WISHRAM SCHOOL DISTRICT #94

Parent-Student Handbook
2026 -2027

WISHRAM SCHOOL HANDBOOK INTRODUCTION

The staff and school board members welcome all returning students, new students, and parents to Wishram School District. This district is committed to serving the educational needs of the community of Wishram. It is the goal of the district that every student at Wishram School will receive a quality education. We are dedicated to our school's

Mission Statement: Wishram School is a partnership of students, staff, parents, and community. Our goal is to provide a positive school experience, foster personal and academic growth, and teach skills for a successful life.

Attending school can be very exciting and enjoyable. We hope you enjoy many new experiences and develop skills to become a successful adult. You will find this handbook provides expectations about your participation in school and answers many questions. Read it carefully and you will find that doing your job as a student and being a good citizen will be the cornerstone to your education.

Please know that we highly value home/school communication here at Wishram School. It is vital and plays an integral role in each student's success. We encourage both students and parents to contact us if/when the need arises, and to stay in the know about studies, assignments, assessments, and school activities, as well as other events and happenings.

We expect all students enrolled here at Wishram School to live by the standards of honesty, integrity, self-discipline, respect, and love of knowledge. Our mascot, the Rattler, sets the tone for staff and students to be steadfast, focused, determined, and ready to accept challenges. Together, let's create and maintain a culture of excellence by holding ourselves accountable for our actions.

*"The Children **ARE** The Key to Our Success"*
Tye Churchwell, Superintendent

Wishram 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 has been designated to handle questions and complaints of alleged discrimination: Wishram School Superintendent, PO Box 8, Wishram, WA 98673, (509) 767-6070.

Detach and return to the school

I have read and understand the philosophy and discipline procedures of the Wishram School District Handbook.

_____
Parent Signature

_____ _____

_____ _____
Student Signature

STAFF

Mr. Tye Churchwell	-	Superintendent
Mr. Brent Cameron	-	Principal
Ms. Sarah Hathaway	-	Business Manager
Mrs. Ariel Sanderson	-	Data Coordinator/Office Manager
Mrs. Carisa Huva-Bellamy	-	Title/Lap/Reading Specialist
Mrs. Kristen Ringer	-	Grades 2nd & 3rd/REACH Coordinator
Ms. Aidan Kobeck	-	Grades 4th & 5th
Mr. Ken Weaver	-	Social Studies 6th-12th
Mrs. Karen Pewitt	-	English 6th-12th
Ms. Maranda James	-	Science 6th-12th
Mr. Jeremy Reiman	-	Math 6th-12th
Mr. Kristopher Fowell	-	Kindergarten/1st Grade
Mr. Will Walters	-	School Counselor
Mr. David DeVoe	-	CTE/Geometry
Mrs. Sharon Campbell	-	Special Education
Mrs. Sheila McCullough	-	Food Service
Mrs. Skye Cooper	-	Paraprofessional/ Bus Driver
Mr. Jason Cooper	-	Tech/Parapro/Maint./Bus Driver/ASB Advisor
Mr. Antoine Montoya	-	Maintenance/Coach
Mr. Jai Ringer	-	Paraprofessional/Bus Driver
Mr. Detmar McCullough	-	Activities Coordinator/Bus Driver
Mrs. Chelsea White	-	Paraprofessional/REACH
Mrs. Kayla Douglas	-	Special Education Paraprofessional
Mrs.Anne Reiman	-	Americorps service member/REACH
Ms. Jennifer Weltin	-	Mental Health Therapist

TABLE OF CONTENTS

	Page
Signature Page/General Information	2,5
Teachers/Support Staff	3,6
Visitor Policy	6
Attendance	7-9
Tardies	10
Delayed Start/Emergency Closing/Snow	11
Removal of Student During the School Day	11
Withdrawal From School	12
Homework	12
Grading System	13
Academic Reports/Parent/Teacher conferences	13-14
Parents Guide to ICU	14-18
Services	18-19
Closed Campus	19-20
FERPA	20-21
Prayer/Pets/Freedom of Expression	22
Internet/Technology Use & Guidelines	23-26
School District's Rights and Responsibilities	26
Cell Phone Policy	27-28
AI/Chat GPT	29
Unacceptable Use of District's Computers	30-32
Chromebook Acceptable Use Agreement	33-34
Extra-Curricular Activities	35-37
ICU and Athletic Participation	38
Tardies and Athletic Participation	38
Drugs/Alcohol,Tobacco/Vaping Policy	38-41
Lockers/Eighteen-Year-Old Students/Head Lice	41
Student Conduct	41-48
SCHOOL GUIDELINES:	
Student Discipline System Procedures	49-55
In-School Suspension Rules	56
Lunch	56
Gym	56
Playground	57
Field Trips	57-58
Assessments	59-61
W.H.S Graduation Requirements	61-68
References	68-69
Title I & Lap Programs	70-71
Dance Rules & Guidelines	71
Wishram School Student Policy and Procedures	72-74
Maintaining Professional Staff/Student Boundaries	74
Harassment, Intimidation, Bullying-Discrimination	75-79

GENERAL INFORMATION

SCHOOL DAY

PRESCHOOL	8:00 - 3:00 (M-F)
GRADES KINDERGARTEN – 12th	8:00 - 3:00 (M–F)

WISHRAM BELL SCHEDULE

ADVISORY	8:00 – 8:05
FIRST PERIOD	8:08 – 8:55
SECOND PERIOD	8:58 - 9:45
THIRD PERIOD	9:51 – 10:38
FOURTH PERIOD	10:41 – 11:28
FIFTH PERIOD-ELEM. LUNCH	11:31 – 12:18
SECONDARY LUNCH	12:18 – 1:02
SIXTH PERIOD	1:05 – 1:52
SEVENTH PERIOD	1:55 - 2:41
ADVISORY	2:44 - 3:00

School doors will open at 7:15 am. Breakfast will be served from 7:15 am until 7:50 am each morning. Breakfast after the Bell (BAB) can be picked up from 8-10:00am. Students may access the gym, cafeteria, or morning ICU room before school starts. Classrooms will open at 7:40 am each morning.

TEACHERS

Our teachers are dedicated to facilitating learning and have made it their profession to provide young learners with the tools that will be necessary to become successful citizens. Teachers come in all shapes and sizes. Their styles are not all alike. This is a good thing. As future employees, students will need to be able to accept, work with, and learn from many different employers. It's important to focus on what is being learned, not who is teaching it. Teachers are precious commodities. Treat them with respect; and if you have a conflict, work it out with him/her on a respectful basis. Learning to resolve issues is a vital skill. Students will be expected to handle all teacher-student conflicts with respect and in a non-intimidating way with the use of conflict resolution skills.

VISITOR POLICY

To reduce distractions and disruptions, no visitor will be permitted to enter the school building or its grounds unless he/she has official business to conduct. All visitors are to report directly to the main office, sign in, and wear a visitor's lanyard. Parents and other interested citizens of the community are welcome to visit, but should report to the school office first and have made prior arrangements. This procedure will help to ensure that anyone entering the school building is accounted for in case of an emergency situation.

***Students not enrolled at Wishram School will not be permitted to accompany friends to classrooms.**

DOORS

School doors need to be secured for your safety and the safety of others. Certain doors are unlocked for student and public access during the school day. These doors are monitored by the office. Please do not prop doors open that are meant to be locked. By doing this, you are giving everyone and anyone access to the building and that creates an unsafe environment. For your safety this request will be strictly enforced.

ATTENDANCE

Excused and Unexcused Absences
Students are expected to attend all assigned classes each day. Teachers shall keep a record of absences and tardies.

Excused Absences
The following are valid excuses for absences and tardies. Assignments and/or activities not completed because of an excused absence or tardiness may be made up in the manner provided by the teacher.

A. **Absence due to illness, health conditions, family emergency, including a death or illness in the family or religious purposes including observance of a religious holiday or participation in religious instruction. The parent is expected to notify the school office on the morning of the absence.** Adult students (those eighteen and older) and emancipated students (those over sixteen who have been emancipated by court action) shall notify the school office of his/her absences with a signed note of explanation. Students fourteen years or older who are absent from school due to testing or treatment for a sexually transmitted disease shall notify the school of their absence with a signed note of explanation, which will be kept confidential. Students thirteen years or older may do the same for mental health, drug or alcohol treatment; and all students have the right for family planning. A parent may request that a student be excused from attending school in observance of a religious holiday. In addition, a student, upon the request of his/her parents/guardians, may be excused for a portion of a school day to participate in religious instruction.

B. **Absence resulting from disciplinary actions or short-term suspension.** As required by law, students who are removed from a class or classes as a disciplinary measure or students who have been placed on short-term suspension shall have the right to make up assignments or exams missed during the time they were denied entry to the classroom. **A student shall be allowed one make up day for each day of absence.**

C. **Court, judicial proceeding or serving on a jury.**

D. **College visitation or scholarship interview.**

E. **Principal and parent, guardian, or emancipated youth manually agreed upon approved activity.**

Unexcused absences

Any absence from school for an entire scheduled school day or a majority of a scheduled school day is unexcused unless it meets one of the criteria above for an excused absence.

Unexcused absences fall into two categories:

Parent Authorized Absence

1. Submitting a signed excuse, which does not constitute an excused absence, **such as overslept, alarm broken, etc.) will be considered unexcused absences.**

Truancy

2. Failing to submit any type of statement for an excuse signed by the parent, guardian or adult student within 7 calendar days of the absence. **This type of absence is also defined as truancy.**

*** Does not include Religious, Medically Documented, Cultural, or Mental Health related absences**

The E2SSB 5439 (the Becca Bill) also requires that schools report to the district court "upon the seventh unexcused absence in a thirty-day period or the fifteenth unexcused absence in a school year." (Note: Copies of the reporting process are available in the office.) School-sponsored activities such as athletic travel, field trips, performances, etc. are considered to be part of a student's school day and are not considered an absence. The student participant is expected to submit all work prior to or make up all work (as required by the teacher) immediately following the event.

In order to be certain that students have every opportunity to meet the attendance requirements and parents are well-informed, a letter is sent home indicating a student's attendance status after he/she reaches three, seven and fifteen absences. Also, the student's guardian of record will be telephoned or emailed on the day an unexcused absence occurs, so that the guardian(s) are informed of the absence. Additionally, after 5 unexcused absences and no communication from the parent/guardian, a home visit will be attempted and the Washington Assessment of Risks and Needs (WARNS) assessment will be given. Parents/guardians will have one week (7 calendar days) to excuse an unexcused absence. Excuses received after one week will be considered on an individual basis.

RCW 28A.225.005 Information for students and parents.

(1) Each school within a school district shall inform the students and the parents of the students enrolled in the school about: The benefits of regular school attendance; the potential effects of excessive absenteeism, whether excused or unexcused, on academic achievement, and graduation and dropout rates; the school's expectations of the parents and guardians to ensure regular school

attendance by the child; the resources available to assist the child and the parents and guardians; the role and responsibilities of the school; and the consequences of truancy, including the compulsory education requirements under this chapter. The school shall provide access to the information before or at the time of enrollment of the child at a new school and at the beginning of each school year. If the school regularly and ordinarily communicates most other information to parents online, providing online access to the information required by this section satisfies the requirements of this section unless a parent or guardian specifically requests information to be provided in written form. Reasonable efforts must be made to enable parents to request and receive the information in a language in which they are fluent. A parent must date and acknowledge review of this information online or in writing before or at the time of enrollment of the child at a new school and at the beginning of each school year. (2) The office of the superintendent of public instruction shall develop a template that schools may use to satisfy the requirements of subsection (1) of this section and shall post the information on its website. [2016 c 205 § 2; 2009 c 556 § 5; 1992 c 205 § 201.]

Attendance Law-28A.225.025 "Community Engagement Boards"

(1) For purposes of this chapter, "community engagement board" means a board established pursuant to a memorandum of understanding between a juvenile court and a school district and composed of members of the local community in which the child attends school. All members of a community engagement board must receive training regarding the identification of barriers to school attendance, the use of the Washington assessment of the risks and needs of students (WARNS) or other assessment tools to identify the specific needs of individual children, trauma-informed approaches to discipline, evidence-based treatments that have been found effective in supporting at-risk youth and their families, and the specific services and treatment available in the particular school, court, community, and elsewhere. Duties of a community engagement board shall include, but not be limited to: Identifying barriers to school attendance, recommending methods for improving attendance such as connecting students and their families with community services, culturally appropriate promising practices, and evidence-based services such as functional family therapy, multisystemic therapy, and aggression replacement training, suggesting to the school district that the child enroll in another school, an alternative education program, an education center, a skill center, a dropout prevention program, or another public or private educational program, or recommending to the juvenile court that a juvenile be referred to a HOPE center or crisis residential center.

*(2) The legislature finds that utilization of community engagement boards is the preferred means of intervention when preliminary methods to eliminate or reduce unexcused absences as required by RCW **28A.225.020** have not been effective in securing the child's attendance at school. The legislature intends to encourage and support the development and expansion of community truancy boards. Operation of a school community board does not excuse a district from the obligation of filing a petition within the requirements of RCW **28A.225.**020(3).*

Wishram School District has formed a Community Engagement Board. Once the level of student truancy starts to negatively impact the student's learning or pre-intervention services have failed to reduce the student's truancy, the truancy will be referred to the Community Truancy Board. If the recommendations, programs, or interventions of the Community Truancy Board cannot correct the student's truancy, the student will then be referred to Klickitat County Juvenile Court for a Becca petition.

Tardies

Per Class per Quarter

*** Does not include Religious, Medically Documented or Cultural Absences**

Tardies	Consequence
1-2	Warning
3	30 minute detention
4	30 minute detention
5	60 minute detention
6	60 minute detention & Parent Conference
7	Administrative referral & 1 day ISS

*** Tardies = No practice /games/ school activities**

Tardiness: Students are expected to be on time for each and every class. The above mentioned is a standardized procedure that will be implemented for the purpose of emphasizing the importance of being in class, on time and proper student conduct related to a learning environment.

All sanctions imposed for failure to comply with the attendance policies and procedures shall be implemented in conformance with state and district regulations regarding corrective action or punishment. (See policies 3122 & 3122P)

The Principal shall enforce the district's attendance policies and procedures. Frequent and unwarranted absences by a student could result in loss of credit. As explained on the preceding page, excessive absences may result in referrals to juvenile court and the community truancy board.

DELAYED START/EMERGENCY CLOSING/SNOW

If a delayed start becomes necessary or if school will be closed, an "all call" will be delivered by phone from the school. Information will also be broadcast on the following radio stations: Goldendale – KLCK 1400 AM, The Dalles – KODL 1320 AM, KYYT 102.3 FM, Q – 104.5 FM . Delays and closures will be reported on the local TV stations as well as posted on the school facebook page. **You may also sign up to have closure information sent directly to your cell phone. Inquire at the school office if you are interested.**

REMOVAL OF STUDENT DURING SCHOOL DAY

Schools must exercise a high order of responsibility for the care of students while in school. The removal of a student during the school day may be authorized in accordance with the following procedures:

A. Law enforcement officers, upon proper identification, may remove a student from school with a warrant provided that the law enforcement officer signs a statement that he/she is removing the student from the school. Residential parents will be contacted as soon as possible when a student is taken into custody.

B. Any other agencies must have a written administrative or court order directing the school district to give custody to them. Proper identification is required before the student shall be released.

