Lakeview High School

Daly Middle School

Student Handbook



2026-2027

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Notices

ADMINISTRATOR'S MESSAGE

It is with great pleasure that we take this opportunity to welcome you to school. We are extremely proud of the programs we offer our students, and we encourage you to make the most of your time with us.

This handbook has been developed by our faculty and administration and students to help students and parents learn as much as possible about school policies and procedures and the services we offer students.

SCHOOL DISTRICT MOTTO AND VISION

Motto: "Preparing Today For a Successful Tomorrow"

Vision: Lake County School District #7 will provide all children an opportunity to reach their fullest success in academic, vocational, physical, and social education.

COAT OF ARMS

The escutcheon (shield) is divided into four parts or bearings: The dexter bearing displays a honker, which represents the school's mascot and wildlife of the area. The sinister bearing portrays the crossed branding iron and axe, emblematic of local industry. Taken from the family coat of arms of Dr. Bernard Daly, patron of Lake County education and founder of the Bernard Daly Educational Fund, the lower bearing portrays a tree and hound. The central bearing has two functions: In an inverted V, the lines of its upper border represent the mountains of Lake County, and the lower border of wavy lines represents the shores of lakes. The escutcheon is crowned by the lamp of knowledge.

BOARD OF DIRECTORS

Amanda O'Bryan	Casey Thornton
Darwin Johnson	Jake Greer

Superintendent: Jennifer Schulze

BOARD POLICY, LAKEVIEW SCHOOL DISTRICT #7

It is understood that the Lakeview School District School Board of Directors will be governed by a set of written policies. "Policy" shall be understood to be those general principles adopted by the Board which will be used as guidelines for the administrative and professional staff in the management of Daly Middle School and Lakeview High School. The adopted policies shall be specific enough to indicate a course of conduct to be followed by the administrative and professional staff and broad enough so as not to be unduly restrictive and to allow latitude, recognizing that various factual situations necessitate different courses of action even though the same policy is being followed (Lake County School District # 7 Policy "BF").

LAKE COUNTY SCHOOL DISTRICT #7 NOTICE

Lakeview High School/Daly Middle School recognizes the importance of and is in compliance with Title VI of the Federal Civil Rights Act of 1964, whereby no student will be discriminated against on the grounds of race, color, or national origin; Title IX of the Education Amendments of 1972, whereby no student will be denied participation in or excluded from any program of this school on

the basis of sex or sexual orientation; and Section 504 of the Rehabilitation Act of 1973, whereby no otherwise qualified handicapped student shall solely by reason of a handicapping condition, be excluded from participation in or denied the benefits of any program or activity offered by this school.

Lakeview High School/Daly Middle School reconoce la importancia de y es conforme a Titulo VI del *Federal Civil Rights Act of 1964*, con que ningún estudiante se diferenciara contra raza, color, o el origen nacional; Titulo IX del *Education Amendments of 1972* con que ningún estudiante se negara participación en o se excluirá de cualquier programa de esta escuela, en base al sexo o a la orientación sexual; y Sección 504 del *Rehabilitation Act of 1973* con que ningún estudiante calificado incapacitado, debe solamente por causa de una condición estorbando, sea excluido de la participación en o sea negado los beneficios de cualquier programa o actividad ofrecidos por esta escuela.

Oregon Administrative Rules (OAR) require annual public notice on a variety of educational topics and activities. Residents of Lake County School District #7 are hereby given due notice as follows:

1. The district's personnel policies are posted on the district website - www.lakeview.k12.or.us.
2. The school district shall consider (upon request) and may excuse students from a state-required program or a specific learning activity, where necessary, to accommodate a student with handicapping disabilities or religious beliefs.
3. The school district, in accordance with state law, does provide alternative education program "recommendations and notice" upon the second or subsequent occurrence of a severe disciplinary problem within three years; upon the finding that attendance is so erratic that the student is not benefiting from the regular educational program; upon consideration of expulsion; and upon the request by either an emancipated minor or legal guardian for exemption for "compulsory attendance."
4. The school district shall allow credit for alternative programs as outlined in a student's board-approved individualized alternative plan.
5. All public schools are required to keep student records. Local school board policies are required to control the use of such records in accordance with state and federal law. Academic and attendance records are required to be transferred to another educational institution upon notification of enrollment. Behavioral records may be transferred only upon request of the parent/guardian or eligible student. The district will, from time to time, share student directory information following district policy and federal law.

   The school district intends to publish directory information relating to its students including name, address, phone number, date and place of birth, parent/guardian names, most recent previous educational agency or institution attended, grade level, dates of attendance, honors and awards, photographs, major fields of study, participation in officially recognized activities and sports, and height and weight of athletic team members. If parents/guardians object to directory publishing, the parents/guardians should contact their student's building principal.

   Prior to releasing directory information, the school must give public notice of the categories it has designated as directory information. Ten (10) days shall be allowed prior to publishing the material. Parents/guardians may, by notice to the school, prevent the school from publishing any and all of such information relating to their children unless written consent is given prior to each release.

   Each local education association that receives funds under the ESSA is to provide, on request by a military recruiter or an institution of higher education, access to the names, addresses, and telephone listings for secondary students. However, parents may request

that such information not be released for their child without prior written consent by contacting the high school. Parents have the right to review the teaching licenses of their student's teachers.

6. Disclosure of social security numbers (SSN) is voluntary. The school district will use the SSN for record keeping, research, and reporting purposes only. The district will not use SSN's to make any decision directly affecting students or any other persons. The SSN's will not be given to the general public. Students not providing SSN's will not be denied any rights. Parents/guardians/students who provide SSN's consent to their use as described.
7. All students will have the opportunity every week to salute the United States flag by reciting the Pledge of Allegiance.
8. Lake County School District #7, in compliance with the Fingerprint-Based Criminal History Law effective January 1, 1994, shall collect and process fingerprints and other criminal history information for all newly hired persons, including but not limited to all classified employees and their substitutes, employees of a contractor, and non-licensed coaches from the community. All shall be subject to this provision if there exists any opportunity or probability for student contact through personal communication or touch when not under direct supervision. The fingerprinting process for licensed employees (teachers and administrators) will be conducted by the Teacher Standards and Practices Commission.
9. Oregon Revised Statute 419B.010 requires any public or private official having reasonable cause to believe that any child with whom the official comes in contact has suffered abuse, or that any person with whom the official comes in contact has abused a child shall report or cause a report to be made. Public and private officials include all school employees.

General School Information & Policies

LHS/DMS Bell Schedules

Regular Bell Schedule (M through TH)	
LHS	DMS
1st: 7:35-8:33	1st: 7:35-8:33
2nd: 8:38-9:36	2nd: 8:38-9:36
3rd: 9:41- 10:39	3rd: 9:41-10:39
Break: 10:39-10:53	Break: 10:39-10:53
4th: 10:58-11:56	4th: 10:58-11:56
5th: 12:01-12:59	Lunch: 11:56-12:36
Lunch: 12:59-1:39	5th: 12:41-1:39
6th: 1:44-2:42	6th: 1:44-2:42
7th: 2:47-3:45	7th: 2:47-3:45

Afternoon Activity Bell Schedule (1 Hour)	
LHS	DMS
1st: 7:35-8:25	1st: 7:35-8:25
2nd: 8:30-9:20	2nd: 8:30-9:20
3rd: 9:25-10:15	3rd: 9:25-10:15
Break: 10:15-10:25	Break: 10:15-10:25
4th: 10:30-11:20	4th: 10:30-11:20
5th: 11:25-12:15	Lunch: 11:20-12:00
Lunch: 12:15-12:55	5th: 12:05-12:55
6th: 1:00-1:50	6th: 1:00-1:50
7th: 1:55-2:45	7th: 1:55-2:45
Activity: 2:50-3:45	

Mid-Day Activity Bell Schedule (1 Hour)	
LHS	DMS
1st: 7:35-8:25	1st: 7:35-8:25
2nd: 8:30-9:20	2nd: 8:30-9:20
3rd: 9:25-10:15	3rd: 9:25-10:15
Break: 10:15-10:25	Break: 10:15-10:25
4th: 10:30-11:20	4th: 10:30-11:20
Activity: 11:25-12:20	
5th: 12:25-1:15	Lunch: 12:20-1:00
Lunch: 1:15-1:55	5th: 1:05-1:55
6th: 2:00-2:50	6th: 2:00-2:50
7th: 2:55-3:45	7th: 2:55-3:45

Advisory Bell Schedule (34 Minutes)	
LHS	DMS
1st: 7:35-8:28	1st: 7:35-8:28
2nd: 8:33-9:26	2nd: 8:33-9:26
3rd: 9:31-10:24	3rd: 9:31-10:24
Break: 10:24-10:34	Break: 10:24-10:34
4th: 10:39-11:32	4th: 10:39-11:32
Advisory: 11:37-12:11	
5th: 12:16-1:09	Lunch: 12:11-12:51
Lunch: 1:09-1:49	5th: 12:56-1:49
6th: 1:54-2:47	6th: 1:54-2:47
7th: 2:52-3:45	7th: 2:52-3:45

LHS CONTACT INFORMATION

DMS/LHS Main Office: 541-947-2287 FAX: 541-947-3601

ADDRESS: 906 S. 3rd Street SCHOOL WEBSITE: www.lakeview.k12.or.us

STANDARD RESPONSE PROTOCOL

A critical ingredient in school and personal safety is standard response to any incident. Weather events, fire, accidents, intruders and other threats to school and personal safety are scenarios that institutions plan and train for. The Standard Response Protocol is based on the four actions: Lockout, Lockdown, Evacuate, and Shelter. In the event of an emergency, the action and appropriate direction will be called on the intercom. Review, training, and drilling will occur frequently with staff and students.

Lockout – "Secure the Perimeter"

Lockdown – "Locks, Lights, Out of Sight"

Evacuate – "To the Announced Location"

Shelter – "Using Announced Type and Method"

COMPUTER/NETWORK TAMPERING

School computers and network are property of Lake County School District #7; use of this system is a privilege. Student files are subject to review by teachers and administration. Students who tamper with and/or abuse the computers and computer network will be disciplined. Depending on the severity of the abuse, this discipline could include loss of computer privileges, even if the student is enrolled in a computer or keyboarding class. Before having access to the network/internet, all students and their parents/guardians must sign a release form regarding the responsibilities and ethical use of school district resources; the signed form acknowledges that they have read and understood and will follow all district policies regarding student access to networked information services as well as copyright procedures and practices. Students are not to access, or attempt to access any inappropriate and/or disallowed websites, or in any way attempt to evade or bypass network security or filters, or in any way violate the terms of the district computer/internet use agreement.

GUIDELINES FOR ACCEPTABLE INTERNET USE

Students shall be held responsible to a level of behavior on the school's computer network and internet that is consistent with those general codes of conduct governing student behavior and communication regardless of the time, setting, or location.

