

Student Handbook 2022-2023



906 Johnson Road, Centralia, WA 98531
360.827.6430 (main); 360.807.2895 (fax)

This handbook is written to help students and parents understand our policies and procedures. We believe in establishing partnerships with our students and parents. You can show support by reviewing this handbook together. The safety and wellbeing of our students is of utmost importance.

Non-Discrimination and Sexual Harassment

Centralia School District does not discriminate on the basis of sex, race, color, national origin, disability, or age in its program or activities and provides equal access to the Boy Scouts and other designated youth groups. The Centralia School District offers classes in many career and technical education program areas such as business, agriculture, and construction trades under its open admissions policy. For more information about CTE course offerings and admissions criteria, contact James Bowers, Futurus High School Principal, 906 Johnson Rd., Centralia WA 98531, 360.827.6430- Lack of English language proficiency will not be a barrier to admission and participation in career and technical education programs. This holds true for all district employment and other opportunities. Inquiries regarding compliance and/or grievance procedures may be directed to school district's Civil Rights Coordinator, Tabitha Whiting, twhiting@centralia.wednet.edu, Title IX Officer Tabitha Whiting, twhiting@centralia.wednet.edu or Section 504 Coordinator, Tammie Jenson-Tabor, tjensen-tabor@centralia.wednet.edu, (Executive Director Special Education). The Compliance Officers listed can be reached at 2320 Borst Avenue, Centralia, WA 98531-0610, (360) 330-7600.

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:

English

<https://app.eduportal.com/documents/view/409669>

Procedure:

<https://app.eduportal.com/documents/view/409670>

SEXUAL HARASSMENT

Students and staff are protected against sexual harassment by anyone in any school program or activity, including on the school campus, on the school bus, or off-campus during a school-sponsored activity.

Sexual harassment is unwelcome behavior or communication that is sexual in nature when:

- A student or employee is led to believe that he or she must submit to unwelcome sexual conduct or communications in order to gain something in return, such as a grade, a promotion, a place on a sports team, or any educational or employment decision, or
- The conduct substantially interferes with a student's educational performance, or creates an intimidating or hostile educational or employment environment.

Examples of Sexual Harassment:

- Pressuring a person for sexual favors
- Unwelcome touching of a sexual nature
- Writing graffiti of a sexual nature
- Distributing sexually explicit texts, e-mails, or pictures
- Making sexual jokes, rumors, or suggestive remarks
- Physical violence, including rape and sexual assault

You can report sexual harassment to any school staff member or to the district's Title IX Officer, who is listed above. You also have the right to file a complaint (see below). For a copy of your district's sexual harassment policy and procedure, contact your school or district office, or view it online here:
Students:

<https://app.eduportal.com/documents/view/619523>

Procedure:

<https://app.eduportal.com/documents/view/619525>

Staff:

<https://app.eduportal.com/documents/view/409786>

Procedure:

<https://app.eduportal.com/documents/view/409787>

COMPLAINT OPTIONS: DISCRIMINATION AND SEXUAL HARASSMENT

If you believe that you or your child have experienced unlawful discrimination, discriminatory harassment, or sexual harassment at school, you have the right to file a complaint.

Before filing a complaint, you can discuss your concerns with your child's principal or with the school district's Section 504 Coordinator, Title IX Officer, or Civil Rights Coordinator, who are listed above. This is often the fastest way to resolve your concerns.

Complaint to the School District

Step 1. Write Out Your Complaint

In most cases, complaints must be filed within one year from the date of the incident or conduct that is the subject of the complaint. A complaint must be in writing. Be sure to describe the conduct or incident, explain why you believe discrimination, discriminatory harassment, or sexual harassment has taken place, and describe what actions you believe the district should take to resolve the problem. Send your written complaint—by mail, fax, email, or hand delivery—to the district superintendent or civil rights compliance coordinator.

Step 2: School District Investigates Your Complaint

Once the district receives your written complaint, the coordinator will give you a copy of the complaint procedure and make sure a prompt and thorough investigation takes place. The superintendent or designee will respond to you in writing within 30 calendar days—unless you agree on a different time period. If your complaint involves exceptional circumstances that demand a lengthier investigation, the district will notify you in writing to explain why staff need a time extension and the new date for their written response.

Step 3: School District Responds to Your Complaint

In its written response, the district will include a summary of the results of the investigation, a determination of whether or not the district failed to comply with civil rights laws, notification that you can appeal this determination, and any measures necessary to bring the district into compliance with civil rights laws. Corrective measures will be put into effect within 30 calendar days after this written response—unless you agree to a different time period.

Appeal to the School District

If you disagree with the school district's decision, you may appeal to the school district's board of directors. You must file a notice of appeal in writing to the secretary of the school board within 10 calendar days after you received the school district's response to your complaint. The school board will schedule a hearing within 20 calendar days after they received your appeal, unless you agree on a different timeline. The school board will send you a written decision within 30 calendar days after the district received your notice of appeal. The school board's decision will include information about how to file a complaint with the Office of Superintendent of Public Instruction (OSPI).

Complaint to OSPI

If you do not agree with the school district's appeal decision, state law provides the option to file a formal complaint with the Office of Superintendent of Public Instruction (OSPI). This is a separate complaint process that can take place if one of these two conditions have occurred: (1) you have completed the district's complaint and appeal process, or (2) the district has not followed the complaint and appeal process correctly.

You have 20 calendar days to file a complaint to OSPI from the day you received the decision on your appeal. You can send your written complaint to the Equity and Civil Rights Office at OSPI:

Email: Equity@k12.wa.us | Fax: 360-664-2967

Mail or hand deliver: PO Box 47200, 600 Washington St. S.E., Olympia, WA 98504-7200

For more information, visit www.k12.wa.us/Equity/Complaints.aspx or contact OSPI's Equity and Civil Rights Office at 360-725-6162/TTY: 360-664-3631 or by e-mail at equity@k12.wa.us.

Other Discrimination Complaint Options

Office for Civil Rights, U.S. Department of Education CHS Student Handbook 2019-20 | 11 206-607-1600 | TDD: 1-800-877-8339 | OCR.Seattle@ed.gov | www.ed.gov/ocr

Washington State Human Rights Commission

1-800-233-3247 | TTY: 1-800-300-7525 | www.hum.wa.gov

TABLE OF CONTENTS

SCHOOL SCHEDULE	pg. 6
STUDENT SCHEDULE OPTIONS	pg. 7
CANDIDACY DOCUMENTS / PROCESS	pg. 7
STUDENT CONTRACTS / CONTRACT-BASED LEARNING	pg. 7
Teaching Assignments	pg. 8
FHS STAFF DIRECTORY	pg. 8
HOW TO CONTACT STAFF	pg. 8
LIFE AT FHS	pg. 9
ACCIDENTS	pg. 9
FINES/OBLIGATION	pg. 9
LOST & FOUND	pg. 9
MEDICATION	pg. 9
NEW MARKET SKILLS CENTER	pg. 9
PARKING REGULATIONS	pg. 9
SCHOOL BUS REGULATIONS	pg. 9
SCHOOL CALENDAR & KEY DATES	pg. 10
TESTING SCHEDULE	pg. 10
TELEPHONE MESSAGES	pg. 10
VISITORS	pg. 10
ATTENDANCE	pg. 10
Arriving Late to School	pg. 10
COMPULSORY ATTENDANCE/Becca Bill	pg. 11
Excused Absences	pg. 11
ILLNESS AT SCHOOL	pg. 12
Leaving Campus	pg. 12
Self Sign-Out	pg. 12
Tardies (See Tardies in the Discipline section)	pg. 12
Truant/Skipping	pg. 12
(See Truancy/Skipping in the Discipline section)	
Unexcused Absences	pg. 12
COUNSELING	pg. 13
Appeal Procedures Relevant to Grades	pg. 13
Grade Point Average (GPA)	pg. 13
Graduation Credit Policy	pg. 14
Graduation Requirements	pg. 14
Graduation Testing & Project Requirements	pg. 14
Homeless Assistance Act	pg. 15
Minimum College Admission Standards	pg. 15
Progress Reports	pg. 16
Student Records	pg. 16
DISCIPLINE	pg. 16
Student Rights & Responsibilities Code	pg. 16
Standards for Success Rules & Regulations	pg. 16
APPEAL PROCEDURES RELEVANT TO DISCIPLINE	pg. 17
Student Due Process Procedures, Grievance, Hearing, and Appeal	pg. 17
Short-Term Suspension	pg. 17
Long-Term Suspension or Expulsion	pg. 17

INFRACTIONS/CONSEQUENCES	pg. 18
Alcohol/Drugs	pg. 18
Prohibitions Relating to Alcohol, Illegal Drugs, Tobacco, Over-the-Counter Medications, Diet Aids, and Performance Enhancers	pg. 18
Investigation and Treatment Resources	pg. 18
Law Enforcement	pg. 18
Arson	pg. 19
Assault	pg. 19
Assemblies/Plays/Programs (Disruption of)	pg. 19
Cheating and Plagiarism	pg. 19
Closed Campus Violation	pg. 20
Closed Campus/Student Driving	pg. 20
Computer/Internet Access	pg. 20
Criminal and Prohibited Usage of Computer/Internet	pg. 20
Conduct Bringing Discredit to FHS	pg. 21
Defiant/Insubordinate	pg. 21
Discipline for Students with Disabilities	pg. 21
Disrespect towards Students and Staff	pg. 21
Distribution and/or Posting of Material	pg. 21
Dress Code	pg. 22
Clothing/Articles that are Prohibited (list and diagram)	pg. 22
Electronic Devices and Cell Phones	pg. 23
False Alarms	pg. 23
Falsification of School Documents	pg. 23
Fighting	pg. 23
Forgery	pg. 24
Gang-Related Activities	pg. 24
Harassment, Intimidation, and Bullying (HIB)	pg. 24
Bullying/Intimidation	pg. 24
Cyberbullying	pg. 24
Discrimination	pg. 25
Harassment	pg. 25
Lewd Conduct	pg. 25
Racism	pg. 25
Sexual Harassment	pg. 25
Lying to School Authorities	pg. 25
Pornography	pg. 25
Profanity Directed at a Staff Member	pg. 25
Profanity/Language/Obscene Behavior	pg. 26
Public Displays of Affection (PDAs)	pg. 26
Reckless Endangerment/Horseplay	pg. 26
Refusal to Comply with a Reasonable Request	pg. 26
Refusal to Submit to an Authorized Search	pg. 27
Repeated Misconduct/Violations	pg. 27
School Environment (Disruption of)	pg. 27
Skateboards, Bikes, and Roller Skates	pg. 27
Tardies (see Truancy)	pg. 27

Theft	pg. 27
Tobacco	pg. 28
Truancy (Skipping)	pg. 28
Vandalism	pg. 28
Weapons	pg. 28
Firearms	pg. 28
Other Firearms	pg. 28
Other Weapons	pg. 29
Weapons Free School	pg. 29
SEARCH & SEIZURE POLICY	pg. 29
Automobile Searches	pg. 29
Personal Searches	pg. 29
Seizure of Illegal Materials	pg. 29
SCHOOL ACTIVITIES/ATHLETICS	pg. 29
GLOSSARY OF TERMS	
Behavior Contract	pg. 30
Cyberbullying/Sexting	pg. 30
Confiscation	pg. 30
Criminal Activity	pg. 30
Detention	pg. 30
Discipline	pg. 30
Discrimination	pg. 30
Emergency Expulsion	pg. 30
Harassment, Intimidation, and Bullying (HIB)	pg. 30
Lewd Contact	pg. 30
Plagiarism	pg. 30
Racism	pg. 30
Sexual Harassment	pg. 30
Short-Term Suspension	pg. 31
Staffing	pg. 31
SCHOOL BOARD POLICIES	
2121P Substance Abuse	pg. 31
3121 Compulsory Attendance (Becca Bill)	pg. 31
3122P Excused and Unexcused Absences	pg. 32
3207 Prohibition of Harassment, Intimidation, and Bullying (HIB)	pg. 33
3230 Student Privacy and Searches	pg. 34
3240P Student Conduct	pg. 34

Futurus High School Schedule 2022-23

	Mon. - Tues. - Thurs. - Fri.
Period 1	8:00 - 8:45
Period 2	8:50 - 9:35
Walk/PE	9:35 - 10:05
Period 3	10:10 - 10:55
Lunch	10:55 - 11:25
Period 1	11:30 - 12:15
Period 2	12:20 - 1:05
Walk/PE	1:05 - 1:35
Period 3	1:40 - 2:25
	Wednesday & Early Release Days
Period 1	8:00 - 8:45
Period 2	8:50 - 9:35
Walk/PE	9:35 - 10:05
Period 3	10:10 - 10:55

STUDENT SCHEDULE OPTIONS

Each student is expected to maintain 27 hours and 45 minutes of work per week for a full-time equivalent per ALE law; we have 30 hours per week in place as our expectation. The syllabi for each class is written into the Washington Student Learning Plan (WSLP) required by ALE rules on each student. Students have the following schedule options with the majority of students enrolled in the first option:

- FHS ALE ½ Day or All Day – APEX Learning System/Blended Classroom Model/Direct Instruction - 30 hours per week – 8:00 am to 2:35.
- New Market Skills Center/FHS ALE - (0.6 FTE @ NMSC) + (1.0 FTE @ Futurus) = 1.6FTE combined per Skill Center Rules - 11:35 am – 2:35 p.m. (FHS Scheduled time.)
- Futurus High School/FHS ALE - (0.2 - 0.4 FTE @ CHS) + (0.6 – 0.8 FTE – 27 hours and 45 minutes per week per WAC listed above) Schedule dependent upon courses being taken at CHS with no more than two courses at CHS.
- Running Start- (0.2 – 1.0 FTE @ CC) + (0.8 – 0.2 FTE @ FHS) – Scheduled through CC and FHS. Contracted day for RS FHS student to meet with advisor at FHS.

