

## NOTICE TO STUDENTS, STAFF AND COMMUNITY

*Full and detailed copies of Granite Falls School District policies are online at:*

[http://www.gfalls.wednet.edu/?page\\_id=266](http://www.gfalls.wednet.edu/?page_id=266)

### **ANNUAL REPORT TO THE COMMUNITY UNDER "ESSA"**

Every Student Succeeds Act (ESSA), formerly known as the No Child Left Behind legislation, requires school districts to annually report on progress outlining specific information and include state assessment results. The Office of Superintendent of Public Instruction (OSPI) has compiled all the data from all schools in the State of Washington. The reports include:

- State Assessment Test Scores (Smarter Balanced, MSP/HSPE, EOC, WA-AIM & WaKIDS)
- Student Demographic Information
- Staff Information

The Granite Falls School District reports may be viewed on OSPI's website at <http://reportcard.ospi.k12.wa.us/>. The School's Performance Reports and Improvement Plans are posted on the website here:

[http://www.gfalls.wednet.edu/?page\\_id=1505](http://www.gfalls.wednet.edu/?page_id=1505)

### **PROFESSIONAL QUALIFICATIONS OF STAFF**

Also under ESSA, parents of children in schools that receive Title I dollars have the right to request information regarding the professional qualifications of the student's classroom teacher(s) and paraprofessionals. For more information, contact the Human Resources Department at 360.691.7717.

### **NONDISCRIMINATION**

The Granite Falls School District #332 complies with all federal and state rules and regulations and does not discriminate in any programs or activities on the basis of race, creed, religion, color, national origin, age, sex, sexual orientation including gender expression or identity, marital status, honorable discharged veteran or military status, or the presence of any sensory, mental or physical disability, the use of a trained dog guide or service animal by a person with a disability, or access to the Boy Scouts of America or any other youth group listed in title 36 (as a patriotic society), or other distinguishing characteristics. This policy applies to individuals attending any events on District property, whether or not District-sponsored and to any school-sponsored event, regardless of location. All district affiliated programs and activities shall be free of discrimination. District Policies 5000, 5001, 5005, 4000, 4025 and 4065 outline the District's full policies and procedures and are on file in all school buildings for staff, student or community referral. This also holds true for all employment opportunities, admission to and access to, operations of programs, services, or activities 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. Inquiries regarding compliance and/or grievance procedures may be directed to the school district Title IX/RCW 28A640 Officer and/or Section 504 Coordinator. 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. **Forms to file a complaint are available on the District website or by calling 360.691.7717.** The following employee(s) has been designated to handle questions and complaints of alleged discrimination: SARA WOOLVERTON, SECTION 504/TITLE IX/COMPLIANCE COORDINATOR, GRANITE FALLS SCHOOL DISTRICT, 205 NORTH ALDER AVE., GRANITE FALLS, WA 98252 at (360) 691-7717 or [swoolverton@gfalls.wednet.edu](mailto:swoolverton@gfalls.wednet.edu).

### **ATTENDANCE REQUIREMENTS (BECCA LAW NOTIFICATION)**

Attendance is important for academic success, and unexcused absences may be an early warning sign for unaddressed problems with school and future dropout. When youth fail to attend school, they are considered truant. Washington law requires children from age 8 to 17 to attend a public school, private school, or to receive home-based instruction (homeschooling) as provided in [RCW 28A.225.010](http://www.wa.gov/rcw/default.aspx?title=28&chapter=28A&section=225.010). The BECCA state law requires schools to notify the Juvenile Court when students are in violation of this statute. After one unexcused absence in a month, the school is required to inform the parent in writing or by phone.

