



Student & Parent Handbook 2026-2027

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Welcome to Cedar Park

Dear Cedar Park Students and Families,

Welcome to Cedar Park Middle School, home of the Timberwolves. We are excited to have you as part of our pack!

Since 1965, Cedar Park has been committed to serving students and families in the Beaverton School District while growing to meet the needs of each new generation. We added AVID as an elective in fall 2014 and have since expanded its strategies schoolwide, supporting all students in developing the skills and habits needed for success beyond middle school. In fall 2021, we also became home to the Rachel Carson Program of Environmental Science, a districtwide option that fosters inquiry, collaboration, and community engagement.

At Cedar Park, we believe strong partnerships between school and home help every student succeed. We invite students and families to be part of the Cedar Park Timberwolf P.A.C.K.:

Students	Parents & Families
Prepared & Punctual Be on time with materials, ready to learn and respect everyone's time	Prepared Send your child to school with their materials and supplies
Always Try Give your best effort, learn from mistakes, and encourage others to do the same	Ask Talk to your child about what they are learning and experiencing at school
Community of Respect Think before you speak and treat others with dignity and kindness	Check & Communicate Review ParentSquare messages, check Canvas, and monitor ParentVUE
Know Your Impact Take responsibility for your actions and how they impact others and the school community	Keep Track Monitor attendance, including tardies

Middle school is a time to explore, grow, and discover new strengths. At Cedar Park, students will build meaningful relationships, take on new challenges, and develop the skills needed for high school and beyond.

Our staff is here to support, challenge, and encourage you throughout your journey. We are excited to partner with you and look forward to a great year together.

Sincerely,

Cedar Park Staff

School Information

Cedar Park Middle School

11100 SW Park Way

Portland, OR 97225

Phone: 503-356-2560

Fax: 503-356-2565

Website: <https://cedarpark.beaverton.k12.or.us/>

Connecting with Staff

For Students

- Speak directly with your teacher if you have a question or concern
- The best times are usually before or after class
- Many teachers are available before or after school with prior arrangement

For Parents and Guardians

- Contact teachers or counselors with questions or concerns
- Scheduling an appointment is the most effective way to connect with staff
- Please plan meetings outside the school day so staff can focus on student learning during class time

District Policies

[BSD Student & Family Handbook](#)

The Beaverton School District Student & Family Handbook outlines student rights, responsibilities, and district expectations for academics, behavior, and activities.

[BSD Student Code of Conduct](#)

The Code of Conduct defines expectations for student behavior while at school, at school-sponsored events, and in situations that impact school safety and climate.

Visitors

Student safety is our top priority and guides all visitor procedures.

Visitor Expectations

- All visitors must enter through the front entrance and check in at the main office using the Raptor (online check-in) system
- Visitors must wear a visible visitor pass at all times while in the building

Parent/Guardian Visits

- Visits must be pre-arranged with staff
- Parents/guardians may visit during lunch, but may not eat in the cafeteria
- Classroom visits must be scheduled in advance and may require supervision

Adult Visitors

- Visits beyond the front office must be pre-arranged and approved
- Visitors will be escorted to designated locations during the school day
- Anyone not following visitor procedures will be asked to leave campus

Student-Age Visitors

- Individuals of school age are not permitted on campus during the school day
- Students may not bring friends or other school-age visitors to school
- Former students may visit after 4:20 p.m. with prior staff approval

How We Communicate

ParentSquare

- ParentSquare is the primary way Cedar Park communicates with families
- Messages are sent via email, text, or app notifications
- Accounts are automatically created using your preferred email address and phone number
- Families can also message teachers directly through ParentSquare
- Download the app or access the [ParentSquare web portal](#) to stay connected

ParentVUE

- ParentVUE provides real-time access to attendance, schedules, and grades
- It is also used each year to [verify student enrollment information](#)

Canvas

- Canvas is used by teachers to share assignments, provide feedback, and communicate with students
- Students should check Canvas regularly for assignments, due dates, and updates

Daily Schedule

Morning Arrival

- School begins at 9:40 a.m.
- The building opens at 9:20 a.m. for student arrival and breakfast
- Students may not arrive before 9:20 a.m. due to limited supervision
- Students needing access to a teacher before 9:25 a.m. must have a pre-arranged pass and present it upon arrival

Afternoon Dismissal

- School day ends at 4:15 p.m.
- Buses depart at 4:20.
- Students are expected to leave campus by 4:20 p.m. unless they are participating in a school-sponsored after school activity.
- Students remaining on campus for after school activities will be held to the same expectations as during the school day.

