The Viking Way

We relentlessly pursue (our) future endeavors. We demonstrate unwavering character and perseverance to do the right thing. We are committed to leaving a positive legacy. We support and respect one another as family. We overcome obstacles as we strive for success.

Our Core Purpose is to ensure high levels of learning for all students in Selah.
ADMINISTRATION
Colton Monti, Principal
Becca Thompson, Assistant Principal
Jeff Cochran, Assistant Principal & Director of Future Learning
Jake Davis, Athletic Director & Assistant Principal
Michelle McCartney, Activities Director

COUNSELING STAFF
DeLynn Elliott, Counselor
Erin Wilson, Counselor
Kari Sterns, Counselor
Sheila Maier, Counseling Receptionist

OFFICE STAFF
Nancy Minnick, Building Secretary
Carolyn Olson, Assistant Secretary
Robin Gordy, ASB & Athletic Secretary
Rena LaTour, Registrar
Cori Chapman, Attendance Secretary
Teresa York, Office Support & Assessment Center Coordinator
Rafael Valle, Campus Security

TELEPHONE DIRECTORY
Main Office & Voice Mail System  698-8500
Office Fax  698-8508
Attendance  698-8510
ASB  698-8515
Counseling  698-8521
Counseling Fax  698-8592
Student Records  698-8520
Athletics  698-8514
Athletics/ASB Fax  698-8516
Library  698-8581
Transportation  698-8330
Selah Academy  698-8060
Spanish Hotline  698-8450

SELAH HIGH SCHOOL WEBSITE http://www.selahschools.org/SHS
CLUB AND ACTIVITIES
Select an activity of interest and get involved!
Art Club - Mrs. Eckert
ASL Pah! - Mr. Gallegos
Band - Mr. Smith
Cheer - Ms. Forenpohar
Club Med - Ms. Peart
Dance Team - TBD
DECA - Mr. Benjamin
Drama - Mrs. Jochen
FCCLA - Mrs. McCartney & Mrs. Brink
FFA - Mr. Watkins
Knowledge Bowl - Mr. Dwyer
National Honor Society - TBD
Sound Tech - Mr. Smith
Spanish Club - Mrs. Caro-Gonzales
Student Technology Association - Mr. Anderson
Variety Gaming - Mrs. Brink
Viking Explorers - Mr. Dwyer
Vikolairs - Mr. Smith
WeAct - Mrs. Barnett
Yearbook - Mr. Alvarez

If you are interested in any club or activity, please see the advisor for details.

COURSE FEES

CHROMEBOOK INSURANCE FEE $15

CAREER & TECHNICAL EDUCATION
Culinary Adventures (Semester) $15
Culinary Science (Semester) $15
Introduction to Metal Shop (Semester) $20
General Shop (Metal Shop 2) $20
Building Construction (Semester) $20
Introduction to Woodworking (Semester) $20
Advanced Woodworking 1 & 2 (Semester) $20
Engineering Drafting 1 & 2 (Semester) $20
Ag Power Mechanics (Semester) $20
Ag Fabrication (Semester) $20
Introduction to Engineering (Year) $20
Principles of Engineering (Year) $10
<table>
<thead>
<tr>
<th>Course</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Life Prep 101/Digital Tech (Year)</td>
<td>$10</td>
</tr>
<tr>
<td>#Adulting (Semester)</td>
<td>$5</td>
</tr>
<tr>
<td>Child Development</td>
<td>$5</td>
</tr>
<tr>
<td>Applied Creativity (Semester)</td>
<td>$10</td>
</tr>
<tr>
<td>Principles of Bio Med/Science (Year)</td>
<td>$20</td>
</tr>
<tr>
<td>Human Body Systems (Year)</td>
<td>$20</td>
</tr>
<tr>
<td>Sports Medicine I &amp; II (Year)</td>
<td>$15</td>
</tr>
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</table>

**FINE ARTS, FOREIGN LANGUAGE & MUSIC**

<table>
<thead>
<tr>
<th>Course</th>
<th>Fee</th>
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</thead>
<tbody>
<tr>
<td>Art, Digital Design 1 &amp; 2 (Semester)</td>
<td>$5</td>
</tr>
<tr>
<td>Art Exploration (Year)</td>
<td>$15</td>
</tr>
<tr>
<td>Introduction to Art</td>
<td>$10</td>
</tr>
<tr>
<td>Advanced Art (Semester)</td>
<td>$10</td>
</tr>
<tr>
<td>Band Uniform Cleaning (Year)</td>
<td>$10</td>
</tr>
<tr>
<td>Vikolairs (Year)</td>
<td>$25</td>
</tr>
<tr>
<td>Concert Choir 1 &amp; 2</td>
<td>$25</td>
</tr>
<tr>
<td>Women’s Ensemble</td>
<td>$25</td>
</tr>
<tr>
<td>Drawing (Semester)</td>
<td>$10</td>
</tr>
<tr>
<td>Instrument Rental (Year)</td>
<td>$50</td>
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<tr>
<td>Painting (Semester)</td>
<td>$10</td>
</tr>
<tr>
<td>Percussion Ensemble (Year)</td>
<td>$50</td>
</tr>
<tr>
<td>Sculpture (Semester)</td>
<td>$20</td>
</tr>
<tr>
<td>Spanish Dance Participation (Year - 3rd &amp; 4th year only)</td>
<td>$10</td>
</tr>
<tr>
<td>Spanish for Heritage Speakers (Year)</td>
<td>$10</td>
</tr>
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</table>

**SCIENCE**

<table>
<thead>
<tr>
<th>Course</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physics 1 &amp; 2</td>
<td>$2</td>
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<tr>
<td>Chemistry (Year)</td>
<td>$4</td>
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<tr>
<td>Inquiry Science (Year)</td>
<td>$4</td>
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<tr>
<td>Earth &amp; Space Science (Semester)</td>
<td>$4</td>
</tr>
<tr>
<td>Forensics (Semester)</td>
<td>$4</td>
</tr>
</tbody>
</table>

*If you qualify for free or reduced meals and are in need of help paying your course fees, please come to the Counseling Office.*

**ASB CARDS**

Students may purchase an Associated Student Body card for $25 during registration. After registration the fee is $30.00. Students may not participate in any ASB sponsored activity without a valid ASB card. Students who attend a high school sponsored activity will be charged regular admission without an ASB card.
### SELAH SCHOOL DISTRICT TIERS OF ATTENDANCE

<table>
<thead>
<tr>
<th>Month</th>
<th>Satisfactory Attendance</th>
<th>At Risk Attendance</th>
<th>Moderate Chronic Attendance</th>
<th>Severe Chronic Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>August/September</td>
<td>96-100%</td>
<td>91-95%</td>
<td>81-90%</td>
<td>0-80%</td>
</tr>
<tr>
<td>October</td>
<td>2</td>
<td>3-4</td>
<td>5-8</td>
<td>9+</td>
</tr>
<tr>
<td>November</td>
<td>3</td>
<td>4-6</td>
<td>7-12</td>
<td>13+</td>
</tr>
<tr>
<td>December</td>
<td>3</td>
<td>4-7</td>
<td>8-14</td>
<td>15+</td>
</tr>
<tr>
<td>January</td>
<td>4</td>
<td>5-9</td>
<td>10-18</td>
<td>19+</td>
</tr>
<tr>
<td>February</td>
<td>5</td>
<td>6-10</td>
<td>11-22</td>
<td>23+</td>
</tr>
<tr>
<td>March</td>
<td>5</td>
<td>6-12</td>
<td>13-26</td>
<td>27+</td>
</tr>
<tr>
<td>April</td>
<td>6</td>
<td>7-14</td>
<td>15-29</td>
<td>30+</td>
</tr>
<tr>
<td>May</td>
<td>7</td>
<td>8-16</td>
<td>17-33</td>
<td>35+</td>
</tr>
<tr>
<td>June</td>
<td>7</td>
<td>8-17</td>
<td>18-35</td>
<td>36+</td>
</tr>
</tbody>
</table>

