“Shady Cove School”

Student/Family Handbook

2026-2027



“Home of the Wolverines”

P.O. Box 138

37 Schoolhouse Lane

Shady Cove, OR 97539

Notice: full and complete legal notices are available online. See www.eaglepnt.k12.or.us and click on Parent/Student Legal Notices. Some of the legal notices in this handbook have been summarized in an effort to provide a user friendly format and availability in hard copy print.

This handbook is not intended as a contract. Any information contained in this student handbook is subject to revision or elimination. Appropriate notification will be provided.



Eagle Point School District 9 does not discriminate on any basis protected by law, including but not limited to, an individual's perceived or actual race[1], religion, color, national or ethnic origin, mental or physical disability, marital status, sex, sexual orientation, gender identity, age, pregnancy, familial status, economic status, veterans' status, or genetic information in providing education or access to benefits of education services, activities, and programs in accordance with Titles VI and VII of the Civil Rights Act, Title IX of the Education Amendments, and other applicable civil rights or discrimination laws; Section 504 of the Rehabilitation Act; the Americans with Disabilities Act; the Americans with Disabilities Act Amendments Act; and Title II of the Genetic Information Nondiscrimination Act.

The district prohibits sex discrimination in any education program or activity that it operates, as required by Title IX and its regulations, including admission and employment.

Inquiries about Title IX may be referred to the district's Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights, or both.

The following staff have been designated as the civil rights coordinator:

Jennifer Patterson Durham - 11 N Royal Avenue, Eagle Point OR 97524 pattersondurhamj@eaglepnt.k12.or.us – 541-830-6558

See Policy AC Nondiscrimination and Policy AC-AR Complaints and Procedure. Complaints and/or inquiries may be directed to the appropriate Coordinator as listed below, and/or may be referred to the U.S. Department of Education Office for Civil Rights (OCR). **Title IX of the Education Amendments**

The following staff have been designated as the coordinator of Title IX of the Education Amendments:

Jennifer Patterson Durham - 11 N Royal Avenue, Eagle Point OR 97524 pattersondurhamj@eaglepnt.k12.or.us – 541-830-6558

[1] Includes discriminatory use of a Native American mascot pursuant to OAR 581-021-0047. Race also includes physical characteristics that are historically associated with race, including but not limited to natural hair, hair texture, hair type and protective hairstyles as defined by ORS 659A.001 (as amended by House Bill 2935 (2021)).

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Section 1: GENERAL SCHOOL INFORMATION

Our School's Name is Shady Cove School

We are also sometimes referred to as SCS



School Phone: (541) 878-1400

School Fax: (541) 830-6226

District Website: www.eaglepnt.k12.or.us

School Website: Link at www.eaglepnt.k12.or.us

E-mail: jordanr2@eaglepnt.k12.or.us

Our school enrollment is approximately 175 children; kindergarten through grade 6.



Our school mascot is the Wolverine.
Our school colors are: Blue and White

Shady Cove School is part of Eagle Point School District Nine, which spans 640 square miles and includes the communities of Eagle Point, Lake Creek, Shady Cove, Trail, and White City.

Principal: Regina Jordan 541-830-6206

Principal's Secretary: Ronda Rhodes 541-830-6219

School Secretary: Pepa Cortez 541-830-6220

Instructional Coach: Tracy VanWormer 541-830-6232



Shady Cove School Office Hours

The school office is open Monday through Friday, 7:30 AM – 3:30 PM.

The main telephone number is 541-878-1400.

When calling after-hours, a message can be left on "voicemail."

Shady Cove School Welcome Letter to Families



Welcome back to a new school year! We look forward to helping our students learn and grow this year in partnership with you. As a learning community we are committed to helping every student succeed at Shady Cove School.

At Shady Cove School, our goal is to provide every student with the opportunities, support, and encouragement they need to become college and career ready. We are committed to creating a rigorous and engaging learning environment where students are challenged to grow, develop a strong Growth Mindset, and feel supported in their social and emotional well-being. We believe that success in school and in life comes from more than academic achievement, which is why we work together to help every student develop the skills, confidence, and positive habits of a successful learner. Our dedicated staff is committed to knowing, valuing, and supporting every student as they build the academic, personal, and life skills they need to succeed—both as they work toward a high school diploma and as they prepare for the opportunities that come next.

As your child's first and most important teacher, we invite you to be involved in your student's learning and get to know our staff and your student's teacher(s). You will find an enthusiastic, compassionate, and highly qualified group of people dedicated to student success.

At Shady Cove School we strive to be *safe, respectful, and responsible* at all times. We have found that students are more successful when parents, teachers, and the administration work together to solve problems that may arise. We believe that mistakes students make are opportunities for learning, and we will work with you to help your student grow and mature in a positive and supportive environment.

Please take the time to carefully read through this handbook with your student, discuss its importance and how the information pertains to your child's success.

Shady Cove School

"Home of the Mighty Wolverines"

Vision

ALL scholars possess the skills needed to seize opportunities and achieve success in a global society.

Mission

Shady Cove School is a caring place where research based educational practices and scholar data are utilized to ensure ALL scholars develop the skills and confidence to realize their full academic and social potential.

The goal is to increase student success and achievement.

Students will be safe, responsible and respectful at all times…..

- Be on time to every class every day
- Leave backpacks in the appropriate place. To be determined by their teacher.
- Bring required materials to class
- Respect all school property, clean up after yourself
- Respect all school personnel
- Demonstrate appropriate behavior at all times (No horseplay)
- Use appropriate language

Calendar

The district's school calendar is updated each school year. The current adopted school calendar may be accessed here:

2026-27 Parent Calendar

Shady Cove School Staff Directory

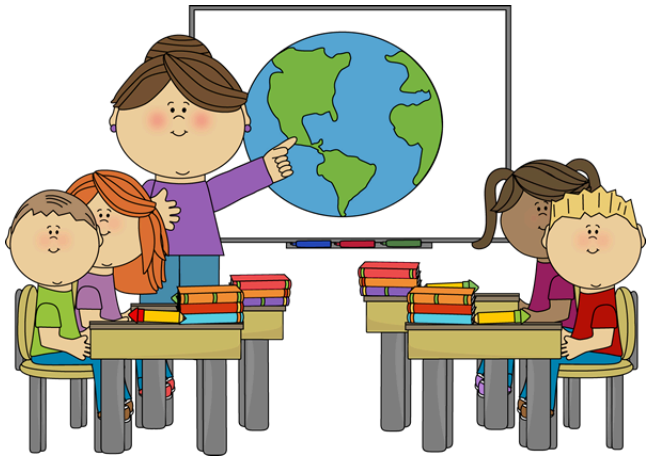
37 Schoolhouse Ln., Shady Cove, OR 97539 Office Open:7:30AM to 3:30 PM
School Office Number: 541-878-1400 Fax: 541-830-6226

Website-www.eaglepnt.k12.or.us

Ext.	Last Name	First Name	Location	Position
6235/6238	Broaddus	Brian	Gym	PE Teacher
6211	TBD		Library Office	Speech/Language Pathologist
6234	Bidwell	Julie	104	5th Grade Teacher
6217	Carter	Becky	Cafeteria	FS Manager
6220	Cortez	Pepa	Office	Administrative Assistant/Front Office
6208	Davenport	Jessica	Room 3 Office	Disciplinarian
6214	Frei	Trina	101	4th Grade Teacher
6228	Bedolla	Mary	1	SpEd Resource Teacher
6213	Gustafson	Stacey	10	2nd Grade
6215	Gutierrez	Daytona	Library	Media Specialist
1400	Hagy	Taylor	----	Title 1 Instructional Assistant
1400	Hurley	Tricia	----	Instructional Assistant
6206	Jordan	Regina	Principal's Office	Principal
6223	Jarvis	Kimberly	7	1st/2nd Grade Teacher
1400	Jones	Sheena	1	SpEd IA
6221	Kirk	Saige	9	3rd Grade Teacher

6231	Lee	Marsha	ITEC	Kindergarten
1400	Macedo	Julie	----	Instructional Assistant
6229	Nodine	Janean	8	3rd/4th Grade Teacher
6209	Rainey	Dahn	3	Student Services Instructional Assistant
1400	Robinson	Atticus	----	Instructional Assistant
6227/6218	Rollins	Jessica	6227/6218	Art Teacher/STEAM Teacher
6219	Rhodes	Ronda	Office	Administrative Assistant/Principal
6212	Staff Room		----	Staff Room
6236	Taylor	Shawna	PD Room	Kindergarten/1st Grade Teacher
1400	Trussell	Donna	Maintenance	Custodian
6232	VanWormer	Tracy	Work Room Office	Instructional Coach TOSA
6222	Wade	Crystal	102	6th Grade Teacher
6230	Wilmot	Paul	Maintenance	Plant Engineer

Student Instructional Hours



Kindergarten through Sixth Grade Students:

Monday, Tuesday, Thursday, Friday 8:05 AM – 2:55 PM

Late Start Wednesday 9:05 AM -2:55 PM

Messages and Phone Calls

Call the office if you have a change "after school instructions," 541-878-1400 or 541-830-6220. If we do not receive a call to change "after school" instructions prior to 2:00 PM, we cannot guarantee the child will get the message and we will instruct the child to follow the "usual" arrangements.

Changes in school-to-home transportation, etc. should be pre-arranged.

Each classroom is equipped with a telephone for emergencies. We make every effort to prevent classroom interruptions. Please do not call the classroom during instructional hours. Messages can be left on a teacher's voice mail.



Please DO NOT call and report a student absence to the student's teacher. For your child's safety, all of these calls should be made to the school office, 541-878-1400 or 541-830-6220.



Shady Cove School
Kindergarten - 6th Grade

2026-2027

Regular Bell Schedule

*K-6 Grade will have 2 days of Art, 3 days of PE
3-5th Grade 1 day of STEAM, 6th Grade 2 days of STEAM

K-2	**3-4**	**5-6**
Monday, Tuesday, Thursday, Friday Tardy Bell 8:05		
Late Start Wednesday Tardy Bell 9:05		
Class Instruction	Class Instruction	Class Instruction
Recess 9:45-9:55	Recess 9:55-10:05	
Class Instruction	Class Instruction	Class Instruction
Lunch 11:05 -11:45	Lunch 11:45-12:25	
Class Instruction	Class Instruction	Class Instruction
Recess 1:20-1:35	Recess 1:40-1:55	Recess 1:55 - 2:10
Class Instruction	Class Instruction	Class Instruction
Dismissal 2:55 PM		

Section 2: STUDENT INFORMATION

Bicycles/Scooters/Roller Blades/Roller Skates/Skateboards at School



Students are encouraged to walk or ride their bike to and from school. For student safety, all bicycles and scooters are parked at the bicycle racks. Students are to walk their bikes and scooters to and from the bike racks once they enter the campus. Bike and scooter riding, skateboarding, rollerblading and roller skating are not allowed on the playground or in the school building. We cannot assume responsibility for damaged or stolen bicycles, scooters, skateboards, rollerblades and roller skates.

Students should always ride on the right side of the street and obey all traffic signs. **Bike helmets are required per state law. Students will lose the privilege of riding a bike or scooter to school for failure to comply with these rules of safety and responsibility.**

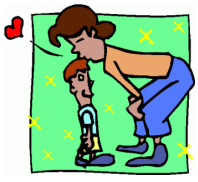


We reserve the right to impound a student's bicycle (or skateboard, scooter, roller blades or roller skates) for failure to obey the above expectations. The student's parent or guardian will need to make arrangements with the school office to retrieve impounded items.

Closed Campus

All District 9 elementary and middle schools have a closed campus. Students are considered on campus when they arrive at school in the morning. This means students may not ride the bus or walk to school and then leave campus to go visit friends, go to the store, etc. Students are to remain on school grounds from the time they arrive in the morning until their regular dismissal time at the end of the school day and if they are bus riders, until they get on the bus. This includes before school and the lunch period.

Dropping Off Your Student in the Morning



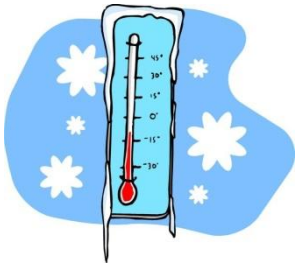
The front of our building will be the "Kiss and Drop Off" area. Families need to stay in their vehicles. Students may not arrive at school before 7:47 AM. There is no supervision prior to 7:47AM. Students shall enter through the front doors, side gate, or through the gate on Cleveland Street, depending on their drop off location. All students will go directly to the cafeteria or elementary playground unless it is after the tardy bell. Teachers are preparing for instruction or on duty so students may not go to lockers and/or classrooms before the bell rings unless they have specific instruction by a staff member to do so. Due to safety protocols, parents will not be able to be on campus unless they have been cleared through our volunteer process or a visitor and have checked into the office . You may call or go to the office window for support.

Thank you for your understanding of these procedures. Safety will always be the first priority for all of our students. By helping us maintain these procedures, you help us keep all of our students safe.

Extreme Weather

Extreme weather or other emergency conditions may cause school to be canceled or to operate on a different schedule than usual. If a decision is made to cancel school or to change the starting time or to dismiss early due to extreme weather or other emergency conditions, the following radio and TV stations will be asked to announce the decision:

***Radio*:**	***Television*:**
KCMX KBOY KMED KCNA/KROG/KRTA	KDRV(12)
KSOR KTMT KRRM KLDR/KAJO	KOBI(5)
KAKT KYJC KZZE	KTVL(10)
KAPL KDOV KRWQ	KMVU(26)



To be prepared, have childcare arrangements pre-planned. Staff will not be available at school to provide childcare—for their safety, they will be sent home too. Be certain our office staff has a working telephone number so you can receive a message in case of an emergency early dismissal.

If we have an early dismissal, children will be sent to their usual after school destination. Every effort will be made to contact you via phone. If you want us to send your child to a different destination, please be certain we have that information on file.

Emergencies at School

Shady Cove School is a safe school. Every precaution is made to keep children and school adults safe. Fire drills are practiced monthly. Earthquake drills and drills for other emergency situations (Safety Drill) are also practiced regularly.

If there were an emergency at school, the District Office would be the contact for information regarding the matter. The telephone number is 541-830-6551. It would be important to keep the school lines clear for emergency personnel access.

Family Newsletters



The school newsletter will be sent home digitally for the following month at the end of each month. The newsletter contains information about current and future events and activities. It also has tips for helping your child be successful. General information about Shady Cove School can be found at: www.eaglepnt.k12.or.us/scs . The Family Newsletters may also be posted on the school's website, Facebook page, via email, etc.

Fees, Fines and Charges

Materials that are part of the basic core educational program are provided without charge to a student. A student is expected to provide his/her own supplies (e.g., pencils, paper, erasers and notebooks) and may be required to pay certain other fees or deposits, including:

Other fees and fines that may apply include:

- iPad Protection Plan - $25 (Optional, however, if you do not have the Protection Plan you would be responsible for damages or if it is lost or stolen.)
- Fees for certain extracurricular activities, club fees, security deposits
- Materials for a class project the student will keep in excess of minimum course requirements and at the option of the student
- Fees for damaged library books and school owned equipment
- Fees for lost or damaged locks (PE or hallway locker) $5.00
- Field trips considered optional to the district's regular school program
- Fees for replacement - Student ID card $5, replacement lanyard $1, plastic sleeve for ID Card 50 cents
- School pictures - price varies - optional
- Yearbook - optional

No student will be denied an education because of an inability to pay supplementary fees.

