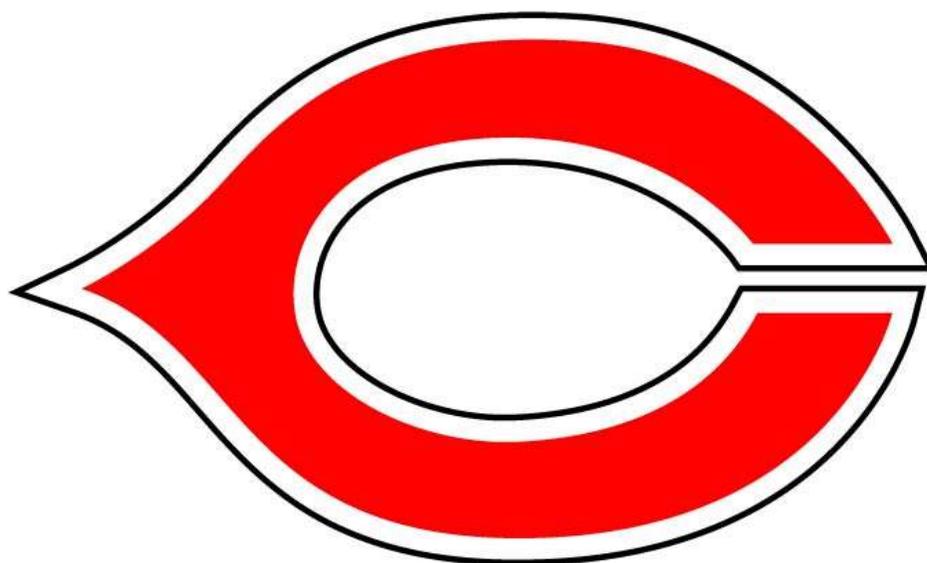


Columbia High School

Student Handbook

Rules and Procedures

2019-2020



COLUMBIA HIGH SCHOOL

VISION STATEMENT

Empowering innovative, resilient, and compassionate citizens ready to engage life's challenges

MISSION STATEMENT

Columbia High School provides a stimulating learning environment where students of all ability levels thrive academically and socially and are well equipped to meet the expectations of education, work, and life.

NONDISCRIMINATION ANNOUNCEMENT

The White Salmon Valley 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, gender identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employee(s) has been designated to handle questions and complaints of alleged discrimination:

Civil Rights Coordinator	Title IX Officer	504 Coordinator
Jerry Lewis jerry.lewis@whitesalmonschool.s.org White Salmon Valley School District 171 NW Washington St. White Salmon, WA, 98672 (509) 493-1500	Kristyn Bryan kristyn.bryan@whitesalmonschool.s.org White Salmon Valley School District 171 NW Washington St. White Salmon, WA, 98672 (509) 493-1500	Haley Ortega haley.ortega@whitesalmonschool.s.org Henkle Middle School 480 NW Loop Road White Salmon, WA, 98672 (509) 493-1502

You can report discrimination and discriminatory harassment to any school staff member or to the district's Civil Rights Coordinator, listed above. You also have the right to file a complaint (see below). For a copy of your district's nondiscrimination policy and procedure, contact your school or district office or view it online here:

<http://www.wsvsd.org/?DivisionID=11579&DepartmentID=11805&SubDepartmentID=5258&ToggleSideNav=ShowAll>

STUDENT RIGHTS AND RESPONSIBILITIES (RIGHTS)

No student shall be unlawfully denied an educational opportunity or be discriminated against because of national origin, race, religion, economic status, sex, pregnancy, marital status, previous arrest, previous incarceration, or a physical, mental or sensory handicap. All students have the constitutional right to freedom of speech and press, to peacefully assemble and to petition the government and its representatives regarding grievances, to exercise their religious beliefs and to have their school free from sectarian control or influence, all subject to reasonable limitations of time, place and manner of exercising such rights, as defined by Washington Administrative Codes (WACs).

All students have the constitutional right to be secure in their persons, papers, and effects against unreasonable searches and seizures.

All students have the right to be free from unlawful interference in their pursuit of an education while in the custody of the school district. No student shall be deprived of the right to an equal educational opportunity in whole or in part by a school district without due process of law. Restorative practices valuing empathy, respect, honesty, acceptance, responsibility, and accountability may be used to provide ways to: effectively address behavior, support a safe learning environment, and offer alternatives to suspension and expulsion.

STUDENT RIGHTS AND RESPONSIBILITIES (RESPONSIBILITIES)

Respect the law and the rights of others. In school, students shall respect the rights of others so that he/she does not interfere with the education of others. Students who involve themselves in criminal acts on school property, or at school-related events, or who disrupt the educational process are liable to prosecution under the law and/or disciplinary action by the school.

Students are expected to conduct themselves as responsible members of the school community. This includes obeying all laws and complying with all policies, rules and regulations of the school and school district. In addition, students are expected to safeguard the property of the school. It is also the student's responsibility to safeguard and care for their own property.

All students shall pursue the required course of studies, and shall submit to the authority of their teachers, and be subject to such disciplinary action as the local school officials shall determine. Students are to develop skills, competencies, and attitudes that are fundamental to an individual's achievement as a responsible, contributing citizen.

SCHOOL RULES AND REGULATIONS

ACADEMIC DISHONESTY

Academic dishonesty, which includes plagiarism and cheating, undermines the school's mission and the student's educational process. Plagiarism is willfully copying another's work or ideas and taking credit as own (e.g., student papers, tests, published work, etc.). Cheating includes falsifying records or documents, providing one's own work that may be copied by another, or disclosing exam questions and/or answers. Students found to have engaged in academic dishonesty at CHS will receive the following consequences:

- First documented offense in the class may result in loss of credit for the assignment
- Second documented offense will result in progressive discipline as appropriate

ACADEMIC ELIGIBILITY FOR SPORTS

Grades will be monitored at each grading period. In order to maintain athletic and activity eligibility the student shall have passing grades in their current courses at each grading period and be on track to graduate per district policy. This means students will not be able to participate in any competition or activity with an F in any subject. If a student receives an F at the progress grading period they will meet with the coach and the Athletic Director and be placed on probation. If at the end of the probationary period an F is still present the student may be placed on a weekly grade monitoring system for the duration of the sport season or dismissed from the team. (See Athletic Handbook for more information.)

ADJACENT PROPERTY TO SCHOOL

The people owning property adjacent to the high school have on file in the office a request in writing, notifying the high school that students attending the high school are not allowed on their property.

ALCOHOLIC BEVERAGES, CONTROLLED SUBSTANCES OR ILLICIT DRUGS

The manufacturing, sale, purchase, transportation, possession, consumption, use, storage, or distribution of drugs (including marijuana/cannabis), alcohol, and other similar chemical substances on school grounds, at school activities, or on district-provided transportation **is prohibited**. For purposes of student conduct expectations:

- This section applies to any controlled substance, medication, stimulant, depressant, or mood-altering compound, including simulated compounds intended to produce intoxication or euphoria, whether or not such compounds have been designated a controlled substance by state or federal law;
- This section applies to marijuana or substances containing marijuana;
- This section applies to legally-prescribed drugs which a student is nevertheless not lawfully authorized to possess or distribute on school grounds, at school activities, or on district-provided transportation;
- This section applies to students who enter school grounds, school activities, or district-provided transportation following the unlawful use or consumption of drugs, alcohol, and other similar chemical substances, including students who appear to be under the influence of such substances; and
- This section applies equally to the possession or use of paraphernalia or other items used to possess, consume, store, or distribute drugs, alcohol, and/or other illegal chemical substances, including marijuana or substances containing marijuana.

