

# Myrtle Point High School

Home of the Bobcats!



## MPHS Student-Parent Handbook

2025-2026

### **Mission Statement:**

Provide students with tools and opportunities to become active, responsible, productive citizens.

### **Vision Statement:**

Create a challenging, relevant, enriching educational environment for every student.

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# General Information

## PREFACE\*\*

The material covered within this student handbook is intended as a method of communicating to students and parents regarding general district information, rules, and procedures and is not intended to either enlarge or diminish any Board policy, administrative regulation, or collective bargaining agreement. Material contained herein may therefore be superseded by such Board policy, administrative regulation, or collective bargaining agreement. Board policies are available on the district website.

Myrtle Point School District does not discriminate on any basis protected by law, including but not limited to, an individual's perceived or actual race<sup>1</sup>, religion, color, national or ethnic origin, mental or physical disability, marital status, sex, sexual orientation, gender identity, age, pregnancy, familial status, economic status, veterans' status, or genetic information in providing education or access to benefits of education services, activities, and programs in accordance with Titles VI and VII of the Civil Rights Act, Title IX of the Education Amendments, and other applicable civil rights or discrimination laws; Section 504 of the Rehabilitation Act; the Americans with Disabilities Act; the Americans with Disabilities Act Amendments Act; and Title II of the Genetic Information Nondiscrimination Act.

The district prohibits sex discrimination in any education program or activity that it operates, as required by Title IX and its regulations, including admission and employment.

Inquiries about Title IX may be referred to the district's Title IX Coordinator (Kayli Fandel), the U.S. Department of Education's Office for Civil Rights, or both.

The following have been designated by the district:

Title IX Coordinator: Kayli Fandel [kaylifandel@mpsd.k12.or.us](mailto:kaylifandel@mpsd.k12.or.us)  
717 4<sup>th</sup> St., Myrtle Point, OR 97458  
541-572-1270

Civil Rights Coordinator: Steve Perkins [steveperkins@mpsd.k12.or.us](mailto:steveperkins@mpsd.k12.or.us)  
413 C. Street, Myrtle Point, OR 97458  
541-572-1220

Section 504: Ally Backman (Myrtle Crest) [abackman@mpsd.k12.or.us](mailto:abackman@mpsd.k12.or.us)  
903 Myrtle Crest lane, Myrtle Point, OR 97458  
541-572-1230  
Jennifer Sproul (Maple Middle) [jsproul@mpsd.k12.or.us](mailto:jsproul@mpsd.k12.or.us)  
413 C. Street, Myrtle Point, OR 97458  
541-572-1220

Kayli Fandel (Myrtle Point HS) [kaylifandel@mpsd.k12.or.us](mailto:kaylifandel@mpsd.k12.or.us)  
IDEA Jennifer Sproul

The district's nondiscrimination policy and grievance procedures can be located at [www.mpsd.k12.or.us](http://www.mpsd.k12.or.us).

To report information about conduct that may constitute sex discrimination or make a complaint of sex discrimination under Title IX, please refer to website or otherwise describe location(s).

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<sup>1</sup> Includes discriminatory use of a Native American mascot pursuant to OAR 581-021-0047. Race also includes physical characteristics that are historically associated with race, including but not limited to natural hair, hair texture, hair type and protective hairstyles as defined by ORS 659A.001 (as amended by House Bill 2935 (2021)).

Parents and students must acknowledge receipt of the Student Code of Conduct and the consequences to students who violate district disciplinary policies.

## **MPSD MISSION STATEMENT**

Provide students with tools and opportunities to become active, responsible and productive citizens.

Vision: Create a challenging, relevant, enriching and equitable educational environment

## **SCHOOL CONTACTS**

Myrtle Point High School  
Kayli Fandel, Principal  
717 4<sup>th</sup> St. | Myrtle Point, OR 97458  
Phone (541) 572-1270  
Fax (541) 572-5401

<b>Name</b>	<b>Position</b>
Kayli Fandel	Principal
Jennifer Sproul	Athletic Director
Angie Pride	Office Manager
Tami Brown	Athletic Secretary
McKenzie Wallace	Registrar
Tylar Higgins	School Counselor
Jennifer Coleman	Music
Joey Dieckman	Social Studies / Health
Crystal Futch	Special Education
Sara Gray	English
Cecilia Hans	Spanish / Health / FACS
Amy Nicholson	Science / FFA & CTE
Josh Hebebrand	Math / Science
	Math / Art / Yearbook / CTE Digital Arts
Jake Nickerson	Physical Education
Byron Peterson	CTE Manufacturing Wood, Metal, and CAD
Darcy Arden	Librarian
Allison Richards	YTP Specialist
Halli Reynolds	Instructional Assistant
Carroll Short	Online Credit Recovery
Alyssa Stoddard	Instructional Assistant