A written notice will be provided to the student and his/her parent(s) of the district's intent to collect fees, fines and damages owed. Notice will include the reason the student owes money to the district, and itemization of fees, fines or damages owed and the right of the parent to request a hearing.

Debts not paid within 10 calendar days of the district's notice to the student and parent will result in possible restrictions and/or penalties, until the debt is paid, and possible referral of the debt to a private collection agency or other methods available to the district.

A request to waive the student's debt must be submitted in writing to the principal or designee if:

1. the district determines that the parent of the student is unable to pay the debt;
2. the payment of the debt could impact the health or safety of the student;
3. the creation of the notice of the debt owned would cost more than the potential total debt collected relating to the notice;
4. There are mitigating circumstances as determined by the principal or designee that preclude the collection of the debt.

Such requests must be received no later than 10 calendar days following the district's notice.

All such restrictions and/or penalties shall end upon payment of the amount owed.

Fund Raising and Selling



Only items of an approved fundraiser may be sold at school. Selling items for personal profit is not allowed. Student organizations, clubs or classes, athletic teams, outside organizations and/or parent groups may occasionally be permitted to conduct fundraising drives. An application for permission must be made to the principal at least ten days before the event.

All funds raised or collected by or for school approved student groups will be received, deposited and accounted for in accordance with Oregon law and applicable district policy and procedures. All such funds will be expended for the purpose of supporting the school's extracurricular activities program. The principal is responsible for administering student activity funds.

Annual Fundraiser



SCS students may participate in grade level fundraisers this year, depending on the grade level team projects. Students will collect pledges for the fundraiser event and the money they collect will be used by their class for field trips, special assemblies, program celebrations, etc. Families will be notified in advance by classroom teachers when a fundraiser is planned and what project will be completed with the money raised. Students are not to go door to door to fundraise – this is unsafe.

Collect for SCS!

It's easy to help our school by participating in the following collection programs. Ask your neighbors, co-workers and grandparents to save these items too! Remit these items to the office—all year long.

- **Campbell's Soup Labels**

  We're earning education and athletic equipment by participating in *Campbell's Labels for Education Program*. You can help by saving labels from hundreds of varieties of Campbell's products you use every day. Products like: Campbell's soups, beans, tomato juices; Franco-American SpaghettiOs, pastas and gravies; Pepperidge Farm breads, cookies, crackers, and soups; Prego pasta sauces; Swanson broths and canned poultry; V8 vegetable juices and V8 Splash juices.

- **Take Charge of Education**

  TARGET will give our school a percentage of the charges when you use your TARGET credit card. If you want to help support our school when you use your TARGET charge card, inform Customer Service when you go in the store or follow the instructions to designate Shady Cove School on your monthly statement.

- **Back to School with Office Depot**

  When buying supplies at Office Depot, mention our school BEFORE your purchase and SCS will get a percentage of the total bill.

Gifts/Animals at School



Although personal birthday gifts are fun to receive, flowers and balloons are disruptive to the learning environment. Please save these gifts for your family celebration. If delivered to school, the student may be asked to pick them up in the office at the end of the day. Also, if gifts are given at school, there should be something for everyone. (e.g. valentines, birthday invitations).



Please make prior arrangements with your child's teacher and permission given by the principal if you plan to bring an animal to school. All animals must be contained, leashed and accompanied by an adult while at school.

Hall Passes



All students must have permission to leave class and they should have a note from the teacher or should have signed out in their class. Students will not not be able to leave their classroom 10 minutes prior to or after a break. However, teachers may make exceptions in cases of emergencies. Use of hall passes is up to the teacher's permission.

Hallways and Railings

In the halls students shall stay to the right, walk and keep the traffic moving in a safe and orderly manner.

On the ramp, for student safety, students will not slide on, go under the railing, stand/step or sit in any form "on" or "down" the railing.

NOTE: This is a safety issue; students who violate these rules will be disciplined.

Homework Requests

A parent/guardian may request homework for students with extended illnesses (three or more days) by contacting the school office. Teachers will be allowed 24 hours to gather/post materials. Students are responsible for completing assignments. Assignments may be posted on the teacher's Canvas page.

Lockers

Lockers are intended for students to store their personal property during the school day. Coats, purses, bags and backpacks must be kept in their locker during school hours (backpacks with wheels do not fit in lockers).

Lockers and other district storage areas provided for student use remain under the jurisdiction of the district even when assigned to an individual student. Lockers may be routinely inspected without prior notice to ensure no item which is prohibited on district premises is present, maintenance of proper sanitation,

mechanical condition and safety, and to reclaim district property including instructional materials. Keep lockers clear of food or drink to prevent pest infestations.

A student has full responsibility for the security of the locker and is responsible for making certain it is locked and that the combination is not available to others. Valuables should never be stored in the student's locker. The district will not be responsible for the loss of, or damage to, personal property.

Lost and Found



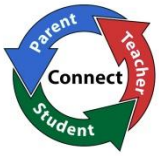
Every year, coats, hats, gloves, sweatshirts and other personal items are left unclaimed by students. Permanently marking your child's clothing will assist us in finding the owner. You may check the Lost and Found at any time. Lost and Found items are bagged up and donated to local shelters.

Any articles found in the school or on district grounds should be turned into the school office. Unclaimed articles will be donated and/or disposed of at the end of each semester.

Loss or suspected theft of personal or district property should be reported to the school office.

The district will not be responsible for the loss of, damage to, personal property.

Parent Group



Did you know that Shady Cove School has a parent group? They are responsible for many of the activities at our school! They meet once a month.

The PTO is a dedicated group of parents who truly make a difference at school. Please call or come to a meeting. There are lots of little things you can do that help the parent club and only take a small amount of your time! If you are interested, please send them an email at scovepto@gmail.com for further information.

Parent VUE

District 9 provides a unique opportunity for parents/guardians to view their student's school information via the internet. *ParentVUE* is a convenient home-to-school collaboration tool that allows parents to enhance their involvement by keeping track of their student's attendance, grades, schedules, assignments, immunization and more!

Parents or guardians are able to view their student's information through the *ParentVUE* web site after they have registered with the school and received a user ID and password.

To access *ParentVUE* information, go online to the district website at www.eaglepnt.k12.or.us. Click on the *"ParentVUE"* button near the top of the page. Follow the directions to log-on.

Soda Pop, Energy Drinks, Gum, Candy at School



For your child's health and safety, we request that you do not send pop, energy drinks, gum or candy to school with your child. They will not be allowed at school unless their teacher provides one of these items as a special treat. Gum/candy will damage the floor. As well, soda pop and other carbonated beverages get shaken up, inadvertently, and make a sticky mess when opened. Only water will be allowed in classrooms unless for a classroom party. Your classroom teacher will inform you about appropriate snacks and lunch items.



Student Supplies

Students are expected to have their supplies with them and prepared for every class, every day.

Proper P.E.-attire is considered a supply for P.E. attire as determined by the teacher, as well as the appropriate shoes during P.E. class everyday. However, PE uniforms are not required but appropriate attire and shoes should be worn.

Toys at School



Please help your child keep toys at home. Toys from home often become a distraction in the classroom and disrupt student learning. As well, we cannot be responsible for toys that might get lost, broken, traded, or stolen. Trading cards (e.g. Pokemon, Yugioh, and baseball cards, etc.) are prohibited at school. Play equipment is available for student play on the playground. Toys and equipment from home are not needed on the playground and should not be brought to school.

Students are prohibited from selling or purchasing items from other students while at school without prior principal permission.

Personal Electronic Devices (PEDs) at School



Any portable, electronically powered device that is capable of making and receiving calls and text messages and accessing the internet independently from the school's network infrastructure. This does not include a laptop computer or other device required to support academic activities (i.e., school-issued iPads). This includes, but is not limited to, cellular phones, smartphones, smartwatches, Bluetooth devices, earbuds and headphones, and other internet-capable electronic devices.

- While on campus, PEDs must be turned off and stored in a locker or backpack from the start-of-day bell until the end-of-day bell.
- PEDs may not be stored on your person (excluding backpacks) during the school day.
- Parents/guardians who need to contact a student during the school day should call the school office to leave a message.

- Exceptions will be made for students with documented medical needs, lEPs, 504 plans, or other approved accommodations.
- Schools will address violations through progressive interventions that do not remove students from instructional time.

The phrase “Off and Away During the School Day” will be consistently communicated District-Wide, to help students and staff remember this expectation and to stay unified. This initiative is about connection and well-being. We believe that by working together - students, families, educators, and our broader community—we can make this space real and meaningful.

Students who violate this regulation are subject to:

Verbal warning and redirection (first week of school only)

1. Student loses PED for the day; pick up in the main office after school day.
2. Student loses PED for the day and gets two days of lunch detention. Parent will be notified. Parents will pick up PED in the main office after school day.
3. Student loses PED for the day, three days of lunch detention, parent/guardian must pick up PED after school day, sign PED Contract.
4. Referred for Defiance (See Discipline Matrix).

Note: *Disciplinary measures specific to PED violations shall not result in lost instructional time*

As with toys, the school/district is not responsible for any personal electronic devices or personal property that might get lost, broken or stolen.

Section 3: STUDENT BEHAVIOR EXPECTATIONS

Shady Cove School Student Expectations



In District 9 and at SCS, we expect students to:

- Be Safe
- Be Respectful
- Be Responsible

These expectations are taught deliberately throughout the school year. Teachers will also be teaching social skills during class time . The emphasis is to help students develop problem solving skills.

When a student violates a rule, the first offense generally results in a warning with instruction to prevent a recurrence. The discipline matrix will be used to determine consequences.We also teach students how to positively resolve personal conflict. Parent calls and conferences are made when students continually choose to

disregard the school standards.

SCS expects student conduct to contribute to a productive learning climate. Students shall comply with the school's rules and district's policies, administrative regulations, school and classroom written rules, pursue the prescribed course of study, submit to the lawful authority of teachers and school officials and conduct themselves in an orderly manner during the school day and during school sponsored activities. This code of conduct also applies to students as pedestrians or bicyclists on their way to and from school.

The Administration will take reports and conduct a prompt investigation of any report of an act of harassment, intimidation or bullying, cyberbullying and teen dating violence. Any employee who has knowledge of conduct in violation of this policy shall immediately report his/her concerns to the principal or designee who has overall responsibility for all investigations. Any student who has knowledge of conduct in violation of this policy or feels they have been harassed, intimidated or bullied or has knowledge of any student being cyberbullied in violation of this policy is encouraged to immediately report his/her concerns to the principal or designee who has overall responsibility for all investigations. This report may be made anonymously. A student may also report concerns to a teacher who will be responsible for notifying the appropriate district official.

It is easiest for children to learn when they feel safe and secure. This is the environment we try to provide at SCS. Bullying, violent and/or threatening behavior will not be tolerated.

Student Code of Conduct

Students are responsible for conducting themselves properly, in accordance with the policies and administrative regulations of the district, school rules, and the lawful direction of staff. The district has the responsibility to afford students certain rights as guaranteed under federal and state law

The district has authority and control over a student at school during the regular school day, at any school or district-sponsored activity, regardless of time or location, and while being transported in district-provided transportation.

Students are subject to discipline for conduct while traveling to and from school, at the bus stop, at school- or district-sponsored events, while at other schools in the district, and while off campus, whenever such conduct causes a substantial and material disruption of the educational environment or the invasion of the rights of others.

Students will be subject to discipline including detention, suspension, expulsion, denial, and/or loss of awards and privileges, and/or may be referred to law enforcement officials or Oregon Department of Human Services for the following, including but not limited to:

1. [Assault;
2. Hazing, harassment, intimidation, bullying, menacing, cyberbullying or teen dating violence[, as prohibited by Board policy JFCF – [Hazing,]Harassment, Intimidation, Bullying, [Menacing,] Cyberbullying, Teen Dating Violence or Domestic Violence - Student, and accompanying administrative regulation];
3. Coercion;
4. Suspected abuse of a child pursuant to Board policy JHFE/GBNAB - Suspected Abuse of a Child Reporting Requirements;
5. Violent behavior or threats of violence or harm [as prohibited by Board policy JFCM - Threats of Violence];

6. Disorderly conduct, false threats, and other activity causing disruption of the school environment;
7. Bringing, possessing, concealing, or using a weapon [as prohibited by Board policy JFCJ - Weapons in Schools];
8. Vandalism, malicious mischief, and theft, [as prohibited by Board policies ECAB – Vandalism, Malicious Mischief, or Theft and JFCB - Care of District Property by Students] including willful damage or destruction to district property; or to private property on district premises or at district-sponsored activities;
9. Sexual harassment [as prohibited by Board policy JBA/GBN - Sexual Harassment and accompanying administrative regulation];
10. Possession, distribution, or use of tobacco products, inhalant delivery systems, alcohol, drugs, or other controlled substances, including drug paraphernalia [as prohibited by Board policy(ies) [JFCG/JFCH/JFCI - Use of Tobacco Products, Alcohol, Drugs or Inhalant Delivery Systems];
11. Use or display of profane of obscene language;
12. Disruption of the school environment;
13. Open defiance of a teacher's authority, including persistent failure to comply with the lawful directions of teachers or school officials;
14. Violation of district transportation rules;
15. Violation of law, Board policy, administrative regulation, school, or classroom rules.]

Additionally, regarding weapons, under state and federal law, expulsion from school is required for a period of not less than one year for any student who is determined to have brought, possessed, concealed, or used a firearm in violation of state or federal law. The superintendent may modify the expulsion requirement for a student on a case-by-case basis.

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

Any person under age 21 is prohibited from possessing tobacco, alcohol, and unlawful drugs or a tobacco product or inhalant delivery system. Unlawful manufacture or delivery of a controlled substance to a student or minor within 1,000 feet of district property may be a Class A felony, as provided by ORS 475.904.

Students are prohibited from making knowingly false statements or knowingly submitting false information in bad faith as part of a complaint or report, or associated with an investigation into misconduct.

The district prohibits student violence or threats of violence in any form. Student conduct that threatens or intimidates and disrupts the educational environment, whether on or off school property , will not be tolerated. A student may not verbally or physically threaten or intimidate another student, staff member, or third party on school property. A student may not use any electronic equipment to threaten, harass or intimidate another. Additionally, false threats to damage school property will not be tolerated. The use or display of the noose, swastika, or Confederate flag is prohibited except where used in teaching curriculum that is aligned with the Oregon State Standards (per ODE administrative rule).

Students in violation of the district's Board policy JFCM - Threats of Violence will be subject to discipline up to and including expulsion, and may be subject to civil or criminal liability. The principal shall notify the parent or guardian when their student is in violation of this policy and the disciplinary action imposed.

The school shall notify the parents or guardians of a student who was subject to an act of harassment, intimidation, bullying or cyberbullying, and the parents or guardians of a student who may have conducted an

act of harassment, intimidation, bullying or cyberbullying, unless an exception applies (see Board Policy JFCF and ORS 339.356). .

