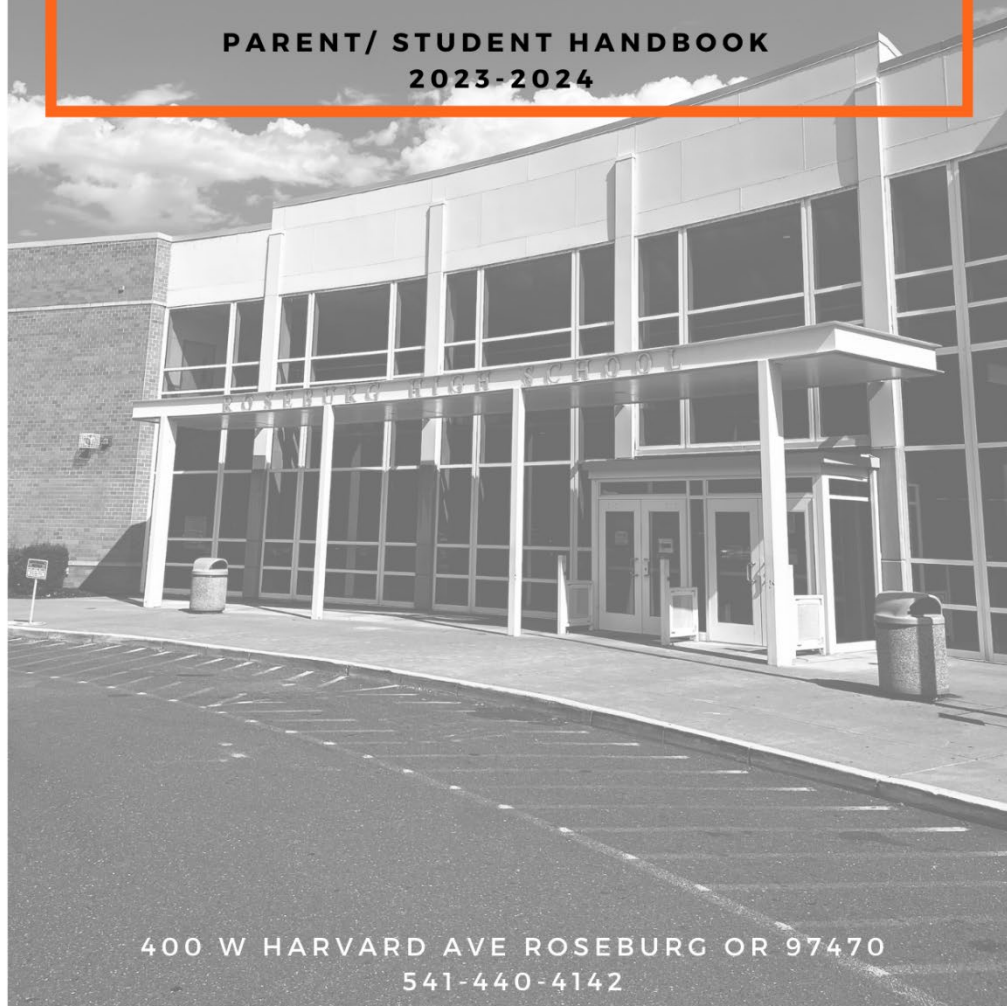


ROSEBURG HIGH SCHOOL

PARENT/ STUDENT HANDBOOK
2023-2024



400 W HARVARD AVE ROSEBURG OR 97470
541-440-4142



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Roseburg High School Behavior Expectations




Roseburg Pride

Here at Roseburg High School, we behave in ways that show everyone our RHS P.R.I.D.E.! P.R.I.D.E. is our school-wide acronym that is intended to guide behavior expectations for us all at Roseburg High School.

We have...

PRIDE - A strong sense of appreciation and value for one's efforts, achievements, and personal character.

We 	Here is how we show it:
P ositive	Be optimistic in your daily attitude. <ul style="list-style-type: none"> • Focus on the good • Interact with kindness • Envision success
R espectful	Take care of yourself, others, and your surroundings. <ul style="list-style-type: none"> • Follow school expectations • Be open-minded and patient with others • Own your actions; take responsibility
I nvolvement	Contribute to the RHS community. <ul style="list-style-type: none"> • Actively engage in your own learning • Stand up and do what is right • Participate; make a connection
D etermined	Persevere; strive to give your best effort. <ul style="list-style-type: none"> • Establish your purpose • Set short and long term goals • Stay focused, get help, keep trying
E ncouraging	Support others and their efforts. <ul style="list-style-type: none"> • Appreciate others' strengths and contributions. • Instill confidence in others • Lead by example



Welcome to the 2023-2024 school year! Our goal is for every student at Roseburg High School to have a successful experience in all that they do. We also want their educational experience to prepare them for life after high school, and our partnership together will ensure your student's success!

<p>Principal Mr. David Vickery Assistant Principals Brad Bogardus Student Services Dy-Kr Rob Coulson School Climate and safety Ku-Ra Ashley Fisk Educational Services Re-Z Jason Lipe School Operations A-Du Athletics Director Adam Blue</p>
<p>Administration contact number: 440-4142 Athletic Director contact number: 440-4162</p>

GUIDANCE COUNSELORS

Guidance counselors are facilitators in the educational decision-making process, managing 504 plans, explaining curriculum, describing course content, interpreting achieve-aptitude test scores, and advising students of requirements for various colleges and career opportunities. Counselors will assist in developing educational plans designed to help achieve individual student goals. Counselors are also trained to help students deal with personal issues and concerns. Students may make an appointment with their respective counselor by going to the Counseling Center. The Counselors assigned to students are as follows:

Khara Holborow with last names beginning A - Co

Cat Wilson with last names beginning Cp - Hi

Alesha Hunt with last names beginning Ho - Me

Jayde Walkup with last names beginning Mi - Sc

Casey Hines with last names beginning Sd - Z

Jim Early College and Career Center/ Exchange students

Additional Student Academic support:

Roseburg High School graduation dropout prevention specialists are available for additional student support through a counselor or administrative referral. Roseburg High School graduation dropout prevention specialists:

Jannelle Hubbard

Kristin Miller

SCHOOL RESOURCE OFFICER

The Roseburg Police Department provides an Officer to Roseburg High School for the purpose of assisting in the maintenance of a safe environment for all students and staff. The School Resource Officer works in an initiative and professional manner with students, parents/guardians, and staff. All police affairs which occur at the school are managed by the SRO. To contact an officer, call 541-440-4212.

