Lake Roosevelt Jr/Sr High School

Parent/Student Handbook

2025-2026

LAKE ROOSEVELT RAIDERS

Principal - Natalie Kontos
Assistant Principal - Serena Carlson

Table of Contents

Academics	2
Student Expectations	4
Athletics and Extracurricular Activities	14
Discipline	15
Policies	19
Index by Topic	25

Academics

Students are expected to earn credits towards graduation during their time at Lake Roosevelt Jr/Sr High School.

A summary of classes needed for graduation is listed in the table below. For complete requirements go to: Washington State Board of Education Graduation Requirements
Students must complete community service hours, oral boards, and all other local graduation requirements.

SUBJECT	CREDITS AND INFORMATION
English	4 Credits ➢ Taken each year of high school
Math	3 Credits ➢ Algebra 1 ➢ Geometry ➢ 3rd year of math
Science	3 Credits ➢ Physical Science ➢ Biology ➢ 3rd year of science
Social Studies	3 Credits ➢ US History ➢ World History or SS Elective ➢ CWP/Civics *WA State History is a graduation requirement (completed in Jr. High)
Arts	2 Credits - Performing or Fine Arts (current offerings listed below) ➢ Art Lab ➢ Ceramics ➢ Band ➢ Choir ➢ Rock Band Class
World Language	2 Credits (current offerings listed below) ➢ Spanish ➢ Salish
Health & Fitness	2 Credits ➢ 1 semester of Health ➢ 1.5 semesters of PE/Fitness
Career & Technical (CTE)	1 Credit
Electives	4 Credits

8th GRADE RECOGNITION

Before sending 8th graders to high school, the district would like to recognize those students which demonstrated exemplary work in their academic studies. At the end of the school year, there will be a ceremony in honor of those students that worked hard following our Raider Core Values: Growth, Respect, Communication, Leadership, and Accountability. Parents, family members, community members, and other grades will be invited to attend. Requirements for participation will be communicated at the beginning of 1st and 2nd semester. Parents will sign an acknowledgement of these requirements by January 29th, 2026.

CLASS ENROLLMENT

Students must be enrolled in 7 classes each day. For any exceptions, applications must be made to the School Administration.

SCHEDULE CHANGES

The Counselor's Office will review information from teachers, parents, and test scores, as well as from the student, in helping with course selection. The Counselor's Office is responsible for scheduling students. All requests for schedule changes after the first day of the semester must be approved by the principal.

TEXTBOOKS and CHROMEBOOKS

Teachers issue books to students at the beginning of the year or term. Upon returning books, all noticeable damage will be subject to fines and payment required by the end of the school year. Teachers also have classroom Chromebooks for student use. Lost books and damage to classroom Chromebooks will be charged at replacement costs with adjustments made yearly for depreciation. Report cards will be withheld until all fines have been paid.

HOMEWORK AND MAKE UP WORK

Homework is the conscious effort of practice and learning outside of the normal class time. The LR JR/SR HS staff feels it is a joint effort between the student and parent to establish a homework schedule that includes adequate time and a comfortable study atmosphere to maximize the benefits of the homework. It is the student's responsibility to complete all homework assignments.

Teachers are not obligated to grade makeup work for unexcused absences. It is the responsibility of the student to pick up make-up assignments on the day he/she returns to class. Staff will do their best to provide work as quickly as possible without disruption of current instruction. Students will be given reasonable time to complete work missed by excused absences. Some projects will have concrete due dates that must be met regardless of absence. In general, students will be given a 1 day extension for each day they were absent to complete their work for full credit. After this time has lapsed the teacher reserves the right to treat the work as late and in turn follow their classroom policy for late work. The teacher will notify parents when failure to turn in work becomes a problem. A conference will be held with the teacher, parents, student and the principal if necessary. If a student has a pre-excused absence from class, it is at the discretion of each teacher to provide assignments in advance of the student's absence. Please allow 24 hours for the work to be made available. If work has been requested and granted for a pre-excused absence, it will be expected to be turned in upon return to school.

PROGRESS REPORTS

School District Policy #2420 states that "Progress reports will be either handed out to the students (with the stipulation that they must be returned with the parent's or guardian's signature) or mailed directly to the student's parents or guardians. These reports will be issued for students who are earning a grade of D or F or are not working up to his or her ability at the end of the fifth week of each quarter." Progress reports let students and parents/guardians know the rate and level of progress in all classes. Students who are doing good work are informed that they are on track to receive credits for their classes. Students who are receiving D or F grades are made aware that they need to improve their rate of progress.

REPORT CARDS

The school year is divided into two semesters with two quarters each. To keep students and parents informed, midterm progress reports and report cards are issued. Student-led conferences are held two times during the school year.

RETENTION

School Board Policy 2421:Occasionally, a student does not make progress or is so far behind his/her peers in academics that the best alternative is to repeat a grade. Retention (having a student repeat a grade level) is not a decision that we make lightly. An entire team of educators makes this decision together. Other alternatives, interventions, and services (before- and after-school classes, extra help, study buddy, tutoring, etc.) are explored and/or utilized in an effort to provide the best possible learning environment for a student who is struggling. We consider physical, emotional, social and mental maturity, as well as the age of the student and his/her siblings, plus academic achievement before reaching a decision.

CHEATING

- **Definition of Cheating** - Collaborating without permission or using unauthorized devices as an aid to complete assignments or tests in a class is considered cheating. Cheating will also include instances of plagiarism. Individuals allowing others to use their work as their own will receive the same consequences.
- **Definition of Plagiarism -** Plagiarism is intellectual stealing. Plagiarism can consist of using words, sentences, or longer passages without giving the author credit.
- **Consequences of Cheating on an assignment** - Student(s) will receive a "0" on the assignment and face disciplinary action covered under the discipline policy. Such as lunch detention, Monday School, or other actions.