Network access and internet use shall be deemed a privilege and not a right. The computer network, its hardware, software, and its telecommunications capabilities are to be used by students solely for approved instructional purposes. Research and communication on this system shall be deemed '*public*' in nature. Though generally secure from the scrutiny of other students and staff, student users shall be notified that they should not expect that their internet usage and communications stored on the school district's system will be private. Designated staff shall have the responsibility to review files and communications to maintain system integrity and insure that users are using the system responsibly.

Because of the complexity, importance, and interdependence of the school district's computer network with the daily administration and execution of all phases of school district operations,) instruction, support, administration, finance, and maintenance) students shall be held strictly liable for any inappropriate or harmful conduct or activity performed on the school's network and internet. Prohibitions on the use of this include, but are not necessarily limited to the following:

A. Using, developing, or installing '*pirated*' software or programming applications.
B. Altering or manipulating system and/or machine configuration, protocol or programming;
C. Intentionally altering, disrupting or destroying system and/or machine capabilities;
D. Sending, retrieving, or displaying offensive messages, pictures, or video material;
E. Using obscene or vulgar language;
F. Harassing, insulting or attacking others;
G. Violating copyright laws;
H. Using others' passwords;
I. Trespassing into the folders, work, or files of other students or staff;
J. Knowingly and intentionally wasting or misusing district resources or property; and
K. Utilizing the network for personal, commercial or financial gain.

Inappropriate use, misuse, and/or abuse of the school district's computer network by students shall result, depending on the severity and consequences of the student's action, in a wide range of potential disciplinary actions including, but not limited to:

A. Verbal warning;
B. Written reprimand;
C. Restricted use/access to the network and its components;
D. Temporary loss of access rights to the network;
E. Permanent loss of access rights to the network;
F. Suspension for as many as ten consecutive school days;
G. Expulsion from school for as long as one calendar year;
H. When applicable, referral to law enforcement agencies for legal action; and
I. Financial liability for costs incurred in correcting and replacing the network's administrative protocol, programming, software, files, and /or equipment if intentionally and knowingly disrupted, damaged, or destroyed by a student.

Evergreen Virtual Academy (EVA) Partnership

Lakeview High School is proud to partner with Evergreen Virtual Academy (EVA) to provide flexible online learning opportunities, which could include full time and part time (hybrid) options. Students enrolled in this program remain full members of the Daly Middle School or Lakeview High School student body and are entitled to participate in school-sponsored activities and athletics, as appropriate for their enrollment. However, to remain enrolled as a member of the Lakeview FFA Program, student must take an approved course in person through LHS. Enrollment during the school year will occur at transition periods such as the end/beginning of a semester or quarter. Student attendance is tracked from EVA and provided to Lakeview High School/Daly Middle School. If attendance and progress towards mastery is not being made, students will return to in-person

instruction on campus.

To ensure a safe and productive environment, all EVA students must adhere to the following guidelines:

Conduct and Campus Policies

While EVA students primarily learn online, they are expected to follow all rules and expectations outlined in this handbook when they are on school grounds or attending any school-sponsored event (including sports, dances, and clubs).

On-Campus Attendance & Check-In

If an EVA student is on campus during the regular school day for any reason, the following procedures apply:

- Assigned Location: Students will be directed to a specific, supervised area for their work.
- Check-In Procedure: Students must follow the specific check-in and check-out protocols provided to them during their EVA enrollment orientation.
- Supervision: Students are expected to remain in their designated area unless they have staff permission to move elsewhere.

Technology and Equipment

Students using a district-issued computer or device are bound by the District Technology Acceptable Use Policy and fees at all times, regardless of whether they are working from home or on campus. This includes, but is not limited to:

- Proper care of the device.
- Adherence to internet safety and filtering guidelines.
- Using the device strictly for educational purposes.

Additionally, enrollment in Evergreen Virtual Academy could impact students' interest in receiving an Honors Diploma, as the courses required may not be available virtually.

Failure to comply with handbook policies while on campus or using district equipment may result in disciplinary action or a review of the student's enrollment in the EVA program.

SEARCH/SEIZURE/SURVEILLANCE

As citizens, students have a Fourth Amendment right to be secure in their persons against unreasonable search and seizure. This right, however, has been applied less stringently in the schools than in the outside community, because the school has the duty to protect its students and is sometimes the location of many common objects of search.

The board seeks to create a climate that assures the safety and welfare of all. Equipment, such as lockers, belongs to the school district; students are privileged to use this equipment as a

convenience. The school insists that lockers be properly cared for and not used for the storage of illegal items. Refer to the section on lockers.

To help ensure student safety and prevent vandalism at LHS/DMS, surveillance cameras are situated in areas of concern. These systems have proven to be effective in deterring negative behavior.

FREEDOM OF EXPRESSION

One of the basic purposes of school is to prepare students for responsible self-expression in a democratic society. Citizens in our democracy are permitted free expression under the First and Fourteenth Amendments of the U.S. Constitution and under Article I, Section 8, of the Oregon constitution. As citizens, students have the right to free expression; however, they must bear the consequences of such expression.

Because school is a learning experience, the matter of free expression must also be viewed as a part of the learning process. Therefore, school officials may find it necessary to review student publications and speeches when they have reason to believe that students are unaware of the possible consequences of their expression. Officials may give advice on matters of libel, slander, journalistic ethics, and the possible effects of publications and/or speeches on the school.

DISPLAY OF AFFECTION

The student body and faculty strive to foster desirable standards of behavior on the school campus and at all school-sponsored activities. Inappropriate displays of affection will be subject to parent/guardian conferences and/or disciplinary measures. Zero displays of affection will be tolerated in classrooms. At appropriate times, displays of affection should not advance beyond hand holding. Some examples of inappropriate displays of affection include but are not limited to: cuddling, placing hands on thighs, sitting on each other's laps, kissing,etc.

DRESS AND GROOMING

Dress and grooming for school are responsibilities of the individual students and parents/guardians. One LHS/DMS goal is to prepare students to successfully enter the workforce, knowing how to speak, dress, and behave. To maintain a positive learning and businesslike atmosphere, students are to wear modest and appropriate clothing to school.

The following are guidelines for appropriate dress and grooming:

1. Dress and grooming shall be clean and consistent with health, sanitary, and safety practices.
2. Spaghetti strap (less than a thumb-width) tops/dresses, strapless tops, tops that reveal midriffs when arms are raised, pajamas, low necklines and trench coats are not considered appropriate. Tops and shirts must cover the underwear and bra straps.
3. Dresses, skirts, and shorts must reach the mid-thigh. Holes in pants must be below mid thigh or solid leggings must be underneath the holes.
4. Pants must be at the waist and covering underwear.
5. Solid yoga pants (not see through or fishnets) are permitted with an appropriate-length shirt (one that meets all other elements of the dress code regarding tops).
6. Workout shirts that are cut down the side and not adequately covering the torso and sides are not allowed.
7. The only chains allowed are jewelry chains. Dog collars and spiked collars are not permitted.

No other costumes or costume-like attire will be allowed.

8. Proper etiquette dictates hats or any type of head covering is not to be worn in the building at any time during the normal school day except for religious reasons or with specific administrative approval.
9. Face masks may be permitted only for medical reasons.
10. Clothes or face masks advertising or displaying alcohol, drugs, tobacco, or depicting overt violence are prohibited.
11. Clothing which displays profanities or vulgarities is prohibited.
12. Dress which can reasonably be associated with gangs or gang activity is prohibited.
13. Students are to limit perfume and cologne to home use.
14. Students' undergarments should be covered at all times.

Students violating the dress code will be required to change clothing (may be provided by the school). Repeat offenders may be subject to disciplinary action.

PERSONAL ELECTRONIC DEVICES

Personal electronic music devices, portable speakers, electronic games, smart watches, cell phones, headphones and other electronic devices are not to be used in the school during class hours, which includes hallways and offices, unless used for educational purposes with prior administrative approval. They are distractions to the learning process and are frequently damaged, lost, or stolen. If visible during class hours, they may be confiscated by school district personnel. Students may use electronic devices before and after school. School issued laptops and personal computers are for educational purposes. These devices, while in the classroom, are to be used at teacher discretion only.

1st Violation: The electronic device can be confiscated by the classroom teacher or staff member and returned upon an agreed upon time, with the student on the same school day, by the same staff member.

2nd Violation: At the teacher's discretion, a parent/guardian could be required to pick up the device from a designated staff member in the Main Office.

3rd Violation: Administrator is notified and will work with the parent to develop an individual plan for student. Plans can include- checking in phone at the front office daily, cell phone, storage, etc.

HALL PASS

Students in the hallways must have an appropriate office pass, call slip, aide lanyard, or a planner signed by the teacher to be in the hallways. Students working on projects, such as photography, must carry an appropriate pass. Students without these permissions may be considered truant to class and may be asked to return to their classroom. Hall passes will not be granted during the first 15 minutes of each class.

BICYCLES/ SKATEBOARDS/ROLLERBLADES

Daly Middle School and Lakeview High School recognize that bicycles are essential forms of student transportation. Riding bicycles on the school grounds poses a safety threat to pedestrians. Therefore, no bike riding is allowed on the school grounds during school hours or during/after school events. Students will be permitted to walk their bikes on and off school grounds. Bikes on school grounds must be stored in designated bike racks. Students in non-compliance with the

bicycle rule will be subject to disciplinary measures.

The school is responsible for the safety of its students at all times and considers the use of skateboards and rollerblades unsafe on any school property during school hours and or during/after school events. Skateboards, scooters, and rollerblades may be stored in the building during school hours and during after school events. Such items may be confiscated by school district personnel and the student subjected to disciplinary measures if these guidelines are not followed.

PARENT/SCHOOL COMMUNICATION

To help maximize efficiency of the services we provide to our students and community, the district asks that all issues and/or concerns are first communicated with the person directly in-charge of a program. This includes complaints as outlined in the district complaint procedures policy (KL & KLD) which outlines the expectation that all issues are solved at the lowest level possible. The district highly encourages and wishes that all individuals both inside and outside of the district exercise these procedures dutifully by first communicating with the person that directly supervises the specific program before communicating with that person's supervisor. We have found that most all issues can be solved through a simple phone call, email, or letter addressed to the individual that directly oversees the program. If the person still does not feel like the issue has been solved, the district invites the person to then communicate the issue with the next person in the chain of command which is 1. Employee (i.e. Teacher, Coach, etc…), 2. Building Principal and/or Athletic Director, 3. Superintendent, and 4. Board of Directors. The table below provides examples on who to first talk with regarding school related issues. Please do not hesitate to contact the school or district office if you have any further questions about these procedures:

Building Personnel Issues……Building Principal
Coaching Issues……Head Coach
Student Classroom Issues……Classroom Teacher
Student Discipline Issues……Elementary Principal, LHS/DMS Vice Principal
Transportation Issues……Transportation Director
Maintenance Issues……Maintenance Supervisor

Contact List:

Jennifer Schulze – Superintendent	947-3347
Ann Berman– Business Manager	947-3347
Dusty Counts – Elementary Principal	947-2136
Andy Rygg – Elementary Vice Principal/Athletic Director	947-2136
Wyatt Poland – Middle/High School Principal	947-2287
Cody Blair- Middle/High School Principal	

School-to-Home Communication: The Thrillshare system facilitates communication by providing timely automated calls on student attendance twice daily, as well as a variety of other important announcements and celebrations. It is important that parents/guardians utilize our website and app each school year in order to receive both texts and phone calls from the school.

