Markishtum Middle School

Student/Parent Handbook

Physical Address: 3560 Deer Street
Neah Bay, WA 98357

Mailing Address: P.O. Box 86
Neah Bay, WA 98357

Matthew Vandeleur, Principal
360-645-2880
Welcome To Markishtum Middle School

Cape Flattery School District Mission Statement

The mission of the Cape Flattery School District, in partnership with the Cape Flattery communities, is to insure that each student be given the opportunity to gain the knowledge, skill, and self-esteem necessary to become a contributing member of society.

Markishtum Middle School and Markishtum Middle School Mission Statement

Our goal is to provide students with opportunities, tools and strategies so they can become reflective, knowledgeable, and productive people who meet the challenges of the modern world while respecting the values and priorities of their heritage.

School Song

Neah Bay, all honor to you!
All our hearts are loyal and true.
Win or lose, we'll fight to the end,
And this will be our victory!

RAH...RAH...RAH...

There are many Red Devils bold.
Never shall our glories grown old.
Alma mater, black and crimson waves,
Proudly over Neah Bay!

Non-Discrimination Statement

Cape Flattery School District # 401 does not discriminate on the basis of race, ethnicity, national origin, sex, sexual orientation, religion, age, disability and/or veteran status in admission or access to, or treatment, or employment in its educational programs or activities. Inquiries concerning Title VI, Title IX and Section 504, may be referred to the Coordinator for the Office of Civil Rights, Cape Flattery School District # 401, Box 109, Sekiu, WA 98381, or phone (360) 963-2329, or the Office of Equity Education, Superintendent of Public Instruction, Old Capital Building, P.O. Box 47200, Olympia, WA 98504, or phone (360) 753-2560. You may also contact the Pacific Region Office for Civil Rights, Seattle Office, US Department of Education, 915 Second Avenue Room 3310, Seattle, WA 98174-1099 or phone (206) 220-7900 TDD (206) 220-7907
Child Abuse and Neglect

Policies and procedures regarding child abuse and neglect are regulated by Washington State. The Neah Bay Schools’ staff members are required by law to report suspicions of child abuse and neglect directly to Child Protective Services as per RCW 26.44.030.

Harassment, Intimidation, and Bullying

Harassment, Intimidation, and Bullying (HIB) is illegal and not allowed on the campus of the Neah Bay Schools under any circumstances. Instances of HIB must be reported to a Neah Bay School staff member, who will initiate the HIB investigation process with an administrator. HIB is a serious infraction that may result in suspension or expulsion if the behaviors cannot be adjusted. The Discipline Summary provides the progressive discipline sequence for HIB behaviors.

The principal reserves the right to modify or change any rules for the purposes of safety, security, and the preservation of the educational process.

Pesticide Notification, Posting and Record Keeping Requirements

The District shall comply with all legal requirements for record keeping regarding the application of pesticides to school grounds or school facilities. This includes creation of an annual summary report of pesticide usage and compliance with state department of agriculture rules regarding record keeping. Such records will be available on request by interested persons under the state Public Records Act and other laws. Procedure 6895 shall be printed and distributed annually in employee handbooks and student handbooks to employees, students and parents at the start of the school year or when an employee begins work or a student enrolls.

At least 48 hours before the application of a pesticide to school facilities or school grounds, the District shall notify parents and staff of the planned application in writing, including the heading, “Notice: Pesticide Application.” This notice shall be posted in a prominent place in the building office in addition to being provided to parents and staff. This pre-notification is not required if the school grounds or facilities will not be occupied by students for two days following the application of the pesticide. If the application is not made within 48 hours of the notification, another notification shall be made prior to the application. This pre-notification is not required in the case of any emergency application of pesticides to a school facility, such as an application to control stinging pests, but full notification shall be made as soon as possible after the application.
Following the application of a pesticide to school facilities (structures and vehicles) a sign shall be posted at the location of the application. The notice shall be at least 8.5 x 11 inches in size, shall include the heading, “Notice: Pesticide Application,” and shall state the product name; date, time and specific location of the application; the pest for which the application was made; and a contact name and telephone number. The notice shall remain posted for 24 hours, or longer if required by the label of the pesticide.

Following the application of a pesticide to school grounds notice shall be posted at the location of the application and at each primary point of entry to the grounds. The notice shall be at least 4 x 5 inches in size and state that the landscape recently has been treated with a pesticide and provide a contact name and telephone number. The notice shall remain posted for 24 hours, or longer if required by the label of the pesticide.

These notices are not required for the application of antimicrobial pesticides (substances used to sanitize or disinfect for microbial pests: viruses, bacteria, algae and protozoa). These notices are not required for the placement of insect or rodent bait that are not accessible to children.

**PLANNED USAGE OF PESTICIDES**

Cape Flattery School District may use a Round-Up type of Pesticide for weed control once a year along fence lines. If this pesticide is used it will be applied during the summer months when students and staff are not present.

**Dangerous Weapons**

A student shall not possess or transmit any object that can reasonably be used to represent or be considered a firearm or a dangerous weapon including toy guns or other toy weapon replicas. No student shall be in possession of a dangerous weapon or explosive device on school property or at a school sponsored event. A dangerous weapon shall include, but not be limited to the following: any firearms, any knife, any device commonly known as “num-chu-ka-sticks”, any device commonly known as “throwing stars”, any air or BB gun, or any explosive. The possession of firearms on school property will result in a mandatory one-year expulsion, subject to the appeals process as specified in RCW 9.41.28 and RCW 28A.600.010.

**Nutritional Requirements**

The Cape Flattery School Board has adopted procedures to align our campus with national, state, and local health and fitness requirements. Our food service program is aligned with the National School Lunch Program regulations.
Emergency Contact Information/Change of Student Information

Parents/guardians have the responsibility to inform the high school office if there is a change in mailing address, email address, cell phone number, land-line telephone number, emergency contact(s) or any other important directory information. The high school office requires current names and telephone numbers for at least two people whom you designate as emergency contacts when the parent/guardian cannot be reached during a health, safety, academic or any event deemed an emergency. Please remember that the school can only release a child to an adult who is on the emergency contact list. Any person to whom a parent/guardian wants to release a traveling student (athletics, field trips) MUST be on the emergency contact list.

Email Address/Cell Phone Number

For those of you, who have an email address/cell phone number; please include this avenue of communication on your personal information card.