**DISTRICT ATTENDANCE POLICY**

For a more detailed description of attendance policies and procedures, refer to The District Attendance Policy located in the following link: [http://www.selahschools.org/domain/40](http://www.selahschools.org/domain/40)  Board Policy 3122.
HIGH SCHOOL ATTENDANCE POLICY
A student’s presence in the classroom on a regular basis is necessary to ensure that the student derives maximum benefit from the course, including the opportunity for interaction with teachers and peers. Homework assignments do not make up for missed class time. We encourage parents to monitor their student’s attendance via Family Access. Any questions regarding attendance should be directed to the attendance office at 698-8510 or school administration.

ATTENDANCE WORKS RESOURCES TO SUPPORT YOUR STUDENT AT HOME
English:

Spanish:

Additional Parent Resources:
https://www.attendanceworks.org/resources/handouts-for-families/

Selah School District
Attendance Support
**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.

1) 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.

2) 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.

The parent/guardian is expected to notify the school office on the morning of the absence by phone, e-mail or written notice and 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 notice upon the student’s return to school. Adult students (those over eighteen) and emancipated students (those over sixteen who have been emancipated by court action) will notify the school office of their absences with a note of explanation. Students fourteen (14) 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 note of explanation, which will be kept confidential. Students thirteen (13) 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/guardian 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.

3) Absence for parental-approved activities: This category of absence shall be counted as excused for purposes agreed to by the principal and
parent/guardian in advance. 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 physical education 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/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.

4) 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 will 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 will be a substantial lowering of the course grade.

5) Extended illness or health condition. If a student is confined to home or hospital for an extended period, the school will arrange for the accomplishment of assignments at the place of confinement whenever practical. If the student is unable to do his/her school work, 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.

6) 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 will apply to the principal or counselor, and a limited program will be written following the advice and recommendations of the students’ medical advisor. The recommended limited program will be approved by the principal. Staff will be informed of the students’ needs, though the confidentiality of medical information will be respected at the parent’s request.

**Unexcused Absences**

Unexcused absences fall into two categories:

1) Submitting an excuse which does not constitute an excused absence as defined previously, or,

2) Failing to submit, whether by phone, e-mail or in writing, any type of excuse statement by the parent, guardian, or adult student.
OUR PROMISE TO YOU
We know that there are a wide variety of reasons that students are absent from school, from health concerns to transportation challenges. There are many people in our building prepared to help you if you or your student face challenges in getting to school regularly or on time. **Counselors are available by calling (509)698-8521.** We will track attendance daily, notice when your student is missing from class, communicate with you to understand why they were absent, and identify barriers and supports available to overcome challenges you may face in helping your student attend school.

SCHOOL POLICIES AND STATE LAWS
It is important that you understand our school policies and procedures, as well as Washington State Law, to ensure your child is successful in school. State law for mandatory attendance, called the BECCA Bill, requires children from age 8 to 17 to attend a public school, private school, or a district-approved home school program. Children that are 6- or 7-years-old are not required to be enrolled in school. However, if parents enroll their 6- or 7-year-old, the student must attend full-time. Youth who are 16 or older may be excused from attending public school if they meet certain requirements. [http://apps.leg.wa.gov/rcw/default.aspx?cite=28A.225](http://apps.leg.wa.gov/rcw/default.aspx?cite=28A.225)

WHAT YOU CAN DO
- Set a regular bedtime and morning routine.
- Prepare for school the night before, finishing homework and getting a good night’s sleep.
- Don’t let your student stay home unless they are truly sick. Keep in mind complaints of a stomach ache or headache can be a sign of anxiety and not a reason to stay home.
- Avoid appointments and extended trips when school is in session.
- Develop back-up plans for getting to school if something comes up. Call on a family member, a neighbor, or another parent.
- Keep track of your student’s attendance.
- Talk to your student about the importance of attendance.
- Talk to your students’ teachers if you notice sudden changes in behavior. These could be tied to something going on at school.
- Encourage meaningful after school activities, including sports and clubs.
**Eighteen and older students**
Students may establish the authority to write notes for themselves when they reach eighteen and become an emancipated adult. An emancipated adult has not been claimed as a dependent for income tax purposes by parents/guardians, or has been legally emancipated from parents/guardians through the court. Proof of emancipation rests with the parent/guardian and student. Forms requesting emancipation status are available in the attendance office and are to be returned to an administrator.

**Tardiness**
Students are expected to be in class on time. A student who is not in his/her assigned classroom when the tardy bell rings is tardy. Interventions for tardies are:

**Tardy Progression**
3: Warning and Skyward Notice
6: Lunch DT
9: Lunch DT
12: Friday School
Every 3 after 15 is Friday School
(Counts start over each calendar month)
Further offenses will result in additional corrective measures.

**Early Dismissal**
Students needing to be dismissed early must bring a note from home to the attendance office. Students who fail to bring a note may request permission to leave through the attendance office or with administrator’s approval. Students must sign out in the attendance office before leaving campus.

**Dismissal for school related activities**
Students who are not in attendance for any portion of the school day, will not be eligible to participate in activities. Only medical or absences deemed an emergency will be considered.

**OFF-CAMPUS**
Selah High School is a closed campus. **Board Policy 3242**: Students will remain on school grounds from time of arrival until close of school unless officially excused.
Selah High School Student Dress Code Policy

Our purpose at Selah High School is to educate and inspire students while preparing them for their successful future. Part of this preparation includes supporting students in presenting themselves in an appropriate and responsible manner.

The following items **cannot** be worn at Selah High School:

**Revealing Clothing**
- Tank tops with straps less than 2” wide
- Single strap shirts
- Strapless shirts/Halter tops
- Backless tops
- Exposed stomach or midriff
- Short shorts or skirts (must reach mid-thigh area)
- Transparent clothing
- Exposed undergarments
- Sagging pants
- Pants, shorts, or skirts with uncovered holes above the mid-thigh area

**Gang Indicators**
- Stacked colors (Multiple items of the same color)
- Bandanas or hair nets
- Sagging pants
- Any web belt or any buckle with Old English numbers or letters
- Buttoning only the top button of a shirt
- Any clothing of a racial nature i.e. confederate flag, swastika, Insane Clown Posse (ICP)
- Lines shaved into eyebrows
- Any other form of dress or hairstyle deemed to be gang-related

**Inappropriate Messages**
- Clothing that promotes alcohol, drugs, sex, violence, weapons, racism, or profanity

**Dangerous Clothing**
- Hanging chains
- Sharp, protruding objects

**Students that choose to wear any of these items will be required to change immediately.**

The administration reserves the right to change or modify these policies.
DISCIPLINE POLICY
The Selah High School Staff believes the purpose of the school is to provide a quality education that will promote the growth of the individual while enabling each person to become a responsible member of society.