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### HARASSMENT, INTIMIDATION, & BULLYING (HIB)

The Granite Falls School District is committed to maintaining a safe and civil educational environment for all students, employees or others involved in school district programs or activities that is free from harassment, intimidation, and bullying. "Harassment, Intimidation, or Bullying" means any image or message (written or electronically transmitted), verbal or physical act that is intended to harm or intimidate and has the effect to physically harm a student or damage a student's property, substantially interfere with a student's education or create an intimidating or threatening educational environment, or substantially disrupt the orderly operation of the school. Harassment, intimidation, and bullying in any form are unacceptable and are against District policy and state and federal law. Students who engage in such activity on school grounds or off campus, and disrupts school operations or the learning environment, shall be subject to school disciplinary action and possible criminal prosecution. Any student who believes he or she has been the target of HIB is strongly encouraged to report incidents verbally or in writing to a parent, guardian, staff member or trusted adult. The student, parent, or other adult, should notify school officials as soon as possible and complete an incident report form—these forms to file a complaint are available on the District website or by calling 360.691.7717. The District's Section 504/ADA Coordinator is Sara Woolverton 205 NORTH ALDER AVE., GRANITE FALLS, WA 98252 at (360) 691-7717 or [swoolverton@gfalls.wednet.edu](mailto:swoolverton@gfalls.wednet.edu). The District also offers an anonymous 24/7 tip line for students, parents or community members to report unsafe behaviors or information on HIB through safeSCHOOLS. You can report safety concerns in four different ways:

Phone:	855.742.6957
Text:	855.742.6957, then follow instructions
Email:	1433@alert1.us
Web:	<a href="http://1433.alert1.us">http://1433.alert1.us</a>

### SEXUAL HARASSMENT

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

*Please refer to policies 5000, 5001, 5005, 4000, 4025 on the district website for more regarding HIB or Sexual Harassment information.*

### CAREER AND TECHNICAL EDUCATION (CTE)

The Granite Falls School District offers classes in many career and technical education program areas including Business Education, Computer Information Technology, Agriculture Science and Manufacturing Technology and Industry under its open admissions policy. Lack of English language proficiency will not be a barrier to admission and participation in career and technical education programs. For more information about CTE course offerings and admissions criteria, please contact Steve Cotterill at 205 N. Alder Ave. or 360.691.7717, [scotterill@gfalls.wednet.edu](mailto:scotterill@gfalls.wednet.edu).

### ENGLISH LANGUAGE LEARNING

If you need assistance with obtaining information in languages other than English, please contact our Curriculum Instruction and Assessment Department at 360.691.7717.

### EQUAL OPPORTUNITY EMPLOYER (EOE)

The District shall provide equal employment opportunity and treatment for all applicants and employees in recruitment, hiring, retention, assignment, transfer, promotion, and training. Such equal employment opportunity shall be provided without discrimination with respect to race, creed, religion, color, national origin, age, sex, honorably discharged veteran or military status, sexual orientation including gender expression or identity, marital status, the presence of any sensory,

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mental or physical disability, participation in the Boy Scouts of America or any other youth group listed in title 36 (as a patriotic society), or the use of a trained dog guide or service animal by a person with a disability. See Policy 4000 for more information.

### **HEALTHY YOUTH SURVEY**

Every two years, the Granite Falls School District conducts the Healthy Youth Survey—a collaborative efforts of the Office of Superintendent of Public Instruction, the Department of Health, the Department of Social and Health Service's Division of Behavior Health and Recovery, and the Liquor and Cannabis Board. It is given to 6<sup>th</sup>, 8<sup>th</sup>, 10<sup>th</sup> and 12<sup>th</sup> graders. Students may opt out of the survey with parent notification.

### **WEAPON FREE, DRUG FREE, TOBACCO-FREE**

It is a violation of Granite Falls School District Board Policy 1015, 4072, 5050 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).

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, student handbooks, and policy 5050) may be subject to disciplinary action for violation of this policy.