Refer to School Board Policy JFC Student Conduct

Student Rights and Responsibilities

Student rights and responsibilities include, but are not limited to, the following:

1. Civil rights – including the right to equal educational opportunity and freedom from discrimination, the responsibility not to discriminate against others;
2. The right to attend free public schools, the responsibility to attend school regularly and to observe school rules essential for permitting others to learn at school;
3. The right to due process of law with respect to suspension, expulsion, and decisions which the student believes injure their rights;
4. The right to free inquiry and expression, the responsibility to observe reasonable rules regarding these rights;
5. The right to assemble informally, the responsibility to not disrupt the orderly operation of the educational process, nor infringe upon the rights of others;
6. The right to privacy, which includes privacy in respect to the student's education records;

The right to know the behavior standards expected, the responsibility to know the consequences of misbehavior.

Rude vs. Mean vs. Bullying: Defining the Differences
(Adapted from Signe Whitson, Author; Child and adolescent therapist)

Kids need to know how to get along with one another. We know that social skills are one of the leading indicators of future success. Kids need good role models, rules to follow, and kudos for kindness. But they are going to make mistakes. They are going to have mean moments. No parents want to admit that... but c'mon, admit it; you've said mean things too. Please understand, this is not a justification for being mean. There is no excuse for meanness, but there is a difference between a mean comment and ongoing harassment of an individual student. Both need to be dealt with, but perhaps differently.

The main distinction between "rude" and "mean" behavior has to do with intention; while rudeness is often unintentional. Mean behavior very much aims to hurt or depreciate someone. Kids are mean to each other when they criticize clothing, appearance, intelligence, coolness or just about anything else they can find to belittle others.

Meanness also sounds like words spoken in anger -- impulsive cruelty that is often regretted in short order. Very often, mean behavior in kids is motivated by angry feelings and/or the misguided goal of propping themselves up in comparison to the person they are putting down.

Rude = inadvertently saying or doing something that hurts someone else.

Mean = purposefully saying or doing something to hurt someone once (or maybe twice).

Make no mistake; mean behaviors can wound deeply. Adults can make a huge difference in the lives of young people when they hold kids accountable for being mean. Yet, meanness is different from bullying in important ways that should be understood and differentiated when it comes to intervention.



Experts agree that bullying entails three key elements: 1) an intent to harm, 2) a power of imbalance, and 3) repeated acts or threats of aggressive behavior. Kids who bully say or do something intentionally hurtful to others and they keep doing it, with no sense of regret or remorse -- even when targets of bullying show or express their hurt or tell the aggressors to stop.

Bullying = intentionally aggressive behavior, repeated over time, that involves an imbalance of power.

Bullying may be physical, verbal, relational (threat of taking friendship away) or carried out via technology: All three issues need to be addressed. However, when we use a term repeatedly as a catch-all for behaviors, the actual issues are not addressed properly. It is important to distinguish between rude, mean, and bullying so that teachers, school administrators, police, youth workers, parents, and kids all know what to pay attention to, how and when to intervene.

Damage to District Property



A student who is found to have damaged district property will be held responsible for the reasonable cost of repairing or replacing that property. This includes damage to the district's network and other electronic systems. The district will notify students and parents of all such charges. If the amount due is not paid within 10 calendar days of receipt of the district's notice, the amount will become a debt owed and certain penalties and/or restrictions may be imposed. See Fees, Fines, and Charges.

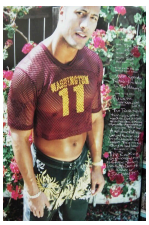
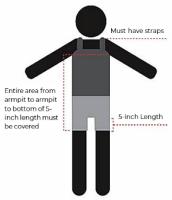
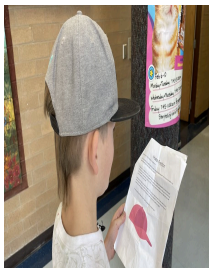
Dress Code

Dressing appropriately is an important life skill. Student dress or hairstyles should not distract students or staff from the tasks of teaching and learning. As well, the weather in Oregon can change two or three times a day.

The district's dress code is established to promote appropriate grooming and hygiene, prevent disruption, and avoid safety hazards.

Students who represent the school in a voluntary activity may be required to meet additional dress and grooming standards approved by the principal and may be denied the opportunity to participate if those standards are not met.

Appropriate dress for school should follow these district standards:

EPSD 9 Dress Code Policy Statement	**Acceptable**	**Unacceptable**
All clothing should cover underpants, midriffs, buttocks and cleavage. See-through garments must be worn with appropriate coverage underneath that meet the minimum requirement of dress code.	  	  
All students must wear shoes at all times and should be safe for the school environment. Shoes with attached wheels (Example: “Heelys”) are not allowed at school.	 	 
Clothing must cover areas from one armpit across to the other armpit and cover both the front and back of the torso. Shorts must be down to approximately 5 inches in length on the upper thighs measured from the crease of the groin.Tops must have shoulder straps.	  	   
Headgear including hats, hoods, bandanas, ski mask and caps are not allowed on campus unless permitted for religious, medical, safety, or other reasons approved by school admin. Beanies are allowed in cold weather on playground areas. Sunglasses may not be worn inside the building.	 	  
Any disruptive or distracting mode of clothing or appearance that substantially and adversely impacts the educational process is not acceptable. This includes, but is not limited to, material relating to drugs, alcohol, profanity, obscenity, nudity, racism, violent or criminal themes and gang activity.	     	     

* The administration at each school reserves the right to determine what constitutes appropriate dress and determine appropriate health reasons. Students who do not adhere to these guidelines will not be allowed to attend class. Parents will be called if appropriate clothing is not available or the student refuses dress-code appropriate clothing.

In addition:

- Cologne and perfume should be limited due to safety and allergy concerns. Cologne, perfume, body spray need to be left at home.
- Dressing in layers allows for comfortable weather changes throughout the day. Please be sure to label your child's clothing.
- Students should wear comfortable clothing that will allow them to participate in school activities.
- Student shoes should be appropriate for playground play and please note your child's PE schedule in order to send your child to school with the appropriate footwear for PE activities. Flip flops, platform sandals, or high heels are not safe footwear at school and are highly discouraged.
- Any clothing that is considered to be gang related will not be allowed.
- Unusual hairstyles that are distracting to the learning environment, need constant attention, or obstruct the student's vision are discouraged.
- Keep your hands, arms, legs and clothing free of writing or markings. Sharpies are not allowed by students at school.
- All decisions of dress and grooming appropriateness are at the discretion of the principal or the principal's designee.

Fashion Infraction



If a student wears inappropriate clothing to school, a school adult will inform them that they need to change. If they don't have clothing to change into then they will be given loaner clothing to borrow in the office (must be returned) or be asked to call home and get appropriate clothing.

Students shall not argue or negotiate with the school adult who issues the Fashion Infraction. This will result in a referral and additional consequences. The student shall report to the office, change clothing quickly and return to class.

TOBACCO PRODUCTS, ALCOHOL, DRUGS OR INHALANT DELIVERY SYSTEMS



Student possession, use, sale of, distribution of any tobacco product or inhalant delivery system on or near district property or grounds, including parking lots, or while participating in school-sponsored activities is strictly prohibited and will result in disciplinary action. Any form of promotion or advertisement related to any tobacco product or inhalant delivery system is also strictly prohibited. A student may be referred to law enforcement officials. Parents will be notified of their student's violation and subsequent action taken by the school.

"Tobacco product" is defined to include, but not limited to, any lighted or unlighted cigarette, cigar, pipe, bidi, clove cigarette and any other smoking product, spit tobacco also known as smokeless, dip, chew or snuff in any

form. This does not include products that are USFDA-approved for sale as a tobacco cessation products or for any other therapeutic purpose, if marketed and sold solely for the approved purpose.

"Inhalant delivery system" means a device that can be used to deliver nicotine or cannabinoids in the form of a vapor or aerosol to a person inhaling from the device; or a component of a device; or a substance in any form sold for the purpose of being vaporized or aerosolized by a device, whether the component or substance is sold or not sold separately. This does not include products that are USFDA-approved for sale as a tobacco cessation products or for any other therapeutic purpose, if marketed and sold solely for the approved purpose.

Miscellaneous



- Bicycles should be locked and parked in the bicycle racks provided.
- Skateboards and scooters should be locked in the rack provided.
- Balloon and/or flower deliveries will be accepted in the office; they will be held for the student to pick up after school.
- Students shall keep restrooms neat and clean. Restrooms shall be used at lunch and break times; a hall pass is required at any other time.
- Aerosol cans are prohibited on school grounds, e.g. deodorant, cologne, and hairspray.
- Matches, lighters, and pepper spray are prohibited.
- Gambling is prohibited at school.
- Bicycles, skateboards and scooters are <u>not</u> to be ridden until off campus.



For the full text of this required notice regarding bicycles on campus, please refer to the EPSD 9 web page, <u>www.eaglepnt.k12.or.us</u>, Parent/Student Legal Notices (Vehicles on Campus)

Inappropriate Display of Affection

In order to maintain a mature and respectable atmosphere, students are reminded that any physical display of affection in an educational setting is considered unsuitable. The rules put in place serve as a way to encourage students to focus on their studies, which is the purpose of being in school in the first place. Students come to school to learn. Public displays of affection is a major distraction from studies and disrupts the learning environment for students and teachers alike.

Photography at School

Digital cameras (including camera phones or ipads) of any kind may not be used on campus or at school events except as part of an approved school program. Students must have permission to photograph audio or video and to post. Posting inappropriate or illegally obtained pictures or information on personal electronic devices or on the internet may result in disciplinary action and a referral to law enforcement.

Plagiarism

Cheating and/or plagiarism are regarded as very serious offenses. Copying or paraphrasing material/text from the work of another student, from published sources (i.e. Cliff Notes, Monarch Notes, books, magazines, newspapers, AI, etc.) and/or from the internet without proper documentation is considered academic theft.

Cheating and/or plagiarism will result in disciplinary action as determined by the principal.

Off-Campus Student Behavior

Students are to go directly home unless participating in an authorized after school activity.

Eagle Point School District 9 is not responsible for the conduct or control of students who are not on school property or are not at a District-sponsored event under the care and management of District representatives. The District will not supervise students off-campus nor will the District be responsible for any student behavior or conduct once the student has removed him/herself from District property and/or the oversight of District representatives at a District-sponsored event.

However, if a student's off-campus behavior or actions impacts or interferes with the educational environment and/or safety on campus, or if there is a nexus between a student's off-campus behavior or actions and their conduct and compliance with school rules on campus, then the student may be disciplined in accordance with the disciplinary code set forth in the student handbook. For example, off-campus bullying or harassment may be disciplinable if, as a result, a hostile educational environment is created on campus.

These provisions in no way limit the scope of the decisions or actions the District may deem in good faith necessary to take to maintain a safe and secure environment on school property.

Release time for Religious Instruction

Students may be excused from school for religious instruction, not to exceed two hours for grades 1 through 8 and five hours for grades 9 through 12 in any school week.

Spitting

Students shall not spit on school grounds. See Behavior and Discipline Matrix.

Discipline – Due Process

A student who violates the Student Code of Conduct shall be subject to disciplinary action.

A student's due process rights will be observed in all such instances, including the right to appeal the discipline decisions of staff and administrator.

Discipline in the district is based upon a philosophy designed to produce behavioral changes that will enable students to develop the self-discipline necessary to remain in school and to function successfully in their educational and social environments.

Student disciplinary sanctions will offer corrective counseling and sanctions that are age appropriate, and to the extent practicable, that use approaches that are shown through research to be effective.

Disciplinary measures are applied depending on the nature of the offense and without bias. The age and past pattern of behavior of a student will be considered prior to any suspension or expulsion.

In addition, when a student commits substance abuse, drug, or drug paraphernalia, alcohol- and/or tobacco-related offenses, or any other criminal act, they may also be referred to law enforcement officials. Violations of the district's weapons policy shall be reported to law enforcement when required by law.

No student will be subjected to corporal punishment.

The district may provide information regarding recovery schools to students being disciplined for substance abuse violations.

Detention

A student may be detained outside of school hours for disciplinary reasons, provided the parent has been notified of the detention and, in the case of bus students, arrangements have been made for the student's transportation home. In cases where transportation is required, 24-hour notice will be given so that transportation may be arranged.



Discipline of Students w/Disabilities

When a student being served by an individualized education program (IEP) engages in conduct which would warrant suspension of more than 10 days or expulsion for a nondisabled student, the student's parents will be notified immediately (within 24 hours) of the circumstances of the misbehavior and the time and location of the student's IEP team meeting addressing the infraction and its relationship to the disability.

The IEP team will determine whether the misconduct is a manifestation of the student's disability. Should the IEP team conclude the misconduct has no relationship to the student's disability; the student may be disciplined in the same manner as would other students. If the IEP team concludes the misconduct is a consequence of the student's disability, the team may review and revise the student's IEP and determine whether a change in placement is needed. The district may not suspend for more than 10 days or expel a disabled student or terminate educational services for any behavior which is a manifestation of the disability.

A student may be removed from the current educational placement to an appropriate interim alternative educational setting for the same amount of time that a student without a disability would be subject to discipline, but for not more than 45 calendar days in a school year for a drug or weapon violation as provided in district procedures. Additionally, the district may request an expedited due process hearing to obtain a hearing officer's order to remove a student to an interim alternative educational setting for not more than 45 days if the student is exhibiting injurious behavior. For the purpose of this request, "injurious behavior" is defined as behavior that is substantially likely to result in injury to the student or to others.

Suspension (K-5th Grade)

The use of out-of-school suspension or expulsion for discipline of a student in the fifth grade or below, is limited to:

1. Non-accidental conduct causing serious physical harm to a student or employee;
2. When a school administrator determines, based on the administrator's observation or upon a report from an employee, the student's conduct poses a threat to the health or safety of students or employees; or
3. When the suspension or expulsion is required by law.



When an out-of-school suspension is imposed on a student in the fifth grade or lower, the district shall take steps to prevent the recurrence of the behavior that led to the out-of-school suspension, and return the student to a classroom setting to minimize the disruption of the student's academic instruction.

Refer to School Board Policy JG Student Discipline

Refer to School Board Policy JGE for expulsion information

Suspension (6th Grade)

A student whose conduct or condition is seriously detrimental to the school's best interests may be suspended for up to and including 10 school days. Students may be suspended for one or more of the following reasons: a) willful disobedience and violation of board policy, administrative regulations or school rules; b) willful conduct which materially and substantially disrupts the rights of others to an education; c) willful conduct which endangers the student, other student or staff members; or d) willful conduct which damages or injuries district property.

The use of out-of-school suspension for discipline of a student in the fifth grade or below, is limited to: a) nonaccidental conduct causing serious physical harm to a student or employee; b) when a school administrator determines, based on the administrator's observation or upon a report from an employee, the student's conduct poses a threat to the health or safety of students or employees; or c) when the suspension is required by law.

When an out-of-school suspension is imposed on a student in the fifth grade or lower, the district shall take steps to prevent the recurrence of the behavior that led to the out-of-school suspension and return the student to a classroom setting to minimize the disruption of the student's academic instruction.

The district may require a student to attend school during non-school hours as an alternative to suspension.

An opportunity for the student to present his/her view of the alleged misconduct will be given. Each suspension will include a specification of the reasons for the suspension, the length of the suspension, a plan for readmission and an opportunity to appeal the decision.