Behavior Management System
Positive Behavior Interventions and Supports (PBIS) is a proactive approach to establishing the behavioral supports and social culture needed for all students in a school to achieve social, emotional and academic success. Attention is focused on creating and sustaining primary (school-wide), secondary (classroom), and tertiary (individual) systems of support that improve lifestyle results (personal, health, social, family, work, recreation) for all youth by making targeted misbehavior less effective, efficient, and relevant, and desired behavior more functional. Why is it so important to focus on teaching positive social behaviors? Teaching behavioral expectations and recognizing students for following them is a much more positive approach than waiting for misbehavior to occur before responding. The purpose of school-wide PBIS is to establish a climate in which appropriate behavior is the norm. Students at Selah High School will learn how to live life the Viking Way in all areas of our school and community.

Selah High School employs a variety of restorative practices to address and make right the harm that was caused. Some examples of restorative practices include identifying the impact of their choices, guided victim & offender conversations, community service, and verbal or written apologies.

SELAH SCHOOL DISTRICT Procedure 3240P
Student Conduct Expectations
The following procedure sets forth rights and conduct expectations for students. At all times, this procedure will be read consistent with federal statutes and regulations, state statutes, common law, and rules promulgated by the Washington Office of the Superintendent of Public Instruction. For procedures governing imposition and contesting of corrective actions (e.g., suspensions and expulsions), see Policy 3241 and Procedure 3241P.

I. 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 local ordinances and laws. The student will respect the rights of others while in school, on school
property, at all school activities, on District provided transportation or otherwise under school authority.

**II. Student Rights**

In addition to individual rights established by law and District policies students served by or on behalf of the District will have the right to:

- High educational standards in a safe and sanitary building;
- Education consistent with stated District goals;
- Equal educational opportunity and in all aspects of the educational process freedom from discrimination based on economic status, pregnancy, marital status, sex, race, creed, religion, color, national origin, age, honorable discharged veteran or military status, sexual orientation including gender expression or identity, the presence of any sensory, mental or physical disability, or the use of a trained dog guide or service animal by a person with a disability;
- Access to their own education records at reasonable school times upon request;
- Fair and just treatment from school authorities and freedom from mistreatment and physical abuse;
- Freedom from unlawful interference in their pursuit of an education while in the custody of the District;
- Security against unreasonable searches and seizures;
- The substantive constitutional rights listed in WAC 392-400-215, subject to reasonable limitations upon the time, place, and manner of exercising such rights consistent with the maintenance of an orderly and efficient educational process within limitations set by law, including the right to freedom of speech and press; to peaceably assemble; petition the government and its representatives for a redress of grievances; the free exercise of religion and to have their schools free from sectarian control or influence;
- Participate in the development of rules and regulations to which they are subject and to be instructed on rules and regulations that affect them;
- Establish appropriate channels to voice their opinions in the development of curriculum;
- Representation on advisory committees affecting students and student rights;
- Present petitions, complaints, or grievances to school authorities and the right to prompt replies; SELAH SCHOOL DISTRICT Procedure 3240P Page 2 of 10
Consult with teachers, counselors, administrators and other school personnel at reasonable times;

Be involved in school activities, provided they meet the reasonable qualifications of the sponsoring organization;

Free election of their peers in student government and the right to hold office;

Know the requirements of the course of study, be informed about and know upon what basis grades will be determined;

Citizenship privileges as determined by the United States and Washington State Constitution and its amendments; and

Annual information pertaining to the District’s rules and regulations regarding students, discipline and rights.

III. Compliance with Rules

All students will obey the written rules and regulations established for the orderly operations of the District and the reasonable requests, instructions and directives of District personnel. For purposes of Policy 3240 and this procedure, the term “District personnel” includes all adults, including contractors and volunteers, authorized to supervise student activities. Failure to do so will be cause for corrective action. All students will submit to reasonable corrective action by the District and its representatives for violations of policies, regulations and rules.

Students who involve themselves in acts that have a detrimental effect on the maintenance and operation of the school or the District; criminal acts; and/or violations of school rules and regulations, may be subject to disciplinary action by the school and prosecution under the law. The rules will be enforced by school officials:

- On school grounds during and immediately before or immediately after school hours;
- On school grounds at any other time when school is being used by a school group(s) or for a school activity;
- Off school grounds at a school activity, function, or event;
- Off the school grounds if the actions of the student materially or substantially affect or interfere with the educational process; or
- In school-provided transportation, or any other place while under the authority of school personnel.

IV. Guidelines for Corrective Action

School administrators are expected to use their professional judgment and experience when assigning students sanctions and will, to the best of their abilities, attempt to apply these sanctions to all...
similarly-situated students in a fair and equitable manner. The administrator’s judgment and discretion will carefully balance the duty to maintain order and discipline in a safe school environment, the appropriate corrective action needed to address the student’s misconduct, and the student’s long-term educational success.

Administrators may designate prescribed penalties for certain types of misconduct. Disciplinarians will review the nature and circumstances of each case separately and may make exceptions in cases involving exceptional circumstances. The frequency of SELAH SCHOOL DISTRICT Procedure 3240P Page 3 of 10 student’s misconduct may determine the form of corrective action imposed, including suspension and/or expulsion.

Except in cases of exceptional misconduct, District administrators shall impose alternative forms of corrective action for incidents of misbehavior prior to imposing a suspension or expulsion for that same type of behavior.

Where an incident of misconduct also appears to be a violation of the law, administrators may contact law enforcement.

V. Prohibited Misconduct
A student will not intentionally engage in conduct causing disruption to school operations. The following illustrate the kinds of offenses that are prohibited:

- Intentionally obstructing normal pedestrian or vehicular traffic on a school campus;
- Intentionally obstructing the entrance or exit of any school building or room in order to deprive others of passing through;
- Causing a disturbance or disruption on school grounds, at school activities, or on District-provided transportation, including substantially interfering with any class or activity;
- Cheating or disclosure of exams;
- Defiance of school personnel;
- Disobedience of reasonable requests, instruction and directives of school personnel;
- Refusal to leave an area when instructed to do so by school personnel;
- Refusing a reasonable request to identify oneself to District personnel (including law enforcement officers) while under the supervision of the school;
- Refusal to cease prohibited behavior;
• Disruptive and/or dangerous use of motor vehicles or conduct on a school bus that endangers students;
• Extortion;
• Theft;
• Forgery;
• Fighting;
• Gambling or encouraging other students to gamble;
• Gang-related behavior, association, and/or affiliation;
• Harassment, intimidation, and bullying of others;
• Inappropriate dress or appearance;
• Lewd, obscene, or profane language, gestures, or materials;
• Tardiness/unexcused absences;
• Trespassing on school property or school transportation at a time or place the student’s presence is not permitted;
• Occupying a school building or school grounds in order to deprive others of its use;
• Preventing students from attending class or school activities;
• Use or possession of tobacco or nicotine products; SELAH SCHOOL DISTRICT Procedure 3240P Page 4 of 10
• Using any object in a dangerous manner;
• Intentionally defacing or destroying the property of another.