NOTE: Students who fall behind in meeting these work requirements will be placed on an intervention (per ALE rules) where they will have the next month to improve, otherwise placed on the next intervention; after three interventions a student can be released from FHS.

ADVISORY PROCESS

The Advisory Process (AP) includes:

- A review of transcripts and all documentation required in the enrollment packet with student and parent;
- Students taking the iReady/IXL for Math and Reading benchmark scoring and placement;
- Scoring an 8th grade reading level at the minimum;
- Students meet with an advisor to review AP and determine if they meet the criteria of being an FHS student;
- Students completing the ASVAB;
- CareerBridge Interest Activity;
- FAFSA for Seniors;
- High School credit being earned;
- Students completing state assessments;
- Students participating in school events;
- Students responding to emails

Student contracts / contract-based learning

Student contracts/contract-based learning is called the WSLP and is required by ALE rules. Each student has this built to his/her specific graduation needs which can include a full day schedule of subjects to partial schedules as will be determined by the lead teacher; a few students may only need one or two courses and may have work obligations.

TEACHING ASSIGNMENTS

Ted Seeley	History, English, and PE grades 9 – 12, WSLP Advisor
Steve Warren	Mathematics and Science 9 – 12, WSLP Advisor
Tanja Kern	CTE and APEX Learning 9-12, WSLP Advisor

FHS STAFF DIRECTORY

How to contact FHS Staff

Dial 360.827.6430

Email first initial and last name @centralia.wednet.edu, such as:

jbowers@centralia.wednet.edu

NAME	POSITION	EMAIL
James Bowers	FHS Principal	jbowers@centralia.wednet.edu
Linda Smith	FHS Secretary	lsmith@centralia.wednet.edu
Korina Reisbeck	FHS Registrar	kreisbeck@centralia.wednet.edu
Steve Warren	FHS Teacher	swarren@centralia.wednet.edu
Ted Seeley	FHS Teacher	tseeley@centralia.wednet.edu
Tanja Kern	FHS Teacher	tkern@centralia.wednet.edu
Natasha Babka	CSD Homeless Liaison	nbabka@centralia.wednet.edu

LIFE AT FHS

ACCIDENTS

Any accident, which occurs in the building, on the grounds of the campus, at practice sessions, on the way to or from school, or at any other school-sponsored event, must be reported immediately to the teacher, coach, supervisor, or administrator in charge. This policy is designed for everyone's protection.

FINES/OBLIGATIONS

Prior to receiving a diploma, or having records transferred to another school district, all fines must be cleared through the FHS Office. Students on the obligation list will not be allowed to participate in school sports or other activities until all obligations are cleared. Please pay all fines at the FHS Office. (Reference: SB Policy 3520 Student Fees, Fines, and Charges)

LOST & FOUND

Students are urged to turn in any items found to the FHS Office. Students who have lost items may check before or after school or during their lunch break.

MEDICATION

Students who take prescribed medicine, or over-the-counter medication during regular school hours need to fill out a Medical Authorization Form. Parents must bring prescription medication to the FHS Office. Medication will then be dispensed to the student as needed. Failure to follow this procedure could result in disciplinary action. (Reference: SB Policy 3419F Medication at School)

NEW MARKET SKILLS CENTER

All New Market students and their parent/guardian are required to attend an orientation meeting. New Market students who miss the bus, or if there is an altered schedule, are to report to the FHS Office and begin work on FHS classes.

DISCIPLINE STEPS: PARKING REGULATIONS	
1st Offense	Verbal Warning
2nd Offense	Vehicle can be towed at owner's expense

PARKING REGULATIONS

In order to ensure a safe and orderly parking situation, students will follow these regulations. Failure to do so will result in the vehicle being towed away at the owner's expense. (Reference: SB Policy 3243P Student Driving)

Drivers must obey all posted signs and directional markings in the parking lot. Students driving vehicles on campus before, during, or after school, and/or to school-sponsored activities in a reckless or dangerous manner (in excess of 10 mph) may be subject to school discipline and/or citation from the police. Driving privileges may be revoked.

SCHOOL BUS REGULATIONS

Riding on the school bus is a privilege. Students are expected to follow all school and school bus rules and regulations while riding the bus and while waiting at their bus stops. Bus stops are designated by the Centralia/Chehalis Pupil Transportation Cooperative, and any disciplinary actions will be handled through them. Call 360.330.7628 for more information. (Reference: SB Policy 6605 Student Safety Walking to School and Riding Buses)

Students may obtain a school bus pass to ride another bus. They will need to present a note giving permission from their parents to the Main Office at Centralia Middle School prior to 2:00 pm. If requests are not submitted before 2:00 pm, students will not be given a bus pass.

SCHOOL CALENDAR & KEY DATES

DATE	CALENDAR EVENT	FHS Conferences:
September 2	First Day of School	
November 11	Veteran's Day	FALL
November 24 – 25	Thanksgiving Break	Oct 13-14
November 28	No School – Trimester Break Day	Spring
December 19-30	Winter Break	March 23-24
January 16	Martin Luther King Jr. Day	
February 20	Presidents' Day	
March 10	No school – Trimester Break Day	
	No school-Possible Snow Make-Up Day	
April 3-7	Spring Break	
May 26	No school-Possible Snow Make-Up Day	
May 29	Memorial Day	
June 13	FHS Graduation	
June 15	Last Day of School	

TESTING SCHEDULE 2022-2023

Assessment dates were not set by the time the Student Handbook was created. Please refer to the website for more information. Testing will probably begin in May and go into June.

TELEPHONE MESSAGES

In the case of an emergency, student will be notified immediately if a parent/guardian contacts the FHS Office; 360.827.6430. To reduce disruptions to classes, phone messages from members of the immediate family only will be delivered to students. Students are not to be excused from class to make telephone calls except in case of an emergency. Personal devices/phones are not available during school hours except during lunch.

VISITORS

Adult visitors should, when possible, provide a 24-hour notice. Former students visiting teachers/staff may be allowed before or after school.

No person may visit, enter, or remain on a public school campus or grounds without the express consent of the administration.

All others must gain clearance through the FHS Office. Our guidelines prevent any visitor whose purpose is social.

Persons without such permission who insist on remaining on campus after a verbal warning, or who return following such a warning, will be referred to the legal authorities for prosecution on charges of criminal trespass and/or creating a disturbance.

This policy includes boy/girlfriends of students during lunch or break periods. Non-students of FHS are welcome at regularly sponsored school functions, but not for social visits during school hours.

ATTENDANCE

Daily attendance and active participation in each class are critical steps towards the educational success of each student. Teachers take attendance every class period. Attendance is recorded using the Skyward student records software. These records are used as legal documentation of a student's attendance at FHS. Students and their parents must accept full responsibility for regular school attendance. You may reach or leave a message for the FHS Office at 360.827.6430. There is a recording available for after-school hours.

Parents are required to call the school to report their student's excused absences within 48 hours of the absence. Unexcused absences are considered truancies and may result in detention or Becca Bill proceedings.

ARRIVING LATE TO SCHOOL

Students arriving five or more minutes late to school must check in with office staff. Students must have a parent note or contact to be excused.

COMPULSORY ATTENDANCE/BECCA BILL

Parents of any child between 8 and 18 years old must have their child attend public school, and the child has the responsibility to attend school full time unless the child is:

In private school, extension program, or education center;

Receiving home-based instruction;

Excused by the district superintendent for physical or mental disabilities, or is in a residential school;

Sixteen (16) years of age or older and:

Is regularly and lawfully employed, and either the parent agrees that the child should not be required to attend school, or the child is emancipated in accordance with RCW 13.64;

Has already met graduation requirements; or

Has received a certificate of educational competence.

If a child fails to attend school without valid justification, the school shall:

- After one unexcused absence within a month, when the child fails to attend school, the school will inform the parent in writing or by telephone that the child is not attending school.
- After two unexcused absences within any month during the current school year, a letter will be mailed home requesting the parent schedule a meeting with their student's counselor for the purpose of analyzing the causes of their child's absences. If parent contacts the FHS Office, then he/she will not need to meet with the counselor.

Parents will be notified in writing after the 5th unexcused absence and again at the 10th unexcused absence in a school year. The school will file a BECCA petition with the Juvenile Court after the 5th truancy in a month (truancies are counted by class periods) and/or after the 10th unexcused absence in a school year.

UNEXCUSED ABSENCES

Unexcused absence means that the student has failed to attend the majority of hours or periods in an average school day. (See pages 45-46 on Tardies and Truancies in the discipline section. References: SB Policy 3121 Compulsory Attendance; RCW 28A.225 Compulsory School Attendance and Admission)

EXCUSED ABSENCES

Absences must be verified within two school days (48 hours) by telephone contact or note from a parent or guardian.

Verification requires date of absence(s), reason for absence(s), and if by note, parent or guardian signature. Failure to verify absence(s) within the 48-hour limit will result in the absences being classified as truancies. Students and parents should pre-arrange absences for appointments, family events, trips, etc. Pre-arranged absence forms are available in the FHS Office.

Students may not be able to make up any work missed during an unexcused absence.

The following are valid excuses for absences. Missed work assignments and activities may be made up in a manner provided by the teacher.

- Participation in a school-approved activity. To be excused, this absence must be authorized by a staff member and the affected teacher(s) must be notified prior to the absence.
- Absence caused by illness, health condition, or family emergency. When possible, the parent is expected to notify the school office on the morning of the absence and send a signed note of explanation with the student on his/her return to school. For each day of absence, the student will be allowed one (1) day to make up assignments or exams.
- Pre-arranged absences are normally excused if a student's grades and absentee record warrant it. If a student is absent with parent approval, but not pre-arranged, make-up work is at the discretion of the teacher. (PARENTS: If you want to guarantee an absence for a family outing to be excused, pre-arrange it.)
- Absence resulting from disciplinary actions or short-term suspensions. As required by law, students who are removed from class or classes as a disciplinary measure, or students who have been placed on a short-term suspension, shall have the right to make up assignments or exams missed during the time they were denied entry into the classroom if the effect of the missed assignments will cause a substantial lowering of their grade.
- Extended illness or health condition. If a student is confined at home or in a hospital for an extended period, the school shall arrange for assignments to be completed at the place of confinement whenever practical. If the student is unable to do his/her schoolwork, or if there are major requirements of a particular course that cannot be accomplished outside of class, the student may be required to take an incomplete or withdraw from the class without penalty.

- Excused absence for chronic health condition. Students with chronic health conditions that interrupt regular attendance may qualify for placement in a limited attendance and participation program. The student and his/her parent shall apply to the principal or counselor, and a limited program shall be written following the advice and recommendations of the student's medical advisor. The recommended limited program will need to be approved by the principal. Staff shall be informed of the student's needs, though the confidentiality of medical information shall be respected at the parent's request.

An excused absence is to be verified by the parent or school authority responsible for the absence. The school reserves the right to authenticate all excuses, including calling doctors, dentists, etc. (Reference: SB Policy 3122/P Excused and Unexcused Absences)

ILLNESS AT SCHOOL

When students become ill and need assistance, they are expected to report directly to the FHS Office. Every attempt will be made to contact parents so the student can be released and escorted home. Parents must sign their ill student out through the FHS Office before the student can leave the school, or the student will be considered truant and in violation of the closed campus policy.