FEES AND ASB CARDS

1. **<u>Textbooks and Computers</u>:** Textbooks and computers may be checked out to students and

become their responsibility. A fee will be assessed up to the full replacement cost of each damaged, defaced, or lost book and/or computer. Students must turn in the books and computers that are checked out specifically to them.

2. **Combination Identification/Student Body/Sports Card $20:** This entitles the student to membership in the Associated Student Body (ASB) and the rights to hold ASB and class offices, to vote, and to participate in student body activities. LHS/DMS students are required to purchase a student body card. This card grants LHS/DMS students free admission to home athletic contests, except for playoff contests.

Participation fees: Participation fees will be charged at all schools. The board of directors will determine the amount of the fee each year before school begins. Fees will be charged for all sports, intramurals, and activities. In order to participate, all fees must be paid before the first game/activity/performance. If a participant participates in the first contest, the fee will not be refunded. If an athlete is cut from the team, the fee will be refunded. Students owing fees will not be allowed to participate in an activity until all fees are paid. If a family or student feels this presents hardship, they may speak with the administration or athletic director.

LHS sports (per sport)	$125.00
DMS sports (per sport)	$125.00
Family DMS/LHS sports fee maximum	$350.00

INSURANCE

The school district takes reasonable precautions to protect the personal safety of each individual. However, if a student is involved in an accident in school, the teacher and administrator should be notified immediately. An administrator will assist parents/guardians in filing claims with the district's insurance agent if parents/guardians feel that the accident was due to negligence on the part of the school district. Also, the school district's insurance does not cover personal items which may be lost, stolen, or vandalized. Students are reminded not to bring valuables to school. LHS/DMS will not be responsible for valuables that are lost or stolen.

The school district does not carry a general medical coverage policy which pays medical expenses if a student is injured accidentally during school time. For this reason, parents/guardians are urged to make sure their private insurance carriers cover their students if they are accidentally injured at school.

COUNSELING/GUIDANCE

The mission of the Lakeview High School Counseling Department is to provide a proactive, comprehensive, equitable and developmentally appropriate program to address students' academic needs and career aspirations. In addition to supporting their personal and social emotional needs, the counseling team strives to promote an environment to encourage personal inquiry, a growth mindset, social responsibility, and academic excellence . This is accomplished through a partnership with parents/guardians, staff, and community members to enable students to become successful, productive citizens and support them in becoming lifelong learners in a diverse and changing world.

A counseling support team member is available to assist students with any problems that they may encounter as they pursue their education at Lakeview High School/Daly Middle School as well as to make plans for work, education, or military service after graduation. The counseling team consists of several members who can provide the following support for students and families: assisting students in setting education and vocational goals; guiding students in making wise decisions concerning any personal or social problems; mediation or other restorative practices; and teaching or re-teaching of skills to improve academic or emotional functioning. Upon request, we provide referrals to other

professional resources such as mental health professionals, social services, special school programs such as TAG, and juvenile services.

Contact information for the counseling program can be found by calling the front office at 541-947-2287 or by emailing harrisb@lakeview.k12.or.us. Additionally, on the Students & Parents tab on the school district website there is also an electronic counseling request form available: https://www.lakeview.k12.or.us/page/counseling-and-student-support

CAFETERIA

The cafeteria offers a nutritious breakfast, snack, and lunch for our students. All families qualify for free breakfast and lunch for the 2026-2027school year. Breakfast at LHS/DMS is $3.00 for adults and lunch is $5.00 for adults. Students will need to pre-pay for all snack food items in the front office. Item prices vary, but are listed each day in the cafeteria. Free options are available at the front office.

1. School snacks are to be purchased in advance and not charged.
2. Student account balances will be reviewed on a monthly basis and bills sent to parents.
3. A negative balance notice will be issued for an unpaid bill 14 days after the bill was issued.
4. Failure to remit the overdue amount within 30 days of the negative balance notice will result in collections actions taken by the Lake County School District #7.
5. If you have questions, please contact your school secretary.
6. *ALL RETURNED CHECKS ARE SUBJECT TO BANK FEES.*

The U.S. Department of Agriculture prohibits discrimination against its customers, employees, and applicants for employment on the basis of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable political beliefs, marital status, familial or parental status, sexual orientation, or if all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.)

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at:

https://www.usda.gov/sites/default/files/documents/ad-3027.pdf, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

Mail:
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410

Fax: (833) 256-1665 or (202) 690-7442

Email: Program.Intake@usda.gov

This institution is an equal opportunity provider.

LIBRARY

The library provides resources for both research and pleasure reading. To meet reading skills and interests of all students, it houses a wide variety of materials: fiction, non-fiction, reference books, pamphlets, and magazines. The library is authorized to set fines for overdue materials and to charge full replacement cost for lost or damaged materials. Some materials may not be appropriate for all students; parents/guardians are encouraged to be aware of materials checked out by their children. Food and drinks are prohibited in the library at all times.

SALES/ADVERTISING

Students, staff members, and/or school facilities may not be used in any manner for advertising, selling, or promoting the interests of any community or non-school agency or organization without the prior approval of the building administrator. The building administrator will approve or initial the material being posted on the bulletin board outside the main office. LHS/DMS may cooperate in furthering the work of any non-profit, community-wide social service agency, provided such cooperation does not infringe on the school program or diminish the amount of time teachers devote to classroom instruction. No non-district-sponsored organization or individual may solicit funds or sell tickets with the district without first securing permission through the superintendent and/or building administrator. All advertising will be in accordance with District Policy KJ.

STUDENT INTERVIEWS

Individual students may not be interviewed by any person, except an employee of the board, without the administrator's approval. Administrators shall not grant interviews unless they deem them essential to the welfare of the students. Administrators may also designate their representatives to be present. Student interviews with police will be conducted in accordance with District Policy KN. Student interviews with DHS will be conducted in accordance with policy JHFE-AR.

CLOSED CAMPUS

Campus is closed at all times except during the lunch period for high school students or as indicated in individual student schedules (work program, off campus classes, etc). Campus is closed for DMS students at lunch. DMS students are expected to eat on campus in the cafeteria. After eating, they may remain in the cafeteria or go outside to the grass area to the east of the high school gym. In addition, 7th grade students should remain either in the DMS building or the cafeteria prior to beginning of school. Lake County School District #7 assumes no responsibility or liability for students who leave campus during the lunch period. The school reserves the right to revoke privileges and/or discipline students for violations of school rules during the lunch period. Students are not allowed to leave campus during the morning break or during their scheduled classes.

CHANGE OF ADDRESS

Students/parents are to immediately inform the office of any change of address, telephone number, or email. This information is vitally important to the school in case of an emergency or when mailings are sent out by the school. Any students moving into District #7 from Plush or Adel school districts must promptly file an address change, or the tuition district will be billed.

TUITION STUDENTS

Students who live outside the Lake County School District #7 boundaries will have their tuition paid by the school districts in which they live. These students are responsible for completing the proper forms when they register, so certification from the "home" district that must pay tuition to District #7 is completed. Students living with any persons other than natural parents/guardians must discuss their living situations with an administrator before enrolling in school. Guardianship papers must be provided.

VISITOR / PARENT CHECK-IN

To ensure the safety of students and staff, all visitors (including parents/guardians) are required to sign in with the main office immediately upon entering campus through the front doors of LHS on South 3rd St. Those wishing to visit classrooms must have prior approval from the administration and affected teachers. The principal has the right to deny outsiders access to students in certain cases and/or bar parents and/or guests when they have been disruptive or harassing. Any unauthorized person on school property will be reported to an administrator. The person may be asked to leave. Police may be called if the situation warrants such measures.

GUESTS

Student guests are not allowed. The purposes of school are education and learning; guests are a distraction and disruption to the learning process.

LOITERING

Persons not registered and in regular attendance at a district school shall not be on school property except when required to conduct official school business. Students are not to loiter in the halls or school grounds after school.

If students are not being supervised by a teacher in the halls, they are to be in their assigned classroom. Students are expected to be out of the building 15 minutes after the last bell each day, unless they are in a teacher's classroom. Students leaving for athletics or extracurricular activities on a Friday need to be supervised by their coach or advisor, no loitering in the building unsupervised.

LOCKERS

Hallway lockers that are assigned to all students are the property of the school district. These lockers are subject to inspection at any time and may be inspected upon suspicion of vaping devices, tobacco, nicotine products, alcohol, illegal drugs, and/or weapons. Periodically, locker searches with police department drug dogs will occur if a building administrator suspects there are illegal substances or materials in school.

The hallway lockers have a capacity for the books and belongings of two students. Locker assignments are made by the attendance office. Students are not allowed to disable (jam) the locking device. Defacing or damaging lockers and/or locks is subject to penalty. No stickers, decals, tape, or other similar materials are to be placed within or on student lockers. Students are urged not to store valuables or large amounts of cash in lockers. Although LHS/DMS will assist in attempting to recover valuables, it assumes no responsibility for loss, theft, damage, or vandalism. Students are required to completely clean out lockers and have them checked by a teacher prior to the end of the school year. Locker changes must be made in the counseling office.

Lockers are also provided to students enrolled in physical education classes, and are located in the gym locker rooms. Students are urged to store their clothing and valuables in the provided locker during their P.E. class. It is also advised that students place the combination lock in the locking position. Although LHS/DMS will assist in attempting to recover valuables, it assumes no responsibility for loss, theft, damage, or vandalism. Students are required to completely clean out lockers and have them checked by their P.E. teacher prior to the end of the school year. Team lockers may be assigned by coaches to in season student athletes for use during the current season. Student athletes are expected to vacate the team locker at the end of their current season.

TELEPHONE

All office phones are reserved for business or emergency purposes. A telephone located in the main office is available for student use. Students will not be called out of class to receive telephone calls. Emergency phone messages will be delivered to students in class.

PARKING / AUTOS

Standard rules for auto safety will be enforced at all times. Violations will result in loss of parking privileges and/or police citations. ONLY visitors may park in front of the school on South 3rd St. on the east parking strip; The parking lot between the DMS and LHS is open for parking to all staff. No parking is permitted inside the gates on 2nd Street. Student parking is located in front of the LHS Gym and in appropriate areas on the street along the football field (on either side). Students who drive must obey all driving codes and laws while on or near school grounds as well as park only in designated areas. Students who drive irresponsibly and carelessly will not be allowed to park and/or drive on campus and may be cited by the administration and/or police. Automobiles with stickers or signs that violate school rules (such as displays of alcohol, drugs, tobacco, etc.) will not be allowed to park on campus. Students and staff are required to obtain parking passes from the front office prior to parking on school grounds.

ILLNESS AT SCHOOL

Students who become ill at school should report to the office. There is a “sick room” to be used by students who are awaiting arrival of parents/guardians. No student is to go into the sick room without first checking in with the attendance secretary, office secretary, or administrator. A secretary will contact parents/guardians to notify them of illness and obtain permission to release students from school. No student is to go home without first checking out with the attendance

office.