**Superintendent:** Steve Perkins

## **Myrtle Point School Board**

Board Chair: Kati Turner

Board Vice-Chair: Justin Miller

Members at Large: Jared Sproul, Teri Harris, Amanda Hawker, Bridgette Wheeler, Julie Huff

School Board Meeting Notices can be found on our Website: [mpsd.k12.or.us](http://mpsd.k12.or.us)

School Board meetings are commonly on the second Monday of the month. The Board room is located at Maple Middle School.

## **District Mission Statement:**

The District will provide curriculum and programs to enable all students to be proficient and to allow them to excel as ethical, responsible and successful member of society.

**District Goals:**

- 1) Optimize resources to continually improve student instruction and performance
- 2) Increase awareness and understanding around educating students and staff in equity
- 3) Continually assess the safety and efficiency of district facilities to optimize teaching and learning.
- 4) Enhance communication into and out of the district

**BELL SCHEDULES**

MPHS has a standard bell system within our classrooms, gym, activity center and breezeways. The bell system helps provide structure in our building. MPHS students are dismissed/released by teachers each period, not the bell. Occasionally, we alter our Regular Bell Schedule to accommodate assemblies and activities.

Regular Bell Schedule		
Period	Time	Mins.
1 <sup>st</sup>	8:15 – 9:03	48 min
BB	9:03 – 9:09	6 min
2 <sup>nd</sup>	9:09 – 9:57	48 min
3 <sup>rd</sup>	10:01 – 10:49	48 min
4 <sup>th</sup>	10:53 – 11:41	48 min
5 <sup>th</sup>	11:45 – 12:10	25 min
Lunch	12:14 – 12:44	30 min
6 <sup>th</sup>	12:48 – 1:36	48 min
7 <sup>th</sup>	1:40 – 2:28	48 min
8 <sup>th</sup>	2:32 – 3:20	48 min

Early Release		
Period	Time	Minutes
1 <sup>st</sup>	8:15 – 8:50	35 min
BB	8:50 – 8:56	6 min
2 <sup>nd</sup>	8:56 – 9:31	35 min
3 <sup>rd</sup>	9:35 – 10:10	35 min
4 <sup>th</sup>	10:14 – 10:49	35 min
6 <sup>th</sup>	10:53 – 11:28	35 min
Lunch	11:32 – 12:02	30 min
7 <sup>th</sup>	12:06 – 12:41	35 min
8 <sup>th</sup>	12:45 – 1:20	35 min

Two Hour Delay		
Period	Time	Minutes
3 <sup>rd</sup>	10:15 – 10:49	34 min
4 <sup>th</sup>	10:53 – 11:41	48 min
5 <sup>th</sup>	11:45 – 12:10	25 min
Lunch	12:14 – 12:44	30 min
6 <sup>th</sup>	12:48 – 1:36	48 min
7 <sup>th</sup>	1:40 – 2:28	48 min
8 <sup>th</sup>	2:32 – 3:20	48 min

**INTRODUCTION**

Please take the time to become familiar with the information in this handbook and keep it to use as a resource to answer questions you may have during this school year. The material covered within this student handbook is intended as a method of communicating to students and parents general school information, rules, and procedures. It is not intended to either enlarge or diminish any Board Policy, administrative regulation or negotiated agreement. Such Board Policy, administrative regulation or negotiated agreement, may therefore supersede material contained herein. Any information contained in this student handbook is subject to unilateral revision or elimination from time to time without notice.

**HIGH SCHOOL OFFICE HOURS**

Office hours are from 8:00 am to 4:30 pm. Other than special events, this school only provides supervision for students between the hours of 8:00 am and 4:00 pm. Doors open at 7:55 am for students to enter the building and students should go home at 3:30 unless they have made other arrangements.