LEAVING CAMPUS

Students who leave school on a regularly scheduled basis such as Running Start, New Market Skills Center, work, or grade school experience may be registered once in the semester in order to leave campus. Everyone else must have parental permission to leave school and must be checked out through the FHS Office prior to leaving campus. Students who are not checked out through the FHS Office will be considered truant. (See Truancy on pages 45-46 in the discipline section of this handbook.) (Reference: SB Policy 3242 Closed Campus)

SELF SIGN-OUT

This privilege allows students who are 18 years and older to apply for self sign-out. This allows students to excuse their own absences and sign themselves in or off campus without parental permission. An application must be completed and returned to the FHS Office for administrative approval or denial. This privilege may be revoked if abused by the student. (Reference: SB Policy 3122/P Excused and Unexcused Absences)

TARDIES

(Please refer to Truancy in the discipline section)

TRUANT/SKIPPING

(Please refer to Truancy in the discipline section)

UNEXCUSED ABSENCES

Unexcused absences are when a parent knows, or does not know of, the whereabouts of a student, but the absence does not qualify as an excused absence. Work for lost time is allowed at the discretion of the teacher. (Reference: SB Policy 3122/P Excused and Unexcused Absences)

COUNSELING/ADVISING

The FHS Counselor provides many helpful services for students and parents. They include, but are not limited to:

Academics: Grades and Credit Analysis
 ACT and SAT Registration
 Alternatives to FHS (Enrollment in CHS, GED, Running Start)
 Centralia College
 Change of Student/Parent Contact Information
 College Entrance Requirements
 Conflict Resolution
 CPS (Child Protective Services) Referrals
 Drug and Alcohol Referrals
 Family Counseling Support
 Fifth-Year Plan: What to Do After High School?

Financial Aid for College
 GED Release
 Graduation Requirements
 Homeless Help
 Medical Insurance for Students and Families
 New Market Skills Center
 Password and ID numbers for Skyward
 PSAT/SAT/ACT Scoring
 Running Start
 Scholarships
 Selective Service Registration
 Signatures for Insurance Forms
 Social Skills
 Staffing with a Teacher
 Stress Management
 Technical Schools
 Transcripts (see FHS Registrar)

APPEAL PROCEDURES RELEVANT TO GRADES

If a student receives a semester grade which he/she feels is unjustified or unfair, the student may take the following steps. (Reference: SB Policy 2420 Grading and Progress Reports)

1. File a written appeal with the teacher within five (5) school days of having received the report card. The written appeal should include all information pertinent to the situation: class attendance records, etc.
2. If not satisfied with the teacher's decision, a student may request a conference with the teacher and the principal or his/her designee. The conference is to be scheduled within three (3) class days of the request, will consist of a review of the written appeal, plus comments from all concerned. The principal will determine whether or not the student's appeal will be upheld or denied.
3. If a denial is issued from the above action, and the student is still not satisfied, he/she may contact the superintendent within three (3) school days of the denial.
4. Failure to conform to a written appeals timeline constitutes a waiver of student and parent/guardian right of appeal.

Educational Responsibilities

Staff: Administrators and teachers also have rights and duties. The teacher is required by law to maintain a suitable environment for learning, and administrators have the responsibility for maintaining and facilitating the educational program. Together with the cooperation and support of parents, conditions within the school setting must be conducive to learning.
Students: A fundamental responsibility of students is to pursue his/her course of studies. This requires that all students consistently attempt to make academic progress by doing work assigned by teachers and staff, both in the classroom and at home. Failure to make academic progress in classes, especially in conjunction with behavior detrimental to the learning process, may result in removal from individual courses, and/or modified or shortened schedules. Per ALE rules a student not making satisfactory progress can be released from FHS and will need to find another learning environment more suitable. (Reference: WAC 180-40-210)

GRADE POINT AVERAGE (GPA)

The grade point average (GPA) is calculated by adding the number of honor points assigned each grade and dividing by the total number of grades attempted. Pass (P), No-credit (N), and/or Withdrawal (W) grades are not counted.

GRADE POINT AVERAGE (GPA) CHART			
GRADE	HONOR POINTS	GRADE	HONOR POINTS
A	4.0	C	2.0
A-	3.7	C-	1.7
B+	3.3	D+	1.3
B	3.0	D	1.0
B-	2.7	F	0.0
C+	2.3		

GRADUATION CREDIT POLICY

Students may participate in FHS graduation ceremonies who fully meet the graduation requirements as defined below. Students enrolled in college-level classes at the beginning of the college spring quarter, or who are enrolled in below senior-level courses at the high school and need those credits for graduation, will have diplomas held until all required courses are completed. This will allow the student to participate in graduation.

Along with the credit policy each Senior must have the following completed before walking in the graduation ceremony:

1. Senior Paper
2. Senior Slide Presentation
3. Resume
4. High School and Beyond Plan

GRADUATION REQUIREMENTS

Graduation requirements have been established in order that students may acquire skills, knowledge, and attitudes necessary for their next career steps. The following classes must be completed before a diploma will be issued. Each trimester of course work successfully completed equals ½ credit (0.5) credit. (Reference SB Policy 2410 High School Graduation Requirements)

GRADUATION CREDIT REQUIREMENTS				
Program	(Class of 2021)	(Class of 2022)	(Class of 2023)	(Class of 2024+)
English	4.0	4.5	5.0	5.5
Math	3.0	3.5	4.0	4.5
Science	3.0	3.5	4.0	4.5
PE	1.5	1.5	1.5	1.5
Health	0.5	0.5	0.5	0.5
Fine Arts	2.0	2.0	2.0	2.0
Social Studies	3.0	3.0	3.5	4.0
WA State History	0.0	0.0	0.0	0.0
Career & Tech Ed (CTE)	1.0	2.0	2.0	2.0
Electives	5.0	5.5	5.5	6.0
World Lang/PPR	2.0	2.0	2.0	2.0
Total	25.0	28.0	30.5	33.0

TESTING

The state legislature passes laws that determine graduation requirements. One of the requirements is that students pass tests, or state-approved alternatives. Required tests vary by expected year of graduation. A student's expected year of graduation is four years after he or she enters the 9th grade. (For example, if a student enters 9th grade in the 2017-18 school year, he or she is in the Class of 2021.)

State tests may be taken with or without tools, supports, or accommodations. Students take the WA-AIM only if it's documented in their IEP.

Tests Required for Graduation		
Class of	Subject	Test
2021+	ELA	Choose 1: Smarter Balanced ELA test (exit exam score)** WA-AIM (exit exam score)**
	Math	Choose 1: Smarter Balanced Math test (exit exam score)** WA-AIM (exit exam score)**

For more information on graduation requirements, please see your school counselor or visit:

<https://www.k12.wa.us/student-success/testing/state-testing/washington-state-smarter-balanced-assessment-consortium>

HOMELESS ASSISTANCE ACT

The federal McKinney-Vento Homeless Assistance Act defines "homeless" as children and youth who lack a fixed, regular, and adequate nighttime residence. This includes students who have a nighttime residence that is any of the following (Reference: SB Policy 3115 Homeless Students Enrollment Rights, Services, and Transportation):

- In "doubled-up" situations, living in the home of another person, relatives, or friends, due to loss of housing, economic hardship, or similar reason;
- Living in motels, hotels, RV parks, or campgrounds due to the lack of alternative adequate accommodations;
- Living in emergency, temporary, or transitional shelters;
- Abandoned in hospitals;
- Awaiting foster care placement;
- Have a primary nighttime residence that is not ordinarily used as regular sleeping accommodations for human beings, such as living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings;
- Youth not residing with legal parent or guardian; and runaways.

This also includes youth from 18 through 21 years of age who may still be eligible for educational services in regular or special education.

The Federal McKinney-Vento Homeless Assistance Act requires that school districts:

Ensure and provide educational stability for students in temporary and transitional housing situations.

Ensure and provide immediate access to school for students in temporary and transitional housing situations.

Appoint a liaison for students in temporary and transitional housing situations.

Ensure that students in temporary and transitional housing situations have access to Title I services.

The Educational Rights of Students Who are in Temporary or Transitional Housing Situations include:

- The right to stay in their school (school of origin), even if they move out of the school district. Students can remain in their school until the end of the school year even if they find permanent housing.
- The right to immediately enroll, attend classes, and fully participate in a neighborhood school in the area where they are living, without proof of residency, immunization records, or other medical records, school records, or other documents.
- The right to get transportation to their school of origin provided or arranged by the school district, or a joint effort between school districts.
- The right to attend school district preschool programs.
- The right to access all school services including free school meals, services for English language learners, special education, Title I services, vocational/technical education, gifted and talented services, and before and after-school care, as needed.
- The right to have disagreements over enrollment with the school settled quickly, and attend the school the student selects while the disagreement is being settled.
- The right to the same opportunity to meet the same high academic standards as all students.

MINIMUM COLLEGE ADMISSION STANDARDS

The following is an overview for students and parents from the Washington Student Achievement Council, formerly the Washington Higher Education Coordinating Board.

Beginning in the summer of 2012, Washington's public four-year colleges and universities (baccalaureate institutions) implemented the new minimum college admission standards approved by the Washington Student Achievement Council (WSAC)

(see www.wsac.wa.gov/).

Notes on College Academic Distribution Requirements (CADR): CADR refer to college admissions criteria established by WSAC. The term differs from core course requirements for high school graduation. High School core course requirements are determined by the State Board of Education and local school districts. Students who plan to attend a four-year college or university should be aware of both sets of requirements.

Meeting the minimum college admission standards does not guarantee admission to a public baccalaureate institution.

Therefore, students are encouraged to go beyond meeting minimum college admission standards to improve their chances for gaining entry to a public baccalaureate institution. Students should obtain admission information from the institution they wish to attend. Note: Students should consult with their counselor to ensure they meet all minimum college admission standards and are aware of specific courses that meet CADR guidelines.

College Academic Distribution Requirements (CADR): <https://wsac.wa.gov/sites/default/files/2014.CADRS.Detailed.pdf>

Note: The term “credit” is used to designate that a student has satisfactorily completed a CADR course during the high school academic year. School districts may use alternative or block scheduling that permits students to earn a credit in less than a full year.

PROGRESS REPORTS

Progress reports are produced through APEX on a weekly basis and sent to parent and student each week. Parents are encouraged to provide their email addresses for automatic notices. Parents may also speak with their student’s advisor after weekly progress meetings with students. Report cards will be sent home every nine weeks.

STUDENT RECORDS

The Centralia School District may release personally identifiable photographs and directory-related records or files about an individual student. Parents of students or adult students may request that any or all of the above-mentioned categories of information not be released without their prior consent. If such a request is made, it must be in writing and will be maintained in the student’s permanent file.

According to the Family Education Rights and Privacy Act (FERPA), parents of students or adult students have the right to inspect and review their student’s cumulative folder, discipline files and other student records, and receive an interpretation of those records from school personnel. The student’s cumulative folder will be retained for two (2) years after graduation or five (5) years after discontinuance of high school enrollment.

Student records, including the student’s discipline record, will be released to another school where the student has enrolled or intends to enroll. (Reference: SB Policy 3231P Student Records)

DISCIPLINE

These rules and regulations apply to students while they are on school grounds and while they are at school-sponsored/co-sponsored events. This includes students during school hours, immediately before or after school hours, or at any other time the school is being used by a school group; at school-sponsored activities on or off school grounds; off school grounds when a student is in route between home and school on lawful school days; on the school bus; or when the student is on any school property at any other time. A student’s misconduct may result in exclusion from home or away activities and competitions in which FHS teams, clubs, or other groups are participating. When a student’s misconduct violates state law, school officials may need to notify the appropriate law enforcement authorities. If this occurs, school officials will contact parents either by phone, email, or certified letter.

STUDENT RIGHTS & RESPONSIBILITIES CODE

The underlying philosophy of the Centralia School District regarding discipline is to maintain a secure learning environment, keep children in school, and at the same time, encourage positive social adjustment on behalf of students, parents and the community. In addition to rights established by law (Reference: WAC 72-120-015 Student Rights), each student served by the school district possesses the following rights:

An equal education opportunity and treatment for all students in all aspects of the academic and activities program without regard to race, creed, color, national origin, gender, sexual orientation, marital status, previous arrest, previous incarceration, or physical, mental, or sensory handicap.

2. Freedom of speech and press, peaceful assembly, and redress of grievances subject to reasonable limitations on time, place, and manner of exercising such rights.
3. Freedom from unreasonable search or seizures.
4. Freedom from unlawful interference in their pursuit of an education.

STANDARDS FOR SUCCESS RULES & REGULATIONS

These rules and regulations apply to students while they are on school grounds. This includes students during school hours, immediately before and after school hours, or at any other time the school is being used by a school group; and at school-sponsored activities on or off school grounds, off school grounds when a student is enroute between home and school on

lawful school days; on the school bus; or when the student is on any school property at any other time. A student's misconduct may result in exclusion from home or away activities and competitions in which FHS teams, clubs, or other groups are participating. When a student's misconduct violates state law, school officials may notify the appropriate law enforcement authorities. If this occurs, school officials will contact parents either by phone, email, or certified letter.

APPEAL PROCEDURES relevant to discipline

Student Due Process Procedures: Grievance, Hearing, and Appeal:

The administrator and teachers of FHS desire to treat each student fairly and firmly in instances of misbehavior. Parental understanding, support and cooperation are absolutely essential to their efforts. Students and their parents have the following rights and obligations when a form of discipline is imposed because of a student's behavior.

