Republic School District #309

30306 E Hwy 20
Republic, WA 99166
(509) 775-3173
(509) 775-3712

Student/Parent Handbook 2026-2027

UPDATED June 2026



HOME OF THE TIGERS

STUDENT HANDBOOK ACKNOWLEDGEMENT FORM

Student Name _____ Grade:_____

Our signatures indicate that we have received, read, understood, and discussed the information in the student handbook with my child. We agree to work with Republic Jr High/High School, the District, and my child to follow the guidelines and expectations set forth in this handbook.

Student Signature: _____ Date:_____

Parent/Guardian Signature: _____ Date:_____

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2026-2027

Republic School District

School is Monday through Thursday, from 8:00 a.m. to 3:50 p.m.

August 2026

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September 2026

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October 2026

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November 2026

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December 2026

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January 2027

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February 2027

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March 2027

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April 2027

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May 2027

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June 2027

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July 2027

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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

School Days
No School
Staff Training
Orientation/Conference Days

End of Quarter

Aug 17-19	Staff Orientation
Aug 20	Student Orientation - **ATTENDANCE REQUIRED**
Aug 26	First Day of School
Sep 2-3	Ferry County Fair - NO SCHOOL
Sep 7	Labor Day - NO SCHOOL
Nov 11	Veterans Day - NO SCHOOL
Nov 6	Conferences - NO SCHOOL
Nov 13	Conferences - NO SCHOOL
Nov 25-26	Thanksgiving Break
Dec 21-31	Winter Break
Jan 18	Martin Luther King Jr. Day - NO SCHOOL
Feb 15	Presidents' Day - NO SCHOOL
Apr 5-8	Spring Break
Apr 16	Conferences - NO SCHOOL
Apr 23	Conferences - NO SCHOOL
May 31	Memorial Day - NO SCHOOL
Jun 10	Last Day of School - Early Dismissal

Calendar Templates by Vertex42.com https://www.vertex42.com/calendars/school-calendar.html

WELCOME

Whether you are a new or returning student, we welcome you to a brand new school year! We hope you have come prepared and excited to have a productive and rewarding experience in each class and activity you are enrolled in and involved in this year! Faculty and staff are ready and willing to help you succeed in your education here and your life beyond. Come every day expecting and eager to learn!

This Handbook provides information for students and families on the systems, policies, and procedures of the Republic School District.

Republic School District

- Superintendent – Paul Clark
- K – 12 Principal – Loren Finley
- K – 12 Asst. Principal Tess Finley
- Counselor – Cindy Watson
- Phone (509) 775-3173
- Fax (509) 775-3712

District Website: www.republic309.org

NONDISCRIMINATION FOR SCHOOL PUBLICATIONS AND ANNOUNCEMENTS

The Republic School District does not discriminate in any programs or activities based on 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:

Civil Rights Paul Clark, 30306 E. Hwy 20, Republic, WA,
pclark@republicsd.org

Title IX Officer and 504 Coordinator, Loren Finley, 30306 E. Hwy 20, Republic, WA, lfinley@republicsd.org. You can report discrimination and discriminatory and/or sexual 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 on the district website.

*OCR recognizes that including a person's name may result in an overly burdensome requirement to republish the notice if a person leaves the coordinator position. It is acceptable for a school district to identify its coordinator only through a position title.

https://www.republic309.org/page/student-parent-resources

PARENT'S RIGHT TO KNOW

Parents have the Right to Know information about a Teacher's qualifications as required by NCLB [Section 1111(6) (A) ESEA.] At Republic School District, we are very proud of our teachers and feel they are ready for the coming school year. They are prepared to give your child a high-quality education. As a Public School, we must meet federal rules related to teacher qualifications as defined in the Every Student Succeeds Act. These rules allow you to learn more about your child's teachers' training and credentials. We are happy to provide this information to you.

- Whether the teacher met state qualifications and certification requirements for the grade level and subject he/she is teaching.
- Whether the teacher received an emergency, conditional, or provisional certificate through which state qualifications were waived, and
- What undergraduate or graduate degrees the teacher holds, including graduate certificates and additional degrees, major(s) or area(s) of concentration.

You may also ask whether your child receives help from a paraprofessional. If your child receives this assistance, we can provide you with information about the paraprofessional's qualifications.

Our staff is committed to helping your child develop the academic knowledge and critical thinking he/she needs to succeed in school and beyond. That commitment includes ensuring that all our teachers and paraprofessionals are highly skilled.

If you have any questions about your child's assignment to a teacher or paraprofessional, please contact us at (509) 775-3173.

COMMUNICATION WITH PARENTS

Teachers issue progress reports on student academic progress at the end of every quarter (every nine weeks), with grade reports at the end of each Semester. Reports will be mailed home to ensure good communication about student progress. Parents may request additional reports when they are concerned about student progress.

Teachers may also call parents at times to inform them about academic progress. Teachers may call home, and the Principal may also send disciplinary referrals when students are not cooperating with school rules. Students are notified of detentions when the detention is assigned. We will make every effort to give a student a full day's notice of the detention. It is the parent's responsibility to provide transportation when notice is given. A written notice will be mailed home, and the teacher and/or principal designee will notify the student in person. Parents are encouraged to call or e-mail teachers or the principal when they have concerns about their student's progress in school. Open, frequent communication can make a positive difference for all students. Teachers will return calls or e-mails during their planning time, before or after school. Teachers, the counselor, and the principal will make personal conferences with parents and students at the parents' request.

DISTRICT MISSION AND VISION

Mission: *Prepare, Inspire, Educate*

Vision: *All students WILL succeed.*

Principal

The **Principal** is expected to:

- Set high expectations for achievement, behavior, attitude, and attendance.
- Ensure a physically and emotionally safe environment that is conducive to learning.
- LISTEN to parents, students, and teachers.
- Provide leadership in curriculum and instruction.
- SUPPORT the professional activities and needs of the staff.
- MODEL professional growth, dedication to education, and concern for students.
- Set a good example.

Teachers

Teachers are expected to:

- Establish an atmosphere where productive learning can occur.
- Involve students in activities that will increase learning and foster self-esteem.
- Implement quality instruction.
- Serve as a positive role model to ALL students.
- Communicate regularly with parents and the Principal about student and instructional concerns.

Students

The **Student** is expected to:

- Attend school regularly and be on time.
- Arrive prepared and with the appropriate materials.
- Keep schoolwork organized.
- Turn schoolwork in on time.
- Ask the teacher questions or meet with the teachers individually for further assistance.
- Treat others with respect and compassion.

Parents

As a parent/guardian, you have been involved in your student's education since the first day of their life, and you continue to be your student's most important teacher. You are the FIRST, BEST TEACHER your student has. Although you teach many things besides academics, please continue supporting your student's formal education.

- Have your student at school on time every day.
- Engage your student in daily discussions about their classes and assignments.
- Provide a distraction-free study area.
- Set (and enforce) specific family guidelines regarding homework and expected academic achievement.

ASB OFFICERS

President – Camilla Sampsel
Vice President – Grace Cromwell
Secretary – Ben Brann
Treasurer – Sarah Tonne
School Board Reps – Megan Ricard
Publicity Officer - Rachel Engleking

ASB STUDENT GOVERNMENT

The Associated Student Bodies of Republic Schools: Elementary, Middle, and High School are governed by the elected ASB officers, class presidents, class representatives and one elected representative from each club.

The purpose of the Republic ASB is to provide the opportunity for active involvement of students in the organization and management of student affairs, to promote interest and enthusiasm in school activities to teach and develop leadership within the STUDENT body, and to provide opportunities for cooperating in helping our school reflect spirit, pride, and unity.

Meetings are held on a regular basis, and student representatives make up the voting delegation at the meetings. There are five elected officers, including the president, vice president, secretary, treasurer, and publicity officer. Currently, they are elected for one full school year. Through the acquisition of ASB cards, students can attend all school-sponsored activities for a discounted price, and the money raised through ticket sales to games helps finance activities and purchases and provide services and equipment for STUDENT needs and use.

TIME SCHEDULES

First Period begins at 8:00 A.M. every day. School is dismissed at 3:50 P.M., Monday through Thursday. A bell will ring at 7:56 A.M. to notify students to report to their first-period class.

HS/MS REGULAR BELL SCHEDULE: MONDAY - WEDNESDAY

1st Period	8:00 - 9:00
Breakfast After the Bell	**9:00-9:15**
2nd Period	9:15-10:15
3rd Period	10:18-11:18
4th Period	11:21-12:21
HS Lunch	**12:21-12:51**
5th Period	12:51-1:51
6th Period	1:54-2:54
7th Period	2:57-3:50

HS/MS BELL SCHEDULE: THURSDAY

Advisory	8:00 - 9:00
Breakfast After the Bell	**8:53-9:09**
1st Period	9:12-10:02
2nd Period	10:05-10:55
3rd Period	10:58-11:48
4th Period	11:51-12:41
HS Lunch	**12:44-1:15**
5th Period	1:17-1:57
6th Period	2:00-2:50
7th Period	2:53-3:50

ACADEMIC INTEGRITY

Students are expected to do their own work. Cheating and/or Plagiarism will not be tolerated in any form. Merriam-Webster defines plagiarism as: 'to steal and pass off (the ideas or words of another) as one's own' or 'use (another's production) without crediting the source.' Consequences may include loss of credit and/or discipline.