**ACADEMIC INTEGRITY**

Students are expected to put forth their best effort on tests and assignments. Assisting others is prohibited when it would constitute academic dishonesty. Academic dishonesty includes, but is not limited to, using or sharing prohibited study aides or other written materials on tests and assignments; sharing, collaborating, or communicating with others on tests or assignments, before or during tests or assignments, in violation of directions by the class instructor; and knowingly sharing false information or knowingly misleading another to reach a false answer or conclusion.

Violation of the policy may result in discipline as deemed appropriate by the instructor or administration, based on the nature and seriousness of the offense.

Admission\*\*

## **ADMISSION\*\***

A student seeking enrollment in the district must register in the office. All students enrolled in the district must comply with Oregon laws related to age, residence, health, attendance, and immunization. Students who do not reside within district boundaries may be required to pay tuition.

The district may deny regular school admission to a student who is expelled from another school district and who subsequently becomes a resident of the district or who applies for admission to the district as a nonresident student.

The district shall deny regular school admission to a student who is expelled from another school district for an offense that constitutes a violation of applicable state or federal weapons laws and who subsequently becomes a resident of the district or who applies for admission to the district as a nonresident student.

Alternative education services will not be provided to students expelled from another school district for violation of applicable state or federal weapons laws and who subsequently become a resident of the district.

While parents have the option of placing their students in a private school or obtaining additional services, such as tutoring, from a private individual or organization, the district is not obligated to cover resulting tuition or costs. If a parent wishes the district to consider a publicly funded private placement or private services, the parent must give the district notice and opportunity to propose other options available within the public school system before the private placement or services are obtained.

A parent(s) of any student receiving regular education, Section 504 of the Rehabilitation Act or Individuals with Disabilities Education Act (IDEA) services must provide notice to the district at the last individualized education program (IEP) meeting prior to obtaining private services or in writing at least 10 business days prior to obtaining such services. The notice must include the parent's intent to obtain private services, the parent's rejection of the educational program offered by the district and the parent's request that the private services be funded by the district. Failure to meet these notice requirements may result in a denial of any subsequent reimbursement request.

## **ALTERNATIVE EDUCATION PROGRAMS**

Alternative education program options have been established and approved by the Board to meet the individual needs of students. These programs MAY be made available to students who are unable to succeed in the regular programs because of erratic attendance due to a medical condition(s) or behavioral problems; for students who have not met or who have exceeded all of Oregon's academic content standards; when necessary to meet a student's educational needs and interests; to assist students in achieving district and state academic content standards; or when a public or private alternative program is not otherwise readily available or accessible. Such programs consist of instruction or instruction combined with counseling and may be public or private. Private programs must be registered with the Oregon Department of Education. Home schooling shall not be used as an alternative education program placement through MPSD.

The district will not provide alternative education programs for students expelled from another district for a violation of applicable state or federal weapons laws.

### **In-District Alternative Education Programs**

Examples of alternative education program options are not limited to, but include:

1. Instructional activities provided by other accredited institutions;
2. Others as approved by the district.

Parents may request additional in-district alternative education programs by submitting written requests to the superintendent or designee.

### **Non-district Alternative Education Programs**

1. Other school(s)/program(s);
2. Community college;

3. Others as approved by the district.

The district pays the alternative education program cost or an amount equal to 80 percent of the district's estimated current year's average per student cost, whichever is less, for placing students in non-district alternative education programs. The student's placement must have the prior approval of the district.

The district will not assume alternative education costs for any student not placed in an alternative program according to procedures established by the district and Oregon law.

If a parent receives an exemption on a semiannual basis to withdraw a student age 16 or 17 from school, the district has no obligation to pay for an alternative education program.

If a student is not successful in the alternative education program or the alternative education programs are not accepted by the student/and or parent, there is no obligation to propose or fund a second program.

**Establishment of Alternative Education Programs**

Proposals from parents or students for the establishment of an alternative education program shall be submitted in writing to the superintendent or designee.

"Alternative education program" means a school or separate class group designed to best serve students' educational needs and interests and assist students in achieving the academic standards of the district and the state.

Proposals for alternative education programs shall include the following:

1. Goals;
2. Criteria for enrollment;
3. Proposed budget;
4. Staffing;
5. Location;
6. Assurance of nondiscrimination.

Proposals must be submitted to the superintendent or designee prior to November 1 for programs to be implemented the following school year. Proposals will be reviewed by the district. Contact the principal or district office for additional information on submitting proposals, the evaluation, and approval process.

