Rainier High School



“Home of the Mountaineers”

Rainier High School

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www.highschool.rainier.education

We developed this handbook to inform you of rules and procedures at our school. Knowing our procedures and expectations will help you succeed at Rainier High School. Please review this handbook. If you have questions, please ask your teachers, counselor or principals.

Administration

Principal	John Beckman beckmanj@rainier.wednet.edu
Assistant Principal	Kristin Robinson robinsonk@rainier.wednet.edu
Athletic Director	Rob Henry henryr@rainier.wednet.edu
CTE Director/ASB Advisor	Sandra Rossmaier rossmaiers@rainier.wednet.edu
Counselor	Mike McGuire mcguirem@rainier.wednet.edu
Registrar	Kasey Yanusevich yanusevichk@rainier.wednet.edu
Attendance/Athletic Secretary	Beth Greenwood greenwoodb@rainier.wednet.edu
ASB Secretary	Katie Bartell bartellk@rainier.wednet.edu

Rainier High School Staff

Teacher	Department	Email
Michele Baker	Health/Foods	bakerm@
Karissa Beckman	Math/Dual Credit	beckmank@
Jeffery Burgess	Shop	burgessj@
Ashley Caldwell	English	caldwella@
Bridget Chatman	Spanish	chatmanb@
Adam Cornwall	Band	cornwalla@
Sam Dickerson	Science	dickersons@
Josh Frunz	Science/P.E.	frunzj@
Kelli Garner	Art	garnerk@
Eric Grizzle	English/Dual Credit	grizzlee@
Rob Henry	History/Dual Credit	henryr@
Angie Karnes	Agriculture	karnesa@
Michelle Mays	History	maysm@
Alyx Millward	Special Education	millwarda@
Laura Morrison	Math	morrisonl@
Sandra Rossmaier	Business Education	rossmaiers@
Reid Vasek	Math	vasekr@
Jessica Von Wendel	Teacher Librarian	vonwendelj@

*All email addresses end with **rainier.wednet.edu** after the teacher's name as listed above

Goals and Mission

- ✓ Assisting students to reach their full potential
- ✓ Preparing students for life-long learning
- ✓ Producing active, contributing members to society
- ✓ Providing high standards for achieving academic excellence

2026-2027 Rainier High School ASB Officers

President	Ryleigh Cruse
Vice President	Alexis Myers
Secretary	Allyson Baker
Treasurer	Ruby King
Asst. Treasurer	Kaysen Bravo
Sgt. of Arms	Robert Shaw
Student Representative	Komaire Robles-Foley
Advisor	Sandra Rossmaier

Class Advisors

Senior Class	Mr. Henry-Meets in room #447
Junior Class	Ms. Millward-Meets in room #228
Sophomore Class	Mr. Grizzle-Meets in the Commons
Freshman Class	Mrs. Baker-Meets in room #236

Rainier High School ASB Activities/Clubs

You are encouraged to take part in the Activity Program at Rainier High School. It is a great way to meet new friends and have fun!

Cheerleaders – Any boy or girl in grades 9-12 can try out for the cheer squad. This group supports our athletic teams and builds school spirit and pride. Tryouts take place in the spring for the upcoming school year. Advisor is Coach Katie.
Creative Writing Club – This is designed for students who enjoy writing. Advisor is Mr. Grizzle
DJ Club – Our primary goal is to organize, promote and provide music for out school dances and activities by creating a strong music culture. Advisor Mr. Cornwall
FBLA (Future Business Leaders of America) – This is a co-curricular club with business and marketing ties. It is required for

Entrepreneurship. Advisor is Mrs. Rossmaier – meetings second Tuesday of the month at lunch

FCA (Fellowship of Christian Athletes) – Group Christian athletes who meet to learn and share. Meetings on Wednesdays before school at 7:30am.

FFA (Future Farmers of America) – Members are offered a variety of leadership and fun activities throughout the school year. Open to students enrolled in an Agriculture course. Advisor is Ms. Karnes – meetings on Tuesdays at lunch

Interact Club – Show your generosity by participating in community service orientated activities. This organization is sponsored by Rotary Club. Advisor is Mrs. Baker – meetings on Wednesdays at lunch.

Knowledge Bowl – Members compete in an academic competition against other schools.

National Honor Society – This organization is nationally chartered. It is a community service organization that recognizes students who have achieved a high GPA and demonstrated good citizenship. Students must apply for admission in the spring. Advisor is Ms. Dickerson – meetings on first Friday of the month at lunch

Pep Band – Support your teams by participating in Pep Band at football and basketball games. Students are encouraged to take part in this program. Advisor is Mr. Cornwall

Robotics Club – Participate in Robotics competition each year. Our season is September to January and our meets are on Tuesday and Thursday from 3-5pm. Come and be the next great innovator with the RHS Robotics Team! Advisor is Mr. Cornwall

Spanish Club – Come learn about different cultures and have fun getting to know other students in many different activities. Open to students who have taken a Spanish course. Advisor is Mrs. Chatman – meetings on Thursdays at lunch.

Weight Lifting Club – Focus on physical and mental toughness of members through intense training, family like environment and grueling competition. Advisor is Coach Bartell

Skills USA – A technology based club with ties to Industrial Technology. Advisor is Mr. Burgess – meeting on Monday's at lunch.

Athletics

Rainier High School offers a diverse athletic program open to all students. Students are encouraged to become involved. Rainier is a member of the Southwest Washington 2B Athletic Conference.