Every reasonable and prompt effort will be made to notify the parents of a suspended student.

While under suspension, a student may not attend after school activities and athletic events, be present on district property, nor participate in activities directed or sponsored by the district.

School work missed by a student while on suspension may be made up upon the student's return to school if the work missed reflects achievement over a greater period of time than the length of the suspension. For example, a student will be allowed to make up final, mid-term and unit examinations without an academic penalty.

Expulsion

Students may be only be expelled for any of the following circumstances:

1. When a student's conduct poses a threat to the health or safety of students or employees;
2. When other strategies to change the student's behavior have been ineffective, except that expulsion may not be used to address truancy; or
3. When required by law.

The district shall consider the age of the student and the student's past pattern of behavior prior to imposing the expulsion. The use of out-of-school expulsion of a student in the fifth grade or below, is limited to:

- Non-accidental conduct causing serious physical harm to a student or employee;
- When a school administrator determines, based on the administration's observation or upon a report from an employee, the student's conduct poses a direct threat to the health or safety of students or employees; or
- When the expulsion is required by law.

No student may be expelled without a hearing unless the student's parent/guardian waives the right to a hearing, either in writing or by failure to appear at a scheduled hearing.

An expulsion shall not extend beyond one calendar year.

The district will provide appropriate expulsion notification including expulsion hearing procedures, student and parent rights and alternative education provisions as required by law as part of the expulsion process. See Alternative Education Programs and Alternative Education Programs Notice in Section on "Required Notices" of this handbook.

Weapons at School



Students shall not bring, possess, conceal or use a weapon and/or toys/replicas that look like a weapon on or at district property, activities under the jurisdiction of the district or interscholastic activities administered by a voluntary organization approved by the State Board of Education.

If a child brings a dangerous weapon or a weapon "look-alike" to school, a parent will be called immediately.

"Dangerous weapon" is defined by Oregon law as any weapon, device, instrument, material or substance which, under the circumstance in which it is used, attempted to be used or threatened to be used, is idly capable of causing death or serious physical injury.

Violation of this Oregon State law may result in expulsion from school and the Federal Gun Free Zone Act.

Possession or discharge of a firearm in a school zone is prohibited. A school zone as defined by federal law means in or on school grounds or within one thousand feet of school grounds

Students found to have brought, possessed, concealed or used a firearm in violation of this policy or state law shall be expelled for a period of not less than one year.

Refer to Board Policy JFCJ Weapons in the Schools

2026-27 EPSD9 Behavior Definitions Matrix

THIS CONTINUUM IS TO BE USED AS A GUIDE. CIRCUMSTANCES WILL BE TAKEN INTO CONSIDERATION. ADMINISTRATION HAS THE FINAL DETERMINATION. Decision Rules regarding consequences & interventions are based on FREQUENCY, DURATION & INTENSITY.

IMPORTANT: Any staff member who writes a discipline referral for a student, keeps a student in during recess, removes a student from any privilege, or takes similar action is responsible for making a phone call home to inform the parent. Staff are responsible for contacting the parent regarding any resulting consequences.

Discipline Continuum	Staff Handled Infractions		Major Referral		
	Classroom Management	**Minor Referral**			
	Student conference. Reteach. Classroom Conseq	Submit Minor referral **AND** contact parent. Assign consequence	Investigate, document, contact parents, assign consequences, and notate interventions. Refer to Progressive Discipline Matrix		
Defiance	Poor attitude/ non-compliance/not working or participating in class	Back talking, rude comments or actions, arguing, failure to serve detention/ continued refusal to work in class	Willful refusal to follow directions, persistent arguing, refusal to serve detention, refusal to leave classroom/not working in class after repeated request	Continued refusal to follow directions	Law Enforcement may be contacted if disruption of the learning environment continues
Disrespect	Socially rude; includes spitting on ground	Low intensity to adults & students; includes unitentionally spitting on someone	Willful disrespect; intentionally spits at or on student or staff	Elevated oppositional lack of respect; talking back, and/or ignoring	Repeated offense after repeated instruction becomes Major defiance

				adult requests; repeated sptitting at or on someone	
Disruptions	Talks out, off task, interrupting	Continual interruptions, distracting others	Disrupting other classes or Student Success Room	Disruptive during ISS	
Dress Code Violation	Attire that is not in line with dress code - unintentional	Attire that is not in line with dress code policy	Repeated wearing of attire that is not in line with dress code policy, refer to defiance		
Indecent Exposure	Naive removal/lifting of clothing	Urinating on school grounds outside of designated space (not intentional exposure)	Student removing/lifting clothing briefly in flirtations or provocative manner	Full defiant exposure of private area	Repeated intentional exposure despite reteaching and redirection
False Statements or Reporting	Student delivers message that is untrue	Repeated false statements or reports	Student deliberately delivers message that is untrue	False statements that allows self or others to avoid significant consequences after further investigation by staff	False statements that results in a crime to be referred to School Resource Officer or Deputy for further investigation - including false accusations against students/staff that have been investigated and proven unsubstantiated
Forgery/ Plagiarism/ Cheating	Reteach for naive offense	Repeated behavior or minor classroom/item/assignment/assessment	Behavior that is dishonest in order to gain an advantage in either classroom assignment and/or competition (includes AI generated work)	Forgery, plagiarism - to use with/without owners knowledge or permission (including AI generated work)	
Gang Affiliation	Wearing clothing, flashing gang signs, student unaware of meaning	Repeatedly wearing clothing, flashing gang signs, student unaware of meaning (use of gang contract introduced)	Wearing clothing, displaying gang pictures, displaying gang signs, violation of gang contract	Uses gang clothing, signs, pictures to intimidate others, tagging, violation of gang contract	Gang Contract - Law Enforcement contacted
Harassment - Gender or Gender Identity	Naive comments related to gender or gender indentity of student	Derogatory gender or gender identity based comment, cyber, electronic, continuous comments	Harassment based on gender or gender identity; gender or gender identity based belittling or patronizing comments, derogatory gender or gender identity specific nicknames, hate speech directed at individual	Threats of violence based upon race (threat assessment likely to occur), escalated and ongoing/targeted imbalance of power, hate speech directed at individual, repeated prejudice or repeated hate speech	Gender based attacks (threat assessment likely to occur), Vocal and/or visual confrontation that obsessively disrupts the learning environment where bias is the root cause
Harassment - Bullying	Naive comments that may be inappropriate or insensitive	Unwanted, ongoing aggressive behavior among school aged children that involves a real or perceived power imbalance	Repeated abuse, harassment-cruel, thoughtless hurtful comments, cyber, electronic, intimidation		

Harassment - Racial	Naive use of racist terms	Derogatory racially based comment, cyber, electronic, continuous comments	Hate speech, abusive or threatening speech either verbal or written that expresses a prejudice	Threats of violence based upon race (threat assessment likely to occur), Escalated and ongoing/targeted imbalance of power, hate speech directed at individual, repeated prejudice or repeated hate speech	Race based attacks (threat assessment likely to occur), Vocal and/or visual confrontation that obsessively disrupts the learning environment where bias is the root cause
Harassment - Religious	Naive use of anti-religious terms	Derogatory religious based comment, cyber, electronic, continuous comments	Harassment based on religion; religious-based belittling or patronizing comments, derogatory religious specific nicknames, hate speech directed at individual	Threats of violence based upon religion (threat assessment likely to occur), Escalated and ongoing/targeted imbalance of power, repeated prejudice or repeated hate speech	Religious based attacks (threat assessment likely to occur), Vocal and/or visual confrontation that obsessively disrupts the learning environment where bias is the root cause
Harassment - Sexual	Naive sexual comments, boyfriend/girlfriend inappropriate mild comments	Using sexual words or talking about someone's body in a way that is mean, inappropriate, or makes others uncomfortable	Obscene gestures, cyber, electronic, unzipping or pulling down pants (self or others), inappropriate touching or kissing, sharing pictures/drawings of a sexual nature, hate speech directed at individual	Repeated sexual content, behaviors viewed as sexual harassment. Police involvement likely to occur, escalated and ongoing/targeted imbalance of power	Touching another person sexually. Exposing privates. Police involvement likely to occur. Vocal and/or visual confrontation that obsessively disrupts the learning environment where bias is the root cause
Harassment - Verbal Threats	Impulsive or naive statements	Derogatory verbal threats based comment, cyber, electronic, continuous comments	Knowingly and willfully making threats of harm to others or to cause property damage that invoke fear (may do a threat assessment)	Elevated level of concern where intent to harm is perceived or evident (School Psychologist and/or law enforcement may be involved), Escalated and ongoing/targeted imbalance of power	School Psychologist and law enforcement will conduct threat assessment protocol for level 2 threat team. Vocal and/or visual confrontation that obsessively disrupts the learning environment where bias is the root cause
Public Display of Affection	Inappropriate touching	Repeated inappropriate touching	Continued inappropriate touching		Sexual activity
Inappropriate or Abusive Language or Gestures	Mild language, for example: shut up, name calling	Repeated Disrespectful language - minor	Excessive swearing, abusive language, or gestures, directed to staff or others		See harassment & bullying columns
Personal Electronic Devices (PED)	In possession of a personal electronic device - first incident	In possession of a personal electronic device - 2nd and 3rd incident	Repeated defiant possession of a personal electronic device		

Physical Aggression			Student engages in actions involving serious physical contact, throwing object out of anger or the potential intent to harm	Repeated problems or causes injury, hitting, kicking	Physical aggression that results in serious injury
Physical Contact	Not keeping hands, feet, and objects to self, horseplay, inappropriate touching with intent	Repeated horseplay, pushing, shoving, kicking	Continued physical contact that results in injury. Continued or excessive. repetitive inappropriate touching with intent	Refer to physical aggression	
Property Misuse	Inappropriate use of an object, throwing object	Unsafe use of an object, throwing objects at others, inappropriate objects at school	Entering unauthorized area (or see Vandalism/Damage)		
Skip / Cutting Class / Eloping	Loitering on the way back from other school-wide area when student has a pass	Returns late from break or repeatedly late to class, skipping, leaves class without a pass	Students purposefully eluding staff/leaving school grounds - misuse of hall pass.		
Tardies	Arrives after the bell two or fewer times	Arrives after the bell five or more times	Repeated unexcused tardies, after contract and interventions. Refer to defiance		
Technology Electronics Violation	Naively or accidentally goes to inappropriate website or uses unacceptable search engine	Downloads information from an unauthorized website, no inappropriate content. Records other students, fights, etc., on a district iPad and does not turn over video to admins immediately	Repeatedly downloads or accesses inappropriate content. Records other students, fights, etc., on a district iPad and does not turn over video to admins immediately. Posts to social media with the intent to incite	Downloads inappropriate content from a website or causes breach of district network. Records other students, fights, etc., on a district iPad and does not turn over video to admins immediately. Posts to social media with the intent to incite	Uses school district technology to commit a crime - Law Enforcement involved
Theft	Naive taking something without permission	Repeated behavior. Theft of misplaced property. (lost and found - student can't pick something up off the ground and keep it)	Theft is the act of stealing. removing or taking someone else's personal property to deprive the rightful owner - this can include the involvement of an accomplice		Law Enforcement involvement
Vandalism/Damage	Refer to property misuse	Refer to property misuse	Deliberate destruction of school or personal property. Deliberate defacing property - deliberate tampering with devices		
NOTIFY SMT AND ADMIN IMMEDIATELY FOR INCIDENTS BELOW					
Arson			Intentional lighting of combustible materials		
Bomb Threat			Delivering a message of possible explosive materials, in possession of possible combustibles and/or bomb paraphernalia; intentional false alarm		Law Enforcement involvement
Combustibles			possession of matches/lighter, ammunition, failure to self report	Displaying lighter or combustibles to peers or threat of use	Damage to property due to matchers, lighters (If necessary, involve Law Enforcement)

Intoxicants: Drugs, Alcohol, Tobacco, Nicotine, and Vaping (including use, possession, sale or providing)		Use/possession/under the influence of (follow Board Policy)	Distribution or intent to distribute - Law Enforcement involved
False Alarm		Pulling fire alarm or making false alarm	
Fighting or Assault		Mutual participation involving physical violence hitting, kicking, choking, scratching, biting, other types of attacks	Premeditated act of violence involving hitting, kicking, choking, scratching, biting, or other attacks	Law Enforcement will be contacted for assistance
Threat of Violence		Threat to harm or kill. Follow board policy and complete Threat Assessment (*Call the police for any threats involving deadly weapon, threats to harm or kill or for anything that has the potential to escalate on social media and police will get phone calls about.)*	
Weapons/Knife		Student shares with a peer that they have a dangerous object - failure to self report	In possession, transports, or uses a knife, firearm, *toxic material, or replica - use of any object in a dangerous way	Risk Assessment & Law Enforcement involved

Note: This is a recommended guideline for most discipline situations. Some incidents may result in an out of school suspension the first time, and there may be repeated in-school suspension, as necessary. We will investigate any situation that poses harm to any one of our students or staff.

Any student who has received an out of school suspension must have a re-entry meeting to discuss expectations. A behavior contract may or may not be considered. A student with repeated out of school suspensions should be referred to a Tier Two team.

ALL ACTIONS TAKEN ARE AT THE DISCRETION OF ADMINISTRATION AND DISCIPLINARIAN DUE TO CIRCUMSTANCES AND PAST HISTORY.

Section 4: ATTENDANCE & ABSENCE

DISTRICT ATTENDANCE POLICY

Eagle Point School District 9's attendance policy was established and is enforced so all students may achieve their full potential by attending school regularly.

It is the intent of the School Board, school administration, and school staff at all school sites that all students have maximum opportunities for academic growth and achievement. Absenteeism affects student performance and reduces a student's opportunity for success both academically and in the workforce.

All students between the ages of 6 and 18, who have not completed grade 12, are required to regularly attend a public full-time school, unless otherwise exempted by law. Persons having control of a child between the ages 6

and 18, who has not completed the 12th grade, are required to send the child to school and maintain the child in regular attendance during the entire school term.

All students five years of age who have been enrolled in a public school are required to attend regularly. Persons having control of a child, who is five years of age and who have enrolled the child in a public school, are required to send the child to school and maintain the child in regular attendance during the school term.

Staff will monitor and report violations of the state compulsory attendance law. A citation for violation of ORS 339.035 may be issued.

A parent will be issued a written notification, in the native language of the parent, the superintendent will schedule a conference with the non attending student and their parent(s) to discuss attendance requirements. At this time, the parent has the right to request an evaluation to determine if the student should have an individualized education program (IEP) or a review of the student's current IEP.

Any person having control of a student between the ages of 6 and 18, who has not completed the 12th grade, and who fails to send a student to school within three days of notification by the district that their student is not complying with compulsory attendance requirements may be issued a notice by the district for the student's failure to attend school.

Additionally, a parent or guardian, or other person lawfully charged with the care or custody of a student under 15 years of age, may be found by the courts to have committed the offense of failing to supervise a child who has not attended school as required. Failing to supervise a child may be a Class A violation.