In alignment with OSPI guidance, use of generative AI tools (e.g., to generate answers, stories, essays, or other publications) without proper citation constitutes plagiarism. This includes full or partial use of AI-generated content in student work. Such use, without proper citation or teacher approval, is considered a violation of academic integrity and will be treated accordingly. Students will be taught responsible and ethical AI usage, including how to cite AI appropriately in academic contexts.

COUNSELORS/SAP

Your Guidance Counselor is Cindy Watson. We have available resources to ensure students are meeting graduation requirements and have proper social and emotional support systems in place. Students may visit the office to schedule times or be directed to the appropriate staff. Parents are encouraged to contact the high school office concerning their student(s) progress toward graduation.

The Student Assistant Professional (SAP) is available for Student Support related to Drug/Alcohol prevention support. Students need to make an appointment before meeting with the SAP.

COURSE OFFERINGS AND SCHEDULE CHANGES

Schedule changes will be approved during the first ten days of the semester for students who:

- Are scheduled in the wrong level of class (Math, Science, or English)
- Have a gap in their schedule (no class scheduled for a particular period).
- Need to make up an academic requirement.
- Are not scheduled in an academic requirement (Math, Science, History, or English).
- Have not met a core requirement for graduation (Juniors or Seniors only).

To request a schedule change, please go to the office and sign up to meet with the Academic Counselor and request a change. Changes in JR high or High school must be within the first ten days of the semester. Changes after the ten days will only be with the principal or counselor's permission. Change request forms are available from the office and must have a signature of both teachers. In special circumstances, parental permission may be requested. After the start of the year (beyond the first ten days), course changes can be made at the semester only.

ELIGIBILITY FOR PARTICIPATION IN COMMENCEMENT

The eligibility for participation in commencement will be determined at the end of the school day on FRIDAY during the week preceding commencement practice. Primary requirements are as follows:

- Successful completion of the High School and Beyond Plan and Washington State History are required for a diploma.
- Students must have cleared one of the Pathways the State of Washington requires to attain a diploma.

GRADUATION REQUIREMENTS

To earn a high school diploma, a student must:

- Complete a High School and Beyond Plan
- Earn the required high school credits
- Complete a Graduation Pathway

GRADE APPEALS PROCESS

All grade appeals must be made within one (1) year of completing the course. The following steps are required during the appeal process:

- Step 1: The student must discuss the grade with the instructor
- Step 2: The student must meet with the principal regarding the grade.
- Step 3: The student and/or parent/guardian must request a hearing with the Superintendent.
- Step 4: The student and/or parent/guardian must request a hearing with the Board of Directors if he/she disagrees with the decision of the Superintendent. The School Board's decision is final.

GRADING PROCEDURE

Final grades are issued at the end of each semester. Teachers will identify their individual policies and criteria used for determining grades. Tardiness, attendance, and participation can be used to determine grades in part, or in whole, for each course. Grading policies for each course will be discussed in the classroom. A mid-term progress grade will be issued at each semester's 9-week point (quarter) to inform students and parents/guardians of academic progress. Teachers will evaluate student progress in their classes reflecting skill mastery, comprehension and application of material covered, where applicable, and class participation. Final computation of student grades shall include, but not be limited to, homework, test score, laboratory work, quizzes, projects, reports, term papers, and, where appropriate, classroom participation. Final grades shall not reflect a student's attempts at success without actual success. Teachers will notify parents prior to giving an "F."

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

The minimum passing mark will be a "D." Grade point averages and Honor Roll will be based on a point range from 4.0 (A) to 1.0 (D).

HONOR ROLL/ACADEMIC LETTER

A 3.5 – 4.0 GPA is High Honor Roll.
A 3.0 – 3.49 GPA is Honor Roll.
An Academic Letter is awarded at the end of the school year. An Academic Letter will be awarded to students with a cumulative GPA of 3.85 or higher.

REPORT CARDS

Report cards are issued at the end of each quarter, which is every nine weeks or four times during the year. Each teacher will explain his/her grading system in a syllabus. It is wise to keep up with daily work, homework, and test preparation. Semester grades compute a student's

cumulative grade point average in middle and high school. Letter grades are most often used to designate a pupil's progress.

RUNNING START

Students can learn more about the Running Start program by scheduling an appointment with the high school counselor. Running Start is a statewide partnership between Washington's 34 community and technical colleges and local high schools. This program allows eligible 11th- and 12th-grade students to take college courses, earning both high school and college credits at the same time. If you are interested in participating, please meet with the counselor for more details.

Running Start students may sign in at the front office up to 10 minutes before their scheduled high school class. They must sign out and leave campus within 10 minutes after their class ends, unless they are staying for an after-school practice, club, or activity. Running Start students are required to follow all rules and expectations of regular high school students at all times. This includes policies on signing in and out, attendance and tardiness, cell phone use, and dress code.

SENIOR REQUIREMENTS: High School and Beyond Plan

As part of the graduation requirements at our school, all seniors are expected to complete a **High School and Beyond Plan**. This plan serves as a comprehensive guide to help students set goals for their future, both in terms of education and career paths. The plan culminates in a **Senior Presentation**, where students will showcase their post-high school plans and reflect on their high school experience.

To assist students in successfully completing their High School and Beyond Plan, enrollment in a **Senior Seminar** class is required during the final semester. This course is designed to provide the necessary support and resources to help students refine their plans, prepare for the Senior Presentation, and ensure they are on track for graduation.

Exemptions: Some students may be exempt from the Senior Seminar and the associated requirements based on their enrollment status or the specific department they are enrolled in.

Final Determination: The building principal has the final authority to determine whether a student is required to complete the Senior Seminar. Any requests for exemptions or special considerations should be directed to the principal for review.

SELECTION OF VALEDICTORIAN AND SALUTATORIAN

Valedictorian/Salutatorian status is calculated based on a modified Indexed GPA. To calculate Indexed GPA, add .02 to each semester of an A in honors, AP, or college core class and .01 to each semester of a B in an honors, AP, or college core class. Running Start remedial courses will be weighted identical to normal high school classes. To be eligible, the student must have been enrolled in at least one semester before their senior year and stay enrolled their entire

year. Eligibility and status will be done in collaboration with respective departments, counseling offices, and administration. GPA will be carried out to the

For example, if a student gets an A in honors, AP, or college core classes, he/she would earn a 4.02 for that class instead of a 4.0 for that semester.

Co-Valedictorian and/or Co-Salutatorian honors would be given in the event of identical academic numbers.

The Principal will announce the Valedictorian and Salutatorian by the last full week of April.

GENERAL INFORMATION

ACCIDENTS

School accidents must be reported immediately to the nearest adult in charge. If additional help is needed, you should contact the office for further arrangements. If you suspect a head or neck injury, the student should be kept still until help arrives. An accident report must be filled out.

ANIMALS AT SCHOOL

Animals are not allowed in the school, classrooms, or on the school grounds before, during, or after school without prior approval by the building principal.

ASSEMBLY BEHAVIOR

Students are to come promptly to the gym and sit in their assigned area. Once the announcer has approached the microphone, students are to be seated quietly and attentive. Students should stand quietly during the presentation of the colors and the singing/playing of the National Anthem. Students are to remain in their designated area until dismissed by the principal or designated representative, leaving the gym as quickly and quietly as possible.

ASB STUDENT GOVERNMENT

The Associated Student Bodies of Republic Schools: Elementary, Middle, and High School are governed by the elected ASB officers, class presidents, class representatives, and one elected representative from each club.

The purpose of the Republic ASB is to provide the opportunity for active involvement of students in the organization and management of student affairs, to promote interest and enthusiasm in school activities to teach and develop leadership within the STUDENT body, and to provide opportunities for cooperating in helping our school reflect spirit, pride, and unity.

Meetings are held on a regular basis, and student representatives make up the voting delegation at the meetings. There are five elected officers, including the president, vice president, secretary, treasurer, and publicity officer. Currently, they are elected for one full school year. Through the sale of ASB cards, students can attend all school-sponsored activities for a discounted price, and the money raised through card sales helps finance activities and purchases and provide services and equipment for STUDENT needs and use.

ASB meeting dates and times will be announced on the ASB calendar.

ATTENDANCE/COMMUNITY TRUANCY BOARD

Good attendance patterns play a vital role in a student's success in school as well as in the world of employment. If students develop good attendance patterns now, there will be many benefits from these habits in the future. All students are expected to be regular and punctual in attendance to derive the most benefit from their educational opportunities.