Fall Sports	
Football	Coach Andy Bartell
Volleyball	Coach Carrie Ooms
Cross Country (Boys)	Coach Rob Henry
Cross Country (Girls)	Coach Karissa Beckman

Winter Sports	
Boys Basketball	Coach Ben Sheaffer
Girls Basketball	Coach Jordan Hunt
Boys Wrestling	Coach Chris Holterman
Girls Wrestling	Coach Billy Swann

Spring Sports	
Fastpitch	Coach Katie Qualls
Baseball	Coach Justin Gurnsey
Track (Boys)	Coach Rob Henry
Track (Girls)	Coach Josh Frunz
Golf	Coach Andy Bartell

Fees – Activity cards are sold annually by the ASB in order to assist in financing the student activities. These cards admit the holder to all athletic events and activities at free or reduced costs; excluding post-season play. ASB cards are required for all athletes, activity club members and ASB officers. In order to vote in all class elections, students must hold an ASB card.

ASB card cost	$50
Combination lock cost	$10
Course fee	Per Teacher

Section 1 – General Information

ACADEMICS

Students are expected to manage their homework responsibilities and stay organized with tasks and due dates. Students and teachers can utilize a variety of tools such as Google Calendar, Google Classroom, email, and teacher websites.

Policy No. 2422

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

Homework may be assigned for one or more of the following purposes:

A. Practice – to help students to master specific skills which have been presented in class;
B. Preparation – to help students gain the maximum benefits from future lessons;
C. Extension – to provide students with opportunities to transfer specific skills or concepts to new situations; and
D. Creativity – to require students to integrate many skills and concepts in order to produce original responses.

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

Late Work:

Students are expected to turn in assignments and homework on time. The acceptance of late work will be at the discretion of the

classroom teacher. Expectations and classroom policy will be communicated to students during the first week of class.

Make-up Work:

- The student shall be permitted to make up missed assignments due to excused absences outside of class under reasonable conditions and time limits established by the appropriate teacher. There may be in-class participation activities that students cannot make-up. In these extenuating situations, the student's grade may be affected because of the inability to make-up in-class activities. Students will communicate with teachers about a plan for completing missed work.
- A student is allowed two make-up days for each day of excused absences. It is the student's responsibility to contact the teacher during an appropriate time to ask for make-up assignments and to discuss a plan for completion of missed assignments.
- Parents may request homework for extended absences of three or more days through the pre-arranged absences process.

ARTIFICIAL INTELLIGENCE AND ACADEMIC INTEGRITY

Technology should support learning—not replace it. Artificial Intelligence (AI) tools are becoming part of education, and we want students and families to know how they may be used safely, fairly, and responsibly.

AI is a tool that can generate text, images, and ideas. Examples include **chatbots, writing helpers, and image generators**. AI is not perfect—it can make mistakes, show bias, or give incomplete information. That's why human thinking always comes first and last.

We follow Washington State's **human-centered AI guidance**, encouraging equitable, safe, and meaningful AI use in K–12

education—but through a lens that keeps students, families, and educators firmly in the driver's seat (OSPI, GovTech).

1. Philosophy & What AI Is Not

- **AI is a tool, not a replacement.** School always begins and ends with human questions, thinking, reflection, and learning—not AI alone (OSPI).
- **Human-Centered AI = "H-AI-H":** Always start with human inquiry, use AI to assist, and finish with human reflection and empowerment (OSPI).

2. Purposeful & Safe Use

- **Use AI intentionally.** Let it assist with tasks like generating ideas, drafting, or explaining concepts—not to do your work entirely. Always check AI outputs yourself (OSPI).
- **Be aware of biases.** AI may reflect unfair or inaccurate ideas. Use it critically and question what it shows you (OSPI).
- **Respect privacy and data safety.** Don't share personal or sensitive information when using AI tools, and follow school district privacy policies (OSPI).

3. Academic Integrity & Ethical Use

- **Always credit AI contributions.** If you use AI-generated ideas or text, let your teacher know and cite it appropriately (OSPI).
- **Original thinking matters.** Avoid passing off AI work as your own—this is considered plagiarism (OSPI) and is subject to disciplinary action.

4. Student Agency & Control

- **You have a choice.** You can choose whether or not to use AI in your work.
- **Use tools thoughtfully.** Co-create, or ask your teacher for information about how to use AI for an allowed task.

5. Family Engagement & Support

- **Learn together.** Families are encouraged to explore AI tools alongside students to spark discussion on how they're used and why.

- **Talk about safe use.** Discuss expectations around what's okay to ask AI, how to cite it, and where AI should not be used (e.g., personal identity, sensitive tasks).

Contact school for help. If anything AI-related makes you uneasy or seems unclear (like deep fake content or privacy concerns), talk to a teacher or school leader.

BUS BEHAVIOR

Students at Rainier High School will follow all bus behavior expectations. Bus drivers will annually review those expectations. Failure to abide by the expectations will result in progressive discipline that may include removal from the bus.

BACKPACKS

Backpacks are allowed at school for the purpose of carrying academic or athletic materials. Backpacks can be searched at any time by a school administrator.

BIKES & BOARDS

Bicycles may not be ridden on school grounds. Students must secure them in the bike rack during school hours. The school assumes no responsibility for loss or damage to bicycles. The law requires that bicycle helmets be worn at all times. Skateboards, longboards, rollerblades and roller-skates are not to be used on school grounds; if brought to school, they need to be checked in at the office and cannot be stored in lockers.

CHEATING/PLAGIARISM

High school students are expected to maintain a high level of academic honesty. Cheating and plagiarism are not acceptable as they interfere with the students' academic and personal growth.