In order for an absence to be excused, within [five] days after an absence, a student must bring a note signed by the parent that describes the reason for the absence, a parent must communicate the reason for the absence by phone or email . A student's absence from school or class will be excused under the following circumstances:

Excused Absence: *ORS 339.065*

- Illness, including mental and behavioral health of the student;
- Illness of an immediate family member when the student's presence at home is necessary;
- Emergency situations that require the student's absence;
- Student is a dependent of a member of the U.S. Armed Forces who is on active duty or who is called to active duty. The student may be excused for up to seven days during the school year;
- Field trips and school-approved activities;
- Medical or dental appointments. Confirmation of appointments may be required;
- Other reasons deemed appropriate by the school administrator when satisfactory arrangements have been made in advance of the absence.

Physical Education Excused Absence

To be excused from participation in a physical education class activity due to health and/or injury, a student must bring a note from home stating the day or days to be missed, signature of parent/guardian, phone number and date. If a student is to be excused for more than three days from P.E., a doctor's excuse is required.

Pre-Arranged Absences: an absence that is arranged prior to the student's time away from school after deemed appropriate by the school's administrator and satisfactory arrangements have been made in advance of absence. (Pre-arranged/Extended Leave Absence forms are available in the front office.)

Unverified Absences: A student's absence was not verified by a parent/guardian as required. This includes:

- Not arriving at school as expected by parents and school authorities
- Arriving at school but not attending classes
- Leaving school without following the checkout procedure
- Missing any part or all of a scheduled class without authorization
- Obtaining permission to go to a campus location but not reporting there
- Being absent from class for any reason other than those reasons specifically authorized

As a district, we understand that sometimes absences are outside of our control. As part of our Attendance Initiative, "Creating a Culture of Showing Up", we will generate letters of attendance concerns. The intent of these communications is to create a proactive strategy to maximize student learning opportunities.

Tardy

Students are tardy if they are not in their assigned class when the tardy bell rings. Teachers may excuse tardiness if the student provides a written note or email from their previous teacher explaining their late arrival. Any students late to school should report to the office with an excused note from their parent/guardian, the Administrative Assistant will give the student a pass to class. Tardy time may accumulate and count towards a student's unexcused absences.

Truancy

A student who is absent from school without a valid excuse or from any class without permission will be considered truant and may be subject to disciplinary action including detention, suspension, or ineligibility to participate in athletics or other activities.

Leaving School

A student is considered "at School" as soon as they arrive on campus. A student who must leave school during the day must bring a note to the office from his/her parent/guardian, must have a parent/guardian visit the office to pick up the student or must have a parent send a communication to the school via phone, or email. A student who becomes ill during the school day should, with the teacher's permission, report to the school office. The Administrative Assistant will complete a basic assessment and determine whether or not the student should be sent home and will notify the student's parent/guardian, as appropriate. Parents/guardians must sign out students leaving school during the school day.

Student Responsibilities

- Arrive to each class on time, attend all classes, every day.
- Obtain a hall pass before leaving the classroom during instructional time.
- Exceptions to the above rule may occur due to emergency callouts from Administration, and/or office.
- Follow the established attendance policy for the school site.

Parent Responsibilities

- Ensure that your student is on time to school and attends all classes.
- If your student is late to school, send a note/call to excuse the tardy.
- Request homework if the student will be out more than 2 days from the front office.
- Send a note/call/email upon the student's return to school.
- Call the attendance office to report a student absence each day the student is out. (24 hour timeline to excuse absences).

Call the SCS Office to report a student absence **each day** the student is out.

(24 hour timeline to excuse absences).

541-878-1400

Staff Responsibilities

- Staff is present at the classroom door during passing time.
- Staff & IA hall sweeps.
- A warning bell rings 2 minute before the final bell.
- Input attendance the first 10 minutes of each class period, when you get a tardy slip go back and make correction to attendance.
- Contact parent when absences or tardies are impacting academic achievement.
- Submit referrals to front office for excessive/chronic tardiness

**** Random hall sweeps may occur anytime/any day: Any student in the halls without a pass or late to class will receive a consequence**

Student Absences

Your child may be absent if they:

- are sick – 100.4 degree or higher temperature, vomiting or diarrhea (contagious). When an illness lasts more than a couple of days, you should take them to the doctor or call the school nurse to obtain a doctor's note.
- are needed because of a family emergency (please call the school and let them know how long you expect to have your child out of school.) This does not include interpreting for other family members.
- has *live* lice – this must be taken care of quickly. Your child should not miss more than two (2) days of school. If you need help or advice, please call our school nurse or a public health nurse.
- If your child visits any medical provider, please get a note from the provider and turn it in to the front office. These absences will be recorded as a "doctor's visit" and will not be counted in our Attendance Totals for Letters of Concern.

Your child may **NOT** miss school:

- for vacation
- because they do not want to go to school.
- because they slept in.
- for having lice for an extended period.
- to provide care for younger or ill siblings/family members.
- due to lack of school supplies, clothes or alarm clock.
- because they are afraid to go to school.
- to go with you to interpret during school hours.
- because of a family emergency that took place a long time ago.
- because parents overslept; get him/her to school immediately.

If you or your student needs assistance with resources to help find solutions, please contact our school.

Eagle Rock Elementary	**(541) 830-1275**
Hillside Elementary	**(541) 830-1225**
Lake Creek Learning Center	**(541) 830-1540**
Shady Cove Schools	**(541) 878-1400**
Table Rock Elementary	**(541) 830-1350**
Crater Lake Charter Academy	**(541) 830-6661**

Safety Calls

Shady Cove School shall notify a parent/guardian by the end of the school day if their child has an unplanned absence. The notification will be either in person, by telephone or another method identified in writing by the parent/guardian. If the parent/guardian cannot be notified by the above methods, a message shall be left, if possible.

Our principal is available to assist you and your child with the resources necessary to maintain regular school attendance.

Student Illness



When a child is not feeling well at school, they should tell a school adult (e.g. classroom teacher, playground supervisor). The adult will help the child make decisions about why they are feeling that way, e.g. hungry for lunch, too hot from playing on the playground, etc. If the child is not feeling better, they can go to the office for assistance.

At the office, the secretary will assist your child. When appropriate, a temperature will be taken. If the child has a temperature of 100.4° or above, a parent contact is made immediately and a parent or caregiver shall come and pick up the child. If the temperature is normal, a student may rest in the “Health Room” for a few minutes. If a child comes to the “Health Room” twice in the same day, a decision is sometimes made to call and discuss the ailment with the parent.

Parent contact will also be made anytime a child has sustained a significant head injury (e/g. fall), or if a significant bruise or other mark is apparent. The office personnel and many other school adults have been trained in general First Aid, but you will be called in the event of any serious injury. Please be sure

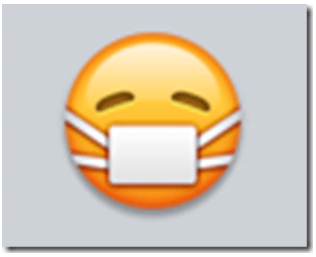
we have current phone numbers on file in the office!



A common visit to the office from children is for lost teeth. When your child loses a tooth at school, we put it in a plastic bag and send it home.

Illness Guidelines

Here are some helpful guidelines in determining when a child may need to stay home because of illness:



- ☹ Student requires more care than the school staff can provide (We do not have a nurse on staff at school.)
- ☹ Illness or injury prevents student from participating in academic activities
- ☹ Fever greater than 100.4°
- ☹ Vomiting
- ☹ Stiff neck or headache with fever
- ☹ Irritating or distracting rash (e.g. extreme poison oak)
- ☹ Behavior change: irritability, lethargy, sleepiness
- ☹ Jaundice (yellow color to skin or eyes)
- ☹ Diarrhea
- ☹ Skin lesions that are "weepy" or pus filled
- ☹ Colored drainage from eyes, nose and/or ears
- ☹ Difficulty breathing

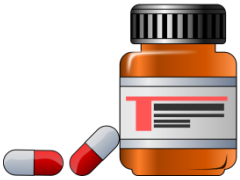
Immunization



A student must be fully immunized against certain diseases or must present a certificate or statement that, for religious, philosophical beliefs and/or medical exemption, the student is not immunized. ***Proof of immunization*** may be personal records from a licensed physician or public health clinic.

Any student not in compliance with Oregon statutes and rules related to immunization will be excluded from school until such time as they have met immunization requirements. The student's parent or guardian will be notified of the reason for this exclusion. A hearing will be afforded upon request.

Medications



See Board policy JHCD/JHCDA.

Head Lice



See Board policy JHCCF

Communicable Diseases

The district shall provide reasonable protection against the risk of exposure to communicable disease for students. Reasonable protection from communicable disease is generally attained through immunization, exclusion or other measures as provided by Oregon law, by the local health department or in the *Communicable Disease Guidance* published by the Oregon Department of Education (ODE) and the Oregon Health Authority (OHA). Services will be provided to students as required by law.

A student will not attend school while in a communicable stage of a restrictable disease or when an administrator has reason to suspect that any susceptible student has or has been exposed to any disease for which the student is required to be excluded in accordance with law and per administrative regulation GBEB-AR – Communicable Diseases – In Schools. If the disease is a reportable disease, the administrator will report the occurrence to the local health department. The administrator will also take whatever reasonable steps it considers necessary to organize and operate its programs in a way which both furthers the education and protects the health of students and others.

Parents of a student with a communicable or contagious disease are asked to telephone the nurse or principal so that other students who have been exposed to the disease can be alerted.

Parents with questions should contact the school office.

CONCUSSIONS AND TRAUMATIC BRAIN INJURIES

Upon receipt of written notification from a parent or guardian that a student has been diagnosed with a concussion or other brain injury by a health care professional and that accommodations are being requested, the district shall follow all procedures developed by the Oregon Department of Education (ODE) to develop and implement an immediate and temporary accommodation plan. Written notice is not required for the district to begin following concussion protocols.

Any accommodations will be communicated to the parent or guardian, to all teachers who provide instruction to the student and to other employees who have regular responsibilities for the student's supervision or health.

Accommodations will be in effect no later than 10 school days after the written notification is received by the district and will be reviewed as needed, but no later than every two months.

For information related to concussions and participation in sports, see School Sports Participation.

Section 5: DISTRICT PROGRAMS

Meal Program

The district participates in the National School Lunch, School Breakfast, Special Milk and Commodity Programs and offers free meals based on a student's financial need. Additional information can be obtained in the office.



Breakfast and lunch are both served at SCS At breakfast, children can choose from bread, cereals, fruits, juice and milk. At lunch, children will always have a choice of main dishes and choices of fruit and vegetables. Students are not allowed seconds on the main entree, however they are able to get seconds from the salad bar.

Breakfast is available from 7:47 AM – 8:00 AM for students who wish to eat at school. Students who have bus transportation, breakfast will be available from 7:35 AM - 8:00 AM. Students should arrive at school no sooner than 7:47 AM for breakfast as there is no supervision.



- Breakfast and Lunch: FREE for all students
- Milk sold separately is 65¢
- Adult Breakfast $2.75 (includes milk)
- Adult Lunch $4.75 (includes milk)

Please do not send anything that needs to be refrigerated or heated by microwave. You can imagine how time consuming this would be for 175 students. Also, please do not send soda pop or other carbonated beverages as they inadvertently get shook up and create a sticky mess when opened.

Any student requesting juice rather than milk must have a Doctor's note on file available from the Food Service Office, 541-830-6552. According to USDA, a parent note is no longer sufficient.

All food and drink must be consumed in the cafeteria. Students are not allowed to take food or drink from the cafeteria into the halls, classrooms, restrooms, lockers or outside. Soda, coffee, energy drinks, or other carbonated drinks are prohibited at school. Special consideration for classroom celebrations. Open food and drinks are never allowed in lockers.

Students are able to have snacks and water bottles in classrooms but this is in conjunction with the rules of each class. Students are to only have water in classrooms and common areas.

Common Curriculum Goals

All District 9 students are taught common curriculum goals and standards as outlined by the Oregon Department of Education. District-adopted curriculum is used with students at all District 9 schools. More info about curriculum standards can be found at *www.ode.state.or.us.*

Conferences and Report Cards

You are your child's first and most important teacher. We anticipate your active involvement in the education of your child. This year each family will have the formal opportunity to conference with teachers two times. However, you are invited and encouraged to request a conference with your child's teacher, the principal, speech therapist, etc. at any time.



Quarterly report cards and progress reports will be available through ParentVue and no paper copy will be provided unless verbally asked for in the office. Your student's progress reports can be checked online at any time by accessing ParentVue. Please do not hesitate to ask for assistance with ParentVue.

Check our school website calendar for dates that report cards and progress reports are posted.

Conference Schedule:



- Back to School Night: September 24
- Parent-Teacher-Student Conference: November 23-35

Media Access to Students



Media representatives may interview and photograph students involved in instructional programs and school activities, including athletic events. Information obtained directly from students does not require parental approval prior to publication.

Parents who do not want their student interviewed or photographed should direct their student accordingly.

District employees may release student information only in accordance with applicable provisions of the education records law and Board policies governing directory information and personally identifiable information.

Student Conduct on School Buses

The following regulations will govern student conduct on school buses and will be posted in a conspicuous place in all buses:



While riding a school bus:

- ✓ Students being transported are under authority of the bus driver; students will obey the driver at all times;
- ✓ Students will not throw objects;

- ✓ Students will not bring firearms, weapons or other potentially hazardous material on the bus;
- ✓ Fighting, wrestling or boisterous activity is prohibited on the bus;
- ✓ Students will not stand up and/or move from seats while the bus is in motion;
- ✓ Students will not extend their hands, arms or heads through bus windows or doors;
- ✓ Students will not possess matches or other incendiaries and concussion devices;
- ✓ Students will use the emergency door only in case of emergency as directed by the driver;
- ✓ Students will not damage school property or the personal property of others;
- ✓ Students will not threaten or physically harm the driver or other riders;
- ✓ Students will not do any disruptive activity which might cause the driver to stop in order to reestablish order;
- ✓ Students will not possess and/or use tobacco, alcohol or illegal drugs;
- ✓ Students will not carry glass containers or other glass objects;
- ✓ Students will not take onto the bus skateboards, musical instruments or other large objects which might pose safety risks or barriers to safe entry and exit from the bus;
- ✓ When necessary to cross the road, students shall cross in front of the bus or as specifically instructed by the bus driver;
- ✓ Students will be on time (five minutes before the scheduled pick up) for the bus both morning and evening;
- ✓ Students will not bring animals, except approved assistance guide animals, on the bus;
- ✓ Students will stay away from the bus when it is moving;
- ✓ Students may be assigned seats by the bus driver;
- ✓ Students will have written permission to leave the bus other than at home or school;
- ✓ Students will converse in normal tones. Loud or vulgar language or obscene gestures are prohibited; students will be respectful and not make obscene statements;
- ✓ Students will not open or close windows without the permission of the driver;
- ✓ Students will keep the bus clean and must refrain from damaging it; students shall not eat or chew gum;
- ✓ Students will be courteous to the driver, to fellow students and passersby;
- ✓ Students who refuse to promptly obey the directions of the driver or refuse to obey regulations may forfeit their privilege to ride on the bus;
- ✓ Students who are suspended from riding the bus for any reason or time period are restricted from riding any school bus during the time of suspension;

***These regulations, if broken, are SEVERE violations with severe consequences because of the threat to the safety of others.**

Section 6: REQUIRED NOTICES

Please see updates on our School District Website: www.eaglepnt.k12.or.us

Alternative Education Programs

Alternative education program options have been established and approved by the Board to meet the individual needs of students. These programs will be made available to students who are unable to succeed in the regular programs because of erratic attendance or behavioral problems; for students who have not met or who have exceeded all of Oregon's academic content standards; when necessary to meet a student's educational needs and interests; to assist students in achieving district and state academic content standards; or when a public or private alternative program is not otherwise readily available or accessible. Such programs consist of instruction or instruction combined with counseling and may be public or private. Private programs must be registered with the Oregon Department of Education. Home schooling shall not be used as an alternative education program placement.