Any students found in the same area as students using alcoholic beverages and/or drugs may be subject to the same discipline as students in possession.

If any school employee suspects a student to be under the influence of intoxicants they should request administration to conduct an investigation. Law enforcement will be notified whenever there is an incident involving alcohol and/or drugs.

ASSEMBLIES

Assemblies are a valuable part of our educational program here at Columbia High School. A variety of assemblies are provided to complement our academic and activity program.

Students will sit according to grade level with academic advisors. The key to a successful assembly is student behavior. You are expected to be attentive and courteous during an assembly or presentation. Remember, your behavior not only reflects on you, but also on your school. All assemblies will begin with the Pledge of Allegiance. Student not reciting the pledge shall maintain a respectful silence. RCW28A.230.140

Students are required to attend all assemblies. Students who do not attend will be considered skipping and disciplined accordingly.

ATTENDANCE

The White Salmon Valley School District will comply with the state law that requires all public schools to report the number of excused and unexcused absences each year. At **five** unexcused absences the student and parent must enter into a written plan with the school to improve attendance. The state law also requires school districts to file cases with the Klickitat County Juvenile Department of students who have reached **seven** unexcused absences in a month and/or **ten** unexcused absences during a school year.

All absences must be explained by the student's parent/guardian within **three** school days of the absence. If done by note or email please include the first and last name of the student, date/s of absence, reason, and parent/guardian name (signature for notes). You may also call the attendance secretary at 493-1970. Only absences which meet the state's definition for excused absences shall be excused. (WAC 392-400-325)

The following are the only state approved excuses for absences from school:

- (1) Illness, health condition or medical appointment (including, but not limited to, medical, counseling, dental, optometry, pregnancy, and in-patient or out-patient treatment for chemical dependency or mental health) for the student or person for whom the student is legally responsible;**
- (2) Family emergency including, but not limited to, a death or illness in the family;**
- (3) Religious or cultural purpose including observance of a religious or cultural holiday or participation in religious or cultural instruction;**
- (4) Court, judicial proceeding, court-ordered activity, or jury service;**
- (5) Post-secondary, technical school or apprenticeship program visitation, or scholarship interview;**
- (6) State-recognized search and rescue activities consistent with RCW 28A.225.055;**
- (7) Absence directly related to the student's homeless or foster care/dependency status;**
- (8) Absences related to deployment activities of a parent or legal guardian who is an active duty member consistent with RCW 28A.705.010;**
- (9) Absences due to suspensions, expulsions or emergency expulsions imposed pursuant to chapter WAC 392-400 if the student is not receiving educational services and is not enrolled in qualifying "course of study" activities as defined in WAC 392-121-107;**
- (10) Absences due to student safety concerns, including absences related to threats, assaults, or bullying;**
- (11) Absences due to a student's migrant status; and**
- (12) An approved activity that is consistent with district policy and is mutually agreed upon by the principal or designee and a parent, guardian, or emancipated youth.**

The school principal (or designee) has the authority to determine if an absence meets the above criteria for an excused absence. Students are allowed to make up work or tests that take place during **excused** absences. Per state law, all other reasons for an absence from school will be considered unexcused.

- **Eighteen-year-old students may not write their own notes** to excuse them from school unless they are married or emancipated.

PRE-ARRANGED ABSENCE REQUEST

Students who will be absent for three or more days need to complete a Pre-Arranged Absence Request form and turn it into the office for approval at least three days before the absence. The request must state the reason for the absence and be signed by a parent/guardian and all of the student's teachers. To be approved the absence must meet one of the state's reasons for an excused absence.

The education and safety of children are our top priorities. We will continue our practice of attempting to contact parents/guardians when a child is absent from school. If you have concerns about your child's attendance, please contact the attendance secretary, school principal or assistant principal.

- **EXCESSIVE ABSENCES, EXCUSED OR UNEXCUSED, CAN RESULT IN LOSS OF CREDIT FOR THE CLASS.** See classroom procedures for individual teacher's policy. For information on tardies which is connected to attendance, see tardy policy.

All students leaving school must sign out in the office unless they are leaving on an approved school function. Students signing out of school will be required to have a note excusing them from school prior to signing out. **When students re-enter school they must also sign in at the office** so that we know the student is on campus.

ATTENDANCE REQUIREMENT FOR EXTRACURRICULAR ACTIVITIES

A student must be in each of his/her classes **for the entire day** in order to participate in an ASB or athletic activity that day. This includes advisory or any activity/assembly scheduled for that day. Students who are more than 15 minutes late for any class shall be considered absent for that period. The principal or their designee will make exceptions for medical related appointments (with note from provider) or activities prearranged with the principal or their designee. Other circumstances beyond the control of the student may be considered at discretion of administration.

CANINE SEARCH

For the safety of students and staff, random drug searches will occur throughout the school year using specially trained drug sniffing dogs. These animals will be used to conduct periodic searches of student lockers and vehicle parking areas to include student vehicles.

CELLULAR PHONES & ELECTRONIC DEVICES

Telecommunication devices shall be turned on and operated only before and after the regular school day, during the student's lunch break, and passing periods or with the permission of the classroom teacher. Students who use any electronic communication device during class time but without teacher permission shall be disciplined by the classroom teacher according to his/her classroom procedures. Students with repeated offenses may be referred to administration for disciplinary action. This action could include confiscation of the device for the remainder of the school day. Administration will determine if the student may have the phone back or if a parent/guardian will be required to pick up the phone. Students who disrupt the learning environment by sexting will be subject to discipline and law enforcement may be notified.

CELL PHONES SHALL NEVER BE USED IN A LOCKER ROOM OR RESTROOM.

CLOSED CAMPUS

Columbia High School is a closed campus and all students are required to remain on the school grounds during school hours unless officially excused. Students may leave school on an approved school function. Students who are enrolled as sophomores, juniors and seniors may leave campus during their lunch break.

Students may not leave campus during their passing periods or ten-minute break (**this includes moving from one parking lot to another**). The freshmen class is not allowed to leave campus during their lunch break unless their parents accompany them and they must sign out in the office prior to leaving school. Those students who are allowed to leave campus at lunch must return back to campus at the end of lunch.

All students leaving school must sign out in the office unless they are leaving on an approved school function. Students **signing out of school will be required to have a note excusing them** from school prior to signing out. A school official may also talk to a parent/guardian to excuse a student prior to signing out. When **students re-enter school they must also sign in at the office.**

Leaving school without permission and/or not signing out may result in disciplinary action. There are provisions in the office to accommodate students who wish to go home because of illness. If you become ill during school, come to the office. You may not leave during school hours without permission.