Hall Passes

- Students may be in the hall only with a pass or staff supervision
- Passes must be arranged in advance to meet with teachers before school, during lunch, or after school
- Students may not access lockers when halls are closed without a pass

Lost Passes

- If passes are lost or misplaced, students will need to reschedule their appointment, or attempt to contact the teacher, a counselor, or an administrator for a replacement pass.

Attendance

Attendance Matters

At Cedar Park, we believe attendance is more than being present, it's about belonging. Students are more likely to attend regularly when they feel connected to their school, their peers, and their teachers. Regular attendance helps students stay engaged, build meaningful relationships, and stay on track for future success.

Expectations and Responsibilities

Students

- Attend all classes and arrive on time
- Stay engaged in learning
- Check Canvas or teacher directions for missed work
- Communicate and complete assignments after absences

Parents and Guardians

- Ensure regular attendance unless there is a valid reason
- Report absences promptly by calling 503-356-2560, Option 1
- Establish routines that support regular school attendance
- Partner with the school when concerns arise

School

- Create a safe, welcoming environment where students feel they belong
- Monitor attendance and communicate concerns early
- Support students and families when challenges arise
- Follow Oregon school attendance laws

Reporting an Absence

- Call **503-356-2560, Option 1** by 4:00 p.m. on the day of the absence
- Absences should be limited to illness, appointments, emergencies, or religious observances
- Unreported absences may be marked unexcused

Arriving to School Late

- Students must sign in with the attendance secretary in the main office
- A parent note or phone call is required to excuse the tardy
- Students will receive a pass before going to class

Arriving to Class Late

- Students are expected to be in class on time and ready to learn
- Students who arrive late without a pass will be marked tardy.
- After 10 minutes, students are marked LAT (Late After Tardy)
- Repeated tardies may result in consequences

Leaving Campus During the School Day

- Cedar Park operates a closed campus
- Students may only leave with a parent/guardian or approved adult
- Parents must contact the attendance secretary in the main office for early checkout
- Students must sign back in if they return the same day

Extended Absences or Withdrawal

- Contact the school if your student will miss multiple days
- Oregon law requires withdrawal after 10 consecutive school days of absence
- Families moving should notify the Registrar as soon as possible

Communication with Students

Messages

- Only emergency messages will be delivered to students
- Routine messages will be shared with your child's teachers
- Please do not text or call your student during the school day
- Students who use phones during class may be subject to consequences

Deliveries

- Label all items with your child's name and drop them at the office
- Deliveries from restaurants or courier services are not accepted
- Only parents/guardians or emergency contacts may drop off items
- Students may pick up items between classes
- Students will not be called from class unless it is an emergency

Student Expectations

All students are expected to behave in a manner that demonstrates safe, responsible, respectful, and kind actions. Any incidents that take place outside of the school day or school grounds that disrupt the educational process can be subject to disciplinary consequences. This can include conflict that occurs on social media platforms or instant messaging.

Conduct

At Cedar Park the four basic rules that are used to guide student behavior:

1. Be Safe
2. Be Responsible
3. Be Respectful
4. Be Kind.

Teachers will review conduct expectations in each class. For more details, see the BSD Student & Parent Handbook.

Bullying / Harassment

Cedar Park and the Beaverton School District are committed to providing a safe, respectful, and inclusive learning environment. Harassment, intimidation, bullying, cyberbullying, hazing, and teen dating violence are not permitted.

Definition

Bullying, harassment, or intimidation means any act that substantially interferes with a student's educational benefits, opportunities, or performance. This behavior may be based on, but is not limited to, a person's membership in a protected class, as defined in Board Policy JFCF.

