

GRANITE FALLS HIGH SCHOOL 2009-2010 STUDENT HANDBOOK



Mission Statement:

The mission of the Granite Falls School District is to prepare students to achieve their greatest potential.



GFHS Fight Song

Come on Granite, Come on Granite
Let your spirits fly.

Watch your team go down the field
(floor) A touchdown (basket) sure
this time

RAH, RAH, RAH

Come on Granite, Come on Granite
Fight on for your fame

Fight Granite, FIGHT, FIGHT, FIGHT
We'll win this game.



Tiger Schedules:

NORMAL

- 1 7:35 - 8:31
- 2 8:36 - 9:31
- 3 9:36 - 10:35
- 4 10:40 - 11:35 **1st lunch 10:35 - 11:05**
- 4 11:10 - 12:05 **2nd lunch 11:35 - 12:05**
- 5 12:10 - 1:05
- 6 1:10 - 2:05

Pep Assembly

- 1 7:35 - 8:25
- 2 8:30 - 9:20
- 3 9:35 - 10:17
- 4 10:22 - 11:12 **1st lunch 10:17 - 10:47**
- 4 10:52 - 11:42 **2nd lunch 11:12 - 11:42**
- 5 11:47 - 12:36
- 6 12:41 - 1:30
1:35 - 2:05 Pep Assembly

Advising

- 1 7:35 - 8:25
- 2 8:30 - 9:20
9:25 - 9:55 Advising
- 3 10:00 - 10:50
- 4 10:55 - 11:45 **1st lunch 10:50 - 11:20**
- 4 11:25 - 12:15 **2nd lunch 11:45 - 12:15**
- 5 12:20 - 1:10
- 6 1:15 - 2:05

2 hr Late Start

- 1 9:35 - 10:11
- 2 10:16 - 10:52
- 3 10:57 - 11:33
- 4 11:38 - 12:14 **1st lunch 11:33 - 12:03**
- 4 12:08 - 12:44 **2nd lunch 12:14 - 12:44**
- 5 12:49 - 1:25
- 6 1:30 - 2:05

Early Release

- 7:35 - 8:30
- 8:35 - 9:30
- 9:35 - 10:30

ASB Officers

President: Chelaina Crew
Vice President: Ericka Smith
Treasurer: Brinn Jones
Activities Coordinator: Sarah Niklason-Engstrom
Public Relations: Hannah Schneiders
Historian: Katie Christensen



Senior Class 2010

President: Kaitlan Howell

Vice President: Kassi Hoerner

Activities Coordinator: Jessika Montgomery

Junior Class 2011

President: Kaylyn Johnson

Vice President: Maia Hanson

Secretary/Treasurer: Sam Irons

Freshman and Sophomore Class Officers will be selected this Fall



Granite Falls High School - Contact Phone Numbers:
1401 - 100th Street NE, Granite Falls, WA 98252

Main Switchboard Phone Number 360.691.7713
Fax line in Main office 360.283.4414
Fax line in Counseling office 360.283.4419

Building/Principal Secretary 360-283-4400
Jamie Dorman Email: jdorman@gfalls.wednet.edu

Athletics/ASB Secretary 360-283-4401
Debbie Lindahl Email: dlindahl@gfalls.wednet.edu

Absences Reporting/Attendance Secretary 360.283.4393
Pat Wold Email: pwold@gfalls.wednet.edu

District Nurse 360-691-7713
Colette Dahl Email: cdahl@gfalls.wednet.edu Cell# 425.231.0469

Intervention Specialist 360-283-4372
Wendy Bates Email: wbates@gfalls.wednet.edu

Administrators:

Eric Cahan, Principal 360-691-7713
Email: ecahan@gfalls.wednet.edu

Assistant Principal 360-691-7713
Bridgette Perrigoue Email: bperrigo@gfalls.wednet.edu

Counselors:

Registrar/Counseling Center Secretary 360-283-4394
Gayle Chew Email: gchew@gfalls.wednet.edu

Ginny Coe, Counselor 360-283-4397
Email: gcoe@gfalls.wednet.edu

Dr. Rebecca Delaney, Counselor 360-283-4396
Email: rdelaney@gfalls.wednet.edu

Training Coaches:

Math 360-283-4575
Tim Bartlett Email: tbartlet@gfalls.wednet.edu

Academic Policy

High school offers a student the opportunity to prepare for work, further education, and to explore a number of different courses of study in order to discover his/her interests and abilities.

Academic Dishonesty

Cheating/Plagiarism

Testing is a measurement of student progress. Students to be evaluated in a fair and equal basis need to be reminded that cheating interferes with the educational process. Students choosing to cheat face: 1st Offense: receiving a zero on the assignment/test, and parent contacted. 2nd Offense: Removal from the class with an "F" grade and parent contacted

Progress Reports

Mid-Quarter Progress Reports are issued half-way through each quarter. The mid-quarter report updates the student's progress for the current quarter and is designed to indicate the specific strengths or areas in which the student needs to make improvement.

Grade Reports will be issued to each student at the end of each quarter and each semester. The quarter progress report shows student progress toward the semester grade. The semester progress report shows the grade posted to student's high school transcript. All grades are computed by classroom teacher.

Grading System: The school year is divided into two semesters. Average progress is one-half credit per class per semester (6 periods a day). The grading scale is as follows.

A = 4.0	C = 2.0
A- = 3.7	C- = 1.7
B = 3.0	D+ = 1.3
B- = 2.7	D = 1.0
B+ = 3.3	F = 0
C+ = 2.3	

All grades are computed in the grade point average (GPA) which ranges from 1.0 – 4.0. No Credit (NC) grades resulting from non-attendance are not reflected in the GPA.

Credit Make-up Options

Options are available for students to make up credits. Check with your counselor for more information.