Compulsory Attendance Law:

RCW 28A.225.010 Mandatory Attendance. In compliance with RCW 28A.225.005, each school is required to inform parents and students about RCW 28A.225.010, compulsory education requirements and mandatory attendance. This RCW begins by stating that “All parents in this state of any child eight years of age and under eighteen years of age shall cause such child to attend the public school of the district in which the child resides and such child shall have the responsibility to and therefore shall attend full-time when such school may be in session. Some exceptions are permitted (i.e., home-based instruction, those attending private school, etc.).” Students are expected to attend all assigned classes each day. Teachers will keep a record of absence and tardiness.

ATTENDANCE: Excused and Unexcused Absences

(District Policy 3122 and Procedure 3122P)

Regular attendance is essential to academic success. Washington State law requires students ages of 8 and 18 to attend school regularly unless they qualify for an approved exception. Students are expected to attend all scheduled classes and arrive on time each day.

A student is considered absent when they are not present in their assigned class, school activity, or approved educational setting.

Excused Absences

Absences may be excused for reasons including:

- Illness, medical appointments, or mental health appointments
- Family emergencies
- Religious or cultural observances
- Court appearances or legal obligations
- School-approved activities

- College visits, scholarship interviews, or other approved educational opportunities
- Safety concerns, including threats, harassment, or bullying
- Other reasons approved by the principal or designee

Parents/guardians should notify the school as soon as possible when a student is absent. Students are responsible for making up missed assignments and coursework within timelines established by their teachers.

Unexcused Absences

An absence is considered unexcused when:

- The school does not receive notification from a parent/guardian; or
- The reason for the absence does not meet the criteria for an excused absence under district policy and state law.

The school will notify families of unexcused absences and work collaboratively with students and parents/guardians to address attendance concerns.

Attendance Interventions and Truancy

Republic School District is committed to working with students and families to address attendance concerns early. When a student accumulates multiple unexcused absences, state law requires the district to implement interventions that may include:

- Parent/guardian notification
- Attendance conferences
- Attendance improvement plans
- Referrals to school or community support services
- Referral to a Community Engagement Board (CEB)
- Filing a truancy petition with Juvenile Court when required by law

The purpose of these interventions is to identify barriers to attendance and provide supports that help students attend school regularly and successfully.

Tardies

Students are expected to be in class and ready to learn when the bell rings. Excessive tardiness disrupts learning and may result in school interventions or disciplinary consequences. Tardies are recorded separately from absences and are not converted into absences for truancy purposes.

Accumulation of unexcused tardies results in a progressive set of consequences per semester. A student's tardies will be addressed on a cumulative level encompassing all of their classes. In accordance with our philosophy that all students need to be in class on time, please refer to the explanation of progressive consequences listed below for a student that continues to

accumulate unexcused tardies in a class. **If a student is more than 10 minutes late to class, they shall be marked absent from that class.**

Fourth Unexcused Tardy: Lunch Detention, Loss of Open Campus privileges.
Seventh Unexcused Tardy: 2 Lunch Detentions, Call Home to Parents/Guardians
Ninth Unexcused Tardy: After School Detention, Letter sent home to Parents/Guardians
Eleventh Unexcused Tardy: Referral to the Assistant Principal, phone call home to parents/guardians from Assistant Principal, Lunch detention for every tardy moving forward for the remainder of the semester. After School Detention every day, the student gets two (2) tardies in the same school day for the remainder of the semester.

Questions About Attendance

Families seeking additional information regarding attendance requirements, excused absences, truancy procedures, or attendance interventions should refer to **District Policy 3122 and Procedure 3122P** or contact the school office.

Attendance Phone Number

(509) 775-3173

AUTO REGISTRATION AND PARKING

All vehicles driven to school must be registered in the high school office. Automobile Registration Forms can be picked up at the District Office. All students must park by the front office in front of the high school. Students shall not park in front of the elementary school.

BUS CONDUCT

Following are the rules for behavior while riding the school bus either to or from school or to school-related events and activities:

1. The driver is in full charge of the bus and students
2. Observe the same conduct as in the classroom
3. You will be required to help keep the bus clean
4. You will be responsible for any destruction you cause while on the school bus
5. You must stay in your seat – bus drivers may assign seats
6. You must face forward in your seat
7. You must not open any windows without the driver's permission
8. You must always keep your hands to yourself and never extend your hands, arms, or feet outside the bus
9. Musical instruments must be able to be held by students
10. No playing music on a device using an external speaker
11. Voice Level 1 or 2
12. Earbuds only in one ear

Infraction of these rules is cause for disciplinary action and/or suspension of bus riding privileges. Violations of these rules will be followed by a Republic School District referral form being filed with the principal and sent to the parent/guardian.

Due to the necessity to maintain a safe environment while transporting students during the school year, bus violations are viewed very seriously. RSD will not tolerate non-compliance to bus safety policies, jeopardizing students' physical safety.

TRANSPORTATION REGULATIONS

1. The bus driver may stop the transportation of athletic participants to any contest when the bus conduct of the participants is distracting or in violation of the district's bus regulations.
2. It is the coach's responsibility to see that the participants are properly supervised.
3. It is the responsibility of the participants and coaches to leave the bus in clean condition.
4. Students riding the bus to school events must return to the bus unless their parent or legal guardian is at the event and signs a release form with the activity supervisor/coach to get their child off of the bus.

CAFETERIA

All students will eat in the cafeteria at lunchtime unless they are participating in a club or activity that meets at lunch, or they have an open campus allowance. Students are expected to place all trash in trash receptacles.

All halls are closed during breakfast and lunch until the appropriate staff supervision is in place. Students returning from Open Campus should return to the cafeteria.

While in the cafeteria:

- Students are not allowed to cut, crowd, or push while in line.
- Students are to return items to their proper places and place trash in the receptacle.
- Sheet cakes, cupcakes, or other outside food is not permitted on campus. Permission from the administration is required.
- Students who instigate/participate in food fights will be taken to the office for referral

CELL PHONES/PERSONAL ELECTRONIC DEVICES

Republic School District is not responsible for the loss, damage, or theft of personal property, such as personal electronic devices. Although these items are allowed on school property, students are responsible for their devices' appropriate use and well-being while on school grounds.

In adherence with School Board Policy, 3245/3245P, students will be expected to follow policy.

Students in possession of telecommunications devices while on school property or while attending school-sponsored or school-related activities must observe the following conditions:

- Telecommunication devices will be turned on and operated only before and after the regular school day, unless an emergency situation exists that involves imminent physical danger or a school administrator authorizes the student to use the device. Cell phones need to be in their locker, their vehicle or in their bag. Not their pocket. Cell phones visible or heard in a classroom will be taken away.
- Students will not use telecommunication devices in a manner that poses a threat to academic integrity, disrupts the learning environment, or violates the privacy rights of others.
- Students will not send, share, view, or possess pictures, text messages, emails or other material depicting sexually explicit conduct, as defined in RCW 9.68A.011, in electronic or any other form on a cell phone or other electronic device, while the student is on school grounds, at school-sponsored events or on school buses or vehicles provided by the district.
- When a school official has reasonable suspicion, based on objective facts, that a student is using a telecommunications device in a manner that violates the law or school rules, the official may confiscate the device, which will only be returned to the student's parent or legal guardian.
- By bringing a cell phone or other electronic devices to school or school-sponsored events, the student and their parent/guardian consent to the search of the device when school officials have a reasonable suspicion, based on objective facts, that such a search will reveal a violation of the law or school rules. The scope of the search will be limited to the violation of which the student is accused. Content or images that violate state or federal laws will be referred to law enforcement.
- Students are responsible for the devices they bring to school. The district will not be responsible for the loss, theft or destruction of devices brought onto school property or to school-sponsored events.
- Students will comply with any additional rules developed by the school concerning the appropriate use of telecommunication or other electronic devices; and
- Students who violate this policy will be subject to disciplinary action, including suspension or expulsion.

Students MAY be allowed to utilize cellular devices at the discretion of the Principal during the school day. This privilege will not be allowed at the beginning of the school year and can only be allowed based on principal permission.

Students MAY use cell phones/electronic devices for **educational purposes** (personal music does not classify as educational) at any time if specifically directed/approved by a staff member and principal permission(a teacher may approve cell phone use as a translating tool in a foreign language class).

Students MAY NOT use cell phones/electronic devices in or out of the classroom during instructional time unless directed to by a staff member. This includes but is not limited to the hallways, restroom breaks, Tiger Café, Cafeteria, Teacher's Aide, or the transition to any of these areas.

Students MAY NOT have earbuds, headphones, or personal listening devices of any kind in the classroom.

NOTE: Staff will be instructed to follow the “See It, Hear It, Take It” procedure. Staff will turn a confiscated cell phone/electronic device into the office.