HEALTH SERVICES

Students who have special medical or health problems (such as medication or severe allergies) should notify the office to ensure the best possible care is provided.

MEDICINE AT SCHOOL

The district recognizes that administering medication to students and self-medication may be necessary when failure to take such medication would jeopardize the health of the student or the student would not be able to attend school if medication were not made available during school hours and during school-related activities. If a student is under medication from a doctor, all medications --- including prescriptions --- must be stored in the office with proper documentation.

Upon recommendation from the National Food and Drug Administration, the office cannot give students aspirin, even with parental permission. Aspirin has been associated with very serious complications to illnesses that affect teenagers.

DISTRICT-ADMINISTERED MEDICATION

Requests for the district to administer medication shall be made by the parent in writing. Written instructions of the physician are required for all requests to administer prescription medication. Such instructions must include the following information: student's name, medication's name, dosage, route, frequency of administration, and any special instructions. A prescription label meets the requirement for written instructions from the physician, if the above information is included.

Written instructions from the parent which include the information above are required for all requests to administer non-prescription medication. All medication to be administered by the district is to be brought to school by the parent in its original container. Medications not picked up by the parent within five (5) school days of the end of the medication period or at the end of the school year --- whichever occurs first --- will be disposed of by the district.

SELF MEDICATION

Students are permitted to self-medicate prescription and non-prescription medication upon written request of the parent and building administrator permission. In case of prescription medication, instructions from the physician are also required. Such instruction may be indicated on the prescription label. Other students who must carry medication may also be permitted to self-medicate when necessary permission forms and written instructions have been submitted. All medications must be kept in appropriately labeled, original containers. Non-prescription medications must be labeled with student's names. Permission to self-medicate may be revoked if the student is found to be in violation of these requirements. Students may also be subject to disciplinary action as outlined in the drugs and alcohol policy.

Discipline

GENERAL DISCIPLINE GUIDELINES

Students shall comply with the state laws and written rules of the district school board and LHS/DMS, pursue the prescribed courses of study, submit to the lawful authority of teachers and school officials, and conduct themselves in an orderly fashion. School staff members (administration, teachers, coaches, secretaries, aides, cooks, custodians, bus drivers) are in positions

of authority, not only in the classrooms, but also throughout the building, on school grounds, at school functions, and on school buses. Students are expected to respect all staff members' authority, and treat them with courtesy.

Oregon law requires students to comply with rules for governing the school and to submit to a teacher's authority. It further states "willful disobedience, open defiance of a teacher's authority, or the use of profane or obscene language is sufficient cause for discipline, suspension, and/or expulsion from school." ORS 339.250 (1)(4)

Students who are unable to meet the expectations of Lakeview High School and DMS will be given assistance to change their behavior. Treating people fairly does not mean treating everyone the same. This allows for flexibility in applying consequences in order to best meet the needs and individual situations of each person.

When applying corrective action, principals use sound professional judgment to determine appropriate corrective action that is consistent with the District mission and goals, in the best interest of students and anchored in sound theory and practice. Principals will ensure that corrective action is consistent, fair, balanced, progressive in nature, and considers the developmental level of the student. The application of corrective action is at the discretion of principals.

The administration may discipline students who violate school rules and regulations. In addition, students may be denied/stripped of titles/privileges (e.g. student body/class/club offices, senior activities, dances). In some cases, state and local laws or Lake County School District policies specifically mandate consequences. Specific policies, as well as the Statement of Student Rights and Responsibilities are included in this handbook. The school may also make a referral to law enforcement. Conduct that may result in disciplinary action includes, but is not limited to, the following:

unexcused absences/skipping	insubordination	alcohol/drugs
off-campus w/o permission	reckless driving	tobacco/e-cig/vaping
devices/nicotine gum	cheating/fraud/AI Usage	snowballs
tardiness	defiance of authority	disorderly conduct
theft		
display of affection	assault	extortion
vandalism	fighting	gambling
verbal abuse/profanity	vulgarity	bullying
racial harassment	sexual harassment	forgery
harassment	threats	weapons

All students deserve reasonable safeguards in the consideration of all matters affecting their school lives. Careful attention must be given to procedures and methods whereby fairness and consistency in discipline shall be assured for each student. Special problems may arise when administrators and teachers are supervising school programs, and so school officials may find it necessary to discipline or remove students from the formal learning environment for a period of time.

DETENTION

For minor school violations, a commonly used discipline is the detention of students during lunch or

after school. Students will be required to do assigned work. If a student is assigned an after school detention, the parent/guardian will be notified before detention takes place, either by telephone or by letter. Students may also be assigned tasks such as picking up litter. After school detention will be served from 3:45 to 4:15pm.

DISCIPLINE POLICY

The first two discipline referrals will be handled case by case according to severity. Students referred for very serious offenses e.g. fighting, assaults, threats, insubordination, tobacco, e-cigs, vaping devices, nicotine products will be disciplined at a higher step. Referrals involving alcohol/drugs/weapons may result in suspensions or expulsion. **MINIMUM** consequences will be the following:

first referral:	Students may be required to write letters of apology; they may also serve detention time. We may notify parents/guardians by phone. Students may be required to participate in restorative practices and/or other social-emotional skill development.
second referral	Students may serve detention time; we may notify parents/guardians by phone.

Following the first two referrals, in addition to the consequences listed below, during any suspension students will be ineligible for all extra-curricular activities for the duration of the suspension.

third referral:	Students may serve a one-day in-school suspension; we will notify parents/guardians by phone or mail.
fourth referral:	Students may serve a one-day out-of-school suspension. We will notify parents/guardians by phone and letter. The student and a parent/guardian will attend a mandatory conference with the administration before the student can return to school.
fifth referral:	Students may serve a three-day in-school suspension. We will notify parents/guardians by phone.
sixth referral:	Students may serve a three-day out-of-school suspension. We will notify parents/guardians by phone and letter. The student and a parent/guardian will attend a mandatory conference with the administration before the student can return to school.
seventh referral:	Students may serve a five-day out-of-school suspension. We will notify parents by phone and letter. The student and a parent/guardian will attend a mandatory conference with the administration before the student can return to school.
eighth referral:	Students may serve a ten-day out-of-school suspension. We will notify parents by phone and letter. The student and a parent/guardian will attend a mandatory conference with the administration before the student can return to school.

Referrals will be individually assessed to determine behavioral patterns and interventions that will best support the student in making successful choices in the future.

Mandated counseling or other behavioral/social-emotional support services may also be a result of a referral at any of the above levels. This could include:

- Restorative practices
- Social skills instruction
- Behavior monitoring
- Peer mediation
- Safety and/or behavior plan

Students receiving a ninth referral will appear with their parents/guardians before the principal to determine the next step. Options will include, but are not limited to, further out-of-school suspensions, referrals for an alternative method of education, or expulsion. Any students reaching the eighth referral will begin at the third referral consequence in their successive years at Daly Middle School and or Lakeview High School.

SUSPENSION

1. **In-school suspension** is defined as suspension of students from class attendance (not to exceed three consecutive days). Students serving in or out of school suspensions will not be allowed to participate in any activity/athletic event for the days of the suspension and at the discretion of the administration a student may forfeit participation in future activities/athletic events.
2. **Out-of school suspension** is defined as one of the following:
    a. temporary exclusion from school for a period not to exceed ten school days
    b. exclusion in cases being investigated pending expulsion
    c. a special circumstance suspension continued until some specific pending action occurs such as a physical or mental examination or incarceration by court action
    d. after investigation and recommended expulsion by the administration until the board of directors has taken official action
    e. Students serving in or out of school suspensions will not be allowed to participate in any activity/athletic event for the days of the suspension and at the discretion of the administration a student may forfeit participation in future activities/athletic events.

Suspension procedures: Students shall have notice of charges in such terms as will permit them to change their courses of conduct or afford the opportunities to defend their rights to engage in such conduct or show that they are innocent of the conduct charge.

In suspending students, the procedure is as follows:

1. Students are informed of the charges, including the specific acts that support the charges, and their suspensions.
2. The parents/guardians are notified of the suspension by telephone whenever possible and are given the reasons for the action as well as the procedures to be followed by the students and their parents/guardians for reinstatement. When parents/guardians cannot be contacted, the decision to send students home, allow them to remain on school premises, or refer them to the proper authorities must be made with consideration of each student's age, maturity, and the nature of the misconduct that caused the suspension.
3. A copy of the discipline referral which includes information on the charges will be mailed

home.

4. The parents/guardians may request and be given a conference/hearing with the building administrator.
5. The board shall provide students suspended under emergency conditions with the same suspension procedures as soon as the emergency condition has passed. These procedures may be postponed in emergency situations relating to health and safety. Emergency situations shall be limited to those instances where there is a probability that substantial harm will occur if suspension does not take place immediately.
6. Students removed from school may not participate in or attend any activity/athletic event for the days of the suspension and at the discretion of the administration a student may forfeit participation in future activities/athletic events. Students will be expected to make up all homework, class work, tests, etc. missed during the suspension.

EXPULSION

Expulsion is defined as the release of a student from school attendance. A school district board or hearings officer shall not expel students without hearings, unless they and their parents/guardians waive in writing the right to a hearing. By waiving the right to a hearing, students and their parents/guardians agree to abide by the lawful findings of the hearings officer. Expulsion hearings shall contain provision for the following:

1. Notice to students and to parents/guardians shall be given by personal service or certified mail of the charge or charges and the specific facts that support the charge or charges. The notice shall include the statement of intent to consider the charges as reason for expulsion. Where notice is given by personal service, the person serving the notice shall file a return of service. Where notice is given by certified mail to a parent/guardian of a suspended student, the notice shall be placed in the mail at least five days before the date of the hearing.
2. Unless otherwise provided by the board, the superintendent or his designated representative shall act as a hearings officer and shall maintain control over and conduct the hearing. In case of foreign language differences or other serious communication handicaps, the hearings officer shall provide an interpreter.
3. Any hearing held by the school board or its hearings officer on the matter of expulsion of a minor student shall be conducted in executive session of the board or privately by the hearings officer unless the student or the student's parents/guardians request a public hearing.
4. Students may be represented by counsel or other persons.
5. Students shall be permitted to introduce evidence by testimony, writings, or other exhibits.
6. Students shall be permitted to hear the evidence presented against them.
7. Strict rules of evidence shall not apply to the proceedings. However, this provision shall not limit the hearing officer's control of the hearing.
8. The hearings officer and/or the students may make a record of the hearing.
9. The hearings officer shall determine the facts of each case on the evidence presented at the hearing. This may include the relevant past history and records of the students. The officer shall submit findings as to the facts and whether or not the pupils charged are guilty of the conduct alleged, and the officer's decision of disciplinary actions, if any, including the duration of any expulsion.
10. If the decision is appealed to the board for review, the board shall be provided findings as to

the facts and the decision of the hearings officer. This material shall be made available at the same time to the parents/guardians and to the students, if age 18 or over. When appealed, the board will affirm, modify, or rescind the decision of the hearings officer.