The district may, based on district criteria, provide alternative education programs for students expelled for violation of applicable state or federal weapons laws.

Examples of alternative education program options are not limited to, but include:

1. Evening classes
2. Tutorial instruction
3. Small group instruction
4. Professional technical programs
5. Work experience
6. Instructional activities provided by other accredited institutions
7. Community service
8. Independent study
9. Expanded Options Program
10. Others as approved by the district.

Parents may request additional in-district alternative education programs by submitting written requests to the principal.

"Alternative education program" means a school or separate class group designed to best serve students' educational needs and interests and assist students in achieving the academic standards of the district and the state.

Individual notification to students and parents regarding the availability of alternative education programs will be given semi-annually or when new programs become available under the following situations, as appropriate:

1. When two or more severe disciplinary problems occur within a three-year period. [Severe disciplinary

problems will be defined in the Student Code of Conduct;]

2. When attendance is so erratic the student is not benefitting from the educational program. "Erratic attendance" means the student is frequently absent to the degree that the student is not benefiting from the education program as determined by the district;
3. When an expulsion is being considered;
4. When a student is expelled;
5. When a student's parent or emancipated student applies for exemption from attendance on a semi-annual basis.

Individual notification shall be **hand-delivered** or sent by certified mail. Parents shall receive individual notification prior to an actual expulsion.

Notification shall include:

1. The student's action;
2. A list of alternative education programs for the student;
3. The program recommendation for the student based upon the student's learning styles and needs;
4. Procedures for enrolling the student in the recommended program.

The district may, based on district criteria] provide alternative education programs for students expelled from another district for a violation of applicable state or federal weapons laws.

Asbestos

The district has complied with the Asbestos Hazard Emergency Response Act by having buildings inspected by accredited inspectors and the development of a management plan for the control of this substance.

Student Publication and Materials

All aspects of K-8 school-sponsored publications, including web pages, newspapers, and/or yearbooks, are completely under the supervision of the teacher and principal. Students may be required to submit such publications to the administration for approval. On occasion, materials such as leaflets, newsletters, cartoons and other items including displays and productions are prepared, produced and/or distributed by students as part of the educational process and free expression in an academic community. Materials may be reviewed by the administrator or may be restricted or prohibited pursuant to legitimate educational concerns in accordance with Board policy IB – Freedom of Expression and IGDB – Student Publications K-8.

Generally, high school student journalists have the right to exercise freedom of speech and of the press in school-sponsored media. School-sponsored media prepared by student journalists are subject to reasonable time, place, and manner restrictions pursuant to state and federal law and in accordance with Board policy IB – Freedom of Expression.

Other written materials, handbills, photographs, pictures, petitions, films, tapes, or other visual or auditory materials may not be sold, circulated, or distributed on district property by a student or a nonstudent without the approval of the administration in compliance with board policy.

Other materials not under the editorial control of the district may be subject to administrative review, restriction, or prohibition, based on legitimate educational concerns. Such concerns include whether the material is defamatory; age

appropriate to the grade level and/or maturity of the reading audience; poorly written or inadequately researched; is biased or prejudiced; not factual; or not free of racial, ethnic, religious, or sexual bias.

Materials that include advertising that is in conflict with public school laws, rules and/or Board policy, deemed inappropriate for students or may be reasonably perceived by the public to bear the sanction for approval of the district will not be allowed. All requests for such materials distribution require approval of the administration. The district may designate the time, place, and manner for distribution. If material is not approved within [48] hours of the time that it was submitted, it must be considered denied.

A denial may be appealed to the superintendent. If the material is not approved by the superintendent within three days it will not be considered approved. The superintendent's decision shall be final and binding on all parties. **OR** If the material is not approved by the superintendent within three days it will not be considered approved. A decision reached by the superintendent may be appealed to the Board at its next regular meeting when the individual shall have a reasonable period of time to present their viewpoint.

Public Complaints

Any member of the public who wishes to express a concern should discuss the matter with the school employee involved. The district's complaint procedure is on the district's website.

If the individual is unable to resolve a problem or concern with the employee, the individual may file a written, signed complaint with the [administrator][supervisor]. The [administrator][supervisor] shall evaluate the complaint and render a decision within [five] working days after receiving the complaint.

If the complaint is not resolved, within [10] working days of the meeting with the [administrator][supervisor], the complainant, if they wishes to pursue the action, shall file a signed, written complaint with the superintendent or designee clearly stating the nature of the complaint and a suggested remedy. The superintendent or designee shall investigate the complaint, confer with the complainant and the parties involved and prepare a report of his/her findings and conclusion and provide the report in writing or in an electronic form to the complainant within [10] working days after receiving the written complaint.

If the complainant is dissatisfied with the superintendent or designee findings and conclusion, the complainant may appeal the decision to the Board within [five] working days of receiving the superintendent's decision. The Board may hold a hearing to review the findings and conclusion of the superintendent, to hear the complaint and to hear and evaluate any other evidence as it deems appropriate. All parties involved, including the school administration, may be asked to attend such hearings for the purposes of making further explanations and clarifying the issues. If the Board chooses not to hear the complaint, the superintendent's decision is final. The complainant shall be informed in writing or in electronic form of the Board's decision within [20] working days from the hearing of the appeal by the Board. The Board's decision will address each allegation in the complaint and contain reasons for the district's decision. The Board's decision will be final.

Complaints against the principal may be filed with the superintendent. Complaints against the superintendent should be referred to the Board chair on behalf of the Board. Complaints against the Board as a whole or individual Board members should be made to the Board chair on behalf of the Board.

[A complainant must file a complaint within the later of either time limit set below, in accordance with state law:

1. Within two years after the alleged violation or unlawful incident occurred or the complainant discovered the alleged violation or unlawful incident. For incidents that are continuing in nature, the time limitation must run from the date of the most recent incident; or

2. Within one year after the affected student has graduated from, moved away from, or otherwise left the district.]

If any complaint alleges a violation of Oregon Administrative Rule (OAR) Chapter 581, Division 22 (Division 22 Standards), Oregon Revised Statute (ORS) 339.285 to 339.383 or OAR 581-021-0550 to 581-021-0570 (Restraint and Seclusion) or ORS 659.852 (Retaliation), and the complaint is not resolved through the complaint process, the complainant, if a student, a parent or guardian of a student attending a school in the district, or a person who resides in the district, may appeal the district's final decision to the Deputy Superintendent of Public Instruction under Oregon Administrative Rule (OAR) 581-002-0001 - 581-002-0023[(See KL-AR(2) - Appeal to the Deputy Superintendent of Public Instruction)].

Refer to School Board Policy KL Public Complaints

Discrimination Complaints

Any person, including students, staff, visitors, parents and third parties may file a complaint. The person with a complaint regarding possible discrimination on any basis protected by law should contact the district's civil rights coordinator. The Board designates Jennifer Patterson-Durham as the district's civil rights coordinator. The Board directs the superintendent to designate the district's civil rights coordinator and make contact information available to staff, students and parents.{[1]}

The district's final decision may be appealed to the Deputy Superintendent of Public Instruction under Oregon Administrative Rules (OAR) 581-002-0001 – 581-002-0023.

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[1] {For additional information regarding civil rights coordinators and their responsibilities, see ORS 332.505(2).}

Bias Incident Complaints

All students are entitled to a high-quality educational experience, free from discrimination or harassment based on perceived race, color, religion, gender identity, sexual orientation, disability or national origin.

"Bias incident" means a person's hostile expression of animus toward another person, relating to the other person's perceived race, color, religion, gender identity, sexual orientation, disability or national origin, of which criminal investigation or prosecution is impossible or inappropriate. Bias incidents may include derogatory language or behavior.

"Symbol of hate" means nooses*, symbols of neo-Nazi ideology or the battle flag of the Confederacy.

The district prohibits the use or display of any symbols of hate on school property, or in an education program except where used in teaching curriculum that is aligned with state standards of education for public schools.

The complaint process is outlined in administrative regulation ACB-AR - Bias Incident Complaint Procedure.

* [The display of a noose on public property with the intent to intimidate may be a Class A Misdemeanor under Senate Bill 398 (2021)]

Emergency Drills - Fire, Earthquake & Safety Threats

Your child's safety is our first priority! Instruction and practice on how to respond without confusion and panic to different situations is performed multiple times a year.



Instruction on fire, earthquake, safety threats, and drills for students shall be conducted for at least 30 minutes each school month.

At least one fire drill, which includes routes and methods of exiting the school building, will be conducted each month for students in grades K-12. The first fire drill will be conducted within the first 10 days of the school year.

A map/diagram of the fire escape route to be followed is posted near all classroom doorways and reviewed with students. When the fire alarm is sounded, students must follow the direction of staff quickly, quietly and in an orderly fashion.

At least two drills on earthquakes and two drills for safety threats (ALICE*) for students will be conducted each year for students in grades K-12. Drills and instruction for earthquake emergencies shall include the earthquake emergency response procedure of "drop, cover and hold on" during the earthquake. Drills and instruction on safety threats shall include procedures related to lockdown, lockout, shelter in place and evacuation and other actions to take when there is a threat to safety.

A map/diagram of the fire escape route is posted near all classroom doorways and reviewed with students. When the fire alarm is sounded, students must follow the direction of staff quickly, quietly, and in an orderly fashion.

***Alert**-Initial Alert: may be gunshot, Intercom Announcement, etc. (Don't use code words)

Lockdown-If Evacuation is not a safe option, barricade entry points. Prepare Evacuation or Counter if needed.

Inform-Communicate real time info on shooter location. Use clear and direct language using any communication means possible.

Counter-Create Noise, Movement, Distance and Distraction with the intent of reducing the shooters ability to shoot accurately. Counter is NOT fighting.

Evacuate-When safe to do so, remove yourself from the danger zone.

When a school or the district initiates a safety threat action, the school or district shall issue an electronic communication as expediently as possible and not later than 24 hours after initiation of the safety threat action. The communication will be issued in culturally appropriate languages to effectively communicate with parents and guardians of students attending the school at which the safety threat action occurred.

The communication must include:

1. A general description of the issue that caused the safety threat action to be taken;

2. The duration of time the safety threat action was taken, from when the action was initiated until when it concluded;

3. Actions taken by the school or district to resolve the situation that caused the safety threat action and actions taken to protect student safety; and

4. An explanation of how the situation was resolved.

An explanation of how the situation was resolved.

Refer to School Board Policy EBCB Emergency Drills

Bilingual Students (English Language Learners)

The school provides services for bilingual (English Language Learning) students. A student or parent with questions about these programs should contact our school principal.

IMMIGRATION ENFORCEMENT

The Eagle Point School District 9 Board of Directors is currently in the adoption process of Policy KNA Immigration Enforcement on District Property. Once the policy is adopted it will be published out to staff, parents and the community via the EPSD9 website and typical communication platforms.

Students with Disabilities

The school provides services for students with disabilities. A student or parent with questions should contact the special education director. Valerie Cordle-Shehorn, Director of Teaching & Learning and Special Education

Field Trips

Field trips may be scheduled for educational, cultural or other extracurricular purposes. All students are considered to be "in school" while participating in district-sponsored field trips. This means that students are subject to the school's student conduct rules, applicable Board policies and other such rules as may be deemed appropriate by the field trip supervisor. If parents wish to chaperone on field trips, they must fill out a *volunteer background check* form available on the district website and be approved. This must be done in time to get the results back before the field trip.



Students Experiencing Homelessness

The district provides full and equal opportunity to students in homeless situations as required by law, including immediate enrollment. School records, medical records, proof of residence or other documents will not be required as a condition for admission. A homeless student will be admitted, in accordance with the student's

best interest, to the student's school of origin or will be enrolled in a district school in the attendance area in which the homeless student is actually living, unless contrary to the request of the parent or unaccompanied student.

Transportation to the student's school of origin will be provided in accordance with the McKinney-Vento Homeless Assistance Act. For additional information concerning the rights of students and parents of students in homeless situations or assistance in accessing transportation services, contact **Heather Miller , 830-6262**, the district's liaison for students experiencing homelessness.

In the event a dispute arises over school selection or enrollment of a student in a homeless situation, the student will be immediately admitted to the school in which enrollment is sought pending resolution of the dispute. The student/parent may appeal the school's written decision in accordance with the McKinney-Vento Act dispute resolution and appeal process, including final appeal to the Oregon Department of Education (ODE) State Coordinator. Additional information may be obtained by contacting the district's liaison for students in homeless situations.

Placement/Enrollment of Students Experiencing Houselessness Complaints

In the event a dispute arises over school selection or enrollment of a student in a homeless situation, the student will be immediately admitted to the school in which enrollment is sought pending resolution of the dispute. The student/parent may appeal the school's written decision in accordance with the McKinney-Vento Act dispute resolution and appeal process, including final appeal to the Oregon Department of Education (ODE) State Coordinator. Additional information may be obtained by contacting the district's liaison for students navigating housing instability.



Education Standards Complaints

Any resident of the district, or parent of a student attending district schools or a student attending a school in the district may make an appeal or complaint alleging violation of the district's compliance with an educational standard as provided by the State Board of Education. The complainant should first discuss the nature of the alleged violation with the individual involved.

If the complainant wishes to pursue the matter further, the complainant will be provided, upon request, a copy of all applicable district complaint procedures following the complaint process outlined in Board policy KL – Public Complaints and any accompanying administrative regulations.

After exhausting local procedures or if the district has not resolved the complaint within 90 days of the initial filing of a written complaint with the district (whichever occurs first), any complainant may make a direct appeal to the State Superintendent of Public Instruction.

Refer to School Board Policy IIA-AR Instructional Materials Selection

Instructional Materials Complaints

Concerns and complaints regarding instructional materials from students or parents about instructional materials should be directed to the [principal]should be handled in accordance with Board policy IIA – Instructional Materials and associated administrative regulations. Should the student or parent, following initial efforts at informal resolution of the complaint concern, desire to file a formal complaint, a "[Challenge Request for Instructional Materials]"[Request for Reconsideration of Instructional or Library Materials Form is available in IIA-AR(5)] and may be requested from the school office. The [principal] will be available to assist in the completion of such forms as requested.

Identification of Talented and Gifted Students

The district serves academically talented and gifted students in grades K-12.