VI. Exceptional Misconduct

The District has determined, following consultation with an ad hoc citizens committee, that the following misconduct is either (1) of such frequent occurrence, notwithstanding past attempts of District staff to control such misconduct through the use of other forms of corrective action, or (2) so serious in nature or in terms of the disruptive effect upon the operation of the District to warrant immediate resort to short-term or long-term suspension for a first-time offense. Such misconduct may also result in an expulsion or emergency expulsion. See Procedure 3241P.

Exceptional misconduct includes the following:
• Arson;
• Assault;
• Commission of any crime on school grounds or the commission of a crime or other dangerous conduct anywhere that indicates the student’s presence on school grounds poses a danger to other students or staff;
• Cumulative violations (including chronic disruption of the educational process);
- Causing intentional, substantial damage or destruction to school property or the property of another on school grounds or at school activities;
- Dangerous use of motor vehicles on school grounds or at school activities, or endangering students on a school bus;
- Disruption of the school program by bomb scares, false fire alarms, firecrackers, etc.;
- Disruptive Conduct: Conduct that materially and substantially interferes with the educational process;
- Extortion;
- Failure to Cooperate: Repeated failure to comply with or follow reasonable, lawful directions or requests of teachers or staff. This includes but is not limited to non-compliance, defiance and disrespect;
- Falsifying documents;
- Fighting: Fighting and instigating, promoting (including promotion by presence as a spectator), or escalating a fight, as well as failure to disperse at the scene of a fight;
- Harassment/intimidation/bullying of others;
- Knowingly possessing stolen property;
- Possession use, sale, or delivery of illegal or controlled chemical substances, including marijuana or substances containing marijuana and alcoholic beverages, as well as possession of items reasonably determined to be drug paraphernalia as used or possessed;
- Possession or use of tobacco or nicotine products;
- Presence on school property or at a school activity following the consumption or use elsewhere of an alcoholic beverage or a controlled substance, including marijuana;
- Sexual misconduct on school grounds, at school activities, or on school provided transportation; SELAH SCHOOL DISTRICT Procedure 3240P Page 5 of 10
- Theft on school grounds, at school activities, on school provided transportation, or of school property at any time;
- Threats of violence to other students or staff;
- Use or possession of dangerous weapons, including firearms, airguns, knives, nun-chu-ka sticks, throwing stars, stun guns, explosives and other weapons prohibited by state law and Policy 4210;
- Displaying any gang sign, symbol, writing or clothing items.
VII. Discretionary Discipline

In addition to other restrictions on imposing long-term suspensions and expulsions, long-term suspensions and expulsions may not be imposed as a form of discretionary discipline. Discretionary discipline refers to any form of corrective action taken by the District in response to student behavior that violates the rules, policies, or procedures, other than the behavior listed below (See Procedure 3241P):

A. Having a firearm on school property or school transportation in violation of RCW 28A.600.420;
B. Any of the following offenses listed in RCW 13.04.155, including:
   1. any violent offense as defined in RCW 9.94A.030, including:
      a. any felony that Washington law defines as a class A felony or an attempt, criminal conspiracy, or solicitation to commit a class A felony;
      b. manslaughter;
      c. indecent liberties committed by forcible compulsion;
      d. kidnapping;
      e. arson;
      f. assault in the second degree;
      g. assault of a child in the second degree;
      h. robbery;
      i. drive-by shooting; and
      j. vehicular homicide or vehicular assault caused by driving a vehicle while under the influence of intoxicating liquor or any drug, or by operating a vehicle in a reckless manner;
   2. any sex offense as defined in RCW 9.94A.030, which includes any felony violation of chapter 9A.44 RCW (other than failure to registered as a sex offender in violation of 9A.44.132), including rape, rape of a child, child molestation, sexual misconduct with a minor, indecent liberties, voyeurism, and any felony conviction or adjudication with a sexual motivation finding;
   3. inhaling toxic fumes in violation of chapter 9.47A RCW;
4. any controlled substance violation of chapter 69.50 RCW; SELAH SCHOOL DISTRICT Procedure 3240P Page 6 of 10
5. any liquor violation of RCW 66.44.270;
6. any weapons violation of chapter 9.41 RCW, including having a dangerous weapon at school in violation of RCW 9.41.280;
7. any violation of chapter 9A.36 RCW, including assault, malicious harassment, drive-by shooting, reckless endangerment, promoting a suicide attempt, coercion, assault of a child, custodial assault, and failing to summon assistance for an injured victim of a crime in need of assistance;
8. any violation of chapter 9A.40 RCW, including kidnapping, unlawful imprisonment, custodial interference, luring, and human trafficking;
9. any violation of chapter 9A.46 RCW, including harassment, stalking, and criminal gang intimidation; and
10. any violation of chapter 9A.48 RCW, including arson, reckless burning, malicious mischief, and criminal street gang tagging and graffiti;

C. Two or more violations of the following within a three-year period:
   1. criminal gang intimidation in violation of RCW 9A.46.120;
   2. gang activity on school grounds in violation of RCW 28A.600.455;
   3. willfully disobeying school administrative personnel in violation of RCW 28A.635.020; and
   4. defacing or injuring school property in violation of RCW 28A.635.060; and

D. Any student behavior that adversely affects the health or safety of other students or educational staff.

Except as provided in RCW 28A.600.420, the District is not required to impose a longterm suspension or expulsion for behavior that constitutes a violation or offense listed in this section and should first consider alternative actions.

VIII. Definitions of Misconduct and Offense-Specific Provisions

Arson: Any intentional or reckless setting of a fire or other burning of personal or public property. “Reckless” means that the student understood, but acted with disregard for, the consequences of his or her conduct.
Assault: Actual or attempted hitting, striking or other wrongful physical contact inflicted on another either directly or indirectly through an object. For verbal threats, see Harassment, Intimidation, and Bullying.

Defacing or Destruction of School Property (Vandalism): The unauthorized, intentional damage to District property or the property of others (other than arson, above). Restitution may be required.

Note: Under RCW 28A.635.060(1), the District may withhold the grades, diploma, and transcripts of a pupil responsible for intentional damage or loss to the property of the District, a contractor of the District, an SELAH SCHOOL DISTRICT Procedure 3240P Page 7 of 10 employee, or another student until the pupil or the pupil’s parent or guardian has paid for the damages. If a student has been suspended or expelled, the student may not be readmitted until the student or parents or legal guardian has made payment in full, or until the Superintendent directs otherwise. If the property damaged is a school bus owned and operated by the District, a student suspended for the damage may not be permitted to enter or ride any school bus until the student or parent or legal guardian has made payment in full or until directed otherwise by the Superintendent.

When the pupil and parent/guardian are unable to pay for the damages, the District will provide a program of voluntary work for the pupil in lieu of the payment of monetary damages. Upon completion of the voluntary work the grades, diploma, and transcripts of the pupil shall be released. The parent or guardian of the pupil is liable for damages as otherwise provided by Washington state law.

Defiance of School Authority: Refusal to obey reasonable requests, instructions, and directives of any school personnel, including volunteers or contractors working for the school. Defiance includes dress or appearance in violation of District policy that the student either refuses to correct at the directive of a school administrator, or that is a persistent and repeated violation of District policy. Defiance of school authority can also include intentional disruptive behavior.