Student/ Parental Responsibilities

STUDENTS HAVE A RESPONSIBILITY TO:

- a. Attend school daily according to the school district adopted calendar, arrive on time, bring appropriate materials, and be prepared to participate in class and complete assignments.
- b. Strive for academic growth and to strive for their personal best.
- c. Participate fully in the classroom, curriculum and learning process during the entire class period.
- d. Make positive contributions to their school environment that allows fellow students to have equal access to educational opportunities.
- e. Make positive contributions to the school environment that allows fellow students to be free from discrimination, harassment, hazing and bullying.
- f. Make-up work resulting from an absence.
- g. Respect the rights, feelings, and property of fellow students, parents, school staff, visitors, guests, and school neighbors.
- h. Conduct themselves in an appropriate and respectful manner while on school grounds, school buses, at bus stops, at any school-related activity, and in the classroom, so as not to interfere with the rights of another student to learn and to contribute to a safe and orderly school environment that is conducive to learning.
- I. Display behavior that does not compromise the safety of other students and/or staff.
- j. Follow discipline guidelines adopted by the School Board.
- k. Protect and take care of the school's property.
- l. Abide by the School Board policies and regulations.
- m. Assist the school staff in running a safe school, and to help maintain the safety and cleanliness of the school environment.
- n. Read and ask questions to understand the information in the Student Handbook.

Parents and guardians have rights with respect to their student learners. These rights also carry with them certain responsibilities. Parents and guardians are expected to set an example for their children, especially as it affects respect for school rules, the authority of teachers and administrators, and for the rights and property of other students.

PARENTS AND GUARDIANS HAVE A RESPONSIBILITY TO:

- a. Communicate and collaborate with teachers and administrators to support student achievement.
- b. Attempt to participate and be active in their student's school activities.
- c. Be partners with school staff by sharing appropriate ideas for improving student learning and by helping to prevent and/or resolve student discipline problems.

- d. Provide supervision of the student's health, physical and emotional well-being, and assume responsibility for the student's timely regular attendance at school.
- e. Promptly provide the school with explanations for student absences or tardiness.
- f. Ensure student compliance with school and district policies and regulations.
- g. Read and ask questions to understand the information in this Handbook.
- h. Reinforce the importance of students' adherence to values and behaviors described in this Handbook and modeled by teachers and administrators.

GENERAL INFORMATION

SCHOOL ATTENDANCE POLICY (JE/JEA)

Research has shown that there is an extraordinarily strong correlation between student attendance and their success in school. Absenteeism has a direct, negative effect on student achievement, promotion, graduation, self-esteem, and employment potential. Students who miss class for any reason fall behind in their assigned work and lose out on learning important concepts and relationships that are foundational building blocks for understanding the material.

The educational success of our students is our goal. For this to occur, they need to be in school every day, all day, with absences kept to a minimum. As an important partner in your child's success, please ensure that they are in attendance every day at school.

For safety and accounting for all absences, parents will be responsible for reporting student absences and the reason(s) for such absences. This can be done through either a phone call (**541-440-4146** or **541-440-4147**) or a note. If your child is absent from school, you must notify the attendance office within two school days. The principal or designee has the authority to excuse students for absences due to illness of the student, illness in the family, emergencies or for purposes of religious instruction. Students may also be excused for other reasons deemed appropriate when satisfactory arrangements have been made in advance. However, students will not be excused for work or nonmedical appointments. A student whose absence is unexcused will receive no credit for assignments not completed. However, at the discretion of administration and by mutual agreement between student and teacher (and when appropriate, the counselor), the student will be given an opportunity to receive credit for work missed that will include attendance intervention strategies. Such exceptions will only be made for two unexcused absences.

Every student with a parking space (only juniors and seniors eligible) will have his/her attendance checked regularly. If there are five or more unexcused absences due to skipping (in any class or combination of classes), that student will lose their parking spot. Attendance checks will also occur for those students who are on the waiting list.

Students 18 years of age or older must have permission to check themselves out or excuse absences for self. Parents must notify the school administration prior to the absence or self-checkout. Absences without prior notification or parental contact will be documented as unexcused.

DELIVERIES

Delivery items for students will only be accepted from the student's parent or guardian. All check-in procedures must be followed prior to items being dropped off at the counseling center. Students will be notified for pickup of deliveries during passing periods or lunch time only. No deliveries from Door Dash, Grubhub, Domino's, etc. will be accepted.

POSTERS/SIGNS

Students who wish to post school-related material must first receive stamped approval from the Main Office. These materials may then be placed on the designated communication bulletin boards located throughout the school buildings in the hallways.

INDIVIDUAL /CLASS PHOTOS

Parents should be aware that Roseburg High School contracts with independent photographers to take individual student and class photographs. While RHS attempts to get competitive providers for school photographs, the school is not acting as an agent for the parents or students when contracting for the photographer. The photographer selected for RHS may provide monetary reimbursement, services, or products to the school as part consideration for being allowed to use school facilities and personnel during photo sessions. Parents and students are under no obligation to purchase school pictures.

IDENTIFICATION CARDS (ASB CARD)

Students are required to always carry their photo ID card and show it upon request. Students with off campus privileges must present their ID card every time they want to leave campus, to the staff member stationed at any exit door. The ID also serves as a library checkout card, and if asked, to present to a bus driver. Students must also carry their ID to all school-related activities, both home and away. A lost ID must be reported to the Main Office to receive a replacement. There will be a \$2 replacement fee.

DIRECTORY INFORMATION

The Federal Family Education Rights and Privacy Act of 1974 permits the school district to release certain information, known as "directory information," to a variety of people or institutions, unless a parent or student requests in writing that such information is not to be released.

Directory information about students, kept at each school, is accessible to the public when appropriate procedures are followed. Information includes students' and parents' names, addresses, phone numbers, date and place of birth, field of study, activity participation, weight and height of athletic team members, dates of attendance, degrees and awards received, and most recent previous school attended.