Incompletes

An incomplete will be assigned when circumstances beyond the student's or teacher's control prevent the student from completing the course work on time and when there is a definite goal to finish the course. (*The course shall be finished in a timely fashion, not more than six weeks beyond the grading period.*)

Participation in Commencement Exercise

In order to participate in Granite Falls High School graduation exercise, students must have completed all GFHS and State of Washington diploma requirements. This includes final grades in correspondence courses, homes school or alternative classes. It is understood that the final responsibility for the credit and course requirement for graduation rests with the student and parent. The administration, counselors, and advisors are ready to assist any student or parent at any time regarding their status as far as meeting requirements for graduation. Non-grad status will be determined at the beginning of 2nd semester. Enrollment in correspondence and alternative classes should be finalized by February 15th. Please see your counselor for detailed information regarding graduation status.



Schedule Changes

Schedule changes must be approved by the school counselor, administrator and the student's parent/guardian. Changes will be made for justifiable educational reasons, a medical reason, or other extenuating circumstances. Students will receive a letter grade "F" for any class change made after 15 days of a class, (teacher discretion for "W") and may receive no credit for entering the class without prior approval of the principal.

Withdraw

Registrar's Line 360.283.4394

All withdraws need to be done through the registrar's office. Students withdrawn from school or class for reasons of long-term suspension or non-attendance will receive the following grades on their permanent record:

Withdrawal Date	Grade	G.P.A.
First through 15 th day of semester	W	0
16 th through the 90 th day of semester	F (TEACHER'S DISCRETION)	0

Attendance Procedure

Attendance Line 360.283.4393

Reporting Absences: Parents can call the attendance line to report absences and request homework.

Regular attendance is essential to the learning process. When a student is absent, he/she misses out on valuable learning time. At GFHS, students, parents, teachers, and administrators must work together to ensure the continuity of learning time. Families whose students are experiencing attendance problems should stay in touch with the attendance office and with the counselors.

Attendance at school operates under both a district policy and the Washington State Attendance law called the BECCA Bill (RCW28A225). It is intended to reduce student trancies from school by requiring interventions such as parent conferences and referring students to juvenile court system. The following policy summarizes guidelines that will be followed by GFHS to remediate unexcused student absences in accordance with state law and School Board Policy.

BECCA Bill Information:

During the 1994-95 legislative sessions, The "BECCA Bill" (E2SSB54439; revision to RCW 281225) was passed by the legislature and signed into law by the governor. This law requires schools to:

1. Notify parent/guardians when their student has 1 unexcused absence during a month.
2. Schedule a conference with parent/guardians when a student has 2 unexcused absences during a month.
3. Notify County Prosecuting Attorney (juvenile court) when a student has 5 unexcused absences during a month.
4. Notify the county Prosecuting Attorney when student has 10 unexcused absences during a school year.

For the purpose of the BECCA Bill", a month is defined as a calendar month (Sept., Oct., etc.). An absence from school is defined as missing the majority of the school day (for GFHS for a full day student, this means being absent for 4 or more class periods in any one day.) GFHS is following directions of this law.

Policy for GFHS:

Our policy has a maximum of 10 absences EXCUSED AND UNEXCUSED per class, per semester allowable to receive credit in a class.

To Officially Excuse Absences:

Students will be officially excused from a class period/day of school for the following reasons:

- o Illness
- o Family emergency (funeral, hospitalization, death)
- o Court (appearance in court when required by law)
- o Religious observances
- o Pre-arrange by parent/guardian with notice to school and agreed upon by school authorities one or more day(s) in advance of the absence
- o School sponsored activities

Students with excused absences may make up their school work as stipulated by each teacher. Students may not make up tests, class work or homework for unexcused absences. Parents/guardians have 2 school days from the students return to call or send a written excuse.

The note must contain:

1. Student's full name
2. Reason for absence
3. Dates/periods absent
4. Signature of parent/guardian

Tardies:

Classes are expected to begin on time, therefore, if students arrive 10 minutes or later to class, they are considered absent for that period.

Appeal Process:

If a student exceeds 10 absences they will lose credit unless credit is approved by the appeals committee. If a student exceeds 10 absences they are to stay in class for the remainder of the semester. If the student remains in the class until end of the semester, then the student and/or parent may submit a formal credit appeal with the appeals committee for a final decision on credit. The appeals committee, based upon specific guidelines, as outlined by the Appeals Packet may grant credit to the student.

Late Arrivals/Early Dismissals/Reduced Schedule Students:

Students who must leave the school during the day **must** check in/out through the attendance office. We ask that you send a note or call with for an early release or admitting a late student. Students who leave without following this procedure will be considered truant. Students who are truant will be considered in violation of Washington State Law RCW28A 225.

Students who are not scheduled on campus should leave campus after fulfilling their schedule.

Lunch is not a scheduled class.

If a student is 18 the school must still get parent/guardian permission for them to leave campus by either a written note or phone call. Please contact the attendance office for information.

We are proud to be Granite Falls Tigers!

Athletics

Pay to Play

The participation fees, which will be effective for the 2009/2010 school year, are outlined below:

	Child 1	+ additional child	+2 additional children
First sport fee	\$50	\$50	No fee
Second sport fee	\$50	\$30	No fee
Third sport fee	No fee	No fee	No fee
Maximum cost per child	\$100	\$80	No fee
Maximum family cost	\$100	\$180	\$180
Reduced Lunch Students	\$10	\$5	No fee
Free Lunch Students	No fee	No fee	No fee

Guidelines that will be followed for athletic fees:

- Participation fees must be paid within one week after the team has been selected and before the first scheduled contest
- Refunds will be provided if an athlete quits due to illness or injury prior to the first interscholastic contest (medical documentation must be presented) or an athlete quits due to the family moving prior to the first interscholastic contest
- No refunds will be approved for athletes who are dropped for athletic code violations or who do not meet grade requirements or who quit after the first interscholastic contest
- Fees will not be prorated for students that join the season late
- Fees or a request for waiver for free/reduced lunch must be turned in to the athletic office

Athletic Eligibility

In order to participate in extra-curricular activities students must have; a current physical, proof of health insurance, an emergency information card and a signed athletic code on file. They must also purchase an ASB card prior to practice. Incoming freshman must have an update physical dated after July of that year or a doctor note stating that they are able to play at the High School Level. In order to be eligible to practice or compete in contests during that day; an athlete must attend at least three full periods, with no unexcused absences, unless excused by a doctor's or dentist's note.