- **Fabricating** is fake quotations, faking "facts," reporting things that did not happen is not only reprehensible; it could be actionable in court. All work must be your own original work. Understand that you must credit the source if you use the ideas, words or information.

- **Plagiarizing**, as defined by Webster, is "to steal and pass off as one's own the ideas or words of another." It is unethical and – in cases involving creative work – usually illegal. One of the worst mistakes a student may commit is to plagiarize from a creative professional – to steal his words, thoughts or story outline and print it as his own.
- **Cheating** is using resources prohibited by the teacher on assignments or testes. Providing answers to someone during a test or allowing someone to copy your work is also considered cheating. Any student caught cheating by giving or receiving prohibited information on an assignment or examination may be given no credit for the work and may face further discipline.

CUSTODY ISSUES

The courts must handle custody disputes.

- The school has no legal jurisdiction to refuse a biological parent access to their child and/or school records. The only exception is when signed restraining orders or proper divorce papers, specifically stating visitation limitations, are on file in the school office.
- Any student release situation, which leaves the student's welfare in question, will be handled at the discretion of the administrator. Should any such situation become a disruption to the school, the police department will be contacted and an officer will be requested to intervene.
- Parents are asked to make every attempt not to involve the school in custody issues. The school will make every attempt to reach the custodial parent when a parent or any other person not listed on the emergency form attempts to pick up a child.
- The school will not be responsible for monitoring custody schedules. Those requests should be made to the school by the parent and supported with the proper legal documents.

DANCES

Dances will take place periodically throughout the year. Dances will end at 10:00pm. The doors will be closed an hour after the doors open. Any student leaving the dance will not be allowed to return. There will be 1 guest allowed per student. Guests must be a high school student in good standings at their high school. **Guests who do not attend high school will not be allowed without prior approval. Guest passes must be submitted one week prior to the dance. Guest must arrive and depart with RHS student.** Homeschooled or online school students living in Rainier High School Boundaries must be approved by Rainier High School before attending the event.

DISPLAY OF AFFECTION

Students are to display appropriate conduct at school and school-sponsored events at all times. Excessive displays of affect are not permitted. Excessive display of affection may include kissing, hugging, and other close bodily contact.

DRESS CODE

Students dress must not disrupt the functioning of the school or classroom environment. Students shall not wear clothing or accessories that pose a risk of safety to the students or others. Therefore, students will wear appropriate clothing at school and school-sponsored activities. Please review the guidelines below:

Your head:

- ✓ **No face paint or costume masks allowed.**
- ✓ **Bandana must be removed while in building.**
- ✓ **Sunglasses are not permitted.**
- ✓ **Hoods must be removed while in the school building. Hats must be removed while in the school building.**

Your torso:

- ✓ **No strapless tank tops or tops with straps less than one-inch in width.**
- ✓ **No bare midriff clothing. This includes crop tops, cutouts and holes.**

- ✓ **Cut shirts are prohibited.**

Your legs:

- ✓ **Pants must be secured at the waist. Pants are not to be exposing shorts, boxers or underwear.**
- ✓ **Shorts, skirts, and dresses must be an appropriate length. No shorter than 5" above the knee.**

Your feet:

- ✓ **For safety reasons all students must wear shoes at all times. No slippers.**

IMPORTANT DRESS CODE GUIDELINES:

- **Clothing that has a vulgar, unsafe or offensive messaging, sexual connotation, references/images that use weapons, or gang affiliation will not be permitted.**
- **Clothing with alcohol, vaping, tobacco, drugs or related paraphernalia reference/images will not be permitted.**
- **Accessories that cause any disruption or pose a safety risk are not permitted. Such as dog collars, chokers and sharp objects.**
- **No undergarments should be showing at any time.**
- **Blankets are not to be at school.**
- **Hoods are not to be worn at any time while in school facilities.**
- **Costumes are only allowed on specific dates.**

ELECTRONIC EQUIPMENT & VALUABLES

RSD takes no responsibility for damage or theft to electronic equipment brought to school. Students shall leave these items at home unless previous arrangements have been made for educational purposes. The school is not liable for the loss or theft of valuables. Students are encouraged not to bring valuables or large sums of money to school at any time. Valuables should not be stored in hall lockers or PE lockers.

FINES

Fines will be charged when a student loses or damages school equipment, property or materials. Unpaid fines and fees can result

in limited access to educational records such as transcripts, report cards and diplomas. Please pay your fines and fees in a timely manner by working with the front office of your school.

SCHOOL COUNSELING SERVICES

The school counselor assists students via various methods including classroom instruction, group work and individual meetings. School counselors can help students with a variety of concerns such as academic course planning, post high school planning, on time graduation, schedule changes, social and emotional concerns, college planning, career planning and scholarship applications. The counseling office is located downstairs in the high school across the hall from the staff room and is open during school hours. **Classroom teachers must give students permission to go to the counseling center during class time unless called by the counselor.**

GRADUATION REQUIREMENTS

All RHS classes and other graduation requirements required for graduation must be completed by the last day of senior finals in order to participate in graduation ceremonies. Courses taken outside of RHS must be completed and documentation must be provided by the student to the registrar's office by June 1st. Verification of passing grades for running start and skills center must be provided to the registrar's office by the last day of senior finals. Seniors must be in good standings to participate in the senior trip and all fines must be paid prior to the trip.

HALLWAYS & OUTDOOR SPACES

Hallways, parking lot, and all outdoor spaces on school property are an extension of the learning environment and all school rules and expectations apply to these spaces.