Frequently, public agencies request photographs of students. Photographs may occasionally be taken of students for use in the news media or school district publications as well.

Parents or guardians of students in the Roseburg School District are urged to notify school principals, in care of the Roseburg School District administrative offices at 1419 NW Valley View Drive, Roseburg, Oregon 97470 if they choose to exclude specific information from public disclosure. Unless written objection is received, directory information will be released as deemed necessary concerning all students served by RHS.

CHANGE OF CONTACT INFORMATION

For the safety and security of our students, it is **CRITICAL** that we have current and accurate contact, legal guardian and allowed to “pick up” information. Parents of students are requested to notify the Counseling Center any time they change their address, email, or telephone number. This also can be done using ParentVUE account (for more information on ParentVUE refer to page 22). In the event of an illness or emergency, the school must be able to contact the parents or guardian of each student. RHS often uses email to communicate with families. Please provide an accurate email address and check it on a regular basis.

TELEPHONE

A telephone for student use is in the Main Office. The phone may be used before school, after school, during passing period or lunch. The telephones are for emergency use only during class, ***WITH A PASS FROM THE TEACHER.***

EMERGENCY CLOSURE INFORMATION

In the event school must be delayed or canceled due to inclement weather, dangerous road conditions, or other emergencies, parents will be contacted using our **One Call Now parent notification system**. That system will contact parents by telephone using the number they have provided their child’s school. Additionally, local television and radio stations will provide current information about school delays or cancellations, and our district website (<https://roseburg.k12.or.us>) will post updated information as it becomes available. Decisions about The Federal Family Education Rights and Privacy Act of 1974 permit the school district to release certain information, known.

VIDEO SURVEILLANCE CAMERAS

The Board of Education authorizes the use of video surveillance cameras in and around Roseburg High School. The purpose of the surveillance system is to improve safety, monitor buildings and property, deter inappropriate or criminal activity, and/or to assist school administrators and law

enforcement officials in identifying/prosecuting persons committing inappropriate or criminal acts.

Although the video cameras are in place to record activities both in and outside of the school building, no cameras will be positioned to monitor activities occurring in restrooms, locker rooms, designated clothes changing areas, staff lounges, classrooms, nurse's station, or privately owned land.

Information recorded on the video cameras is for official use only. School officials and other appropriate personnel are authorized to view all recordings for the purposes set forth above. In the event a recording is utilized as part of a student disciplinary proceeding, a copy shall be made and become part of the student's disciplinary record. The recordings will not be used for general viewing of individuals or groups, nor will they be provided to the media.

RESTROOMS (JHFA)

Restrooms will have adequate adult supervision to enforce the rules of safety and courtesy. Teachers will maintain the responsibility for students in the hallways and restrooms. Restrooms are accessible to all students. Students are not allowed to congregate in the bathroom to eat lunch, or to hang out in between classes or at lunch.

BICYCLE/SKATEBOARDS/LONGBOARDS

Bicycles are to be locked in the bike racks provided on campus. The use of skateboards is not permitted anywhere in school or on the school grounds and must be stored when on campus. Riding of these items is not allowed on campus. Please carry your skateboard or walk your bike when you arrive in the school parking lots. Skateboards are to be stored in the counseling office in the skateboard rack.

LOCKERS

Lockers with built-in combination locks are assigned to individual students. Combinations and lockers themselves may not be shared with any other students. The only items that may be placed in lockers are articles of clothing, schoolbooks, or supplies relating to school use and personal items that the student is legally entitled to have in his/her possession. Students are responsible for any damage or writing on the locker. Only masking tape is to be used to affix items to lockers. The school administration reserves the right to always access the locker.

LOST AND FOUND

Short-term: 48-hour lost and found hold is in the administration office.

Long-term: After 48 hours, items will be sent to the Student Center/Cafeteria location to be picked up during both lunches.

Note: Valuable and small items (keys, jewelry, glasses, phones) will be held in the administration office.

- **We keep electronics for up to one year in the administration office.**

MILITARY RECRUITMENT

Federal law states that school districts are to allow the same access to students by military recruiters as they do college and job recruiters. This access includes releasing secondary school students' names, addresses, and telephone numbers to military recruiters, who can use the information for armed services recruiting and for informing these students of scholarship opportunities. However, secondary school students or their parents can request that the information not be released. Parents are notified of this directory information option in our registration letter and this handbook.

VISITORS (KK)

Roseburg High School makes every attempt to maintain safety and a quality of educational focus. All campus gates and outside doors, except for the Main Building front doors, remain locked from 7:40 p.m. to 2:40 p.m. on a normal school day. Parents, visitors, and students coming to campus after 7:40 a.m. must access campus through the Main front doors. **ALL visitors are asked to check in with the Main Office upon arrival with your driver's license or ID. Parents are always welcome on our campus when prearranged with building administration and does not interrupt/ disrupt instruction or learning. Past graduates, visitors from other schools, and friends are asked to visit after school or during non-instructional hours** as we do not give out visitor passes during school hours.

Any person having business on school property, as an adult, a student, or a guest, is expected to comply with the various rules of conduct outlined in the Student Handbook and/or in School Board Policies. Persons present on school property or attending a school-related activity may be disciplined or asked to leave if they engage in misconduct as outlined in School Board Policy. If there are any questions on conduct, please see policy & KGB on roseburg.k12.or.us.

CLOSED CAMPUS POLICY (JEFA)

RHS is a closed campus throughout the day except during lunch time. This includes the morning before classes once a student arrives on campus. Juniors and seniors may leave campus for lunch if they have parent permission, are on track for graduation (a minimum of 12 credits for juniors and 18 credits for seniors), and school approval.

First-year students and sophomores are not permitted to leave campus for lunch.

OFF CAMPUS POLICY JEFA

Safety is our priority for our students at RHS. Because of this, we believe that students should remain on campus throughout the school day, including lunch. Students who unnecessarily leave campus during school hours are exposed to increased risks or auto accidents. We believe strongly that students are safer from these risks by remaining on campus during school hours. However, we also understand the very legitimate needs parents may have for their student to leave campus.