Academic Standards: In order to eligible during the current semester students must have met WIAA previous semester scholarship standards – Students must be enrolled in a minimum of 5 classes. Student must have passing grades in five (5) classes in a six (6) period class schedule and passing six (6) classes in a seven (7) period class schedule. No Credit (NC), dropped class(s), incompletes (I), and F's are considered non passing grades. Students may practice but cannot compete at any level.

Granite Falls Academic Eligibly Standards – In order to maintain activities eligibility during the current semester, the student shall maintain a "C-" (1.7 GPA) or better grade in a minimum of five (5) full-time subjects. Any class taken one period daily for the duration of the semester shall be considered a full-time subject.

To ascertain the student's passing status in five (5) subjects, grade checks will be completed every three weeks (middle quarter, quarter, and semester grading periods). Teachers posted grades for these grading periods will be used. Students will become ineligible on the morning of the fourth day after grades are due.

If a student is not receiving a "C-" or better in all but one scheduled class, the student will be ineligible. While ineligible, the student can only practice with the team. Ineligible students may not participate in games/contests, be in uniform, sit on the bench, or travel with the team.

As soon as the student meets the grading criteria and is **CLEARED** through the Athletic Department, the student is eligible to participate in games/contests. To maintain eligibility, students must turn in a weekly grade check to the Athletic Department. This grade check is to be done on every Friday and is due at 2:30. If a student fails to turn in a grade check on time or if the student falls below the grading criteria he/she will be ineligible. The student will remain ineligible for the following week. The weekly grading period will be from Monday to the next Sunday.

Any student not enrolled as a full time student at Granite Falls High School and is enrolled in an alternative program(s) (running start, skill center, home school etc...) must provide the Athletic Department with official documentation of academic progress during the same grading periods as the traditional program. Furthermore, students must sign a contract stating that it is their responsibility to provide this documentation of grades and they must notify the Athletic Department immediately if their academic program changes in anyway.

Each athlete is governed by the rules and regulations of the WIAA, Northwest District 1, Cascade Conference and the Granite Falls School District. Be sure to get a copy of the high school athletic code from the athletic director, your coach, or the school office.

***Withdrawing and/or transferring from the Granite Falls School District can jeopardize your future athletic eligibility. It is the student/parent/guardians responsibility to check consequences with the athletic department before leaving the Granite Falls School District.**



Discipline & Student Conduct

The freedom which you enjoy as a student of Granite Falls High School is based upon the belief that as young adults, your conduct will reflect the acceptance of personal responsibilities. However, in a large organization such as a high school, the balance between freedom and direction does require that certain rules do exist. By observance of these rules, all students contribute to a positive environment by which all students can benefit. The responsibility for your conduct begins with you. Remember, that only those students whose actions and conduct infringe upon the rights of others or are otherwise detrimental to the educational environment are subject to disciplinary action. We are committed to maintaining a safe learning environment. Individuals involved in disruptive activities will be subject to school discipline and/or referral to law enforcement officials. The consequences for an offense may vary depending upon the nature of the offense and any extenuating or exceptional circumstances. If law enforcement authorities are contacted, they may take action separate from the school.

Behavior Expectations:

1. Students will be prepared for all classes. This means have all the necessary things required for the class.
2. Students will regularly attend class.
3. Students will be on time for all classes (in classroom before tardy bell)
4. Students will obey all reasonable requests of school district employees
5. Students will treat others with respect. Treat people the way you would want to be treated.

Disciplinary Actions

- **Informal talk** – Discussion between school official and student
- **Student Conference** – formal conference between school official and student

- **Detention:** Assignment of student to work at lunch break, or after school supervised campus clean up.
- **Parent Contact:** Telephone call or letter to legal guardian.
- **Saturday School:** Assignment to Saturday supervised study for three hours (9:00am to 12:00 pm)
- **Short-term Suspension:** Temporary removal of student from attending school and school activities. Suspension can last for a maximum of ten (10) school days.
- **Long-term Suspension:** Removal of the student from attending school and school activities. Long-term suspension can last a maximum of one (1) semester or 90 school days.
- **Expulsion:** Denial of the student of the right to attend school and school activities for an indefinite period of time.

RCW: Revised Code of Washington, a State Law
WAC: Washington Administrative Code, a State Law

Definitions and Consequences of Infractions

Infraction	Definition	Minimum	Maximum
Alcohol/Drugs RCW 28A.635.020 RCW 69.50.435	Possession (of any alcoholic beverage/illegal drugs/drug paraphernalia on or about the school premises or at any school sponsored activity – includes look a likes)	Suspension	Suspension
	Evidence of sale/trafficking/enticement Under the influence of alcohol/drugs	Expulsion Suspension	Expulsion Suspension
Arson RCW 9.09.010.20 RCW 9.40.060	Using fire to destroy or attempt to destroy property	Suspension	Expulsion
Assault RCW 9.11.010.050	Physical attack	Suspension	Expulsion
Bus Misconduct	Disregard of state bus regulations (see bus regulations)	Student conference	Suspension
Classroom Disruption/Inappropriate behavior (repeated)	Conduct (including language) that deprives others of their rights or that disrupts educational procedures and environment	Student conference	Suspension
Defiance RCW 28A.600.040 RCW 28A.600.460	Willful disobedience, insubordination	Student conference	Expulsion
Disregard school rules and regulations RCW 28A.600.040	Failure to follow school rules as outlined in Student Handbook or classroom rules as determined by teacher	Student conference	Suspension
Explosive Devices RCW 9.41.270 RCW 90.74.020 RCW 9.61.160	Use, threat to use, possession or sale of explosive device	Suspension	Expulsion
Fighting/Encouraging the Act of fighting WAC 180.40.070	Physical contact with intent to inflict harm. Standing around watching and/or cheering on a fight; or being involved with anyone seeking to fight another student	Suspension	Expulsion
Flagrant Disrespect RCW 28A.600.040 RCW 28A.635.090	Swearing, vulgarity, profanity or words symbols or gestures directed to a staff member/adult	Suspension	Expulsion