COMPUTER, NETWORK AND INTERNET USE

- A) Students are required to have a signed Responsible Use Policy on file before using the school's computer networks.
- B) Students are responsible for good behavior and communications apply. Students are expected to report incidents of abuse of the network.
- C) Students are expected and required to avoid illegal or unkind actions, including:
 - Sending, displaying, downloading or using obscene languages or images;
 - Harassing, insulting, or attacking others;
 - Damaging computers, computer systems or computer networks;
 - Violating copyright laws;
 - Using another's password;
 - Trespassing in another's folders, work or files;
 - Employing the network for commercial purposes

These actions are explained in greater detail in the District Technology Plan, copies of which are available in school offices or the District Office.

- D) Students are expected to preserve copyright information and respect copyright laws.
- E) School access to the Internet is designed and intended for educational purposes. The following uses of the Internet and school **computers are not allowed without the direct instruction of a supervising teacher.**
 - Downloading and/or playing of games;
 - Using instant messaging services or chat rooms (e.g. MSN messenger)
 - Downloading, copying, obtaining or streaming audio or video files
 - Sending, receiving or checking personal e-mail, (i.e. e-mail that is not school assignment related) except before or after school.
- F) School access of the Internet is screened by filtering software, however students are the ones who specify the constraints of their searches. Students are encouraged to notify the District Technology Director or the Network Administrator if they access information that makes them uncomfortable, or that they find offensive. Similarly, they should notify the District Technology Director or the Network Administrator if they feel acceptable content has been denied.

G) Because the school's network resources are limited; policies are in place to preserve those resources. Each user is permitted reasonable space to store personal files. The school reserves the right to require the purging of files in order to regain disk space. The use of the network is governed by expectations of common courtesy and mutual respect. Students whose need for the resource is more pressing have priority. Generally, the following hierarchy will prevail:

- Class work
- Correspondence (e-mail – checking, composing, sending)
- Other permitted uses

H) Students found in willful and/or persistent violation of these guidelines will have their network privileges revoked and may face further disciplinary or legal action. Personal computers should be registered in the office.

COOPERATION WITH SCHOOL PERSONNEL

As per state law students must comply with the reasonable request of **any** school district personnel. Failure to comply is considered insubordination and may result in corrective action.

DANCES and DANCE CONDUCT

Students must be in attendance the entire day to attend the dance. See the section on attendance requirements for extracurricular activities for more information. Middle school students are not allowed.

Backpacks, bags, purses, etc. are not allowed in the dance area but must be placed in the secure location designated by staff. Once a student enters the dance, they may not leave and re-enter. Exception will be made for students to step outside for a few moments in an established supervised area located right outside door.

Non-students under the age of 21 may be admitted, with prior approval of administration at least two days before said dance. Visitors must have ASB identification from their school or driver's license/ID and accompany a CHS student. Dance chaperones will check in all visitors at the gate.

Inappropriate dance behavior includes but is not limited to:

- Music that includes inappropriate lyrics
- No grinding, lewd, or sexually explicit displays of touching

DETENTION

Students who are assigned lunch detention will be required to arrive at detention 5 minutes after lunch begins and comply with all directives of the detention supervisor. If a student arrives late an additional day will be required to be served. Students who fail to serve detention may be placed in ISS the following day.

While in detention, students will not be allowed to do the following:

- Use cell phones
- Read comic books, car magazines, play cards or video games
- Place feet on furniture (Students must sit upright in their chairs)
- Leave room for any reason without permission
- Talk to other students or use hand signals or distract other students

- Wear headgear (hats or hoods) during detention
- Sleep

Students who fail to comply with the above will be required to serve additional detention. Students will be required to bring enough schoolwork to keep busy the entire time and must bring supplies and materials to do schoolwork.

DEFACING OR DESTRUCTION OF PROPERTY

A student shall not intentionally or with gross carelessness damage school or private property. When school property is damaged or stolen, the superintendent shall withhold grades, transcript or diploma until restitution is made.

DISRUPTION OF THE EDUCATIONAL PROCESS

"Disruption of the educational process" means the interruption of classwork, the creation of disorder, or the invasion of the rights of a student or group of students and is prohibited by state law.

DRESS CODE

Standards for personal appearance and dress are a responsibility of the individual student, parents, and the school administration. It is to be understood that the school standard for appearance will likely be different from the standard outside of school time. School is preparation for the job market. Dress as you would be required to dress in an informal job setting.

The following guidelines on clothing are examples and do not cover all situations:

- Students must be dressed in a manner that is not unhealthy or offensive to other students and/or staff. For this reason no article of clothing, which may reveal the undergarments or that is tight or short-short, is appropriate for school. Please remember the following "5 B's" cannot be revealed on campus: bellies, boxers, bras, breasts, or buttocks.
- Clothing which identifies gang affiliation is not allowed
- In certain situations dress will be prescribed for safety (i.e. shop)
- Shoes and shirts must be worn at all times (health and safety requirement)
- No pajamas or slippers will be allowed
- No lingerie or undergarments (white muscle tees) are allowed to be shown
- No articles of clothing or accessories shall be worn depicting any tobacco, vaping, drug or alcohol message – this includes items which display the logos of breweries
- No weapons may be displayed on garments
- Obscene representations and/or words of any kind are not acceptable dress – this includes words or phrase that have a double meaning
- For security purposes students will not be allowed to wear sunglasses or hooded garments in a manner that places the hood up over the student's head while inside the building.
- Shorts and skirts must be an appropriate length by covering the buttocks and upper thighs

The administration has the authority to make changes at any time to the dress code based on either safety or health reasons. A student wearing inappropriate clothing, as deemed by the administration and/or staff, will be asked to change his/her clothing or he/she will not be allowed to remain on campus. Parents/guardians may be contacted.

E-PENS/ ELECTRONIC CIGARETTES/VAPOR DEVICES

These devices are not allowed on school grounds and property including transportation. Discipline will fall under our tobacco and drug policy.

EXTRA-CURRICULAR ACTIVITIES

Extra-curricular activities are offered at Columbia High School to expose the student to sports and activities that will help them develop a feeling of teamwork and social skills.

FEES AND FINES

A student may be assigned course fees, books, materials, uniforms, etc., during the school year for which the student is responsible. A student shall be responsible for the cost of replacing materials or property which are lost or damaged due to negligence. A student's grades, transcripts or diploma may be withheld until restitution is made by payment. If you notice property in need of repair, please notify your teacher or the office staff. (**NOTE:** Official student records shall not be released to another school where the student has enrolled or intends to enroll if a student has an outstanding fee or fine. The official transcript shall be withheld until the fee or fine is discharged. The enrolling school district shall be notified that the transcript is being withheld due to an outstanding fee or fine.) **ALSO:** Any student participating in any extracurricular activity must have all fines and fees paid prior to participation in that activity. This includes, but is not limited to overdue books, club fees, course fees, and uniforms.

FIGHTING

The act of quarreling involving bodily contact is prohibited. This includes instigating, promoting (including promotion by presence as a spectator), and escalating a fight, as well as the failure to disperse at the scene of a fight. Fighting involves mutual participation in an incident involving physical violence. A major injury is when one or more students, school personnel, or other persons on school grounds require professional medical attention.