The following will be used as a guideline in determining disciplinary consequences for various infractions of school rules. Deviation from these guidelines may be made in response to extreme situations or extenuating circumstances. Furthermore, the listed infractions are not intended to be exclusive nor do they limit an administrator's prerogative to recommend other consequences up to and including expulsion. Offenses may be skipped depending on the severity of the student's actions. (Reference: SB Policy 3241 Classroom Management, Corrective Actions, or Punishment)

Short-Term Suspensions: Parents and students have a right to an informal conference with an administrator for the purpose of resolving a grievance.

If the differences are not resolved, parents and student, upon two (2) school business days' prior notice, shall have the right to present a written and/or oral grievance to the district superintendent. If the grievance is still not resolved, the parent and student, upon two (2) business days' prior notice, shall have the right to present a written grievance to the School Board at their next regular meeting.

Note: The discipline action or short-term suspension will continue during the grievance procedures unless the administrator elects to postpone such action.

Long-Term Suspension or Expulsion: Problems are best resolved at the building level. Therefore, hearings for long-term suspensions, emergency expulsions, or expulsions are initially held at the building level.

If the differences are not resolved at that level, it is possible for a district-level hearing to be held. In the event the district-level hearing does not resolve the differences, parents have a right to appeal to the School Board and these procedures are provided for parents to do so. In general the law provides for:

1. A written notice relating the opportunity for a hearing is to be delivered in person or by certified mail (within 24 hours in cases of emergency expulsion). The notice will:
Be in the predominant language of the family,
State the alleged misconduct and the rules violation,
State the corrective action proposed,
State the rights of the student to a hearing and the time limit within which the parents/student must reply.
2. A request for a hearing will be accepted in writing within three (3) school business days (10 days in the case of emergency expulsion). If the request is not received within three (3) days (10 days in the case of emergency expulsion), the student waives his/her right to a hearing and the corrective action will be imposed. **Note:** The student remains in school until the time limit cited for a request for an opportunity for a hearing has expired and during the hearing and appeal procedure. An emergency expulsion may be continued during the hearing if the emergency situation still exists.
3. If a request is received, the hearing will be scheduled as soon as possible and no later than three (3) school business days.
4. Students and parents have a right to:
Inspect any evidence in advance of the hearing
Be represented by legal counsel
Question and confront witnesses
Give their explanation of the alleged misconduct
Present relevant evidence and witnesses
A written decision stating the hearing officer's conclusions and the form of the corrective action to be imposed, if any, will be provided to the student and parents.
Appeals may be made to the School Board within three (3) school business days after the date of the hearing decision. The Board will schedule and hold an informal conference to review the matter. Any appeal of the Board's decision must be made through the courts.

INFRACTIONS/CONSEQUENCES

DISCIPLINE STEPS: BEING UNDER THE INFLUENCE OF DRUGS/ALCOHOL OR POSSESSION OF DRUG PARAPHERNALIA

1st Offense	Long-term suspension and law enforcement referral
2nd Offense	Long-term suspension to expulsion and law enforcement referral

ALCOHOL/DRUGS

Career Long / Criminal Offense

Actions taken by staff in dealing with student use of alcohol, and the use and abuse of controlled illegal, addictive, or harmful substances including marijuana (cannabis) and anabolic steroids, will have as their first concern the welfare of the student involved and the other students in the school.

Although a helping relationship rather than an investigative and punitive approach will be emphasized, necessary and appropriate disciplinary action will be taken when laws or school regulations are violated. Law enforcement agencies will be called upon for investigative and consultative assistance where illegal drug or alcohol activity has occurred.

Prohibitions Relating to Alcohol, Illegal Drugs, Tobacco, Over-the-Counter Medications, Diet Aids, and Performance Enhancers

Drugs at school and school-sponsored activities constitute a danger to students and may result in long-term suspension or expulsion.

The following is unlawful, wrong, and harmful and will not be allowed by students or staff on school premises at any time, during a school-related activity off school grounds, or at any time when the student is enroute between home and school:

- Alcohol and illegal drugs/controlled substances
- Use, possession, sale, or distribution
- Being under the influence or show evidence of having used
- Nicotine products, including matches and lighters
- Use or possession
- Show evidence of having used
- Drug paraphernalia
- Possession
- Over-the-counter medications, diet aides, or performance enhancers such as anabolic steroids
- Use, possession, sale, or distribution
- Being under the influence or show evidence of having used
- Use of a medication authorized by a medical prescription from a registered physician shall not be considered a violation of this rule
- Substances intended to look like drugs or displayed to other students as if to represent drugs may be treated as illegal drugs
- Use, possession, sale, or distribution

Law enforcement authorities will be notified as appropriate at any stage.

DISCIPLINE STEPS: DISTRIBUTION/SALE OF DRUGS/ALCOHOL OR DRUG PARAPHERNALIA

1st Offense	Long-term suspension and law enforcement referral
2nd Offense	Long-term suspension to expulsion and law enforcement referral

Discipline for Alcohol/Drug Violations

If a student appears at school or a school-sponsored function demonstrating behavior, which indicates that he/she may be under the influence of addictive substances and/or admits to an administrator that he/she is under the influence of addictive substances, the school will take the following actions:

- The parents will be notified;
- If the student's illegal use of addictive substances is confirmed, the school administration may request the assistance of a law enforcement official in investigating the source of the addictive substance;
- Appropriate school disciplinary action will be taken

If school authorities find a student in possession of addictive substances at school, the addictive substances will be confiscated and turned over to law enforcement officials for investigation and disposal.

If a school administrator receives information concerning the sale or use of addictive substances outside of school, the information will be reported to law enforcement officials for their investigation.

Appropriate disciplinary action may include short-term suspension, emergency removal, or expulsion. Possible loss of activity privileges may result and Activities Code enforcement may occur when appropriate. Dance privileges may be revoked indefinitely. (References: SB Policy 2121/P Substance Abuse Program; SB Policy 3240/P Student Conduct; SB Policy 3241/P Classroom Management, Corrective Actions, or Punishment; WAC 148-120-100; RCW 28.A.210.310-31.170 Prohibition on Use of Tobacco Products on School Property)

DISCIPLINE STEPS: ARSON	
1st Offense	Emergency expulsion; investigation, long-term suspension, law enforcement referral
2nd Offense	Emergency expulsion; investigate; expulsion; law enforcement referral

ARSON

Career Long / Criminal Offense
An intentional or unintentional act which results in the combustion of materials on school property. (Reference: SB Policy 3240 Student Conduct; WAC 148-120-100 Conduct Violations)

DISCIPLINE STEPS: ASSAULT	
1st Offense	Immediate administrative referral and consequences will vary from 3 days suspension to emergency expulsion, depending upon the severity of the assault and law enforcement referral
2nd Offense	Expulsion and law enforcement referral

ASSAULT

Career Long / Criminal Offense
Physical and/or verbal attack by one person (or group of persons) upon another person who does not wish to engage in the conflict and who has not provoked the attack. Assault may be considered a crime and law enforcement may be notified.

(References: SB Policy 3240/P Student Conduct; SB Policy 3241/P Classroom Management, Corrective Actions, or Punishment; WAC 148-120-100 Conduct Violations). Note: Stink bombs are a form of assault and a criminal offense.

DISCIPLINE STEPS: DISRUPTION OF ASSEMBLIES/PLAYS/PROGRAMS (A/P/P)	
1st Offense	Immediate office referral and removal from A/P/P
2nd Offense	Immediate office referral and the student will lose the privilege to attend/participate in any A/P/P for the remainder of the school year

ASSEMBLIES/PLAYS/PROGRAMS (DISRUPTION OF)

Assemblies are held for educational programs, student/staff recognition and for the enjoyment of students and faculty. It is the responsibility of each student to maintain high standards of conduct and to give every courtesy to the speaker and to the program. Student attendance at assemblies is an

expectation. Students who choose to disrupt the assembly may lose the privilege of attending other assemblies through the remainder of the school year. Students who elect to skip the assemblies will be considered truant. (Reference: SB Policy 3240/P Student Conduct; WAC 148-120-100 Conduct Violations)

DISCIPLINE STEPS: CHEATING AND PLAGIARISM	
1st Offense	Student will receive a zero (0) on his/her test, project, or assignment. The zero will be averaged into the student's grade. Parents will be contacted and a notice will be sent to the office and placed in the student's guidance record.
2nd Offense	Student will receive an F for the course that semester, if the cheating or plagiarism occurred in the same class during the same semester. If the cheating or plagiarism occurs in another class during the same semester, then a Staffing will occur with the student, his/her parent/guardian, staff members, and an administrator.
3rd Offense	F for the remainder of the semester (in any class)

CHEATING & PLAGIARISM

Academic honesty is an important value in our student's education and one that will help to develop positive characteristics. Doing their own work and being truthful about the context of their work is expected from all FHS students. (Reference: SB Policy 3240/P Student Conduct; WAC 148-120-100 Conduct Violations)

DISCIPLINE STEPS: CLOSED CAMPUS VIOLATIONS

1st Offense	Written Intervention #1
2nd Offense	Written Intervention #2 – Parent Conference
3rd Offense	Written Intervention #3 – removal from FHS

Market Skills Center. Any unsupervised areas of the campus are deemed off limits. No student is to be in the parking lot during the academic day unless he/she has been given permission through the FHS Office. Students must have parental permission prior to leaving campus, and students must sign out through the FHS Office. Parents are responsible for contacting the FHS Office prior to their student leaving campus. Failure to do so will result in disciplinary action for closed campus and truancy.

CLOSED CAMPUS VIOLATION

Year-Long Violation
 Centralia School District policy provides for a closed campus. Following their arrival, students are to remain on campus until their dismissal at the end of the school day. Students may leave campus if they have properly checked out through the FHS Office or if they are involved in an off-campus educational program, i.e., Running Start and New

DISCIPLINE STEPS: CLOSED CAMPUS/STUDENT DRIVING

1st Offense	Written Intervention #1
2nd Offense	Written Intervention #2 – Parent Conference
3rd Offense	Written Intervention #3 – removal from FHS

CLOSED CAMPUS/STUDENT DRIVING

SEMESTER-LONG OFFENSE
 It is the responsibility of the driver of the vehicle to make sure his/her passengers have been cleared to leave campus or he/she will face the following escalating consequences (Reference: SB Policy 3242 Closed Campus):

DISCIPLINE STEPS: COMPUTER/INTERNET ACCESS

1st Offense	Written Intervention #1 – one week loss of privilege
2nd Offense	Written Intervention #2 – Parent Conference
3rd Offense	Written Intervention #3 – removal from FHS

COMPUTER/INTERNET ACCESS

Career Long / Criminal Offense
 FHS offers computer and Internet access for student’s use in their classroom studies. This is a privilege, not a right, and any inappropriate usage may result in disciplinary action and cancellation of these privileges. Violations will be cumulative. Depending on the offense, criminal charges may be filed. (References: SB Policy 2022: Electronic

Resources; WAC 148-120-100 Conduct Violations)

Prior to students being allowed to have computer and Internet access at FHS, students and their parents are required to read the Permission to Access Internet information packet and sign and return the Internet Use Agreement Form to the library. System monitors have access to all materials on the network and will be monitoring students’ usage. FHS reserves the right to remove a user account on the network. Any user identified as a security risk or having a history of problems with other computer systems, may be denied access to the FHS network. Note: Students are required to report an administrator immediately if anyone is trying to contact them for illicit or suspicious activities on the Internet.

Criminal and Prohibited Usage of Computer/Internet (includes but is not limited to):

- Revealing user ID and passwords to others or gaining access to another user’s ID and/or password
- Editing or changing files/emails of others, or reading someone else’s email
- Reposting personal communication without the author’s prior consent
- Using the network for personal and/or private business or political lobbying
- Using false names or pseudonyms
- Playing games or using Internet messaging (Note: chat is prohibited unless authorized by a teacher for classroom purposes)
- Using school equipment to dial into other networks or bulletin board systems (BBS), local or remote, that was not approved by the teacher
- Using profanity, obscenity, or other language which may be offensive to another
- Downloading or uploading pirated or illegal software in violation of copyright law
- Using the Internet for personal financial gain or any commercial or illegal activity

- Uploading or creating computer viruses, which is a criminal offense
- Destroying or modifying data or committing any form of vandalism
- Developing programs that harass other users or infiltrate a computer or computing system and/or damage the software components of a computer or computing device
- Sending hate mail or chain letters, harassment, discriminatory remarks, and other antisocial behaviors. Please see cyberbullying in the discipline section under Harassment, Intimidation, Bullying (HIB).
- Accessing or processing pornographic material, inappropriate text files, or files dangerous to the integrity of the local area network
- Transmitting any materials in violation of state, federal and/or copyright laws

DISCIPLINE STEPS: CONDUCT BRINGING DISCREDIT TO FHS

1st Offense	Administrative decision – Depending on severity of the offense, action may range from detention to expulsion
-------------	--

CONDUCT BRINGING DISCREDIT TO FHS

Behavior conducted by a student while at school or away which, because of an obvious connection of the student to FHS, would cause embarrassment or

discredit to the school. (References: SB Policy 3240/P Student Conduct; WAC 148-120-100 Conduct Violations)

DISCIPLINE STEPS: DEFIANT/INSUBORDINATE

1st Offense	Administrative decision – Depending on severity of the offense, action may range from detention to expulsion
-------------	--

DEFIANT/INSUBORDINATE

Students are expected to follow all classroom/FHS rules and expectations. Students who are willfully defiant/insubordinate and disregard classroom

and/or FHS rules will be given the following consequence(s) (References: SB Policy 3240/P Student Conduct; WAC 148-120-100 Conduct Violations):

DISCIPLINE FOR STUDENTS WITH DISABILITIES

Students with disabilities are subject to the same treatment of Student Rights, Responsibilities, and Regulations as non-disabled student with modifications identified below (Reference: SB Policy 2162P, Education of Students with Disabilities under Section 504; WAC 180-40)

Procedures outlined in the statement of Student Rights, Responsibilities, and Regulations are applicable when the action proposed or taken does not exceed the short-term timelines in the statement of Student Rights, Responsibilities, and Regulations.