Drug, Alcohol and Prohibited Controlled Substance Possession, Consumption, Use, or Storage: Possession, consumption, use, storage, or distribution of drugs, alcohol, and other similar chemical
substances on school grounds, at school activities, or on District-provided transportation.

“Drugs” includes any controlled substance, medication, stimulant, depressant, mood altering compound, marijuana or substances containing marijuana, and legally prescribed drugs which a student is nevertheless not lawfully authorized to possess on school grounds, at school activities, or on District-provided transportation. This prohibition includes:

- Entering school grounds, school activities, or District-provided transportation following the unlawful use or consumption of drugs, alcohol, and other similar chemical substances, including students who appear to be under the influence of such substances; and
- Possession or use of paraphernalia or other items used to possess, consume, store, or distribute drugs, alcohol, and/or other illegal chemical substances, including marijuana or substances containing marijuana. *(HS: This is to include all look-alikes.)*

In all cases in which a student possesses or is distributing on school grounds, at school activities, or on District-provided transportation a substance prohibited under this section that is also a violation of the law a report will be made by school officials to law enforcement.

**Fighting:** Fighting and instigating, promoting (including promotion by presence as a spectator) or escalating a fight, as well as failure to disperse at the scene of a fight. SELAH SCHOOL DISTRICT Procedure 3240P Page 8 of 10 Engaging in any form of fighting where blows are exchanged is prohibited, regardless of who initiated the fight. This prohibition includes hitting, slapping, pulling hair, biting, kicking, and scratching or any other acts in which a student intentionally inflicts or attempts to inflict injury on another. Any actual or attempted hitting or wrongful contact may be punished as assault, defined above. *(HS: This includes the promotion, verbal encouragement, filming of, and/or showing a recording of a fight.)*

**Gang Conduct:**

- The creation, display, or communication of gestures, language, imagery, or symbols as defined below commonly associated with gang culture. Gang imagery and symbols include, but are not limited to:
  - Apparel (including shoelaces, bandanas, belts or hats) which by virtue of color, arrangement, trademark, symbol, or any
other attributes indicate or imply gang membership or affiliation.
- Displays of gang affiliation on personal belongings, including clothing, school assignments, notebooks, body, etc.
  - The promotion of gang culture and/or gang violence, or
  - The solicitation or recruitment of gang members.

**Harassment, Intimidation, or Bullying:** Intentional hurtful, threatening, or intimidating verbal and/or physical conduct in violation of District policy, which defines “harassment, intimidation or bullying” as any intentionally written message or image (including those that are transmitted electronically), 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 a student’s property;
  - Has the effect of substantially interfering with the student’s education;
  - Is so severe, persistent or pervasive that it creates an intimidating or threatening educational environment; or
  - Has the effect of substantially disrupting the orderly operation of the school.

**Harassment, Intimidation, and Bullying Continued**
Selah School District is committed to a safe and civil educational environment for all students, employees, volunteers and patrons, free from harassment, intimidation, or bullying.

In accordance with District Policy 3207 and Procedure 3207, all reports of bullying, harassment, and/or intimidation will be taken seriously and investigated.
If a student feels that they have been subjected to harassment, intimidation, or bullying, the student should report the incident immediately to a staff member.
At any time, a student or their parent/guardian may submit a formal complaint regarding harassment, intimidation, or bullying using District Form 3207 (see page 9). Formal complaints are submitted to the building principal.

The District Compliance Officer for District Policy 3207 is:
**Chad Quigley**
Executive Director for Human Resources
21
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.

District Policy 3207 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.

The District’s prohibition of harassment, intimidation, and bullying shall apply:
- On school District property at any time;
- Off school District property at any school activity, function, or event;
- Off school District property if the actions of the student materially or substantially affect the education process and/or student attendance at school.

**Lewd, Obscene, or Profane Language, Gestures, or Materials:** This includes, but is not limited to, lewd, obscene or profane language, gestures or materials that are unrelated to authorized school curriculum. Prohibited “materials” includes digital or electronic text, images, or sounds that are possessed, displayed, or transmitted while under the supervision of school authorities.

**Theft/Stealing:** Possession of another person’s or District property, regardless of value, without the person’s permission with the intent to deprive the owner of such property:

Note: Under RCW 28A.635.060(1), the District may withhold the grades, diploma, and transcripts of a pupil responsible for intentional damage or loss to the property of the District, a contractor of the District, an employee, or another student until the pupil or the pupil’s parent or guardian has paid for the damages. If a student has been suspended or expelled, the student may not be readmitted until the student or parents or
legal guardian has made payment in full, or until the Superintendent directs otherwise. If the property damaged is a school bus owned and SELAH SCHOOL DISTRICT Procedure 3240P Page 9 of 10 operated by the District a student suspended for the damage may not be permitted to enter or ride any school bus until the student or parent or legal guardian has made payment in full or until directed otherwise by the Superintendent.

When the pupil and parent/guardian are unable to pay for the damages, the School District will provide a program of voluntary work for the pupil in lieu of the payment of monetary damages. Upon completion of the voluntary work the grades, diploma, and transcripts of the pupil shall be released. The parent or guardian of the pupil is liable for damages as otherwise provided by Washington state law.

Tobacco/Nicotine Products – Use or Possession: Smoking, use of tobacco products, or products containing nicotine or possession of such products on the school premises a school-sponsored function.

Weapons: District Policy 4210 prohibits possession or use of weapons, including firearms and dangerous weapons. This includes when a student acts with malice as defined under RCW 9A.04.110 and displays a device that appears to be a firearm. Objects and conduct that fall outside of Policy 4210 should be addressed under other sections as appropriate.

Any student who is determined to have carried a firearm or to have possessed a firearm on school premises, school-provided transportation or school sponsored activities at any facility shall be expelled from school for not less than one year (12 months) under RCW 28A.600.420, with notification to parents and law enforcement. The District Superintendent or the Superintendent’s designee is authorized to modify the expulsion of a student on a case-by-case basis.

The School District may also suspend or expel a student for up to one year if the student acts with malice as defined under RCW 9A.04.10 and displays a device that appears to be a firearm. Expulsion may result based upon the administrator’s judgment of the seriousness of the act or circumstances surrounding the act, and/or the previous record of the student.
DISRUPTIVE CONDUCT & FAILURE TO COOPERATE
Students are expected to cooperate with staff members. This would include complying with any reasonable request by any school staff member. Students are expected to identify themselves when requested to do so. Disorderly conduct, including profanity and obscene behavior, will not be allowed. Failure to comply with a reasonable request from school personnel is considered willful disobedience and will result in serious disciplinary action to include suspension/expulsion from school.

MAINTAINING A POSITIVE LEARNING ENVIRONMENT
Students are required to avoid any action that disrupts the school or class environment. Students are not to loiter in the halls while classes are in session.

ALCOHOL, DRUGS, ILLEGAL SUBSTANCES
The use, possession, or sale of alcohol, alcoholic substances, tobacco, drugs, narcotics, drug paraphernalia or look-a-likes are prohibited and illegal.

Students may be subject to a Breathalyzer if reasonable suspicion of alcohol use exists. Co-curricular activities are subject to random Breathalyzer tests. Intervention and counseling are available to all students.