Forgery, Lying, Cheating Gambling RCW 28A.600.040	Producing false or misleading information Participating in games of chance for the purpose of exchanging money	Student conference Saturday School	Suspension Suspension
Gangs/Gang Related Activities RCW 28A.600.455	The use of colors, insignia, dress, gestures, actions, and/or language to create reasonable belief that a student in involved in gang activities	Student conference	Expulsion
Inappropriate Dress	Any clothing that may be disruptive to the learning environment (as outlined in the student handbook)	Student Conference	Suspension
Inappropriate Language/gestures	Vulgar, profane or obscene language or gestures, symbols or writing, spitting	Student Conference	Expulsion
Overt Affection	Physical contact with another person beyond holding of hand (i.e. kissing, hugging, groping, fondling)	Student Conference	Suspension
Reckless Endangerment	Creating a hazardous condition which may result in damage to persons or property	Suspension	Expulsion
Sexual/Malicious Harassment Title VII Civil Rights Act 1964	Statements or actions that intimidate others	Suspension	Expulsion
Tardiness	Late arrival to class or school	Student Conference	Suspension
Theft RCW 9A56 Tobacco RCW 28A.210.310	Sale, possession of items not belonging to you. Encouraging the act Possession/use of tobacco in any form	Saturday School Restitution Suspension	Expulsion Restitution Long Term Suspension
Trespassing/Loitering	Presence in unauthorized place or without legitimate reason. Refusal to leave school property	Student Conference	Suspension
Unexcused absence or Truancy RCW 28A.225.010	Absence not excused by the school	Parent Conference	Juvenile Court
Vandalism RCW 28A.635.060	Intentional destruction of property	Suspension Restitution	Expulsion Restitution
Vehicle Misuse RCW 180.40.210	Inappropriate use of vehicle (including parking)	Student Conference possible loss of driving privileges Parent Conference and Expulsion	Suspension Expulsion
Weapons RCW 9.41.280 RCW 28A.600.420	Possession or use of dangerous object which is meant to inflict harm. Possession of gun on campus, includes look a likes		Expulsion

Criminal Activities

If an infraction violates the law, a Law Enforcement Agency will be contacted.
The commission of or participation in the following activities, which are among those defined as criminal under the laws of the State of Washington and Snohomish County, in schools, on school property, at school



sponsored events is prohibited. Appropriate corrective action (long term suspension or expulsion proceedings) will be taken against those who commit such crimes regardless of whether or not criminal charges result. Law enforcement officials will be notified of any criminal activity.

Examples of Criminal Activities: Arson, Assault, Burglary/Theft, Dangerous Weapons, Explosives, Extortion, blackmail, or coercion, Firearms, Gang paraphernalia, Laser lighters, Malicious mischief, possession of drugs, alcohol and/or paraphernalia, or being under the influence of drugs and or alcohol, Unlawful assembly, Unlawful interference/intimidation with school authorities

Bullying/Harassment/Intimidation

Harassment, intimidation means any intentional written, message or image, including those that are electronically transmitted, a verbal or physical act.

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

Student/Parent Reporting: Students and parents who become aware of an act of harassment, intimidation, or bullying shall report it to a staff member or the school administrator for investigation and action. Anyone who retaliates against another for reporting harassment, intimidation, or bullying will be subject to disciplinary action. False reporting of harassment, intimidation, and bullying also constitutes violations of this policy.

Granite Falls High School staff strives to maintain a safe, civil, respectful and inclusive learning community. Depending upon the frequency and severity of the misconduct, intervention, counseling, correction, discipline and/or referral to law enforcement will be used to change the behavior of the perpetrator and to remediate the impact on the victim.

Sexual Harassment

The Granite Falls School District is committed to a positive and productive learning environment free of discrimination. The district prohibits sexual harassment or intimidation of its students by other students within the school or at school events and finds such behavior just cause for disciplinary action.

Sexual Harassment is generally defined as unwelcome sexual attention, requests for favors, and other verbal, physical, and/or visual contact of sexual nature, or creating an intimidating, hostile, or offensive educational environment.

A student who believes that he/she has been subjected to sexual harassment should report the alleged harassment to a teacher, counselor, or administrator. Any student involved in harassment of any kind will be subject to disciplinary action.

Respect Policy

Respect is the cornerstone of all our interactions and behaviors. We acknowledge the dignity and worth of one another, and strive never to diminish another by our conduct and our attitude. Granite Falls is a community which dedicates itself to the safety and well-being of its citizens and which recognizes that human dignity is the basis for all our relationships.

Putting a Stop to Disrespect

1. When you witness behavior that is a violation of the Respect Policy, tell the person to stop. Apathy, silence or laughter encourages the abuse and further disrespects the victims. Inform an adult in school and your parents.

2. If the behavior doesn't stop, contact an administrator as soon as possible.
3. If the behavior continues, keep a journal of further incidences, including description, time, date, place and witnesses. Keep your parents and Administrators informed.

Cell Phones Policy

Cell phones are allowed on campus as long as the student does not use them during class time. If they are being used during class time the teacher will take them and they may be picked up in the main office after school by a parent/guardian. Violation of policy may result in progressive discipline.

Inappropriate use of cell phones (sexting, texting, cheating, inappropriate photos, videos, etc.) may result in discipline or legal issues.

Dress Expectations

The dress and appearance of students is the direct responsibility of parents. Students' appearance should be neat and clean, and the body should be adequately covered.