**Notification of Alternative Education**

Individual notification to students and parents regarding the availability of alternative education programs will be given semi-annually or when new programs become available under the following situations, as appropriate:

1. When two or more severe disciplinary problems occur within a three-year period. Severe disciplinary problems will be defined in the Student Code of Conduct;
2. When attendance is so erratic the student is not benefitting from the educational program. "Erratic attendance" means the student is frequently absent to the degree that the student is not benefiting from the education program as determined by the district;
3. When an expulsion is being considered;
4. When a student is expelled;
5. When a student's parent or emancipated student applies for exemption from attendance on a semi-annual basis.

Individual notification shall be **hand-delivered** or sent by certified mail. Parents shall receive individual notification prior to an actual expulsion.

Notification shall include:

1. The student's action;
2. A list of alternative education programs for the student;
3. The program recommendation for the student based upon the student's learning styles and needs;
4. Procedures for enrolling the student in the recommended program.

The district will not, based on district criteria, provide alternative education programs for students expelled from another district for a violation of applicable state or federal weapons laws.

### **ANIMAL DISSECTION**

In courses including animal dissection, a student or parent may request alternative coursework rather than participate in dissection activities on an animal. The district will provide alternative materials and methods of learning the course curriculum. A student will not be penalized for exercising this option for alternative instruction.

### **ANIMALS IN SCHOOL**

Only service animals, as defined in the Americans with Disabilities Act, serving persons with a disability or animals approved by the superintendent that are part of an approved district curriculum or cocurricular activity are allowed in district facilities.

Companion and comfort animals are not considered service animals.

Animals, except those service animals serving persons with a disability, may not be transported on a school bus.

### **ASBESTOS**

The district complied with the Asbestos Hazard Emergency Response Act (AHERA) by having its buildings inspected by accredited inspectors and the development of a management plan for the control of this substance.

The management plan is available for the public inspection in the district office

The Maintenance Director serves as the district's asbestos program manager and may be reached for additional information.

### **ASSEMBLIES**

A student's conduct in assemblies must meet the same standard as in the classroom. A student who does not abide by the district's Student Code of Conduct during an assembly shall be subject to disciplinary action.

### **ASSESSMENT PROGRAM**

The district's assessment program shall be designed for the purpose of determining district and school program improvement and individual student needs including the requirements of the Oregon Administrative Rules. Assessments shall be used to measure the academic content standards and to identify students who meet or exceed the performance standards adopted by the State Board of Education.

Students may annually opt-out of taking the statewide summative assessments as provided by state law. The district shall provide the required notice and necessary forms for opting out of the statewide assessments to the student. The district shall provide supervised study time for students who are excused from participating in the assessment.

The act of student-initiated test impropriety is prohibited. A student that participates in an act of student-initiated test impropriety will be subject to discipline. "Student-initiated test impropriety" means student conduct that is inconsistent with the Test Administration Manual or accompanying guidance; or results in a score that is invalid.

### **ASSIGNMENT OF STUDENTS TO CLASSES\*\***

Students are assigned to classes based on the individual needs of the student, staffing, and scheduling considerations. Parent requests to place a student in a particular class may be submitted to the principal or a counselor prior to June 1 of the school year in question, or no later than six weeks prior to a semester break during a school year. Requests to change the student's assigned class must be directed to the principal. Final decisions are the responsibility of the principal or designee.

## **ASSIGNMENTS OF STUDENTS TO SCHOOLS\*\***

Students are required to attend the school in the attendance area in which they reside, except as otherwise provided by state and federal law. Exceptions may be allowed in certain circumstances. Contact the school office or counselor for additional information.

A district may allow transfers based on established district criteria.

A student who becomes a victim of a violent criminal offense, as determined by state law, while in or on the grounds of a school the student attends, or any student attending a district school that is identified by the Oregon Department of Education (ODE) as persistently dangerous, may transfer to a safe district school as required by the Every Student Succeeds Act (ESSA).

Parents of students considering private placement for IDEA or Section 504 services must notify the district in advance before privately placing their student, or else potentially forfeit any right to reimbursement or prospective payment for that placement. Many students who are unilaterally placed by their parents are sometimes placed when they are not yet identified under the IDEA or Section 504 of the Rehabilitation Act.

## **ATTENDANCE\*\***

All students between the ages of 6 and 18, who have not completed grade 12, are required to regularly attend a public full-time school, unless otherwise exempted by law. Persons having control of a child between the ages 6 and 18, who has not completed the 12th grade, are required to send the child to school and maintain the child in regular attendance during the entire school term.