Bullying and harassment are unwanted, aggressive behaviors that involve a real or perceived power imbalance. These behaviors are repeated, or have the potential to be repeated over time. Examples may include:

- Making threats
- Spreading rumors
- Physical or verbal aggression
- Intentionally excluding someone from a group

These actions may result in:

- Physical harm to a student or damage to a student's property
- Placing a student in reasonable fear of harm or property damage
- Creating a hostile educational environment, including interfering with a student's psychological well-being

Protected Classes and Hate-Based Behavior

Bullying or harassment may target individuals or groups based on protected characteristics or perceived member in a protected class, including but not limited to:

- Race or color
- National or ethnic origin
- Sex
- Sexual orientation
- Gender identity or gender expression
- Religion
- Disability
- Economic status
- Marital, familial or pregnancy status
- Veterans' status
- Association with a protected class

This includes, but is not limited to:

- Use of slurs or degrading language
- Gestures or symbols intended to harm or intimidate
- Displaying, wearing, or sharing offensive materials
- Online or social media communication that targets individuals or groups

Any behavior that endangers the health, safety, or property of others, or causes a substantial disruption to the school environment, may be considered a violation of this policy.

Cyberbullying and Off-Campus Behavior

Bullying that occurs online or off campus may still result in school consequences if it disrupts the learning environment or impacts student safety.

Reporting and Response

- Students are encouraged to report incidents of harassment, bullying, cyberbullying, and teen-dating violence to any staff member.
- The building principal or designee will conduct a prompt investigation.
- The complainant will be notified of the findings of the investigation and that appropriate action has been taken.
- Bullying Report Forms are available from counselors and in the main office.

Phones & Electronic Devices

Guidelines for device use are outlined in the [BSD Personal Electronic Device Policy](#).

Personal Phones and Devices

- Personal devices (e.g., phones, earbuds, headphones, smartwatches, etc.) must be off and stored in lockers during the entire school day
- This includes passing periods, lunch, and restroom breaks
- Devices may only be used if approved for a documented educational, medical, or accommodation need

Communication During the Day

- Students may not use personal devices to call or text during the school day
- Families should contact the main office for urgent messages

Cell Phone Violation

- **First incident:** Teacher sends the student to the office to turn in the phone. Students will receive a receipt that she/he will show to the teacher. Students will report to the front office at the end of the day and retrieve the phone.
- **Second incident:** Teacher sends student to the office to turn in the phone and get a receipt. The office will contact home for the parent to come pick up the phone.
- **Third incident:** Teacher sends student to the office to turn in the phone and get a receipt. The office will let an administrator know. Admin will take action from there.

Chromebooks

Chromebooks will be provided to support instruction and learning. Cedar Park will be transitioning to Chromebook carts in all grades. Devices are returned to carts when instructed.

Student Expectations

- Use Chromebooks only for school-related purposes as directed by staff
- Handle devices with care and follow teacher instructions
- Do not remove devices from the classroom unless directed

Care and Responsibility

- Keep food and drink away from devices
- Use care when opening, closing, and connecting cords
- Do not remove keys, cases, or identification labels
- Report any damage or concerns to staff immediately

Accountability

- Students are responsible for appropriate use and care of shared devices
- Misuse or damage may result in loss of access and/or disciplinary action

Dress Code

Cedar Park follows BSD dress and grooming standards. Students and families are primarily responsible for student dress and grooming. However, students may be required to adjust their attire if it:

- Disrupts the learning environment or school climate
- Is unclean or unsanitary
- Poses a health or safety risk

Expectations

- Dress and grooming must follow health, safety, and sanitary standards
- Clothing must allow student to participate safely in all school activities
- Attire that disrupts learning, including immodest clothing, is not permitted

Prohibited Items

Clothing, jewelry, or wording/graphics on clothing or on the person (e.g., tattoos) that is:

- Sexually suggestive, lewd, or vulgar
- Drug or alcohol-related
- Depicts violence or threatening behaviors
- Ridicules or targets individuals or groups
- Represents hate or discrimination (see Board Policy ACB - Every Student Belongs)
- Promotes criminal activity
- Indicates gang affiliation

P.E. Clothes

- Students are not required to dress down for P.E., but will be expected to come prepared to participate in a P.E. class
- Clothes should allow for freedom of movement and activity
- A sweatshirt and/or sweat pants are encouraged for cooler weather
- Athletic shoes are required; no slip on shoes (e.g., Crocs, slides, etc.)