Between the hours of 7:40 am and 2:40 pm, students who must leave campus occasionally for a doctor, dentist, orthodontist or other type of appointment or illness, **must check-out through the attendance office with their parent /guardian present or to have their permission. Any student that needs to be checked out during school hours; a parent/ guardian must come inside the building to check their student out so we can see their ID. We want to make sure that students are going home with a verified guardian.**

If a student drives themselves and a parent/guardian is unable to come pick them up, a parent/ guardian can call the school to check their student out and we will verify parent/guardian information before releasing the student.

The off-campus authorization is for a designated junior or senior student who is on-track for graduation (minimum of 12 credits for juniors and 18 credits for seniors) to leave campus during lunch time only. All students must show their off-campus ID card to the staff member stationed at the designated exit door just prior to leaving campus. Students are not to leave campus during their academic class times. If a student does not have their off-campus ID card, they will not be allowed to leave campus that day.

It is considered a privilege to leave campus during lunch time. This privilege will be revoked if a student has been found to be in violation of the student misconduct policies, has 5 unexcused absences (UA) or 7 unexcused tardies (UT) in a 9-week period, or is found to be loitering on the perimeter properties of the campus. This authorization form must be read and signed by both the parent and the student.

Any junior or senior student with a parking spot on campus who leaves campus with a first-year student, sophomore or student who is not authorized to leave campus will lose their on-campus parking privileges for the remainder of the school year. The only exception to this is transporting a sibling to a doctor or dentist appointment with parent permission and the checkout procedures followed.

First-year and sophomore students are not eligible for off campus privileges. They can only leave during the lunch periods if they are picked-up and checked out at the attendance office by **their** parents/guardian.

STUDENT CONDUCT

To deal realistically and constructively with problems of student conduct while at the same time ensuring fair treatment for all concerned, state law, Oregon Dept. of Education administrative rules and board policy, guides both students and adults in the Minimum Standards document. This document was adopted by the Roseburg School Board to comply with standards, in the form of Oregon Administrative Rules, and to formulate the basis for the establishment of rules and regulations pertaining to students conduct and discipline which will comply with local, state, and federal laws.

For detailed information about school board policies dealing with subject matter surrounding the Student Conduct and Discipline Handbook, please go to <http://www.roseburg.k12.or.us/board>. If you do not have internet, please contact the main office for a copy of the Minimum Standards document.

STUDENT SAFETY AND WELL-BEING

Student safety is of paramount importance to Roseburg High School administration, faculty, and staff. The Oregon Department of Children and Family Services defines child abuse as occurring when an individual under the age of eighteen is a victim of neglect or physical, sexual, or emotional abuse at the hands of an adult in the role of a caretaker. The following procedures have been established to protect the safety and well-being of our students:

Student Responsibilities - When a child believes that they have been victimized, they should seek the help of an adult whom they trust, such as a teacher, counselor, social worker, parent/guardian, police liaison, or one of the building administrators. If a student is aware that a peer has been abused or neglected, they are also directed to forward information to a trusted adult. If the student does not feel there is an adult they can trust, they should immediately call the Child Abuse Hotline number at 1-855-503-7233.

Staff Responsibilities - Staff will take reports of abuse or neglect seriously and have been trained in the steps to follow once they are notified of a concern. They are aware of their status as Mandatory Reporters under the Abused and Neglected Child Reporting Act and will immediately make a report to the State Office of Services for Children and Families (SOSCF) or the local police. Appropriate school support will be provided to the student in need.

SUICIDE PREVENTION POLICY

Protecting the health and well-being of all students is of utmost importance to Roseburg Public Schools. The school board has adopted a suicide prevention policy, JHH, which will help to protect all students through the following steps:

Students will learn about recognizing and responding to warning signs in friends, using coping skills, using support systems, and seeking help for themselves and friends. This will occur in health classes.

2. Each school will designate at least one suicide prevention point of contact for students in crisis and to refer students to appropriate resources.

When a student is identified as being at risk, a school will assess them employed counselor or administrator who will work with the student and family to help connect them with appropriate resources.

Students will have access to national resources which they can contact for additional support, such as: The National Suicide Prevention Lifeline: 1-800-273-8255 www.suicidepreventionlifeline.org The Trevor Lifeline: 1-866-488-7386 www.thetrevorproject.org.

All students will be expected to help create a school culture of respect and support in which students feel comfortable seeking help for themselves or friends. Students are encouraged to tell any staff member if they, or a friend, are feeling suicidal or in need of help.

Students should also know that because of the serious nature of these matters, confidentiality, or privacy concerns are secondary to seeking help for students in crisis.

7. For more detailed information, please see the district's full suicide prevention policy and plan. This policy and other suicide prevention plan information can be accessed on the Roseburg Public Schools website. If you need immediate assistance, please contact 9-1-1.

DIGITAL CITIZENSHIP

Digital dramas can have a lasting effect on a teen's life. Teaching students to become good digital citizens is essential. Digital citizenship refers to the ethical ways in which we engage with and utilize technology. Parents and educators can make a real impact on the future of teens growing up in a digital world. Help teens help themselves.

The internet is not written in pencil; it is written in pen. What teens do online spreads fast and lasts long. Please think before you post.

Nothing is as private as you think. Anything you say or do can be copied, pasted, and sent to billions of people in a heartbeat. Make sure you use privacy settings and understand that the best way to protect your secrets is not to post personal stuff.

Kindness counts. The anonymity of the digital world can lead people to say and do things online that they would not in person. Please communicate kindly, stand up for others, and build positive online relationships rooted in respect.

“Sexting” usually refers to teens sharing nude photos via personal technology devices, but it is happening on other devices and the web too. The practice can have serious legal and psychological consequences.

Do not take or send nude or sexually suggestive photos of yourself to anyone else. If you do, even if they are of you or you pass along someone else’s, you could be charged with producing or distributing child pornography. If you keep the photos on your phone or computer, you could be charged with possession. If they go to someone in another state (and that happens easily), it is a federal felony.

There is the emotional (and reputation) damage that can come from having intimate photos of yourself go to a friend who can become an ex-friend and send it to everyone you know. Not only can they be sent around, but they can also be distributed and archived online for people to search for forever.

Sexting is a crime. DON’T do it!