Suppose a Staff Member requests a cell phone/electronic device to be handed over, and the student refuses. In that case, it will be considered insubordination, and the student will be subject to disciplinary action.

The following consequences will apply if a student’s cell phone/electronic device is confiscated.
First offense – the student will turn into the office, and a discipline referral will be filled out as a warning. The student must come to the office at the end of the day to get the phone back. The parent/guardian will be notified.

Second offense – the student will turn the phone in the office and receive work detail or lunch detention. The student must come to the office at the end of the day to get the phone back. The parent/guardian will be notified.

Third offense – the student will turn the phone in the office and receive two days of work detail or lunch detention. The student must leave their cell phone or electronic device at home or turn it into the office for the next week.

Fourth offense - If within the same semester, the student will lose the privilege of having their cell phone/electronic device on school grounds. This will be the expectation until the start of the new semester. This can be achieved by leaving their cell phone or electronic device at home or turning it into the office. The student will be subject to additional work detail or lunch detention.

Continued offenses – Saturday School, ISS, or OSS, will be issued. Students with repeat offenses will not be allowed to have their cell phones on school property during the school day.

Parents should refrain from calling or texting their children during class time, as this creates a disruption in the educational process.

CLASSROOM MANAGEMENT

The key to a positive and effective learning environment is sound classroom management that addresses all aspects of the classroom. Routines will be taught to students at the beginning of the school year and revisited until it is clear that all students understand the routines and are able to perform them. Areas that may be addressed include getting the teachers’ attention, using the restroom, sharpening a pencil, turning in work, and any other routine that takes place on a daily basis. These procedures should be in writing so they may be utilized in the event that a guest teacher is needed in the classroom.

The techniques used by educators for addressing when a student fails to abide by classroom expectations are unique to each teacher. Although it is impossible to anticipate all possible situations, general plans will be in place for dealing with any behaviors that detract from the learning environment and will be used consistently. This will be the first line of defense in dealing with inappropriate behaviors considered minor. Note: students who persistently disrupt learning with minor offenses will require administrator involvement.

CLOSED/OPEN CAMPUS

The A.S.B. will request permission from the Board to waive this building policy during the September Board Meeting. Open Campus will begin with Principal approval in October. The privilege will be approved year-to-year, allowing seniors and juniors a Lunch License privilege during the current school year. This is a monthly incentive for students with a 95% Attendance Rate, two or fewer tardies in the previous month, and a GPA that meets the extracurricular expectations based on the previous months' data. Starting in January, sophomores and freshmen may earn this privilege based on December Attendance/Tardy rates and eligibility. Parent permission forms are required **before** students can utilize the Open Campus Privilege. All students who are tardy after lunch will lose Lunch License Privileges for the month. Students who do not meet the requirements for the open campus will be granted open campus once their performance is reevaluated, and it has been determined that they qualify at the beginning of the next month. Parents calling in at lunch to excuse students without open campus privileges will not be allowed.

CONCERN/COMPLAINT PROCEDURES

Students/parents who want to voice a concern or complaint regarding a staff member may complete a concern/complaint form. The form outlines step by step the procedure in which concerns/complaints are handled.

Athletics:

1. Coach
2. Athletic Director
3. Assistant Principal
4. Principal
5. Superintendent

Academics:

1. Teacher
2. Student Assistant Professional
3. Assistant Principal
4. Principal
5. Superintendent

DANCES

School dances are extracurricular activities, and students are encouraged to attend dances and other activities through their classes and other organizations. Organization and approval is important, so activities do not overlap each other. Doing the paperwork is essential for fair planning for all activities and advisors. Any student organization may sponsor an activity with the approval of appropriate faculty advisors, the principal, and the ASB Committee (and Advisor). The ASB and Principal will have final approval.

Requests for all activities should be submitted with the advisors' signature at least ten (10) days before the event. Forms for approval are in the office. A minimum of two (2) certificated high school teachers and four (4) chaperones who are parents/guardians of our student must be present at all times during school dances. Faculty advisors are in complete control of these events.

Dances start at 8:00 P.M. and end at 11:00 P. M. unless special arrangements are made with advisors and the principal. All students in attendance must show their student ID to be granted entrance to the dance. Students who leave the dance will not be allowed back into the dance. Students may be subject to random drug/alcohol testing. The door will be locked 30 minutes after the beginning of the dance. Bags and backpacks are not allowed in dances.

High school dances are only for students in grades 9-12. Students under 9th grade or guests older than 20 are not allowed at dances. Guest passes for dances are required for people who do not attend Republic High School. Guest Approval Forms are available in the office. Students who would like to bring a guest from another school must get pre-approval by completing the Guest Form two (2) weeks prior to the dance.

DETECTION DOGS

The Republic School District reserves the right to use detection dogs for drug deterrence and investigations of drugs and explosive devices. Upon mutual agreement by school and law enforcement officials, drug detection dogs may be used by the police (or contracted agent) to scan students' lockers and cars on school parking lots. Students will not be scanned. A detection dog's behavior may result in reasonable suspicion to search a locker or vehicle. A reasonable attempt will be made to contact a parent/guardian of the student involved to provide information related to the reason for the search and the outcome of the search. All items that are the object of the search and unlawful items found during the search will be seized and turned over to the police. See the Search and Seizure section for more information.

DETENTION

Detention and discipline will be assigned by school personnel or administration. Detention will be assigned during lunch hour. Students are to get their lunch and report to detention. Detention time can be served additionally and secondarily after or before school. If a student fails to serve detention when assigned, it will double. Students who continue to fail to make up detention will be assigned SS, ISS, or OSS.
Students in Athletics or Activities that do not complete their detention by the due date may not be permitted to participate in practices or games the next day and may not be eligible to participate in the next scheduled game and will not be eligible to participate in the sport until it has been completed.

A student may appeal an infraction to the principal.

Any time a student is suspended from school, the parents may be required to attend a conference with school staff upon the student's return. This conference may be done over the phone at the principal's discretion.

DRESS CODE

School is a professional setting where dress, appearance, and hygiene must be neat and clean and should not present health or safety problems or disrupt the educational process. Reasonable standards of dress and appearance will be established, consistent with these rights and responsibilities. Students failing to meet these requirements will be asked to change or a loan of clothing from the office will be given for the remainder of the school day. Students will return the loaned items at the end of the school day or parents will be informed, and the items will be added to the fines list.

Student voice was used to set the expectations of the dress code during the 23-24 school year. The ASB, NHS, and high school STACC teams were asked to work with school leadership to develop a dress code that promoted PRIDE among our students and teach appropriate attire for the workforce.

The student and parent may determine the student's personal dress and grooming standards, provided that the student's dress and grooming does not:

A. Lead school officials to reasonably believe that such dress or grooming will disrupt, interfere with, disturb, or detract from the school environment or activity and/or educational objectives;
B. Create a health or other hazard to the student's safety or to the safety of others;
C. Create an atmosphere in which a student, staff, or other person's well-being is hindered by undue pressure, behavior, intimidation, overt gesture or threat of violence, or
D. Imply gang membership or affiliation by written communication, marks, drawing, painting, design or emblem upon any school or personal property or one's person.

The principal, in connection with the Athletic Director, sponsor, coach, or other person in charge of an extracurricular activity, may regulate the dress and grooming of students who participate in the activity if the principal reasonably believes that the student's dress or grooming:

A. Creates a hazard to the student's safety or to the safety of others;
B. Will prevent, interfere with or adversely affect the purpose, direction, or effort required for the activity to achieve its goals.

The following are examples of items not permitted:

- Trench Coats
- Clothing with lewd, sexual, drug, tobacco, alcohol or gang related content including but not limited to the following:
    - I love hot moms/hot dads
    - I love MILF
    - Crop tops
    - See through clothing
    - Hangover hoodie

  (***This is not an exhaustive list***)
- Jewelry or accessories with spikes or sharp ends

The following are examples of items that ARE permitted:

- Footwear that is befitting for all weather conditions. The sole must be safe for icy and wet conditions.
- Students may choose to wear their hoodie hood. They must consent at any time to reveal their ears to a teacher to ensure they are not violating the cell phone and personal listening and technology expectations.
- Shirts that fully cover the chest and breast area.
- Shirts that fully cover the midriff and do not show any exposed belly area.
- All tops must have straps no smaller than 1" over the shoulder. Spaghetti string tops are not allowed. All bra and undergarment must be covered at all times. This includes wearing shirts that cover the back, underarm.
- Shorts must have no less than a 4" inseam. All skirts and skorts must be equal to a 4" inseam.
- Jeans and pants that have rips are allowed. All rips must be below the 4" inseam area expected for short and skirt length.
- Costumes, sunglasses, and other accessories are allowed during Spirit Week only. At no time are accessories allowed that can be used as weapons. This would include chokers with spikes.