FERPA

The Family Education Rights and Privacy Act (FERPA) allows disclosure of student records without consent to school officials with legitimate educational interests. A school official is a person employed by the school district in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff), a person or company with whom the school district has contracted (such as an attorney), a person serving on the Board of Directors, or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

FERPA also allows parents to decline to have their child’s contact information printed in the publicly available school directory. If you do elect to opt out of this directory, please be advised that your child may not be contacted about some tribally or privately sponsored social or special activities. In addition, the No Child Left Behind Act provides parents with the opportunity to remove the name of their child from any lists sent to military recruiters. Please let us know if you would like your child’s name removed from this list.

Power Outage/Snow Day/Other School Closure

The following procedures will be used when decisions are made to alter the normal school schedule because of power outages or weather conditions.
Weather Conditions

It is the general policy of the Cape Flattery School Board to operate the school during periods of light or moderate snow conditions. Teachers and pupils/parents should presume that the school would operate unless otherwise notified. **In some cases, school buses will only travel on snow routes.** For closure or late-start information, call the school FACT line at 645-2221.

Power Outages

If the power goes off while school is in session, the superintendent or her designee will contact PUD to determine the potential length of the outage. If the power will be off for more than one hour when daylight or heat is compromised, Markishtum Middle School will be dismissed. We will allow high school students to leave campus unless the closure event presents a safety or health emergency to the students. If you do not want your high school student to be allowed to leave without your permission, even if we deem the conditions to be safe, please notify the high school office in writing.

If the power goes off during the night, and is still off by 5:30am, there are two possible procedures:

1. If PUD predicts that the power will be restored shortly, school will start at 10:00am.
2. If PUD predicts that the power will not be restored by Noon, school will be cancelled for that day. Subsequent days with no power will be dealt with as they occur.

The Neah Bay Fact Line will include late start and closure information.

Emergency Plans

**Earthquake** - When an earthquake occurs, the school must assume that there will be a subsequent tsunami within 20 minutes. As soon as the shaking stops, the students and the teachers will immediately proceed to Diaht Hill by foot. Parents, guardians, and designated emergency contacts may pick up students at that location. Please do not remove a student from Diaht Hill without checking out with the teacher. If you remove a child without our knowledge, we may institute an unnecessary search for the child and waste valuable resources during the emergency. Please remember that if an earthquake happens during the school day, your child is the safest when you follow the school procedure.
**Tsunami Warning** - There are two possible procedures for a tsunami (without an earthquake):

1. When a tsunami warning is issued during the school day and that warning provides an hour or less till the wave strikes, teachers and students will immediately proceed to Diaht Hill on foot. Parents, guardians, and emergency contacts should then follow the same procedures as in earthquakes.

2. When a tsunami warning is issued during the school day, and that warning provides two hours or more till the wave strikes, parents will be notified that there will be an immediate early release. All parents/guardians or emergency contacts must be contacted, or we will keep the child with us and evacuate to Diaht Hill for safety.

**Fire Drills/Earthquake Drills/Lockdown Procedure**

In order to ensure the safety of your child, we will practice announced, and when the students are ready, unannounced fire drills, earthquake drills, and lockdown drills.

**Lockdown Procedure**

1) During an actual lockdown procedure, all doors to the school will be locked and no one will leave or enter the building without the appropriate authorities’ approval.

2) When the lockdown procedure is completed, there will be a statement released by the Superintendent.

Parents or guardian may withdraw their student(s) for the remainder of the school day, but normally school will continue as scheduled with counseling for staff and students available ASAP if deemed necessary.

**Bomb Threat Procedures (NO cell phones or electronic devices may be used during a bomb threat for safety purposes; they may set off an explosion.)**

When a bomb threat has been received, and it is recommended by the appropriate authorities not to return to the building, students and staff will proceed to the pick-up area at the Assembly of God Church on the corner of 3rd Avenue and Fort Street. Students will be bused home or released to their parent or guardian after checking out with supervisory personnel at that site.

**Go Home Alone Form**
In the case of a power outage or weather closure that requires release of children during school hours, only MMS children with a Go Home Alone form signed by parents will be released without parent contact.

School Hours

School begins at 8:30 A.M. and ends at 3:00 P.M. Monday through Friday. Students who eat breakfast at school should not be on the school grounds until 8:00 A.M., unless a staff member has requested an earlier appointment and is providing supervision. Students who eat breakfast at home should not come to campus until 8:20 A.M., unless a staff member has requested an earlier appointment and is providing supervision. All students should report to assigned homerooms in time for the 8:30 A.M. attendance count.

When school ends at 3:00 P.M., students should leave campus unless a staff member requests a student to stay later, and is providing supervision, or unless a student is taking advantage of the 3:00-3:30 homework/tutoring program or the GEAR-UP tutoring lab. A student who is taking part in any school program, function, or activity that is supervised by staff may also remain on campus after 3:00 P.M.

Closed Campus

During school hours, please note that Markishtum Middle School is a Closed Campus. No students may leave the grounds unless the proper procedures are followed. No students may leave campus at any time during the school day unless a parent or legal guardian physically goes to the High School office to check out the student. (Cape Flattery School Board Policy.) If a student leaves campus without following the proper procedure, the student will be marked absent for the remainder of the day and will not be allowed to return to campus for the remainder of the day. Grades will suffer accordingly.

Family Access to Teacher Grade Book

Cape Flattery School District is committed to enhancing communication with parents and guardians. With this in mind, the District will continue to use Family Access, a web-based program that allows parents/guardians to look up information contained in the District’s student information system regarding their child. Guardians will be able to see not only demographic information, but also food service statements, grade book assignments, grades, upcoming events, and messages posted by teachers and administrators.
A step-by-step guide is available to assist you with this system. Newly enrolled students will have guardian usernames and passwords created upon enrollment. Please protect your username and password.

NBHS has an expectation that parents/guardians will use Family Access to stay informed about their child’s grades, and share the responsibility for monitoring educational progress.

In the 2014-2015 school year, we will continue the use of Student Access, as means for students to access their gradebooks with use of a login and password.

**Parent/Guardian Visitors**

Parents and legal guardians are welcome in Markishtum Middle School. To help us ensure the safety of the students and the security of the building, parents/legal guardians must check in at the High School office and receive a visitor badge, which must be visible to campus staff. These badges help us to know who is authorized to be in the school building, another important safety measure.

*Please note that staff will ask any adult without a visitor badge to go to the high school office for this important item.*

By CFEA contract stipulation, parents who wish to observe classrooms must arrange for prior permission with the instructor.