FIREARMS ON SCHOOL PREMISES

A student who is determined to have carried a firearm onto, or to have possessed a firearm on, public elementary or secondary school premises, public school-provided transportation, or areas of facilities while being used for school events, shall be expelled from school for not less than one year under RCW 28A.600.010. The superintendent of the school district may modify the expulsion of a student on a case-by-case basis. "Firearm" means a firearm as defined in 18 U.S.C. sec. 921, and a "firearm" as defined in RCW9.41.010. A school district may suspend or expel a student for up to one year if the student acts with malice under RCW9A.04.110 and displays an instrument that appeared (appears) to be a firearm. School officials shall notify the student's parents or guardians and the appropriate law enforcement agency of known or suspected violations of this policy.

FOOD

Protein drink supplements (whey, creatine) are not allowed on campus during school hours.

FORGERY

Fraudulently using in writing the name of another person, or falsifying times, dates, grades, addresses or other information on school forms or notes of any kind is prohibited.

GANG AFFILIATION/ACTIVITY

Organization, groups, or individuals, which initiate or advocate activities which threaten the safety and well-being of persons or property on school facilities or at school sponsored events are detrimental to the educational purpose of the White Salmon Valley School District and will not be tolerated. Students involved in such activities are subject to corrective action.

The use of hand signals, and the presence of any apparel, jewelry, accessory, book, graffiti, manner of dress, or manner of grooming which by virtue of its color, arrangement, trademark, symbol or any other attribute denotes membership in such a group creates a clear and present danger on school premises or at school sponsored events, and/or the substantial disruption of the orderly operation of the schools. Symbols of gang affiliation are prohibited and students involved are subject to suspension or expulsion.

The White Salmon Valley School District further prohibits activities that promote recruiting, initiation, hazing, intimidation, assaulting, and/or related activities to gang affiliation. Students who sponsor or participate in such activities shall be subject to corrective action.

HALL PASSES

All students in the halls during class time must have an appropriate, visible pass. Passes may be obtained from any staff member. Students may not loiter in the courts during class time, unless accompanied by a staff member or with approval from an administrator. Students without a hall pass or students refusing to present a hall pass may be sent to the office resulting in disciplinary action.

HARASSMENT, INTIMIDATION, AND BULLYING

The White Salmon Valley School District is committed to a safe and civil educational environment for all students, parents/legal guardians, employees, volunteers and patrons, that is free from harassment, intimidation or bullying. "Harassment, intimidation or bullying" means any intentional written message or image--**including those that are electronically transmitted**--verbal, or physical act, including, but not limited to one shown to be motivated by any characteristic in RCW9A.36.080 (3), (race, color, religion, ancestry, national origin, gender, sexual orientation, including gender expression or identity, or mental or physical disability), or other distinguishing characteristics, when the intentional written, verbal, physical and electronic (cyber-communication) act:

- Physically harms a student or damages the student's property; or
- Has the effect of substantially interfering with a student's education; or
- Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
- Has the effect of substantially disrupting the orderly operation of the school.

Bullying--Unwanted, aggressive behavior that (1) involves a real or perceived power imbalance, and (2) is repeated, or has the potential to be repeated, over time

Discriminatory Harassment--conduct or communication that (1) is intended to be harmful, humiliating, or physically threatening, and (2) shows hostility toward a person or persons based on their real or perceived sex, race, creed

Nothing in this section requires the affected student to actually possess a characteristic that is a basis for the harassment, intimidation, bullying. "Other distinguishing characteristics" can

include but are not limited to: physical appearance, clothing or other apparel, socioeconomic status, gender identity, marital status, and weight. Harassment, intimidation, or bullying can take many different forms including: slurs, rumors, jokes, innuendos, demeaning comments, drawings, cartoons, pranks, gestures, physical attacks, threats, or other written, oral, physical actions or electronically transmitted messages or images actions. “Intentional acts” refers to the individual’s choice to engage in the act rather than the ultimate impact of the action(s).

This policy is not intended to prohibit the expression of religious, philosophical, or political views, provided that the expression does not substantially disrupt the education environment. Many behaviors that do not rise to the level of harassment, intimidation, or bullying may still be prohibited by other district policies or building, classroom, or program rules.

This policy is a component of the district’s responsibility to create and maintain a safe, civil, respectful and inclusive learning community and is to be implemented in conjunction with comprehensive training of staff and volunteers, including the education of students in partnership with families and the community. The policy is to be implemented in conjunction with Comprehensive Safe Schools Plan that includes prevention, intervention, crisis response, recovery and annual review. Employees in particular, are expected to support the dignity and safety of all members of the school community.

Depending upon the frequency and severity of the conduct, intervention, counseling, correction, discipline, and/or referral to the law enforcement will be used to remediate the impact on the victim and the climate and change the behavior of the perpetrator. This includes appropriate intervention, restoration of a positive climate, and support for the victims and others impacted by the violation. False reports or retaliation for harassment, intimidation or bullying also constitute violations of the policy. Retaliation is prohibited and will result in appropriate discipline. It is a violation of this policy to threaten or harm someone for reporting HIB. Students and employees will not be disciplined for making a report in good faith.

Incident reporting forms may be used by students, families, or staff to report incidents of harassment, intimidation, or bullying. These forms are available in the office, on the CHS and District website, and through staff contacts. Safety plan forms are also available.

HORSEPLAY

Horseplay includes roughhousing, pushing, shouting, throwing food, or mock fighting is prohibited and may lead to disciplinary action.

INAPPROPRIATE DISPLAY OF AFFECTION

Public displays of affection have no place at school. Students observed inappropriately hugging, kissing, or displaying other forms of affection before, during or after school on school grounds will be subject to disciplinary action.

INSULTING OR ABUSING TEACHERS AND/OR STAFF

Insulting or verbally abusing a teacher and/or staff member on school premises will result in disciplinary action.

LASERS

Lasers (laser pointers) are prohibited on school property.

LEWD CONDUCT

Lewd, indecent, or obscene acts or expressions shall be grounds for disciplinary action. Sexually inappropriate conduct includes obscene acts or expressions, whether verbal or non-verbal.

LITTERING

Littering is prohibited on public property. RCW7.93.060

LOCKERS

Combinations will be issued for locker use. No interior or exterior writing is allowed on lockers. If your locker is defaced, you are responsible for the consequences.

LOITERING

Loitering in bathrooms, parking lots and unsupervised areas is prohibited.

LUNCH ACCOUNTS

Low Balance: It is the goal of the district and its staff to notify students and guardians of low food service account balances before they reach a negative balance, or the balance effects the student's ability to obtain regularly scheduled meal items.

- When a student's food service account reaches a balance that supplies 3 meals or less they will be notified by the staff at the point of lunch service.
- Low balance notifications will be sent home with the student each day once the account has reached a balance that supplies 3 meals or less.
- Skyward Family Access can be accessed by guardians in order to view student account balances. Guardians may activate a low balance notification feature and be notified of their student's low balance via email when balances are less than \$5.60.