Examples of inappropriate dress are:

- Short shorts and skirts
- Low neck lines exposing cleavage.
- Crop tops exposing the midriff, pants worn below the hips exposing the midriff.
- Clothing depicting alcohol, drugs, or tobacco products; clothing with obscene gestures and/or suggestive markings, or phrases; chains (whether attached to wallet or not).
- Gang type fashion such as bandanas, gang related leather, studded necklaces, wristbands, or belts.
- No bare midriffs or bare back top or tops exposing one shoulder or bare back tops allowed.
- Sleepwear such as pajamas, boxer shorts etc.
- Any article of clothing that has excessive rips, tears, or holes.

Tank Tops must cover the body and underwear. (2 finger width shoulder strap) Short and skirts must be a minimum of mid-thigh length. **Shoes are to be worn at all times. Students sent to office will be given alternative clothes to wear or they will have to call their parents to bring them appropriate clothes.** Students who continue violating the code will be subject to disciplinary action as defined by the discipline code. This policy grants administrators the latitude to make judgment calls concerning what is appropriate attire.

Drug and Alcohol Policy

Philosophy: The schools obligation is to protect the health and welfare and the safety of the students.

Policy: Talking openly about drug use or other illegal activities or possession including evidence of use, sale, and or supply of any alcoholic beverage, narcotic, illegal or dangerous drugs, or drug paraphernalia on or about the school premises or at any school sponsored activity is prohibited.

For possession of drugs, alcohol, or paraphernalia (pipe, etc.) or being under the influence of drugs or alcohol the action is:

1. Police contacted
2. Long Term Suspension - 45 days
3. Reduced to no less than 5 days upon confirmation of a completed UA, assessment from a licensed treatment provider, and initial follow through with treatment recommendations.
4. After the administrator finishes notifying the student and family of disciplinary action and action needed to return to school, he/she will then refer the student and family to the building interventionist.
5. The building interventionist will obtain a release, and monitor/assist with follow through of the assessment, on-going treatment, or other stipulations of the assessment.
6. The interventionist will notify the administrator of follow through and/or compliance with treatment. (maintains confidentiality)

7. Administrator will then allow the return of the student, pending on-going compliance.
8. If student drops from treatment before completion the interventionist will notify the administrator, and he/she will then reinstate the long term until the student returns to compliance with his/her treatment plan.

Note: Special education students: Please contact and consult with your building psychologist ASAP regarding a manifest determination meeting before proceeding with long term and interim placement (tutoring).

Section 504 students: The Office for Civil Rights says - "Section 504 allows schools to take disciplinary action against 504 students using drugs or alcohol to the same extent as students without 504 protection."

* If you or a friend needs support for drug/alcohol use please see our counseling office.

GENERAL INFORMATION

Announcements

A daily bulletin will be provided by the office, we also do the "Pledge of Allegiance each day with the announcements. It will be read over the intercom during the first five minutes of third period.

Pledge of Allegiance -RCW 28A.230.140 reads as follows:

The board of directors of every school district shall cause a United States flag being in good condition to be displayed during school hours upon or near every public school plant, except during inclement weather. They shall cause appropriate flag exercises to be held in each classroom at the beginning of the school day, and in every school at the opening of all school assemblies, at which exercises those pupils so desiring shall recite the following salute to the flag: "I pledge allegiance to the flag of the United States of America and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all". Students not reciting the pledge shall maintain a respectful silence. The salute to the flag or the national anthem shall be rendered immediately preceding interschool events when feasible.

Assemblies

Assemblies are a regularly scheduled part of the curriculum and as such, are designed to be educational as well as entertaining experiences. Assemblies provide one of a few opportunities in school to learn formal audience behavior. Regardless of the type of program, courtesy demands that students be respectful and

appreciative. Talking, whispering, whistling, stamping of feet and booing are discourteous. Yelling may be appropriate at Pep Assemblies. **Students who behave inappropriately will be asked to leave the assembly and may result in additional disciplinary actions.**

Bus Regulations

Riding the school bus is a privilege. Improper conduct on the bus could result in the privilege being revoked.

Cafeteria

The cafeteria is designed for student comfort and use. We have considerable pride in the services of our cafeteria. Students clean their own table when they are finished eating and return trays. Students who act inappropriately in the cafeteria will be subject to discipline.

Closed Campus

GFHS is a closed campus. The procedure regulating closed campus applies to students. Students are to remain on campus from time of arrival until the close of the school day. Violation of this will result in progressive discipline.

Clubs & Activities

We encourage students to be involved in club and activities at school. An ASB card is required for all students participating in athletics or club activities.

Athletic/Activities Coordinator	Staff TBD
ASB Advisor	Mr. Gessaman
Athletic Eligibility	Ms. Lindahl
Art Club	Ms. Karns
Band	Mr. Roy
Cheerleading	Ms. Ogden
Choir	Ms. Lawrence
Drama	Ms. Blumel
FBLA	Ms. Lund
FFA	Mr. Adams
GSA	Ms. Sullivan
Hi Q	TBD
Honor Society	Ms. Truppi
Journalism	Mr. Michalisin
Knowledge Bowl	TBD
LINK Crew	Ms. Fletcher & Ms. Sullivan
Spanish Club	Ms. Neuman
Yearbook	Ms. Karns

Class Advisors:

Senior	Ms. Sullivan and Ms. Lund
Junior	Ms Hagerty
Sophomore	Ms. Fletcher
Freshman	TBD

Computer Use

Students who use Granite Falls School District computers are required to comply with the Granite Falls District Use Agreement, the WEDNET's Acceptable Use Policy, and the Use Policy of the National Science Foundation (NSFNet). Violators will forfeit the privilege of using the district's computer and may be subject to discipline.

Dance Guidelines

Entrance: For dances after events, students must enter the dance within thirty (30) minutes of the end of the game. For all other dances (Homecoming, Prom etc.) students must enter within ninety (90) minutes of the start time.