C. **A student shall be released to the residential parent.** When in doubt as to who has custodial rights, school enrollment records must be relied upon as the parents (or guardians) have the burden of furnishing schools with accurate, up-to-date information.

D. The school must receive notification or authorization from the residential parent before releasing the student to a nonresidential parent.

WITHDRAWAL FROM SCHOOL

Students withdrawing from school are asked to notify the office as soon as possible. Students who are withdrawing during vacation periods are asked to call the school to notify us that he/she is leaving, and, if possible, tell us where they will be attending school.

Students are to complete the following activities prior to withdrawing from school:

1. Turn in all books, equipment, etc.
2. Pay all fines and fees owed.
3. Turn in a clearance form, which has been signed by all teachers, the librarian, guidance and the office. Transcripts will be mailed when all of the above have been completed and the new school has requested them in writing.

HOMEWORK

The school board believes that homework is a constructive tool in the teaching/learning process when geared to the needs and abilities of students. Purposeful assignments not only enhance student achievement but also develop self-discipline and associated good working habits. As an extension of the classroom, homework must be planned and organized; must be viewed as purposeful to the students; and must be evaluated and returned to students in a timely manner. Homework may be assigned for one or more of the following purposes:

A. Practice - to help students to master specific skills which have been presented in class;

B. Preparation - to help students gain the maximum benefits from future lessons;

C. Extension - to provide students with opportunities to transfer specific skills or concepts to new situations; and

D. Creativity - to require students to integrate many skills and concepts in order to produce original responses.

The purposes of homework assignments, the basis for evaluating the work performed and the guidelines and/or rules should be made clear to the student at the time of the assignment.

GRADING SYSTEM

****Please see each individual teachers course syllabus for individual class grading scale, An example of that is listed below.**

The evaluation of student achievement is one of the important functions of the teacher. An accepted marking system is as follows, however teachers may use an alternate scale:

A	=	100 – 96	C-	=	72 – 70
A-	=	95 – 90	D+	=	69 – 65
B+	=	89 – 87	D	=	64 – 60
B	=	86 – 84	F	=	59 – Below
B-	=	83 – 80	I	=	Incomplete
C+	=	79 – 77	P/F	=	Pass/Fail –
C	=	76 – 73			No letter grade

An incomplete is given only when there is illness, an emergency, or by pre-arrangement of a student who has not been able to complete the assignments. An "in complete" on a report card becomes an "F" four weeks from the date it is issued. Make – up work is the complete responsibility of the student.

ACADEMIC REPORTS

Report Cards/Progress Reports

Report cards are issued four (4) times during the school year. Each grading period is approximately nine (9) weeks long.

Citizenship: (E, S, U) will reflect conduct, attitude, and behavior of the student in the classroom.

E – Excellent
S – Satisfactory
U – Unsatisfactory

Parent-Teacher Conferences

Parent-teacher conferences are scheduled in the fall and spring. The conferences will take place over a three-day period and will continue until 8:00p.m. in the evening on one day so as to accommodate parents who cannot make it during the working day. Parents or guardians are encouraged to come and conference with the teachers as communication between you and the teacher is crucial for your child's success in school. Please feel free to call the school any time you have a question about your child's education.

Honor Roll

Honor roll lists will be published following the end of each grading period. Standards for honor roll are as follows:

High Honors – 3.49 – 4.00 Grade Point Average
Honors – 3.25 – 3.48 Grade Point Average

The honor roll will be figured on letter grades each semester. The G.P.A. for class standing is based on the cumulative grade point average.

Only grades for regular graded grade-level classes will be used for honor roll computation. Make-up classes, remedial work, special classes and specifically arranged classes will be graded with a P/F (pass/fail) or P/NC (progress/no credit) system. Such credit will apply towards graduation.

Missing Assignments

Wishram School requires that every student complete every assignment. If a student misses an assignment, the parent will be notified by text or email and the student will be enrolled in Mandatory study halls conducted before and after school as well during lunch until all assignments are completed

Parents Guide to ICU

What is ICU?

ICU is a research based program that helps create a school culture that is built upon maximizing student success. The program begins by aligning all teachers as we combat student apathy, which has been proven to be the largest detraction from a student's academic performance. For far too long, students have had the choice in which assignments were completed, or went unfinished and marked as a zero in the grade book. The use of "zeros" is an outdated practice, and does very little in the way of teaching students actual responsibility. Therefore, students will no longer be assigned a zero for missing work, but will instead be entered into our ICU database for students with missing assignments, and will be considered "on the list."

ICU Protocol To ensure that students at Wishram School are provided with every opportunity to succeed academically, we employ a research-based intervention program known as ICU. When students miss due dates for assignments they aren't given zeros but are instead placed on the missing assignment list. Being placed on the missing assignment list means that students will be enrolled in mandatory study halls during lunch and before school to provide them with extra time and support to get their work done. Students who do poorly on assignments, quizzes, exams, papers, and/or projects will be placed on the missing assignment list for a re-do, although the rules for interventions for re-do's are a bit different. The protocol works as follows:

(M) missing assignment- An assignment that isn't turned in by the due date will be placed on the missing assignment list either before school (7:30 a.m.) or after school (3:00 p.m.) Students who are placed on the missing assignment list for a missing assignment will attend mandatory study halls during lunch and before school to get their assignments completed. Student-athletes on the list may still attend practice and games/school activities providing they are passing all their classes. Grade checks will be done every two weeks during the school year.

(R)- re-do- An assignment that doesn't meet the expectations of the teacher(s) will be placed on the missing assignment as a re-do. They will attend the mandatory before school and lunchtime study hall sessions.

(A)- absent- If a student is absent, they will be placed on the missing assignment list, but will have (2) days to turn the assignment in before they are enrolled in mandatory study halls. Students will still be encouraged to attend before school and lunchtime study halls but will have the opportunity to elect not to. After (2) days, the assignment will be switched from an (A) absent to an (M) missing, which will carry the same consequences as a missing assignment. Students who know they are going to be absent should be collecting work from their teachers before they leave to ensure that they get the assignments completed as quickly as possible to help them stay caught up with their peers.

Students who stay on the list for an extended duration run the risk of falling even further behind in their studies. A student who is continually on the list will also have a higher probability of failing the class. In simple terms, ICU can be broken down into 2 steps:

Step 1- Student fails to turn an assignment in and is placed on the missing assignment list, enacting mandatory before school and lunchtime study halls until the student's work is completed. A text will be sent to parent/guardian, notifying them of the missing assignment.

Step 2- Student completes the missing assignment and free-time is restored. A text will be sent to parent/guardian, notifying them that the missing assignment has been completed

Ok, so what happens when a student is put "on the list"?

As soon as an assignment is identified as missing and placed on the list, a text and email are immediately sent to the parents/guardians to notify them that their child has missing work. Additionally, students are then automatically enrolled into our mandatory before, after, and lunch time study programs designed to assist students in completing their missing work. As soon as the assignment is completed, it is taken off of the list by the assigning teacher, a notification is sent to parents by text and email notifying them that the assignment is completed, and students are no longer required to attend study sessions, BUT can continue if they choose to.

Zeros always motivated me in school; why should students have a different expectation now?

Students that are motivated by zeros are the same students that already turn in every assignment. Students that don't turn in their work, really couldn't care less about grading in general, and are just hoping to squeak by with the lowest possible score (or perhaps not pass at all, and just wait until they are old enough to drop out). The ICU program forces students to become responsible for all of their assignments. This is a skill that can easily be transferred into life after graduation and beyond, and could be the single factor that keeps students out of personal difficulty ranging from credit scores to legal action. A recent poll conducted by the largest 5 businesses hiring American workers stated that students entering the workforce lack responsibility and punctuality. Here at Wishram School, we aim to have 100% of our students college or career ready by graduation.

Why would making a list make a difference to students?

The list is helpful to students and teachers alike, and the list will be visible to all staff members at all times. Since the list updates daily based on assignment completion, literally any staff member that you interact with can inform you of your students status in regard to missing work. So, you will no longer have to wait months, weeks, or even days to be informed of your students' success in their courses. In time, students will be able to recall what assignments they owe, and who they owe those assignments to, without being prompted by staff members. All school staff members are dedicated to student success at Wishram School.

So, if my student is put on the list, are they still provided with a meal?

Of course, Wishram School would never withhold a meal from any student for any reason. However, students that have missing work will be required to eat their meals in a study hall setting, and may be subject to time restrictions (never

less than 10 minutes) in order to gain the maximum benefit from study hall time. Students that want to enjoy the freedom of before, after, and lunch time during the school day need to complete all of their assignments to the best of their ability, and by the due date to be eligible for those opportunities.

My student is coming home upset about this program; what do I tell them?

True and meaningful change is a very difficult concept to deal with for anyone, and students are no different. We are going to be fighting years of learned behavior, and there will be students who are upset that they no longer get to simply take a zero and not turn in their work. The most important component in achieving student success is a positive, meaningful relationship between the school and family. We are hoping to partner with all of you, and join together to maximize every learning opportunity for every student. We are here to assist you in any way possible, so please tell your student that this is happening because we care, and because turning in every assignment is the best possible skill that a school can provide for their students.

My student says that his/her teacher is losing all of their work, and that is why they are on the missing assignment list.

Students have been using this excuse for many years to sneak out of doing undesirable assignments, and it would work, because sometimes it was true. With our new data collection program, this should almost never be the case. Teachers have already started revitalizing their assignment collection techniques, and a new line of communication will exist between all teachers in all grade levels and subjects regarding missing work. You will be notified when assignments are missing, as well as when they are completed, so you will know if your student is missing work or not.

My student says that he/she has turned their work in, and that their teacher refuses to take them off of the list.

While teachers are human, and there could possibly be a time when this might be true, this is usually another attempt at wiggling out of 100% assignment completion. A quick call or text to the teacher in question will clear this up, so please don't hesitate to contact us if you think this may be the case. Another issue that comes up regularly in this scenario will be when a student hasn't done the assignment correctly and it is returned to them to be completed. Students will pretend to be under the impression that the corrections weren't mandatory, and will instead try to take an unacceptable grade on the assignment. Again, this is a situation when it would be best to contact the school directly for clarification.

My student is coming home saying that they don't understand the material, and therefore can't complete their assignments.

This will be one of the last ditch efforts that students try to avoid doing all of their assignments. Once they have noticed that their parents and the school are

teaming up to maximize their success, and that their old tricks aren't getting them out of undesired tasks any longer, some may attempt to say that they are confused, and that no one really helps them during study hall. Likely you will already have had a face to face meeting with the school by the time this occurs, but if it hasn't happened, please feel free to set one up. We would be happy to sit down with you, your student, and all of their teachers to discuss options and devise a plan to guarantee student success.

My A+ student is coming home and saying that they are no longer motivated to do all of their work because "everyone" is doing it.

Although this is much more unlikely to occur than the previous situations, some students may claim to be disheartened by the fact that all students are now doing something that previously made them stand out. Please let them know that you are very proud of them for already doing something that many others had to be taught to do, and that there will be many additional ways in which they can flourish academically. The ICU program isn't being implemented to make any student feel badly about themselves. Please remind your student that they will never have to worry about any of their free time being influenced by not turning in assignments, and that massive success awaits them so long as they just continue doing what they have always done. Students that fall into this category can develop a very bad habit of constantly measuring their own success by how they are doing in relation to their peers, and always surpassing the status quo. These students need to be reminded that the only person that they are competing with is themselves, and they need to create individual goals to meet and exceed.

SERVICES

Medication:

If a student must receive prescribed or non-prescription oral medication during the school day, **the parent must submit a written authorization accompanied by written instructions from a physician or dentist.** (Forms available in the office)

Student Accident Insurance:

Before turning out for athletics, students must show proof of insurance coverage whether by:

a. An insurance waiver that shows the student is covered by a parent's insurance plan.
b. Buying school insurance through the carrier the district is doing business with at the time. Information on this insurance may be picked up at the school office.

Food Service:

Wishram School will provide its students a nutritious breakfast and lunch. **Non-Discrimination Statement** In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident. Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English. To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at How to File a Program Discrimination Complaint and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov. USDA is an equal opportunity provider, employer, and lender.

Schedule:	Breakfast	7:15 – 7:50
	Preschool	7:15 – 7:50
	Elem. Lunch	11:31 – 12:18
	JH/HS Lunch	12:18 – 1:02

Wishram School will follow federal guidelines for providing free & reduced meals to students.

CLOSED CAMPUS

Grades K through 10 will remain on campus to eat lunch every day. Grades 11 and 12 will have the option to leave campus for lunch. Parents will be required to sign a release for their student to leave campus. The school feels that it is important that older students be given the responsibility to leave campus during lunchtime. **Exceptions will be granted by parent request in writing to the**

district office for other students to leave campus for lunch with one-day advanced notice. A closed campus hot lunch program will cut down on tardiness, discipline issues, unsupervised students, and provide a well-balanced hot meal for every student. The Wishram School Board is asking every parent and guardian to comply and support the closed campus rule.

Parents' and Students' Bill of Rights (WA HB 1296 / Initiative 2081):

- Parents/guardians may view educational curriculum and instructional materials and observe classroom activities with reasonable notice.
- Parents will be notified within 48 hours if their child is involved in any suspected criminal behavior, sexual misconduct, or abuse involving school staff or other individuals.
- Each year, the school will provide and publish a list of any medical, mental health, or behavioral services offered to students without prior parental consent.
- While parents have full access to educational records under FERPA, medical and mental health records for students aged 13 and older may be protected under Washington State confidentiality laws.
- All students are entitled to a safe, respectful learning environment and may exercise their legal and constitutional rights, including freedom of speech, religion, and privacy.

FERPA

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

1. The right to inspect and review the student's education records within 45 days of the day the District 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 principal 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 the amendment of the student's education records that the parent

or eligible student believes is inaccurate or misleading. Parents or eligible students may ask the Wishram School District to amend a record that they believe is inaccurate or misleading. They should write to the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the District decides not to amend the record as requested by the parent or eligible student, the District 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 District 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 District has contracted to perform a special task (such as 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 District discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are: Family Policy Compliance Office U.S. Department of Education 600 Independence Avenue SW Washington, DC 20202-4605

5. *State Law Qualification: Although FERPA allows 45 days to honor a request, the state policy records law requires an appropriate response to a "public records" request within five business days. RCW 42.17.320

PRAYER

The First Amendment forbids religious activity that is sponsored by the government but protects religious activity that is initiated by private individuals such as students. Therefore, students may read their "religious script or text," say grace before meals, and pray or study religious materials with fellow students during recess, the lunch hour, or other non-instructional time to the same extent that they may engage in nonreligious activities

PETS AND ANIMALS

Students and visitors are to refrain from bringing animals to school unless prior approval has been obtained. Service animals and the training of service animals must be approved by the Wishram School administration.

FREEDOM OF EXPRESSION

Students shall enjoy the privilege of free verbal and written expression, providing that such expression does not disrupt the operation of the school and/or create a hostile environment for others, or violate RCW 28A.300.285.

TECHNOLOGY: ACCEPTABLE USE POLICY FOR STUDENTS

PURPOSE

This policy provides the procedures, rules, guidelines and codes of conduct for the use of the technology and information networks at Wishram School District #94. Use of such technology is a necessary, innate element of the Wishram School educational mission, but technology is provided to staff and students as a privilege, not a right. Wishram School seeks to protect, encourage and enhance the legitimate uses of technology by placing fair limitations on such use and sanctions for those who abuse the privilege. The reduction of computer abuse provides adequate resources for users with legitimate needs.