STANDARDS OF ACADEMIC HONESTY (IKI)

Roseburg Public Schools expects every student to conduct their educational pursuits with the highest degree of honesty, accountability for their own work and respect for the intellectual property of others. It is the responsibility of each student to understand the proper method of using source materials and crediting the work of others. Failure to adhere to the standards of academic honesty will result in appropriate sanctions, as acts of dishonesty destroy the integrity of the educational process for the student and their classmates.

DEFINITIONS

The major categories of academic honesty are defined as:

Academic Cheating Academic cheating is any act of academic deception, which includes such things as receiving or communicating information to another student during a test or other assessment; looking at another’s test or assessment during the exam; using notes or obtaining information during a test or assessment when prohibited; obtaining information about the questions or answers for an assessment prior to the administration of the exam; or whatever else is deemed contrary to the rules of fairness with respect to school work or assessment, including special rules developed by the instructor of the course.

Plagiarism is the representation of someone else’s ideas or words as one’s own without crediting the source. It is the use, whether by paraphrase or direct quotation, of the published or unpublished work of another without full and clear acknowledgement through proper citation format. The submission of an assignment or parts of an assignment written by someone other than the student, including but not limited to, other students, commercial organizations, or electronic sources.

Academic Misrepresentation Academic misrepresentation occurs when a student has another student or individual substitute for himself or herself during the taking of a test or other assessments. (Use of AI i.e., chat GPT)

Academic Collusion Academic collusion is the sharing of test or other assessment questions or answers with another student without the instructor’s permission. Academic collusion includes

copying another student's homework without the instructor's permission or allowing another student to copy one's work. It also includes group collaboration on individual assignments without the instructor's permission.

Dishonesty in Papers Dishonesty in papers entails using a writing service or having someone else write a paper for the student. All work submitted for a course must be the student's own original work unless the sources are cited.

Self-Plagiarism (Work Done for One Course and Submitted in Another) Self-Plagiarism occurs when a student for a class refers to work previously submitted in another class at any Roseburg Public School or any other school to fulfill the academic requirements in that class. This includes repeated classes. Slightly altered work that has been resubmitted is also considered to be self-plagiarism. In some instances, instructors may allow a certain amount of work from a prior course to be repurposed; students who wish to do this must seek express approval from the instructor in advance.

Other Academic Misconduct Other academic misconduct includes, but is not limited to, stealing assessments, altering academic tests or assessments, grades, or other student records; sabotaging the work of another student; distributing materials for the purpose of cheating; altering, forging, or misusing any Roseburg Public Schools official documents.

Violation of the Academic Honesty policy may result in appropriate discipline up to and including expulsion, subject to the principles for appropriate discipline as set out in Policy JFC.

DRESS CODE (JFCA/ JFCG/ JRC/ JFCI)

The responsibility for the dress and grooming of a student rest primarily with the student and his or her parents or guardians. Certain body parts must be covered for *all* students.

Students **must** wear clothing including both a shirt with pants or skirt or the equivalent, and shoes:

Shirts and dresses must have fabric on the front and on the sides (under the arms).

Clothing must cover undergarments (waistbands and straps excluded).

Fabric covering breasts, genitals, and buttocks must be opaque.

Hats and other headwear must allow the face to be visible to staff, and not interfere with the line of sight of any students or staff. Hoodies must allow the face and ears to be visible to school staff.

Students **may not** wear:

Violent language or images.

Images or language depicting alcohol, tobacco, marijuana, or other controlled substances.

Hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or other protected classification.

Profanity, pornography, nudity, or sexual acts.

Images or language that creates a threat to the health or safety of any other student or staff.

Visible underwear. Visible waistband or straps on undergarments worn under clothing are not a violation.

PUBLIC DISPLAYS OF AFFECTION (JFC)

Show your RHS PRIDE. Hug and release are the only appropriate form of public displays of affection at school besides holding hands. Keep it school appropriate, please!

SAFE SCHOOL ZONE

Roseburg High School has been declared a *Safe School Zone*. As such, increased penalties may be imposed for weapon, drug or gang-related crimes committed within 1,000 feet of the campus. Violators will be punished to the full extent of the law.

HARASSMENT/BULLYING/CYBER BULLYING (JFCF/JFCFAR)

A student present on school property, engaged in or attending a school-related activity may not harass, bully, cyberbully or annoy another person by:

Subjecting such other person to offensive physical contact.

Insulting such other person by abusive words or gestures in a manner intended and likely to demean or belittle; or

Subjecting another to alarm by conveying a false report,
known by the conveyor to be false, concerning death or
serious physical injury to a person when such report
would be expected to cause alarm.

“Cyberbullying” is the use of any electronic communication device to convey a message in any form (text, image, audio, or video) that defames, intimidates, harasses or is otherwise intends to harm, insult, or humiliate another in a deliberate, repeated or hostile and unwanted manner under a person’s true or false identity. In addition, any communication which disrupts or prevents a safe and positive educational or working environment may also be considered cyberbullying. Students will refrain from using personal communication devices on district property to harass or stalk one another.

Please note, cyberbullying which occurs off campus and that has a nexus (a connection or link associating two or more people or things) to the school campus may be subject to school discipline. If this cyberbullying disrupts or prevents a safe and positive educational working environment, administrative intervention will occur leading to possible disciplinary action.

SEXUAL HARASSMENT (JBA/GBN)

Sexual harassment is defined as any activity of a sexual nature that is unwanted or unwelcomed, including but not limited to, unwanted touching, verbal comments of a sexual

nature and/or pressure to engage in sexual activity. Sexual harassment is illegal and will not be tolerated. Students who engage in sexual harassment on school premises, or while attending a school-sponsored activity, will be subject to appropriate disciplinary actions, which may include suspension or expulsion.

Should a person feel that sexual harassment has occurred, he or she is directed to immediately seek the help of a trusted adult, such as a parent/guardian, teacher, counselor, social worker, police liaison officer or one of the building administrators.

The school's normal disciplinary procedures will be followed in determining the appropriate consequence for the sexual harassment. In the event the administration recommends suspension or expulsion, due process will be utilized in accordance with the school district's suspension/expulsion procedures.

All school level policies/procedures regarding sexual harassment are governed in detail by the "*Student Conduct and Discipline Handbook*" handbook. School employees in violation of this policy are also subject to disciplinary action.