CELL PHONES

Cell phones are expected to be off and stored away during all instruction time. Students failing to comply with a classroom policy regarding cell phones will be subject for further disciplinary action. Please work with your classroom teachers and school administration if your child has/requires a Medical Section 504 plan or an IEP due to an emergent medical condition that requires the use of an electronic device.

IMPORTANT CELL PHONE GUIDELINES:

- **Using phones or other recording devices to take pictures or videos in a classroom is absolutely prohibited without prior approval from that classroom teacher.**
- **Using cell phones or other recording devices to take pictures or videos without permission of school staff is prohibited.**
- **Using cell phones or other recording devices to take pictures or videos of students while at school or school events is prohibited.**
- **Students may use phones during lunch, but must refrain from taking photos or videos at all times.**

PHOTOGRAPHY & VIDEOING

For the safety and privacy of RHS students and staff, videoing, photography, and voice capturing is prohibited while at school, school events or on school property. This includes audio, video, digital recordings, or photographic images including but not limited to all artificial intelligent devices. Participating will result in disciplinary actions. This includes videoing, photographing or voice capturing of students or staff with permission. Storing, sharing, or publishing is not permitted. In extreme cases, referral to law enforcement may be necessary. More information please reference WAC 478-121-165.

CLOSED CAMPUS AND SCHOOL HOURS

School hours are from 8:25am to 3:00pm. The building is open to students from 8:00am to 3:15pm unless the student is involved in a supervised before or after school activity.

RHS is a closed campus. Once students come on campus by walking, being dropped off by parent or riding the bus, they must stay on campus until the end of the school day unless excused through the office. Students will not be excused to leave campus at lunch to get food from a store or food establishment. Parents must be present to check out their students at lunchtime. Students leaving campus without being excused from the office will receive a disciplinary infraction per school policy. If a school activity starts after school, students must leave campus and come back at the starting time of the activity unless supervised by an adult. RHS will not allow school-aged visitors or students from other schools during school hours.

INJURY & ILLNESS AT SCHOOL

If you become injured or ill while at school, ask your teacher to report to the office. The office staff will evaluate your condition and determine appropriate action. All accidents or injuries should be reported to the teacher in charge immediately.

LOCKER

Lockers are open to students at the discretion of school administration. Lockers are the property of RSD and may be inspected at any time by designated personnel. Students are expected to treat lockers with care. They are to be kept clean and free of materials that can cause damage. No decorations should be placed on the walls around lockers unless approved by ASB (see "POSTERS" section). **No trash or expired food is the be stored in lockers.** All student belongings must be stored inside your locker, not on the hallway floor. All lockers will be assigned a lock by the school office. If you lose the lock, there is a $10 replacement fee. PE locks can be purchased in the office for $10. **All locks used in the**

building must be purchased from Rainier High School. Lockers can be searched by school administration at any time.

MEDICATION AT SCHOOL

Every effort should be made to schedule the administration of medication outside of school hours.

- The school office, under Washington State Law, cannot dispense any medication without prior physician **and** parent/guardian approval.
- Students may not carry any medications with them while at school or on a bus, unless they have prior permission to carry in place, through doctor/parent/school orders.
- A form for administering medication at the school is available in the office.

All medication to be administered requires:

- Proper label with the student's name, name of medication, dosage & time to be administered.
- Written orders (on the school form) from a licensed prescriber detailing the name of medication, dosage, time to be given, the expected duration of administration and parent signature and date.
- Medication must be brought to school by the parent/guardian in the original container appropriately labeled by the licensed prescriber for the prescription drugs or by manufacturer for non-prescription drugs.

PARKING LOT

In keeping with the school board policy governing the use of cars by students during school hours, the following regulations have been adopted.

1. Students must possess a valid driver's license and proof of insurance in order to drive a motorized vehicle on any RSD campus.
2. If cars are parked in a fire or handicap zone, they will be towed at owner's expense. Students are not to block the entrances or exits of the parking lots, driveways or loading zones.

3. There is to be no student parking in reserved parking areas or visitor parking spaces. There will be no warnings for students parking in reserved areas.
4. In cooperation with the City of Rainier there is to be NO STUDENT PARKING along the streets bordering Rainier High School.
5. When parking in designated student parking areas, students are to follow proper parking procedures. These include parking between lines, pulling into parking spaces and occupying only one parking space. The owner of the vehicle will be responsible for all charges that may be incurred in the towing and impounding process.
6. Speed limits are 20 mph in a school zone and 10 mph in parking lots.
7. Students are not permitted to ride in the back of trucks while on school property for safety reasons.
8. Students may not go to the parking lot during the school day, during lunch or at passing time. If it is necessary to go to your car during these times, you must have permission from the office.
9. School rules, including dress code, weapons, harassment/intimidation/bullying apply while on school grounds.

POSTERS & HALLWAY DÉCOR

All posters need to be cleared with the ASB advisor prior to hanging in the school building. Use of paint and/or glitter is prohibited. This includes the exterior of lockers and the space around lockers.

SNOW DAYS

Consult the District website, radio or television after 6am for school cancellations or delays. Parents are highly encouraged to sign up for district alerts and follow school district social media pages for the most up to date information. School information will be reported via the School Messenger system and the local media outlets.

STUDENT AWARDS & RECOGNITION

At RHS, we believe students should be recognized for outstanding behavior, excellent grades, student growth, regular attendance and participation in school athletics and activities.

Students who earn a grade point average of 3.0 GPA on their semester report cards will be members of the honor roll and will receive recognition. Students who earn a 4.0 GPA will earn assignment of the "Principal's list".

At the completion of each semester, each teacher will give classroom and subject achievement awards.