Additional Guidelines

- Dress expectations may vary for specific activities
- Students will be asked to correct dress concerns in a respectful, non-disruptive manner

Student Support Services

Counseling

The Cedar Park counseling program is based on the national school counseling model developed by the American School Counseling Association. Counselors support students in:

- Academics
- Personal/social development
- College and career readiness

Counselors provide limited one-on-one counseling, assisting with solving problems around class situations, relationships with classmates, or any other issues or concerns that may affect a student's ability to do well in school. Counselors also provide groups for students with similar academic, personal, or social issues. In addition, counselors are available as resources for parents who have concerns.

If students wish to see a counselor, they can go to the counselor's office or the main office for an appointment request slip.

Health Services

Health Room & Medications

The health room is located in the main office and is staffed by our school secretaries. School secretaries are not licensed medical providers and are limited in the care they can provide.

Health Room Guidelines

- The health room is used to assess whether a student should return to class or go home
- Staff may provide basic care only (e.g., ice or bandages)
- Parents/guardians will be contacted if additional care is needed

Medication Expectations

- Students are not permitted to keep medicine in lockers. This includes prescriptions and all over-the-counter medications.
- Medication may be given in the office to those students who require medicine in order to attend school.
- All medications must be in the original container and kept in the main office.

Parent/Guardian Responsibilities

- Transport all medication to and from school (students may not transport medication)
- Complete an Administration of Medication form
- Provide updated prescriptions and physician documentation as needed
- Ensure emergency contact information is current
- For more information, visit the [BSD School Nursing and Student Health](#) webpage

Injuries

- All injuries must be reported immediately to the office.
- Accurate and updated emergency contact information is essential
- Staff will contact parents/guardians in cases of serious injury or illness

Health Coverage

Families are encouraged to ensure their child has access to health care coverage. Many students and families qualify for programs such as the Oregon Health Plan (OHP) or other low-cost options.

School-Based Health Center

A School-Based Health Center at Beaverton High School is available to support student access to physical and mental health care.

The SBHC provides physical, mental, and preventative health services such as:

- Routine physical exams; sports physicals & concussion clinics
- Mental health and substance abuse assessments and referral
- Diagnosis and treatment of acute and chronic illness
- Immunizations, prescription medications, and lab tests
- Treatment of minor illnesses and injury
- Vision, dental and blood pressure screenings
- Mental health counseling

Outside Providers On Campus

- Outside providers may only work with students on campus during the school day if they have a contract with the District
- Requests to use district facilities outside the school day must go through the district facility use process

Academics

Grading and Reporting

Cedar Park uses the Beaverton School District standards-based grading system to communicate student learning. Grades reflect a student's progress toward meeting academic learning targets.

Academic Performance

- Student work is evaluated using a 1–8 scale across all secondary schools
- Scores reflect a student's level of understanding based on evidence collected over time
- Teachers use multiple opportunities and types of assessments to determine progress

Determining Grades

- Learning is measured using standards/targets, not individual assignments
- Evidence from assessments is combined to form a summary judgment of learning
- Summary judgments are used to calculate overall course grades
- Final grades are based on a district scale that converts scores to letter grades

Missing Work

- Missing or incomplete work is recorded and may impact a student's overall grade
- District systems may use a specific code to indicate missing evidence of learning

Skills for Success

In addition to academic learning, students are assessed on Skills for Success, which support learning in every class:

- Interpersonal Skills
- Community Skills
- Engagement Skills
- Independence & Adaptability

These skills are reported separately from academic grades and help students develop habits for success in school and beyond.