FOR REPORTING PROCEDURES PLEASE VISIT SECTION GBN/JBA-AR ON THE ROSEBURG.K12.OR.US WEBSITE

TO CONTACT TITLE IX COORDINATOR: ROSEBURG HR DIRECTOR 541-440-4003

USE OF TOBACCO, ALCOHOL OR DRUGS (JFCG/JFCH/JFCI)

Student substance abuse, possession, use, distribution or sale of tobacco products, inhalant delivery systems, alcohol or unlawful drugs, including drug paraphernalia or any substance purported to be an unlawful drug, on or near any district property or grounds, including parking lots, or while participating in school-sponsored activities is prohibited and will result in disciplinary action. If possession, use, distribution, or sale occurred near district grounds, disciplinary action may include removal from any or all extracurricular activities and/or denial or forfeiture of any school honors or privileges (e.g., valedictorian, salutatorian, student body, class or club office positions, senior trip, prom, etc.). If possession, use, distribution, or sale occurred on district grounds, at school-sponsored activities or otherwise while the student was under the jurisdiction of the school, students will be subject to discipline up to and including expulsion. Denial and/or removal from any or all extracurricular activities and/or forfeiture of any school honors or privileges may also be imposed. A student may be referred to law enforcement officials. Parents will be notified of all violations involving their student and subsequent action taken by the school.

The school administrator will address violations and prescribe appropriate consequences up to and including suspension from school for a period not to exceed ten days, but in every case, the parents of the student shall be involved in the resolution. If the incident is a first offense for the student but is aggravated because it involves sale, delivery, particularly dangerous substances, particularly large quantities, or otherwise, then the student shall be referred for expulsion. Drug dogs could be utilized on campus, including parking lots.

If the incident involves repeated possession or use of substances, then the administrator should refer for expulsion if that is necessary to facilitate treatment. If a student is expelled for a substance offense, the student shall be conditionally readmitted *if and only if* conditional readmission facilitates effective intervention and treatment.

Use of Weapons (JFCJ)

Students shall not bring, possess, conceal, or use a weapon on or at any property under the jurisdiction of the district, any activities under the jurisdiction of the district or any interscholastic activities administered by a voluntary organization.

In accordance with the federal Gun-Free School Zone Act, possession, or discharge of a firearm in a school zone is prohibited. A “school zone,” as defined by federal law, means in or on school grounds or within 1,000 feet of school grounds.

Weapons are prohibited on campus. Students may not possess, use, or discharge a firearm, dangerous or deadly weapon on school property. If you violate this policy, you could be suspended or expelled for up to a maximum of one full year.

BUS TRANSPORTATION (GBACC)

The school bus driver is responsible for student safety and behavior during all transportation times. We ask that all students conduct themselves accordingly and behave properly while riding the bus. As part of the district’s ongoing program to improve student discipline and ensure the health, welfare, and safety of all those riding school bus vehicles, video cameras may be used while transporting students to and from curricular and extracurricular activities.

While students are expected to adhere to the rules of conduct from the time, they leave their home enroute to school or are otherwise engaged in school-related activities off campus, the Roseburg Public Schools is not able to provide adult supervision while students are walking to and from school, walking to and from school bus stops or waiting at school bus stops. Students, parents, and patrons are encouraged to report any violations of the rules of conduct to the school bus driver, building principal or school district office. Staff will assist students and parents in resolving conflicts and, where appropriate, impose discipline.

The following regulations will govern student conduct on school buses and Type 10 School Activity Vehicles if used for transporting students from home to school, school to home and to and from district-sponsored activities and will be posted in a conspicuous place in all buses:

1. Students being transported are under authority of the bus driver;
2. Fighting, wrestling or boisterous activity is prohibited on the bus;
3. Students will use the emergency door only in case of emergency;
4. Students will be on time for the bus, both morning and evening;
5. Students will not bring firearms, weapons, or other potentially hazardous material on the bus;
6. Students will not bring animals, except approved assistance service animals, on the bus;
7. Students will remain seated while bus is in motion;
8. Students may be assigned seats by the bus driver;

9. When necessary to cross the road, students will cross in front of the bus or as instructed by the bus driver;
10. Students will not extend their hands, arms, or heads through bus windows;
- 11. Students will have written permission to leave the bus other than for home or school;**
12. Students will converse in normal tones; loud or vulgar language is prohibited;
13. Students will not open or close windows without permission of the driver;
14. Students will keep the bus clean and must refrain from damaging it;
15. Students will be courteous to the driver, fellow students and passers-by;
16. Students who refuse to promptly obey the directions of the driver or refuse to obey regulations may forfeit their privilege to ride on the buses.

Students who violate bus rules of conduct may be denied the use of district transportation.

*Please note our protocol is if the student has not ridden the bus home once in the school year, we ask that they get a new student pass for the bus driver so they can be added to the bus roster so they can be seated and expected on the bus. Every driver asks for a note from a non-regular who rides their specific bus

PARKING

With the privilege of parking on the high school campus, please understand that buses will ALWAYS have the right of way. Our school buses are on a strict schedule – they need to leave campus at a specific time. As a student driver, your after-school schedule should be such that you understand that you may not be able to leave the campus until after all buses have departed.

Parking is limited at Roseburg High School. There are approximately 250 spaces available for students. Therefore, seniors will have the first opportunity to purchase a parking space. Juniors will have the next opportunity if parking spaces still exist. Seniors must have 18 credits and juniors 12 credits to be able to qualify for a parking space. Sophomores and Freshmen are not permitted to park on campus. A “waiting list” will be kept should parking spaces become available throughout the school year.

All vehicles MUST be registered to be parked on campus. A registration fee of \$40.00/SEMESTER or \$80.00/YEAR will be charged to register the vehicle and must be paid at the time the vehicle is registered. All motorcycles must be registered.

Parking is by assigned space only. Permits must be clearly displayed in the front window, on the driver’s side. Unsafe driving, burning of tires, speeding, or improper parking will result in the following consequences for registered vehicles:

1st offense = \$5.00 ticket

2nd offense = \$10.00 ticket

3rd offense = \$15.00 ticket

4th offense = Permanent loss of parking space and/or towed**

Unregistered cars parked on campus

Consequence:

1st offense = \$15.00 ticket and tow
warning

2nd offense = TOWED**

**Current cost for towing is \$200-300

Parking is not allowed in the bus zone, handicapped area, visitors' or staff parking spaces, no parking areas, or in another student's assigned space. Consequence:

Registered Car: See #1 above

Unregistered Car: See #2 above

4. Commonly asked questions:

A. What if someone is parking in my space?

Park in the visitor's lot, report to the office immediately, and fill out a complaint form.