This process of identification shall include at a minimum:

1. Use of evidence-based practices that include a variety of tools and procedures to determine if a student demonstrates a pattern of exceptional performance and/or achievement that is relevant to the identification of TAG students under ORS 343.395.
2. Collection and use of multiple modes and methods of qualitative and quantitative evidence to allow appropriate members of a student's identification team to make a determination about the identification and eligibility of the students for TAG services, supports and/or programs; with no single test or piece of evidence eliminating a student from eligibility.
3. Use of methods and practices that minimize or seek to eliminate the effects of bias in assessment and identification of students from historically underrepresented populations including, but not limited to:
    a. Students who are racially/ethnically diverse;
    b. Students experiencing disability;
    c. Students who are culturally and/or linguistically diverse;
    d. Students experiencing poverty; and
    e. Students experiencing high mobility.

4. Incorporate assessments, tools and procedures that will inform the development of an appropriate plan of instruction for students who are identified as TAG and describe how information from the assessments, tools and procedures used in the identification for TAG students will be used to support development of the plan of instruction.
5. Identify how the educational record under ORS 326.565 of the student being considered will document and reflect the record of the team's decision and the procedures and data used by the team to make the decision.

When a student is identified for TAG, the district shall inform parents of the programs and services available to their student and provide an opportunity for parents to provide input to, and discuss TAG instruction proposed for their student. The instruction provided shall be designed to accommodate the student's assessed levels of learning and accelerated rates of learning. Parents may request the withdrawal of their student from TAG at any time.

Appeals

If a parent is dissatisfied with the identification process or placement of their student, they may submit an appeal through [Board policy KL - Public Complaints and begin at [Step 2] with the superintendent [or

designee]] [the accompanying administrative regulation, IGBBA-AR - Appeal Procedure for Talented and Gifted Student Identification and Placement**].

Refer to School Board Policy IGBBA Identification – Talented and Gifted Students for appeal process.

Infectious Disease Instruction

An age-appropriate plan of instruction about infections/diseases including AIDS, HIV, HBV and HCV has been included as an integral part of the district's health curriculum. The plan of instruction will include age-appropriate child sexual abuse prevention instruction for students in kindergarten through grade 12. Any parent may request that his/her student be excused from that portion of the instructional program required by Oregon law by contacting the principal for additional information and procedures.

*Refer to School Board Policy IGAI Human Sexuality, AIDS/HIV, Sexually Transmitted Diseases, Health Education***

Infection Control and Bloodborne Pathogens**

The risk of-exposure to body fluids due to casual contact in the school environment is extremely low and generally limited to situations where non-intact skin or mouth, eye or other mucous membranes would be selexposed to blood or any body fluids contaminated with blood from an infected person. Since any risk is serious, however, the district requires that staff and students approach infection control using standard precautions. That is, each student and staff member is to assume all direct contact with human blood and body fluids is regarded as known to be infectious for bloodborne pathogens*.

* "Bloodborne pathogens" are pathogenic microorganisms that are present in human blood and can cause disease in humans. These pathogens include, but are not limited to, Hepatitis B virus (HBV) and Human Immunodeficiency Virus (HIV). 29 CFR 1910.1030(b)

Oregon School Safety Hotline

The hotline is available to school age children and other members of the public for the purpose of reporting illegal, suspicious or other questionable activity on school grounds or at school sponsored activities. Accessible 24-hours a day, 7-days a week by toll free telephone call or via the Internet.

Toll-free Hotline: (866) 305-7745

Internet: www.oregonschoolsafety.com



Parental Rights

Parents of students may inspect any survey created by a third party before the survey is administered or distributed by the school to students. Parents may also inspect any survey administered or distributed by the district or school containing one or more of the following items:

1. Political affiliations or beliefs of the student or the student's parent;
2. Mental or psychological problems of the student or the student's family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating or demeaning behavior;

5. Critical appraisals of other individuals with whom respondents have close family relationships;
6. Legally-recognized privileged or analogous relationships such as those of lawyers, physicians or ministers;
7. Religious practices, affiliations or beliefs of the student or the student's parents;
8. Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance.

A student's personal information (name, address, telephone number, social security number) will not be collected, disclosed or used for the purpose of marketing or for selling that information without prior notification, an opportunity to inspect any instrument used to collect such information and permission of the student's parent(s) or the student, if age 18 or older.

Instructional materials used as part of the school's curriculum may also be reviewed by the student's parent(s).

Requests to review materials or to excuse students from participation in these activities, including any nonemergency, invasive physical examination or screenings administered by the school and not otherwise permitted or required by state law should be directed to the office during regular school hours.

Private School Attendance

Children who are enrolled by their parents in private schools may participate in publicly funded special education and related services. Federal law allows school districts to limit the amount they spend for these services. If your child is to receive special education services under this provision, the school district will meet with you to develop a service plan describing the services to be provided to your child. Services may be provided on-site at the private school or at a public school. If the services are offered at a public school, the district must offer transportation for the child to access these services.

School districts are not required to pay for the cost of education, including special education and related services of a child with a disability at a private school or facility if the school district made a free appropriate public education available to the child and the parent chose instead to place the child in a private school or facility.



Program Exemptions

Students may be excused from a state-required program or learning activity for reasons of religion, disability or other reasons deemed appropriate by the district. Requests for excusal or accommodation must be in writing and must include the reasons for the request and a proposed alternative for an individualized learning activity which substitutes for the period of time exempt from the program and meets the goals of the learning activity or course being exempt. Requests may be filed by the student's parent or guardian, or by a student who is 18 years of age or older or who is an emancipated minor. Requests must be submitted to the teacher or principal.

Programs & Services Complaints

Individuals with complaints regarding the appropriateness of programs or services provided for TAG students should follow the complaint procedures outlined in Board Policy IGBB-AR Complaints Regarding the Talented

and Gifted Program and/or Services KL – Public Complaints.

The complainant may file an appeal with the State Superintendent of Public Instruction if dissatisfied with the decision of the Board or 90 or more days have elapsed since the original filing of a written complaint alleging a violation of standards with the district. An appropriate copy of the OAR will be provided upon request.

School Library – Media Center



Students are invited to check out books from the school's Media Center. Each class visits the Media Center once a week for book check-out and a story. When checking out books, it is the child's responsibility to return the books the next week. Please assist us in teaching your child how important it is that books are returned in good condition and in a timely manner. You will be charged a replacement fee for lost library books. This price covers the cost of the lost book, processing and shipping and handling.

School Report Card

Each year the Oregon Department of Education evaluates the student performance, student attendance and participation rate of assessment of every public school and District.

More info about school performance can be found at www.ode.state.or.us.

State & District-Wide Assessment

The district's assessment program shall be designed for the purpose of determining district and school program improvement and individual student needs including the requirements of the Oregon Administrative Rules. Assessments shall be used to measure the academic content standards and Essential Skills and to identify students who meet or exceed the performance standards and Essential Skills adopted by the State Board of Education.



Students may annually opt-out of taking the statewide summative assessments as provided by state law. The district shall provide the required notice and necessary forms for opting out of the statewide assessments to the student. The district shall provide supervised study time for students who are excused from participating in the assessment.

The act of student-initiated test impropriety is prohibited. A student that participates in an act of student-initiated test impropriety will be subject to discipline. "Student-initiated test impropriety" means student conduct that is inconsistent with the Test Administration Manual or accompanying guidance; or results in a score that is invalid.

Student Education Records



The information contained below shall serve as the district's annual notice to parents of minors and eligible students (if 18 years of age or older) of their rights, the location and district official responsible for education records.

"Education records" are those records directly related to a student and maintained by the district. A student's education records are confidential and protected from unauthorized inspection or use. All access and release of education records with and without parent and eligible student notice and consent will comply with all state and federal laws.

Directory information can be released in accordance with Board Policy JOB – Directory Information. Information considered directory information is included under Directory Information Selection and Acknowledgement or Receipt of Handbook. Personally identifiable information shall not be disclosed without parent or eligible student authorization or as otherwise provided by Board policy and law.

Permanent records shall include:

1. Full legal name of student;
2. Name and address of educational agency or institution;
3. Student birth date;
4. Name of parent/guardian;
5. Date of entry into the school;
6. Name of school previously attended;
7. Course of study and marks received;
8. Data documenting a student's progress toward the achievement of state standards and must include a student's
Oregon State Assessment results;
9. Credits earned;
10. Attendance;
11. Date of withdrawal from school

Providing a student's social security number is voluntary. The district will notify the eligible student or parent as to the purposes a social security number will be used. At no point will a student's social security number or student identification number be considered directory information.

Memory aids and personal working notes of individual staff members are considered personal property and are not to be interpreted as part of the student's education records, provided they are in the sole possession of the maker.

Student Information Procedures

In accordance with state and federal regulations, School District 9 may be compelled to provide directory information to state agencies and others. "Directory information" is a legal term for data which may include the student's name, address, telephone listing, photograph, date and place of birth, major field of study, participation in activities and sports, dates of attendance, awards and degrees earned and most recent school attended.requests

This information will be furnished at the request of interested parties. The District does not ordinarily supply telephone numbers or birth information, but regulations require that the District provide this information if



requested unless parents have asked in writing that it not be given. In that case, the District is not allowed to release the student's name and other directory information for programs, honors or awards.

Parents objecting to the release of directory information on their student must notify the district office within 15 days of receipt of the student handbook. Parents of students enrolling at any other time of year shall be granted two weeks after enrollment to give the written notice if they wish to withhold any or all of the directory information from publications. In the past, this information has been requested by military recruiters, businesses and political groups.

A parent or student 18 years of age or an emancipated student, may not opt out of directory information to prevent the district from disclosing or requiring a student to disclose their name (identifier, institutional email address in a class in which the student is enrolled) or from requiring a student to disclose a student ID card or badge that exhibits information that has been properly designated directory information by the district in policy *JOA-Directory Information*.

Searches/Questioning

District officials may search a student, their personal property and property assigned by the district for the student's use on district property or when the student is under the jurisdiction of the school when there is reasonable suspicion based upon specific and articulated facts to believe that the student personally poses or is possession of some item that poses an immediate risk or serious harm to the student, school officials and/or others at the school.



Searches shall be "reasonable in scope", that is, the measures used are reasonably related to the objectives of the search, the unique features of the official's responsibilities, and the area(s) which could contain the item(s) sought and will not be excessively intrusive in light of the age, sex, maturity of the student, and nature of the infraction. Strip searches are prohibited by the district.

District officials may seize any item which is evidence of a violation of law, Board policy, administrative regulation, or school rule, or which the possession or use of is prohibited by such law, policy, regulation, or rule.

District-owned storage areas assigned for student use, such as lockers and desks, may be routinely inspected at any time. Such inspections may be conducted to ensure maintenance of proper sanitation, to check mechanical conditions and safety and to reclaim overdue library books, texts or other instructional materials, property or equipment belonging to the district. The student will generally be permitted to be present during the inspection.

Items found which are evidence of a violation of law, policy, regulation or the Student Code of Conduct may be seized and turned over to law enforcement or returned to the rightful owner, as appropriate.



If law enforcement official is allowed to question or meet with students during the school day or during periods of extracurricular activities, the principal or designee will be present when possible. An effort will be made to notify the parent of the situation except as provided below.

Parents are advised that when an Oregon Department of Human Services or a law enforcement official is questioning a child whom the investigating agent believes may have been a victim of abuse of a child, the

investigator may exclude district personnel from the investigation and may prohibit personnel from contacting parents.

Searches – Drug Dog



SAFETY is a job that takes all of us, working together in an ongoing effort, to ensure the safety of everyone. We must keep in mind that schools are the hub of our communities and at times can serve as an oasis of safety and security for young people. As an integral part of creating an environment that is welcoming and safe for our students, we have every day procedures and protocols in place that were established to protect others. Sometimes, on a less frequent basis, we need to take precautionary measures and implement safety procedures that are purely preventative.

With the support of our local sheriff's department, we may have a dog trained to smell inappropriate substances on campus. We view this as a precautionary measure and want to educate students that any illegal or inappropriate substances will not be tolerated on campus.

As a part of this process our teachers are spending time addressing the issue with students and educating them on the use of the dog. Please know that at some random times this year, a dog may be on campus and will search our facility.

Parents/guardians are encouraged to speak with their student about the use of illegal or inappropriate substances. If you need assistance talking with your student about this, contact the school office.

Sexual Harassment

Sexual harassment is strictly prohibited and shall not be tolerated. This includes sexual harassment of students by staff members, other students or third parties; of staff members by students, other staff members, or third parties; and of third parties by staff members and students.

Direct complaints related to employment may be filed with the US Department of Labor, Equal Employment Opportunity Commission or Oregon Bureau of Labor and Industries. Direct complaints related to educational programs and services may be made to the Regional Civil Rights Director, US Department of Education, Office for Civil Rights, Region X, 915 2nd Ave, Room 3310, Seattle, WA 98174-1099. Additional information regarding filing of a complaint may be obtained through the principal, compliance officer or superintendent.

Refer to School Board Policy JBA/GBN Sexual Harassment

Refer to Board Policy GBN/JBA-AR Sexual Harassment Complaint Procedure

General Procedures

When information, a report or complaint regarding sexual harassment is received by the district, the district will review such information, report or complaint to determine which law applies and will follow the appropriate procedures. When the alleged conduct could meet definitions in multiple complaint procedures (AC - Nondiscrimination and JBA/GBN – Sexual Harassment, both complaint procedures should be processed simultaneously. The district may also need to use other complaint procedures when the alleged conduct could meet the definitions for other complaint procedures{[1]}.

{[1] Common complaint procedures that may also be involved include: Nondiscrimination (Board policy AC), Workplace Harassment (Board policy GBEA), [Hazing,]Harassment, Intimidation, Bullying, [Menacing,]Cyberbullying, Teen Dating Violence and Domestic Violence – Student (Board policy JFCF), and Reporting Requirements for Suspected Sexual Conduct with Students (Board policy GBNAA/JHFF)}

Suspected Sexual Conduct with Students by District Employees, Contractors, Agents, and Volunteers of the District**

Sexual conduct by district employees, contractors[1], agents[2], and volunteers[3] is prohibited and will not be tolerated. All district employees, contractors, agents, and volunteers are subject to Board policy JHFF/GBNAA – Suspected Sexual Conduct with Students and Reporting Requirements.

"Sexual conduct," means verbal or physical conduct or verbal, written or electronic communications by a school employee, a contractor, an agent, or a volunteer that involve a student and that are sexual advances or requests for sexual favors directed toward the student, or of a sexual nature that are directed toward the student or that have the effect of unreasonably interfering with a student's educational performance or of creating an intimidating or hostile educational environment. "Sexual conduct" does not include touching or other physical contact that is necessitated by the nature of the school employee's job duties or by the services required to be provided by the contractor, agent or volunteer, and for which there is no sexual intent; verbal, written or electronic communications that are provided as part of an education program that meets state educational standards or a policy approved by the Board; or conduct or communications described in the definition of sexual conduct herein if the school employee, contractor, agent or volunteer is also a student and the conduct or communications arise out of a consensual relationship between students, do not create an intimidating or hostile educational environment and are not prohibited by law, any policies of the district or any applicable employment agreements.

"Student" means any person who is in any grade from prekindergarten through grade 12 or 21 years of age or younger and receiving educational or related services from the district that is not a post-secondary institution of education, or who was previously known as a student by the person engaging in sexual conduct and who left school or graduated from high school within one calendar year prior to the sexual conduct.

The district will post in each school building the name and contact information of the designated {[4]}[licensed administrator] and [alternate licensed administrator], in the event the designated licensed administrator is the suspected perpetrator, for the respective school buildings to receive sexual conduct reports, and the procedures the designee will follow upon receipt of a report.