DUES AND FEES

Associated Student Body (ASB) Fee: These are the means by which RSD students fund student programs. These payments help students learn accountability by replacing items that they have lost or broke while they were responsible for them.

- RSD will no longer charge students for ASB cards in accordance with State Bill 1660.
- All students at RSD are considered Free and Reduced.
- School Insurance prices and coverage are based on quotes given directly to the parents from the agency. Please call for current prices and coverage.
- NHS Dues are determined year to year.
- Yearbook costs are determined year to year.

EMANCIPATION

Students who are 18 years of age are not necessarily emancipated and cannot freely sign their own notes, excuses, etc. A student must provide documentation from a court of law to be considered emancipated.

EMERGENCY DRILLS

It is a state requirement (SB Policy 5127) that all students and staff evacuate the building during a fire drill, fire alarm, or mandatory evacuation. Lock-down procedures require full cooperation. Refusal to cooperate will result in administrative consequences. Use of cell phones during a drill may result in a district formal hearing at the district at the discretion of the principal.

FAMILY SKYWARD ACCESS

The parent/guardian of students in grades 6-12 can call or stop by the MS/HS office to get internet permissions to view their student's daily progress in all their classes. They also have access to the attendance data through the district Skyward system.

FLAG DISPLAY

The only flags that may be flown outside or displayed in classrooms and common areas of the Republic school district are: The United States flag, the State of Washington flag, the POW/MIA flag, and the Confederated Tribes of Colville flag. A special exemption may be made with administrative approval to temporarily post or display another flag as part of a school project/report and/or directly supports an outlined educational purpose.

HALL PASSES

Students will be given a hall pass to be in the hall for personal reasons. It is the expectation of the administration that the hall pass will be used correctly. Any student choosing not to use the hall pass correctly will be seen as insubordinate.

In some cases, a teacher may choose to give a student a change of location pass. This pass must include the date, time, and destination. A student without a hall pass or a change of location pass will be subject to interventions. Classrooms will have a sign-in/sign-out for all students leaving the class for any reason.

ILLNESS AT SCHOOL

When becoming ill at school, a student must report to class first and then to the office. Appropriate arrangements will then be made. Students not following this procedure will be considered truant.

IMMUNIZATIONS

Students must have a current immunization record on file with the School Nurse in order to attend school. Students not in compliance with immunization requirements are notified by mail, when possible, about the lack of immunizations. Students who are not in compliance may be removed from school until their immunizations are brought up to date.

INTERNET

Students must have a signed parent permission form outlining the conditions and regulations regarding Internet usage. This form must be on file with the office before accessing the internet. Any student who uses the internet inappropriately or who accesses restricted information may lose computer privileges for a specified amount of time. Students must only use their own password to access programs on the internet, and shall not attempt to use their password to

access blocked sites. If you need access to a site blocked by the filter, contact your teacher or the librarian, so the principal can process a request to unblock the site.

LOCKERS

Students will be assigned a locker and a combination lock when they receive their schedule in the fall. Any problem concerning lockers should be brought to the attention of the office. Students are always responsible for the condition and care of their lockers. Students must use their assigned locker only for identification and safety purposes. Only school-issued locks may be used. Student lockers are the property of RSD and, as such, are subject to search and examination at any time.

MEDICATIONS AT SCHOOL

It is school policy that medications are not to be allowed at school without parent and physician consent. This includes over-the-counter medications. Medications must be administered to students by trained staff. Medications are not to be shared. Even cough drops can cause an allergic reaction in another person. See the office for appropriate forms.

NURSING CARE

During school hours, the nurse is available for scheduled conferences concerning student health issues. Medical care and treatment, other than first aid, is not available at the Nurse's office. **THE NURSE CANNOT ADMINISTER ANY MEDICATION, INCLUDING OVER-THE-COUNTER MEDICATION, WITHOUT THE PARENT CONSENT FORM SIGNED AND DATED**. Students requiring medication at school must follow the recommended policy governing the administration of medication at school. A copy of these guidelines is available from the Nurse's office parent/guardian and/or physician is responsible for instructing the student on the proper use of the medication. The nurse will normally accept students during class unless circumstances prevent it. Students must report to class before coming to the Nurse's Office and bring a hall pass from their teacher. Those students who do not bring such a pass will be asked to return to class to get a pass before being seen, unless the illness/injury is an emergency.

OFFICE CHECK-IN

To ensure the safety and security of the student at RSD, all students arriving after school begins or departing campus before school ends are required to check in and out with the office. Failure to do so may result in discipline for truancy.

OFFICE PHONES

A phone is available for student use with permission from the office staff. Emergency calls to parents should be made through the school office or classroom phones.

PERMANENT RECORDS

All students who attend public school have a permanent record. The records consist of identifying information, attendance records, and documents pertinent to the school situation. All information maintained in the student files will be reviewed periodically to ensure relevancy and appropriateness. All dissemination, inspection, and review of the student records will be in accordance with the requirements of the Family Education Rights and Privacy Act of 1974.

Student records may be withheld until all fines, restitution, and damages for lost or damaged school equipment, supplies, books, and/or facilities are paid for by students who willfully cause damage or who accidentally lose books, etc. The parent/guardian is responsible for their student's fines, damages, and debts.

PERSONAL PROPERTY

We suggest expensive items such as cameras, video games, laptops, and other electronic devices be left at home. The school is not responsible for the theft or disappearance of these items. Please see TELEPHONE/ELECTRONIC DEVICE USAGE (in this handbook) and Board Policy 3245/3245P for further guidance.

PARKING/STUDENT CARS

Please park correctly and within the outlined parking spaces. There is no student parking at any time in the front visitor row, in handicapped spaces, or in the drop-off lane. Even if you leave campus and return, do not park in these spaces. Students may park in the back parking lot (near the shop) before school or during sports practices only. All student vehicles must be parked in the student parking lot during the school day. The parking lot is off-limits during the school day except for Juniors and Seniors who have permission to leave during lunch. Students are expected to help keep the parking lot clean and free of trash. Any driving, parking, or parking lot violations may cause you to lose your driving/parking privileges at RHS. Consequences for infractions may be more severe depending on the nature of the incident.

- 1st Offense: Referral/Warning
- 2nd Offense: Referral/Work Detail/Parents notified
- 3rd Offense: Referral/Parking privileges revoked for two weeks/Parents notified
- 4th Offense: Referral/One day OSS for Willful Disobedience/Parents Notified/Parking privileges revoked for one month.

RECOGNITION OF COLORS

The only flags that may be flown outside or displayed in classrooms and common areas of the Republic school district are:

- The United States flag
- The State of Washington flag
- The POW/MIA flag
- The Confederated Tribes of Colville flag.

With administrative approval, a special exemption may be made to temporarily post or display another flag as part of a school project/report and/or directly supports an outlined educational purpose.

SCHOOL PARTIES

School parties are scheduled a couple of times during the school year. Homemade goodies are not allowed. Food brought to school for a party or a student's birthday must be pre-packaged or store-bought. Please pre-schedule all parties with the classroom teacher.

SEARCH AND SEIZURE

State Board of Education WAC 180-40-215 provides in part: “Pupils shall have the right to be secure in their persons, paper effects against unreasonable searches and seizures”. This school district will interpret a reasonable search and seizure to mean a search and/or seizure conducted when the health and safety of the students are concerned. Students’ lockers and desks are the property of Republic School District and are made available for student use. Student lockers and desks will be subject to inspection for the purpose of school safety and cleanliness. Backpacks and belongings may be searched by the administration if there is a reasonable suspicion the student is in possession of inappropriate items in accordance with state law.

STUDENT MESSAGES AND DELIVERIES

To minimize classroom disruptions, messages for students should be communicated through the school office whenever possible.

Deliveries of food, drinks, flowers, balloons, gifts, or other personal items for students are discouraged and may be held in the office until the end of the school day.

SURVEILLANCE EQUIPMENT

Video camera equipment is in operation 24 hours a day to ensure personal safety and building security. All video recordings are property of the Republic School District, but may be made available to law enforcement in the event of criminal activity.

SUSPENSIONS

Suspensions are in-school or short-term (both of which are not more than ten days), or long-term (more than ten days and up to 90 days) and involve a denial of attendance from one or more subjects or classes.

The student may be immediately suspended, either short-term or long-term, regardless of whether another form of discipline has been imposed. However, other forms of discipline will be

considered before long-term suspending a student. Additionally, prior to imposing discipline, when a student engages in such an offense, a school administrator should consider

- Alternative actions and setting
- Individual Factors

For short-term and long-term suspensions, school officials and hearing officers may reduce or overturn suspensions in cases involving extenuating or exceptional circumstances. Short-term suspended students and/or their parents/guardians will be provided a grievance procedure for addressing the imposition of the suspension.