All students five years of age who have been enrolled in a public school are required to attend regularly. Persons having control of a child, who is five years of age and who have enrolled the child in a public school, are required to send the child to school and maintain the child in regular attendance during the school term.

Staff will monitor and report violations of the state compulsory attendance law. A citation for violation of ORS 339.035 may be issued.

A parent will be issued a written notification in the native language of the parent, and the building principal will schedule a conference with the nonattending student and their parent(s) to discuss attendance requirements. At this time, the parent has the right to request an evaluation to determine if the student should have an individualized education program (IEP) or a review of the student's current IEP.

Any person having control of a student between the ages of 6 and 18, who has not completed the 12th grade, and who fails to send a student to school within three days of notification by the district that their student is not complying with compulsory attendance requirements may be issued a notice by the district for the student's failure to attend school.

Additionally, a parent or guardian, or other person lawfully charged with the care or custody of a student under 15 years of age, may be found by the courts to have committed the offense of failing to supervise a child who has not attended school as required. Failing to supervise a child may be a Class A violation.

## **Suspension of Driving Privileges**

Students who fail to maintain regular enrollment in school may have either their driving privileges suspended or the right to apply for driving privileges suspended. The superintendent or designee may, under ORS 339.257, notify the Oregon Department of Transportation (ODOT) of the withdrawal of a student who is at least 15 years of age and under 18 years of age. Upon notice by the district that a student has withdrawn from school, ODOT shall notify the student that driving privileges will be suspended on the 30th day following the date of notice unless the student presents documentation that complies with ORS 807.066. A student shall be considered to have withdrawn from school if the student has:

1. More than 10 consecutive days of unexcused absence; or

2. Fifteen school days total of unexcused absences during a single semester.

The student has a right to appeal to the superintendent/designee's or Board's decision through district suspension/expulsion due process procedures.

## **ABSENCES AND EXCUSES**

In order for an absence to be excused, within five days after an absence, a parent must communicate the reason for the absence by phone, email, or note. A student's absence from school or class will be excused under the following circumstances:

1. Illness, including mental and behavioral health of the student;
2. Illness of an immediate family member when the student's presence at home is necessary;
3. Emergency situations that require the student's absence;
4. Student is a dependent of a member of the U.S. Armed Forces<sup>2</sup> who is on active duty or who is called to active duty. The student may be excused for up to seven days during the school year;
5. Field trips and school-approved activities;
6. Medical or dental appointments. Confirmation of appointments may be required;
7. Other reasons deemed appropriate by the school administrator when satisfactory arrangements have been made in advance of the absence.

Each school shall notify a parent or guardian by the end of the school day if their child has an unplanned absence. The notification will be either in person, by telephone or another method identified in writing by the parent or guardian. If the parent or guardian cannot be notified by the above methods, a message shall be left, if possible.

Students may be excused on a limited basis from preplanned classroom activity or from selected portions of the established curriculum on the basis of a disability or for personal or religious considerations.

A student who must leave school during the day, must bring a note from their parent, must have a parent visit the office to pick up the student or must have a parent send a communication to the school via phone or email. A student who becomes ill during the school day should, with the teacher's permission, report to the office. The school nurse or designated staff will decide whether or not the student should be sent home and will notify the student's parent, as appropriate.

A student who has been absent for any reason is encouraged to make up specific assignments missed and/or to complete additional in-depth study assigned by the teacher to meet subject or course requirements. Parents should contact the office to arrange for the collection of homework assignments for a student who will be absent several days. Failure to make up assigned work within a reasonable amount of time as allowed by the teacher will result in a grade of zero for the assignment.

Absenteeism will not be used as a sole criterion for the reduction of grades. A student who is absent from school for any unexcused reason will not be allowed to participate in school-related activities on that day or evening.

### **Unexcused Absences**

An absence will be considered unexcused for the following reasons:

1. Failure to notify the school
2. Failure to give an adequate reason for the absence

Students with unexcused absences may not be allowed to make up daily participation activities.

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<sup>2</sup> U.S. Armed Forces includes the Army, Navy, Air Force, Marine Corps and Coast Guard of the United States; reserve components of the Army, Navy, Air Force, Marines Corps and Coast Guard of the United States; and the National Guard of the United States and the Oregon National Guard.

