by staff.	Confiscation of item; Detention	Confiscation of item; Saturday School	Confiscation of item; Short-term suspension
Closed campus violation - Leaving campus without school permission during the school day.	Detention; Saturday School	Saturday School	
Bullying/Cyberbullying - Intentionally written messages or images including those that are electronically transmitted and verbal or physical actions, including but not limited to messages and actions shown to be motivated by race, color, religion, ancestry, national origin, gender, sexual orientation, including gender expression or identity, mental or physical disability or other distinguishing characteristics, are prohibited.	Detention; Saturday School; Short-term suspension	Short/Long-term suspension	Long-term suspension
Dangerous Items Disruptive Items and/or Explosive Devices - The possession, use trade, purchase, or distribution of any item that is capable of inflicting serious bodily harm, or of causing disruption is strictly prohibited. Examples include, but are not limited to: toys, tools, lighters, laser pointers, cell phones, smart watches, firecrackers, handcuffs, shock pens, and matches.	Short-term suspension; Long-term suspension and or Abeyance (10 or more days)		
Destruction of Property/Vandalism - Intentional damage/defacing of school property or property of others, graffiti.	Restitution; Short-term suspension; referral to Police	Short/Long-term suspension; Referral to Police	
Discriminatory Harassment - Unfair or unequal treatment or harassment of a person because they are part of a group, defined by law, as a protected class. A protected class is a group of people who share common characteristics, and are	In school/Short-term suspension	Short or Long-term suspension; Emergency expulsion	

protected from discrimination and harassment under federal and state law.			
Disruptive Conduct/Behavior - Any interruption of the teaching and learning process or of the daily operation of the school.	Detention; Saturday School	Saturday School; Short-term suspension	Short/Long-term suspension
Dress code violation - Students will be sent to the office.	Student asked to change or modify clothing	Detention	Saturday School
Electronic or telecommunication devices - Students may bring devices to school, but do so at their own risk. All electronic devices must be stored out of sight on campus.	Infraction, confiscation until parent picks up device	Detention, confiscation until parent can meet with admin	Loss of privilege of bringing device to school for remainder of year, Saturday School
False alarms - Any verbal or mechanical alarm declaring an emergency when there is none.	Short-term suspension; Long-term suspension; Expulsion; Referral to Fire Dept.; Police		
Failure to Cooperate - Failure to comply with or follow <u>reasonable</u> , lawful directions, or <u>requests</u> of teachers or staff. This includes, but is not limited to non-compliance, defiance, and disrespect.	Detention; Saturday School	Short-term suspension	Long-term suspension
Failure to submit to corrective action - Failure to submit to lawful corrective action imposed by the district or it's authorized employees.	In school; Short-term suspension	Short-term suspension	Long-term suspension
Fighting Without Major Injury - Mutual participation in an incident involving physical violence, where there is no injury requiring professional medical attention.	3 day Short-term suspension	5 day Short-term suspension	10 + days Long-term suspension
Forgery - Signing a name other than yours to any document that is considered an official school document or any alteration to official school records.	Saturday School	Short-term suspension	
Gambling - Playing cards, dice, or games of chance for money or other things of value; or betting money or other things of value.	Detention	Saturday School	Short-term suspension
Gang behavior or Affiliation - Any actions or behaviors that could be considered a group effort to intimidate, bully, or accomplish some disruptive or illegal goal. Clothing, symbols, and colors are some examples.	Short-term suspension; Long-term suspension; Expulsion; Referral to Police		
Harassment/Intimidation/Bullying - Any verbal, electronic, written or physical acts that interrupt the educational environment. All forms of harassment - sexual, racial, gender, etc. are prohibited.	Student signs HIB contract; detention; Saturday school	Short or Long-term suspension	Long-term suspension
Hazing - Any perceived action taken, or situation created intentionally, that causes	In school suspension;	Short or Long-term suspension	