Dance Rules: All school expectations are in effect at school dances

- A fee will be charged
- No food or drink may be brought into the dance. Food or drink must be consumed in the area provided for such use.
- No backpacks or large bags will be permitted into the dance.
- Once a student leaves the dance, the student must leave school campus and will not be allowed to return.

Guests: (Only certain dances allow guests)

A Granite Falls student must complete a guest pass and return it to an Administrator by 2:30pm two days before the dance in order to bring a guest. (The guest must be under the age of 21 years.) The host

student is responsible for the guest. When the host leaves the dance, the guest must also leave. Should the guest violate a dance rule and be asked to leave, the Granite Falls student must also leave the dance, with parent notification. Students may be disciplined for actions.

Early Dismissal/Late Arrival

A student who qualifies for early dismissal or late arrival should not to be on campus during the time when the student does not have a class (Example: no class 6th period, they must leave campus after 5th). This includes students who are enrolled in other programs (ECC, online, alternative).

Emergencies & Drills

Throughout the year, GFHS will conduct emergency drills (fire, earthquake, etc) to help prepare students and staff for different types of emergency situations. Students are expected follow the directions of staff members to ensure the safety of all.

Family Access

Family access is a way for parents to see their student's information (grades, attendance, emergency contacts). Please contact the counseling center for log in & password information.

Hall Passes

Students should be in class for the entire period. Reasons for leaving a class should be limited to teacher permission and requests from counselor/administration. If a student must leave class he/she should have a pass from the instructor.

Health Services



Students who become ill during the day are to inform their teacher. The teacher may then refer the student to the health room located in the main office. It should be noted that no internal medication of any kind will be given to students by school personnel without the proper medication form. See the nurse for proper paperwork.

Medication

Students who must take any form of medication (prescription or non-prescription) on a routine basis at school must have their parent/guardian bring the medication to the nurse's office along with a "**Physician's orders for medication at school**" form (found on the school district website) signed by physician and parent. Please note: The medication must be brought in its original container.

Please note: Students who do not follow the procedures may be subject to disciplinary actions according to our drug-free policy.

Laser Pointers

Laser pointers can cause damage to the eyes if pointed directly into the eye. Therefore, laser pointers are not allowed on campus. Having or using a laser pointer can result in a short term suspension.

Learning Improvement Team

During the school year, the GFHS Learning Improvement Team will meet on a monthly basis. Anyone, including students, is encouraged to join this group. The purpose of the LIT is to work for continuous improvement at GFHS in pursuit of our building and district mission.

Lost and Found

The lost and found is located in the main office. Unclaimed lost and found items will be donated to charity.

National Honor Society

A chapter of the National Honor Society is active on the campus of Granite Falls High School. The purpose of the chapter is to honor students who are outstanding in the areas of scholarship, leadership, character, and service to the school and community.

The Granite Falls High School Chapter Constitution, following the constitution of National Honor Society, sets the following guidelines for students to be eligible for membership:

1. Membership will be open to second semester sophomores, juniors, and seniors.
2. Students must maintain a 3.20 GPA for two consecutive semesters prior to becoming eligible to join the National Honor Society and have no suspensions during the year.
3. The screening for membership will be done by a faculty committee who will also consider character, leadership, and service of candidates for membership.
4. National Honor Society students must maintain a 3.20 GPA for each semester. Those not maintaining a 3.20 GPA for two consecutive semesters will be dismissed from the organization.
5. A member who is suspended for any reason will be dismissed.
6. To remain on active status, members will continue leadership and service at the high levels for which they were selected, including exemplary individual and chapter service as required by the National and Chapter constitutions.

There are many advantages both to the school and the students when such an organization is on campus. The high standards set by National Honor Society are a positive example for all students. Membership in a prestigious national organization is meaningful to students. Chapters are eligible to nominate members to enter the Society's annual \$225,000 scholarship competition. Membership enables talented students to work together for the benefit of the school and community. Most importantly, the National Honor Society applauds young people who consistently exemplify outstanding achievement in school.

Overt Affection

Students will refrain from passionate kisses, hugs, etc. Violators will be subject to disciplinary action as defined by the discipline code.

Parking for Students

Student parking is available through the school office by purchasing a High School ASB card. The cost of an ASB card is \$30.00. The parking permit provides identification and security resources for vehicles on campus. Permits must hang on the review mirror in the car. **Parking is a privilege not a right.** Students are asked to be respectful of this privilege. Not complying with the guidelines associated with the permit will result in (but not limited to) warnings, fines, loss of permit, towing of vehicle, or other disciplinary action as appropriate.

Students may only park in the student lot (in between the tennis court and the road). **Senior's are allowed to park in the staff parking lot in front of the school where designated (far east side, closest to the student parking lot).**

Student vehicles are off limits during school hours, unless the administration has given prior approval. Parking on campus provides school administration the authority to search vehicles as determined through "reasonable suspicion".

Students are eligible for a parking permit if they have the following:

- A valid driver's license
- Proof of insurance
- ASB Card

Phone Calls and Student Messages

Due to the numerous phone calls we receive, we will only take student messages from parents or guardians. We ask parents to restrict messages to emergency situations only.

Personal Searches

School administrators have the authority and responsibility to maintain order and discipline in the schools and to protect students from exposure to illegal drugs, weapons, and contraband. School personnel have a greater discretion to search a student on school grounds than a police officer does. The school administrators must have "reasonable suspicion" to search a student or students' property on or about campus and at student activities. In accordance to state law, no student will be subject to a "strip search". Random searches of the student' parking lot, student' cars or backpack could be conducted by a "drug dog" or administrator. Leaving campus for any reason can be considered "reasonable suspicion" and result in a personal search.

Radios/CD Players/iPods - Electronics

CD players, iPods, cell phones, etc. are allowed on campus as long as the student does not use them during class time or do not create a substantial disruption. If they are out during class without teacher permission, the teacher may take them and the device may be picked up in the main office after school.