## **Chronic Tardy/Absenteeism**

Students who are less than ten minutes late to class are considered tardy, and students who are ten minutes late or more are considered absent. Chronic students have more than 3 tardies in a term.

### Exemptions from Compulsory Attendance

The school may grant an exemption from compulsory attendance to the parent of a student who is 16 or 17 years of age, or an emancipated minor provided the student is:

1. Employed full-time.
2. Employed part-time and enrolled in school part-time.
3. Enrolled in a community college or other state-registered alternative education program.

All such request must be submitted in writing to the principal and include documentation of the student's employment by the employer, or enrollment status by the school. The school requires notification should the student's employment or enrollment status be terminated. Requests will be considered only following a conference with the student and parent or emancipated student and a review of credits earned for graduation, grades, disability, if applicable, standardized assessment results, teacher evaluations, counselor appraisal, immediate plans, short-range and career goals and any other pertinent information.

Approved exemptions will be in writing and include information on alternative education programs of instruction or instruction combined with counseling that may be available.

Exemptions will be granted for a limited time only, must be renewed on a semi-annual basis and will be reviewed by the school no later than the second week of each semester.

Parents will be notified of the need to reapply for an exemption no later than the second week of each semester or return the student to school until a high school diploma or GED is earned or until the student reaches age 18.

## **Truancy**

A student who is absent from school or from any class without permission will be considered truant and will be subject to disciplinary action including detention, suspension, expulsion, ineligibility to participate in athletics or other activities and/or loss of driving privileges.

## **Notification Policy & Attendance Guidelines**

At Myrtle Point High School (MPHS) we recognize that without consistent attendance, students cannot learn the standards for which we require a demonstration of proficiency. Our policy to notify parents of inconsistent attendance is as follows:

- A) Attendance is taken within the school information system by each teacher each period. When a student is marked absent to 1st or 2nd period, a secretary will call parents to communicate the absences. Those calls occur around 10:00am on school days.
- B) Each school day, the attendance secretary or administrator designee will check on students who missed a minimum of one period the previous school day. For each occurrence of skipping, a student will earn a major referral with the following consequences:
  - 1st Offense: ½ Day ISS
  - 2nd Offense: 1 Day ISS
  - 3rd Offense: 2 Days ISS
  - 4th and Following Offenses: ISS and consideration of a Behavior Contract
- C) Families will receive phone calls from teachers or an attendance advocate to problem-solve any patterns leading to chronic absenteeism.
- D) After six consecutive full school days of absence, a notice of approaching the required ten-day drop
- E) After ten consecutive full school days of absence, a notice that the student has been withdrawn from the Myrtle Point School District
- F) Students who are more than 10 minutes late to class are considered absent.

G) Any time a student is more than ten minutes late to a class and doesn't have a pass from a staff member, the teacher will send the student to the main office for a "tardy slip". At the beginning of the day, parents/guardians will be called to confirm an excused tardy. Parents are encouraged to send a note with their student when dropping off a student after school has started. Unexcused tardies for each class period are tracked and the following consequences apply within each semester:

- 1st & 2nd Offense: Teacher discretion
- 3rd & 4th Offense: Detention
- 5th & 6th Offense: ½ Day ISS
- 7th & Following Offenses: ISS and consideration of a Behavior Contract

## **AWARDS AND HONORS**

Students are recognized for their achievements in many ways at Myrtle Point High School. We would like every student to excel in some way and be honored in one or more of the ways listed below:

### Honor Roll

Students who achieve the required grade point average during any given semester will have their names placed on HONOR ROLL. Honor roll students may receive a reward each semester during school hours. Parents will be notified by phone call prior to the reward taking place. To be eligible for the honor roll, students must meet the following requirements:

3.5 – 3.99	Honor Roll
1.0	Distinguished Honor Roll

### Student of the Month

Each month teachers honor a sixth, seventh and eighth grade student from each academic discipline as Student of the Month. These students are honored in our monthly student of the month assemblies.

### Citizenship Award

Students will be recognized for making a positive contribution to the school and community. These students willingly help others, always play fair and treat everyone with respect.

### Presidential Excellence

Top scholars are chosen in each grade level. This award is based upon the top GPAs (3.75 - 4.0) for the school year. This is based on cumulative yearly grades only.