Student Expectations

Students are expected to follow expectations and policies outlined in the handbook, classroom rules, and staff directions. Students are expected to behave in a safe and respectful manner while on campus or at school-sponsored events.

All students are expected to conduct themselves in a polite, courteous, and safe manner while at school. Students will be treated with respect by adults, and students are expected to treat others with respect. This includes but not limited to:

- Adhere to all school rules.
- Respect the rights, person, and property of others.
- Maintain appropriate behavior to facilitate a positive climate for learning.

- Follow reasonable requests by any staff member.
- Identify yourself to any staff members upon request.

HEALTH AND WELFARE:

Students who attend school are expected to be in good health and well rested. Students need to be without health issues that would keep them from attending (lice, pink-eye, fever, severe stomach issues, etc.). Additionally, **students may not sleep in class or rest their heads on desks --** if students are not well enough to stay awake or upright in class, they will be sent to the health room for evaluation and may be required to go home.

ATTENDANCE

Regular Attendance Matters

Under Washington State law (RCW 28A.225.010, known as the Becca Bill), students between the ages of 8 and 18 are required to attend school full-time. This includes public, private, or homeschool. Consistent attendance is essential for student success.

Why Attendance Is Important

Missing even just 2 days a month can lead to chronic absenteeism—defined as missing 10% or more of the school year. This can make it harder for students to keep up and may signal the need for more support. We want to work with families early to remove any barriers to regular attendance.

What the Law Requires

Parents/Guardians Must:

- Ensure students attend school daily and on time, unless there's a valid excuse.

Students Must:

- Be in school, on time, every day unless excused.

Schools Must:

- Notify families of attendance rules and collect a signature acknowledging receipt.
- Notify parents/guardians each time a student is absent.
- Meet with families to understand attendance issues.
- Try strategies to improve attendance.
- Refer students and families to a Community Engagement Board or Juvenile Court if absences continue.

Excused Absences

The following reasons will be marked as excused:

- Illness or medical appointments
- Mental health days
- Family emergencies including death or illness in the family
- Funeral attendance
- Religious or cultural observances
- Legal/court appointments

- School or community events

GCDSD may define additional categories or criteria for excused absences. The principal or designee has the authority to determine if an absence meets the criteria of this section and school district policy for an excused absence.

Parents must notify the school within five days of the absence in order for it to be excused.

Note: Students with excessive absences (15 days or more) may be required to provide documentation to excuse future absences. Acceptable documentation includes notes from a healthcare provider, such as a doctor, dentist, mental health professional, or other licensed care provider.

If a student is absent 20 or more consecutive school days, they may be unenrolled unless there is a written agreement with the school.

Checking In & Tardies

- Students arriving late must check in at the office and may require parent/guardian verification.
- Missing more than 10 minutes of class is considered absent from that period.

Unexcused Tardies (Per Quarter)

- 4 tardies: Parent notification
- 8 tardies: Detention
- 12 tardies: Additional detention
- 16 tardies: Detention + Attendance Agreement + referral to Tribal Attendance (if applicable)

Skipping Class (Single Period Truancy)

Truancies involving individual class periods are addressed with progressive supports and consequences:

- 1st offense – 5th Offense: Detention + Parent notification
- 6th offense: Detention + Attendance Agreement
- 9th offense: Detention + Risk assessment (e.g., WARNS)
- 12th offense: Detention + Referral to Community Engagement Board and/or Tribal Attendance (if applicable)
- 16th offense: Detention + Truancy Court Referral

Full-Day Truancy

(Defined as 4 or more unexcused periods in one day)

- 1st unexcused day: Parent notification
- 3rd unexcused day: Attendance Agreement + referral to Tribal Attendance (if applicable)
- 5th unexcused day: Parent notification + WARNS or other Risk Assessment
- 7th unexcused day in a month: Referral to Truancy Court and/or Community Engagement Board

- 10th–15th unexcused days in the year: Referral to Truancy Court and/or Community Engagement Board

BUS EXPECTATIONS

The rules and regulations were prepared by the District's Transportation Department and apply to all school buses and other district provided transportation in the Grand Coulee Dam School District. The transportation supervisor will have final authority as to bus safety.

- Students will follow all the bus driver's expectations and instructions when riding the bus.
- Students shall ride their regularly assigned bus at all times (Unless by written permission of school authorities, no student shall be permitted to leave the bus except at his/her regular stop or ride a different bus).
- Students may be assigned seats as necessary determined by the school or bus driver.
- School rules and expectations apply to riding school buses.
- Students are responsible for keeping the bus clean and free of excessive trash.
- Students are to keep all parts of their bodies inside the bus at all times for safety.
- Students must ask permission from the driver before opening windows.
- Bus aisles must be free from debris and personal belongings at all times for safety in the event of an emergency.
- Students are to stay seated while the bus is in motion for safety and wait for the bus to stop completely before disembarking.
- Students cross the highway only in front of the school bus and never behind it.
- In the event of an emergency, emergency exit procedures, as established by the emergency exit drills, will be followed. The district shall conduct an Emergency Exit drill by the end of the second week of each semester along with two oral instruction sessions during the remainder of each semester.
- Only students taking part in sports or other school-sponsored after school activities will be allowed to ride the after school bus.
- Students will make restitution to the Grand Coulee School District for damages done to buses.

Students that violate any and all bus expectations will be subject to consequences up to but not limited to bus privileges being revoked.

Discipline procedures are designed to assure every student's safe transportation to and from school and school-sponsored activities. Violations of the rules on a bus, at a bus stop, or at a loading area may be sufficient reason to discontinue bus transportation privileges.