embarrassment, harassment or ridicule; risks emotional and/or physical harm to members of the group or team; whether new or not; regardless of the person's willingness to participate.	Short-term suspension		
Horseplay - Rough play or mischief, or Physical acts that do not rise to the level of fighting without major injury.	Detention; Saturday School	Saturday School	Short or Long-term suspension
Illicit Drug/Tobacco - Use or possession of any controlled drug or narcotic substance. Transfer of any controlled drug or narcotic substance, prescription or over-the-counter medication, or any item purporting to be any of the above; including e-cigarettes, other vapor products, or devices that are capable of being used to deliver tobacco or nicotine, regardless of whether the student is using the device for this purpose.	Short-term suspension; Long-term suspension and or Abeyance (10 or more days)		
Inappropriate Language - Swearing or other use of language in an inappropriate way, including disrespect toward authority.	Warning; Lunch Duty; Conference with parents/Guardian	Detention and Conference with parents/Guardian	Saturday School and Conference with parents/Guardian
Lunch room rule violation - May include cutting in line, failure to follow lunch room/staff member's directives, leaving a mess at the table, etc.	Lunch duty, Removal from lunch room	Detention	Saturday School
Marijuana - Use or Possession Transfer, of cannabis/marijuana in any form.	See Student Rights and Responsibilities Handbook		
Misrepresentation - Acts of misrepresentation, including dishonesty, hindering a school investigation, falsifying the authorization of another person, identity theft, or impersonating a student or district employee in any format.	Saturday School; Short-term suspension	Short/Long-term suspension	
Misuse of Technology - Use of school network, computers, or other technology for non-instructional or prohibited purposes. See Policy 2022	Detention; Saturday School; and Loss of privileges for 10 days	Loss of privileges for rest of semester, Saturday School	Loss of privileges for rest of the year, Saturday School
Multiple Minor Accumulated Incidents - Discipline for culmination of multiple minor infractions that both occurred throughout the school year and individually would not rise to the severity of meriting a short-term or long-term suspension or expulsion.	Detention; 2 hour Saturday School	4 hour Saturday School	
Pantsing - To pull down a student's pants, shorts or under garment.	2 hour Saturday School	4 hour Saturday School	Short-term suspension
Pornography - Possession or transfer of	Detention;	Short/Long-term suspension	

written material or images depicting a person or persons in a sexually explicit manner.	Short-term suspension; Saturday School		
Possession of a Weapon - The carrying of any firearm or dangerous weapon onto school property, school-provided transportation, school facilities or non-district property being used by the school or district is prohibited by state law and district rule of "No Tolerance." (RCW 9.41.250; RCW 9.41.280 and RCW 28A.600.420)	The carrying of any firearm or dangerous weapon onto school property, school provided transportation, school facilities or non-district property being used by the school or district is prohibited by state law and district rule of "No Tolerance." (RCW 9.41.250; RCW 9.41.280 and RCW 28A.600.420) See NSD's Rights and Responsibility handbook for more information.		
Public displays of intimate affection - Open displays of intimate affection, including prolonged embraces or kissing, fondling, or dancing in a lewd or suggestive manner.	Warning; Lunch Duty; Conference with parents/guardian	Detention and Conference with parents/guardian	Saturday School and Conference with parents/guardian
Retaliation - Any act that is intended to get back at someone.	Short-term suspension; Long-term suspension; Expulsion		
Reckless burning - Careless or negligent burning of property.	Short-term suspension; Long-term suspension and or Abeyance (10 or more days)		
Recklessness - Disregard to the safety of others. Acting in such a way that could cause harm to others. For example, roughhousing, throwing things, unsafe use of materials, horseplay, etc.	Detention; Saturday School; Short-term suspension	Short-term suspension	Long-term suspension
School bus rules violation	See the Northshore School District Rights and Responsibilities Handbook		
Sexual Harassment - Unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct directed at person because of his/her sex.	Detention; In School suspension; Saturday School; Short-term suspension and or Abeyance (10 or more days)		
Sexually Inappropriate Conduct - Obscene acts or expressions, whether verbal or nonverbal, including indecent exposure.	Detention; Saturday School; Short-term suspension; Long-term suspension		
Snow/Ice ball throwing	Detention; Saturday School; Short-term suspension		
Tardiness to class	As per teacher's rules, lunch duty	Detention	Saturday School
Theft and/or possession of stolen property - Taking or knowingly being in possession of district property or property of others without permission.	Saturday School; suspension; restitution; referral to Police	Short-term suspension; Restitution; Referral to Police	Long-term suspension; Restitution; Referral to Police
Threats - Any statement, serious or not, that implies physical/mental or emotional	Parent contact; Short-term; Long-term suspension; Referral to Police; Emergency		

harm to another.	expulsion		
Truancy/Unexcused absence - Failure to attend school without parental, guardian, or school permission.	Saturday School	Saturday School; Becca Bill; Report to truancy officer	Short-term suspension
Verbal confrontations, taunting, provoking - Challenging, mocking, insulting, and behavior that provokes or may provoke a physical confrontation, including encouraging or inciting others to fight.	Detention; In School suspension; Saturday School; Short-term suspension and or Abeyance (10 or more days)		
Violence <u>With</u> Major Injury - Any violent incident that result in an injury for which another person requires professional medical attention.	Emergency expulsion; Referral to Police		
Violence <u>Without</u> Major Injury - Any violent incident that does not results in an injury for which another person requires professional medical attention.	Detention; Saturday School; Short-term suspension		

State law RCW 28A.600.020 gives schools the authority to ensure that the optimum learning atmosphere of the classroom is maintained. Furthermore, the law states that consideration is given to the qualified judgment of educators when deciding how to best maintain this environment.