Friday School



Friday School hours will begin promptly @ 2:30pm. Students should bring material to study. Failure to attend Friday School when assigned may result in a suspension.

Skateboarding/Rollerblades

Skateboarding and rollerblading are **NOT** permitted on **ANY** district property. Skateboards and Rollerblades are to be left home.

Snow Schedule

In case of snow, students and parents should listen to major radio stations or local TV stations for school information and school closures. You can also check the Granite Falls School District website: www.gfalls.wednet.edu

Student Fees

Students are encouraged to purchase ASB cards. This year's cost is thirty dollars. (\$30.00). The money derived from the sale of ASB cards helps fund student activities, such as athletics, clubs, and special events. An ASB card entitles the purchaser to free admission to all home athletic events, and discounts to some activities. **(An ASB card is required for all students participating in athletics, activities and in order to qualify for campus parking)**

When fines have been assessed, it is the responsibility of the student to make payment in the office as soon as possible. Should a student graduate or transfer to another school, Granite Falls High will not issue a diploma nor forward transcripts to a new school until all fines are paid in full.

Textbooks and Other Loaned School Property

All textbooks and other school property are loaned to students by the School District. Students are charged for property not returned, returned damaged, or show excessive wear. Allowance will be made for normal wear. Students should use book covers to avoid fines for excessive wear.

Trespassers

Any person who comes on campus without proper permission will be considered a trespasser and warned both verbally and/or in writing. Repeated incidents and trespass with criminal intent will be reported to the police.

Tobacco Free Environment:

Washington State Law prohibits the use by anyone of tobacco on school property. It also prohibits the use of, possession of, purchase of, obtaining or attempting to obtain tobacco. Tobacco use is defined as smoking, or chewing, use or possession of any tobacco product. Violations will result in discipline.

GUIDANCE SERVICES

The counselors respond to the academic, social, and personal development of each student. Counselors are available to discuss planning for the future, with immediate emphasis on a successful high school experience.

Counseling Services

Counselors can provide assistance with crisis intervention, teachers/friends, graduation requirements, grades, future planning, ACT/SAT information, Armed Forces contact, etc. To see a counselor, sign up in the Counseling Center. Students will receive a pass out of class for their appointment time.

Transcripts

Students may request copies of their transcripts the registrar. Official transcripts can be held because of fines.

Substance Abuse Help

Have a problem? A friend has a problem? Contact our intervention specialist, counselor, or an administrator.

Student Records

All parents/guardians of students under the age of 18 years whose children are, or have been, in attendance in the Granite Falls School District:

1. Have a right to inspect and review the contents of their child's educational record.
2. Have a right to an interpretation of the record from district personnel.
3. Have a right to challenge information thought to be misleading or incorrect
4. Will receive an appointment to inspect their child's record within ten (10) days of the request.

All student information, records, enrollment forms are to be turned in to the counseling office.

Early Check Out

Each year at the close of school many students check out of school early. Students and parents need to be aware that checking out prior to the last day of school may have adverse impact on a student's final grade. Students are responsible for all work through the last day of classes. Please contact attendance secretary for procedures.

**Notification of Rights under the Family Educational
Rights and Privacy Act (FERPA)**

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. They are:

1. The right to inspect and review the student’s education records within 45 days of the day the district receives a request for access.
2. The right to request the amendment of the student’s education records that the parent or eligible student believes is inaccurate or misleading.
3. The right to consent to disclosure of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent. The District will disclose records without consent to officials of another school district in which a student seeks or intends to enroll. Another exception which permits disclosure is to school officials with legitimate education interests. A school official is a person employed by the school as an administrator, supervisor, instructor or support staff members (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the school has contracted to perform a specific task such as an attorney, auditor, medical consultant or therapist; or a parent or student serving on an official committee such as a disciplinary or grievance committee or assisting another school official in performing his/her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his/her professional responsibilities.
4. In an emergency, FERPA permits school officials to disclose, without consent, education records, including personally identifiable information from those records to protect the health or safety of students or other individuals. At such times, record and information may be released to appropriate parties such as law enforcement, public health and trained medical personnel. This exception is limited to the period of the emergency and generally does not allow for blanket release of personally identifiable information from a students’ education records.
5. The right to file a complaint with the US Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:
Family Policy Compliance Office
US Department of Education
400 Maryland Ave, SW
Washington DC 20202-5901

FERPA also permits a school district to identify certain information be publicly released without permission of the parent or eligible student. Directory information is defined as the student’s name, photograph, address, telephone number, date and place of birth, major field of study, dates of attendance, participation in officially recognized activities and sports, weight and height of members of athletic teams, diplomas and awards received and the most recent previous school attended. Directory information is NOT released for commercial or other purposes not related to school business. If a parent/guardian or eligible student chooses NOT to have directory information publicly released, written notification MUST be presented to the District. Please complete the form below **ONLY IF YOU DO NOT WANT** DIRECTORY INFORMATION RELEASED. **OTHERWISE IT IS NOT NECESSARY TO TAKE ANY ACTION.**

Check your preference:

PLEASE PRINT

Child’s Name _____ Grade/Teacher _____

- Do not release Directory Information to any source (except to another school district as stated in #3 above).
- Directory Information may be used within the Granite Falls School District only (school newsletters, bulletins, parent groups).
- I do not wish Directory Information released but do give permission for my child’s picture to be included in the yearbook and to attend assemblies/activities where the news media may be present.

Specific instructions/limitations: _____

RETURN FORM TO YOUR CHILD’S SCHOOL

Updated 1/08

Model Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)

PPRA affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

- *Consent* before students are required to submit to a survey that concerns one or more of the following protected areas (“protected information survey”) if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED)–

1. Political affiliations or beliefs of the student or student’s parent;
2. Mental or psychological problems of the student or student’s family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

- *Receive notice and an opportunity to opt a student out of–*

1. Any other protected information survey, regardless of funding;
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

- *Inspect*, upon request and before administration or use –

1. Protected information surveys of students;
2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
3. Instructional material used as part of the educational curriculum.