SUMMARY

Public technology that includes but is not limited to computers, wireless & LAN access, electronic mail, Internet access, Telephone/Voice Mail systems, printing devices and all other forms of instructional, networking and communication tools are provided as a service by Wishram School to students. Use of these technologies is a privilege, not a right. Students are expected to observe the following:

- All users are required to be good technology citizens by refraining from activities that annoy others, disrupt the educational experiences of their peers, or can be considered as illegal, immoral and/or unprofessional conduct.

The student is ultimately responsible for his/her actions in accessing technology at Wishram School. Failure to comply with the guidelines of technology use (as stated either in this document or in the Wishram School Board Policy Manual) may result in the loss of access privileges and/or appropriate disciplinary action. Severe violations may result in civil or criminal action under the Washington State RCW/WAC or Federal Law.

GUIDELINES

1. Access to computers, computer systems, information networks, and to the information technology environment within the Wishram School system is a privilege and must be treated as such by all students.

2. The Wishram School system will be used solely for the purpose of research, education, and school-related business and operations.

3. Any system which requires password access or for which Wishram School District requires an account, such as the Internet, shall only be used by the authorized user. Account owners are ultimately responsible for all activity under their account and shall abide by this Policy.

4. The District's technological resources are limited. All users must respect the shared use of Wishram School resources. The District reserves the right to limit use of such resources if there are insufficient funds, accounts, storage, memory, or for other reasons deemed necessary by the system operators, or if an individual user is determined to be acting in an irresponsible or unlawful manner.

5. All communications and information accessible and accessed via the Wishram School system is and shall remain the property of the District.

6. Student use shall be supervised and monitored by system operators and authorized staff. Student use must be related to the school curriculum.

7. Any defects or knowledge of suspected abuse in Wishram School systems, networks, security, hardware or software shall be reported to the system operator

UNACCEPTABLE USE

The Wishram School District #94 has the right to take disciplinary action, remove computer and networking privileges, or take legal action or report to proper authorities, any activity characterized as unethical, unacceptable, or unlawful. Unacceptable use activities constitute, but are not limited to, any activity through which any user:

1. Violates such matters as institutional or third party copyright, license agreements or other contracts. The unauthorized use of and/or copying of software is illegal.

2. Interferes with or disrupts other network users, services, or equipment. Disruptions include, but are not limited to, distribution of unsolicited advertising, propagation of computer viruses or worms, distributing quantities of information that overwhelm the system (chain letters, network games, etc.) and/or using the network to make unauthorized entry into any other resource accessible via the network.

3. Attempts to disable, bypass or otherwise circumvent the Wishram School content filter that has been installed in accordance with the federal Children's Internet Protection Act (CIPA). This includes but is not limited to the use of proxy servers.

4. Seeks to gain or gains unauthorized access to information resources, obtains copies of, or modifies files or other data, or gains and communicates passwords belonging to other users.

5. Uses or knowingly allows another to use any computer, computer network, computer system, program, or software to devise or execute a scheme to defraud or to obtain money, property, services, or other things of value by false pretenses, promises, or representations.

6. Destroys, alters, dismantles, disfigures, prevents rightful access to, or otherwise interferes with the integrity of computer-based information resources, whether on stand-alone or networked computers.

7. Invades the privacy of individuals or entities.

8. Uses the network for commercial or political activity or personal or private gain.

9. Installs unauthorized software or material for use on District computers. This includes, but is not limited to downloading music, pictures, images, games, and videos from either the Internet or via portable drives.

10. Uses the network to access inappropriate materials.

11. Uses the District system to compromise its integrity (hacking software) or accesses, modifies, obtains copies of or alters restricted or confidential records or files.

12. Submits, publishes, or displays any defamatory, inaccurate, racially offensive, abusive, obscene, profane, sexually oriented, or threatening materials or messages either public or private.

13. Uses the District systems for illegal, harassing, vandalizing, inappropriate, or obscene purposes, or in support of such activities is prohibited. Illegal activities are defined as a violation of local, state, and/or federal laws. Cyber-bullying and harassment are slurs, comments, jokes, innuendos, unwelcome comments, cartoons, pranks, and/or other verbal conduct relating to an individual which: (a) has the purpose or effect of unreasonably interfering with an individual's work or school performance; (b) interferes with school operations; (c) has the purpose or effect to cause undue emotional stress or fear in an individual.

14. Vandalism is defined as any attempt to harm or destroy the operating system, application software, or data. Inappropriate use shall be defined as a violation of the purpose and goal of the network. Obscene activities shall be defined as a violation of generally accepted social standards in the community for use of a publicly owned and operated communication device.

15. Violates the District Acceptable Use Policy.

16. Uses the District systems for illegal, harassing, vandalizing, inappropriate, or obscene purposes, or in support of such activities is prohibited. Illegal activities are defined as a violation of local, state, and/or federal laws. Cyber-bullying and harassment are slurs, comments, jokes, innuendos, unwelcome comments, cartoons, pranks, and/or other verbal conduct relating to an individual which: (a) has the purpose or effect of unreasonably interfering with an individual's work or school performance; (b) interferes with school operations; (c) has the purpose or effect to cause undue emotional stress or fear in an individual.

SCHOOL DISTRICT'S RIGHTS AND RESPONSIBILITIES

1. Monitor all activity on the District's system. Determine whether specific uses of the network are consistent with this Acceptable Use Policy.

2. Remove a user's access to the network at any time it is determined that the user is engaged in unauthorized activity or violating this Acceptable Use Policy.

3. Respect the privacy of individual user electronic data. The District will secure the consent of users before accessing their data, unless required to do so by law or policies of Wishram School.

4. Take prudent steps to develop, implement, and maintain security procedures to ensure the integrity of individual and Wishram School files. However, information on any computer system cannot be guaranteed to be inaccessible by other users.

5. The district will attempt to provide error-free and dependable access to technology resources associated with the District system. However, the district cannot be held liable for any information that may be lost, damaged, or unavailable due to technical or other difficulties.

6. Ensure that all student users complete and sign an agreement to abide by the District's Acceptable Use Policy and administrative regulation. All such agreements will be maintained on file in the school office.

CELL PHONE POLICY

The Wishram School Board, administration and staff (Wishram Team) aims to reduce distractions that can interfere with academic engagement and achievement. By promoting a learning environment free from the distraction of personal cell phones and related electronic devices, (including but not limited to apple/smart watches, smart glasses, earbuds, and other devices deemed disruptive) the Wishram Team also aims to foster face-to-face interactions, enhance social skills development, and promote mental well-being among students. Furthermore, implementing such a policy supports equitable access to education by ensuring that all students have equal opportunities to participate actively in classroom activities without the distraction of personal devices.

The Wishram Team recognizes that cell phones and other similar personal electronic devices are a part of daily life for most teenagers. However, they are not necessary for educational purposes in school and, in fact, are a hindrance to the educational, social, and mental-health goals the Wishram Team aims to foster.

The Wishram Team recognizes the importance of communication and collaboration, and provides devices for students to be productive in the classroom. To keep the focus on academics and to reduce unnecessary distractions, the school will enforce the following:

For Wishram School students grades K-3:

* No cell phones or other devices should be sent to school with these students. If a K-3 student has a cell phone at school, it will be taken and sent home with a parent/guardian.

For Wishram School students grades 4-12:

● Upon entering their first morning class, all students will deposit their TURNED OFF cell phones or other devices into pouches or a designated storage area.

● Cell phones and all mobile devices are not allowed to be used in a classroom, library, locker room, playground, common areas, hallways, cafeteria, gymnasium, all purpose room, or restrooms.

● Cell phones and all mobile devices are not allowed to be used during transition times or between classes or at lunch time.

● If a student needs to communicate with a parent/guardian during the day, they may come to the office, with staff permission, and use the school phone to make the call. If parents/guardians need to contact their student during the school day, they

can call the office at (509) 767-6090, and their student will be called down to take the call.

● Students can retrieve their phones during the end of the day advisory class (2:44-3:00 pm) and can be used to communicate directly with parents/friends who are assisting in transportation.

Violation of Cell Phone policy discipline steps:

1st violation: Cell phone or device shall be confiscated by staff member or administrator. That phone will be stored in the office and can be picked up by the student at the end of the day.

2nd violation: Cell phone or device shall be confiscated by staff member or administrator. That phone will be stored in the office and can be picked up by a parent or guardian at the end of the day.

3rd violation: Cell phone or device shall be confiscated by staff member or administrator. A parent/guardian contact will be made and that student will lose the right to bring a phone to school for a period of 5 school days.

If a student is in possession of a cell phone at school, and refuses to give it to the administration, parent/guardian will be called and the student will be sent home.

Further violations of the cell phone policy could lead to: a parent/guardian meeting, the student losing the right to bring a cell phone to school for the rest of the school year, in-school suspension, out of school suspension, or expulsion.

● If a cell phone is used in any way to bully or harass another student, whether on campus during the school day or after school hours/off campus, the offending student shall lose the privilege of bringing their cell phone to school for a period of time to be determined by school administration, but no less than five (5) days of school.

*Students whose IEP/504 program calls for the use of electronic devices will be allowed.

*Students who are leaving school for a field trip/athletic contest will be given their phones with the understanding that they will not be a distraction while on the trip.

Artificial Intelligence/ChatGPT in the Classroom

The use of artificial intelligence (AI) is strictly prohibited in all coursework and assignments unless asked for by the instructor. This includes, but is not limited to, the use of AI-generated text, speech, or images, as well as the use of AI tools or software to complete any portion of a project or assignment. Any violations of this policy will result in disciplinary action, up to and including a failing grade for the assignment or course. Our goal is to encourage critical thinking and creativity, and the use of AI detracts from this objective. Students are expected to use their own knowledge, research, and analysis to complete coursework.

VIOLATIONS/CONSEQUENCES

Students who violate this Policy will be subject to revocation of Wishram School system access up to and including permanent loss of privileges, and discipline up to and including expulsion. Violations of law will be reported to law enforcement officials. Disciplinary action may be appealed by parents and/or students in accordance with existing Wishram School procedures for suspension or revocation of student privileges

UNACCEPTABLE USE OF THE DISTRICT'S COMPUTER SYSTEMS INCLUDE, BUT ARE NOT LIMITED TO, THE FOLLOWING:

1. Altering any computer configuration including screensavers, desktop settings, network settings, passwords, etc.

2. Installing or downloading any executable files from the Internet or portable drives.

3. Using chat rooms or social web sites except for teacher-directed educational purposes.

4. Installing or using instant messenger programs.

5. Downloading MP3s or other music files.

6. Accessing online radio stations and television programs.

7. Writing, downloading, or printing files or messages that contain inappropriate language.

8. Accessing or transmitting pornographic or other inappropriate material.

9. Violating the rights to privacy of students and employees of the District.

10. Reposting personal communications without the author's prior consent.

11. Copying commercial software in violation of copyright law.

12. Attempting to hack, crack, or otherwise degrade or breach the security of the District's network, other networks, or individual computers.

13. Attempting to bypass the district's content filter, including the use of proxy servers.

14. Developing or passing on programs that damage a computer system or network, such as viruses.

15. Plagiarism.

16. Modifying or copying files of other users without their consent.

17. Giving out personal information such as address and phone numbers over the Internet without staff permission.

18. Accessing or transmitting material which promotes violence or advocates the accessing or transmitting material which advocates or promotes violence or hatred against particular individuals or groups of individuals.

19. Accessing or transmitting material which advocates or promotes the use, purchase, or sale of illegal drugs.

20. Conducting or participating in any illegal activity.

21. Any act that is determined as Cyber-bullying, harassment, or a violation of good Digital Citizenship.

Any inappropriate use as determined by the Superintendent, Director of Technology and/or building administrators.

No Expectation of Privacy

The district provides the network system, e-mail 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 messages to law enforcement officials or third parties as appropriate. All documents are subject to the public records disclosure laws of the State of Washington.

Disciplinary Action

All users of the district's electronic resources are required to comply with the district's policy and procedures *[and agree to abide by the provisions set forth in the district's user agreement]*. Violation of any of the conditions of use explained in the (*district's user agreement)*, Electronic Resources Policy or in these procedures could be cause for disciplinary action, including suspension or expulsion from school and suspension or revocation of network and computer access privileges.

From time to time, the district will make a determination on whether specific uses of the system are consistent with the regulations stated above. Under prescribed circumstances non-student or staff use may be permitted, provided such individuals demonstrate that their use furthers the purpose and goals of the district. For security and administrative purposes the district reserves the right for authorized personnel to review system use and file content. The district reserves the right to remove a user account on the system to prevent further unauthorized activity. The district's wide-area network provider (K20/ESD112) reserves the right to disconnect the district to prevent further unauthorized activity. Violation of any of the conditions of use may be cause for disciplinary action.

Technology- Computer Care

All Students will be instructed on the proper use and care of computers at the beginning of each school year and as new students transfer into the district.

ALL COMPUTERS (DESKTOPS AND LAPTOPS)

- Use equipment with care.
- Students are not to download anything on any computer without express permission of the computer instructor. This includes pictures, music, programs, images, etc.
- Settings are not to be changed without the express knowledge and consent of the computer instructor. This includes, but is not limited to, desktop background, additional user accounts, adding or removing passwords.
- Files are to be saved on Google drive.
- No food or drink is to be consumed around ANY computer.
- No games are to be played on the computers unless they are specifically designated as 'educational' and as directed by the computer instructor.
- Printing is to be done with computer instructor permission only.
- If an inappropriate website is accessed by accident, students are to close the browser and **let the instructor know immediately.**

Wishram School District
Chromebook Acceptable Use & Procedures Agreement

Wishram students will be assigned a Chromebook for educational purposes, including 1) classroom assignments and projects, 2) college admissions, financial aid, and scholarship applications, 3) and various other academic, college, and career-related activities. Responsible use of and care for the computers is expected at all times. The school may request the Chromebooks at any time. Inappropriate use of the computers may prohibit future use.

Parent Information The Wishram School District is making the Chromebooks available to your students. The device can be used to word-process, complete online applications and classroom assignments, access the Internet, and utilize a variety of tools and resources with an educational purpose. These Chromebooks are not to leave the school. We intend to make these computers available to students for years to come. Responsible use and care for these devices is essential. The base value of the Chromebook is $300.00

Expectations

1. Students must abide by all school rules as outlined in the Responsible Use Policy for Technology. To view the policy visit www.wishramschool.org and look under the Office tab.

2. Students agree to engage only in academic, college, and/or career related activities.

3. Students and Parents agree to be responsible for proper care of the Chromebook and that any damage or loss may result in financial liability in repairing or replacing the Chromebook.

4. Students and Parents agree that any inappropriate use of the Chromebook may result in loss of access to a Chromebook. Inappropriate use is defined in the Technology Use Policy on the school website.

5. Students and Parents agree that only the student may use the Chromebook for education-related purposes.

6. Students and Parents acknowledge that Wishram School may access and search the Chromebooks at ANY time to verify content.

7. Students leaving Wishram School must return the Chromebook and accessories, (charger, charger cable, etc.), to the school.

Chromebooks

All JH/HS students will be issued Chromebooks at the beginning of the year. **It is not permissible to leave a Chromebooks either outside the classroom or just dropped off in the office.**

It is critical that we remember that Chromebooks are delicate and need to be treated with care at all times.