When considering the imposition of long-term suspension or expulsion for a disabled student, which would constitute a significant change of placement, a group meeting must be held prior to imposing the action, which complies with established criteria. These criteria may be obtained upon request in the FHS Office or from the Special Education Cooperative.

DISCIPLINE STEPS: DISRESPECT TOWARDS STUDENTS AND STAFF

1st Offense	Administrative decision – Depending on severity of the offense, action may range from detention to expulsion
-------------	--

DISRESPECT TOWARDS STUDENTS & STAFF

We expect students to treat others as they wish to be treated. Students who are disrespectful may face the following consequences:

DISCIPLINE STEPS: DISTRIBUTION AND/OR POSTING OF MATERIAL

1st Offense	Student will be referred to the FHS Office, will be required to remove all materials, and will be assigned an after-school detention
2nd Offense	Written Intervention #1
3rd Offense	Written Intervention #2 – Parent Conference

DISTRIBUTION AND/OR POSTING OF MATERIAL

Any distribution and/or posting of materials throughout the school must be approved and stamped by the FHS Office. (Reference: SB Policy 3220P Freedom of Expression)

DISCIPLINE STEPS: DRESS CODE	
1st Offense	A written warning will be issued to the student and he/she will be required to change his/her clothing. Students may be required to turn over the prohibited article. 1 st Intervention
2nd Offense	Student will be required to change clothes or hand over the prohibited article and will be assigned a written intervention. 2 nd Intervention
3rd Offense	Student will be required to change clothes or hand over the article and may be suspended. 3 rd Intervention

DRESS CODE

FHS students are expected to dress appropriately to ensure a positive learning environment and a safe school community. The Dress Code at FHS helps students prepare for the work place. Clothing should be neat, clean, and decent. (Reference: SB Policy 3224/P Student Dress)

FHS reserves the right to revise the Dress Code pending new information on types of clothing, articles, or trademarks that may constitute a

disruption to the educational environment or to the safety and wellbeing of FHS students. If a staff member deems a particular student's clothing to be disruptive to the learning environment, the Dress Code policy will be enforced.

Clothing/articles that are prohibited and are not to be worn at school or at school-sponsored events include:

- Clothing/articles that promote or display LA, the number 13, or South Side
- Bandannas hanging from pockets, or in other ways that appear to promote gang activity
- Students are prohibited from wearing hoods that obscure the eyes and/or gloves except for when weather warrants it
- Pants that drag excessively on the ground (this is for student's safety). Belts must be secured so that no part of the belt is left hanging.
- Clothing/articles that promote alcohol, drugs, tobacco, violence, sexual and/or racist messages, or the Confederate flag
- No brief or provocative clothing. Brief or revealing garments such as halter tops, tank tops, tops with spaghetti straps, tube tops, muscle shirts, tops that show cleavage, bare midriffs, or bare backs are not allowed.
- Undergarments, to include camisoles, must be covered by outerwear
- Skirts or when arm is
- Pants or are fingertip
- No face
- No masks
- No documented
- No trench



shorts must be no shorter than the tip of fingertips fully extended.

shirts with holes that are revealing or provocative prohibited (holes in pants must be lower than length)

paints (except on designated school spirit days) that cover the entire head

sunglasses may be worn in the building unless a medical condition exists.

coats may be worn in building

Note: Additional actions/consequences may be applied.

ELECTRONIC DEVICES & CELL PHONES

SCHOOL-YEAR-LONG Offense

FHS discourages students from bringing any electronic devices to school. FHS assumes no responsibility for lost, stolen, or damaged devices. The student assumes all responsibility if a device is lost, stolen, broken or is taken away by a staff member. (References: SB Policy 2022: Electronic Resources; SB Policy 3245 Students and Telecommunication Devices)

ELECTRONIC DEVICES

(not including cell phones) Electronic devices, including iPods, MP3 players, disc players, cameras, video cameras, handheld game stations, and laptops, are allowed at the teachers' discretion. Every teacher has individual classroom rules regarding electronic devices. Please contact the teacher for a copy of his/her rules.

CELL PHONES

Cell phones are only permitted at lunch time while at Futurus High School and must be kept in their Yondr pouches at all times unless permitted by staff. Cell phones have become a distraction, interruption and a method of illegal exchange of information. The ringing of the cell phone during class or the text-messaging takes away from the valuable time needed for instruction and most importantly, student learning. We do recognize that cell phones can be a safety/security tool; however, they can be a detriment in the event of a building emergency and our protocol to manage such emergencies in a safe and effective manner. Parents are urged to utilize the school phone to relay any messages that may be urgent in nature to their child (360-827-6430). We will do our best to relay any urgent information to your child. No student or staff will be allowed to possess or use a cell phone during the hours except during lunch.

If the student elects to not follow the rules, and his/her cell phone, or a borrowed cell phone is taken away, disciplinary consequences will be applied to the student who was using the phone and also the student who loaned the phone.

If a student refuses to give his/her cell phone or electronic device to a staff member upon request, additional consequences will be applied. This will be considered a refusal to comply and discipline will be assigned accordingly.

DISCIPLINE STEPS: FALSE ALARMS	
1st Offense	Written Intervention - Parent Conference and possible law enforcement
2nd Offense	Written Intervention - possible law enforcement and possible removal from school

FALSE ALARMS

Career Long / Criminal Offense

Endangering the safety of others by falsely announcing or reporting a fire alarm, bomb, or weapon on school property. This includes, but is not limited to, pulling a fire alarm, creating a

disturbance during a lock-down, or exaggerating or embellishing a dangerous situation. (Reference: SB Policy 3432P Emergencies; WAC 148-120-100 Conduct Violations)

DISCIPLINE STEPS: FALSIFICATION OF SCHOOL DOCUMENTS

1st Offense	Written Intervention #1 – one week loss of privilege
2nd Offense	Written Intervention #2 – Parent Conference
3rd Offense	Written Intervention #3 – removal from FHS

FALSIFICATION OF SCHOOL DOCUMENTS

A student found falsifying data or information will receive a zero (0) on that assignment or project. Teacher Aides (TAs) involved in falsifying documents may be removed from their position with a loss of credit. Depending on the offense, the following consequences may apply (Reference: WAC 148-120-100 Conduct Violations):

DISCIPLINE STEPS: FIGHTING

1st Offense	Written Intervention #1 - Warning with parent contact possible law enforcement
2nd Offense	Written Intervention #2 – 3 to 5 day short term suspension with parent contact possible law enforcement
3rd Offense	Written Intervention #3 – Long term suspension with parent contact possible law enforcement

FIGHTING

Career Long / Criminal Offense

A verbal or physical altercation between two or more people causing a disruption to the educational process. Students who observe a fight and fail to disperse upon request, and those contributing to the escalation of the fight by shouting or making inflammatory comments, are subject to discipline up to and including suspension. Fighting offenses

are cumulative. [Reference: SB Policy 3239 Gang Activity; SB Policy 6605P Student Safety Walking to School and Riding Buses (Student Conduct); WAC 148-120-100 Conduct Violations]

DISCIPLINE STEPS: FORGERY	
1st Offense	Written Intervention #1 - Warning with parent contact possible law enforcement
2nd Offense	Written Intervention #2 – 3 to 5 day short term suspension with parent contact possible law enforcement
3rd Offense	Written Intervention #3 – Long term suspension with parent contact possible law enforcement

120-100 Conduct Violations)

FORGERY

Career Long / Criminal Offense

A student shall tell the truth and present himself/herself honestly. A student shall not forge any signature, make false entry, or alter any documents, either paper or electronic, that is used or intended to be used in connection with FHS.

Forgery may constitute a crime, and legal authorities will be notified. (Reference: WAC 148-

DISCIPLINE STEPS: GANG-RELATED ACTIVITIES	
1st Offense	Short-term suspension to expulsion, depending on severity of incident
2nd Offense	Long-term suspension to expulsion

GANG-RELATED ACTIVITIES

Career Long / Criminal Offense

Gang activity is described as claiming membership in, association with, affiliation with, or participation in a gang or gang-related activities at school or during school-related functions. A gang is a self-

formed association of peers having the following characteristics: a gang name and recognizable symbols, identifiable leadership, a geographic territory, a regular or recurrent meeting pattern, may be identified by law enforcement as a gang, and collective actions to engage in serious criminal, or violent behavior. The type of dress, apparel, activities, acts, behavior, or manner of grooming displayed, reflected, or participated in by a student shall not:

- Lead school officials to reasonably believe that such behavior, apparel, activities, acts, or other attributes are gang-related, and would disrupt or interfere with the school environment or activity, and/or educational objectives;
- Present a safety hazard to self, students, or staff;
- Create an atmosphere in which a student, or other person’s wellbeing is hindered by undue pressure, behavior, intimidation, overt gesture, or threat of violence or;
- Imply gang membership or affiliation by written communication, marks, drawings, painting, design, or emblem upon any school or personal property, or one’s person.

(References: SB Policy 3239 Gang Activity; RCW 28A.600.455 Gang Activity—Suspension or Expulsion; WAC 148-120-100 Conduct Violations)

DISCIPLINE STEPS: HARASSMENT, INTIMIDATION, BULLYING (HIB)	
1st Offense	Depending on severity, consequences will range from a verbal warning to expulsion from FHS. Criminal charges may be filed.

HARASSMENT/INTIMIDATION/ BULLYING (HIB)

Career Long / Criminal Offense / EXCEPTIONAL MISCONDUCT

(References: SB Policy 3207/P Prohibition of Harassment, Intimidation, and Bullying; WAC 148-120-100 Conduct Violations)

BULLYING/INTIMIDATION

When one person forces another person to do or say something that is inappropriate or disruptive to the school environment. Bullying typically leaves the victim feeling uncomfortable or coerced. Regardless of intent, intimidating actions or words are harmful to both the recipient and FHS. Students who direct profanity towards, bully, or intimidate others are subject to consequences.

CYBERBULLYING

Bullying conducted via electronic means by a student while on school grounds during the school day. Electronic means is defined as “any communication where there is the transmission of information by wire, radio, cell phone, optical cable, electromagnetic, or other similar means.” Cyberbullying can take different forms, such as, teasing, threats or intimidation that takes place online, etc... The bullying behavior can take the form of harassing emails, insulting text messages or photos (sexting or sending sexually provocative photos) on cell phones, messages left in a public online forum, embarrassing photos or illustrations posted to web sites, and nasty comments left on online networking sites.

DISCRIMINATION

To unfairly treat another person or group on the basis of prejudice or bias. State and federal law prohibits discrimination. FHS complies with all non-discrimination rules and regulations and does not allow discrimination against students on the basis of race, color, religion, national origin, gender, sexual orientation, or disability. This holds true both at FHS and at all FHS co-curricular events.

HARASSMENT

Intentional acts, statements, or conduct with the purpose or effect of negatively interfering with a student’s school performance, or creating an intimidating, hostile, or offensive school community.

LEWD CONDUCT

Any indecent, sexually suggestive or obscene act, expression, or gesture. Students shall not possess, distribute, or attempt to acquire pornographic material. Exposing one’s buttocks or private areas at school or at a school-sponsored event is prohibited.

RACISM

Any acts, statements, or conduct, deliberate or otherwise, that targets one race or ethnicity. This may include deliberate and/or unwelcome words, terms, gestures, symbols, graffiti, pictures, offensive photographs, disparaging remarks about someone, offensive jokes, or teasing.

SEXUAL HARASSMENT

Includes all unwanted, uninvited, and non-reciprocal sexual attention. This may include, but is not limited to:

- Sexually suggestive looks or gestures
- Pressure for dates or sex
- Sexual jokes, pictures, or teasing
- Deliberately touching, cornering, or pinching someone
- Sexually demeaning comments
- Attempts to kiss or fondle

DISCIPLINE STEPS: LYING TO SCHOOL AUTHORITIES	
1st Offense	Administrative decision – Depending on severity of the offense, action may range from detention to expulsion

Students electing to be dishonest will incur disciplinary action(s).