The principal reserves the right to limit parent/legal guardian visitation at her discretion if the educational process and/or safety of the campus is disrupted.

**Middle School Promotion and Retention Policy**

We have instituted a promotion procedure that will challenge students to do their best and focus the proper amount of time on class work and homework.

In order for a student to move from 6th grade to 7th grade, s/he must have no F grades when the 1st and 2nd semester grades are averaged together.

In order for a student to move from 7th grade to 8th grade, s/he must have no F grades when the 1st and 2nd semester grades are averaged together.

In order for a student to move from 8th grade to 9th grade, s/he must have no F grades when the 1st and 2nd semester grades are averaged together, and pass the promotion project.

Students who do not meet promotion requirements will be offered the opportunity to attend summer school instead of retention.
Students who elect not to participate in Promotion Night ceremonies will still be promoted if they meet all other academic requirements.

Staff will alert parents to the possibility of retention at the end of the first quarter.

**8th Grade Promotion Project**

All 8th graders are required to complete an 8th grade promotion project, which consists of the following: a research paper, a presentation board, and a presentation to a panel of school personnel. Projects must receive a passing score in order for the student to promote to 9th grade and to attend the Promotion Night ceremony.

**Promotion Night**

8th graders who wish to participate in the formal Promotion Night ceremony MUST attend and participate in scheduled rehearsals, as well as meet the promotion requirements, which are: 1) Pass all classes, and 2) Pass all components of the 8th grade promotion project. Attending the promotion ceremony is not required.

**Volunteers**

Volunteers, especially parents and guardians, are welcome in the classroom to assist with the academic, social, and emotional growth of the students once they have passed a Washington State background check. This stipulation pertains to field trip chaperones as well. Volunteers are under the supervision of the teachers and must follow through with the expectations the teachers outline for each volunteer. Volunteers should arrive and depart on schedule since timing is critical for effective classroom operations.

Volunteer procedures must be followed and they are:

1. Complete a volunteer form at the High School office, including a Background Check
2. Complete an orientation with the principal or his designee prior to contact with students.
3. Sign in at the High School office each day when arriving to receive a badge. Wear the badge at all times on campus.
4. Sign out and return badge when leaving campus.
Dress Code

Markishtum Middle School is lucky to have students who usually dress appropriately. However, because we wish to be as effective as possible in keeping students safe and healthy, as well as free from violence and harassment, we encourage all parents to make sure that their children follow the following guidelines:

1. Clothing with alcohol, drug, tobacco, violent, or sexual references displayed or advertised, or any attire the administration determines is gang-related, will NOT be allowed at school or during school activities (Clothing with sharp spikes more than .25 inches long is not permitted.)
2. Halter tops, spaghetti strap tops, bare midriffs and backs, sagging pants, pants with excessive holes, and shirts with excessively large armholes or with low necklines that expose cleavage are not acceptable. Shoulders must be covered. Any clothing that reveals underclothing is not acceptable. Opaque leggings are required if holes in pants are higher than mid-thigh. Sleep attire will not be permitted at school. If you have questions or want clarification, please ask.
3. Dresses and shorts, including PE clothes, must be worn at appropriate length, which is defined as a student’s fingertips aligning with the hem edge of the garment when standing with hands at one’s sides.
4. Hoods and sunglasses are not to be worn in buildings.

The principal reserves the right to add more dress code stipulations as fashions change during the year, and remains the final authority of acceptable dress on the school campus.

If a student’s attire is deemed inappropriate, and the situation cannot be remedied by covering up, by turning a shirt inside-out, or by adding a belt, the parent/guardian will be responsible for bringing a change of clothing to the High School office where the student will be waiting.

In order to safeguard the health of all students, and ensure that the learning environment is not disrupted, shoes, hats, jackets, and other articles of clothing may not be exchanged during the school day.

The privilege of wearing hats may be suspended at any time if the privilege is not respected or hats become a disruption to the educational environment. Hooded garments are permitted, but no hoods may be worn in any secondary building.

New Student Enrollment

Parents/legal guardians should expect to bring a birth certificate, record of immunization, and name of last school attended for presentation at the time
of application. In addition, parents/guardians must answer several questions regarding a student’s status in previous schools including discipline records and special education services. A prospective student will begin school as soon as possible once we have time to review records.

If a minimal gap is necessary, it ensures that the enrollment process is complete, and that all records from the previous school can be received and reviewed by the principal; the Nurse must also have time to review immunization records for legal compliance. New students and their parents will need to attend an orientation conference with the principal or her designee prior to beginning classes.

**ASB Cards Required for Students Participating in Activities**

The ASB requires that all students who participate in athletic and clubs, grades 6-12, must purchase an ASB card before being allowed to participate. **ASB cards are $20 (Elementary students and school staff), $25 (Middle and High School students), and $35 (Adult Season Passes).**

**ASB, Club, and Sports Eligibility**

A student must have a 2.0 GPA with no F’s (ASB GPA is 2.8 and National Honor Society GPA is 3.25), purchase an ASB card, and have no behavior contracts, and no AER assignment that week in order to participate in school related sports and/or extra-curricular school activities that occur after school.

In addition to these requirements, students who participate in sports must obtain and complete and Athletic packet. Teachers sign eligibility forms each Monday; forms are given to the Athletic Director at 3:30pm Monday afternoon. Grades listed on the eligibility forms reflect the grades from the previous week. An F on a Monday eligibility report will prevent a student from taking part in any competition or activity till the following Monday when a new eligibility report is issued.

The ASB cardholders will be allowed admission to all home interscholastic athletic events including football, basketball and volleyball.

**Withdrawal from School**

To withdraw a student from school, the parent should notify the school office in writing. A withdrawal form must be completed before leaving school. The school office will furnish records to the new school upon request from that school. All books/equipment must be returned and all fines paid prior to records being sent. State law allows us to withhold school records if fines and fees are not paid.
Guidance and Counseling Services

A counselor/psychologist is available to provide individual and group interventions to students in need. The Neah Bay Secondary Counseling Center is located next to the staff lounge. Students wishing to see the counselor must have a prior appointment. Only the counselor/psychologist may issue appointment passes for a student to leave class to keep an appointment.

Breakfast and Lunch

Free and Reduced Meal Application Forms will be available to students the first week of school. Everyone is asked to complete a form. The Makah Tribe will pay for enrolled Makah students according to the income/rate qualifications on the form. If no form is returned, the Tribe may decline to fund meals.