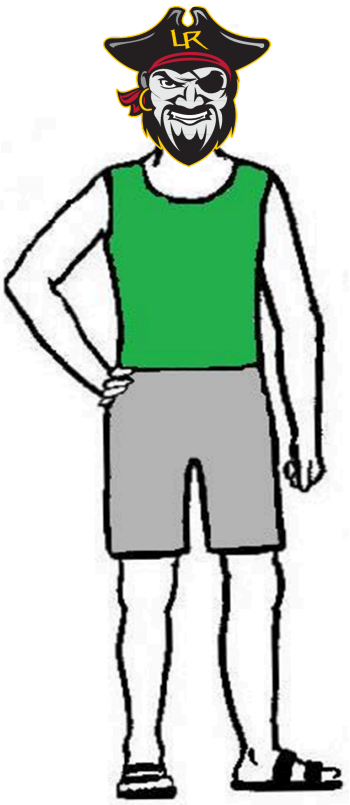
Drivers must deal with those riders who threaten the safety of themselves or other students or behave in a way that will distract the driver. The driver will notify the transportation supervisor who will attempt to contact the parent or guardian to discuss behavior. Should the discipline problem continue, the bus driver has discretion to suspend the student from riding the bus until a parent/guardian conference with the bus driver and director occurs and a resolution is reached.

Exceptional misconduct including, but not limited to, disobeying safety directives, possession of a weapon, drugs, or verbal abuse towards the driver/others warrant immediate removal from riding the bus until a parent/guardian conference is held with the driver and director and a satisfactory resolution is reached.

DRESS CODE

In order to provide guidance for parents and students, the following are dress code guidelines to be followed.

- Raider spirit gear is encouraged to be worn on Friday's as Raider Spirit Day.
- Hats may be worn. Student faces must always be visible (unless wearing a mask as required by health and safety protocols).
- Hoodies are not to be worn on heads.
- Sagging or extremely loose fitting clothing, and trench coats are not allowed. Hanging belts, chains, or ropes are not permitted.
- Garments that discriminate against gender, race or nationality, or any group of people/persons will not be worn.
- Capes or flags worn as capes are not permitted.
- Clothing containing inappropriate or suggestive statements, relating to alcoholic beverages, tobacco, marijuana, drugs, sex, or violence are not allowed.
- No blankets. Blankets should not be brought to school.
- No sunglasses covering eyes.
- Shoes must be worn at all times.
- Shirts must have straps.
- No cleavage or undergarments should be showing.
- No midriff should be showing in all positions; sitting, standing, bending, reaching, and hand raised.
- No spiked bracelets or attire
- Skirt, shorts, or dress length must be mid-thigh while sitting, standing, or walking.
- Pants with holes - the holes must not be higher than the length of shorts/skirts.



Attire or appearance that is inappropriately disruptive to the educational process and /or threatens the health and safety of the students or others will be prohibited. If school officials deem that clothing is disruptive or unsafe, the school reserves the right to require immediate modification in the dress of, and impose a dress code policy upon, a student or students. The parent/guardian of the student may be required to bring a change of clothing for their student. Repeated offenses could result in further disciplinary action.

Violation of the dress code will result in:

1st offense: ask to change or alter attire.
2nd offense: detention and a phone call to guardians.
3rd offense: the student will remain in ISS until school appropriate clothing can be provided by a guardian.

ELECTRONIC DEVICES

Lake Roosevelt Jr./Sr. High is a phone-free area for students from 7:45am to 3:30pm. Phones seen after 7:45am at school will be confiscated and brought to the office for parent pick up. Parents who need to contact their students during the day may call the office at (509) 633.1442 or email their students' school account.

The implementation of this policy is due to many factors, a few of which are listed below:

1. *Students have been caught taking videos and pictures of other students in the bathroom and posting it on social media.*
2. *Pictures have been taken of other students in the classrooms without permission and posted to social media.*
3. *Students have taken videos of fights and posted them on social media.*
4. *Many social conflicts are occurring during school hours due to students communicating through social media.*
5. *Tik Tok and other social media "Challenges" have been enacted at school. Students are photographing or video recording these acts. These Challenges are causing hundreds of dollars in damage.*

Violation of cell phone use in school will result in:

- **1st offense** – Cell phone taken to the front office and staff will notify parent/guardian. The parent/guardian must pick it up.
- **2nd offense** – Cell phone taken to the front office and staff will notify parent/guardian. The parent/guardian must pick it up. The student will serve Monday School.
- **3rd offense** – Cell phone is taken to the front office, parent/guardian picks it up, and cell phone is not allowed at school for the remainder of the school year. The student will serve Monday School.

If the student refuses to comply after the 3rd offense, additional school discipline will apply.

Reference GCDSD Policy No. 3245

FOOD AND BEVERAGES

Food is not permitted outside of the HUB (cafeteria). Other locations may be designated by the principal. Water in a closed clear bottle only is allowed in all areas of the school, except computer labs. Students who refuse to comply may face disciplinary action such as lunch detention, Monday School, or other actions covered under the discipline policy.

VIOLENT OR ASSAULTIVE BEHAVIOR

Violent or assaultive behavior is not allowed at LRHS. This includes physical, verbal, online, or written threats/behaviors. This also includes encouraging violence in others.

SEXUAL HARASSMENT OF STUDENTS PROHIBITED

The district is committed to a positive and productive education free from discrimination, including sexual harassment. This commitment extends to all students involved in academic, educational, extracurricular, athletic, and other programs or activities of the school, whether that program or activity is in a school facility, on school transportation or at a class or school training held elsewhere.