TELEPHONE USE

In case of emergency, students may use the phone in the office. Message for students will be taken from guardians or emergency contacts only and will be delivered to students during the next passing time.

VENDING MACHINES

Students should not be using the vending machine during class time. Students can access the vending machine before or after school and during lunch. Using a vending machine during passing time does not excuse a student being tardy for their next class.

VISITORS

Guardians are welcome to visit school. Please check in the office to sign in and receive a visitor pass. All others must make an appointment prior to arrivals, with the office. RHS will not allow school-aged visitors during school hours.

WITHDRAWAL FROM COURSE

Withdrawal fail (a failing grade) grades will be recorded on a student's transcript if a student withdraws from a course nine (9) days after the semester begins. Students may change classes with guardian and teacher permission during the first 4 days of the semester.

Withdrawal from school

If you are withdrawing from RHS, please follow the steps listed below:

1. Request a withdrawal form from RHS registrar.
2. Return all classroom materials and get each teacher to sign off on the withdrawal form.
3. Pay all fines and class fees, clean out locker and received sign off from the front office.
4. Return library books and library will sign off.
5. Bring the completed withdrawal form to the RHS registrar.

Section 2 – Code of Conduct

ASSEMBLY CONDUCT

Students must follow all school rules and expectations during assemblies. School discipline policy will apply to students not able to fulfill these expectations.

Students shall also:

- Show a positive attitude at all times.
- Sit in your assigned area.
- Give your full attention to the speaker or presenter.
- Enter and exit in a safe and orderly way, as directed.
- Cell phones must be put away for assemblies.
- Photographs and/or recordings of assemblies are prohibited.
- All visitors/guests must have prior Principal approval to attend assembly.

COMMONS & LUNCHTIME CONDUCT

- Show a positive attitude at all times.
- Report to designated lunch areas.
- Socialize quietly with those sitting near you.
- Clean up the table and floor when you are finished.
- Cooperate with staff and food service workers.
- Use your manners.

OUTSIDE CONDUCT

- Show a positive attitude at all times.
- Think safety – walk, don't run.
- Keep hands and feet to yourself – NO wrestling, tag or other inappropriate behavior.
- Use the garbage can for your trash.
- Cooperate with any staff member instructions.

HALLWAY CONDUCT

- Show a positive attitude at all times.
- Think safety – walk, don't run.

- Use inside voice, no screaming.
- Keep your hands and feet to yourself.
- Keep the hallway free of litter and personal belongings.

COMPUTER LAB RULES & USE PRIVILEGES

As outlined in Rainier School District Board Policy No. 2022 regarding digital network usage, prohibited practices include, but are not limited to, the following:

- Sending or displaying offensive messages or pictures.
- Using obscene language, including hate mail, cyber-bullying, harassment or discriminatory remarks.
- Using network resources for illegal activity, including gaining unauthorized access to resources or entities.
- Attempting to damage equipment or harm data on any network, including creating, uploading or propagating viruses or other malware.
- Violating copyright and other intellectual property laws.

When accessing the Rainier School District network please remember:

Cyber safety and security is the responsibility of the entire school community.

Remember:

- Access is provided for educational/professional purposes only.
- No student or staff user should have any expectation of privacy when using the district's network. The district reserves the right to disclose any electronic message to law enforcement officials or third parties as appropriate. All documents are subject to the public records disclosure laws of the State of Washington.
- Student email accounts (commercial or district) may be used for educational purposes ONLY.
- Account IDs and passwords are to be used by the account owner only. The account holder is held responsible for all account activity.

- Students shall not provide personal information or utilize social networking tools without explicit teacher permission and oversight.
- Use resources efficiently: only print as much (or as little) as is absolutely necessary for educational purposes.
- Treat district equipment (and the privilege of its use) with respect.
- If you need help or run into something unexpected, please ask for assistance.
- Don't forget to log off!

Rainier High School student email accounts

- All student Electronic Mail (email) accounts are property of the Rainier School District. The user accepts all responsibility to understand to understand these guidelines and the existing network use policy.
- Students are highly encouraged to check their school email daily.
- Running Start & New Market students shall check the online school bulletin and email daily.
- The student will be removed from the system after graduation or leaving the school district.
- The primary purpose of the Google Apps for Education service is for students to communicate with school staff and classmates, utilize resources related to school assignments and collaborate with fellow students on school activities.
- Use of Google Apps for Education service will align with the school's code of conduct and the code will be used as needed for discipline purposes. Communication through this service will exhibit common sense and civility. Students are responsible for message sent from their accounts. Students should not share their passwords.
- Messages via the district email cannot cause disruption to the school environment or normal and acceptable school operations. Occasional and reasonable personal use of the district's email is permitted, providing that this does not

interfere with the performance of the electronic mail system or disrupt the operation of the schools.

- Student will report any unusual activities such as "spam" communications, obscene email, attempts by adults to lure them into dangerous behaviors and any other concerns to the school's technology contact. Students should not forward chain letters or jokes.
- **Electronic mail sent or received within the Rainier School District system is not confidential (see above).**
- Administration reserves the right to retrieve the contents of user mailboxes for legitimate reasons, such as to find lost messages, to conduct internal investigations, to comply with investigations of wrongful acts or to recover from system failure.
- When issues arise, the school administration will deal directly with the student and/or guardians. Improper use of the system will result in discipline and possible revocation of the student's email account. Illegal activities on the system will be referred to law enforcement authorities for appropriate legal action.
- Again, it is very important that students keep his/her username and password private and do not share either with other students. **The assigned user name is graduation year followed by last name followed but first initial@rainier.wednet.edu**
  (Example: 10.doe.j@rainier.wednet.edu)
- Because Google Apps services are web based, students and parents can also access student email accounts from home and public library computers.
- Any user who violates these guidelines may be denied network access, depending on the severity of the infraction. School district and/or legal sanctions may be imposed over and above any revocation of network access.