Negative Balance: Once a student has reached a negative balance, the following attempts will be made:

- If the student attempts to purchase lunch, but the account has insufficient funds, the student or staff will attempt to contact a guardian to notify them that additional funds are needed. The student will then be allowed to obtain a regularly scheduled meal. The student's lunch account will be charged at their normal rate.
- Students will be allowed to obtain up to 3 meals with insufficient funds, following the process described above.
- Negative balance notifications will be sent home with the student each day once the account has reached a negative balance.
- Skyward Family Access can be accessed by guardians in order to view student account balances. Guardians may activate a low balance notification feature and be notified of their student's low or negative balance via email when balances are less than \$5.60.
- If a student's account balance goes negative beyond the amount of 3 meals (at their assigned purchase price) the student will be offered an alternate meal meeting the FNS nutritional goals.

Please contact your student's school office if your child has a low or negative balance, and you are currently unable to add funds. Your family may qualify for free or reduced lunch pricing by completing an application.

Making Payments: Payments can be made to student food service accounts in multiple ways.

- By cash or check in the student's school office.
- By debit or credit card under the *Food Service* tab in Skyward Family Access. Please note there is a transaction fee of \$1.50 per payment when using this method.

Please contact your student's school office if you have questions regarding making payments.

Collection of Unpaid Negative Balances:

- Statements will be mailed monthly for all accounts with a negative balance.
- Negative lunch account balances will be treated as a student fine and will follow the same collection process.
- Upon graduation, any remaining negative balances on the student account will be considered bad debt.

Adult Accounts: Adult accounts may not be in a negative balance status. Funds should be deposited prior to making any purchases. No purchases will be allowed if the charge exceeds the available balance of the account.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](#), (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; fax: (202) 690-7442; or email: program.intake@usda.gov. This institution is an equal opportunity provider.

MEDICATIONS

Use of a prescribed or over the counter drug must be authorized by a **medical prescription** accompanied by a note from the registered physician and filed with the office by the parent/guardian of the child. Students may not possess medication unless authorization forms have been completed and on file in the main office.

NEED TO IDENTIFY SELF

All students must identify themselves to any school personnel when requested to do so.

OFF CAMPUS EVENTS

School district rules and regulations shall govern students at school-sponsored off campus events. Failure to comply may result in loss of eligibility to attend school sponsored off campus events and may lead to other disciplinary actions.

PAMPHLETS, POSTERS AND PUBLISHED MATERIALS

Administration must approve any pamphlets, posters and other published materials brought to school or posted on the school bulletin board or school property. The ASB Advisor will approve posters for student related events.

PHONE CALLS AND STUDENT MESSAGES

The office will only take student messages from parents or guardians. The phone in the office is strictly for business purposes.

PROFANITY

Vulgar, obscene or profane language, whether spoken, written, or gestured, is prohibited.

SELLING ITEMS AT SCHOOL

Advertising or displaying items sold in direct competition of school clubs, groups or classes is prohibited. Any and all advertising must be pre-approved by administration and is at their sole discretion. Sellers are not allowed to set up booths or merchandise displays in any area of the school. (examples: A and C courts, gym, classrooms). Only organizations authorized by the ASB may sell on school property or at school events.

SEXUAL HARASSMENT

It is the policy of the White Salmon Valley School District to protect the rights of individuals concerning all types of discrimination; racial, ethnic, sexual or any other identified form of discrimination will not be tolerated.

- Definition – *Sexual Harassment* is defined as unwelcome sexual advances for sexual favor and other unwelcome verbal or physical sexual-oriented advances or conduct received by one student from another student in the course of a student's education in school, on the school bus, or at a school-sponsored or related activity. Conduct is viewed as sexual harassment when it has the purpose or effect of unreasonably interfering with a student's school performance or creates an intimidating, hostile, or offensive environment.
- Corrective Action – If a student believes he/she is the victim of sexual harassment, he/she should tell the offender to stop the activity. This is the first step toward resolution. If the victim is uncomfortable or cannot initiate this action or the offender persists, a student should immediately report the violation to a teacher, counselor or administrator. An investigation must be conducted within 48 hours of the reported incident and a report rendered shortly after.
- Reporting forms are on the CHS website, District website, and in the CHS office

SKATEBOARDS/ROLLER BLADES

Skateboards and roller blades are not allowed to be used on school property.

SMOKING, VAPING OR POSSESSION OF TOBACCO PRODUCTS

Students are not allowed to smoke, vape, chew, or possess tobacco products on school property, school buses, at school-sponsored activities or within 1,000 feet of school property. **Any students found in the same area as students smoking may be subject to the same discipline as students in possession. This includes vape devices, e-pens, electronic cigarettes or any other device which is capable of being used to consume tobacco or nicotine, regardless of whether the student is using the device for this purpose.**

STUDENT EXPRESSION

A student shall enjoy freedom of speech, press, and assembly according to school regulations and providing such expression is not libelous, obscene or disruptive.

TARDY POLICY

At CHS, students are expected to arrive on time for each regularly scheduled class. Tardiness is defined as an unauthorized late arrival to class after the bell has rung. Students who arrive late to class must go to the office and sign in. Students must have a note from their parent and/or guardian at the time they arrive at school, excusing the tardiness.

Students will be assigned lunch detention for every **five** unexcused tardies. Excessive tardies may result in the student receiving other forms of discipline. **See classroom procedures** for individual teacher's policy. A student who enters a classroom *more than fifteen minutes late* is considered absent unless there is an excused note.

TRESPASSING

Being present in an unauthorized place or refusing to leave when ordered to do so is prohibited. RCW 9A.52.080, RCW 9A.52.100

VEHICLE REGISTRATION

All vehicles driven by enrolled Columbia High School students and parked in the front or rear parking lots must be registered with the office and display a parking pass. Students must show proof of insurance, vehicle registration and a driver's license. Parking in the parking lot is a privilege and inappropriate driving in the parking lot may result in loss of driving and parking privileges.

VIDEO EQUIPMENT MONITORING

Video equipment shall be used for safety and security purposes to monitor student behavior on buses and in common areas on District controlled property.

VISITORS

Parents and interested citizens of the community are welcome to visit the schools by following the appropriate check-in procedure. Any person not enrolled in the high school who has appropriate, pre-arranged business on the campus must register in the office, be approved by the administrator, and wear the visitor's pass issued. Parents who wish to visit a classroom must give 24 hours notice and receive permission from administration. The parent cannot interfere with classroom instruction. If there is a special circumstance, please contact an administrator. Students are **not allowed** to bring out-of-town guests or any other unauthorized visitor to school.

SUSPENSIONS/LONG-TERM SUSPENSIONS/EXPULSIONS (Chapter 392-400 WAC)

Any student receiving in-school, out-of-school suspension or expulsion will be suspended from all extracurricular activities, club, sport, or school organizations. Students who have been suspended or expelled may not return to school property during the duration of the suspension either during or after school.

Behavior agreements

The district authorizes staff to enter into behavior agreements with students and parents in response to behavioral violations, including agreements to reduce the length of a suspension conditioned on the participation in treatment services, agreements in lieu of suspension or expulsion, or agreements holding a suspension or expulsion in abeyance. Behavior agreements will also describe district actions planned to support behavior changes by the students. The district will provide any behavior agreement in a language and form the student and parents understand. A behavior agreement does not preclude the district from administering discipline for behavioral violations that occur after the district enters into an agreement with the student and parents.