Definitions
For purposes of this policy, sexual harassment means unwelcome conduct or communication of a sexual nature. Sexual harassment can occur adult to student, student to student or can be carried out by a group of students or adults and will be investigated by the District even if the alleged harasser is not a part of the school staff or student body. The district prohibits sexual harassment of students by other students, employees, or third parties involved in school district activities.
The term “sexual harassment” may include:
· acts of sexual violence;
· unwelcome sexual or gender-directed conduct or communication that interferes with an individual’s educational performance or creates an intimidating, hostile, or offensive environment;
· unwelcome sexual advances; · unwelcome requests for sexual favors;
· sexual demands when submission is a stated or implied condition of obtaining an educational benefit;
· Sexual demands where submission or rejection is a factor in an academic, or other school-related decision affecting an individual.
A “hostile environment” has been created for a student when sexual harassment is sufficiently serious to interfere with or limit the student’s ability to participate in or benefit from the school’s program. The more severe the conduct, the less need there is to demonstrate a repetitive series of incidents. In fact, a single or isolated incident of sexual harassment may create a hostile environment if the incident is sufficiently severe, violent, or egregious.

Refer to Board Policy 3205 for further information dealing with Sexual Harassment and how to file a complaint.

HAZING, HARASSMENT, INTIMIDATION, AND BULLYING

Students shall not participate in or conspire with others to engage in harassing acts that may injure, degrade, disgrace, or put others at risk in any way. Hazing is strictly prohibited.

To foster a culture of respect and ensure student safety, it is a violation of district policy for any student to be harassed, intimidated, or bullied by others within the school community, at school-sponsored events, or in circumstances where such behavior substantially disrupts the educational process.

The school community includes all students, staff, school board members, contractors, unpaid volunteers, families, patrons, and visitors.

No student shall be harassed based on race, color, religion, ancestry, national origin, gender, sexual orientation, gender expression or identity, mental or physical disability, or any other distinguishing characteristic.

For the purposes of this handbook, bullying is defined as intentional, repeated, and targeted behavior that causes physical, emotional, or psychological harm. Bullying may include, but is not limited to:

Bullying is one-sided behavior, it is defined as repeated and targeted behavior intended to intimidate, harm, or control another person. This may include, but is not limited to:

- **Physical bullying:** Repeated hitting, kicking, pushing, or other physical aggression
- **Verbal bullying:** Ongoing name-calling, threats, intimidation, or derogatory comments
- **Social/relational bullying:** Purposefully excluding someone, spreading rumors, or encouraging others to isolate a student
- **Cyberbullying:** Using electronic communication (texts, social media, etc.) to harass, threaten, or embarrass someone
- **Identity-based bullying:** Targeting a student based on race, gender, sexual orientation, religion, disability, or other personal characteristics
- **Intimidation:** Gestures, looks, or actions meant to instill fear or discomfort
- **Coercion:** Pressuring others to participate in hurtful, illegal, or inappropriate behavior

If one student and another student have mutually involved conflict (both say/do things back and forth to each other) it would then be defined as conflict.

GENDER-INCLUSIVE SCHOOLS

The board believes in fostering an educational environment that is safe and free of discrimination for all students, regardless of gender expression, gender identity, or sex. To that end, the board recognizes the importance of an inclusive approach toward transgender and gender-expansive students with regard to key terms, communication and the use of names and pronouns, student records, confidential health and education information, communication, restroom and locker room use and accessibility, sports and physical education, dress codes, and other school activities, in order to provide these students with an equal opportunity for learning and achievement.

Please refer to GCDSD Board policy 3211 for further information.

PARKING

Student parking is in the parking lot on the east side of the building (between the main building and CTE Center/Gym). Driving to school is a privilege and students are expected to drive and park in a safe and responsible manner. Parking is not allowed in the bus driveway, in fire lanes, or in handicapped and other restricted areas, including on Crest Drive. Anyone parking in such areas may be referred to the police. Students may not park in visitor or staff parking areas. Parking procedures are outlined in District Policy 3243. Students who do not follow our expectations may lose their on-campus parking privileges, be assigned lunch detention, Monday School, or a combination of these consequences.

A student may use the school parking lot subject to the following conditions:

- A student must register the car in the school office and receive a parking pass, to be hung on their mirror while parked on any school campuses
- The student must possess a valid Washington driver's license
- Show evidence that there is liability and property damage insurance coverage on the vehicle and acknowledge that he/she will assume full responsibility for any comprehensive or collision claims that may occur while on school property;

- In terms of student conduct rules, "possession" of alcoholic beverages, illegal chemical substances or opiates, firearms or a dangerous weapon, or other school prohibited item will also extend to a student's vehicle.

A student who does not conform to the above rules will be subject to corrective action, including loss of school parking privileges.

BIKES AND SKATEBOARDS

Upon arrival at school, bicycles are to be parked and locked in the bike rack and are not to be used until the end of the day. Bicycle/skateboard/longboard riding is not allowed at school or on school premises. Skateboards must be checked in at the office and may not be possessed by the student during the school day. The school is not responsible for lost or stolen bikes or skateboards.

TRESPASSING

Students and the public are required to have prior permission from the Athletic Director in charge of facilities to use any school facilities outside of school time. Be advised that the high school grounds are covered by security cameras at all entrances and inside the building.

LEAVING OR GETTING PICKED UP DURING SCHOOL HOURS

Parents who need to pick up their child during school hours are required to sign their child out at the office. If someone other than the parent/guardian will be picking up your child, you need to send a written note that is dated and signed. Evidence of proper authority to remove a child may be required. For the safety of our students, do not go to the classroom or playground to pick up your child. Students ***must*** be checked out through the office.

Students who leave campus without permission at any time will be considered truant.

10th, 11th, and 12th grade students may opt for lunch off-campus. *An agreement form, signed by the student and parent/guardian must be on file before a student will be permitted to use this privilege*. Forms are available in the office. The following must be adhered to:

1. Students will not be late returning to class/school.
2. Liability while the student is off-campus is assumed by the parent/guardian.
3. 10th-12th grade students who take underclassmen off-campus for lunch will result in lunch detention, Monday School, or the loss of off-campus privileges.
4. 7th-9th grade students who are caught off-campus more than 3 times will result in the loss of off-campus privileges when they are upperclassmen.
5. Discipline issues including actions while off-campus at lunch time may result in the loss of off-campus privileges.