Section 3 – Discipline Procedures

It is imperative that a safe environment exists to promote an orderly learning environment at Rainier High School. A general set of rules exists by which students are expected to follow. Students are expected to follow all reasonable requests made by adults working within Rainier High School. In all discipline cases, a student and their guardians are entitled to their due process rights as outlined in school board policy and state law.

CLASSROOM DISCIPLINE POLICY

Each teacher will have a progressive discipline policy used in their classroom. The rules and consequences will be posted in the room and each teacher will go over the procedures with the students on the first day of school and re-visit these as necessary. Students who have exhausted the steps in the classroom discipline plan will be referred to the office. Violations of classroom expectations will be communicated to guardians.

FIREARMS AND DANGEROUS WEAPONS ON SCHOOL PREMISES:

Possession of a weapon, explosive or other item capable of causing bodily harm is prohibited on school grounds. Students who possess firearms or any item resembling a weapon on district property or at school activities will be expelled. Students in possession of any object that looks like a weapon, such as a toy or "dummy" gun, air gun, knife or grenade, or any item that acts as a laser pointer, will be subject to discipline, disciplinary transfer, suspension or removal, as well as reporting to law enforcement. **"Possession of firearms on school property will result in a one-year mandatory expulsion, subject to appeal with notification to parents and law enforcement (RCW 28A.600.420)"**

Any offense: will result in an Emergency Removal, Investigation of incident and decision for removal or long-term suspension. Students and guardians are required to participate in any requirements for the students to return to school which may include a school conference or risk assessment.

DRUG & ALCOHOL DISCIPLINE POLICY

Students suspected to be under the influence or in possession of drugs or alcohol on school grounds or at school activities may be referred to law enforcement at any time and will be subject to the disciplinary action.

Exception: If the student is in possession of a substance with intent to sell or distribute, the student may be removed and referred to police on first offense.

***Students refusing to cooperate with administrators will be considered to be under the influence or in possession of drugs/alcohol.**

SELLING ITEMS & GOODS/PROFITING FROM PEERS

The sale of promotion of items while at school is prohibited unless otherwise approved by the school ASB or school principal.

DISCIPLINE POLICY UNDER THE AUTHORITY PRINCIPAL OR BUILDING ADMINISTRATOR

Severe infractions may incur additional disciplinary action in order to maintain a safe and effective learning environment. Building discipline practices is under discretion of the principal or building administrator.

Misbehavior	1st Offense	2nd Offense	3rd Offense / Long-Term
Assault / Fighting	Classroom exclusion (≤2 days); OSS (Principal discretion) Parent notification required.	OSS ≤10 days; re-engagement plan if >10 days.	If violent offense (nondiscretionary), possible long-term suspension/expulsion. Re-engagement required.

Dishonesty / Forgery (incl. plagiarism)	Corrective action (loss of credit, detention, teacher-led response).	Escalated corrective action (in-school interventions, RRR).	OSS only if egregious (rare); re-engagement required if >10 days.
Drugs / Alcohol	OSS up to 10 days. Assessment strongly recommended.	OSS ≤10 days w/ services; referral.	If distribution /intent to sell → expulsion (nondiscretionary) + police referral. Re-engagement required.
Tobacco / Vape	In-school corrective response (RRR, parent contact).	OSS ≤10 days if repeated, services referred.	Long OSS if necessary due to dangerous escalation; re-engagement meeting if >10 days.
Disrupting Learning Environment	Classroom exclusion ≤2 days or detention; services provided.	Classroom exclusion up to OSS ≤10 days w/ services.	OSS >10 days only if behavior is nondiscretionary; re-engagement required.
Food Fight	Detention, RRR, or community service.	RRR	OSS if severity/violence.
Gang-Related Activity	Warning + corrective action; parent notification. Escalate to suspension/ expulsion if threatening health/safety.	Short-term suspension or OSS ≤10 days. Escalate to suspension/ expulsion if threatening health/safety.	If threatening health/safety → long-term suspension/expulsion (nondiscretionary) re-engagement required.

Harassment / Threats / Bullying / Intimidation	Corrective/ restorative response; may include exclusion; services provided.	OSS ≤10 days; escalation depending on severity.	If threat to health/safety (nondiscretionary) → long-term suspension/expulsion. Re-engagement mandatory.
Discrimination	Corrective/ restorative response; may include exclusion; services provided.	OSS≤10 days; escalation depending on severity.	If threat to health/safety (nondiscretionary) → long-term suspension/expulsion. Re-engagement mandatory.
Inappropriate Language / Profanity	Detention or restorative correction.	1 day RRR.	3+ days RRR. OSS only for severe nondiscretionary situations.
Insubordination (defiance)	Detention, corrective action, or exclusion ≤2 days.	1–5 days RRR or OSS ≤10 days w/ services.	Long OSS only for serious nondiscretionary cases.
Lewd Conduct (Language/comments/gestures/distribution of images, exploitation)	Immediate corrective action & parent/guardian notification/RRR or in school consequences (removal of privileges)/OSS 1-5 days if severe or detrimental to others or to learning environment.	Immediate removal from the environment & parent/guardian notification/OSS (1-5 days)/Notify law enforcement if conduct appears criminal.	OSS (1-10 days) & parent/guardian notification/ Notify law enforcement if conduct appears criminal.