### Attendance Awards

Certificates will be presented for perfect attendance. To be eligible for "Attendance" awards a student must be enrolled at MPH 8 periods per day. A transfer student's academic and attendance records will not be eligible for "Attendance" awards. Home schooled students will not be eligible for "Attendance" award.

### Inspiration Award

Each year a student will be selected who has demonstrated a positive attitude, has good attendance, maintains good grades, is helpful, generally participates in school activities and has served as an inspiration to others.

### PBIS (Positive Behavior Intervention Support System)

This program originates in a weekly homeroom period. The program is based on rewarding students for positive citizenship, good behavior and academic success. This provides a base for student motivation. The PBIS program also includes a variety of academic and social interventions to support our students who may be struggling.

At the end of the school year, academic honors assemblies are held during the evening. Parents will be notified by phone or mail if their child is to receive an academic honor.

Athletic award ceremonies are held at the end of each athletic season. The coach/advisor of each sport/activity will notify the participants of the time and location of the ceremony.

## **CLASS RANKING**

Class rankings are only determined for juniors and seniors at the end of each semester. Students and parents may request their own or their own student's rank from the counseling office.

Valedictorian and salutatorian are announced after first semester of the upcoming graduating class. The district's valedictorian and salutatorian may be permitted to speak as a part of the district's planned graduation program at the discretion of the building principal or designee. Titles and/or privileges available to or granted to students designated as valedictorian or salutatorian may be denied or revoked for violation of Board policy, administrative regulation or school rule.

## **CLASS & ASB OFFICERS EXPECTATIONS**

Class and ASB officers are leaders of Myrtle Point High School. They will maintain the following standards

- Behavior: Three or less minor referrals and no majors
- Grades: Passing six or more classes and advisory
- Attendance: Student maintains attendance rate of 90% or better
- Leadership: Completed YouScience and community service requirements at each grading period

Elections will occur each spring or fall as determined by building administration.

## **CLUBS AND ORGANIZATIONS**

Student clubs and performing groups such as the band, choir, rally, dance, drama and athletic teams may establish rules of conduct – and consequences for misconduct – that are more strict than those for students in general. If a violation is also a violation of the Student Code of Conduct, the consequences specified by the district shall apply in addition to any consequences specified by the organization. Students and parents must sign an acknowledgement of stricter standards of behavior as a condition of participation in clubs and organizations.

## **COMMUNICABLE DISEASES\*\***

The district shall provide reasonable protection against the risk of exposure to communicable disease for students. Reasonable protection from communicable disease is generally attained through immunization, exclusion or other measures as provided by Oregon law, by the local health department or in the Communicable Disease Guidance published by the Oregon Department of Education (ODE) and the Oregon Health Authority (OHA). Services will be provided to students as required by law.

A student will not attend school while in a communicable stage of a reportable disease or when an administrator has reason to suspect that any susceptible student has or has been exposed to any disease for which the student is required to be excluded in accordance with law and per administrative regulation GBEB-AR – Communicable Diseases – in Schools. If the disease is a reportable disease, the administrator will report the occurrence to the local health department. The administrator will also take whatever reasonable steps it considers necessary to organize and operate its programs in a way which both furthers the education and protects the health of students and others.

Parents of a student with a communicable or contagious disease are asked to contact the nurse or principal so that other students who have been exposed to the disease can be alerted.

Parents with questions should contact the school office.

## **COMMUNITY SERVICE REQUIREMENTS**

Each grade level, 9<sup>th</sup> through 12<sup>th</sup>, is required to complete 40 hours of community service. If a student transfers in from another school, they are not required to make up Community Service (CS) hours from the years they attended

another school; however, they are required to makeup hours beginning with the year they enroll in the Myrtle Point School District.

In order to get credit for CS, students must volunteer time for an activity that they receive no benefit from. For example, a student cannot receive pay. If the community service is during school time, then it must be pre-approved by the principal. It cannot be something that directly benefits a team/club/school activity that the particular student is participating in. It should be a true act of service, not helping out their own family.

If a student has missed hours from a previous year, they are able to go back and make those up. We are desiring to encourage consistent involvement; however, we will allow students to use hours towards future years.

Some examples that do not count:

- I cleaned my room for 10 hours this semester...
- I chopped and stacked firewood for my parents for 20 hours...
- I worked at the project graduation booth for 30 hours...