Students are clearly expected to refrain from the possession, sale, solicitation, use, or being under the influence of alcohol or illegal drugs on district property or at school sponsored events. Students in violation of these policies will be assigned:

POSSESSION / USE OF TOBACCO OR NICOTINE PRODUCT
Any student, regardless of age shall not possess tobacco or any nicotine products, in any form, including look-a-like products. (28A.210.310) This is to include electronic cigarettes with or without nicotine (RCW 70.345.140).

Intervention and counseling are available to any student. Students found in possession of tobacco products (i.e. cigarettes, electronic cigarettes, chew, snuff, or look-a-like products) on district property or at school sponsored events will be assigned:
INTERPERSONAL CONFLICTS
Students need to interact and relate with others in a positive manner. Gossip, rumors, innuendos, supposition, drama and general chaos caused by this behavior in school or on social media effecting the learning environment is unacceptable at Selah High School. These behaviors will be addressed and may result in progressive discipline if continued.

CHEATING AND PLAGIARISM
Plagiarism is the taking of language, ideas, or thoughts from another person or source and representing them as original work. Students who use plagiarized papers or projects or are involved in any other form of cheating will be subjected to disciplinary action. SHS expects all students to do their own work. Cheating and plagiarism are serious offenses and are not tolerated by faculty or administration.

POSSESSING DANGEROUS WEAPONS ON SCHOOL PROPERTIES — PENALTY — EXCEPTIONS
1) It is unlawful for a person to carry onto, or to possess on, public or private elementary or secondary school premises, school-provided transportation, or areas of facilities while being used exclusively by public or private schools:
   a) Any firearm;
   b) Any other dangerous weapon as defined in RCW 9.41.250; (i.e. knives/daggers).
   c) Any device commonly known as "nun-chu-ka sticks", consisting of two or more lengths of wood, metal, plastic, or similar substance connected with wire, rope, or other means;
   d) Any device, commonly known as "throwing stars", which are multi-pointed, metal objects designed to embed upon impact from any aspect;
   e) Any air gun, including any air pistol or air rifle, designed to propel a BB, pellet, or other projectile by the discharge of compressed air, carbon dioxide, other gas, or look-a-likes.

SECURITY VIDEO CAMERAS
Selah High School utilizes security cameras on campus to help maintain a secure and safe learning environment. Unsafe, inappropriate conduct viewed and/or recorded on video cameras may result in disciplinary action.

STUDENT PRIVACY AND SEARCHES
A student is subject to search by district staff if reasonable grounds exist to suspect that evidence of a violation of the law or school rules will be uncovered. School staff will report a student's suspicious activity to the principal prior to initiating a search, except in emergency situations. A search is required when there are reasonable grounds to suspect a student has a firearm on school grounds, transportation or at school events. [SSD Policy #3230]

**LOCKERS/ VEHICLE SEARCHES K-9 (DOG) POLICY**

Selah High School is not responsible for lost or stolen property. Do not keep valuables or money in your locker. Do not share your locker combination. Keep your locker locked and in good order at all times. Students should always keep valuables out of the PE areas. Neither right nor expectation of privacy exists for any student as to the use of any locker issued or assigned to a student by the school district and the locker may be subject to search (Selah School District [SSD Policy #3230]). Furthermore, a student is subject to search by school officials if reasonable grounds exist to suspect that the search will yield evidence of a student’s violation of the law of school rules governing student conduct [SSD Policy #3231].

Selah High School has and will continue to utilize a K-9 unit as a proactive measure to protect our students. The Selah police department uses a trained K-9 to detect narcotics without invading the privacy of our students. The K-9 will be provided access to all school property, inside and outside, including our parking lots.

**STUDENT TRANSPORTATION/PARKING POLICY**

All vehicles must be registered in the main office. Every student vehicle parked in the upper parking lot will have a permit. You will need to bring your valid driver’s license, proof of insurance, and registration with you when you register your vehicle in the main office. If you want to purchase a permit to park in the upper lot, the fee is $10, and you must be in good standing (no outstanding fees or fines), before being able to purchase a permit. Permits are non-transferable.

Parking in the Upper Lot without a permit:
First Offense: $5.00 FINE and Letter home
Second Offense: $10.00 FINE and Letter home
Third Offense: $20.00 FINE, Letter Home, and Friday School
Parking in Staff Parking:
First Offense: $10.00 FINE and Letter home
Second Offense: $20.00 FINE, Letter home, and Friday School
Additional offenses will result in a discipline referral.

Possible Removal of Parking Privileges
1. Speeding
2. Reckless driving
3. Vehicular endangerment
4. Excessive violations/tickets
5. Non-payment of tickets/fines

Use of motor vehicles on campus
Students are expected to drive and operate motor vehicles in a safe and responsible manner at all times while on campus. The campus speed limit is 5 MPH. The safety of the driver and all persons in the area is of extreme importance. Students are expected to use good judgment in operating a motor vehicle and to avoid any situation that would endanger themselves or others. Reckless or unsafe motor vehicle operation will result in loss of driving/parking privileges on campus.

Parking Lot/Cars During School Hours
Students are NOT to visit cars or be in the parking lot during the school day. Cars are not to be used as lockers for books and equipment storage during the school day. Once parked, cars are not to be re-entered until the student is ready to leave campus. Students are not to loiter in the parking lots at any time. Students who have an approved reason to leave campus during the school day should enter their cars and leave the parking lot promptly. Parking violations are to be reported to security.

Students attending both Selah Academy and Selah High School will be expected to ride the provided shuttle van and to leave their vehicle in the SHS or SA parking lots during the day. Any exception must be cleared through the office.

Student Vehicles
The school assumes no responsibility for student vehicles. Students must park in the designated student areas only. Cars improperly parked may be towed and/or fined.
**Buses**
Students are to yield to buses at all times. The bus driver is fully in charge of the bus and is responsible for the enforcement of rules of conduct. Failure to comply will result in disciplinary action, which may include loss of riding privileges (e.g. disruptive behavior, damaging busses).

**LOSS/DAMAGE OF STUDENT BELONGINGS**
Selah High School is not responsible for lost or stolen property. The School District continually strives to make our schools a safe place, both for students and their personal belongings. Unfortunately, incidents sometimes occur which can result in damage or loss of personal property owned by or in the possession of students. Accordingly, parents are reminded that the School District cannot be responsible for loss or damage to personal property brought to school by students. Thus, any personal belongings brought to school are at the student’s own risk. Students are encouraged to purchase a lock for P.E.

**SKATEBOARDS**
Skateboards, roller blades, scooters, or similar devices are not to be used on Selah School District Property. If such devices are brought to school they are to be placed in the student’s locker or designated area upon arrival. Failure to comply will result in confiscation of the device and placement on the discipline ladder.

**DANCES**
Students wishing to bring a guest to school sponsored dances must complete and submit the form for approval prior to the close of the school day the Wednesday prior to the dance. Guest passes will be allowed only for those dances expressly designated by the ASB as guest dances. All students and guests must be prepared to identify themselves as SHS students or approved “guests” by presenting photo identification or risk being denied entrance. Passes will only be granted to persons under the age of 21 and 9th grade and above. Students may be asked to submit to a breathalyzer test prior to entry and exit. Those unwilling to comply will be denied entry and may be referred to law enforcement.
MEDICATIONS AT SCHOOL
See SSD Webpage http://www.selahschools.org/domain/24

STUDENT WITHDRAWAL FROM SCHOOL
Students are required to present a note to the counseling office from the parent/guardian requesting withdrawal and the reason for the request. **All school materials must be returned and fines paid before transcripts will be released.**

Other districts shall be provided with records upon official request from the district, unless the student has an outstanding fee or fine. In those instances, the enrolling school shall be provided with the student’s academic, special placement, immunization history, and discipline records within two (2) school days, but the official transcript shall be withheld until the fee or fine is discharged. The enrolling school district shall be notified that the transcript is being withheld due to an outstanding fee or fine. At the time of transfer of the records, the parent or adult student may receive a copy of the records at his/her expense and shall have an opportunity to challenge the contents of the records.