- Above rules also apply to laptops.
- Do not put anything on top of a laptop – such as a textbook.
- Set them down gently and treat them with care.
- Transport the laptop with the case closed and latched.

Choosing to disregard these guidelines will result in the loss of privileges, financial charges or other disciplinary consequences.

ELECTRONIC DEVICES-RECORDING OTHERS

Restrictions on Video Recordings:

All individuals on the Wishram School campus are protected by a reasonable expectation of privacy before, during, and after the school day. Consistent with that expectation, no student may make a video and/or audio recording of any other individual(s) on school grounds without the prior and explicit consent of the individual being recorded. This restriction applies additionally and especially to video recordings that are:

-Maintained privately by one individual.

-Shared privately by two or more individuals.

-Posted publicly on any social media.

Teachers, coaches, administrators, or other educators may occasionally record video and/or audio for educational purposes—e.g., assessment, professional collaboration, or public relations—after securing the appropriate release forms from recorded individuals. The blanket release form in the Student Handbook shall include recordings made for these purposes.

Permissible Public Recording:

Wishram SD encourages and authorizes parents, students, the public, and the media to photograph and/or video or audiotape record any school activities to which the public is invited as spectators, including but not limited to intramural and interscholastic athletic events, school plays, assemblies, concerts, or any other similar public event. Neither

students nor staff members have any reasonable expectation of privacy in such events. Any student or student's parent/guardian who objects to this policy may be excused from participation in the activity.

EXTRA-CURRICULAR ACTIVITIES AGREEMENT

In contrast to other school activities, athletic participation and other extra-curricular activities are not a right of students, but a privilege that must be earned. It is earned by both academic achievement and personal conduct. The OSAA policy for eligibility will be followed. Also see policy #2151

Academic Requirements

1. Eligibility for extra-curricular activities will be determined by the following:
    - **a.** Monitoring of grades will be done every Friday, in all classes, while the season is in progress.
    - **b.** Each student must pass, or be passing **ALL CLASSES**, in a seven period class schedule, and must maintain a minimum of a 2.0 GPA to be considered eligible for practice or games.
    - **c.** Student athletes may have missing assignments and still be eligible to participate in an athletic/school event.
    - **d.** Students will not be allowed to attend practices or games if an in-school or out of school suspension is pending or being carried out.
    - **e.** Regular School Attendance is required.

2. Any student who has failing grades in **ANY** of his/her classes will be subject to the following monitoring procedures and requirements:

a. Any student with failing grades in **ANY** classes will be placed on academic probation until such a time as the failing grades are eliminated. Student will be required to attend before, at lunch, and after school study hall until the failing grade has been improved to a "D " or better, so long as the "D " pulls the student past the minimum required GPA of a 2.0.

b. Students on academic probation will be allowed to practice, at the school administrator's discretion, but are not eligible to play in competition until their grades have improved to a level deemed acceptable. Students on academic probation will be required to arrive at school by 7:30 a.m. to attend the morning homework table.

Extra-Curricular activities include all school-sponsored activities, which are not directly related to coursework, have to meet the same requirements as other athletes.

Conduct Requirements

1. **Athletes must be in attendance the entire day (which includes not being tardy) in order to practice or play in a game.** On the day after games, participating students are expected to be in his/her 1st period classes on time. Exceptions for excused absences will be made by an administrator. All other sanctions against tardiness and absence will also apply. Midweek games will be avoided where possible.

When the bus does not return to Wishram before midnight, participating students will be allowed to come to school at 9:00 a.m. without penalty. However, any participating student who arrives later than 9:00 will not be eligible to practice that day or be eligible for the next game.

2. **Students must return on the bus. Exceptions may be made if prior arrangements are made with the Athletic Director and the coach. Under no circumstances will a student be released to anyone other than a parent/guardian after an away game, unless prior arrangements have been made in the school office. Parents need to give the coach a signed and dated note in order to take students with them.**

3. Training rules are in effect from the first day of practice until the end of the season, which includes holidays and weekends. However, students who use tobacco, alcohol, or other drugs during the off-season must accept responsibility for their own diminished performance and recognize that they will not play as often or as well as they could otherwise. The coach and/or the administration will investigate any reported violations. Any student may be reported by any employee of the school district or by a school board member and will be considered in violation of these rules.

4. Students are warned that by being in a car or a home where others (particularly students) are in possession and/or using illegal drugs or alcohol they may be considered to be in possession themselves. Anyone arrested for drugs or alcohol possession will be considered in violation of training rules.

6. Athletes are expected to conduct themselves properly on the playing floor or field, on the bus to and from games, and to willingly follow all directions of his/her coaches. Participation can be denied if these requirements are not met.

7. Any student who is removed from the team for disciplinary reasons may request a hearing.

TARDIES AND ATHLETIC PARTICIPATION

Any student who shows up late for any non-medically excused reason will not be eligible to participate in sporting practices or events for that particular day. This also includes activities like dances, field trips, assemblies, ASB meetings, and any other school sanctioned event. Should the tardy be related to a medical reason, specific documentation from the medical facility will need to be provided to the front office upon the students return to school.

NON-PARTICIPATING STUDENT CONDUCT DURING SPORTS EVENTS

The following is an outline of rules that students who are attending events will follow with the assistance of their parents and game supervisors.

a. Once in the building the student is expected to be in the gym watching the game. If there is excessive wandering, the student will be asked to leave. (This includes wandering the halls.)

b. Locker rooms for the home team and visiting team are off limits to everyone except team members.

c. Harassing or vulgar remarks directed towards opposing team members or referees are prohibited. Offenders will be asked to leave the building immediately.

Lyle/Wishram
Drug and Alcohol Violations

Any student participating in any co-curricular activities or athletics, will not be allowed to associate with, use, distribute, or be in possession, (including possession by consumption), of any legend drugs (only available by prescription), schedule one drugs, anabolic steroids, marijuana, alcohol, tobacco, vaping products and or paraphernalia. This policy is in effect 24 hours a day/7 days a week. If you are representing the school by participating in athletics or co-curricular activities, age does not excuse you from the rules. Guilt will be determined by the student/athlete being observed, student athlete admission, and/or law enforcement contact. Appearance or attendance at parties or gatherings where use of alcoholic beverages, drugs, tobacco or vaping products are being used is prohibited.

Students found to be in violation of this rule will be referred to an Intervention Specialist. Student will be deemed ineligible for any and all co-curricular activities and/or athletics until student has been assessed by the Intervention Specialist, agrees to any and all recommendations by the Intervention Specialist and are following all recommendations.

1st Violation (of the year) –Grades 5th-12th

(Use or possession of Alcohol, legend drugs, schedule one drugs, anabolic steroids, marijuana, products or any paraphernalia for any of these products)

a. Student will be referred to the building principal or designated administrator. The student will be subject to district policy and will be immediately declared ineligible from participating in any athletic and co-curricular activities.
b. Building principal will refer student to the Student Substance Support Committee which will include both Lyle and Wishram's Athletic Directors and one coach from each school.
c. Student will be referred to the school's intervention specialist. The Intervention Specialist reports his/her review of the case to the Principal and the Student Substance Support Committee.
d. The first violation will constitute a minimum loss of ONE contest and a Maximum loss of all contests for that year in which the student represents Lyle/Wishram Middle School or Lyle/Wishram High School.
e. Student Substance Support Committee will issue punishment based on:
    a. Severity of situation
    b. Student's willingness to accept responsibility for their actions.
    c. Student must agree to follow any and all recommendations of intervention specialist through written contract or student will automatically be deemed in-eligible for all athletic or co-curricular activities for the remainder of that year.
f. In any situation where the student is selling or distributing alcohol and other illegal drugs including the distribution of prescription medications drugs the student will be turned over to law enforcement and will immediately be deemed ineligible for ONE Calendar Year.
g. Student/athletes who violate this provision must serve the consequences in that sport season and, if not completely served, the next sport season. If the student fails to complete the season in which they are serving the consequence, the consequence must be served in whole, the next sport season.

2nd Violation (of the year) – Grades 5th 12th

If a student is found to have violated the drug and alcohol policy for the second time during Grades 5th – 12th, the student will be immediately declared ineligible from

participation in any Lyle or Wishram School District athletic or co-curricular activity program for a period of ONE calendar year from the date the second violation was determined and discipline assigned.

3rd Violation (of the year) – Grades 5th 12th

If a student is found to have violated the drug and alcohol policy for third time during grades 5th-12th, the student shall be immediately declared ineligible and permanently prohibited from participation in any Lyle or Wishram District athletic and activity program a period of ONE calendar year from the date the third violation was determined and discipline assigned. Additionally, given this is the third violation, the committee may assign additional consequences, up to and including the removal of the possibility for any future participation. The student's participation in a drug/alcohol cessation and abstinence plan will be essential in resolving a 3rd violation.

Appeal Process.

A student or parent/guardian may appeal a disciplinary action within five (5) school days following the date of being provided with the written decision.

The appeal must be made in writing in the following order

1. Superintendent/Principal
2. Board of Directors. The decision of the Board of Directors is final in all matters of the appeal. Lyle Students will appeal to the Lyle Board of Directors and Wishram Students will appeal to the Wishram Board of Directors.

Tobacco/Nicotine/Use of Vaping Device and Paraphernalia Violations

1st Violation (of the year) –Grades 5th-12th

If a student is found to have violated the tobacco/nicotine/use of vaping device/paraphernalia policy for the 1st time during grades 5th-12th the student must immediately enroll in a tobacco/vaping sensation class or face a ONE game suspension.

2nd Violation (of the year) – Grades 5th 12th

If a student is found to have violated the tobacco/nicotine/use of vaping device/paraphernalia policy for the 2nd time during grades 5th-12th the student must immediately enroll in a tobacco/vaping sensation class AND the violation will constitute a minimum of TWO game suspension.

3rd Violation (of the year) – Grades 5th 12th

If a student is found to have violated the tobacco/nicotine/use of vaping device/paraphernalia policy for the 3rd time during grades 5th-12th the violation will

constitute a suspension from all athletics and co-curricular events for the rest of that season.

LOCKERS

Each student in grades 6 through 12 is assigned a hall locker, if they want one, which should be kept neat and clean. If, for some reason, the locker does not function properly, you should report to the office so your locker can be opened and the difficulty adjusted. Student lockers remain the property of the district and school officials retain the authority to inspect lockers. Administration may inspect student lockers at any time without prior notice and without reasonable suspicion. (See RCW.28A.600.240)

EIGHTEEN-YEAR-OLD STUDENTS

Eighteen-year-old and emancipated students refer to pages 7-11 of this handbook and district policy #3122 for appropriate procedures relating to writing excuses for absences.

HEAD LICE

Lice infestation in schools can and do occur. Lice checks will be made on a periodic basis. School personnel will notify parents/guardians if nits are found and will provide support in the education of this pest. Students with live lice or severe signs of infestation will be sent home and will not be allowed to return until the infestation is cleared. Returning students will be checked upon arrival.

STUDENT CONDUCT

1. **Classroom Conduct**

Teachers have the right and are responsible for establishing guidelines concerning the learning atmosphere expected in their classrooms and for disciplinary measures to maintain classroom order. **Students are required to follow**

the guidelines and comply with these measures.

2. **Compliance with Directions**

All students will comply with reasonable directions given to them by any member of the school staff. Failure to do so will lead to disciplinary action.

3. **Arguing**

Students who persist in using up classroom time by arguing with a teacher or peers will be subject to disciplinary action.

4. **Dress and appearance**

Student dress shall not be regulated except in the following instances:

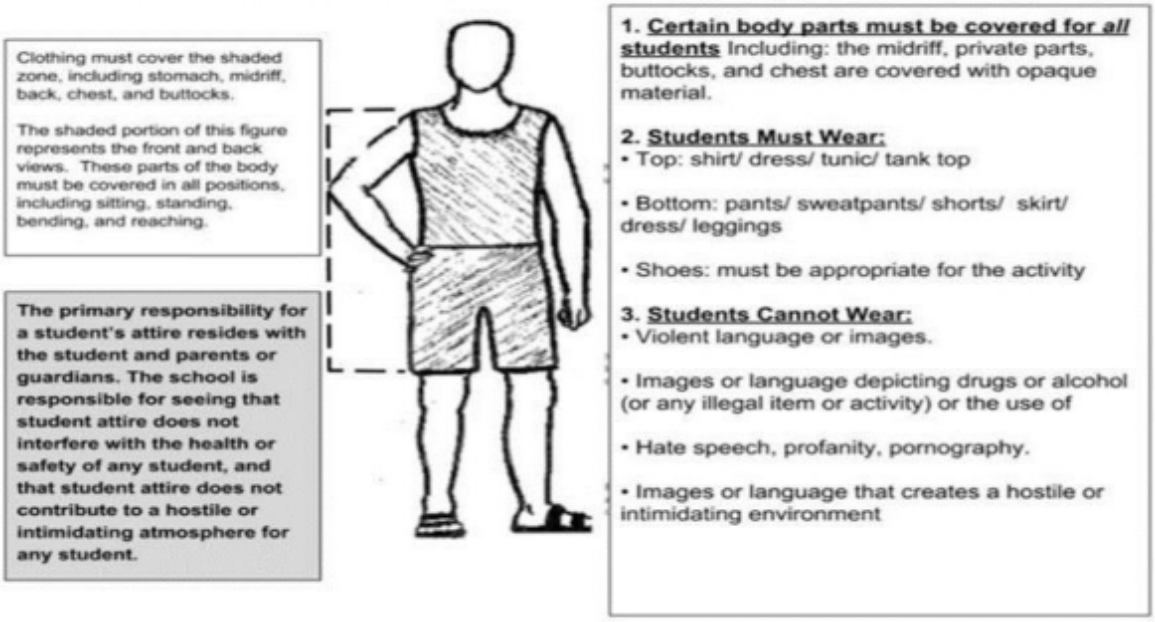
a. A health or safety hazard shall be presented by the student's dress or appearance.
b. Damage to school property shall result from the student's dress.
c. The student's dress or appearance shall create a material and substantial disruption of the educational process at the school. The following could be considered but not limited to:

-Clothing that advertises drugs, alcohol, tobacco products, violence, or Uses profanity, or is suspected to be gang related or insinuates any of the above.
-Sexually suggestive or supportive clothing
-Oversized or excessively baggy clothing
-No pajamas, slippers or beach flip-flops allowed(Must be 1 inch strap).
-Hats or head coverings of any kind shall not be worn in the building

-Any other clothing item or personal property deemed as disruptive and/or unsafe by school staff.

DRESS CODE

It is the school's responsibility to prepare the students for the work world. Students at Wishram School District shall wear neat, clean, and reasonable dress. Students are reminded that their appearance significantly affects the way that others respond to them. In order to create a safe and healthy school and work environment for all, students are expected to dress appropriately. Students shall have the right to dress in accordance with their gender identity, within the constraints of the dress codes. Inappropriate dress may create a hostile environment for others or disrupt the educational process. Costumes are not accepted at school unless for school-sponsored activities.



5. **School Assemblies**

Unless permission has been granted otherwise, students are required to attend all school assemblies.

a. Elementary and secondary students must sit with his/her teacher.
b. Students must demonstrate respect for presenters by doing such things, but not limited to :
   - No Cell Phones/ Tablets/ Electronics of any kind.
   - No Talking
   - Be Respectful
   - No Sleeping
c. Be punctual.
d. No talking when the presenter is speaking.