Markishtum Middle School students should report to the cafeteria no earlier than 8:00 A.M. for breakfast. Food service ends at 8:20 A.M. so students can be to class on time.

Markishtum Middle School lunch is 11:25 to 11:55. Remember that our campus is a Closed Campus by School Board Policy. Students may not leave campus unless checked out by a parent/guardian through the High School office. Students who ignore the proper check-out procedure will not be allowed back on campus for the remainder of the day and will be marked as unexcused absent. Athletes, ASB participants, and any other students with extra-curricular activities will not be allowed to participate in afternoon activities if the check-out procedures were ignored.

Meal Prices for 2014-2015

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Liability for Student Property

The Cape Flattery School District assumes no responsibility for loss or damage of a student’s personal property. Personal radios, headphones, iPads, MP3 players, CD and DVD players, tape recorders, and other distracting items are not allowed in the school setting and are the student’s
responsibility. Large sums of money and other valuables should also be left at home. Articles of value that are brought to school for a teacher-directed educational purpose should be locked in a teacher’s cabinet or checked in at the HS office.

**Items not allowed at Markishtum Middle School**

We have an important job at Markishtum Middle School. In addition to keeping students safe, we need to provide an environment that protects the educational process and the ability of the teachers and staff to help students learn. **Weapons, explosive devices, drugs, drug paraphernalia, bandanas and gang representations materials, alcoholic beverages, tobacco products, and other criminal or controlled substances are not allowed on campus at any time.** Because protecting the educational process is important, the following additional items are not allowed in classrooms or in the halls of Markishtum Middle School during the school day:

1. Electronic games
2. CD players and CDs
3. Laser pointers
4. Radios
5. Portable DVD players
6. Headphones
7. Portable gaming systems
8. Digital Cameras
9. I-Pods or any MP3 players
10. Permanent markers, especially Sharpies
11. Any other items deemed disruptive

Skateboards may not be ridden on campus at any time. If a student rides a skateboard to school, it must be put in a locker for the entire school day. Students who violate this rule will lose skateboard privileges.

**Electronic Devices**

According to current board policy, between 8 a.m. and 3 p.m., personal electronic devices such as cell phones, IPods, MP3 players, and any other such devices may not be used in a classroom unless it is under the direct instruction of a classroom teacher. Cape Flattery School Board policy does permit a student to bring a cell phone on campus; however, the phone **must be turned off during school hours.** Students who use any portion of their phone during the day will have their electronic device/SIM card confiscated by staff. Refusal to give them up will result in suspension for defiance. School Board policy allows the principal to restrict a student from bringing a cell phone to campus if the student repeatedly violates the cell phone restrictions which are in place. We suggest that cell phones remain in lockers or in zipped
backpack pockets during the day to prevent the impression that the phones are in use.

**Markishtum Middle School Computers**

Markishtum Middle School is committed to helping the students learn with and about technology. However, we are also committed to keeping students safe and preserving the educational process. Consequently, there are several rules regarding student use of school equipment.

1. All students using the Internet are required to have a parental permission form on file with the school.
2. No instant messaging (IM) is allowed on campus.
3. Students may send or receive e-mail as related to DLD or classroom assignments only.
4. Students may not download music to school computers for any reason. New laws make the school district liable and culpable if this action happens, so it is strictly prohibited.
5. Computers may be used for games only at the discretion of a teacher and with direct supervision.
6. No chat lines/rooms.
7. No ordering merchandise or applications on line.
8. No installation of apps or screen savers without teacher direction and permission.
9. No mistreatment of any computer and/or equipment.
10. No mistreatment of any computer equipment, and
11. Any other behavior deemed inappropriate by the staff.

Students who disregard these rules and procedures will have their computer privileges suspended for first offenses and ultimately, revoked if the infractions continue.

**Limited Excused Absences during Final Exam Periods**

Current educational research demonstrates that high schools have higher success rates when competitive and security-conscious final exam periods are a part of school culture. Consequently, Markishtum Middle School has published final exam periods in the annual Event Calendar. Absences from a final exam will be excused in limited circumstances, like a death in the immediate family. Personal excuses, like trips, family celebrations or milestones, or conflicting responsibilities, will not be excused. The principal reserves the right to request documentation, as well as the right to make all final decisions regarding attendance issues.

**Attendance Policy**

The *statewide* definition of excused and unexcused absences is as follows:
Excused Absences

The following are valid excuses for absences, to be verified through appropriate documentation:

- Participation in a state, district, or school approved activity or instructional program;
- Illness, health condition, or medical appointment (including medical, dental, or optometry);
- Family emergency, including a death or illness in the family;
- Religious or cultural purpose including observance of a religious holiday or participation in religious or cultural instruction;
- Court judicial proceedings or serving on a jury;
- College visitation or scholarship interview;
- Principal and parent, guardian, or emancipated youth mutually agreed upon approved activity; and
- Absence resulting from a disciplinary action (e.g., short-term or long-term suspension, emergency expulsion).

An excused absence may be one or more classes, up to the entire day. Principals may, at their discretion, require that notices be made exclusively in writing. The principal will make the final determination in cases where the classification of the absence is as excused or unexcused is disputed. An example of an approved absence in writing will have the following items:

Dr. Smith
(Letterhead of doctor, counselor, etc.)

Susie was seen by Dr. Smith on October 12th at 2:30 p.m.
(The statement regarding the child’s absence must include the child’s name and date(s) and time(s) of absence(s).

Jen Jones
Office Receptionist
(Letter must be signed with the official title of person that is signing.)
Steps to Follow When Absent

1. A parent/guardian should call the attendance clerk @ 645-2463, or send e-mail to mdonoghue@cfsd.wednet.edu, on or before the morning of the absence. If a call has not been made to the school regarding a student’s absence, the school will contact home to inquire about the absence.

   -OR-

2. Parent/guardian must provide a written excuse giving the name, current date, and date(s) of absence, reason for absence, and his/her signature within 24 hours of the absence. Failure to include any of this information will result in an unexcused absence. All students in grades K-12 will present their written excuse to the attendance clerk as soon as they report to school.

3. After 10 accumulated days of excused absences, a note from a health care provider will be required for each subsequent illness-related absence. Absences will remain unexcused unless a note is received within three school days.

4. Students should meet with their teacher(s) as soon as possible upon their return to school to arrange for make-up assignments. Each student is responsible for obtaining and completing all work missed during an absence.