CLASS FEES & FINES
Students are expected to take good care of school-owned equipment, supplies, and textbooks. They will be held financially responsible for damage or loss resulting from misuse and/or carelessness.

1) Students who lose a book during a term are to pay for it before being issued another book.

2) A list of students with unpaid fines will be published throughout the school year. These students will not be issued certain equipment or be allowed to participate in any co-curricular or sports activities until they have a receipt properly dated and marked paid in full, a note from an administrator clearing them, or after definite arrangements have been made by the student and/or parent for payment of the fine.

3) Diploma will be withheld until fines are paid.

4) Participation in athletics/activities may be denied.

NO VISITORS
Students are not allowed to bring visitors or guests to school during the school day. Parents are welcome to visit school, but we require all adults entering the building to register in the office first.
ASSEMBLIES/GAMES/CONTESTS
Assemblies are provided for the students’ benefit. They are a part of the regular school day and are treated as a class period. It is expected that students will attend the assembly. Inappropriate or disruptive behavior at an assembly can lead to loss of assembly privileges, detention, or suspension. At the discretion of the school administration, students will be accompanied by their respective teachers and sit in designated areas with them. Students shall not by conduct or expression, disrupt or obstruct any school function. Students may lose privileges to attend events.

FOOD/BEVERAGE/LITTER/WATER POLICY
Beverages/food brought to the office for students may be picked up between classes only. Students may eat lunch outdoors in approved areas, provided they do not disrupt classes in session. Students are expected to pick up their own trays and/or litter following lunch and to leave their lunch table/area clean. Food, drinks, and water in the instructional areas will be at teacher discretion.

POSTERS
Any person who places posters on school property is responsible for removing them within twenty-four (24) hours of completion of the event. All posters must be approved in advance by the Activities Director and will be stamped to reflect that approval. Posters should reflect good taste and add to the environment in a positive way.

SELAH HIGH SCHOOL CELL PHONE POLICY
Cell phones can be brought to school but must remain off or on silent and completely out of view during all class periods and assemblies. Any phone that is out, in use, or in view during these times (this includes students in the hall during class time) will be confiscated, logged, and securely held until the end of the school day, at which point it can be collected by the student upon completion of their “Phone Ticket”. Repeat offenders will receive additional behavior supports.

In some instances, teachers will have an activity that requires the use of cell phone technology. If students choose to use their cell phone for any purpose outside of the classroom activity, the phone will be confiscated, logged, and securely held until the end of the school day,
at which point it can be collected by the student upon completion of their “Phone Ticket”.

**Procedures:**
If a student chooses to not follow the SHS Cell Phone Policy, the following steps will occur:

**Step 1:** Teacher provides the student with a non-verbal cue card that lists next steps.

**Step 2:** Student turns in phone at the office and gets a Phone Ticket.

a. To complete the Phone Ticket, the student must revisit the teacher that day and complete the following two items. If completed, the teacher will then sign the ticket.
   i. **How did being on your phone during class impact your learning or the learning of those around you?**
   
   ii. **Apology to Teacher**

   a. Student uses this completed ticket to retrieve their phone from the office at the end of the day.
   b. School Safety Monitor enters Phone Tickets into Skyward as Electronics Referral.
   c. If a student receives repeated Phone Tickets, school administration may require a written phone contract, meeting with parent or guardian, or other behavioral interventions as necessary.

During the first two weeks of school, students will receive an initial verbal warning.

**CHROMEBOOK DISCIPLINE POLICY**
If a student consistently comes to class with his/her Chromebook not charged or forgets their Chromebook, the following disciplinary action will take place, depending on the frequency of the violation.

- Lunch Detention
- Temporary confiscation of the device (must check it out each morning in the library and check back in to the library each afternoon for a specified amount of time, with the opportunity to earn back the privilege of taking it home.)
• Permanent confiscation of the device with no opportunity to take it home each day (check in and check out would also apply).

**SELAH SCHOOL DISTRICT NETWORK**
Access is provided for educational/professional purposes only. No student or staff user should have any expectation of privacy when using the district's network. The district reserves the right to disclose any electronic message to law enforcement officials or third parties as appropriate. All documents are subject to the public records disclosure laws of the State of Washington.

**SELAH SCHOOL DISTRICT EMAIL ACCOUNTS**
Student email accounts (commercial or district) may be used for educational purposes ONLY. Account IDs and passwords are to be used by the **account owner** only. The account holder may be held responsible for all account activity. Students shall not provide personal information such as addresses or telephone numbers over the system or utilize social networking tools without explicit teacher permission and oversight.

All student Electronic Mail (email) accounts are property of the Selah School District. The user accepts all responsibility to understand these guidelines and the existing network use policy.

The student will be removed from the system after graduation or leaving the school district.

Account usernames and passwords can be provided to parents so those parents can monitor the account and communicate with teachers. If a parent wishes to take advantage of this, please contact the Selah High School office.

The primary purpose of the Google Apps for Education service is for students to communicate with school staff and classmates, utilize resources related to school assignments, and collaborate with fellow students on school activities.

Use of Google Apps for Education services will align with the school's code of conduct and the code will be used as needed for discipline purposes. Communication through this service will exhibit common sense and civility. Students are responsible for messages sent from their accounts. Students should not share their passwords.
Messages via the district email cannot cause disruption to the school environment or normal and acceptable school operations. Students will report any unusual activities such as "spam" communications, obscene email, attempts by adults to lure them into dangerous behaviors, and the like to the school's technology contact for action. Students should not forward chain letters, jokes, or inappropriate files.

Students will not identify their home telephone numbers, or home addresses in any email correspondence.

**Electronic mail sent or received within the Selah School District system is not confidential** (see above).

Administration reserves the right to retrieve the contents of user mailboxes for legitimate reasons, such as to find lost messages, to conduct internal investigations, to comply with investigations of wrongful acts or to recover from system failure.

When issues arise, the school administration will deal directly with the student and/or parents/guardians. Improper use of the system will result in discipline and possible revocation of the student email account. Illegal activities on the system will be referred to law enforcement authorities for appropriate legal action. The account may be revoked if used inappropriately.

Any user who violates these guidelines may be denied network access, depending on the severity of the infraction. School, district and/or legal sanctions may be imposed over and above any revocation of network access.

**COUNSELING**

See counseling for information regarding the following:

- Class enrollment, requirements, and limitations
- College admissions, applications, scholarships, Running Start, and YV Tech
- SHS graduation requirements
- 4-year college entrance requirements

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Additional requirements include mandated Washington State testing, a High School and Beyond Plan, and 15 hours of community service. Students may begin their service hours during May of their Junior year.