### **FOOD ALLERGIES/FOOD BROUGHT TO SCHOOL BY STUDENTS/PARENTS**

Food allergies can be a life-threatening situation. We have several students at our school who have life-threatening food allergies including cinnamon, walnuts, pecans, and peanuts. School staff have been trained to recognize such a reaction and to administer medication (epinephrine) in an emergency. You can help staff and the school by taking advantage of opportunities to learn more about food allergies and by helping your child understand the foods they freely enjoy can be dangerous to others. See the Nutrition Services webpage on the district website for more information.

Guidelines for Food Served at Room Parties or Brought to School by Students/Parents— Many schools have classroom parties for the holidays or other occasions that include refreshments. In addition, students may often bring treats from home to celebrate a birthday or other special day. Since improperly handled food can be the source of foodborne illness, it is wise to use caution when planning these events. See the Nutrition Services webpage on the district website for more information. <http://www.gfalls.wednet.edu/wp-content/uploads/2013/10/FOOD-GUIDELINES.pdf>

### **STUDENT PRIVACY (FERPA)**

The FERPA (family rights and privacy act) and PPRA (protection of pupil rights amendment) federal guidelines outlines

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specific student information that can and cannot be released such as "directory information." The current copy of this notice is <http://www.gfalls.wednet.edu/wp-content/uploads/2014/07/ferpa-ppra-law.pdf>

Occasionally, we will take photographs/videos of students for use in District or school-produced publications, which may be used in the news media. If you do not wish to grant permission, please check the appropriate box(es) on the FERPA agreement that is included in the enrollment packet found online in the Skyward Family Access or available at your school office. It is important to inform the school office of any changes or updates to your preferences within the agreement by October 1.

### **PUBLIC RECORDS REQUESTS**

Granite Falls School District Policy 5029 outlines information related to student records, including, but not limited to student/parent access to records. The Granite Falls School District complies with all public records requests as required by RCW 42.56.

### **DISTRICT SANCTIONED WEBSITES**

The following domains are the only websites sanctioned by the Granite Falls School District as official school district sites for the 2017-2018 school year: <http://www.gfalls.wednet.edu/> ; <http://schools.gfalls.wednet.edu/> ; <https://www.facebook.com/GFSD332> ; <http://live.gfalls.wednet.edu/ecoteams/> ; <http://www.swiftclassroom.com/gfms/>

### **TELECOMMUNICATIONS**

Policy 5125 outlines issues surrounding telecommunications devices. While on school property or while attending school-sponsored or school-related activities students shall not use personal telecommunication devices including but not limited to pagers, beepers, i-pods, cellular phones, or other audio/visual devices, in a manner that poses a threat to academic integrity, disrupts the learning environment, or violates the privacy rights of self and others.

### **HOMELESS CHILDREN AND YOUTH**

If you lost your housing and now live in a shelter, motel, vehicle, camping ground, or temporary trailer; on the street; doubled-up with family or friends; or in another type of temporary or inadequate housing, your child might be able to receive help through a federal law called the McKinney-Vento Act. Under the McKinney-Vento Act, children in transitional situations have the right to:

- Attend either the local school or the school of origin, if this is in their best interest; the school of origin is the school the child attended when he/she was permanently housed or the school in which the child was last enrolled.
- Receive transportation to and from the school of origin.
- Enroll in school immediately, even if missing records and documents normally required for enrollment, such as a birth certificate, proof of residence, previous school records, or immunization/medical records.

Homeless, or displaced, students will be provided district services for which they are eligible. Parents or students should contact the Special Education, Civil Rights and Equity Department at 360.691.7717 for full information.

### **SPECIAL EDUCATION SERVICES "CHILDFIND" NOTICE**

Special Education services are offered to students (age- birth to 21) who meet state and federal guidelines and are in need of specialized education programs. Washington state defines special needs as having concerns with hearing, vision, speech, language, health, nutrition, learning, developmental delay, transportation, behavior management, mental retardation, birth defects, orthopedic or spinal problems, autism or other disabilities. Parents or Guardians of children who might have any of these conditions, or if you suspect a student may need these services, are encouraged to contact the Special Education, Civil Rights and Equity Department at 205 N. Alder Ave. Granite Falls, WA 98252 at 360.691.7717.