B. What if I must drive a different car to school occasionally?

Obtain administrative approval.

C. What if I don't have an assigned space and I have to drive to school?

Park off-campus. The surrounding neighborhoods are closed so you will have to park many blocks away from campus. See an administrator for help.

D. What if I don't use my parking space every day?

You must use your space regularly (4 to 5 times per week) or your space will be reassigned to the next student on the waiting list.

E. If I don't have an assigned space - can I carpool?

Carpooling is encouraged. However, due to misuse, you must ride with a friend who has an assigned space. Only the registered vehicle can park in the assigned space.

**STUDENTS PARK ON CAMPUS AT THEIR OWN RISK. ROUTINE PATROLS OF THE
PARKING LOTS WILL BE MADE BY
SECURITY AND ADMINISTRATIVE
PERSONNEL.**

ROSEBURG HIGH SCHOOL AND SCHOOL DISTRICT #4 WILL NOT BE RESPONSIBLE FOR ANY DAMAGE OR THEFT OCCURRING ON SCHOOL PROPERTY AT ANY TIME.

ACADEMICS

INTERNET ACCESS (IIBGA-AR3 JFCEB)

Internet access in the district supports and enhances learning and teaching. Students will have a district Google account set-up for them. Parents must sign a permission form for the Google accounts.

LIBRARY MEDIA CENTER

The RHS Library Media Center collection of print and non-print resources reflects the diverse interests of young people as well as the needs of the high school curriculum. Parent requests or concerns about library materials should be directed to Mrs. Felgentrager, the library media specialist at 541-440-4150.

The library media center is located on the first floor of the Commons building and is open for student use between 7:00 a.m. and 4:00 p.m. Students may check out a wide variety of materials including books, and DVD's.

A number of computers are available in the library to meet student printing needs.

Various electronic resources are available for students, staff, and parents at home and at school to aid in locating quality information online. See the eSearch page on the RHS website:

<https://rhs.roseburg.k12.or.us/>

Policies:

Students are encouraged to present their ASB student ID cards to check out materials.

Circulation of materials:

Books – 3 weeks

Magazines – 1 week

Videos, CD's, tapes, etc. - 1 week

Reference – overnight

Video cameras, AV, etc. – overnight

Most materials may be renewed as needed.

Research assistance is readily available in the RHS library and through the online tools provided on the RHS eSearch webpage.

<https://rhs.roseburg.k12.or.us/>

Safety on the Internet

Keep personal contact information such as full name, home address, & phone number to yourself. School address or home email address may be used when it is necessary to receive school-related information.

Tell a staff member about any images or words that are inappropriate. Do not click on pop-up ads or message windows. Do not give out personal information about someone else.

ParentVUE and StudentVUE

ParentVUE and StudentVUE provide convenient online access to the most up-to-date information about a student's progress, including grades, attendance, assignments, teacher email addresses, and more. This is an ongoing, live program; however, understand that assignments/assessments that have just been submitted may take some time to be graded. The only set grade is the report card section which documents the progress report grade and the end-of-term grade. The grade book will show the ongoing progress.

PARENT CANVAS ACCOUNTS

Parents can have access to their student's courses, grades, and attendance on Canvas through an observer account, with permission from the student.

Directions on how to have access to students StudentVUE:

- The student logs in to their StudentVUE account
- Goes to the settings in the right hand of the screen
- Look for the share pairing code
- Click on it
- Parents then need to accept the code to have access

DIPLOMA/ALTERNATIVE CERTIFICATE OPTIONS AND GRADUATION REQUIREMENTS IKF

The Oregon Administrative Rules provide that school districts shall award a diploma to students upon fulfillment of all state and local district credits, competency, and attendance requirements. The standards also allow the granting of an alternative document identifying acquired minimum competencies to students having met some, but not all, graduation requirements. All members of a graduating class, whether they receive a standard diploma or an alternative document, are allowed to participate in commencement exercises and receive the appropriate document in that ceremony.

Roseburg School District awards the following diplomas and alternative certificates:

Standard Diploma
Modified Diploma
GED (General Education Development)
Extended Diploma
Certificate of Attendance

For further descriptions of these diplomas and certificates, please go to the following District website links:

Roseburg School District School Board
Administrative Rules IKF.

Roseburg Public Schools Modified Diploma, Extended Diploma, and Certificates—
Standards of Practice

For further information on graduation requirements, please access the Roseburg High School web page link at <https://roseburg.k12.or.us/board/board-policies/sec-i>

OR

Reference your Roseburg High School: *Educational Planning Guide* available at
<https://rhs.roseburg.k12.or.us/about-us/counseling-center>

Contact your child's guidance counselor at
541-440-4131.

COLLEGE NOW (DUAL ENROLLMENT)

High school students can earn college credits while in high school. The College Now Program offers dual credit opportunities through a partnership with Umpqua Community College, Southern Oregon University, and other Oregon colleges. These programs offer the high school student an opportunity to earn college credits for coursework done while in high school, during their regular school day.

The College Now Program provides lower division academic and entry level professional technical course credits to high school students. The program supports the concept of assisting high school students as they begin planning and conducting a learning continuum that begins in high school and extends through the college experience to a degree or a professional certificate.

Students successfully completing instruction in designated College Now courses while in high school will be awarded College credit. College Now professional technical courses are offered to

meet the needs of Douglas County high school students as they begin training to pursue careers in professional technical areas.

For a complete list of College Credit/College Now Courses, please refer to the Educational Planning Guide which can be seen on the Roseburg High School website.

OTHER CREDIT OPTIONS

The goal of the entire staff at Roseburg High School is to help students reach their personal goals. Listed below are some options available to students.

1. The Counseling Center and the Career Center have a library of correspondence classes. Successful completion of these courses will be accepted toward the required credits necessary for graduation.
2. Credit retrieval through the RHS Virtual Lab program after school or during the summer.
3. All other options for credit must be pre-approved by the Assistant Principal and /or the principal.