Pre-Arranged Absence Process

The school does not encourage parents to take children out of school during the school year. When a student is going to be out of school for an acceptable reason and it is known in advance, that parent/guardian must make a request in writing to pre-excuse the absence. The procedure lets the school and the teachers know that a planned absence will occur on a particular day or series of days. Because the teachers are informed that an absence will occur, the student can get assignments and stay current with schoolwork. The limit for a single pre-excuse is five days. A maximum of ten days of pre-excuses is allowed for each student. If a student has an ongoing medical condition or orthodontic appointments, and more than ten pre-excused days are necessary, please have a letter from the health provider on file, with all dates of service listed, to extend pre-excuses beyond the ten-day limit.

To obtain a pre-excused for an excused planned absence (that meets the state’s definition of an excused absence), the following must be done:

- Students must bring a note to the office from the parent/legal guardian. The note must come to school at least two school days before the pre-excused absence begins, and must state the day(s) the student will be absent, the reason for the absence, and the signature of the parent/legal guardian.
The principal must approve the pre-arranged absence. Please note that new federal and state requirements do not allow us to excuse absences for trips to town, visits from relatives, family vacations, or other non-emergency reasons.

The office will give the student a pre-excuse form to be completed by each of the student’s teachers. The teachers will also give the student the assignments that will be missed. **Please be aware that some class work (science labs, presentations, tests, and group project work) cannot be completed independently during a pre-excused absence and will have to be made up with the teacher at the teacher’s convenience.**

The student brings the completed form back to the office. The secretary will keep a copy and give the student the original.

In order for the absence to remain pre-excused, the work completed during the pre-excused absence **SHALL** be turned in to the teachers on the day the student returns. This includes students that are absent due to school sponsored activities.

When a teacher or coach arranges for a group of students to be absent, the teacher or coach will provide a 3-day advanced written notice of the students involved to the principal, other classroom teachers, and the attendance office. Students absent from classes because of school sponsored activities will not lose participation points in those classes.

A student who does not attend the school-related pre-arranged activity will be reported as an unexcused absence by the teacher/coach. A written list of students who were in actual attendance at the school sponsored event will be provided to the attendance office by the teacher/coach immediately prior to departure and immediately upon return.

Please remember that Washington State law requires that students be making regular academic progress in order to be excused by this process. We may have no choice but to deny a pre-excused absence to a student if the student is doing poorly in school. The purpose of the pre-arranged absence process is to notify the student, parents, and school officials of the effect an extended absence will have on class work and to notify teachers of a student’s attendance status.

**Unexcused Absences**

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

Recent legislative action (BECCA law) requires school officials to notify parents of all unexcused absences and to conduct a parent/student conference following the second unexcused absence in any month. In addition,
information will be forwarded to the proper authorities following five (5) unexcused absences in any month, ten (10) unexcused absences in a year or following ten (10) absences (excused or unexcused) unless the student brings a doctor’s note excusing him/her for medical reasons.

The following steps will take place for unexcused absences:

- A letter will be sent home for each unexcused absence.
- If two or three unexcused absences occur in one month, the principal will meet with the parent and student or schedule a phone conference.
- If five or more absences occur in one month, or ten unexcused absences occur in one school year, the student may be referred to Child Protective Services and/or Port Angeles/Forks Juvenile Court.
- Once a child has been referred to Juvenile Court, they will be referred to Court for each unexcused absence thereafter.

There are two other instances that prevent a child from attending a full day of school: tardiness and early checkout. Federal and state laws require that we keep track of both of these cases for missing school, too. Keep tardies and early check-outs to a minimum. Five tardies or early check-outs will count as one unexcused absence.

Unexcused Absence Procedures

1. Students are expected to attend all classes every day. Teachers will keep accurate records of all absences and tardies by using the SKYWARD program through ESD 114.
2. Students who are absent and do not bring a note signed by their parent/guardian within 24 hours upon their return are considered unexcused.
3. Students who fail to bring a note, or have parents call within 24 hours following an absence are subject to disciplinary action and academic sanctions.

Becca Law Information

During the 1995 legislative session, E2SSB 5439 (Chapter 312 L95) the “Becca law” RCW 28A.225.030 was passed to give parents more control over runaway children and curb truancy and absenteeism in the schools by requiring schools to take action following unexcused absences. The Becca law relies heavily on after-the-fact intervention. Legislature enacted provisions that require schools to file a petition in juvenile court when a student accumulates at least five unexcused absences in a month or ten unexcused absences in a year. If the allegations in the truancy petition are established by a preponderance of the evidence, the court must assume jurisdiction to intervene for a period of time determined by the court. If the student fails to comply with the court’s order, the court can impose a variety of sanctions,
including detention, fines, community service, or require that the student submit to drug or alcohol testing.

See Board Policies
- BP 3110
- BP 3111
- BP 3112
- BP 3122
- BP 3120

Legal References
- RCW 28A.225.010
- RCW 28A.225.020
- RCW 28A.225.160
- RCW 28A.225.030
- WAC 392-134-10

Tardies

Tardiness is defined as being late to class. If a student is late to first period, the student must report to the office and obtain a tardy pass to class. Any student who is tardy five times in a month will be considered to have chronic tardiness.

Students who arrive to school between 8:30 a.m. – 8:45 a.m. will be marked tardy. Students who arrive to school after 8:45 a.m. miss important instructional time that cannot be made up.

This information will be kept by the teacher and may affect your grade. Students coming to school late will be required to obtain an admit slip from the office before being admitted to class. If a student is over fifteen minutes late, they are counted absent for that class. Parent contact will be made when a student accumulates 10 tardies. Students who accumulate 14 tardies will be referred to Clallam County Truancy Court, and will be required to serve lunch and after-school detentions.

School Work and Absences

Course syllabus will contain criteria relative to when make-up work must be submitted. When attendance is part of the grading criteria, it shall be noted in the teacher course syllabus. WAC 180-40-235-2 allows for a student’s grade to be:

- Affected by his or her attendance and/or participation in the class. In order to lower a student’s grade for absences or tardiness, the student’s attendance and/or participation must be related to instructional objectives or goals of the particular subject or course.

The staff at Markishtum Middle School believes that all children can learn. In order for a student to learn, we must provide a safe and challenging environment. Students must come to school each day, complete all class and homework assignments, and follow all the rules of Markishtum Middle School. The staff also understands and appreciates the key role that parents play in the successful education of a teenager. Consequently, there are
several procedures that parents need to know about so we can work together to ensure the success of every child.