CAFETERIA

Breakfast and lunch meals are served in the cafeteria. Meals may be eaten in the cafeteria or designated areas outside. It is the responsibility of the student to clear his/her area of their plates and other trash. Students will be expected to comply with all directives of the staff responsible for supervising the lunchroom. Students who do not comply with lunchtime rules and expectations may be subject to disciplinary action.

PUBLIC DISPLAY OF AFFECTION

All students are expected to refrain from public displays of affection when they are at school and/or participating/attending in-school functions.

LOCKERS, BACKPACKS, AND BAGS

The school is NOT responsible for losses from lockers. Keep your combination private. Lockers are school property and are subject to search.

To help maintain a safe and secure school environment, junior high and high school students are expected to follow the guidelines below regarding backpacks, purses, and bags:

- Students may only bring clear backpacks, clear purses, or small clear bags to school.
    - Female students may carry a small bag (no larger than 5x7 inches) for personal hygiene items.
- When students arrive, their clear backpacks must be stored in their locker for the rest of the school day.
- Non-clear bags and backpacks won't be allowed in the building and may be confiscated if brought to class.
- Athletic bags are still allowed for sports and school events and must be kept in designated areas.
- Non-clear lunch containers, boxes, etc. are allowed.

This procedure is in place to reduce the risk of students carrying prohibited items—such as vape devices or weapons—throughout the school day. Locker storage will be enforced, and repeated violations may result in disciplinary action.

Students with documented medical needs should contact the health room to request an exception.

FIREARMS AND WEAPONS

Firearms/dangerous weapons (RCW 9.41.280) or items purported to be a weapon (fake or plastic guns) are not allowed in school, at school sponsored activities, on school grounds, facilities, or school provided transportation. If a student brings a firearm/dangerous weapon to school, school discipline in accordance with state law and policy will take place. This can include suspension and expulsion.

Athletics and Extracurricular Activities

ATHLETICS

JUNIOR HIGH

FALL SEASON	WINTER SEASON	SPRING SEASON
Football	Boys' Basketball	Track
Volleyball	Girls' Basketball	
	Wrestling	
	Cheer	

HIGH SCHOOL

FALL SEASON	WINTER SEASON	SPRING SEASON
Football	Boys' Basketball	Baseball
Cross Country	Girls' Basketball	Track
Volleyball	Wrestling	Tennis
Cheer	Cheer	Golf
Girls' Soccer		Softball

PARTICIPATION GUIDELINES FOR ATHLETICS

Students must meet all requirements stated in the Athletic Policies. See the Athletic Handbook for more information.

ASSEMBLIES

During assemblies students are required to sit in their assigned area. Appropriate participation is encouraged to show your school spirit. During awards and special assemblies it is important to show proper respect towards presenters and to respect the rights of those around you. You will be asked to leave the event if behavior is deemed inappropriate, and may be subject to further discipline.

ELIGIBILITY FOR DANCES AND FIELD TRIPS

Participation in school-sponsored dances and field trips is a privilege, not a right. To be eligible to attend, students must meet the following criteria:

- Academic Standing: Students must be passing all classes at the time of the event.
- Disciplinary Standing: students must be current with all assigned discipline, including the completion of any lunch detentions, in-school suspensions, or other consequences.
- Behavioral Expectations: Students must consistently demonstrate behavior that aligns with the schools expectations for respect, responsibility, and safety.

Students who do not meet these expectations may be excluded from attending the event. Final eligibility decisions will be made at the discretion of school administration.

EXPECTATIONS FOR ATTENDANCE AT SCHOOL EVENTS AND ACTIVITIES

Students are encouraged to support their teams by attending after school sporting activities as spectators. Students will be held to the same standards that apply during the regular school day.

At all times students will show respect for the facilities. In addition, disrespect to the adults in attendance, fellow students, or opposing team members will not be tolerated and will be grounds for disciplinary action.

Discipline

All students shall submit to the reasonable rules of the district. Refusal to comply with written rules and regulations established for the governing of the school shall constitute sufficient cause for discipline, suspension or expulsion. Corrective action and/or punishment for misconduct must reflect good faith effort on the part of the staff.

GCDSD Policy No. 3241
School discipline policies follow Washington state law and the PBIS model.
This means our discipline process focuses on teaching appropriate behavioral expectations and then following through with a progressive discipline model when expectations are not met by students as well as a system of positive reinforcement for students who are meeting behavioral expectations.

WHAT IS PBIS?
PBIS stands for positive behavioral interventions and supports. There are three main components of PBIS. They are teaching appropriate behavior in all settings, provide interventions when behavior expectations are not met, and recognize students when behavior expectations are met.

PBIS is a team based school-wide design for discipline which includes all students and all staff in all settings. It is a program that can be upgraded as we go along to better meet the needs of our student population by using the results of surveys completed by students, parents, and staff and the analysis of discipline data.

The standard approach to student behavior is to utilize Restorative Practices and seek to ensure that students remain connected to the learning environment and school community. Specific circumstances involving student behavior issues may require additional support in the form of corrective action. Corrective actions may include: discipline, suspension, expulsion or emergency expulsion, and classroom exclusion. We believe in applying Restorative Practices, and when needed, the lowest level of corrective action necessary to improve student behaviors and maintain a productive learning environment. This progression of support fosters a positive school and community atmosphere and nurtures an environment for all students to grow as productive citizens.

At Lake Roosevelt Schools we are focused on responsible, respectful and safe student behavior. The procedures below describe how our school strives to balance the needs of students who violate rules of conduct, the needs of those affected by such behavior, and the needs of the overall school community. Such balancing is based on the requirement in RCW 28A.600.020(1) that student discipline rules be "interpreted to ensure that the optimum learning atmosphere of the classroom is maintained, and the highest consideration is given to the judgment of qualified certificated educators regarding conditions necessary to maintain the

optimum learning atmosphere." Discipline decisions are based upon individual circumstances, situation, and needs.