**GRADE INQUIRIES**

Parent(s)/Guardian(s)/ Students may check student progress by accessing Family Access via the internet. Sign up in the main office or counseling. Picture ID required.

**CLASS ENROLLMENT REQUIREMENTS & LIMITATIONS**

Students will be expected to take six (6) classes per term, unless special circumstances warrant exceptions upon individual petition to the principal.

Students may enroll in only one (1) of the following classes per semester for credit: teacher’s aide, student teaching, or office assistant. Students cannot earn more than 2 teacher aide credits total for their high school career. Open to juniors or seniors only. Exceptions to this must be petitioned to the principal or his designee.
Students dropping a class during a semester:
  ● must receive administrative approval for any class dropped after 10 days
  ● will automatically receive a failing grade. Special circumstances may be appealed to the principal.
  ● must still be enrolled in a minimum of 5 classes, unless circumstances warrant a reduced schedule and administrative approval is received.

SCHEDULE CHANGES
It shall be the policy of Selah High School to make every effort to keep continuity of teachers with the same students in the core classes that extend over semesters. These classes include English, Social Studies, Math, Science and Foreign Language. Exceptions to this will be considered on the basis of special need, or emergency or petition from a parent, only.
1) Only one schedule change can be made per semester, and must be made within the first 5 days of such semester. After 5 days, schedule changes may occur only if special circumstances exist - written request is required and will be handle on a case-by-case basis.
2) All schedule changes must be cleared through the counseling office. NO EXCEPTIONS.
3) A building administrator must approve all requests for teacher schedule changes. An administrator must approve all parent requests for core class changes.
4) A note or phone call will be required to drop a sequential class.
5) Waiver or Credit Policy. State law allows schools to grant a waiver of credit for a wide range of classes. Students wishing to apply for waiver shall fill out a form in advance and submit to the high school principal. Forms are available in the counseling office. DEADLINE: Students have two weeks from the regular conclusion of the sports season to make a request for waiver.

GRADUATION
In order to participate in Selah High School commencement exercises, students must meet the requirements for graduation prior to the date of the exercise, must be enrolled in a minimum of five classes, be in attendance the second semester of their senior year, and be in good standing (including but not limited to discipline infractions and unpaid fines/fees) with Selah High School through the commencement date.
Since this is a formal ceremony, students are expected to have professional dress and the appropriate cap and gown. Only the school district approved cap and gown is acceptable for the graduation ceremony.

*Students will not be allowed to participate in the graduation exercises if they do not meet these requirements.* No additional items may be added to official garments, nor may they be altered in any way.

**ATHLETICS AND SPORTSMANSHIP**

**ATHLETIC EXPECTATIONS AND CODES:**
Choosing to be an athlete at Selah High School is a *special privilege*. For those students making this choice, this will include living by a higher standard than our general student body. All athletes and guardians are provided the Interscholastic Athletics/Co-Curricular Leadership Code to review and sign prior to registering to play. Additional copies of the Selah School District Athletics/Co-Curricular Leadership Code may be obtained from the Selah High School Athletic Office.

Selah High School is a member of the CWAC 2-A Conference. Selah provides sports teams for the following seasons:

**Fall:** Football, Volleyball, Women’s Soccer, Women’s Swimming, and Men’s and Women’s Cross-Country.

**Winter:** Wrestling, Men’s and Women’s Basketball, Men’s Swimming and Women’s Bowling.

**Spring:** Men’s Baseball, Men’s Soccer, Men’s and Women’s Golf, Men’s and Women’s Tennis, Men’s and Women’s Track and Field, Women’s Fastpitch.

Selah is a member of the CWAC 2-A Conference and is responsible for following all CWAC sportsmanship and spectator regulations. Students and student rooting sections are expected to display good sportsmanship, adhere to their regular school rules, and follow the regulations listed below.

**Requirements for Eligibility:**

1. Current Physical (good for one year)
2. Copy of co-curricular code with signatures
3. Current ASB card
4. Fees for participation
5. Proof of insurance
6. Passing classes

SPECTATOR REGULATIONS FOR ATHLETIC CONTESTS
The CWAC and WIAA “spectator guidelines” are published in hopes that high school athletes will be kept within the proper spirit of competition. Fans cooperation is appreciated and expected.

CWAC Guidelines:
1) There shall be no noisemakers, megaphones, and noise amplifiers in any rooting section during any athletic contest.
2) There shall be no confetti thrown in any student rooting section during an athletic contest. The school banner will be the only sign displayed at athletic contests.
3) Vulgar, obscene, or suggestive yells and signs are not to be part of any student rooting section.
4) Spectators are to remain off the playing surface at all times. There shall be no physical contact between participants and spectators prior to, during contests or after contests.

WIAA Recommendations:
1) Remember that the game is for the players. They are here because they want to play and enjoy the experience.
2) Refrain from distracting the players during play.
3) Recognize and appreciate skill in performance, regardless of affiliation. Applause for an opponent’s good performance is a demonstration of generosity and good will.
4) Treat the officials with respect before, during, and after the contest.
5) Display good conduct. Even though you paid for your admittance, the management has the authority to remove any spectator who does not conduct himself/herself respectfully. Abusive language will not be tolerated.
6) Remember that your view of the game could be quite different from that of the official. Recognize the fact that, as a student spectator, you represent the school, as do the athletes.
7) Respect, cooperate, and respond enthusiastically to cheerleaders.

SEXUAL EQUALITY MANDATED FOR PUBLIC SCHOOLS
RCW 28A.640 Purpose Discrimination Prohibited. Inequality in the educational opportunities afforded women and girls at all levels of the public schools in Washington State is a breach of Article XXXI, Section 1, Amendment 61, of the Washington State Constitution, requiring equal treatment of all citizens regardless of sex. This
violation of rights has had a deleterious effect on the individuals affected and on society. Recognizing the benefit to our state and nation of equal educational opportunities for all students, discrimination on the basis of sex for any student in grades K-12 of the Washington public schools is prohibited.

**Nondiscrimination**
The Selah School District complies with all federal and state rules and regulations and does not discriminate on the basis of any protected class as defined by law. This holds true for all district employment and opportunities. Selah School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age (40 or older), marital status, honorably discharged veteran or military status, sexual orientation, gender expression or identity, non-job related sensory, mental or physical disability, or the use of a trained dog guide or service animal by a person with a disability, or any other legally protected status, condition or characteristic, except where a bona fide qualification disqualifies an individual, and provides equal access to the Boy Scouts and other designated youth groups. This holds true for all students who are interested in participating in educational and/or extracurricular school activities as well.

**Discrimination**
*Selah School District* does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression, gender identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employee(s) has been designated to handle questions and complaints of alleged discrimination:

**Chad Quigley**
Civil Rights Coordinator
chadquigley@selahschools.org
316 W. Naches Ave.
Selah, WA 98942
(509) - 698 - 8004

**Chad Quigley**
Title IX Officer
chadquigley@selahschools.org
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: https://www.selahschools.org

**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: https://www.selahschools.org

**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 revolve 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 has 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 our website, 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**
  206-607-1600 | TDD: 1-800-877-8339 | OCR.Seattle@ed.gov | OCR Website

- **Washington State Human Rights Commission**
  1-800-233-3247 | TTY: 1-800-300-7525 | Human Rights Commission Website

41