The designated licensed administrator to receive sexual conduct reports at Shady Cove School is Amy Isackson. In the event this person is the suspected perpetrator, the Director of Teaching and Learning, Valerie Cordle-Shehorn shall receive the report. When the administrator takes action on the report, the person who initiated the report must be notified. The district will notify, as allowed by state and federal law, the person who was subjected to the suspected sexual conduct about any actions taken by the district as a result of the report.

The district shall make available each school year the training described below to volunteers and parents of students attending district-operated schools.

1. Prevention and identification of sexual conduct;

2. Obligations of district employees under ORS 339.388 and 419B.005 – 419B.050 and under adopted board policies to report suspected sexual conduct; and
3. Appropriate electronic communications with students.

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[1] "Contractor" means a person providing services to the district under a contract in a manner that requires the person to have direct, unsupervised contact with students.

[2] "Agent" means a person acting as an agent for the district in a manner that requires the person to have direct, unsupervised contact with students.

[3] "Volunteer" means a person acting as a volunteer for the district in a manner that requires the person to have direct, unsupervised contact with students.

{[4] ORS 339.372 requires the district to post the names and contact information of the persons, i.e., a licensed administrator and an alternate licensed administrator, in the event the designated licensed administrator is the alleged perpetrator, who are designated to receive reports of sexual conduct for a school building in the respective school building. A licensed administrator is a person employed as an administrator by the district and holds an administrative license issued by TSPC or may be a person that does not hold an administrative license issued by TSPC if the district does not require the administrator to be licensed by TSPC.}

Refer to School Board Policy JHFF/GBNAA

Student Acceptable Use of Technology



Electronic information resources are available to qualifying students in District 9. These resources include the use of the computer and access to the Local Area Network and Internet services. Our Internet System is being filtered by a proxy server. Student use of the Internet is monitored. Students who abuse acceptable use, which includes, but is not limited to: copyrighted material, threatening or obscene material, pornography, gambling, chat rooms and inappropriate language will be subject to discipline.

To qualify for electronic information resource services, students must be willing to abide by the rules of acceptable use.

Acceptable use means that District 9 students will promise to use the computer and those special learning tools and programs, such as the Internet, with respect. Acceptable use means promising to abide by the school and district rules as outlined here and as will be taught to students by teachers and computer specialists at school. The use of these electronic teaching and learning tools are designed to support your child's education. If rules are broken, a student may lose his/her privilege in using the computer and the Internet.

When using the computer to write, send or to receive messages or information, always use kind and proper language and abide by the rules of friendliness. Treat others and equipment with respect. Anything written or received, using electronic machines may be viewed by others with or without their knowledge. Abuse or vandalism of the equipment will not be tolerated. Show respect for property, others and self. The computer and electronic resources belong to the school district. Do not do things on the computer that would be against the rules, the law, or may be looked upon as dishonest. Use the computer and the Internet for appropriate educational purposes only.



Eagle Point School District has provided iPads to all students for educational purposes. We highly encourage parents to participate in their child's learning by using the iPad in the home as well. An Acceptable Use Policy (AUP) is read and signed by all parents/guardians and students each year to indicate understanding of, and agreement with, the policies associated with the

use of the iPads. We ask that students and parents/guardians do not share the device with anyone else who has not read and signed the AUP.

Students or volunteers may report cyber bullying anonymously. Remedial action shall not be based solely on an anonymous report.

It is advised that students not tell or show others any personal or family information over the Internet, such as: home address, phone numbers, passwords, personal photos when used with names, or Social Security numbers. Keep personal and electronic information, including your username and password, private.

A link to our website with more information can be accessed here.

Student Insurance

The School District does not provide accident insurance for students. The District shall not be responsible for costs of treating injuries or assume liability for any costs associated with an injury. However, the School Board has recognized an economical student accident insurance package from Meyers-Stevens & Toohey & Company called a "MID Plan." Parents are responsible for paying premiums—if coverage is desired. More information about student accident insurance is available with registration/orientation materials.

Restraint or Seclusion

The district has developed a policy and administrative regulation to define the circumstances that must exist and the requirements that must be met prior to, during, and after the use of restraint or seclusion as an intervention with district students (see Board Policy JGAB – Use of Restraint or Seclusion and the accompanying administrative regulation)

If restraint or seclusion continues for more than 30 minutes the student must be provided with adequate access to bathroom and water every 30 minutes. If restraint or seclusion continues for more than 30 minutes, every 15 minutes after the first 30 minutes, an administrator for the district must provide written authorization for the continuation of the restraint or seclusion, including providing documentation for the reason the restraint or seclusion must be continued. If restraint or seclusion continues for more than 30 minutes, school staff will attempt to immediately notify parents or guardians verbally or electronically.

Following an incident involving the use of restraint or seclusion, school staff will provide parents or guardians of the student the following:

1. Verbal or electronic notice of the incident by the end of the school day when the incident occurred.
2. Written documentation of the incident within 24 hours that provides:

    a. A description of the restraint or seclusion including:
        (1) The date of the restraint or seclusion;
        (2) The times the restraint or seclusion began and ended; and
        (3) The location of the incident.

b. A description of the student's activity that prompted the use of restraint or seclusion;

c. The efforts used to de-escalate the situation and the alternatives to restraint or seclusion that were attempted;

d. The names of staff of the public charter school who administered the restraint or seclusion;

e. A description of the training status of the staff of the public charter school who administered the restraint or seclusion, including any information that may need to be provided to the parent or guardian; and

f. Timely notification of a debriefing meeting to be held and of the parent's or guardian's right to attend the meeting.

3. If the restraint or seclusion was administered by a person without training, the administrator will ensure written notice is issued to the parent or guardian of the student that includes the lack of training, and the reason why a person without training administered the restraint or seclusion. The administrator will ensure written notice of the same to the superintendent.

An administrator will be notified as soon as practicable whenever restraint or seclusion has been used.

A district Restraint and/or Seclusion Incident Report Form must be completed and copies provided to those attending the debriefing meeting for review and comment.

A documented debriefing meeting must be held within two school days after the use of restraint or seclusion;. The parent or guardian of the student must be invited to attend the meeting[1], and the meeting will include staff members involved in the intervention and any other appropriate personnel. The debriefing team shall include an administrator. At the debriefing meeting, the district shall review, in its entirety, any audio or video recording preserved as a record of the incident involving restraint or seclusion in accordance with law. Written notes shall be taken and a copy of the written notes shall be provided to the parent or guardian of the student. The parent or guardian has the right to request another meeting in the event they were unable to attend the debriefing meeting scheduled to be held within two school days of the incident.

If serious bodily injury or death of a student occurs in relation to the use of restraint or seclusion,:

1. Oral notification of the incident must be provided immediately to a parent or guardian of the student and to the Oregon Department of Human Resources (DHS); and

2. Written notification of the incident must be provided to DHS within 24 hours of the incident.

If serious bodily injury or death of a staff member occurs in relation to the use of restraint or seclusion, written notification of the incident must be provided within 24 hours of the incident to the superintendent, to the Superintendent of Public Instruction and, if applicable, to the union representative for the affected person, if applicable.

The district shall maintain a record of each incident in which injuries or death occurs in relation to the use of restraint or seclusion.

The use of a seclusion cell is prohibited.

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[1] "Meeting" means the debriefing meeting at which the audio or video recording will be viewed. (OAR 581-021-0556(9))

Student Suicide Prevention-refer to board policy JHH

Title IA Services

The school provides services for disadvantaged learners. Parents of eligible students are encouraged to become involved in the organized, ongoing planning, review, and improvement of the school's Title IA program efforts.

Notification will be provided of meetings held to inform parents of participating students of the school's participation in and requirements of Title IA. Students or parents with questions should contact a building administrator or counselor.

For Title IA information and parent notices, please visit our webpage.

Transfer of Student

Requests that a student attend a district school other than the student's assigned school within his/her regular attendance boundary must be made by the parent/guardian and submitted electronically to the principal or designee of the school the student currently resides. Applications are available on the district website (www.eaglepnt.k12.or.us) and will be accepted from April 1 through May 31 for the following school year. Requests made after May 31 may be considered in unusual circumstances, at the principal's discretion.



Eagle Point School District 9 will not release students to attend a school in another district except under hardship status. Please visit our website (www.eaglepnt.k12.or.us) for detailed transfer information under Parents & Students.

School Board policies JECF, JECF-AR, JECB-AR, JECBB, JECBB-AR speak specifically to transfers and principals are to adhere to the guidelines described within.

Transportation of Students

A student being transported on district-provided transportation is required to comply with the Student Code of Conduct. Any student who fails to comply with the student code of conduct may be denied transportation services and shall be subject to disciplinary action.

Underage Drinking Hotline

If you see or know of underage drinking, contact the Party Dispersal Tipline; 973-7756 or 1-888-608-7632.

Visitors at School



Our classrooms are highly specialized teaching/learning environments. Parents and other visitors may visit the school after scheduling such visits with the principal or designee. Visits will not compromise the teaching and learning environment or schedule. Activities such as student testing, one-on-one tutoring and other specialized schedules or therapy generally are not appropriate times to visit. Because of the nature of our classrooms and our students, a strict protocol of confidentiality must be followed. To ensure the safety and welfare of students, that schoolwork is not disrupted, and that visitors are properly directed to the areas in which they are scheduled, all visitors must report to the school office upon entering school property. Photo ID of visitors may be requested. In the absence of photo ID, a visitor may be denied access to the district facility. The principal will approve requests to visit, as appropriate. Students will not be permitted to bring visitors to school without prior approval of the principal.Parents wishing to visit should inform the teacher/office and the reason for the visit.

1. Parents will need to check into the office first and receive a visitor's pass.
2. Parents will have opportunities to observe their child/children in the classroom.
3. Other students in the classroom will not be the focus of observation or focus of concern for a visiting parent.
4. Confidentiality will be maintained at all times, including outside the classroom and the school.
5. Parents will support the current individual learning plans which include IEP's, 504's and/or behavior plans, without alterations, while in the classrooms and throughout the school.
6. Other staff will not be addressed by visiting parents with the intent to alter any student's learning plan/ IEP, 504 and/or behavior plan.
7. The learning environment and culture of the classrooms will not be affected by visitors. If at any time the presence of a classroom visitor becomes distracting to the teaching/learning environment, the visit will need to end.
8. Parents wishing to discuss observations, questions, or concerns about their visit may make an appointment with the school administrator.
9. Visiting privileges may be suspended or terminated for any parent who is verbally abusive or inappropriate to staff or students, or whose presence causes disruption in the classroom.
10. Visits will be infrequent and of short duration, however longer observation periods may be arranged and approved by the administration on a case-by-case basis.
11. Visiting parents who have IEP, 504 and/or behavior plan questions or concerns may contact the IEP case manager and school administrator. (Office phone number 541-878-1400)

Volunteers at School

Volunteers and community partners play an important role in Eagle Point School District 9. Each day in every school, volunteers support and encourage staff and students, and take an active role in helping every student achieve. Through their contributions of time, energy, inspiration and expertise, volunteers often report they receive more than they give.



Anyone may apply to become a volunteer. Before taking part in a volunteer activity, applicants must go through the district volunteer process and be cleared. We will not be allowing visitors during school hours at this time.

If you would like to become a volunteer please apply online. Click here to go directly to the application.

The following is an outline of the procedure:

1. Anyone may apply to become a volunteer. Before taking part in a volunteer activity, applicants must complete a criminal background check.

   Per state mandate, volunteers working in schools and interacting with students must be vaccinated or have an exception. During the application process a link will be provided to upload your Vaccine Card or Exception request.

2. Once an approval email is received, let your child's teacher know of your interest to volunteer.

3. The name of each volunteer will be added to the school-wide 'volunteer pool' list that will allow each individual to volunteer in classrooms or escort/attend field trips.

4. All volunteers, including field trip volunteers must check-in at the school office to sign-in and receive a volunteer pass.

Notes:

- This background check process takes one to two weeks to complete. Please do not wait until the day before (or even a few days before) a field trip to begin the process.
- If you completed a background check form during the previous 5 years and have not moved out of Oregon, it may not be necessary to complete a new form.
- Younger siblings are not allowed to attend with the volunteer, and/or visit during instructional time, due to the potential for disruption of teaching and learning.
- Family pets are not allowed on field trips.

Visitor	Volunteer
• Sign in and out at the office • Wear a **VISITOR** ID name tag • Practice the professional ethics of confidentiality (not discussing teachers, students or school affairs at any time). • MUST be under teacher supervision at ALL times • Set a good example of appearance and behavior for students. • Must pre-arrange their visit with the classroom teacher. (Teacher must communicate the visit to the Front Office.) • Are not visiting on a regular basis. (Example: class parties, child's behavior, etc...) • Supervisor Approval **NOT Allowed to:** • Work in isolation with students besides their own (They do not have a background check.) • Discipline students • Have access to materials in students' permanent record files • Diagnose student needs • Evaluate achievements • Counsel students • Discuss student progress with parents • A volunteer is never considered a substitute for a member of the school staff	• Must complete a background check through the district • Sign in and out at the office • Wear a **VOLUNTEER** ID name tag • Practice the professional ethics of confidentiality (not discussing teachers, students or school affairs at any time). • Able to work and interact with students, as monitored and following the directions of the teacher • Able to support and supplement the classroom program • Set a good example of appearance and behavior for students. • Supervisor Approval **NOT Allowed to:** • Discipline students • Have access to materials in students' permanent record files • Diagnose student needs • Evaluate achievements • Counsel students • Discuss student progress with parents • A volunteer is never considered a substitute for a member of the school staff

See Board Policy: KK-Visitors and IICC-Volunteers

Eagle Point School District 9 Directory

District Administration

Jim Helman, School District #9 Superintendent	541-830-6563
Valerie Cordle-Shehorn, Director Teaching and Learning/SPED/Elementary Education	541-830-6565
Amy Isackson, Federal Programs Coordinator	541-830-6578
Jennifer Patterson-Durham, Director of Human Resources	541-830-6557
Gwen Swearingen, Business Manager	541-830-6559

District Support Services

Sherry Becker, SpEd Coordinator	541-830-6196
Dean MacInnis, Communications and Public Relations Supervisor	541-830-6577
Amanda Jones, Sodexo Food Service Director	541-830-6553
John Harding, Maintenance Supervisor	541-830-1240
Ethan Kennelly, Building Services Supervisor	541-830-6372
Robert Allen, Technology Supervisor	541-830-6579
Lindsey Bivens, Transportation Supervisor	541-830-1245

Eagle Point School District 9 School Board

Emily McIntire	mcintiree@eaglepnt.k12.or.us
Randy Wolf	wolfr@eaglepnt.k12.or.us
Matt Stone	stonem@eaglepnt.k12.or.us
Josh Graves	gravesj@eaglepnt.k12.or.us
Chery Stritenberg	stritenbergc@eaglepnt.k12.or.us

School Board "Regular Meeting" Schedule

Eagle Point School District 9 Board meetings begin at 6:00 pm PM at the Admin Board Room located at 11 N Royal, Eagle Point on the third Wednesday of each month. Please refer to www.eaglepnt.k12.or.us for more details.