STUDENT CONDUCT ON BUSES

Students who ride buses to and from school or school-sponsored activities will be notified of the rules and regulations governing their conduct on buses as well as of the consequences upon violating those rules. Bus conduct violations that jeopardize the health/safety of passengers and/or drivers may result in the loss of district approved transportation services. **The following bus rules are posted on all buses used by District #7:**

Bus transportation is a privilege. In order to ensure the safety of all passengers and bus drivers in addition to establishing a pleasant atmosphere on the bus, our school district has established the following rules. As identified in Lake County School District 7 Policy EEAC, School Bus Safety Program, all students using school transportation will abide by the student code of conduct as listed below.

While riding in a school bus, students will:

1. obey the driver at all times;
2. not throw objects;
3. not have in their possession any weapon as defined by board policy JFCJ, Weapons in the Schools;
4. keep body, legs, and feet out of the aisle;
5. not fight, wrestle, or scuffle;
6. not stand up and/or move from seats while the bus is in motion;
7. not extend hands, head, feet, or objects from windows or doors;
8. not possess matches or other incendiaries and concussion devices;
9. use emergency exits only as directed by the driver;
10. not damage school property or the personal property of others;
11. not threaten or physically harm the driver or other riders;
12. not do any disruptive activity which might cause the driver to stop in order to reestablish order;
13. not make disrespectful or obscene statements;
14. not possess and/or use tobacco, e-cigs, vaping devices, nicotine gum, alcohol, or illegal drugs;
15. not take onto the bus, skateboards or other large objects, which might pose safety risks or barriers to safe entry and exit from the bus (unless permission is granted from the bus driver);
16. accept assigned seats when given;
17. stay away from the bus when it is moving;
18. be at the bus stop five minutes before the scheduled pick up time;
19. answer to coaches, teachers, and chaperones who are responsible for maintaining order on trips.
20. students must have a note from the parent/guardian to get off at another bus stop.

Any violation of the above-mentioned rules can result in disciplinary action, ranging from a discussion with the driver, up to and including expulsion from all bus riding privileges.

DRUGS, ALCOHOL, TOBACCO/VAPING DEVICES

Due to the special problems caused by drugs and alcohol in the educational setting, students and parents/guardians need to be aware that specific procedures are stipulated for drug and alcohol use or possession. The school prohibits the use, possession, and buying and selling of tobacco in any form including vaping devices and e-cigarettes of any kind on school grounds, off-campus during lunch, and at all school-related activities. District administrators acting on reasonable suspicion may request that students participate in a Breathalyzer screening administered by properly certified law enforcement personnel for alcohol at school, on school property, or prior to, or during a school sponsored event. If a student refuses, he/she may be subject to school discipline. Students found to be under the influence of, in possession of, or involved in the buying or selling of alcohol, drugs, or other controlled substances or the conspiracy to deliver alcohol, drugs, or other controlled substances, or possession of drug paraphernalia on school grounds or at school activities may result in the following:

1. parent/guardian notification
2. community service
3. suspension for a period of up to ten school days
4. restriction from all school activities for a period of up to thirty school days
5. substance use/abuse support groups/classes and/or cessation programs
6. recommendation for expulsion to an appointed school district hearings officer

Further infractions shall fall under these guidelines except that it may result in a recommendation for expulsion being made to the school board instead of a hearings officer.

As per OAR 581-21-0065 (6), school district boards or designated representatives shall specify the methods and conditions, if any, under which the student's school work can be made up. Students will be expected to make up school work during and upon their return from the suspension.

Any use or possession of drugs, alcohol, or controlled substances by a student which appears to violate any state law or statute shall immediately be reported to the appropriate law enforcement agency. Penalties or actions incurred as a result of a violation of state law or statute shall not preclude school administrators from enforcing this policy. Students may be referred for assessment and counseling until released by the school district administration.

DRUG DOG

School administrators may authorize the use of dogs trained to detect contraband to conduct random searches for contraband in student lockers, other common areas of school buildings, and vehicles parked on school grounds in middle and high schools. A qualified and authorized trainer and a school administrator shall accompany the dogs. If a dog indicates that contraband is present on school property, school administrators can conduct a further search.

OREGON'S ALCOHOL LAWS AND MINORS

Students and parents need to be aware of the following: Oregon law prohibits anyone, except a parent or legal guardian, from providing alcohol to a minor or juvenile. Parents or guardians may legally provide alcohol to their minor child only in a private residence when accompanying their minor child. A parent cannot transfer this responsibility to another adult or provide alcohol in a public place. If minors other than your children consume alcohol in your presence, you may have to

forfeit property and may be issued a criminal citation.

ORS 165.805 Misrepresentation of age by minor:

When minors misrepresent their age they are referred to juvenile court or are issued a citation. If DMV identification is used in the misrepresentation, the minor's driving privileges may be suspended for up to one year.

ORS 471.430 Minor in possession/minor in prohibited area:

When minors are in possession of alcohol, they are either holding the alcohol, have consumed the alcohol, or attempted to purchase the alcohol. They are either referred to juvenile court or issued a criminal citation.

ORS 471.610 Confiscation of liquor and property:

When an officer arrests a person for violating a liquor law, the officer may take possession of all alcoholic beverages and other property used in violation of the law.

ORS 471.620 Property or places subject to confiscation:

Any room, house, building, boar, structure or place of any kind where alcohol beverages are sold or given away in violation of the law is subject to confiscation.

ORS 471.410(2) Furnishing alcohol to a minor:

No person shall sell, give or make alcohol available to a minor. Illegally providing alcohol to minors in a class A misdemeanor.

ORS 471.410(3) Controlling an area where minors are permitted to consume alcohol:

It is illegal for someone exercising control over private property to allow persons under the age of 21 to consume alcohol on the property. It is also illegal to allow any person under the age of 21 to remain on the property if they have consumed alcohol.

ORS 471.565 Licensee, permittee, and social host liability:

As a licensee, permittee, or social host if you serve a visibly intoxicated person or guest you may be held liable for damages caused by persons or guests away from your home or licensed premises.

ORS 471.567 Liability for serving minors:

Licensee, permittee, and social hosts can be held liable for injuries caused by a minor who obtained alcohol from you. Minors who represent their age to a licensee can be held liable for damages sustained by the licensee.

FIREARMS AND OTHER WEAPONS

No firearms or other items determined to be weapons of any sort will be allowed on campus, in the buildings, or in vehicles in the parking lots. This includes use or display in classrooms, dramatic presentations, and demonstrations unless specifically approved by district administration. According to state and federal laws, violation of this rule will result in an automatic one-year expulsion from school and all school activities. Violators will be reported to local law enforcement agencies.

BULLYING / INTIMIDATION

Stopbullying.gov defines bullying as "unwanted, aggressive behavior among school aged children that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time." Their website also states that:

In order to be considered bullying, the behavior must be aggressive and include:

An Imbalance of Power: Kids who bully use their power—such as physical strength, access to embarrassing information, or popularity—to control or harm others. Power imbalances can

change over time and in different situations, even if they involve the same people.

Repetition: Bullying behaviors happen more than once or have the potential to happen more than once.

Bullying or intimidation is an act that substantially interferes with a student's educational benefits, opportunities or performance, that takes place on or immediately adjacent to school grounds, at any school-sponsored activity, on school-provided transportation or at any official school bus stop, and that has the effect of physically harming a student or damaging a student's property; knowingly placing a student in reasonable fear of physical harm to the student or damage to the student's property; creating a hostile educational environment. Bullying or intimidation may also include actions committed online, through social media, or texting. Students or groups associated with bullying/intimidation will result in disciplinary action ranging from suspension to expulsion; if deemed necessary, the school administration will contact the police. A psychological evaluation and/or counseling may be required before the student is allowed to return to school.

HARASSMENT

LHS/DMS strives to maintain an instructional environment that is free from harassment. To be considered an abusive action, harassment need not result in concrete psychological harm to the student but rather need only be so severe or pervasive that a reasonable person would perceive, and the victim does perceive, the school environment as hostile or abusive. Harassment also can include off-campus behavior which creates a hostile educational environment at school. Harassment based upon a student's race, color, religion, sex, gender identity, sexual orientation, marital status, national origin, familial status, source of income, disability, factors will not be tolerated.

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature. Sexual harassment may include such actions as sex-oriented verbal kidding, teasing, or jokes; subtle pressure for sexual activity; physical contact such as patting, pinching, or brushing against another's body; or demands for sexual favors.

Racial harassment (harassment based on a person's race or nationality) is defined as subjecting another person to offensive physical contact; insulting another person by abusive words, actions, or gestures; or threatening to inflict serious physical injury on another person or any member of that person's family.

Students who feel victimized by harassment from peers, staff, or visitors should immediately report their concerns to the **principal, vice-principal or SRO** (or to the superintendent if the administrator is the subject of the complaint.) Students will be encouraged to file formal complaints. The administrator or SRO will investigate, or cause to have investigated, all complaints and will assure and protect the rights of both the person making the complaint and the alleged harasser. Findings of harassment will result in appropriate disciplinary action.

SPECTATORS/BYSTANDERS

Students who engage as spectators to a physical conflict may also face disciplinary actions or loss of extracurricular activities. Spectator behavior includes video recording fights, posting/commenting about fights, encouraging conflict to occur or blocking staff from being able to intervene and safely separate students.

Students who are bystanders to a physical altercation are expected to report the incident to an adult.

Attendance

ATTENDANCE

Oregon statutes require that attendance records be a part of each student's progress records. A yearly record of absences and tardies will be maintained as a part of each student's permanent progress record.

For attendance purposes, if a class session is held and a student is not present, the teacher will record an absence. If an absence is due to a school activity then the teacher, coach, counselor, or adviser involved will provide the office with a written excuse for the absence. Approved absences of this type are noted on the student's attendance record. Student absences may be considered excused if verified for the following reasons:

1. illness
2. serious illness of family member
3. emergency
4. pre-arranged, pending advance satisfactory arrangements

The law authorizes the school, not the parent, to determine which absences may be excused and which absences are not excused.

If a student misses more than 10 minutes of any class session, it will be counted as an absence from that class; the student must then provide the office with an excuse just as with any other absence.

The attendance officer may use the following types of actions in dealing with excessive tardiness and absences:

- detention
- communications with parent/guardian
- parent/guardian conferences
- school activity restrictions
- Compulsory Attendance meeting*
- referral to other community services

*The attendance officer may recommend a referral to the District Truancy Officer for failure to meet the standards as set forth in ORS 339.010-339.090, the Oregon Compulsory School law.

DAILY ROLL

Official daily roll is taken during the first period of the day. Students marked absent in the first period will be considered absent the entire day unless they check in properly with the office when they arrive. (See CHECK-IN PROCEDURE.) If a student misses more than 10 minutes of any class session, it will be counted as an absence from that class; the student must then provide the office with an excuse just as with any other absence. Automatic phone calls for unexcused classroom absences by the district's message system will be conducted twice a day.