	Notify Law enforcement if conduct appears criminal.		
Off-Limits / Trespass	Detention, parent contact.	1–2 days RRR, mediation.	3–5 days RRR. OSS if safety concerns.
Reckless Endangerment	Detention, 1–3 days RRR.	3+ days OSS + family meeting.	3–6 days OSS + family meeting. If serious safety risk, nondiscretionary long-term possible.
Tardy / Truancy	1st/2nd = warning. 3rd = teacher contacts parents.	4th–6th = referral, lunch detention.	Further tardies = escalated interventions. OSS not used.
Theft / Stolen Property	1–5 days RRR; police referral possible.	5–10 days OSS + police notification.	11–90 days OSS or expulsion (if nondiscretionary) + police involvement. Re-engagement required.
Vandalism	1–3 days RRR + restitution. Police Referral for serious damage.	1–7 days OSS. Police Referral.	3–10 days OSS; police referral. Re-engagement if >10 days.
Violation of Electronic Use Policy & Expectations	Corrective action; Classroom exclusion if minor; OSS 1-10 days if severe or safety is a concern	OSS 1-10 days Law enforcement referral if needed	OSS 1-10 days; OSS 10+ if severe or necessary to ensure safety; Law enforcement referral

Section 4 – Attendance Procedures

Washington State Law mandates that students attend school. Attendance records become part of a student's permanent record. It is the philosophy of Rainier School District that regular attendance is essential for academic success. When a student is absent, it is impossible to gain the same degree of learning that a student would experience through group involvement in the regular class. Regular attendance also has value in the sense that it teacher personal responsibility and commitment to one's work, which establishes habits and patterns that prepare the student to become a successful adult.

Any student who misses 50% or more of their school day is considered absent. Any student that is more than 10 minutes late to one class is considered absent for that class period. All absences are considered unexcused unless it meets one of the criteria in the RSD policy for an excused absence.

Excused Absences Include:

1. Temporary illness or injury
2. Mental Health related absences
3. School related program, field trip or athletic event under the supervision of the school
4. Approved absence by school principal
5. An absence due to student being in the custody of the court or other law enforcement agency
6. Emergency, serious illness or death in the family
7. Medical and dental appointment or extended absence due to health. Documentation shall be provided to the school from a medical provider.
8. Inclement weather related absences
9. Extenuating circumstance approved by a school administrator
10. Participation in religious observations
11. School suspensions

12. College visits or job shadows approved by the school administrator
13. Any pre-arranged absence previously filed with the school (see below).

Pre-Arranged Absences:
Prearranged absences include such things as interviews with college admissions officials, interviews with employers, job shadows, special family activities, and extenuating circumstances. Students must complete the pre-arranged absence form prior to the absence for this process. See the main office for more information.

To excuse an absence:

- A guardian must call the attendance office at 360.446.2205 on the day of the absence.
- Failure to call and excuse the absence will result in an unexcused absence.
- At the time of the call the parent must state the reason for the absence.
- Please contact the attendance office regarding all absences including those that are unexcused or pre-arranged.

Tardy to class policy
A student is tardy to class if they are not seated and ready to begin class with required materials at class start time. Students arriving more than 10 minutes late will be considered absent and must have their absences excused by a parent/guardian.

Make-up work for absenteeism:
See "Academics" in section 1. It is vital that students attend school to achieve the maximum amount of academic growth. It is highly recommended that students who are absent submit classwork and homework to their teachers in advance, on the original due date, or immediately upon return from any absence when possible. This helps ensure that the student is prepared to learn new material.

Truancy will result in a zero on all classwork and homework during the truancy period unless otherwise arranged with the classroom teacher.

Possible interventions for chronic absenteeism and truancy:

- Attendance letters or phone calls
- Parent meetings with school administration
- Mandatory meeting with school administrators or counselor
- Community Truancy Board
- Family court involvement
- Additional assessment requirements such as WARNS
- A truancy court petition filed with Thurston County Courts
- The possibility of delayed academic progression or graduation

PARTICIPATION IN EXTRA-CURRICULAR ACTIVITES RELATED TO ABSENTEEISM/TRUANCY

A student **must be in attendance all day** on the day of practice/competition/activity to participate. Students who have medical appointments must clear those appointments with the principal or athletic director prior to the absence in order to participate that day.

Students who are excused from a physical education class for medical reasons by a physician or guardian are not allowed to participate in athletic practices or competitions for that day or time period.

Section 5 – Harassment, Intimidation, and Bullying (HIB)

Prohibition of Harassment, Intimidation, and Bullying (Policy 3207 & 3207P)

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

Nondiscrimination (Policy 3210 & 3210P) Sexual Harassment (Policy 3205 & 3205P)

Rainier School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. Lack of English language proficiency will not be a barrier to admission and participation in career and technical education programs.

Rainier School District will take steps to assure that lack of English language skills will not be a barrier to admission and participation in all educational programs.

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

What is discriminatory harassment?

Discriminatory harassment can include teasing and name-calling; graphic and written statements; or other conduct that may be physically threatening, harmful, or humiliating. Discriminatory harassment happens when the conduct is based on a student's

protected class and is serious enough to create a **hostile environment**. A hostile environment is created when conduct is so severe, pervasive, or persistent that it limits a student's ability to participate in, or benefit from, the school's services, activities, or opportunities.

For more detailed information, including district policies, procedures, and contact information, please visit District Policies and Procedures on District website.

Our Schools Protect Students from Harassment, Intimidation, and Bullying (HIB)

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

What is HIB?

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

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

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

How can I make a report or complaint about HIB?