Communication with Families

- Grades and progress can be viewed in ParentVUE/StudentVUE and Canvas
- Teachers provide feedback to help students understand:
 - What they are learning
 - Their current level of performance
 - How to improve

Library

The library is a place for collaboration, research, and independent study. Students are expected to follow school expectations for behavior and technology use.

All 6th grade students will receive a Library orientation in September. Students new to 7th and 8th grade are welcome to stop by for an orientation.

Library Expectations

- Use the library for academic work, reading, or quiet study
- Care for materials and return them on time
- Check out all materials before taking them
- Pay full replacement cost for lost materials
- Sign in and out when entering or leaving

Library Hours:

- Before school from 9:20-9:40 a.m., students with a pass may study and read quietly in the library.
- During lunches and after school from 4:15 to 4:25 p.m., quiet, independent study or reading is possible.
- The library will be closed to students during school staff meetings and any other professional development sessions.

Library Access

- A pass is required to visit before school, during lunch, or after school (unless otherwise permitted)
- Students should bring all needed materials when visiting
- Lunch passes can be obtained from a lunchtime supervisor

Nutrition Services

Meals

- All students receive one free breakfast and one free lunch each day through the Community Eligibility Provision (CEP)
- No application is required for free meals
- Additional entrees à la carte items, or extra milk may be purchased and charged to a student's account

Menu & Accounts

- Breakfast and lunch menus for the current month are posted on the [BSD Nutrition Services](#) website
- Students use their PIN to access their meal account
- Funds may be added for additional purchases, if desired

Meal Expectations

- Wash hands before eating
- Do not share food
- Clean up, return trays, recycle appropriate items, and dispose of trash properly

Lunch Time Procedures

- Memorize Student ID/PIN
- Bring only necessary items (e.g., lunch, coat, or materials)
- If purchasing lunch, wait patiently in line, select your meal, and check out at the register
- Find a seat and remain seated while eating, especially during the first 10 minutes
- Eat only in designated areas (cafeteria or approved outdoor space); no food on the field
- Clean up after yourself: take all trash, recyclables, and trays to the designated area
- If going outside, use the assigned exit and leave personal items at the storage table
- No food or drink is allowed outside
- At the end of lunch, pick up your belongings and return to class

Lockers

All students are assigned a locker and are required to use it during the school day. Backpacks will not be allowed in classrooms.

Locker Expectations

- Keep lockers locked at all times
- Do not share combination or your locker with others
- Keep lockers clean and free of damage or graffiti
- Close doors carefully and do not slam
- Report locker issues to a staff member

Use and Responsibility

- Use lockers to store school materials only—do not share lockers
- Do not open or tamper with another student's locker
- If your locker does not work properly or you feel it is not secure, report it to the main office

Important

- Lockers are school property and may be subject to search in accordance with district policy
- Locker combinations are confidential, sharing or collecting combinations is a serious violation
- Damage or misuse may result in loss of locker privileges, fines, or disciplinary action
- Do not bring valuables to school; the school is not responsible for lost or stolen items

Personal Property

Should students choose to bring personal belongings to school, the students, not the district, are responsible for ensuring that their belongings are secured. Cedar Park Middle School and The Beaverton School District shall not be liable for theft or loss of personal property on school grounds.

Valuables

- Avoid bringing large amounts of money, electronics, or other valuables to school
- Items brought to school are at the student's own risk

Protecting Your Belongings

- Keep lockers locked and secure at all times
- Do not share locker combinations
- Be aware of your surroundings when using lockers
- Report missing items or suspicious activity to the office immediately
- Label personal items clearly

Lost and Found

- Located at the entrance to the cafeteria
- Check regularly before school for missing items
- Unclaimed items are cleaned and donated every 9-10 weeks to local charities

Transportation

School Buses

- Transportation is provided between school and home only via school district established bus routes.
- If students wish to go to any other destination, they will need to provide their own transportation.
- A written parent/guardian note and administrative approval are required to:
 - Change bus routes or stops
 - Ride with another student
- Notes must be submitted before the end of the school day
- Approval applies only to the date listed
- Requests after the dismissal bell will not be approved
- Any exceptions to this policy will require advance written parental request
- For long-term bus route or stop changes, please contact the transportation department directly at **(503) 356-4200**.