These rights transfer to from the parents to a student who is 18 years old or an emancipated minor under State law.

The Granite Falls School District has adopted policy regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. The District will directly notify parents of this policy at least annually at the start of each school year and after any substantive changes. The District will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation of the specific activity or survey. The District will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-5901

Updated 4/04

NOTICE TO STUDENTS, STAFF AND COMMUNITY

Special note: full, detailed copies of Granite Falls School District policies are online at <http://www.gfalls.wednet.edu/Board/schoolpolicies.html>

The Granite Falls School District is committed to a positive and productive working and learning environment free of discrimination. The District prohibits discrimination/sexual harassment/harassment/intimidation/bullying of its employees or students, whether committed by a co-worker, supervisor, subordinate, contractor, volunteer or student. District Policies 5000, 5001, 5005, and 4025 outline the District's full policies and procedures and are on file in all school buildings for staff, student or community referral. These policies apply to individuals attending any events on District property, whether or not District-sponsored and to any school-sponsored event, regardless of location.

The Granite Falls School District #332 complies with all federal and state rules and regulations and does not discriminate on the basis of race, color, marital status, gender identity, sexual orientation, socioeconomic status, political or religious beliefs, national origin, sex or disability with regard to all students who are interested in participating in educational programs and/or extra-curricular school activities, admission, access to services, treatment or employment and all opportunities in programs and activities (Policy 4000, 4065, 5000). Inquiries regarding compliance and/or grievance procedures may be directed to the school district Title IX/RCW 28A640 Officer and/or Section 504 Coordinator, 307 N. Alder Ave, Granite Falls WA 98252; 360.691.7717.

Individuals who may need auxiliary aids for communications, employment, programs and/or services are asked to make their needs and preferences known to the ADA Coordinator.

In accordance with Granite Falls School District Board Policy No. 4045 and 5070, the possession, use and/or distribution of any illegal drug and/or alcohol or any other illegal chemical substance on school premises or during any school related activity is wrong and harmful physically and mentally as well as detrimental to the educational process. To ensure the safety, health and well being of all students and staff, the Board is committed to the development of a program, which emphasizes counseling, prevention, intervention, rehabilitation, re-entry programs, aftercare support and necessary corrective/disciplinary actions. A complete list of referral agencies is available at all schools. Compliance is mandatory and will be enforced.

In accordance with Granite Falls School District Board Policy 2052, the use of any tobacco product on school district property, which includes school buildings, grounds, district owned vehicles and school buses, is prohibited. This holds true for employees, students, visitors, spectators and patrons. Staff (as outlined in the collective bargaining unit) and students (as outlined in the district discipline brochure and/or student handbooks) may be subject to disciplinary action for violation of this policy.

It is a violation of Granite Falls School District Board Policy 1015, 4072 and state law for any person to carry a firearm or any dangerous weapon (including toys that resemble weapons) on school premises, school provided transportation or areas of other facilities being used for school activities. RCW 9.41.280 states: "...any violation of subsection (1) of this section by elementary or secondary school students constitutes grounds for expulsion from the state's public schools...an appropriate school authority shall promptly notify law enforcement and the student's parent/guardian regarding any allegation or indication of such violation." Expulsion for weapons related possession not less than one year (may be modified on a case by case basis).

Granite Falls School District Policy 1090 outlines the guidelines to ensure the District complies with the requirements regarding pesticide notification, posting and record keeping. This includes the notification that the Granite Falls School District uses Black Berry and Brush Block, Roundup, Surflan and Crossbow to control weeds and grasses.

Granite Falls School District Policy 5020 outlines information related to parent/student rights in administration of surveys, analysis or evaluations in accordance with the new Federal No Child Left Behind Act of 2001 (PPRA).

Under the No Child Left Behind Act, parents of children in schools that receive Title I dollars have the right to request information regarding the professional qualifications of the students classroom teacher(s). For more information, contact the Special Services Department at 360.691.7717.

Granite Falls School District Policy 5029 outlines information related to student records, including, but not limited to student/parent access to records.

Special Education services are offered to students ages birth to 21 who meet state and federal guidelines and are in need of specialized education programs. The Granite Falls School District uses a process called "Childfind" to locate these students. If you suspect a student may be in need of these services, contact the Special Services Department at 360.691.7717.

Granite Falls District Policy 6080 refers to the selection and adoption of instructional materials including, but not limited to, reconsideration procedures, criteria, supplemental materials and conditions for loan or sale of materials.

Any application and any required available policies, procedures, evaluations, plans, reports and public records will be made readily available to parents and other member of the general public through the district's special education and superintendent's office. A notice regarding the availability of such documents is placed in the district and/or school newsletters, website and other district publications.

This is to notify parents and community members that students may be nominated by parents, peers and members of the community to qualify for the District's Highly Capable program. Nominators will complete a behavioral characteristics questionnaire, and teachers will provide information that includes classroom performance and general achievement levels. The District will screen each nominee using reading and math measures to identify students who qualify for further assessment. Prior to conducting the assessment, the principal or designee shall obtain written parental permission. Nominees identified through the screening process will be assessed using multiple criteria from a variety of sources and data, including tests that measure cognitive ability, academic achievement and evidence of exceptional creativity. Test results shall be recorded in the student's cumulative file. The students selected for participation in the program will be determined by a multidisciplinary committee which includes a classroom teacher or if possible, a highly capable teacher, the program director, a psychologist or other individual who can interpret cognitive and achievement test results, and other professionals as deemed desirable. The multidisciplinary committee will review data of nominated students. They will select those students who meet the criteria and would benefit the most from the program. The District will:

1. Notify parents of their child's involvement in the program. Parents shall receive a full explanation of the procedures for identification, program options and the appeal process,
2. Obtain parental permission to provide services and programs; and
3. Conduct an annual parent meeting to review each student's educational plan.

5/09