- No student will be long-term suspended for longer than the length of an academic term, which is defined by the school board as 90 school days.
- Long-term suspended students and/or their parents/guardians will be provided a prehearing and hearing process for addressing the imposition of the suspension.
- Emergency Expulsion: Emergency expulsions are a denial of attendance for up to, but not exceeding, ten (10) consecutive school days. An emergency expulsion requires (a) good and sufficient reason to believe that a student's presence poses an immediate and continuing danger to other students or school staff; or (b) an immediate and continuing threat of substantial disruption of the educational process. An emergency expulsion must end or be converted to another form of discipline within ten (10) school days from the date of the emergency removal from school.

STUDENT CHECKOUT

1. Students are required to have a note from their parent/guardian authorizing the school to allow them to check out. The parent/guardian may also notify the school by telephone. The office must be notified prior to the student leaving the campus.
2. Students must sign the check-out sheet before leaving campus. Students may not check out during school hours without permission from their parents or guardians.
3. Students who leave campus without checking out are considered truant.

STUDENT RIGHTS

The mission of the RSD is to ensure learning experiences to help all students develop skills, competencies, and attitudes fundamental to achieving individual satisfaction as responsible, contributing citizens. As a result of the process of education, each student should clarify his or her basic values and develop a commitment to act upon these values within the framework of his or her rights and responsibilities as a participant in the democratic process. Students have rights to equal educational opportunity, freedom of expression, freedom of assembly, freedom to distribute materials, and freedom from unlawful interference in their pursuit of an education. As members of a public school, these rights have limitations in that the exercise of rights must be tempered with the overall rights of all individuals in the school system.

If the need arises, an administrator can meet to discuss the student's rights and the appeals process. Student rights are explained and appear in School Board Policy with references to state law and will not be infringed as they apply to the orderly operation of the school system.

Students who are eighteen years or older and are still enrolled in RSD are required to follow all rules and regulations of this handbook while they are enrolled. This includes having permission from parents or guardians for attendance and other requirements consistent with school procedures.

TEXTBOOK FEES

Students will be issued textbooks for many courses they are enrolled in. Students are responsible and will be held accountable for lost and/or damaged textbooks. Students are encouraged to cover their books to protect them. Covered textbooks outlast uncovered textbooks and can create substantial savings for the taxpayer. Fees for lost or damaged textbooks are as follows:

1st year book	Full price of the book
2nd year book	80% of the replacement cost
3rd year book	60% of the replacement cost
4th year book	50% of the replacement cost
5th year book	30% of the replacement cost

VISITORS

All visitors need to check in at the high school or elementary office and receive a visitor pass. Parents are always welcome to visit the school. Specific classroom visits should be arranged at least one (1) day in advance, and parent conferences can be set up for various times during the day.

Students wanting to have a guest visit our school need to get permission from the principal at least one (1) day in advance. To qualify, visitors must be a member of the student's immediate family or on the official school business. Alumni are allowed on campus to visit teachers as long as it does not disrupt the normal classroom structure. Visitors need to follow our school rules at all times. We do not allow free access to anyone to visit at any time for student safety reasons.

Students who wish to invite a guest to eat lunch may do so with the principal's permission.

Any person found on school grounds without obtaining a pass from the administration permitting attendance will be asked to leave immediately. Those who refuse to or insist on remaining on campus will be referred to the legal authorities for prosecution on charges of criminal trespass and/or creating a disturbance.

WEAPONS AND/OR FIREARMS USE AND/OR POSSESSION

According to RCW 9.41.280, 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;**

(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; Republic School District Student Handbook 22

(d) Any device, commonly known as "throwing stars", which are multi-pointed, metal objects designed to embed upon impact from any aspect; or

(e) Any air gun, including any air pistol or air rifle, designed to propel a BB, pellet, or other projectiles by the discharge of compressed air, carbon dioxide, or other gas.

Any violation of the items above by elementary or secondary school students constitutes grounds for expulsion from the state's public schools in accordance with RCW 28A.600.010.

Firearms are not permitted on school district property at any time, day or night. This includes firearms in vehicles. **According to state law, violation by the student will result in a one-calendar-year expulsion from school. (RCW 9.41.250, RCW 9.41.280). Dangerous weapons also include:**

Instruments or weapons of the kind usually known as a slingshot, sand club, or metal knuckles, spring blade knife, or any knife the blade of which is automatically released by a spring mechanism or other mechanical device, or any knife having a blade which opens, or falls, or is ejected into position by the force of gravity, or by an outward, downward, or centrifugal thrust or movement; who shall furtively carry with intent to conceal any dagger, dirk, pistol, or other dangerous weapons; or who shall use any contrivance or device for suppressing the noise of any firearm. The aforementioned instances will result in expulsion, and a report will be given to the Ferry County Sheriff’s Office in accordance with state law. (RCW 9.41.250, RCW 9.41.280). In regard to pocketknives, squirt guns, and look-alike weapons: The consequence for the possession/use of these items is determined by the intent of the individual in possession. Example--A pocketknife may/shall be confiscated, and a behavior referral may/shall be issued (detention). However, if the pocket knife is used to threaten or assault a student or staff member, the student shall be expelled.

WITHDRAWAL FROM SCHOOL

Anyone who will be transferring schools during the year must bring a written request from a parent or guardian before withdrawing. The request must include the date of withdrawal, the student’s new address, and, if possible, the new school's name. The student must report to the office on the morning of the last day of attendance to be given a check-out slip and informed about proper check-out procedures. All books and materials loaned by the school must be returned, and all fines and bills must be settled before a withdrawal can be made. Any questions about withdrawal from school must be directed to the counselor or the principal.

STUDENT CONDUCT AND DISCIPLINE

HARASSMENT, INTIMIDATION, BULLYING

The District is committed to a safe and civil educational environment free from harassment, intimidation, or bullying for all students, employees, volunteers, and patrons. “Harassment, intimidation, or bullying” means any intentional written, verbal, or physical act, including but not limited to one shown to be motivated by any characteristic in RCW9A.36.080(3), (race, color, religion, ancestry, national origin, gender, sexual orientation or mental or physical disability), or other distinguishing characteristics, when the intentional written, verbal or physical act:

- Physically harms a student or damages the student’s property; or
- Has the effect of substantially interfering with a student’s education; 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.

Cyber-harassment and bullying is an increasing problem that has an impact on the educational environment and the well-being of students. Cyber-harassment and bullying include the use of email, instant messaging, text messaging, blogs, etc. While students have First Amendment rights, there are areas that can impact and disrupt the educational environment. While incidents involving students off campus must be looked at if the school has an obligation to intervene or call local law enforcement authorities, the following, if done on campus, will result in consequences:

- A published threat toward any school employee.
- Blog postings that call for the violation of laws or school rules.
- Students who post on their personal blogs during school time.
- Students who use school resources to publish or view a blog that is not school-sponsored.
- Publishing false statements or rumors about others that can damage reputations or lead to defamation of character.
- Disruption of class.

NOTE: Harassment is a serious offense encompassing many inappropriate behavior levels. Therefore, if appropriate and effective discipline is to be assigned, it is the responsibility of the victim to report an incident to the teacher, counselor, or principal as soon as possible. Timely reporting of an incident may allow school staff to keep the report confidential and keep the harassment from continuing. Suppose the incident is of a continuous or serious nature that might prevent the school from providing the safe environment that we strive to create. In that case, the infraction may require an emergency expulsion.

For additional information and to report harassment, the district has posted Board policy/procedure 3207, Prohibition of Harassment, Intimidation and Bullying, on the website. District Compliance Officer:Paul Clark, 509-775-3173, pclark@republicsd.org

REPORTING OF HARASSMENT, INTIMIDATION, AND BULLYING

Informal Complaint Process: Anyone may use informal procedures to report and resolve complaints of harassment, intimidation, or bullying. At the building level, programs may be established for receiving anonymous complaints. Such complaints must be appropriately investigated and handled consistent with due process requirements. Informal reports may be made to any staff member, although staff shall always inform complainants of their rights to, and the process for, filing a formal complaint. Staff shall also direct potential complainants to an appropriate staff member who can explain the informal and formal complaint processes and what the complainant can expect. Staff shall also inform an appropriate supervisor or designated staff person when they receive complaints of harassment, intimidation, or bullying, especially when the complaint is beyond their training to resolve or alleges serious misconduct. Formal Complaint Process: Anyone may initiate a formal complaint of harassment, intimidation, or bullying, even if the informal complaint process is being utilized. Complainants should not be promised confidentiality at the onset of an investigation. It cannot be predicted what will be discovered or what kind of hearings will result. Efforts should be made to increase the confidence and trust of the person making the complaint. The district will fully implement the anti-retaliation provisions of this policy to protect complainant(s) and witness(s). If requested, students and witnesses may have a parent or trusted adult with them during any district-initiated investigatory activities. The superintendent or designated compliance officer (hereafter referred to as the compliance officer) may conclude that the district needs to conduct an investigation based on information in their possession, regardless of the complainant's interest in filing a formal complaint.