In-school suspension and short-term suspension

In accordance with policy 3241 and WAC 392-400, student behaviors that could lead to the imposition of an in-school suspension or a short-term suspension may include but are not limited to:

- Being intoxicated or under the influence of controlled substance, alcohol or marijuana at school or while present at school activities;
- Bomb scares or false fire alarms that cause a disruption to the school program;
- Cheating or disclosure of exams;
- Commission of any crime on school grounds or during school activities;
- Dress code violations that the student refuses to correct (see school student handbook)
- Fighting: Fighting and instigating, promoting, or escalating a fight, as well as failure to disperse. Engaging in any form of fighting where physical blows are exchanged, regardless of who initiated the fight. This prohibition includes hitting, slapping, pulling hair, biting, kicking, choking, and scratching or any other acts in which a student intentionally inflicts or attempts to inflict injury on another;
- Gang-related activity;
- Harassment/intimidation/bullying;
- Intentional deprivation of student and staff use of school facilities;
- Intentional endangerment to self, other students, or staff, including endangering on a school bus;
- Intentional injury to another;
- Intentionally defacing or destroying the property of another;
- Intentionally obstructing the entrance or exit of any school building or room in order to deprive others of passing through;
- Possession, use, sale, or delivery of illegal or controlled chemical substances;
- Preventing students from attending class or school activities;
- Refusal to cease prohibited behavior;
- Refusal to leave an area when repeatedly instructed to do so by school personnel;
- Sexual misconduct that could constitute sexual assault or harassment on school grounds, at school activities, or on school provided transportation;

- Substantially and intentionally interfering with any class or activity;
- Threats of violence to other students or staff;
- Use or possession of weapons prohibited by state law, or other items with the intent to harm

Long-term suspensions and expulsions

In accordance with policy 3241 and WAC 392-400, student behaviors that could lead to the imposition of a long-term suspension or and expulsion include:

- a. Having a firearm on school property or school transportation in violation of RCW 28A.600.420;
- b. Any of the following offenses listed in RCW 13.04.155, including:
 - any violent offense as defined in RCW 9.94A.030, including
 - any felony that Washington law defines as a class A felony or an attempt, criminal conspiracy, or solicitation to commit a class A felony;
 - manslaughter;
 - indecent liberties committed by forcible compulsion;
 - kidnapping;
 - arson;
 - assault in the second degree;
 - assault of a child in the second degree;
 - robbery;
 - drive-by shooting; and
 - vehicular homicide or vehicular assault caused by driving a vehicle while under the influence of intoxicating liquor or any drug, or by operating a vehicle in a reckless manner.
 - any sex offense as defined in RCW 9.94A.030, which includes any felony violation of chapter 9A.44 RCW (other than failure to registered as a sex offender in violation of 9A.44.132), including rape, rape of a child, child molestation, sexual misconduct with a minor, indecent liberties, voyeurism, and any felony conviction or adjudication with a sexual motivation finding;
 - inhaling toxic fumes in violation of chapter 9.47A RCW;
 - any controlled substance violation of chapter 69.50 RCW;
 - any liquor violation of RCW 66.44.270;
 - any weapons violation of chapter 9.41 RCW, including having a dangerous weapon at school in violation of RCW 9.41.280;
 - any violation of chapter 9A.36 RCW, including assault, malicious harassment, drive-by shooting, reckless endangerment, promoting a suicide attempt, coercion, assault of a child, custodial assault, and failing to summon assistance for an injured victim of a crime in need of assistance;
 - any violation of chapter 9A.40 RCW, including kidnapping, unlawful imprisonment, custodial interference, luring, and human trafficking;
 - any violation of chapter 9A.46 RCW, including harassment, stalking, and criminal gang intimidation; and
 - any violation of chapter 9A.48 RCW, including arson, reckless burning, malicious mischief, and criminal street gang tagging and graffiti.

- c. Two or more violations of the following within a three-year period
 - criminal gang intimidation in violation of RCW 9A.46.120;
 - gang activity on school grounds in violation of RCW 28A.600.455;
 - willfully disobeying school administrative personnel in violation of RCW 28A.635.020; and
 - defacing or injuring school property in violation of RCW 28A.635.060; and
- d. Any student behavior that adversely affects the health or safety of other students or educational staff.

Initial Hearing

Before administering any in-school, short-term, long-term suspension or expulsion, the district will attempt to notify the student's parent(s) as soon as reasonably possible regarding the behavioral violation. Additionally, the principal or designee must conduct an informal initial hearing with the student to hear the student's perspective. The principal or designee must provide the student an opportunity to contact his or her parent(s) regarding the initial hearing. The district must hold the initial hearing in a language the parent and student understand.

At the initial hearing, the principal or designee will provide the student:

- Notice of the student's violation of this policy;
- An explanation of the evidence regarding the behavioral violation;
- An explanation of the discipline that may be administered; and
- An opportunity for the student to share his or her perspective and provide explanation regarding the behavioral violation.

Divergence between long-term suspension and expulsion

A long-term suspension may not exceed the length of an academic term. The district may not administer a long-term suspension beyond the school year in which the behavioral violation occurred.

An expulsion may not exceed the length of an academic term, unless the Superintendent grants a petition to extend the expulsion under WAC 392-400-480. The district is not prohibited from administering an expulsion beyond the school year in which the behavioral violation occurred.

Emergency Expulsions

The district may immediately remove a student from the student's current school placement, subject to the following requirements:

The district must have sufficient cause to believe that the student's presence poses:

- An immediate and continuing danger to other students or school personnel; or
- An immediate and continuing threat of material and substantial disruption of the educational process.

For purposes of determining sufficient cause for an emergency expulsion, the phrase "immediate and continuing threat of material and substantial disruption of the educational process" means:

- The student's behavior results in an extreme disruption of the educational process that creates a substantial barrier to learning for other students across the school day; and

- School personnel have exhausted reasonable attempts at administering other forms of discipline to support the student in meeting behavioral expectations.

An emergency expulsion may not exceed ten consecutive school days. An emergency expulsion must end or be converted to another form of discipline within ten (10) school days from its start.

After an emergency expulsion, the district must attempt to notify the student's parents, as soon as reasonably possible, regarding the reason the district believes the student's presence poses an immediate and continuing danger to other students or school personnel, or an immediate and continuing threat of material and substantial disruption of the education process.

Notice

Within twenty-four (24) hours after an emergency expulsion, the district will provide written notice to the student and parents in person, by mail, or by email.

Appeal, Reconsideration, and Petition

Optional conference with principal

If a student or the parent(s) disagree with the district's decision to suspend, expel, or emergency expel the student, the student or parent(s) may request an informal conference with the principal or designee to resolve the disagreement. The parent or student may request an informal conference orally or in writing.

The principal or designee must hold the conference within three (3) school business days after receiving the request, unless otherwise agreed to by the student and parent(s).

During the informal conference, the student and parent(s) will have the opportunity to share the student's perspective and explanation regarding the events that led to the behavioral violation. The student and parent will also have the opportunity to confer with the principal or designee and school personnel involved in the incident that led to the suspension or expulsion. Further, the student and parent will have the opportunity to discuss other forms of discipline that the district could administer.

Appeals

Requesting appeal

The appeal provisions for in-school and short-term suspension differ from those for long-term suspension and expulsion. The appeal provisions for long-term suspension or expulsion and emergency expulsion have similarities but the timelines differ.