Schoolwide rules of conduct follow our Raider Core Values: Growth, Leadership, Communication, Respect, and Accountability in classrooms.
Students who violate the rules of conduct may be subject to restorative practices and/or corrective action. There is a wide variety of restorative practices.
Examples of restorative practices may include, but are not limited to:
• Mediation,
• Apologies,
• Relationship building
• Affective statements ("I" statements),
• Community building circles,
• Restorative dialogues/making agreements,
• Repairing harm circles,
• Restorative conferences, and/or
• Restitution

There are four types of corrective action:
• Discipline,
• Suspension or In-School Suspension (both short and long-term),
• Emergency removal from class, subject or activity
• Expulsion (including emergency expulsions), and

Discipline may include:
- Detention (4 unserved detentions will result in 1 Monday School)
- Monday School
- Loss of privileges
- Completing a project relevant to the infraction
- Restitution
- Behavior contract

Serious behaviors that may result in suspension or expulsion include but are not limited to:
- Insubordination
- Destruction of property
- Threats to cause harm to others
- Bullying, harassment, or intimidation (verbal, written, or physical)
- Fighting or threats to fight
- Possession/use/sale of alcohol, marijuana, tobacco, drugs, or paraphernalia
- Possession or use of a weapon

VAPING/SUBSTANCE-DELIVERING DEVICES
Students in possession of vaping devices or related paraphernalia will have the items confiscated. Parents or guardians will be notified. Repeated offenses will result in progressive

disciplinary action and be reported to law enforcement (See "Serious Behaviors That May Result in Suspension or Expulsion" for more information.)

1st offense: The student will receive a short-term suspension. Upon returning to school, the student will be required to complete an anti-vaping course during their lunch period.

PRANKS

Pranks are not allowed. Severe penalties will be applied to students involved in prank activities, especially if they involve unauthorized admittance to the campus or vandalism to school property. Penalties may include Monday School, suspension, notifying law enforcement, incurring fines, exclusion from walking at graduation, or a combination of these consequences.

MONDAY SCHOOL

Monday School is a Level 1 Disciplinary Action/Intervention strategy used for attendance and minor behavior infractions. It is an educational opportunity for students that takes place on Mondays from 3:35pm until 5:50pm (or until the bus leaves).

Student Expectations for Monday School:

1. Students will arrive on time.
    a. Those who are late will not be allowed to serve and will be rescheduled.
    b. Additional disciplinary action assigned.
2. Students must use the restroom prior to the start of Monday School.
3. Clear water bottles are permitted - All other food and drink are prohibited.
4. Students must arrive with schoolwork, a reading book and ALL needed supplies.
5. Electronic devices (including but not limited to cell phones, smartwatches, tablets) will be left at home or stored in the classroom lock box.
6. For the ENTIRE duration of Monday School, students will be required to work or read SILENTLY.
    a. Students may not sleep.
    b. Students may not talk or communicate in any way with other students.
    c. Students must be actively **engaged** in schoolwork or reading.
    d. Students are not to doodle or draw unless completing a legitimate Art assignment.
7. One 5-minute break will be provided at approximately 4:00pm for students to get water or use the restroom.
8. Students who are unable to comply with the above expectations will be dismissed:
    a. Parents will be notified.
    b. Students will be required to leave campus immediately.
    c. Parents will be required to pick up students who intended to take the turn out bus.
    d. Another Monday School will be assigned. (no credit given for time served)
9. Students who miss or are dismissed from multiple Monday Schools may receive an in-school suspension or incur additional intervention strategies.
10. Students need to provide a doctor’s note or provide evidence of extenuating circumstances if they have to miss/make-up their Monday School.

ALTERNATIVE LEARNING PLAN

Students who continually disrupt the learning environment or exhibit serious behavior violations can be placed on an alternative learning plan. This plan will include working from home on online work or packets and checking in for attendance and academic support based on an agreed upon schedule. This alternative learning plan will be a minimum of 2 weeks and up to the length of a full school year. Criteria for re-entering regular school will be based upon academic progress, attendance, and participation while placed on the alternative plan. Students and guardians must also agree to a behavior plan upon return to regular school.

Threats to cause harm to self will result in self harm/suicide protocol. This includes alerting parents/guardians, health and law enforcement officials, and possible requirements to obtain mental health clearance before returning to school.

During a suspension or expulsion:
The school will provide school assignments. School staff are available to answer your questions and concerns. Your child is not permitted to be at the school, even for extra-curricular activities.

When a student returns from a short-term suspension (10 days or less):
A staff member at the school will check-in with your child to make sure that they feel supported and welcomed back into the school community. This check-in may include discussing what happened, repairing relationships, and identifying supports that your child needs to be successful moving forward. This could include a behavior contract.

When a student returns from a long-term suspension (more than 10 days) or expulsion:
The school will invite you and your child to a re-engagement meeting to create a written plan that makes sure your child gets the support he/she needs to be successful moving forward and to repair harm and restore relationships. This could include a behavior contract.

For students with a 504 Plan or IEP:
If your child is removed from school for more than 10 consecutive school days or a total of 10 or more school days in the same school year, the school will invite you to a Manifestation Determination meeting. The purpose of this meeting is to find out if there is a relationship between your child's disability and the behavior that led to the discipline. If so, additional support may be offered.

Student discipline information is protected by the Family Educational Rights and Privacy Act (FERPA). Student discipline information will only be shared with parties who have legal access to that student's information. In other words, you may not request information about another student's discipline.

Policies

PROPERTY

A student, a student's possessions, or school property assigned to a student (locker, desk, etc.) are subject to search and seizure in accordance with RCW 28A.600.230.