6. **Food and Drinks**

No food or drinks in the Computer Lab at any time. Food may be allowed in the classroom at teacher's discretion. On Teacher's approval Special Occasion (NOT BEFORE LUNCH) foods may be brought. All food must be store bought, no homemade items are allowed.

7. **Profanity and Vulgarity**

The use of profane, vulgar, discriminatory or disruptive language or gestures by students on school property or at school-sponsored events is prohibited.

8. **Disruptive Devices**

Electronic devices can be used at teachers discretion **ONLY**. Any device, or

item deemed to be distracting or disruptive, will be confiscated.

A. First offense- Item will be taken and returned at the end of the day.
B. Second offense- 30 Minute detention. Items will be taken and returned at the end of the day.
C. Third offense- 60 Minute detention. Item will be taken and returned at the end of the day to **Parent or Guardian Only**

9. **Tardiness**

Students are to be prompt in reporting to all classes and activities. Tardiness is to be treated as a disciplinary problem and those who violate this rule subject themselves to teacher disciplinary measures and suspension in severe cases. (See page 7-11)

10. **Identifying Self**

All persons, including students, must, upon request, identify themselves to school employees on the school grounds or at school-sponsored events.

11. **Invasion of Privacy**

Students are to honor the privacy and property of others. Violations are subject to discipline actions as necessary.

12. **Field Trips/Conduct Off – Campus**

Students on athletic trips, field trips, or any other school-sponsored events are covered by all policies of the school district from the time they leave the campus until they return and are dismissed by a staff member.

13. **Hazing, Fighting, Bullying, Cyber Bullying and Harassment**

"Hazing" or "initiating" of students by verbal or physical means is prohibited. Fighting at school, aggressive behavior or physical contact between students is not permitted. No students shall harass, intimidate, threaten, or cause physical injury to another person on campus during school or at activities. (**See Policy 3207** and pursuant to Washington State Law). The district policy and procedures are located as an addendum to this handbook.

14. **Skating/ Scooters**

Roller skates or skateboards(of any kind) are not to be used by students at any time on school grounds or in the building. These may be confiscated in addition to other disciplinary action. No skate shoes allowed.

Any scooters brought or ridden to school will be collapsed and folded prior to entering the building. Inside the school building, they will be quietly and safely carried and placed:

In the student's assigned locker, if available, or outside on designated bike rack.

Use of these on campus during school hours is strictly prohibited.

15. **Private Property**

The school is not responsible for private property. It is recommended that all individual property brought or used at school be adequately (permanently) marked with proper identification. **Wishram School will not be held responsible for any lost or missing properties.**

16. **Driving and Parking**

All students who drive to school and park must register with the office and provide License and proof of insurance. All students must drive in a safe and appropriate manner. Students are not to leave campus in a student - driven vehicle without parental permission in writing. All state and local regulations will be complied with while driving on school property. Drivers must also meet requirements of board policy #3243.

17. **Meals**

Students will refrain from throwing food or utensils. All school meals are to be eaten in designated areas. Disruptive students may spend their mealtime according to the rules designated by supervisors. During meals, students are to remain in a supervised area and follow posted guidelines.

18. **Kitchen**

Students are NOT permitted in the kitchen area unless they are under the direct supervision of staff members.

19. **Snowballs**

Throwing snowballs is not permitted on school grounds.

20. **Hallway**

a. Walking only
b. No throwing objects
c. Hands (all body parts) to yourself
d. Horseplay is not acceptable
e. No blocking hallways
f. Secondary students are not allowed to walk in the Elementary Hallways during lunch break.

21. **Hall Passes**

Students should be in the halls only at the beginning and close of school and while moving from one class to another unless they have special permission or special duties that require them to be in the halls. Students in the halls during class time must have a hall pass.

a. Bathroom passes will be given at teacher discretion.
b. Other hall passes can be written out and carried by the student.

22. **Continual Violations**

The continued violation of rules may result in suspension or expulsion from school.

23. **Use of Tobacco – Effective September 1, 1991**

Use and/or possession of any form of tobacco products including vaping of any kind by students is prohibited on the campus of Wishram School,

24. **Criminal Acts**

Any act occurring on school premises or at school-sponsored events or in route between home and school which is contrary to the law of the state, county, or city is prohibited. Some specific criminal acts are, but not limited to:

a. Assault or Causing Physical Injury: A student shall not cause physical injury or behave in a way as could reasonably cause physical injury to any person.
b. Illegal Drugs and Drug Paraphernalia: Students are not permitted to transport, use, possess or be under the influence of illegal drugs, and they are not allowed to transport, use, or possess drug paraphernalia.
c. Alcohol: Students are not permitted to transport, use, possess, or be under the influence of alcoholic beverages.
d. Students will not interfere with the conduct of school business by occupying a building or school grounds in order to deny others of its use.
e. **Vandalism and Property Damage: A student shall not intentionally or with carelessness, cause, or attempt to cause, damage to school property. Students who destroy, injure, or vandalize school property will be required to pay for losses or damages.** Grades, diplomas and transcripts of students may be withheld until damage charges have been paid by the student or the student's parent or guardian. Students shall be liable to suspension and other disciplinary action. This section is governed by RCW 28A.87.120. Students should not bring permanent markers to school.
f. Theft: A student shall not steal the property of the school, school employees or other students.
g. Malicious and Sexual Harassment: This district is committed to a positive and productive educational and working environment, free from discrimination including malicious and sexual harassment.

The district prohibits the malicious and sexual harassment of students, employees and others involved in school district activities.

Malicious and sexual harassment occurs when: Students intimidate, threaten or otherwise cause unwelcome physical, sexual or gender-directed conduct or communication which interferes with an individual's performance or creates an intimidating, hostile or offensive environment. Sexual harassment can occur; adult to student, student to adult, student to student,adult to adult, male

to female, female to male, male to male and female to female.

The district will take prompt, equitable and remedial action within its authority on reports, complaints and grievances alleging sexual harassment that come to the attention of the district, either formally or informally. Allegations of criminal misconduct will be reported to law enforcement and suspected child abuse will be reported to law enforcement or Child Protective services. Persons found to have been subjected to sexual harassment will have appropriate school district services made reasonably available to them and adverse consequences of the harassment shall be reviewed and remedied, as appropriate.

a. Weapons: A student on school property, in a school -operated vehicle, or in a place under the control of the school, shall not possess, handle, or transmit any object that can reasonably be considered a weapon such as knives, firearms, fireworks of any type, metal pipes, brass knuckles, etc. **(See Policy 4210) ****
b. Lighters and Matches: Students shall not bring matches or lighters to school.

28. Criminal Acts with Specific Consequences Established by State Law:

a. RCW9.40.010 – **Obstruction of extinguishment of fire:**
Any person who removes apparatus or destroys fire apparatus shall be punished by imprisonment in the state penitentiary for not more than twelve months, according to the offense.

b. RCW9.40.060 – **Setting Fires:**
Punishable by a fine of not less than one thousand dollars, or by imprisonment in the county jail not less than three months nor more than twelve months, according to the offense.

c. RCW9.40.100 – **False Alarms:**
Any person shouting in a public place or by means of any public or private fire alarm system or signal, or by telephone – is guilty of a misdemeanor.

29. Use of a Controlled Substance

Any student involved in a confirmed use of a controlled substance while at school or at a school – sponsored activity is subject to progressive discipline with required drug/alcohol counseling at parent's expense.

30. Sale or Transmittal of a Controlled Substance

Any student involved in a promotion, confirmed sale/transmittal or promotion of a controlled substance is subject to progressive discipline with required drug/alcohol counseling at parent expense. Repeated incidents will result in a hearing for expulsion from school for one year. Law enforcement will also be involved.

31. Definitions

a. **Discipline**-includes but is not limited to, student and/or parent conferences, detention, denial of privileges or activities, and removal from class as well as no trespassing on school grounds.

b. **Student Behavior Plan**-student and parents may be required to sign an agreement specifying required behavior to avoid being suspended from school or to be readmitted to school after a suspension.

c. **Suspension-**parents are notified in writing whenever suspensions are applied.

d. Detention/Study time

Students complete assignments in supervised isolated areas on school premises. A student will be given three chances to serve detention or consequences will be that they will not be eligible to attend extra- curricular activities, including sports.

e. I.S.S. (In-school suspension)

In-school suspension will be given as part of the progressive discipline system. The principal may substitute the use of I.S.S. for out-of-school suspension depending on the student behavior plan. Students in I.S.S. will be isolated from the regular program. Students will eat lunch at school. Students in I.S.S. will not be allowed to attend any extra-curricular activities.

f. Short-term Suspension

Students are denied access to Wishram School between 1 to 10 days depending on the incident. Schoolwork will be supplied and expected to be completed.

g. Long-term Suspension

Students are denied access to Wishram School for 10 or more days depending on the severity of the incident. All long-term suspensions can be appealed and a formal hearing called before the discipline committee prior to suspension in most cases.

h. Expulsion

Students are denied access to Wishram School for up to one year. All students who are expelled have a right to a hearing before the school board.

STUDENT DISCIPLINE AND SYSTEM PROCEDURES

As stated earlier in this handbook, Wishram School District has adopted a Safe-and-Civil School Philosophy. In the area of discipline, this means that everyone who enters Wishram School will conduct himself or herself in a safe and civil manner. Safe in the aspect that no student, staff or guest will be allowed to act in a manner that is unsafe to him or herself or others and civil in the aspect that all individuals in Wishram School will be respectful to one another and the learning environment. The following guideline of rules and responsibilities is to provide a framework for students and parents to understand the expectations of the discipline system and a safe-and-civil school. Students are required to follow all rules. If a student chooses to violate the rules, he or she will be subject to disciplinary action. The action taken will depend on several factors.

1. Severity
2. Past history
3. Developmental age
4. Behavior plan
5. Counseling Plan

The following pages will outline the school rules, but are not a complete list of misbehaviors. Students are subject to these rules while at school, while at a school-sponsored event, or whenever under school jurisdiction. The superintendent/principal or designee may use his or her judgment when dealing with all student issues and their consequences.

Wishram uses a progressive system of discipline. In most cases, students will be given warnings. If they persist in continuing a certain behavior, that student is making a choice that may result in a disciplinary action. In most cases, a warning or reminder is all that is needed. In the case of severe inappropriate behavior, which we call Level 4, the consequences are more severe. Below is an outline of Level 4 and Level 3 behaviors and the action the school will take whenever these behaviors occur.

On any occurrence of any Level 4 or Level 3 offenses, Law Enforcement may be contacted and parent/ guardian contact. Suspensions may include ISS.

Level 4

Offense	Action
Possession of Gun Loaded/unloaded operable/inoperable or other explosive devices.	Mandatory 1 year expulsion Subject to appeal Notification of law enforcement **(parent notified)**

Offense	Action
Possession of Other Weapons Self-reporting: Knives, stars, brass knuckles, chain, Num-chucks, pipes, razor blades, ice picks, dirks, pen/pencil, look-a-likes pending	Confiscated **(parent notified**) All others: Automatic up to 10-day suspension Investigation, **(parent notified)**
Intention of weapon use against any person (including pen/pencil)	Police intervention Automatic Suspension **(parent notified)**
Combustible Devices: **Such as but not limited to:** Firecrackers, cherry bombs, lighters, Matches, related explosives	Self-report: confiscation **(parent notified)** **1st offense: confiscate, up to 3-day suspension** (parent notified) **2nd offense: up to 5-day suspension (parent notified)** **3rd offense: up to 10-day suspension (parent notified)** Hearing on possible expulsion (Expulsion Committee)
Threats of Bodily Harm: **(To or against others)**	**1st offense: up to 5-day suspension/or I.S.S. (parent notified)** **2nd offense: up to 10-day suspension (parent notified)** Required counseling plan developed **3rd offense: up to 10-day suspension (parent notified)** **Hearing on possible expulsion (Expulsion committee) Developmental age will be a consideration.** 1. Referral to Law Enforcement 2. Revision of Counseling Plan 3. Administrative in-take hearing required for re- admittance. 4. Behavior interview plan enacted.

Offense	Action
Harassment, Bullying or Intimidation	
Intentional written, verbal bullying Or digital physical act resulting in harming a person's property or emotional or mental well-being; interfering with a student's education; or, is so severe, persistent or pervasive that it created an intimidating or threatening educational environ – ment; has the effect of substantially disrupting the orderly operation of the school.	***1st offense: Documented warning*** (depending on severity) **2nd offense: Documented up to 3-day I.S.S.(parent notified)** **3rd offense: documented up to 5-day suspension (parent notified)** Parent conference Counseling Plan put in placed **4th offense: Documented up to 10-day suspension/or long-term suspension/or expulsion (parent notified) Behavior plan Parent conference**
Electronic Devices	
Initiating or participating in the dissemination of inappropriate messages or images including transmitting, or possessing images of a sexually explicit nature on an electronic device.	Please see the Technology Acceptable Use Policy
Felony Theft	Automatic up to 10-day suspension **(parent notified**
Arson (of any kind)	
Intentional/life threatening in/ on school property.	Automatic Expulsion **(parent notified)**

Offense	Action
Accidental Arson	**1st offense: up to 10-day suspension** Counseling Plan put into place. **2nd offense: up to 10-day suspension** **Counseling Plan put into place** Hearing on possible expulsion (Expulsion Committee) 1. Referral to Law Enforcement 2. Revision of Counseling Plan 3. Administrative intake hearing required for re- admittance. 4.Behavior interview plan enacted.
Fighting, Assault or Battery Serious, exceptional, deliberate, blatant, overt	**1st offense: up to 3-day I.S.S.** (depending on severity and age) **2nd offense: up to 5-day suspension** Counseling Plan put into place **3rd offense: up to 10-day suspension** (Counseling plan put in place must take place prior to re – admittance with appropriate documentation) Hearing on possible expulsion.. (Expulsion Committee) 1. Referral to Law Enforcement 2. Revision of Counseling Plan 3. Administrative intake hearing required for re- admittance. 4. Behavior interview plan enacted.