CHECK-IN PROCEDURE

Whenever a student arrives at school after school has started, the student must check in at the attendance office. We encourage parents to call the office, or the student is advised to bring a parental excuse note at this time; an excuse will also be accepted the following day.

CHECK-OUT PROCEDURE

Once students arrive at school for the day or board a school bus, they are considered in attendance for the day and are expected to be in all classes unless they check out with the attendance office. Students may not leave the school grounds without permission from the office. Permission will be granted only for emergencies or pre-arranged absences.

PRE-ARRANGED ABSENCES

All absences for doctor appointments, trips, and other foreseeable events lasting longer than 3 days, or do not meet the above excused absence requirements, must be pre-arranged and have administrative approval to be considered excused. Excused absences the day of a student activity or the day after a midweek activity may still result in loss of privilege for the next scheduled activity unless the absence is prearranged. Pre-arranging absences by asking in advance for work is vital to academic success. Prearranged absences that would put the student out of compliance with our attendance policy must be approved by an administrator. Parents/guardians and students are asked to plan ahead by doing the following:

1. With a note or phone call from home requesting a pre-arranged absence, pick up a form in the attendance office no later than the day prior to the absence.

2. Obtain a teacher's signature and homework for each affected period. On the form, each teacher will specify the due date for the work. Students that do not finish the homework that is sent may receive a zero (0) on those assignments. If no due date is indicated then students will be given a reasonable amount of time to finish assignments, per the teacher's classroom policy.

TRUANCY

If a student is marked absent from a class and has not checked out through the attendance office, the absence will automatically be classified as an "unexcused" absence and will be treated initially as truancy. A student does not have to leave the school grounds to be considered truant from class. All truancy is subject to disciplinary action. Students who leave the school grounds to eat lunch are expected to return to afternoon classes. Students with parent/guardian permission are responsible for checking out through the office if they are not returning to classes after lunch. Failure to follow this procedure will cause the absence to be unexcused and may result in serious disciplinary action including detention, Friday school, and/or suspension.

TARDINESS

Unexcused tardiness to a class will result in disciplinary action being taken by the teacher and/or school. This action may include detention, parent/guardian conference, or a combination of any of the preceding, and/or other appropriate measures. If the problem persists, a referral to the office may be made where further disciplinary action will be taken, including suspension and/or a referral to the attendance officer. Students that earn 3 tardies within a one week period will be required to meet with administration. For students that earn more than 3 tardies in a one week period, administration will contact parents and continued tardiness may lead to further discipline such as lunch or after school detention. We will use progressive discipline from there as necessary to correct student tardy behavior.

LHS/DMS ATTENDANCE COMMITTEE

A student may miss no more than eight (8) unexcused one-half day absences in any four week period, exclusive of school activity absences (ORS 339.065). On the eighth unexcused absence of the quarter, the student's parents may be notified by letter that they must attend a mandatory attendance committee hearing. The committee may include administration, the truancy officer, counselor, and Lake County Juvenile Department. Students with excessive tardies may also be referred to the attendance committee. At the hearing the parents and the committee will work together to develop an attendance plan for the student which will include:

1. An attendance contract for the student for the remainder of the semester.
2. The requirement that the student only be absent for reasons outlined in ORS 339.065- "An absence may be excused by a principal or teacher if the absence is caused by the pupil's sickness, by the sickness of some member of the pupil's family, or by an emergency. A principal or teacher may also excuse absences for other reasons where satisfactory arrangements are made in advance of the absence." All such absences will be excused in writing by the parent/guardian.
3. Failure to abide by the contract may result in issuance of a truancy citation and/or referral to Alternative Education.

AUTOMATIC DROP

After ten days of consecutive absence from school, a student will be automatically dropped for non-attendance.

Any student 16 years of age or older who has been automatically dropped may be required to enroll in an alternative program until the following semester. After consideration of the length of absence and the academic standing, students who do re-enroll may not earn credit for the semester.

Prior to initiating an automatic drop on a student, LHS/DMS will mail a letter to the address on file with the office. If the student has a phone number on the directory information card, an attempt will also be made to contact the student and/or parent/guardian by phone before the student is dropped.

Academics

NEW STUDENT ORIENTATION

New students checking in throughout the school year will have an orientation opportunity, meet staff, and tour the school. They will meet the building administrators and counselors. An LHS student council member may escort new students to their classes and introduce them to their teachers.

REPORT CARDS/GRADES/CREDITS

Daly Middle School and Lakeview High School students and parents have access to view grades online throughout the entire year, using the school's website. Report cards will be available at conferences at the first and third nine weeks, and then mailed to the parents/guardians of the students if not picked up. In addition, in the middle of each nine-week period, notices will be sent out to parents/guardians of students who are doing failing work. Parents/guardians who receive these notices should schedule appointments to discuss their children's grades with individual

teachers. Parents/guardians who do not receive report cards are encouraged to contact the counseling center. All teacher aides, office aides, library aides, peer tutors, work program, and service-learning students will receive pass/fail grades. A Pass grade does not carry the same weight as an academic grade and may affect the cumulative GPA.

A grading system of A-B-C-D-F-P (Pass/Fail) is used to indicate academic achievement. The following grading scale is utilized by all teachers:

A	93%-100%	C+	77%-79%	D-	60%-62%
A-	90%-92%	C	73%-76%	F	Below 60%
B+	87%-89%	C-	70%-72%		
B	83%-86%	D+	67%-69%	Pass	70% or higher
B-	80%-82%	D	63%-66%	Fail	Below 70%

No credit is granted for an F grade. No A+ grades will be given. An incomplete (I) is issued only when extenuating circumstances, such as prolonged illness, exist. A student has ten school days to complete the course unless the time is extended by the administrator and teacher. Work not completed at the end of the two-week period will be given a zero. All grade changes must be approved by the principal.

Lakeview High School is on a semester system; all classes are either one-half or a full year. One-half unit of credit is granted and recorded on the student's transcript for each semester successfully completed at LHS. Students who transfer in from a school which grants one-fourth unit will be given credit for every one-fourth completed. The Daly Middle School is on a quarterly grading system, but scheduled on a semester system.

ADDING AND DROPPING COURSES

Schedule changes are expected to take place within the first 3 school days of a new semester. To add or drop a class, you must obtain an Add/Drop form from the counselor and have both the instructor(s) and your parent or guardian sign the form. Any Add/Drop must be approved by an administrator or their designee. Any schedule changes between the fourth and tenth day of the semester will result in the student receiving a grade of "W" ("withdrawn" this doesn't affect a student's GPA) for the dropped course unless an administrator agrees to waive the "W". All schedule changes after 10 school days **will** result in the student receiving a grade of "F" for the dropped course unless the administration determines that there is a legitimate need to change the student's schedule. In all cases, students grades 7-11 will be expected to maintain a schedule that includes 7 periods. Seniors may be considered for a shortened day through an application process and approval by administration. Applications need to be submitted during registration prior to the beginning of the first semester of their Senior year. Shortened days will be at least 5 class periods, in a late start 3rd-7th period, or early release 1st-5th period format.

CHALLENGING A CLASS

1. An LHS or DMS student may challenge a given course only once. The test will be a comprehensive examination covering the class curriculum.

Students must pass the test with a score of 80% or higher. Students passing with 80% or higher will receive a course grade equal to that of the challenge test grade. Students who fail to receive a score of 80% will have to take the course.

2. Students wishing to challenge a course must apply in writing to the counselor and the teacher prior to the end of the year before they wish to take the test. All such applications must be approved by the teacher, counselor and the principal.

3. All challenge tests must be taken before the student would ordinarily have to take the class being challenged. Full year classes would have to be challenged at the end of the school year prior to taking the class (or just prior to the start of the school year). Semester classes would have to be challenged during the semester previous to the class.

4. The teacher whose class is being challenged will provide the student with their syllabus/course outline and a copy of the textbook used in the class.

LATE ENROLLMENT

All students are expected to be enrolled and in attendance from the first day of the semester. Course curriculum plans are developed with the expectation that all classwork and homework is assigned from the first day. Thus, any student who is not in regular attendance from the beginning is under a definite handicap. Faculty members will assist students when late entrance is unavoidable. Students under 18 years of age must be enrolled in school; if they enroll later than fifteen (15) days after the beginning of the semester, they may not earn semester credits unless they are transferring from another school.

EARLY FINALS

It is the expectation of Lake County Schools that all students finish the school year and take their finals during the normally scheduled time. Students that cannot be here for finals will have their finals delivered to the office by their teachers when they check out of school for the summer. Students will need to make arrangements with the administration to come in over the summer and complete their finals. They will receive an I (incomplete) until the finals are graded and entered. On rare occasions, the administration may allow students to arrange to take finals early.

EARLY WITHDRAWAL

Students withdrawing from school at any time prior to the end of the semester will receive withdrawal grades only and will not earn semester credits unless they transfer to another school, enroll, and are issued credits by that school. The staff will consider individual situations and needs concerning absences during the last days of a semester. Students withdrawing early need to do the following:

1. Obtain a check-out sheet from the office and complete it properly.
2. Return all textbooks and return any school district technology (ie: Ipad, chromebook, chargers, etc.)
3. Pay fines.
4. After obtaining all necessary signatures, return the completed form to the office. The office will provide a copy of this form to be taken to the new school. Students/parents are to immediately inform the office of any address changes.

ALTERNATIVE EDUCATION NOTICE

It is the policy of the Lake County School District 7 board to give notice of, to provide for, and to approve (by contract with public or private programs) appropriate and accessible individualized alternative credit-earning programs of instruction and counseling as required by Oregon Statutes and Administrative Rules. Placement in an alternative program requires principal and counselor approval. The primary objective of these individualized programs shall be to enable students to return to a regular diploma track.

If that is not feasible, then a secondary objective is to retain a student in some form of alternative program which has district-identified goals for the attainment of some secondary form of diploma (e.g. modified diploma, certificate of attendance, Graduation Equivalency Diploma (GED), or other similar document). Through this policy, it is the intent of the board to maintain learning situations which are flexible with regard to environment, time, structure, and staff.

ASSIGNMENT REQUESTS

Students are expected to make up all work missed due to all absences; teachers may develop alternate assignments. Students are to request make-up work and assignments on the same day they return to school. Assignments must be made up within a reasonable amount of time as determined by the teacher. Failure to make up all work missed could affect the student's grades. Students may contact teachers about missed work while absent and arrange makeup work. Students must follow additional requirements as stated in each class syllabus.

If a student misses fewer than 3 days, they are responsible for collecting missed work. If a student is absent for 3 or more days, parents may contact the front office for support in collecting their work.

HOMEWORK

Homework is a natural extension of the classroom instructional program which should be related to the school's instructional goals and objectives. Homework assignments may be a regular part of the instructional program for students. Students are expected to complete all assignments necessary to satisfy course requirements. Well planned homework assignments can and should enhance the instructional program.

MEDICAL POLICY FOR CLASSROOM PARTICIPATION

When a physician restricts or limits a student's participation in class activities for treatment of an injury or illness, the teacher shall not allow the student to participate further until a doctor has issued a written release approving participation. All doctor's notes will be kept in students' permanent files in the office. The classroom teacher/coach will receive a copy.