Be advised that security cameras are in use at LR Jr/Sr HS in the hallways, the lunchroom, at main entrances and covering the parking lot of the building.

Backpacks, duffle bags, equipment bags, etc. are not permitted in classrooms, halls or other unmonitored areas. Students need to store these personal items in their lockers. If a student's personal items are too large to fit in the locker, they may ask the office for assistance on a location to store their items until the end of the school day.

NETWORK USE

The district network includes wired and wireless computers and peripheral equipment, files and storage, email and Internet content (blogs, web sites, web mail, groups, wikis, etc.). The district reserves the right to prioritize the use of, and access to, the network.
All use of the network must support education and research and be consistent with the mission of the district.
Acceptable network use by district students and staff includes:

- Creation of files, projects, videos, web pages and podcasts using network resources in support of educational research;
- Participation in blogs, wikis, bulletin boards, social networking sites and groups and the creation of content for podcasts, email and web pages that support educational research;
- With parental permission, the online publication of original educational material, curriculum related materials and student work. Sources outside the classroom or school must be cited appropriately;
- Staff use of the network for incidental personal use in accordance with all district policies and guidelines;
- Connection of staff personal laptops to the district network after checking with Technical Support to confirm that the laptop is equipped with up-to-date virus software, compatible network card and is configured properly. Connection of any personal electronic device is subject to all guidelines in this document.

Unacceptable network use by district students and staff includes but is not limited to:

- Personal gain, commercial solicitation and compensation of any kind;
- Liability or cost incurred by the district; Downloading, installation and use of games, audio files, video files or other applications (including shareware or freeware) without permission or approval from the district Technology Director or his/her designee;
- Support or opposition for ballot measures, candidates and any other political activity;
- Hacking, cracking, vandalizing, the introduction of viruses, worms, Trojan horses, time bombs and changes to hardware, software, and monitoring tools;
- Unauthorized access to other district computers, networks and information systems;
- Cyberbullying, hate mail, defamation, harassment of any kind, discriminatory jokes and remarks;
- Information posted, sent or stored online that could endanger others (e.g., bomb construction, drug manufacture);

- Accessing, uploading, downloading, storage and distribution of obscene, pornographic or sexually explicit material; and
- Attaching unauthorized equipment to the district network. Any such equipment will be confiscated and destroyed.

The district will not be responsible for any damages suffered by any user, including but not limited to, loss of data resulting from delays, non-deliveries, mis-deliveries or service interruptions caused by its own negligence or any other errors or omissions. The district will not be responsible for unauthorized financial obligations resulting from the use of, or access to, the district's computer network or the internet.

Internet Safety

Personal Information and Inappropriate Content

- Students and staff should not reveal personal information, including a home address and phone number, on web sites, blogs, podcasts, videos, wikis, e-mail or as content on any other electronic medium.
- Students and staff should not reveal personal information about another individual on any electronic medium.
- No student pictures or names can be published on any class, school or district website unless the appropriate permission has been verified according to district policy.
- If students encounter dangerous or inappropriate information or messages, they should notify the appropriate school authority.

Filtering and Monitoring

Filtering software is used to block or filter access to visual depictions that are obscene and all child pornography in accordance with the Children's Internet Protection Act (CIPA). Other objectionable material could be filtered. The determination of what constitutes "other objectionable" material is a local decision.

- Filtering software is not 100% effective. While filters make it more difficult for objectionable material to be received or accessed; filters are not a solution in themselves. Every user must take responsibility for his or her use of the network and Internet and avoid objectionable sites;
- Any attempts to defeat or bypass the district's Internet filter or conceal Internet activity are prohibited: proxies, https, special ports, modifications to district browser settings and any other techniques designed to evade filtering or enable the publication of inappropriate content;
- E-mail inconsistent with the educational and research mission of the district will be considered SPAM and blocked from entering district e-mail boxes;
- The district will provide appropriate adult supervision of Internet use. The first line of defense in controlling access by minors to inappropriate material on the Internet is deliberate and consistent monitoring of student access to district computers;
- Staff members who supervise students, control electronic equipment or have occasion to observe student use of said equipment online, must make a reasonable effort to monitor the use of this equipment to assure that student use conforms to the mission and goals of the district.

Copyright

Downloading, copying, duplicating and distributing software, music, sound files, movies, images or other copyrighted materials without the specific written permission of the copyright owner is generally prohibited. However, the duplication and distribution of materials for educational

purposes are permitted when such duplication and distribution falls within the Fair Use Doctrine of the United States Copyright Law (Title 17, USC) and content is cited appropriately.
All student work is copyrighted. Permission to publish any student work requires permission from the parent or guardian.

VISITORS / VOLUNTEERS

Our school recognizes the valuable contribution made to the total school program through the volunteer assistance of parents and other community members. All volunteers must first go to the District Office to obtain background check clearance. After obtaining clearance we ask that you call to make arrangements. All visitors must sign-in and out at the office while on school grounds. If you are visiting on our school grounds you will be given a "Visitor" pass to verify that you have checked in at the office. The principal may withhold visitation approval if particular events such as testing would be adversely affected by a visit. Similarly, if a visitor's presence becomes disruptive, the principal or staff member may withdraw approval. If visiting a classroom, at least 24 hours notice and permission from the principal and/or teacher must be granted.

INJURIES

Even with the greatest precautions and the closest supervision, accidents can and do happen at school. They are a fact of life and a part of the growing-up process our children go through. Parents need to be aware of this and be prepared for the possible medical expenses that may arise should their child be injured at school. *The school district does NOT provide medical insurance to automatically pay for medical expenses when students are injured at school.* This is the responsibility of the parents or legal guardians. The district carries only legal liability insurance. The district does make student medical insurance available to families for their individual purchase. Brochures outlining the coverage and premiums are handed out at the beginning of the school year, and are available at each building office. Parents, please be prepared to pay for your child's possible medical expenses.