CAPE FLATTERY SCHOOL DISTRICT – SECONDARY PROGRAM
Honor Code

We want all of our students to be prepared for life after high school, no matter which of the five paths one can choose: the workforce, the military, a technical school, a two-year college, or a four-year college/university. One of the most important readiness attributes for successful people in life after high school is the ability to demonstrate ethical behavior. To this end, students need to understand, master, and implement an Honor Code in their secondary activities.

The Honor Code provides an expected structure for faculty and students when judging what behaviors are appropriate and inappropriate in academic contexts. Students are expected to act with honesty and integrity in all academic matters (including but not limited to: classwork, homework, tests, quizzes, projects, research papers, essays, labs, and lab reports), and to refrain from representing the work of another person as their own.

Behaviors which constitute a breach of the Honor Code include, but are not limited to the following:

- Copying from someone or allowing someone to copy from you.
- Seeking help from another person when a teacher would not allow outside help.
- Plagiarizing.
- Using explicitly forbidden resources for a take-home exam, project, or other assignment.
- Submitting the work of another person as your own,
- Knowing that another student has violated any of the above actions or Attendance Policy and not reporting the violation to a teacher or the principal.

If you are not certain if an academic behavior violates the Honor Code, ask a teacher before you engage in the behavior.

Consequences for violating the Honor Code:

**First Offense:** Loss of grade (get a 0), 1 day after school detention, parent contacted, loss of trust

**Second Offense:** Loss of grade (get a 0), parents/guardians notified, 3 days of after school detention, parent meeting with principal
Third Offense: Loss of grade (get a 0), parents/guardians notified, 5 days of after school detention, Behavior contract

Fourth Offense: One day suspension, one letter grade deducted from current grade in class in which violation occurred

Electronic Grade Reports (EGR)

Parents need to know how a student is performing academically, and we have the expectation that this responsibility is best shared by teachers and parents/guardians. To keep parents informed, we will distribute electronic grade reports for each class every Monday. Students are responsible to bring these reports home each Monday, so please ask for them. If you find that these reports are not getting home to you, please use the Family Access system. We encourage parents to check Family Access and students to check Student Access on a weekly basis. Teachers will contact parents when a student’s grade drops to an F, or if s/he notices a precipitous drop in a grade or a drastic change in academic or social behaviors.

Homework

Research indicates that middle school students should do between 90 and 120 minutes of homework each night. Students at Markishtum Middle School will have homework Monday through Thursday night, and should expect to read for another thirty minutes in addition to this. Weekend homework may also be assigned. Faculty will incorporate homework grades into the weekly EGR that goes home to you.

Behavioral Expectations

Research indicates that the ability of a student to self-regulate is one of the three most important success criteria for life after high school. In addition, one of the school’s most important responsibilities is the preservation of a safe and secure environment that is conducive to student learning. We expect students to use appropriate language, keep their hands to themselves, and respect the personal property of others. In addition, we expect that students will treat all staff members with civility and courtesy. If a student does not comply with these expectations, as well as all rules in this handbook and in individual classrooms, we employ a Progressive Discipline System as outlined in WAC series 180-40.

The Discipline Summary explains the definition and consequences for each type of misbehavior, and illustrates the progression of consequences if the student chooses to continue to disregard the same rule.

Continued misbehaviors and disregard for interventions will trigger increasingly serious consequences. Middle School faculty may institute an
individual behavior plan with a student in order to help the student regain self-control or adopt better behaviors, or ask the principal to consider a transfer to the Alternative Program.

**Repeated failure to curb disruptive and inappropriate behaviors will result in a meeting with the principal who may impose behavior contracts, detention, suspension, or other appropriate disciplinary actions.** A behavior contract will detail the behaviors that must be changed, as well as an out-of-school suspension progression should the inappropriate behaviors continue (1 day, 3 days, 5 days, 10 days, home-based service option).

**Home Base Service Option**

The home-based service option is an alternative to educational placement that lasts for the remainder of the semester. This option restricts the student from attending classes during the school day, but provides work that the student completes at home. The student comes to school two afternoons from 3:00 – 3:30 each week to review work and receive additional work (upon completion of previous assigned work) and instruction. Students in a home-based option may earn credit if all semester work is satisfactorily completed and a 2.0 GPA is maintained. Students who are placed on a home-based service option are NOT eligible to participate in or attend field trips. Students placed in the home-based program who fails to complete weekly work risks losing the opportunity to earn credit for their classes.

**Higher-level infractions are considered to be exceptional misconduct:** these are offenses that endanger staff or students on school grounds or during school sponsored events. Instances of exceptional misconduct will be referred directly to the principal, who may assign in or out of school suspension with no history of previous incidents of this type. Behaviors that are deemed serious enough to warrant immediate principal intervention include, but are not limited to:

1. Physical Violence or the promotion of physical violence (includes fights, assaults, and the like)
2. Aggressive or reckless behavior (dog piles, headlocks, random punches, and the like)
3. Threats of any kind
4. Profanity directed toward staff
5. Harassment of any type (physical, sexual, verbal), intimidation, or bullying
6. Theft
7. Carrying or brandishing weapons or explosives of any kind
8. Possession, use/sale of alcohol, tobacco products, or drugs
9. Possession, use/sale of drug paraphernalia
10. Vandalism
11. Arson
12. Gang activity (This is defined in the RCWs as the concerted actions of three or more people that interact amongst themselves, have identifiable leadership, take upon themselves an identity or a group name, sometimes claim a physical territory, and engage together in one or more forms of anti-social behavior and or criminal activity on a regular or on-going basis.) Gang activity includes any behavior, dress, signing, or symbolism intended to represent gang affiliation.
13. Interference with the civil rights of others (including racial or gender slurs)
14. Indecent exposure
15. Breaking and entering
16. Pantsing (pulling down another child’s shorts or sweatpants)
17. Taking pictures of students in the bathroom or locker room
18. Inappropriate display of anger,
19. Spitting on another person, or food/drink/possessions of another, as well as drinking fountains, and
20. Any other criminal behaviors.

Exceptional misconduct can result in a short or long-term suspension (in accordance with WAC 180-40-245, WAC 180-40-260) or in extreme cases, expulsion (WAC 180-40-275). Generally, the progression for exceptional misconduct is as follows:

1. Short-term suspension from school ranging from 1-9 days and parent conference with principal before re-entry to school,
2. Long-term suspension from school ranging for 10 or more days and parent conference with principal before re-entry to school,
3. Home-based service option for remainder of semester,
4. Expulsion with possible re-entry at the beginning of the next semester along with a parent conference before a re-entry.