DISCIPLINE STEPS: PORNOGRAPHY	
1st Offense	Written Intervention #1 - Warning with parent contact possible law enforcement
2nd Offense	Written Intervention #2 – 3 to 5 day short term suspension with parent contact possible law enforcement
3rd Offense	Written Intervention #3 – Long term suspension with parent contact possible law enforcement

administration. Pornography offenses are cumulative. (References: SB Policy 2022: Electronic Resources; WAC 148-120-100 Conduct Violations)

DISCIPLINE STEPS: PROFANITY DIRECTED AT A STAFF MEMBER	
1st Offense	Written Intervention #1 - Warning with parent contact possible law enforcement
2nd Offense	Written Intervention #2 – 3 to 5 day short term suspension with parent contact possible law enforcement
3rd Offense	Written Intervention #3 – Long term suspension with parent contact possible law enforcement

LYING TO SCHOOL AUTHORITIES

Students who present false information to staff members will be considered lying. FHS students are to be truthful at all times.

PORNOGRAPHY

Career Long / Criminal Offense
Any student in the possession of pornography or accessing inappropriate or pornographic sites on the Internet will be subject to school discipline. All pornographic materials will be confiscated. Students accessing pornographic sites on the Internet will lose their Internet privileges for a period of time to be determined by the staff and

PROFANITY DIRECTED AT A STAFF MEMBER

Career Long / Criminal Offense
The use of profane language (cussing/swearing) or gesturing directed at a staff member. (Reference: WAC 148-120-100 Conduct Violations)

**DISCIPLINE STEPS:
PROFANITY/LANGUAGE/OBSCENE BEHAVIOR**

1st Offense	Written Intervention #1 - Warning with parent contact possible law enforcement
2nd Offense	Written Intervention #2 – 3 to 5 day short term suspension with parent contact possible law enforcement
3rd Offense	Written Intervention #3 – Long term suspension with parent contact possible law enforcement

school day, at school-sponsored activities, or any time that this improper conduct takes place on school property. (Reference: SB Policy 3207 Prohibition of Harassment, Intimidation, and Bullying; WAC 148-120-100 Conduct Violations)

PROFANITY/LANGUAGE/OBSCENE BEHAVIOR

Profanity, cursing, swearing, abusive, or offensive gesturing at school, as in the work place, is neither acceptable nor tolerated at FHS. This includes profanity in general conversation. Profanity directed at an individual constitutes harassment, intimidation, and bullying (HIB). Students may be disciplined for the use of profane language or obscene behavior that occurs during the regular

DISCIPLINE STEPS: PUBLIC DISPLAYS OF AFFECTION (PDAs)

1st Offense	Written Intervention #1 - Warning with parent contact
2nd Offense	Written Intervention #2 – 3 to 5 day short term suspension with parent contact
3rd Offense	Written Intervention #3 – Long term suspension with parent contact

PUBLIC DISPLAYS OF AFFECTION (PDAs)

Public displays of affection (PDAs) are overly affectionate displays that make others uncomfortable and are inappropriate at school. (References: SB Policy 3240P Student Conduct; WAC 148-120-100 Conduct Violations)

DISCIPLINE STEPS: RECKLESS ENDANGERMENT/HORSEPLAY

1st Offense	Written Intervention #1 - Warning with parent contact possible law enforcement
2nd Offense	Written Intervention #2 – 3 to 5 day short term suspension with parent contact possible law enforcement
3rd Offense	Written Intervention #3 – Long term suspension with parent contact possible law enforcement

RECKLESS ENDANGERMENT/HORSEPLAY

Career Long / Criminal Offense

Whether or not it is intentional, reckless endangerment/horseplay is behavior which would be considered under reasonable circumstances to cause oneself or others to be placed in potentially dangerous circumstances. This also includes hitting or tapping anyone in the testicles and twisting or pinching another student’s nipples. As well as any

unwanted touching. Extenuating circumstances may warrant immediate suspension or expulsion. (References: SB Policy 3240P Student Conduct; WAC 148-120-100 Conduct Violations)

DISCIPLINE STEPS: REFUSAL TO COMPLY WITH A REASONABLE REQUEST

1st Offense	Written Intervention #1 - Warning with parent contact possible law enforcement
2nd Offense	Written Intervention #2 – 3 to 5 day short term suspension with parent contact possible law enforcement
3rd Offense	Written Intervention #3 – Long term suspension with parent contact possible law enforcement

REFUSAL TO COMPLY WITH A REASONABLE REQUEST

Refusal to comply with a reasonable request is when a student is requested by staff to serve detention, leave the classroom, report to the office, or report to another specific location and the student refuses to go or does not report to the location to where they were sent. It also applies to students who refuse to identify themselves to any staff member. Included in this category is a cell

phone/electronic device violation in which the student refuses to turn over their device to a staff member and also students who refuse to do school work during class time.

DISCIPLINE STEPS: REFUSAL TO SUBMIT TO AN AUTHORIZED SEARCH

1st Offense	Short-term suspension
2nd Offense	Long-term suspension
3rd Offense	Expulsion

REFUSAL TO SUBMIT TO AN AUTHORIZED SEARCH

If a school authority has a reason to believe that a student is in possession of an illegal substance or item, a search is justified. Refusal to submit to a search is grounds for disciplinary action and will be regarded as an extreme refusal to comply. (Reference: SB Policy 3230 Student Privacy and Searches)

DISCIPLINE STEPS: REPEATED MISCONDUCT/VIOLATIONS

1st Offense	Administrative decision – Depending on severity of the offense, action may range from detention to expulsion, and student may have to make restitution for loss of property
-------------	---

REPEATED MISCONDUCT/VIOLATIONS

Students who habitually show a willful disregard for the rules and the learning of others will not be tolerated, and consequences for serious offenses will be compounded.

(References: SB Policy 3240P Student Conduct; WAC 148-120-100 Conduct Violations)

DISCIPLINE STEPS: SCHOOL ENVIRONMENT (DISRUPTIVE OF)

1st Offense	Written Intervention #1 - Warning with parent contact possible law enforcement
2nd Offense	Written Intervention #2 – 1 to 5 day short term suspension with parent contact possible law enforcement
3rd Offense	Written Intervention #3 – Long term suspension with parent contact possible law enforcement

SCHOOL ENVIRONMENT (DISRUPTION OF)

The school community at FHS allows for each student to learn in an orderly and uninterrupted educational environment. Should a student be disruptive in class and disturb the rights of the teacher to teach or other students to learn, then the following consequences may be applied (References: SB Policy 3240P Student Conduct; WAC 148-120-100 Conduct Violations):

DISCIPLINE STEPS: SKATEBOARDS, BIKES, AND ROLLER SKATES

1st Offense	Verbal warning
2nd Offense	Verbal and written warning. Item placed with administrator until after school. Parent contact.
3rd Offense	Administrative decision – Depending on severity of the offense, action may range from detention to expulsion

SKATEBOARDS, BIKES, & ROLLER SKATES

Skateboards, roller blades, roller skates, wheeled shoes, or personal transportation items are not allowed on campus. Students may ride a bike or skateboard to school, but is to be placed in the bike rack or designated storage area and used only to arrive at and leave from school.

We strongly encourage students to bring a lock and secure their bikes while at school.

TARDIES

Tardies are not tolerated—FHS encourages all students to take their education seriously and make every effort to get to class on time. Students will be considered tardy if they arrive after school/class has begun. Note: Please see Truant/Skipping for discipline steps. (References: SB Policy 3121 Compulsory Attendance; RCW 28A.225 Compulsory School Attendance and Admission)

DISCIPLINE STEPS: THEFT

1st Offense	Administrative decision – Depending on severity of the offense, action may range from detention to expulsion, and student may have to make restitution for loss of property with possible law enforcement involvement.
-------------	--

THEFT

Career Long / Criminal Offense
Theft is taking property that does not belong to you. (References: SB Policy 3240P Student Conduct; WAC 148-120-100 Conduct Violations)

DISCIPLINE STEPS: TOBACCO	
1st Offense	Written intervention #1 – tobacco and other items relating to use of tobacco confiscated with parental pickup permitted. Referred to law enforcement.
2nd Offense	Written intervention #2 - tobacco and other items relating to use of tobacco confiscated with parental pickup permitted. Referred to law enforcement. 5 day suspension
3rd Offense	Written intervention #2 - tobacco and other items relating to use of tobacco confiscated with parental pickup permitted. Referred to law enforcement. 10 days suspension
4th Offense	Expulsion

TOBACCO

Career Long / Criminal Offense

The possession, sale, or use of tobacco of any kind on school property, within 1000 feet of any school property, during a school-related activity off school grounds, and enroute between home and school is prohibited. Tobacco violations are defined as the use of any pipe, cigar, smokeless tobacco, cigarette, any other smoking equipment, including vaporizers and e-cigarettes, or the chewing or sniffing of tobacco. [References: SB Policy 2121 Substance Abuse; SB Policy 3240P Student Conduct; SB Policy 6605P, Student Safety Walking to School and Riding Buses (Student Conduct); WAC 148-120-100 Conduct Violations]

TRUANCY (Skipping)

Students who accumulate excessive truancies will have additional consequences as defined by RCW 28A.225, commonly called the “Becca Bill.” Truancies are deliberately avoiding school, or class without a valid reason, the act of which parents generally have no knowledge. Leaving a class without a teacher's permission is also considered a truancy. In compliance with the Compulsory Attendance Law, the school is required to file a petition with the court at the 5th truancy in a month, and/or the 10th truancy in a school year (References: SB Policy 3121 Compulsory Attendance; RCW 28A.225 Compulsory School Attendance and Admission)

Note: Chronic offenders risk being dropped from Futurus High School.

DISCIPLINE STEPS: VANDALISM	
1st Offense	Administrative decision – Depending on severity of the offense, action may range from detention to expulsion, and student may have to make restitution for loss of property and possible law enforcement.

VANDALISM

Career Long / Criminal Offense

Destroying or defacing objects and materials that belong to the school district, to another student, to a staff member, or to a district contractor.

(References: SB Policy 3241 Classroom Management, Corrective Actions, or Punishment; WAC 148-120-100 Conduct Violations)

WEAPONS

Career Long / Criminal Offense

Possession or use of a dangerous weapon or object used to inflict bodily injury to another. The principal or designee will determine if an object is a weapon under this rule. Possession of a firearm will result in immediate expulsion for one year, as required by law. The expulsion may be modified by the superintendent through the appeal process.

Weapons must not be brought onto campus by any student. Weapons in a student's car will be considered in the student's possession. All incidents involving weapons will be referred to the appropriate law enforcement agency and will involve a parent contact. (References: SB Policy 3241 Classroom Management, Corrective Actions, or Punishment; WAC 148-120-100 Conduct Violations)

DISCIPLINE STEPS: FIREARMS	
1st Offense	Expulsion up to 1 year and law enforcement referral

FIREARMS

DISCIPLINE STEPS: OTHER FIREARMS	
1st Offense	Emergency expulsion to expulsion and law enforcement referral

OTHER FIREARMS

(including paintball guns and other weapons that are designed or can be modified to expel a projectile by use of air, compressed gas, or explosives)

DISCIPLINE STEPS: OTHER WEAPONS

1st Offense	Administrative decision or Short-term suspension to expulsion with law enforcement referral
-------------	---

OTHER WEAPONS

(including air or carbon dioxide powered guns, knives, metal/brass knuckles, pepper spray, mace or other personal protection spray devices, lighters, matches, laser pointers, explosives [including ammunition and fireworks], or other implements determined to be a weapon)

WEAPONS-FREE SCHOOL

State legislation prohibits dangerous weapons on elementary and secondary school premises, on school-provided transportation, or at school-sponsored events and activities. Exceptions include activities such as historical firearms displays, weapons safety instruction, and on-duty law enforcement officers in the course of their duty. Violation will result in expulsion from school. Reference: RCW 9.41.280; SB Policy #4210 Regulation of Dangerous Weapons on School Premises

SEARCH & SEIZURE POLICY

To maintain order and discipline in the school, and to protect the safety and welfare of students and school personnel, school authorities may search a student, student lockers, or student automobiles under circumstances outlined below and may seize any illegal, unauthorized, or contraband materials discovered in the search. A student's failure to permit searches and seizures as provided in this policy will be considered grounds for disciplinary action. (Reference: SB Policy 3230/P Student Privacy and Searches)

AUTOMOBILE SEARCHES

Students are permitted to park on school premises as a matter of privilege, not right. The school retains authority to conduct routine patrols of parking lots and inspections of the exteriors of student automobiles on school property. The interiors of student vehicles may be inspected whenever a school authority has reasonable suspicion to believe that illegal or unauthorized materials are contained inside. Such patrols and inspections may be conducted without notice, without student consent, and without a search warrant.