SEXUALITY EDUCATION

State regulations require school districts that teach sex education to give parents/guardians an opportunity to review course materials. Parents/guardians will receive written notice prior to the presentation of any classroom materials related to sexuality education. Parents/guardians may submit written objections to their children's participation in the unit or section of the course that deals with sex education.

CHEATING/PLAGIARISM

Students should be proud of what they accomplish through honest effort. Academic integrity and responsibility are expected of students. Therefore, cheating at any level is irresponsible and will not be condoned. Students caught cheating will receive a zero on that assignment/test; parents/guardians will be notified. Continued cheating will result in further discipline. Plagiarism is defined as the act of taking (copying) someone else's work/idea and passing it off as one's own creation. Students who plagiarize will receive zeroes on those assignments; parents/guardians will be notified. Use of AI (Artificial Intelligence) platforms will also be considered cheating when used to replace original student work.

CO-CURRICULAR ACTIVITIES

Annual, band, choir, leadership, AVID, and FFA are curriculum choices at Lakeview High School. The primary lessons of these classes occur during the school day with some activities occurring outside the school day. Student participation in these activities will be subject to OSAA and school district eligibility requirements as it applies to the activity (class required vs enrichment activities). Some activities are part of the class grade. Attendance and participation may be required by the teacher as specified in the class syllabus.

DMS CLASS OFFERINGS

Seventh and eighth grade students will be required to take PE along with five core subjects: Math, English, Science, Health and Social Studies. Students will also participate in quarterly rotational elective classes to be determined by staffing.

Graduation Requirements/Diploma Options

GRADUATION REQUIREMENTS AND PROCEDURES

Oregon Administrative Rules require high school programs to award diplomas to all students who fulfill all state requirements (OAR 581-022-1130). Under the same ruling, schools may award an alternative document to a student who has met some but not all of the graduation requirements. Schools shall also grant credit for work satisfactorily completed in any district school, including alternative education, if the student fulfills defined criteria. For the 2021-2022 cohort specific guidelines have been applied by ODE pertaining to graduation requirements. For specific guidance on the changes speak with the school counselor.

A **diploma** will be awarded to each student who has satisfactorily completed all state and local requirements for units of credit, demonstrated proficiency, and attendance.

DIPLOMA REQUIREMENTS

To graduate with a regular diploma, students must complete the following requirements:

1. **Attendance-** Eight semesters (four years) are required. (For exception, see Early Graduation policy)

2. **Academic-** Lakeview High School publishes a descriptive list of all academic course offerings in a separate publication, the course catalog. Students must consult with the counselor regarding the availability and policies of online courses. Copies can be obtained in the counseling office. This catalog is designed to guide and assist students and parents/guardians in selecting the best

courses for the students.

3. **Career Education-** LHS programs meet the ODE career, personal finance, and technology graduation requirements put in place for the 24-25 school year. In order to graduate, each student will develop an education plan and profile, demonstrate extended application through work samples, demonstrate career-related knowledge and skills, and participate in career-related learning experiences outlined in their education plan. Students will complete these requirements in the College and Career Readiness/Personal Finance class. The purpose of College and Career Readiness/Personal Finance is to expose and acquaint students with information and techniques for financial survival after high school; this includes researching career and college opportunities. Students will work on furthering their career education so they will have basic interviewing and application skills in order to be ready for the workforce. Students will develop skills that will make them able to be fiscally responsible when making post-high school educational decisions, purchasing a home and car, opening a checking account, and making purchases as consumers.

4. **Credits-** A total of 24 units of credit must be earned to graduate; 19.5 required credits and 4.5 elective credits. The following is a list of requirements. Below is a typical progression:

Freshman	**Sophomore**	**Junior**	**Senior**
English 9	English 10	English 11	English 12
Health 9*	Physical Science		
Biology		U.S History	Government*
	World History	Health 11*	Economics*
Physical Ed*	Math	Physical Ed*	Car. Ed./Per. F.
Math		Math	Science

**semester class*

Note: Requirements are subject to change to be in accordance with state law.

The following is a list of the total credits that must be earned in high school.

a.	Language Arts	4
b.	Mathematics	3
c.	Science	3
d.	U.S. History	1
e.	World History	1
f.	Government	0.5
g.	Health	1
h.	Physical Education	1
i.	Economics	0.5
j.	Professional Technical Education/Fine Arts/ Applied Arts/Foreign Language	3 *(this includes, but is not limited to, courses such as welding, art, culinary, band, choir, or foreign language)*

k. Technology		0.5 *(this includes, but is not limited to, courses such as keyboarding, computer applications, word processing, information and technology, digital, photography, or annual, agriculture business, ag work experience)*
k.	College and Career Readiness/Personal Finance	1
l.	Electives	4.5
	Total Credits	**24**

Notes:

*A student must complete three years of mathematics and four years of English while in grades 9 through 12. High school courses taken in middle school do not count toward graduation requirements.

**Exact class offerings can be found in the course catalog.

EARLY GRADUATION REQUIREMENTS

Early Planning: Students should file a plan with the building principal for early graduation by June 15 of the year prior to their proposed "senior" (final) year in school. This plan should involve the student, parents/guardians, counselor, and administration.

Unit Requirement: Students will be required to complete the regular graduation requirements, but this may be accomplished by attending summer sessions or by other course work as permitted by the accepted plan for early graduation on the basis of one high school unit per six college quarter hours.

Final Decision: The counselor and administrator have the option to reject any plan for early graduation even if the plan meets the criteria established. It is the intent of the early graduation policy to allow students to move to another level of education—academic, business, technical—when such movement seems beneficial.

Follow-Up: Applicants will be screened carefully prior to qualifying for early graduation. The agreement between school and student shall include provisions for completing the regular program should the student be unsuccessful or unwilling to pursue the early graduation program as planned. In each case, the student will need to complete the unit requirements at Lakeview High School or some alternative and approved requirements.

Senior/School Activities: Students who complete their graduation requirements prior to their scheduled graduation date and do not attend school in their eighth semester are finished with high school.

All early graduates from LHS and alternative education programs will follow these guidelines:

1. May attend the following school activities on campus with a prior written request from student and with administrative approval
    a. Senior Mother's Luncheon
    b. Senior Awards
    c. Father's Breakfast/BBQ

d. The mandatory graduation practice
e. Community service group luncheons and brunches

2. May not attend the following activities
   a. Senior picnic
   b. Senior Ball
   c. Shakespeare Festival
   d. Prom, unless invited by a current LHS student and an approved guest pass is on file
3. Attending Baccalaureate is optional for all students.

HONORS DIPLOMA

Honors diploma will be awarded to all students who demonstrate excellence in the classroom, contribute to their community, and complete honors diploma requirements. All requirements must be completed in grades 9-12. The requirements are as follows:

1. **Attendance:** Eight semesters (four years) are required. (For exceptions, see early graduation.)

2. **Minimum performance requirements:** Students must attain semester grades of C's (73%) or better in all courses (beginning with 2023 cohort). Students must meet all required state high school benchmarks.

3. **Credits:** Twenty six (26) total credits are required to graduate with an honors diploma.

4. **Community service:** Students will complete 65 hours of community service. This activity must be a volunteer service for which credit and/or pay are not earned. The 65-hour community service requirement plan is to be pre-approved by a committee made up of the principal, the counselor, and a designated teacher. The student is responsible for keeping a log of activities, recording the time spent on each activity, and submitting the log with a verification signature from the project supervisor. Community service needs to be completed by February 15 (if this date falls on the weekend, the application is due the Friday before) prior to graduation.

5. **Requirements which exceed the regular diploma requirements:**

a.	Language arts	4	Must include Honors English
b.	Mathematics	4	Must include a 4 year progression of courses, Algebra I or higher.
c.	Science	4	(Three years of medical program courses or one year of agriculture science-based courses can be substituted for a 4th year of science. Other science related classes may be considered by the honors diploma committee.)
d.	College credit	9	Can include dual credit
e.	Foreign language	2	Credits must be a progression of the same language
f.	Technology	0.5	May include courses such as, but not limited to, word processing, computer applications, or annual
g.	AP courses (for 22-23 cohort)		Must enroll into the AP option of current required courses

Application process:

All applications for an honors diploma must be turned in by February 15 **(**if this date falls on the weekend, the application is due the Friday before) prior to graduation. An honors diploma committee made up of the principal, counselor and one teacher will determine who is awarded an honors diploma. The honors diploma committee will also determine which classes will meet the honors diploma requirements. Each student's application will be reviewed for its academic excellence.

MODIFIED DIPLOMA

A modified diploma will only be awarded to students who have demonstrated the inability to meet the full set of academic standards established by the State Board of Education for a diploma while receiving reasonable modifications and accommodations. Students must meet the following criteria:

1. Have a documented history of an inability to meet grade level achievement due to significant learning and instructional barriers **OR**
2. Have a documented history of a medical condition that creates a barrier for achievement.

A student's school team shall decide that a student should work toward a modified diploma no earlier than the end of grade six and no later than two years before the student's anticipated exit from high school. A student's school team may decide to revise a modified diploma decision.

A student's school team may decide that a student who was not previously working toward a modified diploma should work toward one when the student is less than two years from anticipated exit from high school if the documented history has changed.

Having met the above criteria, a modified diploma will be awarded to students who, while in grade nine through the completion of high school, complete 24 credits which shall include:

a. Three credits in English;
b. Two credits in mathematics;
c. Two credits in science;
d. Two credits in social sciences;
e. One credit in health education;
f. One credit in physical education; and
g. One credit in career technology, the arts or a second language.

Essential Skills: Students receiving a modified diploma may be given the opportunity to also demonstrate proficiency in the Essential Skills. The school district may make modifications to the assessment for students who seek a modified diploma when the following conditions are met:

1. For a student on an individualized education program (IEP), any modifications to work samples must be consistent with the requirements established in the IEP. Modifications are changes to the achievement level, construct or measured outcome of an assessment. This means that IEP or school teams responsible for approving modifications for a student's assessment may adjust the administration of the assessment and/or the assessment's achievement standard;

2. For a student not on an IEP, any modifications to work samples must have been provided to the student during their instruction in the content area to be assessed and in the year in which the student is being assessed, and modifications must be approved by the school team that is responsible for monitoring the student's progress toward the modified diploma.

Students not on an IEP or a Section 504 Plan may not receive a modified Smarter Balanced assessment.

EXTENDED DIPLOMA

An extended diploma will be awarded to students who have demonstrated the inability to meet the full set of academic content standards for a diploma while receiving modifications and accommodations. To be eligible for an extended diploma, a student must be on a current IEP, and must complete 12 credits, only 6 of which may be completed in a special education room, must have a documented of inability to perform at grade level, have a documented medical condition that creates a barrier to achievement, participated in alternative assessment beginning no later than the sixth grade and lasting through at least two testing cycles, or have a serious illness or injury which prevents the student from grade level achievement.