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### **INSTRUCTIONAL MATERIALS**

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.

### **SERVICES FOR HIGHLY CAPABLE STUDENTS**

This is to notify parents and community members that students may be referred by parents, peers and members of the community to qualify for the District's Highly Capable program. Those referring will complete a behavioral characteristics questionnaire, and teachers will provide information that includes classroom performance and general achievement levels. The District will screen each referral 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. Referred students identified through the screening process will be assessed using multiple criteria from a variety of sources and data, including tests that measure cognitive ability and academic achievement. Test results shall be maintained in the student's cumulative file.

The students selected for participation in the program will be determined by a multidisciplinary committee which includes a 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 referred 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

**The Highly Capable Program is accepting referrals!** Please contact the Director of Curriculum, Instruction & Assessment, [Karin Manns](#), for more information at 360.691.7717.

### **FREE AND REDUCED MEAL PROGRAM**

Granite Falls School District participates in the National School Lunch and Breakfast Program sponsored by the USDA. All families who meet federal income eligibility guidelines may apply for meals at a reduced rate or at no cost. Applications are given to all students at the beginning of the school year and may be completed and returned to the school. All information provided is kept confidential. Information on this program is available in the school office or you can call 360.283.4310 for more information. Parents will be notified by the district of your approval status with a printed letter mailed home when the application has been processed.

### **FACILITIES NOTIFICATION**

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, Casron, 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 2002 (PPRA).

Uncontrolled asbestos contamination in buildings can be a significant environmental and public health problem. In 1986, congress enacted the Asbestos Hazard Emergency Response Act (AHERA) primarily to require school districts to identify asbestos containing materials (ACM) in their school buildings and take appropriate actions to control the release of asbestos fibers. In 1987, the US Environmental Protection Agency (EPA) finalized a regulatory program, which enforce the AHERA. In compliance with the AHERA regulations, we had our school facilities inspected by an EPA accredited building inspector. The results of the inspections and laboratory analysis of the samples taken have contained the presence of ACM in portions of the school facilities. It is important to note that these materials are in a form and condition that DOES NOT pose an imminent health threat to students, staff or the community. With confirmation of the presence of ACM, an

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Asbestos Management Plan was developed for our schools by an EPA accredited management planner. The Management Plan includes the inspection and physical assessment reports, the training program for our custodial and maintenance personnel, the plans and procedures to be followed to minimize disturbance of the asbestos containing materials and a program for regular surveillance of the ACM. Every three years, a re-inspection by an accredited inspector must be conducted on all friable and on friable known or assumed asbestos containing building materials (ACBM) to determine whether the condition of the ACBM has changed and to make recommendations on managing or removing the ACBM. The next re-inspection is scheduled for August 2014. The following buildings contain no asbestos containing building materials: Mountain Way, Monte Cristo Elementary and the High School. During 2013-2014, we conducted a periodic surveillance inspection every six months to check the condition of the remaining asbestos and to determine if any action was needed. For further details on the locations of the remaining ACBM or on the asbestos activities, you may review a copy of the Asbestos Management Plan by calling Marshall Kruse, Director of Business and Operations, at 360.691.7717.

### **DANGEROUS WILD LIFE**

Please tell your child to be alert for any wildlife while waiting for the bus or walking home from bus stops or out in the backyard playing. If you site wildlife in the area--near the schools or bus stops-- please contact the Superintendent's Office at 360.691.7717. The [Department of Fish and Wildlife](#) has developed information specific to dangerous wildlife and what to do, and not do, if you encounter wildlife. Report wildlife encounters to the Department of Fish and Wildlife during regular business hours call 425.775.1311 or after hours call 911.

**Updated 9/2017**