PERSONAL SEARCHES

A student's person and/or personal effects (i.e. purse, book bag, etc.) may be searched whenever a school authority has reasonable suspicion to believe that the individual is in possession of illegal or unauthorized materials (i.e. cigarettes, drugs, weapons, stolen items, etc.) or has violated or is violating a law or school rule(s). If a pat-down search of a student's person is conducted, it will be conducted in private by a school official of the same gender, with another adult witness present when feasible.

SEIZURE OF ILLEGAL MATERIALS

If properly conducted searches yields illegal or contraband materials, such findings shall be turned over to the proper legal authorities for ultimate disposition.

SCHOOL ACTIVITIES/ATHLETICS

(Reference: SB Policy 2151/P Interscholastic Athletics)

Sports activities are available at Futurus High School (CHS) for any FHS student residing in Centralia School District boundaries. They must speak with the CHS Activities Secretary, Karen Longabaugh. Note that all CHS, FHS, ASB, and WIAA rules, eligibility requirements, discipline, and appeal rights apply (please refer to the CHS Student Handbook for more information).

GLOSSARY OF TERMS

Behavior Contract: An agreement that clearly states the behavior expectations of a student. The student agrees to abide by these expectations. If a student violates the contract by demonstrating unacceptable behavior, the student will receive further consequences, including short to long-term suspension.

Cyberbullying

Teasing, threatening or intimidating that takes place online. The bullying behavior can take the form of harassing emails, insulting text messages on cell phones, messages left in a public online forum, embarrassing photos or illustrations posted to web sites, and nasty comments left on online networking sites.

Confiscation

The act of taking away items that are inappropriate for school (i.e., tobacco products, electronic devices, weapons, etc.).

Criminal Activity

An illegal activity that warrants the involvement of law enforcement. Criminal activities are noted in the discipline section.

Detention

Intervention assigned by teachers or administrators as a disciplinary action to give students an opportunity to reflect on inappropriate behavior, have a time-out, de-escalate emotions, and/or make up for missed class time. Detention is served during lunch daily and after school from 2:30-4:00 pm every Monday through Thursday. Teachers have the right to request that the student serves his/her detention with the teacher. Note: Students are responsible for after-school transportation.

Discipline

What students are lacking in order to comply with reasonable requests while at school. For this lack of discipline they can receive consequences.

Discrimination

Unfair treatment of another person or group on the basis of prejudice or bias. State and federal law prohibits discrimination. FHS complies with all non-discrimination rules and regulations and does not allow discrimination against students on the basis of race, color, religion, national origin, gender, sexual orientation, or disability. This holds true both at FHS and at all FHS co-curricular events.

Emergency Expulsion

Emergency removal from a class, subject, or activity. A student may be removed immediately by a certified teacher or an administrator and sent to the FHS Office, provided that the teacher or administrator has good and sufficient reason to believe that the student's presence poses an immediate and continuing threat or substantial disruption of the class, subject, activity, or educational process of the student's school.

The removal from classes, subjects, or activities shall continue only until:

The danger or threat ceases,

or

An administrator acts to impose discipline, imposes short-term suspension, initiates long-term suspension or an expulsion, or imposes an emergency expulsion

An administrator shall meet with the student as soon as possible following the student's removal and take or initiate appropriate action or discipline.

In no case shall the student's opportunity for such meeting be delayed beyond the commencement of the next school day. Prior to or at the time the student is returned to class(es) or activity(ies), an administrator shall notify the teacher who removed the student of the action that has been taken or initiated. (Reference: WAC 180-40-290 Emergency Removal)

Harassment, Intimidation, and Bullying (HIB)

When one person forces another person to do or say something that is inappropriate or disruptive to the school environment. Intentional acts, statements, or conduct, which has the purpose or effect of negatively interfering with an individual's school performance, or creating an intimidating, hostile, or offensive school community. Bullying typically leaves the victim feeling uncomfortable or coerced. Regardless of intent, intimidating actions or words are harmful to both the recipient and to the FHS school community. Students who direct profanity towards others, bully or intimidate others are subject to consequences.

Lewd Contact

Any indecent, sexually suggestive or obscene act, expression, or gesture. Students shall not possess, distribute, or attempt to acquire pornographic material. Exposing one's buttocks or private areas at school or a school-sponsored event is prohibited.

Plagiarism

(1) Copying word-for-word from a source without enclosing the material in quotation marks and indicating the source; (2) copying ideas and other content without correctly indicating the source, even if you have abstracted, summarized, or paraphrased the material; (3) changing only a few words, phrases, sentences, or sections, but otherwise copying directly from a source and passing it off as your own. Plagiarism may be: (1) inadvertent, committed as a result of ignorance or carelessness; (2) intentional, committed in a conscious attempt to defraud the reader; or (3) repeated and intentional, committed despite previous warnings.

Racism

Any actions, statements, or conduct, deliberate or otherwise, that target one race or ethnicity with deliberate and/or unwelcome words, terms, gestures, symbols, graffiti, pictures, offensive photographs, disparaging remarks about someone, insulting jokes, or teasing.

Sexual Harassment

Includes all unwanted, uninvited, and non-reciprocal sexual attention. This may include, but is not limited to:

- Sexually suggestive looks or gestures
- Pressure for dates or sex
- Sexual jokes, pictures, or teasing
- Deliberately touching, cornering, or pinching someone

- Sexually demeaning comments
- Attempts to kiss or fondle

Short-Term Suspension

Short-term suspensions will vary from 1-10 days due to a student's behavior and the consequence is assigned by an administrator.

Staffing

A student's behavior may require a conference (also known as a Staffing) between the student, his/her parent, counselor, teachers, and an administrator. Parents may request a Staffing by contacting their student's counselor. A Staffing may also be requested by the student's teacher(s), counselor, or an administrator. The Staffing allows everyone to express concerns and look for alternatives that may assist the student to become successful in school.

SCHOOL BOARD POLICIES

Expectations, rules, and regulations at FHS are derived from policies and procedures established by the Board of Directors of Centralia School District.

All School Board policies are available online at www.centralia.k12.wa.us

Some of the more frequently used School Board policies are excerpted in the following section for easy reference.

2121p SUBSTANCE ABUSE

Date: December 21, 2011; Revised: May 15, 2013

Actions taken by staff in dealing with student use of alcohol and the use and abuse of controlled illegal, addictive or harmful substances including marijuana (cannabis) and anabolic steroids will have as their first concern the welfare of the student involved and the other students in the school. Although a helping relationship rather than an investigative and punitive approach will be emphasized, necessary and appropriate disciplinary action will be taken when laws or school regulations are violated. Law enforcement agencies will be called upon for investigative and consultative assistance where illegal drug or alcohol activity has occurred.

Note: Sections on Prevention, Instruction, Guidance Services, School Climate, and Intervention are available in the full version of this School Board policy.

Corrective Action

If a student appears at school or at a school-sponsored function demonstrating behavior which indicates that he/she may be under the influence of an addictive substances and/or admits to an administrator that he/she is under the influence of an addictive substances, the school will take the following action: The parents will be notified to arrange for appropriate treatment.

If the student's illegal use of addictive substances is confirmed, the school administration may request the assistance of a law enforcement official in investigating the source of the addictive substance.

Appropriate school disciplinary action will be taken.

If school authorities find a student in possession of addictive substances at school, the addictive substances will be confiscated and turned over to law enforcement officials for investigation and disposal. Appropriate school disciplinary action will be taken by a school administrator regardless of law enforcement action.

If a school administrator receives information concerning sales and use of addictive substances outside of school, the information will be reported to law enforcement officials for their investigation.

3121 COMPULSORY ATTENDANCE

Adoption Date: December 17, 1980; Revised: November 20, 1996; December 17, 1997; October 21, 1998; February 17, 1999; November 17, 1999; March 21, 2012; Classification: Essential

Parents of any child eight years of age and under eighteen years of age shall cause such child to attend school and such child shall have the responsibility to and therefore shall attend for the full time when such school may be in session unless the child is enrolled in an approved private school, an educational center as provided in chapter 28A.205 RCW, or is receiving home-based instruction.

Exception may be granted by the superintendent in the following circumstances:

The student is physically or mentally unable to attend school;

The student is attending a residential school operated by the Department of Social and Health Services;

The student's parents have requested a temporary absence for purposes agreed to by the district and which will not cause a serious adverse effect on the student's educational process;

The student is sixteen years of age, regularly and lawfully employed and either has parent permission or is emancipated pursuant to chapter 13.64 RCW;

The student has met graduation requirements;

The student has received a certificate of educational competence (GED).

Any law enforcement officer authorized to make arrests can take a truant child into custody without a warrant and must then deliver the child to the parent or to the school.

The district shall not require enrollment for either (a) a minimum number of semesters or trimesters or (b) a minimum number of courses in a semester or trimester which exceeds the enrollment time or courses necessary for a student to meet established course, credit, and test requirements for high school graduation. Note: Legal references are available in the full School Board Policy online.

3122P EXCUSED AND UNEXCUSED ABSENCES (Becca Bill)

Date: October 1995; Revised: November 1998; November 1999; October 2001; October 2002; December 21, 2011; April 17, 2013

Students are expected to attend all assigned classes each day. School staff will keep a record of absence and tardiness, including a call log and/or a record of excuse statements submitted by a parent/guardian or, in certain cases, students, to document a student's excused absences.

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

- Participation in school-approved activity or instructional program. To be excused this absence must be authorized by a staff member and the affected teacher must be notified prior to the absence unless it is clearly impossible to do so.
- Absence due to: illness; health condition; medical appointment; family emergency; religious purposes; court, judicial proceeding or serving on a jury; post-secondary, technical school or apprenticeship program visitation, or scholarship interview; State recognized search-and-rescue activities consistent with RCW 28A.225.055; and directly related to the student's homeless status. When possible, the parent/guardian is expected to notify the school office on the morning of the absence by phone, e-mail or written note and to provide the excuse for the absence. If no excuse is provided with the notification, or no notification is provided, the parent/guardian will submit an excuse via phone, e-mail or written note upon the student's return to school. Adult students (those over eighteen) living on their own or with parent and school approval and emancipated students (those over sixteen who have been emancipated by court action) shall notify the school office of their absences with a note of explanation. Students fourteen years old or older who are absent from school due to testing or treatment for a sexually transmitted disease shall notify the school of their absence with a signed note of explanation, which will be kept confidential. Students thirteen years and older may do the same for mental health, drug, or alcohol treatment; and all students have that right for family planning and abortion. A parent may request that a student be excused from attending school in observance of a religious holiday. In addition, a student, upon the request of his/her parent/guardian, may be excused for a portion of a school day to participate in religious instruction provided such is not conducted on school property. A student shall be allowed one makeup day for each day of absence.
- Absence for parental-approved activities. This category of absence shall be counted as excused for purposes agreed to by the principal and the parent/guardian. An absence may not be approved if it causes a serious adverse effect on the student's educational progress. In participation-type classes (e.g., certain music and PE classes) the student may not be able to achieve the objectives of the unit of instruction as a result of absence from class. In such a case, a parent parent/guardian-approved absence would have an adverse effect on the student's educational progress which would ultimately be reflected in the grade for such a course.
- Absence resulting from disciplinary actions or short-term suspension. As required by law, students who are removed from a class or classes as a disciplinary measure or students who have been placed on short-term suspension shall have the right to make up assignments or exams missed during the time they were denied entry to the classroom if the effect of the missed assignments shall be a substantial lowering of the course grade.
- Extended illness or health condition. If a student is confined to home or hospital for an extended period, the school shall arrange for the accomplishment of assignments at the place of confinement whenever practical. If the student is unable to do his/her schoolwork, or if there are major requirements of a particular course which cannot be accomplished outside of class, the student may be required to take an incomplete or withdraw from the class without penalty.
- Excused absence for chronic health condition. Students with a chronic health condition which interrupts regular attendance may qualify for placement in a limited attendance and participation program. The student and his/her parent/guardian shall apply to the principal or counselor, and a limited program shall be written following the advice and recommendations of the student's medical advisor. The recommended limited program shall be approved by the principal. Staff shall be informed of the student's needs, though the confidentiality of medical information shall be respected at the parent's request.
- Excused Absences. The district may initiate court petition procedures beginning with a parent conference and resulting in a court petition in cases of excessive excused absences which adversely affect the student's educational process. For the purpose of this policy, excessive excused absence may be defined as excused absences exceeding twenty percent (20%) of the total days in a school year (or) total days in a month. The building principal/designee will be responsible for making the final decision to file a petition with the court for excessive unexcused absences.

Unexcused Absences: Unexcused absences fall into two categories:

- Submitting an excuse which does not constitute an excused absence as defined previously
- Failing to submit, whether by phone, email or in writing, any type of excuse statement signed by the parent/guardian or note from adult student.