Offense	Action
False Alarm (fire, etc.) Pulling fire alarm False bomb threat	Law Enforcement will contacted **1st offense: up to 10-day suspension** Counseling Plan put into place **2nd offense: up to 10-day suspension** Hearing on possible expulsion. (Expulsion Committee)
Criminal Vandalism Defacing school property Breaking school property Damaging school property	**1st offense: up to 3-day I.S.S.** (Restitution and community service required) **2nd offense: up to 5-day suspension** **3rd offense: up to 10-day suspension.** Hearing on possible expulsion (Expulsion Committee)
Gross Disrespect/or Non – Compliance Toward Staff Profanity Gross insubordination Continual failure to comply Continual disruptions in class Continual disruption of education Continual verbal abuse Continual loud behavior Continually argumentative	**1st offense: up to 3-day suspension** **2nd offense: up to 5-day suspension** (Counseling plan put into place) **3rd offense: up to 10-day suspension** Hearing on possible expulsion (Expulsion Committee)
Inappropriate Physical Contact with Staff Member	**Indefinite Suspension Pending Investigation**

Offense	**Action**
Sexual Harassment Digital Verbal Written Physical	**1st offense: Document; up to 3-day suspension/or I.S.S. (parent notified)** depending on developmental age, Counseling Plan put into place **2nd offense: Document up to 5-day suspension (parent notified)** **3rd offense: Document up to 10-day suspension/long-term suspension/or expulsion (parent notified)** Parent conference 1. Referral to Law Enforcement 2. Revision of Counseling Plan 3. Administrative intake hearing required for re- admittance. 4.Behavior interview plan enacted.
Alcohol/Drug Sale	Police intervention (**parent notified)** Expulsion
Drug or Alcohol Use/Possession	Police Intervention **(parent notified)** **1st offense: up to Long term suspension (parent notified)** Counseling Plan put into place May go down to short term suspension if agree to follow recommendation of drug assessment. **2nd offense: up to Long term suspension** (parent notified) Counseling Plan put into place Hearing on possible expulsion (Expulsion Committee)
Possession/Use of Tobacco	**1st offense: up to 3-day suspension* (Parent notified)** **2nd offense: up to 10-day suspension*** **3rd offense: up to long term suspension *counseling available** ***Note:expulsion is to be 1 calendar year**

LEVEL 3

Offense	Action
Detention (Failure to Appear)	Detention doubles Progressive discipline
Disruptive Behavior **Is not limited to, but includes:** Fake fighting Horsing around Rough housing Yelling Whistling loudly Overt slamming of locker door Water balloons Water devices Tripping Running through hallways Running down stairs Sleeping in class	**1st offense:** Verbal warning **2nd offense: up to** 30-minute detention **(parent notified)** **3rd offense:** I.S.S. time to be determined ½ or full day **(parent notified)**
Disrespect to Staff/or non-compliance toward staff	**1st offense: up to 1-day I.S.S. (parent notified)** **2nd offense: up to 3-day I.S.S. (parent notified)** **3rd offense: automatic Level IV suspension (parent notified)**
Skipping/Truancy Unexcused Absence Being somewhere that you are not supposed to be Leaving campus without permission	**(Parent notified)** up to 3-day ISS suspension and administrative letter highlighting the district's obligation to inform and/or petition the court for order the student to attend school during the school day. RCW 28A.225.030
Excessive Display of Public Affection Kissing, fondling overt close proximity/hugging	Up to 1 hour detention
Theft (non felony)	Short term suspension and/or administration decision

DETENTION, IN-SCHOOL SUSPENSION
Rules

1. Detention can be served before school, during lunch break, and after school.
2. Visiting is not allowed at any time with other students or staff.
3. Bathroom breaks will be supervised and not during any regular class Break/ passing time
4. Students will be respectful of supervisors.
5. Students will bring all assignments and materials to work on.
6. Students will stay on task at all times.
7. If work is completed, the student is to be reading an appropriate book, no leaning against walls, no sleeping!
8. Students are responsible for their own actions.
9. Cell phones will be docked in the Cell Phone rack.
10. No eating except school provided meals.
11. No leaning back in chairs, all four legs on the floor.

LUNCH

1. In general students on campus during lunch must be in a supervised area. Normally that means that you are to be in a supervised area such as in the front hall, gym or the lunch tables outside.
2. If you go home or off campus for lunch, you are expected to come directly into the gym or another supervised area when you return to the school grounds.
3. No chasing in the gym or outside.
4. Students are not to be on the stage.
5. Students are expected to follow the instructions of school staff at all times.
6. No working out in the weight room without a staff member present.

GYM

1. No one is to be on the stage.
2. Equipment should be shared.
3. No rough games or "chasing" games should be played.
4. No swearing or arguing or abusive language.
5. Three whistles-freeze and sit down "now."
6. No food or drink (exception is water only).
7. Gym shoes required.

PLAYGROUND

(Elementary Classes)

1. No throwing of any objects other than balls, frisbees, etc.
2. No fighting or bothering other students.
3. No swearing.
4. 3 whistles: line up immediately.
5. Use of slide:
    - Do not stand in front of the slide.
    - No rocks on slide.
    - Come down feet first at all times.
6. Remain on the playground at all times, in view of the supervisor.
7. Keep your playground clean by picking up after yourself and other items you may notice that need throwing away.
8. Consequences for not following guidelines:
    a. Warning.
    b. No recess "benched".
    c. Office conference and/or parents called.
9. No Toys brought from home.

CLASS FIELD TRIPS

Field trips are a way to expand the classroom to the real world. We want to give our students the opportunity to expand their world; to provide new environments to learn new skills and build on the knowledge they already have. Notice of field trips will be sent home at least 3 days prior to the trip. Students must have their signed parental agreement forms into the office two(2) days before the trip leaves. Students who have demonstrated a pattern of unacceptable behavior may be restricted from the trip. Students in I.S.S. will also be restricted from field trips that take place while they are serving I.S.S. time.

Student attendance at class-related field trips is not an option. These trips are part of an extension to the classroom and are part of the curriculum for the class. Students will be graded and held accountable for the information that is learned on the trip.

Non-curriculum field trips such as trips to Kah-nee-ta, carnival or play days are not required. They are, however, still school days. Your child is expected to be in school for the entire day. Alternate assignments can be given for the day

Field trips (overnights, including lock-ins and extended school hour trips)

Rules of Eligibility:

Academic

Students must have a current 2.00 grade point average in core subjects, i.e.math, science, English and social studies.

School Behavior

a. No more than four formal referrals during the school year prior to the trip.*

b. Any student found in possession of or having ingested illicit drugs is automatically not eligible for any extended field trips and must get the superintendent's permission for any other scheduled field trips.

*Formal referral -this means any referral that was severe enough to be entered and documented into the referral system.

Attendance

Non-curricular field trips will require students, in **4th quarter,** to have no more than: 7 absences, 4 detentions and 1 ISS referral, in order to be eligible. In addition, students cannot have any out-of-school suspensions and must maintain a 2.0 GPA. Students not meeting this requirement will attend a regular school day. Exceptions to this rule will apply for severe injury, illness or family emergencies. Appeals need to be in writing one week before the field trip occurs.

Field Trip Guidelines

1. Students must have the notice of trip slip signed by their parent or legal guardian and turned into the office no later than two days prior to the event.
2. Students need to abide by all student conduct rules (see page 28) while attending a field trip.
3. Students must ride on the school bus to and from any field trip activity. A field trip is a school sponsored activity. If a parent or guardian requests to take his/her child at the conclusion of the field trip, a written note requesting permission to do so must be on file with the teacher and office one day prior to the field trip

ASSESSMENTS

Wishram School uses the Smarter Balanced Assessment which has been developed to measure students in the following fields of Math, Science, and English. Students in grades 3-8 and 10-12 are given the ELA and Math assessments, grades 5,8,11 take the science assessment in the spring of each year.

Smarter Balanced Assessments ELA & Math

Grade(s)	Subjects	Requirement/Availability	Testing Window
3-8 and 10	ELA and math	Required for federal and state accountability.	Online: March 2 – June 26, 2026 Paper/Pencil: April 6 – May 15, 2026*
11 and 12	ELA and math	Available to students who have not yet passed the ELA and/or math assessment and want to use it as a pathway to demonstrate post-secondary career or college readiness or who previously tested and would like to attempt a higher score.	Online: March 2 – June 26, 2026 Paper/Pencil: April 6 – May 15, 2026*

* Paper testing is available only to support large print, braille, and standard print forms (in English for ELA tests and English or Spanish for math tests) for students whose IEP or 504 plan states paper.

Smarter Balanced is administered within the last 12 weeks of the school year, but no later than June 26.

Washington Comprehensive Assessment of Science

Grade(s)	Requirement/Availability	Testing Window
5, 8 and 11	Required for federal and state accountability.	Online: April 6 – June 5, 2026 Paper/Pencil: April 6 – May 15, 2026*
12	Available to students who need a score to comply with local district policies including credit retrieval/recovery.	Online: April 6 – June 5, 2026 Paper/Pencil: April 6 – May 15, 2026*

* Paper testing is available only to support large print, braille, and standard print forms in English or Spanish for students whose IEP or 504 plan states paper.

WA-AIM

The WA-AIM is the state alternate assessment based on alternate academic achievement standards designed for students with the most significant cognitive disabilities. Students found eligible for state alternate assessments per their Individualized Education Plan (IEP) participate in the WA-AIM in lieu of Smarter Balanced ELA and Math, and WCAS. The WA-AIM is administered in the same grade levels and content areas as Smarter Balanced ELA and Math, and WCAS.

Washington Access to Instruction & Measurement (WA-AIM)

Grade(s)	Subjects	Requirement/Availability	Testing Window
3-8 and 10	ELA and math	The WA-AIM ELA and Math are required for federal and state accountability for eligible students.	January 26- May 1, 2026**
5, 8, and 11	Science	The WA-AIM Science is required for federal and state accountability for eligible students.	January 26- May 1, 2026**

** The WA-AIM testing window closes at exactly 5 pm on May 1, 2026 with no exceptions.

The Washington Kindergarten Inventory of Developing Skills (WaKIDS) is a transition process that helps to ensure a successful start to the K-12 experience and connect the key adults in a child's life. These data help inform state and district-level decisions about education policy and investments, and classroom decisions about individualized learning.

WaKIDS

(GOLD ®)

Grade(s)	Subjects	Requirement/Availability	Testing Window
TK–K	Six areas of development and learning: social-emotional, physical, language, cognitive, math, and literacy.	Required for students in state-funded, full-day kindergarten and Transition to Kindergarten (TK).	WaKIDS isn't a "test." Kindergarten teachers observe children during everyday classroom activities and take an inventory of their skills by November 15, 2024. Transitional Kindergarten teachers must administer the WaKIDS whole-child assessment at the beginning of the TK program and at least one more time during the school year. 2025-26 Checkpoint Dates Fall: November 15, 2025 Winter: March 15, 2026 Spring: June 15, 2026

Additional assessment information
SBAC refers to the Common Core State Standard assessments developed by the multi-state consortium, the Smarter Balanced Assessment Consortium. ELA SBAC refers to the English Language Arts assessment that will be administered to students in 3-8th grade and 10th-12th. The ELA refers to a Common Core State Standard assessment that is developed by Washington using SBAC components. The SBAC test for Math is the current state assessment that is being used for grades 3-12. The WCAS is the state's standard for testing the Science components, it is given in 5th, 8th, and 11th grade.

WISHRAM HIGH SCHOOL
GRADUATION REQUIREMENTS

1. One (1) credit equals one (1) year or 150 hours of study in a class. Therefore, a quarter final grade equals .25 credit.

2. Credits for graduation in English, mathematics, and science must be earned in sequential years. No more than .25 credit per quarter or 1 credit per year may be applied toward graduation requirements in these subjects. Exceptions will be allowed only in cases where a student has failed a previous sequential course, or in exceptional cases with the approval of the administration.

3. If there is a question in determining grade level, the total number of credits earned will determine grade level.

   9th – fewer than 6 credits
   10th – fewer than 12 credits
   11th – fewer than 19 credits
   12th – must have 20 or more credits

4. Grade point averages (G.P.A.) will be using the following 4.0 scale

A	-	4.0
A-	-	3.7
B+	-	3.3
B	-	3.0
B-	-	2.7
C+	-	2.3
C	-	2.0
C-	-	1.7
D+	-	1.3
D	-	1.0
F	-	Credit not earned

GRADUATION REQUIREMENTS

CREDITS FOR WISHRAM SCHOOL

Students shall be expected to earn a total of 26 credits for graduation in order to complete graduation requirements. For credit purposes, a class must meet for a total of 180 (50-minute) hours of planned instruction.

The following requirements become effective with the entering freshman class of 2024 and beyond:

Subject	College or Jr. College Credit	Career Credit
English	4 *	4 *
Mathematics	3 *	3 *
Science	3*	2 *
Social Studies	3 *	3 *
Physical Education/ Health	2 *	2 *
Occupational Ed.	1 *	1 *
Fine Arts	1 *	1 *
Foreign Language	2 **	0
Computers	1 **	1 **
Seniors	1 **	1 **
On-Line	1 **	1 **
School-to-Work	0	2 **
Electives	5	5
Total Credits for Graduation:	**26**	**26**

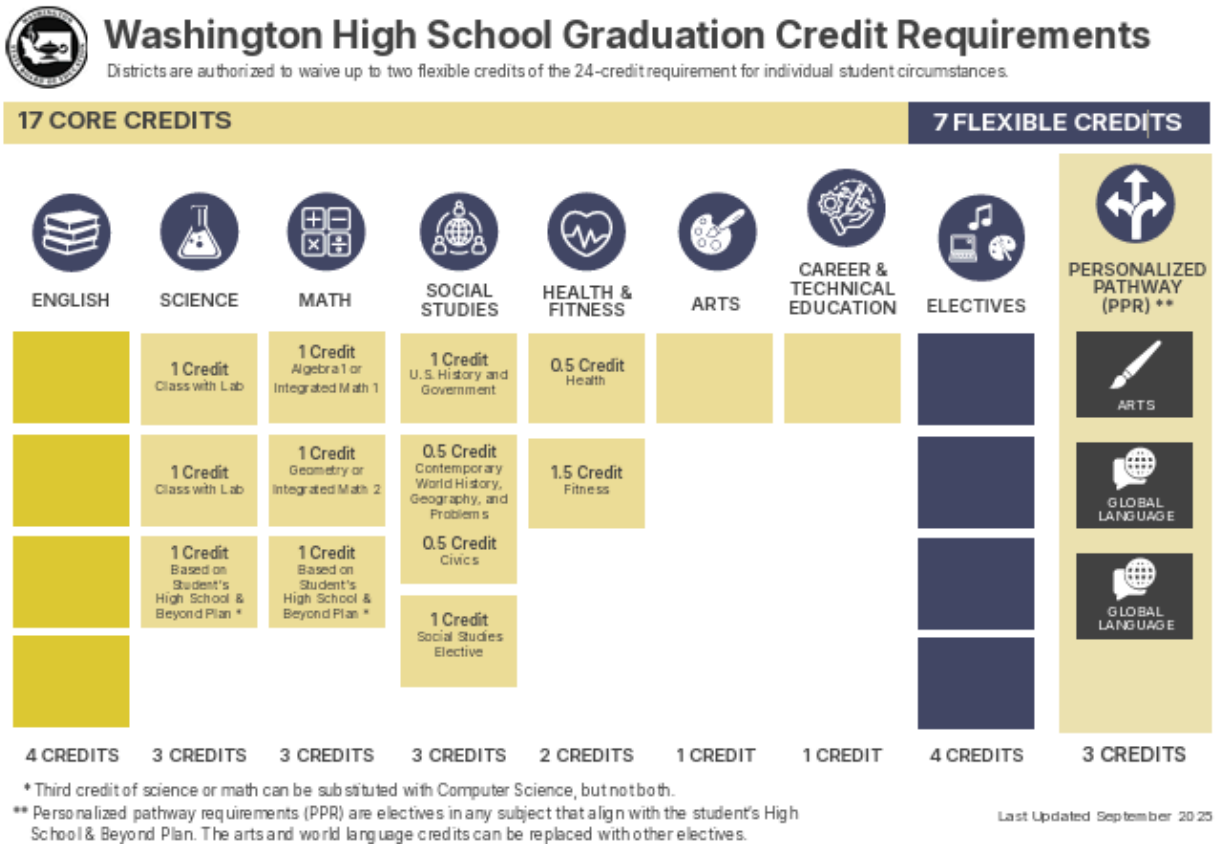
Note: * = State requirements **** = District requirements**

Policy: 2410 Section: 2000 - Instruction

High School Graduation Requirements

The board will establish graduation requirements which, at a minimum, satisfy those established by the State Board of Education. The board will approve additional graduation requirements as recommended by the superintendent. Graduation requirements in effect when a student first enrolls in high school will be in effect until that student graduates unless such period is in excess of ten years. The board will award a regular high school diploma to every student enrolled in the district who meets the requirements established by the district. Only one diploma will be awarded with no distinctions being made between the various programs of instruction which may be pursued.