A student or the parent(s) may appeal a suspension, expulsion, or emergency expulsion to the Superintendent or designee orally or in writing. For suspension or expulsion, the request to appeal must be within five (5) school business days from when the district provided the student and parent with written notice. For emergency expulsion, the request to appeal must be within three (3) school business days from when the district provided the student and parent with written notice.

When an appeal for long-term suspension or expulsion is pending, the district may continue to administer the long-term suspension or expulsion during the appeal process, subject to the following requirements:

- The suspension or expulsion is for no more than ten (10) consecutive school days from the initial hearing or until the appeal is decided, whichever is earlier;
- The district will apply any days of suspension or expulsion occurring before the appeal is decided to the term of the student's suspension or expulsion and may not extend the term of the student's suspension or expulsion; and
- If the student returns to school before the appeal is decided, the district will provide the student an opportunity to make up assignments and tests missed during the suspension or expulsion upon the student's return.

In-school and short-term suspension appeal

For short-term and in-school suspensions, the Superintendent or designee will provide the student and parents the opportunity to share the student's perspective and explanation regarding the behavioral violation orally or in writing. The Superintendent or designee must deliver a written appeal decision to the student and parent(s) in person, by mail, or by email within two (2) school business days after receiving the appeal. The written decision must include:

- The decision to affirm, reverse, or modify the suspension;
- The duration and conditions of the suspension, including the beginning and ending dates;
- The educational services the district will offer to the student during the suspension; and
- Notice of the student and parent(s)' right to request review and reconsideration of the appeal decision, including where and to whom to make such a request.

Long-term suspension or expulsion and emergency expulsion appeal

For long-term suspension or expulsion and emergency expulsions, the Superintendent or designee will provide the student and parent(s) written notice in person, by mail, or by email, within one (1) school business day after receiving the appeal request, unless the parties agree to a different timeline. Written notice will include:

- The time, date, and location of the appeal hearing;
- The name(s) of the official(s) presiding over the appeal;
- The right of the student and parent(s) to inspect the student's education records;
- The right of the student and parent(s) to inspect any documentary or physical evidence and a list of any witnesses that will be introduced at the hearing;
- The rights of the student and parent(s) to be represented by legal counsel; question witnesses; share the student's perspective and explanation; and introduce relevant documentary, physical, or testimonial evidence; and
- Whether the district will offer a reengagement meeting before the appeal hearing.

For long-term suspension or expulsion, the student, parent(s) and district may agree to hold a reengagement meeting and develop a reengagement plan before the appeal hearing. The student, parent(s), and district may mutually agree to postpone the appeal hearing while participating in the reengagement process.

Hearings

A hearing to appeal a long-term suspension or expulsion or emergency expulsion is a quasi-judicial process exempt from the Open Public Meetings Act (OPMA). To protect the privacy of student(s) and others involved, the district will hold hearing without public notice and without

public access unless the student(s) and/or the parent(s) or their counsel requests an open hearing. Regardless of whether the hearing is open or closed, the district will make reasonable efforts to comply with the Family Educational Rights and Privacy Act (FERPA) concerning confidentiality of student education records.

When students are charged with violating the same rule and have acted in concert and the facts are essentially the same for all students, a single hearing may be conducted for them if the hearing officer believes that the following conditions exist:

- A single hearing will not likely result in confusion; and
- No student will have his/her interest substantially prejudiced by a group hearing.

If the official presiding over the hearing finds that a student's interests will be substantially prejudiced by a group hearing, the presiding official may order a separate hearing for that student. The parent and student have the right to petition for an individual hearing.

For long-term suspension or expulsion, the district will hold an appeal hearing within three (3) school business days after the Superintendent or designee received the appeal request, unless otherwise agreed to by the student and parent(s).

For emergency expulsion, the district will hold an appeal hearing within two (2) school business days after the Superintendent or designee received the appeal request, unless the student and parent(s) agree to another time.

Upon request, the student and parent(s) or their legal representative may inspect any documentary or physical evidence and list of any witnesses that the district will introduce at the appeal hearing. The district must make the information available as soon as reasonably possible, but no later than the end of the school business day before the appeal hearing. The district may also request to inspect any documentary or physical evidence and list of any witnesses that the student and parent(s) intend to introduce at the appeal hearing. The student and parent(s) must make this information available as soon as reasonably possible, but no later than the end of the school business day before the appeal hearing.

Upon request, the student and parent(s) may review the student's education records. The district will make the records available as soon as reasonably possible, but no later than the end of the school business day before the appeal hearing.

If a witness for the district cannot or does not appear at the appeal hearing, the presiding official(s) may excuse the witness' nonappearance if the district establishes that:

- The district made a reasonable effort to produce the witness; and
- The witness' failure to appear is excused by fear of reprisal or another compelling reason.

The district will record the appeal hearing by manual, electronic, or other type of recording device and upon request of the student or parent(s) provide them a copy of the recording.

For long-term suspension or expulsion, the presiding official(s) must base the decision solely on the evidence presented at the hearing. The presiding official(s) will provide a written decision to the student and parent(s) in person, by mail, or by email within three (3) school business days after the appeal hearing. The written decision must include:

- The findings of fact;

- A determination whether (i) the student’s behavior violated this policy; (ii) the behavioral violation reasonably warrants the suspension or expulsion and the length of the suspension or expulsion; and (iii) the suspension or expulsion is affirmed, reversed, or modified;
- The duration and conditions of suspension or expulsion, including the beginning and ending dates;
- Notice of the right of the student and parent(s) to request a review and reconsideration of the appeal decision. The notice will include where and to whom to make such a request; and
- Notice of the opportunity for a reengagement meeting and contact information for the person who will schedule it.

For emergency expulsion, the district will provide a written decision to the student and parent(s) in person, by mail, or by email within one (1) school business day after the appeal hearing. The written decision must include:

- The findings of fact;
- A determination whether the student’s presence continues to pose (i) an immediate and continuing danger to students or school personnel; or (ii) an immediate and continuing threat of material and substantial disruption of the educational process;
- Whether the district will end the emergency expulsion or convert the emergency expulsion to a suspension or expulsion. If the district converts the emergency expulsion to a suspension or expulsion, the district will provide the student and parent(s) notice and due process consistent with the disciplinary action to which the emergency expulsion was converted; and
- Notice of the right of the student and parent(s) to request a review and reconsideration of the appeal decision. The notice will include where and to whom to make such a request.

Reconsideration of appeal

The student or parents may request the school board review and reconsider the district’s appeal decision for long-term suspensions or expulsions and emergency expulsions. This request may be either oral or in writing.

For long-term suspension or expulsion, the student or parent(s) may request a review within ten (10) school business days from when the district provided the student and parent(s) with the written appeal decision.

For emergency expulsion, the student or parent(s) may request a review within five (5) school business days from when the district provided the student and parent(s) with the written appeal decision.

- In reviewing the district’s decision, the school board must consider (i) all documentary and physical evidence from the appeal hearing related to the behavioral violation; (ii) any records from the appeal hearing; (iii) relevant state law; and (iv) this policy adopted.
- The school board may request to meet with the student and parent(s), the principal, witnesses, and/or school personnel to hear further arguments and gather additional information.