Each unexcused absence shall be followed by a telephone to the parent/guardian of the student phone number listed in Skyward. Each notice shall be in writing in English or in the primary language of the parent. A student's grade shall not be affected if no graded activity is missed during such an absence. After two unexcused absences within any month, the district will make every attempt to hold a conference between the parent, student and principal.

At such a conference the principal or designee, student and parent will consider:

- Adjusting the student's program;
- Providing more individualized instruction; preparing the student for employment with specific vocational experience or both;
- Transferring the student to another school;
- Assisting the student to obtain supplementary services that might eliminate or ameliorate the causes of absence; or,
- Imposing other corrective actions that are deemed to be appropriate.

Not later than the student's fifth unexcused absence in a month, the district shall enter in-to an agreement with the student and parents/guardians that establishes school attendance requirements, refer the student to a community truancy board or file a petition and affidavit with the juvenile court alleging a violation of RCW 28A.225.010.

If the above action fails to correct the attendance problem, the student shall be declared a habitual absentee.

No later than the seventh (7th) unexcused absence within any month during the current school year or upon the tenth (10th) unexcused absence during the current school year, the district will file a petition and affidavit with the juvenile court alleging a violation of RCW 28A.225.010 by the parent, student or parent and student.

The petition consists of written notification to the court alleging that:

The student has unexcused absences in the current school year. While petitions must be filed if the student has seven or more unexcused absences within any month during the current school year or ten or more unexcused absences in the current school year, but a petition may be filed earlier; also unexcused absences accumulated in another school or school district shall be counted when preparing the petition;

Actions taken by the school district have not been successful in substantially reducing the student's absences from school;

and

Court intervention and supervision are necessary to assist the school district to reduce the student's absences from school. The petition will include the student's name, date of birth, school, address, gender, race and ethnicity; and the names and addresses of the student's parents/guardians, whether the student and parent are fluent in English, whether there is an existing individualized education program (IEP) and the student's current academic status in school.

Petitions may be served by certified mail, return receipt requested, but if such service is unsuccessful, personal service is required. At the district's choice, it may be represented by a person who is not an attorney at hearings related to truancy petitions. If the allegations in the petition are established by a preponderance of the evidence, the court shall grant the petition and enter an order assuming jurisdiction to intervene for a period of time determined by the court, after considering the facts alleged in the petition and the circumstances of the student, to most likely cause the student to return to and remain in school while the student is subject to the court's jurisdiction.

If the court assumes jurisdiction, the school district shall periodically report to the court any additional unexcused absences by the student, actions taken by the school district, and an update on the student's academic status in school at a schedule specified by the court. The first report must be received no later than three (3) months from the date that the court assumes jurisdiction.

Any student who presents false evidence, with or without the consent of his/her parent/guardian, in order to wrongfully qualify for an excused absence shall be subject to the same corrective action that would have occurred had the false excuse not been used and potential further disciplinary action.

High school students who are late to class shall be considered truant and be marked with an unexcused absence if they arrived unexcused after the first 10 minutes of class.

Students who are absent with no excuse for three or more periods in a day will be considered absent for a day for purposes of filing a Becca petition with the courts.

When high school students are absent without excuse for one or two periods in a school day, these periods may be accumulated so that three (3) periods of unexcused absence will count as one day of unexcused absence for the purpose of filing a Becca petition with the courts.

Students are expected to be in class on time. When a student's tardiness becomes frequent or disruptive, the student shall be referred to the principal or counselor. If counseling, parent conferencing, or disciplinary action is ineffective in changing the student's attendance behavior, he/she may be placed on an intervention. All sanctions imposed for failure to comply with the attendance policies and procedures shall be implemented in conformance with state and district regulations regarding corrective action. (See Policy #3241, Classroom Management, Corrective Actions or Punishment.)

3207P PROHIBITION OF HARASSMENT, INTIMIDATION, AND BULLYING (HIB)

Adoption Date: December 18, 2002; Revised: May 21, 2008; June 15, 2011; Classification: Essential

The Centralia School District is committed to a safe and civil educational environment for all students, employees, parents/legal guardians, volunteers and patrons that is free from harassment, intimidation or bullying. "Harassment, intimidation or bullying" means any intentionally written message or image — including those that are electronically transmitted — a verbal, or physical act, including but not limited to one shown to be motivated by race, color, religion, ancestry, national origin, gender, sexual orientation including gender expression or identity, mental or physical disability or other distinguishing characteristics, when an act:

Physically harms a student or damages the student's property.

Has the effect of substantially interfering with a student's education.

Is so severe, persistent or pervasive that it creates an intimidating or threatening educational environment.

Has the effect of substantially disrupting the orderly operation of the school.

Nothing requires the affected student to actually possess a characteristic that is a basis for the harassment, intimidation, or bullying. "Other distinguishing characteristics" can include but are not limited to: physical appearance, clothing or other apparel, socioeconomic status, and weight. "Intentional acts" refers to the individual's choice to engage in the act rather than the ultimate impact of the action(s).

Behaviors/Expressions: Harassment, intimidation, or bullying can take many forms including:, but not limited to, slurs, rumors, jokes, innuendoes, demeaning comments, drawings, cartoons, pranks, gestures, physical attacks, threats or other written, oral, physical or electronically transmitted messages or images.

This policy is not intended to prohibit expression of religious, philosophical, or political views, provided that the expression does not substantially disrupt the educational 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.

Note: Information on Training, Prevention, and Interventions can be found in the complete School Board policy online.

Retaliation/False Allegations: Retaliation is prohibited and will result in appropriate discipline. It is a violation of this policy to threaten or harm someone for reporting harassment, intimidation, or bullying. It is also a violation of district policy to knowingly report false allegations of harassment, intimidation, and bullying. Students or employees will not be disciplined for making a report in good faith. However, persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline.

Compliance Officer: The superintendent will appoint a compliance officer as the primary district contact to receive copies of all formal and informal complaints and ensure policy implementation. The name and contact information for the compliance officer will be communicated throughout the district.

Note: Legal references are available in the full School Board Policy online.

3230P STUDENT PRIVACY AND SEARCHES

Adoption Date: May 21, 2008; Revised: August 20, 2008; March 21, 2012; Classification: Priority

At certain ages, students attain the right to decide for themselves what records will remain confidential, even from their parents, and what activities the student will participate in. At age eighteen students become legal adults and must approve any disclosure of information about themselves from school records, except directory information if a request for confidentiality has not been filed. Students at age eighteen may also sign releases, authorizations or permission slips to participate in school activities, and may sign themselves out of school and authorize their own absences. Students between sixteen and eighteen who have been granted legal emancipation from their parents or guardians have the same rights as eighteen year old students. Students over fourteen years of age have the right to keep private from everyone any district records indicating that they have been tested or treated for a sexually transmitted disease. Students thirteen years and older have confidentiality rights in records regarding drug, alcohol or mental health treatment. All students have confidentiality rights in family planning or abortion records.

Searches of Students and Personal Property: Personal privacy is a fundamental aspect of individual liberty. All students possess the constitutional right to be secure in their persons, papers, and effects against unreasonable searches and seizures. Staff will take particular care to respect students' privacy.

School officials have authority to maintain order and discipline in the schools and to protect students from exposure to illegal drugs, weapons, and contraband. The superintendent, the principal, and other staff designated by the superintendent will have the authority to conduct reasonable searches on school property as provided by board policy.

A search is required when there are reasonable grounds to suspect a student has a firearm on school grounds, transportation or at school events.

Prior to conducting a search, school officials will ask that the student consent to be searched by removing all items from pockets or other personal effects. If the student refuses to consent to the search, school officials may proceed to search the student, the student's personal belongings, and the student's locker, as follows:

Any search of a student conducted by a school district employee must be reasonably related to the discovery of contraband or other evidence of a student's violation of the law or school rules. For the purpose of this policy, "contraband" means items, materials, or substances the possession of which is prohibited by law or district policy, including but not limited to, controlled substances, alcoholic beverages, tobacco products, or any object that can reasonably be considered a firearm or a dangerous weapon.

Staff will conduct searches in a manner which is not excessively intrusive in light of the age and sex of the student and the nature of the suspected infraction. No student will be subject to a strip search or body cavity search by school staff. School officials may consult with local law enforcement officials regarding the advisability of a search on school premises by a law enforcement officer if evidence of criminal activity is likely to be seized. The superintendent will develop procedures regulating searches of students and their personal property.

Locker Searches: Students may be assigned lockers for storing and securing their books, school supplies, and personal effects. Lockers, desks, and storage areas are the property of the school district. No right nor expectation of privacy exists for any student as to the use of any space issued or assigned to a student by the school and such lockers and other spaces are subject to search in accordance with district policy.

No student may use a locker, desk, or storage area as a depository for any substance or object which is prohibited by law or school rules or which poses a threat to the health, safety, or welfare of the occupants of the school building or the building itself. Any student's locker, desk, or other storage area will be subject to search if reasonable grounds exist to suspect that the search will yield evidence of the student's violation of the law or school rules. Any search of an individual student's locker will be conducted according to board policy governing personal searches.

All student lockers may be searched at any time without prior notice and without reasonable suspicion that the search will yield evidence of any particular student's violation of the law or school rules. If the school official conducting such a search develops a reasonable suspicion that any container inside the locker, including but not limited to a purse, backpack, gym bag, or an article of clothing, contains evidence of a student's violation of the law or school rules, the container may be searched according to board policy governing personal searches.

Note: Legal references are available in the full School Board Policy online.

3420P Student Conduct

Date: October 15, 1997; Revised: January 30, 2012

Respect for the Law and the Rights of Others: The student is responsible as a citizen to observe the laws of the United States, the state of Washington, and/or its subdivisions. While in the school, the student will respect the rights of others. Students who involve themselves in criminal acts on school property, off school property at school-supervised events, or off school property — and which acts have a detrimental effect upon the maintenance and operation of the schools or the district — are subject to disciplinary action by the school and prosecution under the law.

Compliance with Rules: Students will comply with all rules adopted by the district. Failure to do so will be cause for corrective action. The rules will be enforced by school officials:

- On the school grounds during and immediately before or immediately after school hours,
- On the school grounds at any other time when the school is being used by a school group(s), or
- Off the school grounds at a school activity, function, or event, or
- Off the school grounds if the actions of the student materially or substantially affect the educational process.

Alteration of Records: A student who falsifies, alters, destroys a school record or any communication between home and school will be subject to corrective action.

Cheating: Any student who knowingly submits work of others represented as his/her own will be considered to have cheated. Cheating also includes the aiding and abetting of cheating by others.

Attendance: A student will not be absent or tardy from classes without an approved excuse. Such a student will be subject to corrective action or punishment.

Alcohol, Chemical Substances and Tobacco Products: A student will not knowingly possess, use, transmit, be under the influence of, or show evidence of having used any alcoholic beverage, illegal chemical substance or opiate, or tobacco product.

Disruptive Conduct: A student will not intentionally cause a substantial and material disruption of any school operations. The following illustrate the kinds of offenses that are prohibited:

- Occupying a school building or school grounds in order to deprive others of its use;
- Blocking the entrance or exit of any school building or room in order to deprive others of passing through;
- Setting fire to or substantially damaging school property;
- Using, or threatening to use, firearms, explosives or other weapons on the school premises, including use by an unauthorized student of a personal protection spray device, or use of such device in other than self-defense as defined by state law;
- Preventing students from attending a class or school activity;
- Blocking normal pedestrian or vehicular traffic on a school campus;
- Interfering seriously with the conduct of any class or activity; and
- Gambling or encouraging other students to gamble.

Damage or Theft of Property: A student will not intentionally or with gross carelessness damage school or private property.

Extortion, Assault or Causing Physical Injury: A student will not extort anything of value, threaten injury or attempt to cause physical injury or intentionally behave in such a way as could reasonably be expected to cause physical injury to any person.

Gang Activity: A student will not knowingly engage in gang activity on school grounds. A gang is a group of three or more persons with identifiable leadership which, on an ongoing basis, regularly conspires and acts in concert mainly for criminal purposes.

Leaving Campus during School Hours: A student will not leave the school campus during the school day unless excused by the school office.

Loitering: A student will be expected to leave the school campus at the official close of the school day unless permission to do otherwise has been granted.

Vulgar or Lewd Conduct: Any lewd, indecent or obscene act or expression is prohibited.

Weapons and Dangerous Instruments: A student will not possess or transmit any object that can reasonably be considered a firearm, air gun or a dangerous weapon. Violation of this rule with a firearm will result in a minimum one year expulsion, unless modified by the superintendent. Students over eighteen years of age and students between fourteen and eighteen years of age with written parental or guardian permission may possess personal protection spray devices. No one under eighteen years of age may transmit such devices, nor may they be used other than in self-defense as defined by state law. Possession, transmission or use of personal protection spray devices under any other circumstances is a violation of this rule.

Centralia School District
2320 Borst Avenue, PO Box 610, Centralia, WA 98531
360.330.7600 (office); 360.330.7604 (fax)
www.centralia.k12.wa.us

Dr. Lisa Grant, Superintendent