STATE CREDIT REQUIREMENTS



Additional credit information for Classes of 2025-2026 and beyond

Math (3 credits required)

Math credits are required as follows: Algebra 1 or Integrated Math 1; Geometry or Integrated Math 2; Algebra 2 or Integrated Math 3, or a 3rd credit of math, other than Algebra 2 or Integrated Math 3, if the elective is based on a career-oriented program of study identified in the student's High School and Beyond Plan and the student, parent/guardian and a school representative meet, discuss the plan and sign a form pursuant to WACn180-51-067(2)(b).

Social Studies (3 credits required)

For the Class of 2025, the following courses are required: 1 credit of U.S. History and Government, .5 Contemporary World History, Geography, and Problems,.5 credits of Civics,1.0 credits of Social Studies Elective (may include .5 credits of a second semester of Contemporary World History or the equivalent)

Career and Technical Education equivalencies

The district has determined that the following Career and Technical Education (CTE) courses to be equivalent to a non-CTE course: Cabinetry, Construction. These courses may be used to meet two (2) graduation requirements.

Additional credit information for Class of 2025-2026 and beyond

Credit requirements conform to Career & College-Ready Graduation requirements.

Math (3 credits required)

The following courses are required: Integrated Math 2; Algebra 2 or Integrated Math 3 and a third credit of math chosen by the student based on the student's interest and High School and Beyond Plan and approved by the parent or guardian. If the parent or guardian is unavailable or does not indicate a preference, the school counselor or principal will approve the course.
The Washington State history and government requirement may be met in grades 7 through 12. If the course is taken in the 7th or 8th grade, it fulfills the requirement, but high school credit will only be awarded if the academic level of the course exceeds the requirements for 8th grade. Students who meet the requirement but do not earn credit must still take the required number of social studies credits in high school.

Science (3 credits required)

At least two (2) labs are required and a third credit of Science chosen by the student based on the student's interest and High School and Beyond Plan and approved by the parent or guardian. If the parent or guardian is unavailable or does not indicate a preference, the school counselor or principal will approve the course.

Arts (2 credits required) Performing or visual arts is required. One (1) credit may be a **Personalized Pathway Requirement**, defined as related courses that lead to a specific post-high school career or educational outcome chosen by the student and based on the student's interests and High School and Beyond Plan, which may include Career and Technical Education, and are intended to provide a focus for the student's learning.

World Language (2 credits required) Both credits may be a Personalized Pathway Requirement. If the student has chosen a four-year degree pathway in their High School and Beyond Plan, the student will be advised to earn 2 credits in world language.

Career and Technical Education (1 credit required)
This credit may be an Occupational Education course that meets the definition of an exploratory course as described in the CTE program standards.

Class of:	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**
Entering 9th grade after July 1 of:	*2021*	*2022*	*2023*	*2024*	*2025*	*2026*	*2027*	*2028*
	High School and Beyond Plan							
	Certificate of Academic Achievement or Individual Achievement awarded to student who pass the required assessments							
	Washington State history and government							
	Graduation Pathway							

High School and Beyond Plan

High School and Beyond Plans (HSBP) are a state graduation requirement designed to support students' career and college exploration throughout their secondary education experience. Students must have a HSBP to guide their course choices and document their progress and achievement to prepare for postsecondary education or training and careers (RCW 28A.230.090). Students start their plan in seventh or eighth grade by taking a career interest and/or skill inventory and using those results to inform their eighth-grade course choices. Students will continue to revise their plan throughout middle and high school to accommodate changing interests and educational or career goals. The HSBP helps to connect students' career interests with their courses, and their courses with career pathways or college majors. The plan helps students identify the steps needed to reach postsecondary goals.

Within the first year of high school enrollment, each student will develop a High School and Beyond Plan. The plan will be developed in collaboration with the student, parents/guardians and district staff and include, at a minimum: 1) a career goal; 2) an educational goal; 3) a four-year course plan for high school; and 4) identification of required assessments. Each student plan should be reviewed annually at the beginning of the school year to assess student progress, to adjust the plan if necessary and to advise the student on steps for successful completion of the plan. Whether the student has met requirements for the High School and Beyond Plan is determined by the district.

A student receiving special education services who has developed a transition plan as part of their Individualized Education Plan (IEP) may be considered by the district to have developed a High School and Beyond Plan.

Certificate of Academic Achievement

A student will receive a certificate of academic achievement (CAA) if they earn the appropriate number of credits required by the district, complete the High School and Beyond plan, and meet the reading, writing and math standards
on the high school statewide assessment or an appropriate state-approved alternative ("CAA option").

Certificate of Individual Achievement

Beginning in 2014-2015, a student qualifying for special education services will earn a Certificate of Individual Achievement after passing assessments determined by the student's Individualized Education Plan (IEP) team to be appropriate for the student based on their learner characteristics, post-secondary goals and previous testing history.

Graduation Pathway

Graduation Pathway Options The State Board of Education (SBE) sets state graduation requirements. In 2019, new legislation (House Bill 1599) removed the testing requirement and replaced it with a set of pathway options. Beginning with the Class of 2020, students must meet at least one of these pathway options to graduate. Graduation Pathway Options - Class of 2020 Forward: • Meet or exceed the graduation scores in the Washington State Assessments in English language arts (English) and mathematics. • Earn at least one high school credit in English and one credit in math through a Running Start, College in the High School, or Career and Technical Education Dual Credit course. Students do not have to pay fees or claim college credit to meet this pathway, they must be able to earn college credit at the level 100 or higher by meeting local district program requirements. • For both English and math, earn a 3 or higher on certain Advanced Placement exams or a 4 or higher on certain International Baccalaureate exams or an E on certain Cambridge International exams, or pass the course with at least a C+. • Meet or exceed the graduation scores set by SBE in the math and English portions of the SAT or ACT. • Pass a transition course in English and math (for example, a Bridge to College course) which allows a student to place directly into a college level course for credit. This pathway includes transition courses identified through local agreements between colleges and school districts. • Meet any combination of at least one English and one math option of those options listed previously. • Meet standard on the ASVAB (Armed Services Vocational Aptitude Battery) by meeting the lowest score established by the military for eligibility to serve in the armed forces. • Complete a sequence of Career and Technical Education (CTE) courses: two or more high school credits of CTE courses in a progression tailored to the student's goals and relevant to the postsecondary pathway(s) outlined in the student's High School and Beyond Plan. The sequence may be two courses within the same CTE program area. Sequences made up of courses within more than one CTE program area require local approval and expedited approval through OSPI.

International Baccalaureate Diploma

A student who fulfills the requirements for an international baccalaureate diploma is considered to have satisfied the minimum state requirements for graduation from high school, but the district may require the student to complete additional local graduation requirements. To receive an international baccalaureate diploma, a student must complete and pass all required diploma program courses as scored at the local level, pass all internal assessments as scored at the local level, successfully complete all required projects and products as scored at the local level and complete the final exams administered by the international baccalaureate organization in each of the required subjects.

High school credit will be awarded for successful completion of a specified unit of study. In this district, successful completion of a specified unit of study means:

1. Earning a passing grade according to the district's grading policy and/or
2. Demonstrating proficiency/mastery of content standards as determined by the district; and/or
3. Successfully completing an established number of hours of planned instructional activities to be determined by the district.
4. The district will establish a process for determining proficiency/mastery for credit-bearing courses of study.

The superintendent will develop procedures for implementing this policy which include:

1. Determination of the education plan process for identifying competencies;
2. Establishing the process for completion of the High School and Beyond Plan;
3. Recommending course and credit requirements which satisfy the State Board of Education requirements and recognize the expectations of the citizens of the district;
4. Determining which courses satisfy particular subject area requirements and whether a particular course may satisfy more than one subject area requirement, including a process for determining the credits the district will recognize for courses taken through another program recognized by the state (e.g. another public school district or an approved private school) or those courses taken by students moving into the state from another state or country. Decisions regarding the recognition of credits earned before enrolling in the district will be based on the professional judgment of the high school principal or designee based on an evaluation of the student's former program and demonstrated knowledge and skills in the discipline for which credit is sought. The decision of the principal may be appealed to the superintendent within fifteen school days;
5. Making graduation requirements available in writing to students, parents and members of the public;
6. Providing for a waiver of graduation requirements for an individual student when permitted. All state graduation requirements must be satisfied unless a waiver is permitted by law;
7. Granting credit for learning experiences conducted away from school, including National Guard high school career training:
8. Granting credit for correspondence, vocational-technical institutes and/or college courses for college or university course work the district has agreed to accept for high school credit State law requires that the district award one high school credit for every five quarter hour credit or three semester hour credit successfully earned through a college or university, except for community college high school completion programs where the district awards the diploma. Tenth and eleventh grade students and their parents will be notified annually of the Running Start Program;
9. Granting credit for work experience;
10. Granting credit based upon competence testing, in lieu of enrollment;
11. Granting credit for high school courses completed before a student attended high school, to the extent that the course work exceeded the requirements for seventh or eighth grade;
12. Counseling of students to know what is expected of them in order to graduate;
13. Preparing a list of all graduating students for the information of the board and release to the public;
14. Preparing suitable diplomas and final transcripts for graduating seniors;
15. Planning and executing graduation ceremonies; and
16. Developing student learning plans for students who are not successful on one or more components of the statewide assessment.

In the event minimum test requirements are adopted by the board, a student who possesses a disability will satisfy those competency requirements which are incorporated into the Individualized Education Plan (IEP). Satisfactory completion of the objectives incorporated into the IEP will serve as the basis for determining completion of a course.

A student will be issued a diploma after completing the district's requirements for

graduation. In lieu of the certificate of academic achievement, special education students may earn a certificate of individual achievement. A student will also be advised that he/she may receive a final transcript.

However, a student's diploma or transcript may be withheld until the student pays for any school property that has been lost or willfully damaged. Upon payment for damages, or the equivalency through voluntary work, the diploma or transcript will be released. When the damages or fines do not exceed $100, the student or his/her parents will have the right to an appeal using the same process as used for short-term suspension as defined in Policy 3241, *Classroom Management, Discipline and Corrective Action* When damages are in excess of $100, the appeal process for long term suspension as defined in Policy 3241, *Classroom Management, Discipline and Corrective Action*, will apply. The district may, in its discretion, choose to offer in-school suspension in these circumstances.

In the event that other forms of corrective actions are imposed for violations of school rules, the student may be denied participation in graduation ceremonies. Such exclusion will be regarded as a school suspension. In such instances, the diploma will still be granted.

Cross References:

2418 – Waiver of High School Graduation Requirements
3412 - Automated External Defibrillators
3520 - Student Fees, Fines, or Charges
3241 - Classroom Management, Discipline and Corrective Action
3110 - Qualification of Attendance and Placement

Legal References:

RCW 28A.230.090 High school graduation requirements or equivalencies — Reevaluation of graduation requirements — Review and authorization of proposed changes — Credit for courses taken before attending high school — Postsecondary credit equivalencies
RCW 28A.230.093 Social studies course credits – Civics coursework
RCW 28A.230.097 Career and technical high school course equivalencies
RCW 28A.230.120 High school diplomas — Issuance — Option to receive final transcripts — Notice
RCW 28A.230.122 International baccalaureate diplomas
RCW 28A.600.300-400 Running start program - Definition
RCW 28A.635.060 Defacing or injuring school property — Liability of pupil, parent or guardian — Withholding grades, diploma, or transcripts — Suspension and restitution — Voluntary work program as alternative — Rights protected
WAC 180-51 High school graduation requirements
WAC 392-121-182 Alternative learning experience requirements
WAC 392-169 Special service programs - Running start program
WAC 392-348 Secondary education
WAC 392-410 Courses of study and equivalencies

Management Resources:

2014 - December Issue
2013 - September Issue
2012 - April Issue
2011 - October Issue
2010 - June Issue
2009 - April Issue
2009 - February Issue
Policy News, August 2007 Graduation Requirements Modified by Legislature

Policy News, October 2004 Graduation Requirements: High School and Beyond Plans

Policy News, February 2004 High School Graduation Requirements

Policy News, December 2000 2004 High School Graduation Requirements Adopted

Policy News, April 1999 Variations Complicate College Credit Equivalencies

Adoption Date: Classification:

Essential

Revised Dates: 12.00; 02.04; 10.04; 12.04; 08.07; 02.09; 04.09; 06.10; 10.11; 06.12; 09.13; 12.14; 04.15

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TITLE I & LAP PROGRAMS

TITLE I Program Information
Information from OSPI, Title I, Part A Section [*Revised October 2021]*

Title I, Part A is a federal program designed *"To provide all children significant opportunity to receive a fair, equitable, and high-quality education, and to close educational achievement gaps."* Title I, Part A funding can support early learning and Kindergarten to grade 12. These programs and services provide customized instruction and curricula that helps students meet academic standards and take an active, engaged interest in what they can learn and do. As the oldest and largest federal education program, Title I, Part A programs build equity of opportunity for children whose struggles often keep them on the academic sidelines. One-third of the public schools in Washington state operate Title I, Part A programs, providing academic services to over 350,000 students annually.

Title I, Part A services are delivered in programs that take one of two forms: targeted assistance programs or schoolwide programs.

Targeted Assistance Programs must use Title I, Part A funds to provide academic services to children who are identified as failing or at risk for failing to meet state standards. The school makes this determination based on multiple, educationally related, objective criteria, and places students on a rank order list. Any school with a poverty average of at least 35% or the district's poverty average (whichever is lower) is eligible to operate a Targeted Assistance Program.

Schoolwide Programs allows a school to consolidate its federal, state, and local funds to upgrade the entire educational program. Research suggests that in schools with relatively high poverty, students' needs are more widespread throughout the entire school population. Though the school is not required to identify certain children as being eligible for services or to provide certain students with any specific supplemental benefits, the focus of the program must be on addressing the needs of low-achieving children and those at risk of not meeting state student academic achievement standards. Any school with a poverty average of at least 40% (or if the building has applied for and received a waiver from OSPI) may operate a Schoolwide Program. Under ESSA, Title I, Part A funds may be used for activities and instruction for enrichment as part of a "well-rounded education". Therefore funds can be used for courses, activities, and programming in subjects such as English, reading or language arts, writing, science, technology, engineering, mathematics, foreign languages, civics and government, economics, arts, history, geography, computer science, music, career and technical education, health, physical education, credit recovery, career and technical education, post-secondary instruction, and any other subject, as determined by the LEA, with the purpose of providing all students access to an enriched curriculum and educational experience.

LEARNING ASSISTANCE PROGRAM (LAP)

LAP offers supplemental services for K–12 students scoring below grade-level standards in English language arts (ELA) and mathematics. We are a school-wide LAP Program. These services focus on accelerating student growth to make progress toward grade level. They may include academic readiness, skill development, or behavior supports. These services address barriers preventing students from accessing core instruction. The intent is for LAP students to increase academic growth during the period of time they are provided services. LAP emphasizes research-based best practices designed to increase student achievement.