Please note that the school has the right to emergency expel (immediately remove) any student from school for an indefinite period of time based on a clear and present danger to the student, the staff, to others, or to the educational process.* (WAC 180-40-295).

Markishtum Middle School follows Due Process requirements as set forth in WAC 180-40 series. Grievances regarding short-term suspensions are outlined in WAC 180-40-255. Appeals regarding long-term suspensions and expulsions are outlined in WAC 180-40-310, which is printed on the back of the notice sent to parents.

*This includes all school rules in addition to threats to the life and safety of any staff or students.
Proper Bus Behavior

Safety is of paramount importance on our buses. Markishtum Middle School students who ride the bus are expected to follow all directions issued by the bus driver and any school personnel who ride the bus. Any actions deemed to be inappropriate on campus are deemed to be inappropriate on the bus; actions deemed to be exceptional misconduct on campus are deemed to be exceptional misconduct on the bus. Students who engage in unsafe and/or inappropriate behaviors on the bus face disciplinary consequences that include being banned from the bus for time periods ranging from one day to the entire year, detention, suspension, and expulsion.

Proper Behavior during Breakfast and Lunch in the Multi-Purpose Room (Cafeteria)

Safety is of paramount importance on the Neah Bay School campus. Students and staff also deserve to enjoy meals in a comfortable environment that makes eating and socializing enjoyable. Any actions deemed inappropriate during school hours are inappropriate during meals in the cafeteria. Any actions deemed exceptional misconduct during classes or on campus is also exceptional misconduct during meals in the cafeteria. Throwing food will result in a suspension of meal privileges for a first offense. Duration will increase with repeated offenses. Engaging in an active food fight or spitting in another’s food will be considered exceptional misconduct, as will taking food from another student.

Proper Behavior in the Library, Shop and the Gymnasium

The library, both gymnasiums and the shop are classrooms that encourage student learning. Any actions deemed inappropriate in classrooms or on campus are deemed inappropriate in the library and both gymnasiums. Any actions deemed exceptional misconduct during classes or on campus are also exceptional misconduct in the library and both gymnasiums.

Police Dogs

Markishtum Middle School encourages the local police departments to bring drug-sniffing dogs into the school to sniff lockers for the presence of illegal drugs. Please remember that the lockers are the possession of the Cape Flattery School District and are provided to students for their convenience. Students have NO expectations of privacy in their lockers.

PDA’s (Public Displays of Affection)

Markishtum Middle School allows no PDA’s. At the middle level public displays of affection are not appropriate in school or at school events, and
students risk following the progressive discipline sequence for inappropriate display of affection if they ignore this standard of behavior.

**Sleeping in School**

Sleeping in school is not an appropriate learning behavior, and is often a sign of a serious problem. Students who continue to sleep during class hours after a warning will be referred to the appropriate physical or mental health specialist/social service provider for intervention.

**Hickies**

Hickies, or “love marks” are not allowed to be visible at Markishtum Middle School. While we cannot control a student’s behavior outside of school, we do require that hickies be covered by clothing. We will call a parent to bring appropriate clothing to school if necessary.

**Pantsing**

Pantsing, the pulling down of another child’s shorts or sweatpants, will be considered a sexual assault and treated as exceptional misconduct. Police will be called.

**Unsafe/Underage Driving**

The State of Washington forbids underage children from driving. All underage students who drive onto the Neah Bay campus will be reported to the Clallam County police department.

**Hazing**

Any individual or group activities that “haze” or seek to initiate younger or new students with violence or any type of harassment will be considered exceptional misconduct and treated as such. Law enforcement will be contacted.

**Aggressive/Reckless Horseplay**

Any physical behavior that presents a health or safety hazard, no matter the intent, is aggressive/reckless horseplay. This category includes pushing, “chesting up” to other students, bumping in the halls, random punching, headlocks, wrestling, and any participation in dog piles or other inappropriate physical group activities. These behaviors are considered exceptional misconduct because they are so unsafe, and are subject to progressive consequences as stated in the Discipline Summary.
Spray Colognes/Perfumes

Many spray colognes and perfumes can trigger asthma attacks in students with this health issue, so we cannot allow these items in our building. In addition, sprays like Axe contain butane, a highly flammable substance. This is for student safety as a student was severely burned several years ago because his Axe body spray ignited during the school day.

Homework and Tutoring Assistance

Teachers are available to help students from 3:00 – 3:30 daily. We may request that some students attend help sessions to ensure academic success. Teachers may also request that some students attend extra help sessions from 8:00 – 8:30.

No Food/Drinks in Classrooms - Lockers

Research demonstrates that students learn best in a safe environment with no distractions. Consequently, no food, snacks, or drinks other than bottled water will be allowed in classrooms. (Teachers may have treats available on rare occasions. Classroom parties must be approved by the principal and may celebrate academic or attendance achievement.) Students may not keep open food items in lockers. The only food items in lockers can be lunch materials from home that will be consumed that day.

**BOTTLED WATER IS THE ONLY POTABLE ITEM THAT IS ALLOWED IN CLASSROOMS, THE GYM, THE LIBRARY AND THE SHOP. THIS RULE APPLIES TO STAFF AND STUDENTS ALIKE.**

Hall Passes

For the safety and accountability of all students, they must have the teacher’s permission and a hall pass to leave their classroom. Students must sign out of the classroom before leaving and sign in upon their return. The hall pass should list the student’s name, date, time, destination, and time of return. Students will not be allowed to leave the first or last 15 minutes of class.

Respect for School Neighbors

Markishtum Middle School is located in a neighborhood that is surrounded by private property. Students must show respect for the surrounding property and the neighbors by not trespassing for any reason on, in, or through their yards. We will encourage private landowners with complaints to call the Makah Tribal Police.
Activity/Sports Information

Information about the extracurricular interscholastic sports and activities are found in the Cape Flattery Interscholastic Sports/Activities Handbook.