Oregon School Bus Laws

- Students being transported are under the authority of the bus driver.
- Fighting, wrestling, or boisterous activity is prohibited on the bus.
- Students shall use the emergency door only in case of an emergency.
- Students shall be on time for the bus during both morning and evening times.
- Students shall not bring animals, firearms, weapons, or other potentially hazardous material on the bus.
- Students shall remain seated while the bus is in motion.
- Students may be assigned seats by the bus driver.
- When necessary to cross the road, students shall cross in front of the bus or as instructed by the bus driver.
- Students shall not extend their hands, arms, or heads through the bus windows.
- Students shall have written permission to leave the bus other than at home or school.
- Students shall converse in normal tones; loud or vulgar language is prohibited.
- Students shall not open or close windows without permission of the driver.
- Students shall keep the bus clean and must refrain from damaging it.
- Students shall be courteous to the driver, to students, and to neighbors.
- Students who refuse to promptly obey the directions of the driver or refuse to obey these regulations may forfeit their privilege to ride the bus.
- Students who cause problems on the bus will be issued a citation. The first citation is a warning; the second citation may result in losing the privilege to ride the bus up to several weeks. Parents will be notified in each case. All citations must be presented to an administrator for signature.
- If there is a serious problem on the bus and the driver feels they are unable to stop the problem, they may bring the students back to school for disciplinary action, and their parents may be called to pick them up.

Bicycles, Scooters, Skateboards, etc.

- Park and lock your bike in the slotted rack in front of the building (this is the only area)
- Walk bikes and scooters while on school grounds
- Riding is not permitted during the school day, including lunch
- Do not visit the bike rack during school hours

Helmet Requirement

- Oregon law requires riders under age 16 to wear a helmet when riding a bike
- Failure to do so may result in loss of riding privileges and possible citation

E-Bike and E-Scooter Safety

Electric-assisted bicycles (e-bikes) and electric scooters (e-scooters) are becoming more common for student transportation. Families should be aware of Oregon laws and district expectations:

- Minimum age: Riders must be at least 16 years old
- Where to ride: E-bikes and e-scooters are not allowed on sidewalks; riders must use bike lanes or ride with traffic
- Helmets: Required for e-scooter riders; strongly recommended for e-bike riders
- Speed limits: E-scooters are limited to 15 mph; e-bikes must follow class speed limits
- Vehicle classification: High-powered or high-speed devices may be classified as motorcycles and require licensing, registration, and insurance

Students under the age of 16 may not operate e-scooters. For safety reasons, students who do not meet legal or district expectations should not bring or use e-scooters to travel to or from school or on school grounds.

Families are encouraged to review these expectations with their child and ensure safe, responsible use.

Field Trips

Field trips are an extension of classroom learning and are considered a privilege. Participation may be denied based on administrative determination. Field trips are not scheduled during the final two weeks of school without prior approval.

Requirements

- A signed permission slip must be on file before leaving school
- Students without completed paperwork will not be allowed to attend

Chaperones

- Must complete the required district volunteer background check

Closure, Snow Delay & Early Release due to Weather

School closure or delay decisions are typically posted on the District website by 5:30 a.m. and shared with local media. Families are encouraged to make attendance decisions based on local travel conditions.

School Closure

- All schools and district facilities are closed
- All daytime and evening activities/events are canceled

2-Hour Delay

- Schools open two hours later than normal
- Buses operate on snow routes
- No bus service (a.m. or p.m.) for Bonny Slope Elementary
- If conditions improve by 11:00 a.m., updates to afternoon transportation will be shared by 1:00 p.m.

School on Time Buses on Snow Routes

- Schools operate on regular schedules
- No bus service (both a.m. and p.m.) for Bonny Slope and Nancy Ryles elementary schools
- If conditions improve by 11:00 a.m., updates in afternoon bus service will be shared by 1:00 p.m.

Early Closure

- Refer to ParentSquare and District website for updates
- All daytime and evening activities are canceled