MEDICINE AT SCHOOL

School personnel cannot administer medication (over the counter or prescription) to students, including aspirin, without the following requirements, as per Washington State law:

1) Both the child's parent and physician must fill out the school's Medication Authorization Form stating specific instructions. The form MUST be updated every school year.
2) Medication must be in the original bottle.

If medication does come to school and these measures are not followed, the medication will not be given to the child.

GANG ACTIVITY

A gang is defined (RCW 28A.600.455) as a group of people (3 or more) who interact among themselves; have identifiable leadership; take upon themselves an identity and or a group name; claim physical territory; and engage together in one of more forms of antisocial behavior and or criminal activity on a regular ongoing basis. Student behavior, dress, signing or symbolism intended to represent gang affiliation will not be tolerated on school grounds or at school sponsored events. These symbols change from time to time and include such items as hats, bandanas of any color, chain ornaments, clothing colors and styles, gang colors, use of hand signals, and symbols of affiliation. Other attributes that denote membership in a gang may include the presence of types of apparel, jewelry, accessories, graffiti, grooming, and tattoos. Behavior on or about school premises or at school-sponsored events that creates conflict or an atmosphere of intimidation, or creates a clear and present danger, or disrupts the orderly

operation of school is prohibited. When an issue of concern is present, student(s) involved will be notified and asked not to display such symbolism again. Subsequent violation of this policy will result in discipline, suspension, or expulsion.

STUDENT SUPPORT SERVICES

Students are also supported in their efforts by a wide variety of individuals and agencies. The Support personnel provide many services to both children and families. The following is a list of services available to students at Lake Roosevelt Elementary School.

- **Communication Specialist**
  The speech and language pathologist works with students having delays in speech and/or language development. When a child is identified as needing services, the Communication Specialist develops an individual educational plan with the family and other professionals. As with other support personnel, the Communication Specialist works closely with the classroom teacher.
- **Special Education/Section 504**
  Consistent with various federal and state regulations, GCDSD provides a variety of specialized programs for students with learning, emotional, intellectual, speech, physical, health, vision, or hearing disabilities. There is a fully certified special education teacher who can provide/coordinate many services. Any student with an identified handicap is eligible to receive services. The teacher works closely with parents, regular classroom teachers, and other support staff members.

Parents concerned that their child's school progress may be limited by one of the above handicaps may refer their child for a diagnostic evaluation. Students may refer themselves, but parental permission for evaluation is required if the student is not yet 18 years of age. Referrals should be directed to the Special Education Director, (509) 633-1442.

NOTICE OF NONDISCRIMINATION

The Grand Coulee Dam School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employee(s) have been designated to handle questions and complaints of alleged discrimination:

Title IX Coordinator
Name or Title: Athletic Director
Address: Lake Roosevelt H.S.
Telephone Number: 633-1442

Section 504/ADA Coordinator
Name or Title: School District Nurse
Address: District Office
Telephone Number: 633-2143

Compliance Coordinator for 28A.640 and 28A.642 RCW
Name or Title: Superintendent
Address: District Office
Telephone Number: 633-2143

The Grand Coulee Dam School District will also take steps to assure that national origin persons who lack English language skills can participate in all education programs, services and activities. For information regarding translation services or transitional bilingual education contact the Special Education Director at 633-1442.

NOTIFICATION OF RIGHTS UNDER THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

For Elementary and Secondary Schools

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

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

   Family Policy Compliance Office
   U.S. Department of Education
   400 Maryland Avenue, SW
   Washington, DC 20202-5901

*State Law Qualification: Although FERPA allows 45 days to honor a request, the state policy records law requires an appropriate response to a “public record” request within five (5) business days. RCW 42.17.32

NETWORK SECURITY

Passwords are the first level of security for a user account. System logins and accounts are to be used only by the authorized owner of the account, for authorized district purposes. Students and staff are responsible for all activity on their account and must not share their account password.

These procedures are designed to safeguard network user accounts:

- Change passwords according to district policy;
- Do not use another user’s account;
- Do not insert passwords into e-mail or other communications;
- If you write down your account password, keep it out of sight;
- Do not store passwords in a file without encryption;
- Do not use the “remember password” feature of Internet browsers; and
- Lock the screen, or log off, if leaving the computer.

No Expectations of Privacy

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

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

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

Index by Topic

8th Grade Recognition	4
Academics	3
After School Activities	14
Alternative Learning Plan	17
Assemblies	14
Athletics and Extracurricular Activities	13
Attendance	6
Bikes, Skateboards	12
Bus Expectations	8
Cafeteria	13
Cheating-Plagiarism	5
Class Enrollment	4
Covid	13
Discipline	14
Dress Code	9
Electronic Devices	10
Expectation for Attendance at School Events and Activities	14
Firearms and Weapons	13
Food and Beverages	10
Gang Activity	21
Gender Inclusive Schools	12
Hazing, Harassment, Intimidation, and Bullying	11
Health and Welfare	6
Homework/Make Up Work	4
Injuries	20
Leaving or Getting Picked Up During School	12
Lockers and Backpacks	13
Medicines at School	20
Monday School	16
Network Security	23
Network Use	18
Notice of Nondiscrimination	21
Notification of Rights under the Family Educational Rights and Privacy Act (FERPA)	22
Parking	12
Participation Guidelines for Athletics	14
Pranks	16
Policies	18
Progress Reports	5
Property	18
Public Displays of Affection	13
Report Cards	5

Retention 5
Schedule Changes 4
Sexual Harassment 11
Sports Seasons 13
Student Expectations 5
Student Support Services 21
Tardies 7
Textbooks/Chromebook 4
Trespassing 13
Truancies 7
Vaping/Substance Delivering Devices 16
Violent/Assaultive Behavior 11
Visitors/Volunteers 20