GRADING POLICIES (IKA)

The grades earned by students at RHS are based on actual course work. Students receive a grade for each course at the end of each semester. The grade is based on the work performed during the entire semester.

A traditional “A, B, C, D, F, or P/NP” grading system is used. There is no “established” scoring procedure or percentage; each teacher sets his or her own standards. There are times when other marks are appropriate. Some classwork is better judged on a “Pass/Fail” system. There is also an “I” (incomplete) option with a specific time established to clear the “I” from the transcript by completing the work. “I” grades must be cleared within two weeks, or they become “F’s.” Progress reports are mailed home about the fifth week of each quarter.

If a student is found to be academically dishonest on an assignment, quiz, or test, parent contact will be made and the student will receive appropriate school consequences which could include the following: apology, loss of credit, detention, and/or suspension following Board policy. IKI/JFC

ENGLISH LANGUAGE DEVELOPMENT (ELD)

ELD stands for English Language Development. This program is designed for students whose first language is not English and whose English Proficiency level is from beginning to advanced. The goal of this program is to help students develop their English Language skills through systematic instruction of vocabulary, grammar, and syntax. If you have a child who you think may need ELD services, please contact the Counseling Center or RHS ELD office by calling (541) 440-4038.

SPECIAL EDUCATION

RHS provides all students with special needs with a continuum of services. If you have any questions or concerns regarding your child's services, please contact their case manager, counselor, or administrator by calling 541-440-4142.

While parents have the option of placing their children in private schools or obtaining additional services (such as tutoring) from a private individual or organization, the district is not obligated to cover the resulting tuition or cost. If a parent wishes the district to consider public funded private placement or private services, the parent must give the district notice and opportunity to propose other options available within the public school system before the private placement or services are obtained. Therefore, for any IDEA student, a parent must give notice either at the last IEP meeting prior to obtaining private services or in writing at least ten business days prior to obtaining private services. The notice must include the parent's intent to obtain private services, the parent's rejection of the educational program offered by the district, and the parent's request that the private services be funded by the district. Failure to meet these notice requirements may result in a denial of any subsequent reimbursement requests.

504 PLANS

Does your child have a mental or physical impairment that limits one or more of their major life abilities? If so, they may qualify for 504 accommodations. Please contact your school counselor.

ADVANCED PLACEMENT PROGRAM

The Advanced Placement Program (AP), monitored by the National College Board, is designed to provide qualified high school students with the opportunity to earn college credits transferable to Oregon's four-year colleges, as well as to many out of state colleges and universities. RHS offers several Advanced Placement courses for students with high academic skills. The courses will be conducted in a thorough and rigorous manner to better prepare exceptional students considering post-secondary education. Students will have the opportunity to earn college credits during their junior and senior years by taking the AP examinations in May. There is no fee for students taking the exams. However, a fee may be assessed if students cancel after they are registered for the exam.

The courses are taught at the high school by teachers who are qualified to teach at the college level.

Enrollment in these courses is through instructor recommendation and/or entrance examinations.

AP classes offered at RHS are:

German 4 CC	
Calculus AP/CC	Government AP/CC
Spanish 4 AP/CC	English AP/CC
U.S. History AP/CC	Human Geography AP

GED
(General Education Development Preparation & Testing Program)

Grade Level: Age 16 or older

Prerequisite: Counselor consultation and approval

Course Overview: This program is designed for students to earn a General Education Degree (GED). The General Education Development Preparation & Testing Program enables approved Roseburg High School students' access to the GED Option Program. Selected students are given the opportunity to study and prepare for the 4 GED subtests (Mathematics, English Language Arts, Science and Social Studies). Students continue toward achieving the academic credits and Essential Skills required for graduation. Students can opt to continue to pursue an RHS High School Diploma upon completion of the GED program.

ATHLETICS

OSAA STANDARDS

All athletes must have passed a minimum of five classes during the previous semester and are currently enrolled in five classes to maintain athletic eligibility. In addition, the following standards must be met. All RHS athletes must be ON TARGET with their credits as defined by the OSAA towards graduation.

Minimum Satisfactory Progress Requirements

Credits to Graduate	24
Credits Per Year	6
Prior to Grade 10	4.5
Prior to Grade 11	10
Prior to Grade 12	17

Student eligibility will be checked by the coaching staff through progress reports. Once it has been documented, at any time during the grading period that a student is not on target to graduate, you will be removed from the RHS Athletic Eligibility List. You may return to the program when you are once again on target.

ATHLETIC PARTICIPATION

REQUIREMENTS

All RHS students are encouraged to try out for the athletic program of their choice. High school athletics give students the opportunity to test their skills and learn the importance of teamwork and a commitment to group effort. RHS fields varsity, junior varsity, and JV II teams in most athletic programs. Participation in sports requires a total commitment to all practices and team competitions.

ATHLETIC CODE OF CONDUCT

ALL athletes are required to sign an “Athlete Code of Conduct.” REALIZE: If an athlete is suspended, they will not be able to practice or participate in the sporting event during the suspension period.

ATHLETIC INSURANCE

All students who participate on athletic teams are required to purchase the student insurance policy or prove that they have other coverage which will take care of any injury suffered in a sport. In addition, the school district provides catastrophic insurance through the Oregon School Activities Association. Additional information is available through the athletic office.

ATHLETIC PHYSICAL EXAMS

All athletes must have an updated physical exam every two years. There is a required form that must be completed by a licensed physician. These forms are available in the athletic office at RHS or online on the RHS website.

ACTIVITY TRANSPORTATION

All members of athletic teams, bands, or school organizations who travel to an event on school-provided transportation, must return by the same transportation. Students must provide a parent permission form, signed by a parent/guardian to ride a router bus, or go on a field trip.

SPECTATOR CONDUCT

All cheers, comments, and actions shall be in direct support of your team. No negative cheers, comments, or actions shall be directed at the opponent or the contest officials. Some examples of inappropriate conduct or actions that will not be allowed: jeering at the cheerleaders during opposing team introductions; disrespecting players by name, number, or position; negative cheers or chants; throwing objects on the field or court. Spectators who fail to comply with the above conduct expectations may be expelled from the contest and lose future attendance

privileges.