The following process shall be followed:

1. All formal complaints shall be in writing. Formal complaints shall set forth the specific acts, conditions, or circumstances alleged to have occurred that may constitute harassment, intimidation, or bullying. The compliance officer may draft the complaint based on the report of the complainant for the complainant to review and sign.
2. Regardless of the complainant's interest in filing a formal complaint, the compliance officers may conclude that the district needs to draft a formal complaint based upon the information in the officer's possession.
3. The compliance officer shall investigate all formal, written complaints of harassment, intimidation, or bullying, and other information in the compliance officer's possession that the officer believes requires further investigation.
4. When the investigation is completed, the compliance officer shall compile a full written report of the complaint and the results of the investigation. If the matter has not been resolved to the complainant's satisfaction, the superintendent shall take further action on the report.
5. The superintendent or designee, who is not the compliance officer, shall respond in writing to the complainant and the accused within thirty days, stating:
    a. That the district intends to take corrective action; or
    b. That the investigation is incomplete to date and will be continuing; or

    c. That the district does not have adequate evidence to conclude that bullying, harassment, or intimidation occurred.
6. Corrective measures deemed necessary will be instituted as quickly as possible, but in no event more than thirty days after the superintendent's written response, unless the accused is appealing the imposition of discipline and the district is barred by due process considerations or a lawful order from imposing the discipline until the appeal process is concluded.
7. If a student remains aggrieved by the superintendent's response, the student may pursue the complaint as one of discrimination pursuant to Policy 3210, Nondiscrimination or a complaint pursuant to Policy 4220, Complaints Concerning Staff or Programs.

A fixed component of all district orientation sessions for employees, students, and regular volunteers, shall introduce the elements of this policy. Staff will be provided information on recognizing and preventing harassment, intimidation, and bullying. Staff shall be fully informed of the formal and informal complaint processes and their roles and responsibilities under the policy and procedure. Certified or professionally licensed staff shall be reminded of their legal responsibility to report suspected child abuse and how some allegations of harassment, intimidation, or bullying may implicate that responsibility. Classified employees and regular volunteers shall get the portions of their component of orientation relevant to their rights and responsibilities.

Students will be provided with age-appropriate information on the recognition and prevention of harassment, intimidation, and bullying, and their rights and responsibilities under this and other district policies and rules at student orientation sessions and on other appropriate occasions, which may include parents. Parents shall be provided with copies of this policy and procedure along with appropriate materials on the recognition and prevention of harassment, intimidation, and bullying, including electronically transmitted messages or images.

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, Loren Finley, lfinley@republicsd.org , 509-775-3173. 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 on the school district website.

SCHOOL DISCIPLINE

The philosophy of the Republic School District is based on the idea that every situation allows us to learn and grow, even if discipline is involved. We desire to limit the frequency and duration that students are excluded from the classroom while maintaining a cohesive and safe learning environment that incorporates, among other things, accountability.

The goal of our discipline process is to "administer disciplinary action in a way that responds to the needs and strengths, supports students in meeting behavior expectations, and keeps them within the classroom to the maximum extent possible." Here are some important highlights of the procedure:

- **Other Forms of Discipline**: Emphasis is placed on attempting "other forms" of corrective discipline prior to exclusion, with the goal of helping students meet behavior expectations without missing class or school.
- **Limitations on Long-Term Suspension and Expulsion**: Schools may only impose long-term suspension or expulsion for these behavioral violations specifically listed in the law AND when the student poses an imminent risk to others or the educational process. Students in grades K-4 cannot receive long-term suspensions.
- **Family Involvement**: Families will be informed of all exclusionary disciplines and will have increased opportunities for involvement and input throughout the discipline process.
- **Educational Services**: Students will continue receiving educational services while they are excluded from school to ensure they have the opportunity to meet standards and complete subject, grade-level, and graduation requirements.
- **Re-engagement Plan**: If a student is excluded, the school district will meet with the student's parents/guardians to develop a re-engagement plan "tailored to the student's individual circumstances" in order to support the student's successful return to school.

BEHAVIOR INTERVENTION AND SUPPORTS

In our efforts to establish RSD as a safe, welcoming, and purposeful learning environment, we have implemented a Behavior Intervention and Support Program. Our Intervention and Support program encourages students to achieve their academic potential while also behaving with good character. At RHS, the focus is on teaching and encouraging appropriate behavior in all areas of the school, concentrating on the instruction of Gratitude, Respect, Integrity, and Presence. Students who demonstrate these traits act appropriately so they maximize their learning opportunities and do not detract from or interfere with the learning opportunities of their classmates. Students actively learn what these traits mean and what it looks like in all areas of our school through activities, lessons, and demonstrations. In addition to learning about these

traits, teachers, and staff will recognize students for better-than-expected behavior with positive reinforcement.

IMPORTANT

In order to create an environment conducive to learning, we must remember that discipline procedures are not the answer to problematic behavior – it is the positive relationships we have built as a learning community between students, families, and staff. Punitive measures have little effect on student behavior. However, we must work to teach students that cause and effect is a part of everyday life. Republic High School staff strives to create a positive environment by making positive and professional connections with our students and families. Children learn best in the context of positive relationships and a safe, comfortable atmosphere. Our staff will explain appropriate behavior and procedures throughout the year. They detail why it is important and encourage all students to be respectful, responsible, and show pride. By teaching students the necessary social skills for future success, we set students on a course to be lifelong learners and successful citizens. It is our job to ensure that students learn the skills needed to survive and thrive in society. This means developing students that excel in reading, math, and writing as well as continuing to be good citizens in our community.

PROGRESSIVE DISCIPLINE PROCESS

Beginning in the 2023-24 school year, Republic School District implemented a Progressive discipline process. The primary reasons for progressive discipline are to promote respectful behavior, improve learning outcomes, and foster a sense of responsibility and accountability among students.

Maintaining a positive learning environment is key to student success. An emphasis will be placed on consistency and fairness while teaching students the real-world correlation between student expectations and employee expectations. Additionally, behavior improvement through a reduction in the frequency of behaviors, but also teaching students to make amends and grow through their mistakes rather than experience more severe consequences due to repeated offenses.

Finally, we desire that students learn responsibility and accountability, supported by parental involvement and teacher support. The hope would be that students would learn gratitude, respect, and empathy for others through expressing positive behavior rather than compliance with regulations. This will result in a positive school culture where respect, responsibility, and cooperation are valued.

STUDENT BEHAVIOR

Republic school staff believe responsible, respectful, and safe student behaviors positively affect learning. The two main goals in dealing with student behavior are:

1. To develop and maintain a school environment where students and staff are responsible, respectful, and safe.

2. Help students behave in ways that contribute to academic achievement and school success.

Having a responsible, respectful, and safe environment along with achievement and success are strengthened when:

- School staff build positive relationships with students, actively engage in each student's learning, and hold students to high expectations
- School staff actively engage students in learning and use consistent and effective classroom procedures
- The school and district climate align with the classroom
- Students are provided clear rules of conduct
- Effective restorative practices are used to prevent and respond to misbehavior
- Effective discipline is used after misbehavior occurs

MAJOR INCIDENTS

Some behaviors and incidents require more immediate solutions and/or the attention of an administrator. Please refer to the list of majors in this handbook to determine if a major incident report was required. Referral Forms will be completed and submitted to the principal. The administrator will speak with the student, contact the parent/guardian, and determine appropriate consequences. When a student returns to class, they will be welcomed. A variety of factors are taken into account while processing a major report. Therefore, the consequences that are implemented will vary from student to student.

Minor Offenses: Classroom Managed	Major Offenses: Administrator Managed
• Inappropriate Language • Tardiness • Calling Out • Put Downs • Throwing Objects • Refusing to Work • Minor Dishonesty • Tone/Attitude • Inappropriate Comments • Electronic Devices • PDA – Public Displays of Affection • Running in the Hall • Not coming to Class Prepared • Defiance/Disrespect/Insubordination	• Weapons • Fighting or Aggressive Physical Contact • Chronic Minor Infractions • Aggressive Language • Threats • Harassment of Student/Teacher • Truancy • Nicotine/Tobacco Use/Vaping • Vandalism • Alcohol • Controlled Substances/Drugs • Theft • Lewd Comments/Messages • Repeated Backtalk • Multiple Minors for the Same Offense
Notes: • The classroom teacher handles minor offenses, even though a Minor Incident Referral (MIR) will be submitted to the Principal. • Minor offenses are dealt with quickly and efficiently. • Minor offenses are documented with an MIR. • Multiple offenses lead to a major. • Minor offenses will be followed up with parent contact. First by the teacher and then later by the principal.	Notes: The Principal determines consequences. Possible Principal consequences: • Lunch Detention • Detention After School • ISS (In School Suspension – 8am to 1pm on Saturday) • OSS (Out of School Suspension) • SSS (Saturday School Suspension) • Loss of Privileges • Expulsion

Note: Students serving ISS may not be allowed on campus after regular school hours for any extracurricular activities (i.e. practices, games, dances, band concerts, etc.) Students on OSS are not allowed to be on school grounds during their suspension.