Talk to any school staff member (consider starting with whoever you are most comfortable with!). You may use our

district's reporting form to share concerns about HIB (link to form) but reports about HIB can be made in writing or verbally. Your report can be made anonymously, if you are uncomfortable revealing your identity, or confidentially if you prefer it not be shared with other students involved with the report. No disciplinary action will be taken against another student based **solely** on an anonymous or confidential report.

If a staff member is notified of, observes, overhears, or otherwise witnesses HIB, they must take prompt and appropriate action to stop the HIB behavior and to prevent it from happening again. Our district also has a HIB Compliance Officer, Superintendent Bryon Bahr, 360-446-2207, that supports prevention and response to HIB.

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

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

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

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

- A summary of the results of the investigation
- A determination of whether the HIB is substantiated
- Any corrective measures or remedies needed
- Clear information about how you can appeal the decision

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

For the student designated as the "aggressor" in a complaint:
A student found to be an "aggressor" in a HIB complaint may not appeal the decision of a HIB investigation. They can, however, appeal corrective actions that result from the findings of the HIB investigation. For more information about the HIB complaint process, including important timelines, please see the district's HIB Policy 3207 and Procedure 3207P.

Our School Stands Against Discrimination

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

What is discriminatory harassment?
Discriminatory harassment can include teasing and name-calling;

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

To review the district's Nondiscrimination Policy 3210 and Procedure 3210P, visit Policies and Procedures What is sexual harassment?

What is sexual harassment?

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

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

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

To review the district's Sexual Harassment Policy 3205 and Procedure 3205P, visit Policies and Procedures

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

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

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

Concerns about discrimination:
Civil Rights Coordinator:
Kristin Robinson, MS/HS Assistant Principal, 308 2nd Street West, 360-446-2205

Concerns about sex discrimination, including sexual harassment:
Title IX Coordinator:
Kristin Robinson, MS/HS Assistant Principal, 308 2nd Street West, 360-446-2205

Concerns about disability discrimination:
Section 504 Coordinator:
John Beckman, MS/HS Principal, 308 2nd Street West, 360-446-2205

Concerns about discrimination based on gender identity:
Gender-Inclusive Schools Coordinator:
Rita Meldrum, Elementary Principal, 600 3rd Street West, 360-446-4020

To submit a written complaint, describe the conduct or incident that may be discriminatory and send it by mail, fax, email, or hand

delivery to the school principal, district superintendent, or civil rights coordinator. Submit the complaint as soon as possible for a prompt investigation, and within one year of the conduct or incident.

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

When the investigation is complete, the school district superintendent or the staff member leading the investigation will send you a written response. This response will include:
- A summary of the results of the investigation
- A determination of whether the school district failed to comply with civil rights laws
- Any corrective measures or remedies needed
- Notice about how you can appeal the decision

What are the next steps if I disagree with the outcome?
If you do not agree with the outcome of your complaint, you may appeal the decision to Superintendent Bahr and then to the Office of Superintendent of Public Instruction (OSPI). More information about this process, including important timelines, is included in the district's Nondiscrimination Procedure (3210P) and Sexual Harassment Procedure (3205P).

I already submitted an HIB complaint – what will my school do? Harassment, intimidation, or bullying (HIB) can also be discrimination if it's related to a protected class. If you give your school a written report of HIB that involves discrimination or

sexual harassment, your school will notify the Civil Rights Coordinator. The school district will investigate the complaint using both the Nondiscrimination Procedure (3210P) and the HIB Procedure (3207P) to **fully resolve your complaint.**

Who else can help with HIB or Discrimination Concerns?
Office of Superintendent of Public Instruction (OSPI)
All reports must start locally at the school or district level. However, OSPI can assist students, families, communities, and school staff with questions about state law, the HIB complaint process, and the discrimination and sexual harassment complaint processes.

OSPI School Safety Center (For questions about harassment, intimidation, and bullying)

- Website: ospi.k12.wa.us/student-success/health-safety/school-safety-center
- Email: schoolsafety@k12.wa.us
- Phone: 360-725-6068

OSPI Equity and Civil Rights Office (For questions about discrimination and sexual harassment)

- Website: https://ospi.k12.wa.us/policy-funding/equity-and-civil-rights
- Email: equity@k12.wa.us%20
- Phone: 360-725-6162

Washington State Governor's Office of the Education Ombuds (OEO)
The Washington State Governor's Office of the Education Ombuds works with families, communities, and schools to address problems together so every student can fully participate and thrive in Washington's K12 public schools. OEO provides informal conflict resolution tools, coaching, facilitation, and training about family, community engagement, and systems advocacy.

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

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

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

Our School is Gender-Inclusive

In Washington, all students have the right to be treated consistent with their gender identity at school. Our school will:
● Address students by their requested name and pronouns, with or without a legal name change
● Change a student's gender designation and have their gender accurately reflected in school records
● Allow students to use restrooms and locker rooms that align with their gender identity
● Allow students to participate in sports, physical education courses, field trips, and overnight trips in accordance with their gender identity
● Keep health and education information confidential and private
● Allow students to wear clothing that reflects their gender identity and apply dress codes without regard to a student's gender or perceived gender
● Protect students from teasing, bullying, or harassment based on their gender or gender identity

To review the district's Gender-Inclusive Schools Policy 3211 and Procedure 3211P, visit Policies and Procedures. If you have questions or concerns, please contact the Gender-Inclusive Schools Coordinator: Rita Meldrum, Elementary Principal, 360-446-4020

For concerns about discrimination or discriminatory harassment based on gender identity or gender expression, please see the information above.