- The decision of the school board will be made only by board members who were not involved in (i) the behavioral violation; (ii) the decision to suspend or expel the student; or (iii) the appeal decision.

For long-term suspension or expulsion, the school board will provide a written decision to the student and parent(s) in person, by mail, or by email within ten (10) school business days after receiving the request for review and reconsideration. The written decision must identify:

- Whether the school board affirms, reverses, or modifies the suspension or expulsion;
- The duration and conditions of the suspension or expulsion, including the beginning and ending dates of the suspension or expulsion; and
- For long-term suspensions or expulsions, notice of the opportunity to participate in a reengagement meeting.

For emergency expulsion, the school board will provide a written decision to the student and parent(s) in person, by mail, or by email within five (5) school business days after receiving the request for review and reconsideration. The written decision must identify:

- Whether the school board affirms or reverses the school district's decision that the student's presence posed (i) an immediate and continuing danger to students or school personnel; or (ii) an immediate and continuing threat of material and substantial disruption of the educational process.
- If the emergency expulsion has not yet ended or been converted, whether the district will end the emergency expulsion or convert the emergency expulsion to a suspension or expulsion. If the district converts the emergency expulsion to a suspension or expulsion, the district will provide the student and parent(s) notice and due process under WAC 392-400-455 through 392-400-480 consistent with the disciplinary action to which the emergency expulsion was converted

Petition to extend an expulsion

When risk to public health or safety warrants extending a student's expulsion, the principal or designee may petition the Superintendent or designee for authorization to exceed the academic term limitation on an expulsion. The petition must inform the Superintendent or designee of:

- The behavioral violation that resulted in the expulsion and the public health or safety concerns;
- The student's academic, attendance, and discipline history;
- Any nonacademic supports and behavioral services the student was offered or received during the expulsion;
- The student's academic progress during the expulsion and the educational services available to the student during the expulsion;
- The proposed extended length of the expulsion; and
- The student's reengagement plan.

The principal or designee may petition to extend an expulsion only after the development of a reengagement plan under WAC 392-400-710 and before the end of the expulsion. For violations of WAC 392-400-820 involving a firearm on school premises, school-provided transportation, or areas of facilities while being used exclusively by public schools, the principal or designee may petition to extend an expulsion at any time.

Notice

The district will provide written notice of a petition to the student and parent(s) in person, by

mail, or by email within one (1) school business day from the date the Superintendent or designee received the petition. The written notice must include:

- A copy of the petition;
- The right of the student and parent(s) to an informal conference with the Superintendent or designee to be held within five (5) school business days from the date the district provided written notice to the student and parent(s); and
- The right of the student and parent(s) to respond to the petition orally or in writing to the Superintendent or designee within five (5) school business days from the date the district provided the written notice.

The Superintendent or designee may grant the petition only if there is substantial evidence that, if the student were to return to the student's previous school of placement after the length of an academic term, the student would pose a risk to public health or safety. The Superintendent or designee must deliver a written decision to the principal, the student, and the student's parent(s) in person, by mail, or by email within ten (10) school business days after receiving the petition. If the Superintendent or designee does not grant the petition, the written decision must identify the date when the expulsion will end.

If the Superintendent or designee grants the petition, the written decision must include:

- The date on which the extended expulsion will end;
- The reason that, if the student were to return before the initial expulsion end date, the student would pose a risk to public health or safety; and
- Notice of the right of the student and parent(s) to request a review and reconsideration. The notice will include where and to whom to make such a request;

Review and Reconsideration of extension of expulsion

The student or parent(s) may request that the school board review and reconsider the decision to extend the student's expulsion. The student or parents may request the review orally or in writing within ten (10) school business days from the date the Superintendent or designee provides the written decision.

The school board may request to meet with the student or parent(s) or the principal to hear further arguments and gather additional information.

The decision of the school board may be made only by board members who were not involved in the behavioral violation, the decision to expel the student, or the appeal decision.

The school board will provide a written decision to the student and parent(s) in person, by mail, or by email within ten (10) school business days after receiving the request for review and reconsideration. The written decision must identify:

- Whether the school board affirms, reverses, or modifies the decision to extend the student's expulsion; and
- The date when the extended expulsion will end.

Any extension of an expulsion may not exceed the length of an academic term.

The district will annually report the number of petitions approved and denied to the Office of Superintendent of Public Instruction.

WHITE SALMON VALLEY SCHOOL DISTRICT RULES FOR PASSENGERS RIDING SCHOOL BUS

As White Salmon Valley School Bus Drivers, our primary goal is to transport students safely to and from school. The following school board approved rules and regulations are prepared in accordance with WAC 392-145-016 and are in place to ensure safety for all passengers. Riding the school bus is a privilege. Misconduct on a bus will be sufficient reason to discontinue providing bus transportation to students involved.

1. The driver is in full charge of the bus and passengers. Passengers must obey the driver promptly and willingly.
2. Students shall ride their regularly assigned bus to their assigned bus stop unless permission has been granted by the school authorities.
3. Outside of ordinary conversation, classroom conduct must be observed. All passengers will:
 - a. Sit properly in their seats.
 - b. Refrain from throwing objects.
 - c. Keep their hands to themselves.
 - d. Be courteous and not use profane/vulgar language/gestures.
 - e. Share seat willingly.
4. The bus driver is authorized to assign seats.
5. No passenger shall sit in the driver's seat.
6. Students must not damage, deface, or vandalize school buses. Parents of students damaging school buses will be held responsible and will reimburse the district for the cost of the damage.
7. No headphones or external speakers are to be played.
8. Passengers shall not light matches/lighters, use tobacco, nicotine products, or delivery devices (ie: vape pens, e-cigarettes, etc.). No alcohol and/or drugs are allowed.
9. No passengers shall open a window on the school bus without first getting permission from the school bus driver. Windows will not be lower than mark indicated.
10. No student shall at any time extend any object or part of their body out the window. Students must not throw objects/trash out the windows.
11. Students should arrive at the bus stop 5 minutes before the buses scheduled arrival time.
12. Students shall not abuse or cause damage to private or public property or fellow students while at school bus stops.
13. While loading, students are to remain in a safe location, 10 feet back of road edge in full view of the driver, until signaled by the driver to approach the bus.
14. Students must not have anything in their possession which may cause injury or distraction to others including but not limited to:
 - a. Weapons/ammunition
 - b. Glass
 - c. Balloons
 - d. Animals (except service animals)
 - e. Skate boards/scooters unless fully enclosed in a bag.
15. Each student must see that his/her belongings are kept under their personal control and out of the aisle and/or off of the back shelf.
16. Students will keep the bus clean. No eating or drinking allowed except water. Students will throw trash in the garbage.
17. Students must leave the bus in an orderly manner. Students must cross in front of the bus, never behind the bus, and must not cross the roadway until given consent by the driver. Students are to remain in full view of the driver at all times.
18. Students are not to run errands between the bus stop and home.
19. Passengers are to remain completely silent while approaching, during, and while departing rail road crossings.
20. In the event of an actual emergency, passengers must follow emergency exit procedure as established by the Emergency Exit Drills.