DANCES

Grades 9-12

Our dances over the past years have been very successful. The students have conducted themselves very well.

We want tradition to continue, so we are reminding you of the more important rules so there will be no misunderstanding.

DANCE GUIDELINES

You must sign up yourself and approved guests by 3:00 the day of the dance (or the school day prior to the dance if the dance is on a Saturday) or you may not enter. The rules are as follows:

1. Once you leave, you must leave school grounds and you may not re-enter.
2. Anyone using, in possession or under the influence of a prohibited substance, will receive a minimum five (5) day suspension from school and denial of all dance privileges in the future.
3. You must be present the full day of the dance. (If the dance is scheduled for the weekend, students must attend school on Friday in order to attend the dance.) If you are absent on the day of the dance for doctor's appointments, funerals, court appearances or any other reason approved in advance, you may attend the dance. If you are absent for any other reason, you may not attend.
4. If you are asked to leave the dance due to your misbehavior, you will not be allowed to attend any other dances for the remainder of the year.
5. You are responsible for your guest's behavior.

All extra-curricular activity rules apply. (See pages 37-39)

WISHRAM SCHOOL STUDENT POLICY AND PROCEDURES

You may request a complete copy of any policy from our district office or download them from our website at www.wishramschool.org

Admission and Attendance

Qualifications of Attendance and Placement 3110

A. Age of Admission
B. Entrance Qualification
C. Admission of Students Aged 21 or Older
D. Placement of Students on Admission

Procedures.....3110P
Part-time, Home-based, or Off-campus Students 3114
Procedures 3114P
Homeless Students: Enrollment Rights and Services 3115
Procedures.....3115P
Enrollment 3120
Procedures 3120P
Excused and Unexcused Absences 3122
Procedures 3122P
Withdrawal Prior to Graduation 3123
Removal/Release of Student During School Hours 3124
Procedures 3124P
Child Custody 3126
District Attendance Area Transfers 3131
Release of Resident Students 3140
Nonresident Students 3141
International Student Exchange.....3142
Procedures.....3142P
District Notification of JuvenileOffenders.....3143
Release of Information Concerning Student Sexual and Kidnapping Offenders 3144
Procedures.....3144P
Rights and Responsibilities 3200
Sexual Harassment of Students Prohibited……3205
Sexual Harassment of Students Prohibited……3205P
Sexual Harassment of Students Prohibited Procedure……...3205P
Prohibition of Harassment, Intimidation and Bullying.....3207
Procedures.....3207P
Nondiscrimination 3210
Procedures 3210P
Transgender Students…..……..……...3211
Procedures…….……3211P
Freedom of Expression 3220

Student Publications
E. Distribution of Materials
Procedures…….…….3220P
Freedom of Assembly 3223
Student Dress 3224
Procedures 3224P
Interviews and Interrogations of Students on School Premises …….3226
Procedures…….…... 3226P
Student Privacy and Searches 3230
Searches of Students Personal Property
F. Locker Searches
Procedures.....3230P
Student Records 3231
Procedures.....3231P
Parent and Student Rights in Administration of Surveys, Analysis
Evaluations.....3232
Procedures.....3232P
Student Conduct Expectations and Reasonable Sanctions 3240
Procedures 3240P
Classroom Management, Corrective Actions or Punishment 3241
A. Detention
B. In-School Suspension
C. Appeal Process for Disciplinary Action
D. Suspensions or Expulsions
E. Short-Term Suspension
F. Appeal Process for Short-Term Suspension
G. Emergency Expulsion
H. Long-Term Suspensions or Expulsions
I. Appeal Process for Long-Term Suspension or Expulsion
J. Emergency Removal
K. Readmission Application Process
Procedures 3241P
Closed Campus 3242
Student Driving 3243
Procedures.....3243P
Prohibition of Corporal Punishment 3244
Students and Telecommunication Devices 3245
Procedures.....3245P
Use of Reasonable Force 3246
Procedures.....3246P
Isolation and Restraint of Students with IEPs and Section 504 Plans…….....…3247
Procedures…… …… ……..…….....3247p

Student Welfare

Student Health 3410
Automated External Defibrillators (AED).....3412

Procedures.....3412P
Student Immunization and Life-Threatening Health Conditions.....3413
Procedures.....3413P
Infectious Diseases 3414
Procedures 3414P
Accommodating Students With Diabetes 3415
Medication at School.....3416
Procedures 3416P
Catheterization 3417
Procedures 3417P
Emergency Treatment 3418
Procedures.....3418P
Self-Administration of Asthma and Anaphylaxis Medications 3419
Procedures.....3419P
Anaphylaxis Prevention and Response.....3420
Procedures......3420P
Child Abuse, Neglect and Exploitation Prevention 3421
Procedures.....3421P
Student Sports - Concussion and Head Injuries.....3422
Procedures.....3422p
Emergencies 3432

A. Fire
B. Lockdowns
C. Evacuations
D. Shelter-in-Place
E. Earthquakes
F. Bomb Threats
G. Emergency School Closure or Evacuation
H. Pandemic/Epidemic

Procedures 3432p

Student Activities

Associated Student Bodies 3510
Procedures 3510P
Student Incentives 3515
Procedures.....3515P
Student Fees, Fines, or Charges 3520
Procedures 3520P
Fundraising Activities Involving Students.....3530
Procedures.....3530P

MAINTAINING PROFESSIONAL STAFF/STUDENT BOUNDARIES

See Policy # 5253

Our School Protects Students from Harassment, Intimidation, and Bullying (HIB)

Schools are meant to be safe and inclusive environments where all students are protected from Harassment, Intimidation, and Bullying (HIB), including in the classroom, on the school bus, in school sports, and during other school activities. This section defines HIB, explains what to do when you see or experience it, and our school's process for responding to it.

What is HIB?

HIB is any intentional electronic, written, verbal, or physical act of a student that:

- Physically harms another student or damages their property;
- Has the effect of greatly interfering with another student's education; or,
- Is so severe, persistent, or significant that it creates an intimidating or threatening education environment for other students.

HIB generally involves an observed or perceived power imbalance and is repeated multiple times or is highly likely to be repeated. HIB is not allowed, by law, in our schools.

How can I make a report or complaint about HIB?

Talk to any school staff member (consider starting with whoever you are most comfortable with!). You may use our district's reporting form to share concerns about HIB (link to form) but reports about HIB can be made in writing or verbally. Your report can be made anonymously, if you are uncomfortable revealing your identity, or confidentially if you prefer it not be shared with other students involved with the report. No disciplinary action will be taken against another student based **solely** on an anonymous or confidential report.

If a staff member is notified of, observes, overhears, or otherwise witnesses HIB, they must take prompt and appropriate action to stop the HIB behavior and to prevent it from happening again. Our district also has a HIB Compliance Officer (Tye Churchwell, Superintendent,tye.churchwell@wishramschool.org, 509-767-6090) that supports prevention and response to HIB.

What happens after I make a report about HIB?

If you report HIB, school staff must attempt to resolve the concerns. If the concerns are resolved, then no further action may be necessary. However, if you feel that you or someone you know is the victim of unresolved, severe, or persistent HIB that requires further investigation and action, then you should request an official HIB investigation.

Also, the school must take actions to ensure that those who report HIB don't experience retaliation.

What is the investigation process?

When you report a complaint, the HIB Compliance Officer or staff member leading the investigation must notify the families of the students involved with the complaint and must make sure a prompt and thorough investigation takes place. The investigation must be completed within 5 school days, unless you agree on a different timeline. If your complaint involves circumstances that require a longer investigation, the district will notify you with the anticipated date for their response.

When the investigation is complete, the HIB Compliance Officer or the staff member leading the investigation must provide you with the outcomes of the investigation within 2 school days. This response should include:

- A summary of the results of the investigation
- A determination of whether the HIB is substantiated

- Any corrective measures or remedies needed
- Clear information about how you can appeal the decision

What are the next steps if I disagree with the outcome?

For the student designated as the "targeted student" in a complaint:
If you do not agree with the school district's decision, you may appeal the decision and include any additional information regarding the complaint to the superintendent, or the person assigned to lead the appeal, and then to the school board.

For the student designated as the "aggressor" in a complaint:
A student found to be an "aggressor" in a HIB complaint may not appeal the decision of a HIB investigation. They can, however, appeal corrective actions that result from the findings of the HIB investigation.

For more information about the HIB complaint process, including important timelines, please see the district's HIB webpage or the district's *HIB Policy [3207] and Procedure [3207P]*.

Our School Stands Against Discrimination

Discrimination can happen when someone is treated differently or unfairly because they are part of a **protected class**, including their race, color, national origin, sex, gender identity, gender expression, sexual orientation, religion, creed, disability, use of a service animal, or veteran or military status.

What is discriminatory harassment?

Discriminatory harassment can include teasing and name-calling; graphic and written statements; or other conduct that may be physically threatening, harmful, or humiliating. Discriminatory harassment happens when the conduct is based on a student's protected class and is serious enough to create a hostile environment. A **hostile environment** is created when conduct is so severe, pervasive, or persistent that it limits a student's ability to participate in, or benefit from, the school's services, activities, or opportunities.

To review the district's Nondiscrimination Policy [5010] and Procedure [5010P], visit [www.wishramschool.org].

What is sexual harassment?

Sexual harassment is any unwelcome conduct or communication that is sexual in nature and substantially interferes with a student's educational performance or creates an intimidating or hostile environment. Sexual harassment can also occur when a student is led to believe they must submit to unwelcome sexual conduct or communication to gain something in return, such as a grade or a place on a sports team.

Examples of sexual harassment can include pressuring a person for sexual actions or favors; unwelcome touching of a sexual nature; graphic or written statements of a sexual nature; distributing sexually explicit texts, e-mails, or pictures; making sexual jokes, rumors, or suggestive remarks; and physical violence, including rape and sexual assault.

Our schools do not discriminate based on sex and prohibit sex discrimination in all of our education programs and employment, as required by Title IX and state law.

To review the district's Sexual Harassment Policy [6590] and Procedure [6590P], visit [www.wishramschool.org].

What should my school do about discriminatory and sexual harassment?

When a school becomes aware of possible discriminatory or sexual harassment, it must investigate and stop the harassment. The school must address any effects the harassment had on the student at school, including eliminating the hostile environment, and make sure that the harassment does not happen again.

What can I do if I'm concerned about discrimination or harassment?

Talk to a Coordinator or submit a written complaint. You may contact the following school district staff members to report your concerns, ask questions, or learn more about how to resolve your concerns.

Concerns about discrimination:
Civil Rights Coordinator: Tye Churchwell, Superintendent, tye.churchwell@wishramschool.org, 509-767-6090

Concerns about sex discrimination, including sexual harassment:
Title IX Coordinator: Brent Cameron, Principal, brent.cameron@wishramschool.org, 509-767-6090

Concerns about disability discrimination:
Section 504 Coordinator: Brent Cameron, Principal, brent.cameron@wishramschool.org, 509-767-6090

Concerns about discrimination based on gender identity:
Gender-Inclusive Schools Coordinator: Tye Churchwell, Superintendent, tye.churchwell@wishramschool.org, 509-767-6090

To **submit a written complaint**, describe the conduct or incident that may be discriminatory and send it by mail, fax, email, or hand delivery to the school principal, district superintendent, or civil rights coordinator. Submit the complaint as soon as possible for a prompt investigation, and within one year of the conduct or incident.

What happens after I file a discrimination complaint?

The Civil Rights Coordinator will give you a copy of the school district's discrimination complaint procedure. The Civil Rights Coordinator must make sure a prompt and thorough investigation takes place. The investigation must be completed within 30 calendar days unless you agree to a different timeline. If your complaint involves exceptional circumstances that require a longer investigation, the Civil Rights Coordinator will notify you in writing with the anticipated date for their response.

When the investigation is complete, the school district superintendent or the staff member leading the investigation will send you a written response. This response will include:

- A summary of the results of the investigation
- A determination of whether the school district failed to comply with civil rights laws
- Any corrective measures or remedies needed
- Notice about how you can appeal the decision

What are the next steps if I disagree with the outcome?

If you do not agree with the outcome of your complaint, you may appeal the decision to [identify the decision maker on appeal identified in board policy (e.g., the School Board)] and then to the Office of Superintendent of Public Instruction (OSPI). More information about this process, including important timelines, is included in the district's Nondiscrimination Procedure (3210P) and Sexual Harassment Procedure (3205P).

I already submitted an HIB complaint – what will my school do?

Harassment, intimidation, or bullying (HIB) can also be discrimination if it's related to a protected class. If you give your school a written report of HIB that involves discrimination or sexual harassment, your school will notify the Civil Rights Coordinator. The school district will investigate the complaint using both the Nondiscrimination Procedure (3210P) and the HIB Procedure (3207P) to **fully resolve your complaint**.

Who else can help with HIB or Discrimination Concerns?

OSPI Model Student Handbook Language | March 2024

Office of Superintendent of Public Instruction (OSPI)

All reports must start locally at the school or district level. However, OSPI can assist students, families, communities, and school staff with questions about state law, the HIB complaint process, and the discrimination and sexual harassment complaint processes.

OSPI School Safety Center (For questions about harassment, intimidation, and bullying) ● Website: ospi.k12.wa.us/student-success/health-safety/school-safety-center ● Email: schoolsafety@k12.wa.us
● Phone: 360-725-6068

OSPI Equity and Civil Rights Office (For questions about discrimination and sexual harassment)
● Website: ospi.k12.wa.us/policy-funding/equity-and-civil-rights
● Email: equity@k12.wa.us
● Phone: 360-725-6162

Washington State Governor's Office of the Education Ombuds (OEO)

The Washington State Governor's Office of the Education Ombuds works with families, communities, and schools to address problems together so every student can fully participate and thrive in Washington's K-12 public schools. OEO provides informal conflict resolution tools, coaching, facilitation, and training about family, community engagement, and systems advocacy.

● Website: www.oeo.wa.gov
● Email: oeoinfo@gov.wa.gov
● Phone: 1-866-297-2597

U.S. Department of Education, Office for Civil Rights (OCR)

The U.S. Department of Education, Office for Civil Rights (OCR) enforces federal nondiscrimination laws in public schools, including those that prohibit discrimination based on sex, race, color, national origin, disability, and age. OCR also has a discrimination complaint process.

● Website: https://www2.ed.gov/about/offices/list/ocr/index.html
● Email: orc@ed.gov
● Phone: 800-421-3481

Our School is Gender-Inclusive

In Washington, all students have the right to be treated consistent with their gender identity at school. Our school will:

● Address students by their requested name and pronouns, with or without a legal name change
● Change a student's gender designation and have their gender accurately reflected in school records
● Allow students to use restrooms and locker rooms that align with their gender identity
Allow students to participate in sports, physical education courses, field trips, and overnight trips in accordance with their gender identity
● Keep health and education information confidential and private

● Allow students to wear clothing that reflects their gender identity and apply dress codes without regard to a student's gender or perceived gender
● Protect students from teasing, bullying, or harassment based on their gender or gender identity

To review the district's Gender-Inclusive Schools Policy [3211] and Procedure {3211P], visit [www.wishramschool.org]. If you have questions or concerns, please contact the Gender-Inclusive Schools Coordinator: Tye Churchwell, Superintendant, tye.churchwell@wishramschool.org, 509-767-6090

For concerns about discrimination or discriminatory harassment based on gender identity or gender