PUBLIC DISPLAY OF AFFECTION

Exercise mature judgment by not publicly displaying your romantic feelings for another student. Anything more than a quick hug or moderate hand-holding is unacceptable and prohibited at school or during school functions.

PROGRESSIVE DISCIPLINE PROCEDURE

	Duration	Interventions/Incentives	Restrictions
Level 5	Student will remain on Level 5 unless added support is needed	● General School Wide Incentives/Interventions	N/A
Level 4	Student will remain on Level 4 until support is no longer needed ● Tracker incentives based on 20-day intervals	● General School Wide Incentives/Intervention ● Intervention Specialist case load – check in monthly/as needed ● Tracker (optional)	Possible restrictions from Non-Academic School Activities. No rewards.
Level 3	35 days (based on behavioral data) ● Incentives based on 5, 10, and 20-day intervals	● General School Wide Incentives ● Behavioral Tracker and Contract ● Intervention Specialist case load – check in weekly/as needed ● Possible ALE – Alternative Learning Environment	Possible restrictions from Non-Academic School Activities. No rewards.
Level 2	20 days (based on behavioral data) ● Incentives based on 5-day intervals	● Behavioral Tracker and Contract ● Intervention Specialist case load – check in daily ● Sheltered Environment (Sheltered mornings, passing and lunch) ● Possible ALE	Not allowed to attend Dances or Non-Academic School Activities. No rewards
Level 1	ALE-Evaluated at Semester	● Behavioral Tracker and Contract ● Intervention Specialist case load– check in daily ● Isolated environment ● Possible shortened day ● ALE	Sheltered Environment/ Not allowed to attend Dances or Non-Academic School Activities. No rewards

Level 5

General school incentives/interventions

Level 4

General school interventions effectively support students on Level 4.

Placement

- Students of concern may start at this level and be placed on the intervention specialist's caseload. Administration, along with necessary team members, will determine this placement.

Duration

- Student will remain on Level 4 until support is no longer needed, as determined by Administration, Behavior Team, Threat Assessment Team, and LSC…

Incentives (optional tracker)

- Incentives will be used based on the following
  - Daily – Student receives Tiger Ticket or Focused Recognition (or another agreed-upon incentive) at the end of the day. Perfect days (100%) equals a full-size candy bar.
  - 20-day interval – Student receives a milkshake or drink at school.

Restrictions

- Possible restrictions from Non-Academic School Activities based on behavioral data.
- Participation in rewards and other school-wide behavior recognition programs will be restricted.

Level Drop

- Two major referrals or a combination of major and minor referrals totaling 4 per month.
- Severity of major referral as determined by the administration and teams.
- Any referrals marked DANGEROUS will result in an automatic level increase from where they currently reside.
- DANGEROUS behavior could result in an automatic suspension.

Level 3

Placement

- Students that have dropped from Level 4 based on referral data.
- Administration and Teams determine direct placement on Level 3 based on behavioral data.

Duration

- Level 3 students must have 35 total days of obtaining 85% of the points on their tracker before moving to Level 4.

Incentives

- Incentives will be used based on the following
  - Daily – Student receives Tiger Ticket or Focused Recognition (or other agreed upon incentive) at the end of the day. Perfect days (100%) equal full-size candy bars.
  - 5-day interval – Student receives a milkshake or drink at school.

- 10-day interval – Student receives an agreed-upon lunch and dessert at school.
- 20-day interval – Students and friends receive an agreed-upon lunch at school.

Restrictions

- Possible restrictions from Non-Academic School Activities based on behavioral data.

Level Drop

- Two major referrals or a combination of major and minor referrals totaling 4 per month.
- Severity of major referral as determined by the administration.
- Any referrals marked DANGEROUS will result in an automatic level increase from where they currently reside.
- DANGEROUS behavior could result in an automatic suspension.

Level 2

Placement

- Students that have dropped from Level 3, based on referral data.
- Administration and Teams determine direct placement on Level 2 based on behavioral data.

Duration

- Level 2 students must have 20 total days of obtaining 85% of the points on their tracker before moving back to Level 3.

Incentives

- Every five days, meeting tracker goals, students will earn back one of the following:
  - Time before school 8:05 am – 8:25 am
  - Passing Time
  - Lunch

Restrictions

- Not allowed to attend Dances or Non-Academic School Activities.
- Sheltered Mornings: In a self-contained or isolation room.
- Sheltered Passing: Either early release or delayed release.
- Sheltered Lunch: In lunch detention. Loss of Open Campus for the semester.
- Participation in rewards and other school-wide behavior recognition programs will be restricted.

Level Drop

- Two major referrals or a combination of major and minor referrals totaling 4 per month.
- Severity of major referral as determined by the administration.
- Review of behavioral data by the Behavior Support Team and/or Administration to determine Level 1 placement.
- Any referrals marked DANGEROUS will result in an automatic level increase from where they currently reside.

Level 1

Placement

This is the most restrictive level for students.

- Review of behavioral data by the Behavior Support Team and/or Administration to determine Level 1 placement.

- This is the most restrictive environment.

Duration

- Duration will be evaluated at semesters; the Behavior Support Team and/or Administration will determine the best placement for the student at that time.

Restrictions

- Full sheltered environment.
- Loss of Open Campus for the year.
- Not allowed to attend Dances or Non-Academic School Activities.
- Participation in rewards and other school-wide behavior recognition programs will be restricted.

Level Placement Changes

As a student moves from one level to another, either up or down, staffing with the parent will be held. Level expectations will be reviewed at that time.

RESPECT FOR FACILITIES

1. Students are expected to help keep our school litter-free.
2. Students will not vandalize, deface, or damage school property. Including desks, lockers, walls, restroom equipment, books, etc.
3. Lockers are school property that students may use. Administration may search lockers when there is reasonable suspicion of health or safety risk, missing books or school equipment, or suspicion of a law violation.
4. Students are not allowed in restricted areas without staff approval. Including but not limited to Utility/electrical and boiler rooms, roof, faculty room, and kitchen. Etc.
5. Students need to park correctly and in the student parking lot only. Driving safely is important to maintain the safety of the people around you. The speed limit in our lot is 10 m.p.h. Students are not allowed to ride in the back of pickups.
6. Commercial advertising or signs not directly related to school activities and approved by teachers' advisors are not allowed in the school without permission from the principal.
7. Students need to keep passageways, hallways, and doorways clear of bags, books, and supplies. Use lockers to store items.
8. Laser pointers pose a safety risk to students and are not allowed. Possession of a laser pointer may result in suspension.
9. Skateboards are not to be used on school property at any time.
10. Students should enter the building using the doors by the office. Use of any other door by students to gain entry into the building without a staff member present promotes an unsafe environment and is not allowed.
11. Republic School District is not responsible for lost, damaged, or stolen items.

RESPECT THE RIGHTS OF OTHERS

At Republic School District, we honor and respect those who have served and sacrificed by serving our country in some capacity. We do this with the **Pledge of Allegiance**, each morning. Students need to show proper respect.

Discrimination actions or words anywhere on the school grounds will not be tolerated. All students, regardless of race, religion, creed, ethnic origin, or gender, have the right to attend school and not be harassed or intimidated. Students who are gifted, who have unique handicaps, and who are different in some way have the right to attend school and not be harassed or intimidated by others.

Sexual Harassment will not be tolerated. Unacceptable touching, comments, gossip, actions, innuendoes, and written comments on school property or displays are not allowed. Even if the students who are the objects of harassment or discriminatory treatment are not offended, this will not be tolerated. Students are in the learning process and the fact that a student does not know he or she is being offended, discriminated against, or harassed does not lessen the responsibility of the student performing the discriminatory act or the harassment to face consequences for his or her actions. Students are urged to report sexual harassment and/or

discrimination to the principal, counselor, or staff member immediately. Electronic, written or verbal harassment will not be tolerated.

FAMILY EDUCATION RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

- Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.
- Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
- Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):
    - School officials with legitimate educational interest;
    - Other schools to which a student is transferring;
    - Specified officials for audit or evaluation purposes;
    - Appropriate parties in connection with financial aid to a student;
    - Organizations conducting certain studies for or on behalf of the school;
    - Accrediting organizations;
    - To comply with a judicial order or lawfully issued subpoena;
    - Appropriate officials in cases of health and safety emergencies; and
    - State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

For additional information, you may call 1-800-USA-LEARN (1-800-872-5327) (voice). Individuals who use TDD may use the Federal Relay Service.

Or you may contact us at the following address:
Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-8520