Honor Roll

Honor roll for middle school and high school students is figured each quarter on the quarter grades of all full time subjects. The scale is:

- A = 4.0
- A- = 3.7 – 3.9
- B+ = 3.3 – 3.6
- B = 3.0 – 3.2
- B- = 2.7 – 2.9
- C+ = 2.3 – 2.6
- C = 2.0 – 2.2
- C- = 1.7 – 1.9
- D+ = 1.3 – 1.6
- D = 1.0 – 1.2
- F = 0.0 – 0.9

A grade average of 3.0 must be achieved to qualify for the Honor Roll. Students must be enrolled in school full time (6 periods per day) in order to qualify for the Honor Roll.

Grading Scale

- 100-95.1 = A
- 94.9-90 = A-
- 89.9-86 = B+
- 85.9-83 = B
- 82.9-80 = B-
- 79.9-76 = C+
- 75.9-73 = C
- 72.9-70 = C-
- 69.9-66 = D+
- 65.9-60 = D
- 59.9-0 = F

Harassment, Intimidation, and Bullying (HIB)

Neah Bay School has a “No Tolerance” policy. No harassment of any kind is allowed (physical, sexual, verbal, racial, gender, cyber-). A copy of the Harassment, Intimidation and Bullying Procedure is distributed to all students as a part of registration.
Unlawful Discrimination and Harassment

Harassment in the form of slurs or other verbal or physical actions based on gender, race, religion, ethnic origin, or disability (physical, mental, or sensory) is prohibited. Harassment may be considered a hate crime; federal law requires the reporting of hate crimes. RCW 98.36.080. Malicious harassment is a Class C Felony; the local law enforcement will be notified. “I was just kidding” does not provide a viable excuse. HIB is defined by the impact of the action, not the intention of the harasser.

- **A Slur is a type of Harassment** and is defined as any derogatory action such as: remark, joke, picture, or gesture referencing or directed to any individual or group(s) which is of a racial, ethnic, religious, sexual, or physical, mental, or sensory disability nature.

- **Sexual Harassment** is defined as unwelcome sexual advances, requests for sexual favors, and verbal or physical conduct of a sexual nature. Sexual harassment is prohibited and creates an intimidating, hostile, offensive school environment, and is a threat to the safety of students and employees.

- **Cyber-bullying** is defined as the use of electronic media (texts, cell phones, social networking sites) to harass another person.

Students shall report any HIB to a staff member, who will then inform the principal. She will initiate an investigation, determine consequences and ensure proper documentation. In some cases, police may be notified.

**In all cases involving discrimination and harassment it is possible that law enforcement will become involved.**

**Board Policy 3245  Student Social Events**

The school board recognizes the value of student social events in enhancing and enriching the school experience for the children of this district. Definitive grade spans are based upon student’s ages, intellectual ability, and social and emotional characteristics that have been identified and aligned at each school. The board supports and encourages age appropriate social events (K-3, 4-5, 6, 7 & 8, 9-12). It is the belief of the board that the 6th, 7th & 8th grade span shall be separate from the 9th – 12th grade span and correspondingly, so too will their extracurricular activities. Examples of such activities shall include but are not limited to dances and cheerleading. Middle school may have cheerleaders that perform for middle sports.

The principal and staff shall be responsible for assisting students in identifying and scheduling social activities as well as monitoring attendance at all activities.
No middle school student may attend Neah Bay High School dances.

DEFINITIONS

WAC 180-40-205 defines “Discipline” as all forms of corrective action or punishment other than suspension and expulsion of a student from a class by a teacher or administrator from a class for a period of time not exceeding the balance of the immediate class period. Discipline shall also mean the exclusion of a student from any other type of activity conducted by or in behalf of a school district.

Discipline may be imposed upon a student for violation of the rules of the school district, subject to the following limitations:

1. No form of discipline shall be enforced in such a manner as to prevent a student from accomplishing specific academic grade, subject, or graduation requirements.

2. A student’s academic grade or credit in a particular subject or course may be adversely affected by reason of tardiness or absences only to the extent and upon the basis that the student’s attendance and/or participation is related to the instructional objectives or goals of the particular course and the student’s attendance has been identified by the teacher pursuant to policy of the school district as a basis for grading, in whole or in part, in particular subject or course.

Expulsions and long-term suspensions
Expulsions and long-term suspensions are limited in duration to one year. The district will make “reasonable efforts” to assist student and his or her parents in returning to an educational setting by the end of the expulsion. Building administrators may petition the superintendent to exceed the one-year limitation when “warranted based on public health or safety”.

Emergency Expulsions
Emergency Expulsions will be converted into a different form of discipline within 10 school days of removal, and the district will provide separate notice and afford due process rights for the conversion action.

Reentry conferences and “reengagement plans”
Students/Parents will be required to attend a reentry conference within 20 days of a long-term suspension or expulsion (and no later than five days before the student reenrolls), regardless of whether an appeal or request for early reentry was made. The purpose of the reentry conference is to discuss a plan to reengage the student in a school program. The district will create a “reengagement plan tailored to the student’s individual circumstances.
Grievance Procedures

All site administrators in the Cape Flattery School District shall use the following grievance procedures:

- Any student, parent or guardian who is aggrieved by the imposition of discipline shall have the right to an informal conference with building principal or his or her designee for the purpose of resolving the grievance.
- Subsequent to the building level grievance meeting, the student, parent or guardian, upon two business days prior notice, shall have the right to present a written and or oral grievance to the superintendent of the district or his or her designee.
- If the grievance is not resolved, the student, parent, or guardian, upon two business days’ prior notice, shall have the right to present a written grievance to the school board directors during the next regular scheduled meeting, or a meeting held within 30 days, whichever is earlier. A closed meeting maybe held for the purpose of considering the grievance. The board shall notify the student, parent or guardian of its response to the grievance within ten school business days after the date of the meeting. The disciplinary action shall continue notwithstanding implementation of the grievance procedure unless the principal, superintendent or board elects to postpone such an action.

Appeal Process

Short Term suspension (1-9 days)
- Follow due process for notification and informal meeting
- Student/parent has right to an informal meeting-suspension shall stand during appeal.
- Principal may waive suspension during informal meeting.

Long Term Suspension (10+ days) and Expulsion
- Follow due process rights
- Student has 3 days to appeal - no suspension during those 3 days.
- If student appeals – no suspension valid appeal is heard and decision is rendered.

Emergency Expulsion
- Immediate-plus appeal rights
- Follow due process rights
- Student has three days to appeal.
- If student appeals – no suspension until appeal is heard.

Referenced WAC’s

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RCW 9.41.80 Possessing dangerous weapons on school facilities
RCW 9.41.250 Dangerous Weapons