ALTERNATIVE CERTIFICATE

Alternative certificates will be awarded to students who do not satisfy the requirements for a diploma, modified diploma or extended diploma if the students meet minimum credit requirements established by a multidisciplinary team for that student. Alternative certificates will be awarded based on individual student needs and achievement.

SELECTION OF VALEDICTORIAN/SALUTATORIAN

The honor of valedictorian and salutatorian shall be based upon the accumulated GPA of the first seven semesters of high school. An Honors Diploma will be required for valedictorian/salutatorian. The student with the highest grade point average* will be named valedictorian, and the student with the second highest grade point average will be named salutatorian. These two honors will be announced by the administrator during the month of February.

* Grade point average is the numerical average of the semester grades received in all classes attempted in high school calculated to the thousandths place. Letter grades are converted to numerical values as indicated:

A	4.00	C+	2.3	D-	0.7
A-	3.7	C	2.00	F	0.00
B+	3.3	C-	1.7	P	Pass/Fail courses could potentially limit your GPA strength
B	3.00	D+	1.3		
B-	2.7	D	1.00		

In order to be eligible for either valedictorian or salutatorian, a student must complete at least two semesters immediately prior to graduation day at Lakeview. Students who graduate early will not be eligible for either the valedictorian or salutatorian award. In the event of a tie, co-valedictorians or co-salutatorians will be appointed.

GRADUATION CEREMONY ELIGIBILITY

Participation in the graduation ceremony is not a requirement. It is a privilege afforded students who have attended the equivalent of twelve years of schooling and who are in good standing with

the school. A student who is not in good standing with school district policy, procedures, and/or behavior standards, may, at any time, be denied the privilege of participating in the commencement exercises.

In order to participate in the graduation ceremony, students are expected to have completed 21 ½ credits by the end of their seventh semester. (exception: Early Graduation Procedure) If students need more than three and ½ credits to graduate at the end of the seventh semester, they will need administrative approval for any alternative method to make up the missing credits to be eligible to participate in the ceremony. All 24 credits must be completed by the end of the eight semester in order to participate in the graduation ceremony. Foreign exchange students may be eligible to receive an honorary diploma, and go through the ceremony, provided that they have the administration's approval and have met the appropriate requirements.

GRADUATION SPEECHES

All speeches must be reviewed and approved by an administrator prior to the graduation ceremony. If designated valedictorians/salutatorians/senior class officers violate board policy, administrative regulations, or school rules (which include the activity/athletic participation rules), their titles and privileges may be revoked.

Activities/Athletics

STUDENT ACTIVITY/ATHLETIC PARTICIPATION PHILOSOPHY

The school board's goal is to create and support an activity/athletic program for all students who wish to participate. They view all programs, regardless of level, as extensions of academic programs. Therefore, participating is a privilege contingent upon meeting academic and behavior expectations. As such, all students participating in school activities are responsible for all of their class work when there is an absence due to scheduled school activities. Foreseeable absences due to any school activity must be prepared for in advance by requesting work and preparing for upcoming assessments. This is vital to academic success.

We expect all advisors and coaches to behave in a professional manner on and off the playing field; they are models to the students with whom they work. We expect our staff members to treat their students with respect and to be respectful and fair in their relationships with those students. At all times, we expect advisors and coaches to provide hard work and discipline as well as encouragement and support to their students.

We expect parents and other community members to act and behave in the same manner as our staff members. Parents must support and reinforce this philosophy at home. All stakeholders must be united in these beliefs to ensure the success of all our programs.

Changing from one sport to another during the season shall be done only with approval of both head coaches. The approval of the coach of the sport the athlete is dropping will be obtained first. The athletic/activity director shall be notified of any changes.

Students should not be expected to practice with two levels (two separate practice sessions) on one day (e.g., JV and Varsity football). Students are entitled to a four school-day practice break between sport seasons. Students may waive this break.

If high school athletes in a current sport are participating in athletics which are not school-sponsored, their practice and game priority shall be with the high school program unless previously approved by high school administration. (i.e., If an out-of-school practice/game is scheduled and it conflicts with a high school practice/game, the athlete's first priority shall be the high school activity.) This is at the discretion of the individual coach and players must provide proof of enrollment for excused absences.

All athletes must follow the medical and legal policies, training rules, codes of behavior, participation rules, sportsmanship guidelines, and other policies listed in the Athletics/Activities Handbook provided on our website.

By signing the participation rules form, both parents and students commit themselves to the rules and consequences of the participation policy described in the Athletic/Activities Handbook provided on our website.

DESCRIPTION OF LHS ACTIVITIES

ASSOCIATED STUDENT BODY (ASB) AND STUDENT COUNCIL:

The student council is responsible for student activities and is expected to deal with student concerns, assist in promoting activities, and coordinate student events. Composed of elected Associated Student Body officers and officers of the freshmen, sophomore, junior, and senior classes, this group has the responsibility to transact ASB business matters and to bring before the ASB all major decisions regarding by-laws, constitution, and changes in traditions. Any and all students and/or parents/guardians are welcome to attend student council meetings. Any violation of the participation rules may lead to dismissal of the student from ASB/student council.

CLUBS AND ORGANIZATIONS:

Clubs and organizations are a valuable part of high school life and can be a rewarding experience for participants. Membership is open to all interested and/or eligible students. In order to hold an officer position in any club or organization, a student must be a full-time Lakeview High School student. This requirement can be appealed to the governing body of the specific club. The following activities/clubs are recognized by the student council:

FFA: FFA is open to any student enrolled in agriculture classes in person and involved in a class project.

LAKEVIEW HONOR SOCIETY: Membership in the Lakeview Chapter of Honor Society is one of the highest honors a student may attain. Lakeview Honor Society membership is based on the following criteria:

membership:	limited to sophomores**,** juniors, and seniors
scholarship:	3.65 cumulative grade point average
service:	willingness to render service to school and community willingness to do committee or staff work; readiness to show courtesy by assisting visitors, teachers, and students

leadership: demonstration of leadership in classroom or organization work: demonstration of leadership in promoting school activities; success in holding school offices or positions of responsibility; exemplification of positive qualities and standards

character: meets commitments and responsibilities to the school promptly; demonstrates highest standards of honesty and reliability; cooperates with school regulations; demonstrates concern for others

Sophomores and juniors with a GPA of 3.65 or higher will be invited to apply after the first semester. The application includes a short essay regarding the student's academic achievements, extra-curricular activities, leadership experience, community service, and character. Students not selected for membership may consult with the honor society advisor as to specific reasons and may reapply during the following selection period. Any violation of the participation rules may lead to dismissal of the student from honor society.

Other Clubs: For more information, refer to the individual club's by-laws and constitution.

HOSA
GSA (Gay Straight Alliance)
Culture Club
E-Sports
Fellowship of Christian Athletes
Tutoring Club
Music Club
Sources of Strength
Board Game Club
Turning Point USA
Athletic Leadership

NEW CLUBS/ORGANIZATIONS

If a group of students is interested in starting a club or organization within the school, the following information should be submitted in writing to the student council per School Board policy IGDA:

1. goals and purpose
2. activities
3. organizational and operational structure
4. name of advisor
5. membership qualifications or procedures

Approval to start the club must be granted by the student council, building administrator, superintendent, and the school board. Prior to approval, a copy of the club's constitution and by-laws must be submitted to the student council and administrator for approval. Clubs which have become inactive may be reactivated and recognized by submitting a written request which includes the five points above to the student council.

SCHEDULING ACTIVITIES

All school groups (classes, clubs, etc.) must schedule activities as follows:

1. Submit an activity request form to the student council and the administration for approval.
2. After approval, schedule activities through the athletic director/activities director no less than one full week in advance. It is advisable to submit the request much further in advance to assure approval and requested transportation.

STUDENT DANCES

Dances are for the benefit and enjoyment of the members of the student body. No dance sponsored by the school or a school group may be held off campus without administrative approval. All school dances must be sponsored by a school organization. Dances must be scheduled in the same manner as other group-sponsored activities. A violation of any school rule or policy at a dance is subject to regular school disciplinary action. The following dance rules and procedures must be observed:

1. All dance requests must be approved at least one month in advance by the student council and administration.
2. Dances will end by 11:00 pm and will not be longer than three and one-half hours in length. DMS dances will end by 10:00 p.m.
3. All dances must have at least six chaperones; a combination of teachers and parents/guardians is fine.
4. A student who is absent for any period of the day of a weekday dance or for any period during the school day prior to a Saturday dance may not attend the dance unless prior permission has been obtained from the administrator. An attendance sheet will be checked at the door to enforce this requirement.
5. Student dress codes will be observed; students are expected to dress neatly and cleanly for all school dances.
6. Student policy regarding displays of affection and appropriate dance will be followed. Front-to-back dancing or bumping and grinding are not appropriate.
7. Students must submit guest passes for their dates **one week prior** to the dance. Guests must abide by all student rules, or they will be asked to leave. Lakeview High School students are responsible for guest behavior. Students are limited to one guest pass per dance.
8. All guests must be high school graduates or high school students enrolled full-time in a regular or approved alternative school program. They must be under the age of 21. All guests must be approved by the administration.
9. Guests are only allowed at the following LHS dances: homecoming, prom, winter formal, and other special dances approved by an administrator. Guests at DMS dances can only be students enrolled in 7th or 8th grade and must have the appropriate guest pass form filled out in advance.
10. Any student or guest who leaves will not be allowed to re-enter the dance.
11. DMS students may not attend LHS dances and LHS students may not attend DMS dances.
12. Dress codes for dances are as follows:

Formal (prom)	**Semi-formal (winter formal, Homecoming)**	**Informal (Dandelion Stomp, after-game dances)**
formal dresses, slacks/dress jeans	nice dress/pants outfit, slacks/dress jeans	neat/clean school clothes
No t-shirts or ball caps	**No t-shirts or ball caps**	

Themed dances (MORP, Sadie Hawkins): casual clothing or appropriate to dance theme

LAKEVIEW HIGH SCHOOL/DALY MIDDLE SCHOOL SUPPLY LIST

General Supplies– All Grades

Quantity:	Supplies:
1	3-inch 3 Ring Binder
8	Binder Dividers
8	Single-Subject Spiral Notebooks
1	Binder Pencil Pouch
2 boxes	Number 2 Pencils
1 package	Blue or Black Pens
3	Red Pens
1 box	Colored Pencils
1	Eraser
3	Highlighters (in different colors)
2 packages	College-Ruled Paper
2 packages	Lined Note Cards
5	Note Card Rings
1 package	Graph Paper
2 boxes	Kleenex (Give to the Office)
3	Dry Erase Markers

Class Specific Supplies

P.E.	T-shirt, shorts or sweats, socks, towel, shoes with non-marking soles ONLY!
Middle School Math	Scientific Calculator REQUIRED (TI 30X IIS suggested)
Art	2 Black Sharpie Markers
History (10th and 12th grade)	Portfolio Cover

*Individual classes may have additional items that your student will need. The teachers will notify the students of any additional supplies within the first week of school.

PLEASE REPLACE ALL SUPPLIES THROUGHOUT THE YEAR AS NEEDED.