There are five basic rules to follow:

- Person cannot directly benefit from it (cannot get paid).
- If you are concerned about a service counting, then talk to your Advisory teacher.
- Must benefit the community.
- Cannot be for immediate family.
- Fundraising for your own club or organization does not count, including joint fundraisers. For example, if FFA and NHS do a benefit auction where they are splitting the profits, then no CS can be earned.

## **COMPUTER USE**

Students may be permitted to use the district's electronic communications system for school and instruction related activities.

The district's electronic communications system meets the following federal Children's Internet Protection Act (CIPA) requirements:

1. Technology protection measures have been installed and are in continuous operation to protect against Internet access by both adults and students to visual depictions that are obscene, child pornography, or with respect to the use of the computers by students, harmful to students;
2. Educating minors about appropriate online behaviors, including cyberbullying awareness and response, and interacting with other individuals on social networking sites and in chat rooms;
3. The online activities of students are monitored;
4. Access by students to inappropriate matter on the Internet and World Wide Web is denied;
5. Procedures are in place to help ensure the safety and security of students when using email, chat rooms, and other forms of direct electronic communications;
6. Unauthorized access, including "hacking" and other unlawful activities by students online is prohibited;
7. Unauthorized disclosure, use, and dissemination of personal information regarding students is prohibited;
8. Measures designed to restrict students' access to materials harmful to students have been installed.

The district retains ownership and control of its computers, hardware, software, and data at all times. All communications and stored information transmitted, received, or contained in the district's information system are the district's property and are to be used for authorized purposes only. Use of district equipment or software for unauthorized purposes is strictly prohibited. To maintain system integrity, monitor network etiquette, and ensure that those authorized to use the district's system are in compliance with Board policy, administrative regulations, and law; school administrators may routinely review user files and communications. Files and other information, including e-mail, sent, received, generated, or stored on district servers are not private and may be subject to monitoring.

By using the district's system, individuals consent to have that use monitored by authorized district personnel. The district reserves the right to access and disclose, as appropriate, all information and data contained on district computers and district-owned e-mail system.

Students will comply with district policies, including but not limited to, Board policy IIBGA – Electronic Communications System and its administrative regulation. Students who violate Board policy, administrative regulations, including general system user prohibitions, shall be subject to discipline up to and including expulsion and/or revocation of district system access up to and including permanent loss of privileges. Violations of law may be reported to law enforcement officials.

## **CONDUCT\*\***

Students are responsible for conducting themselves properly, in accordance with the policies of the district and the lawful direction of staff. The district has the responsibility to afford students certain rights as guaranteed under federal and state constitutions and statutes.

### **Student Code of Conduct**

The district has authority and control over a student at school during the regular school day, at any school or district-sponsored activity, regardless of time or location, and while being transported in district-provided transportation. The district follows a “Progressive Discipline Model”. Progressive discipline can be defined as: “using a continuum of interventions, supports, and consequences to reinforce positive behavior and help students make better choices. Discipline steps increase with discipline infractions”.

Students are subject to discipline for conduct while traveling to and from school, at the bus stop, at school- or district-sponsored events, while at other schools in the district, and while off campus, whenever such conduct causes a substantial and material disruption of the educational environment or the invasion of the rights of others.

Students will be subject to discipline including detention, suspension, expulsion, denial, and/or loss of awards and privileges, and/or may be referred to law enforcement officials or Oregon Department of Human Services for the following, including but not limited to:

1. Assault;
2. Hazing, harassment, intimidation, bullying, menacing, cyberbullying or teen dating violence, as prohibited by Board policy JFCF – Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence or Domestic Violence – Student, and accompanying administrative regulation;
3. Coercion;
4. Suspected abuse of a child pursuant to Board policy JHFE/GBNAB – Suspected Abuse of a Child Reporting Requirements;
5. Violent behavior or threats of violence or harm as prohibited by Board policy JFCM – Threats of Violence;
6. Disorderly conduct, false threats, and other activity causing disruption of the school environment;
7. Bringing, possessing, concealing, or using a weapon as prohibited by Board policy JFCJ – Weapons in Schools;
8. Vandalism, malicious mischief, and theft, as prohibited by Board policies ECAB – Vandalism, Malicious Mischief, or Theft and JFCB – Care of District Property by Students including willful damage or destruction to district property; or to private property on district premises or at district-sponsored activities;
9. Sexual harassment as prohibited by Board policy JBA/GBN – Sexual Harassment and accompanying administrative regulation;
10. Possession, distribution, or use of tobacco products, inhalant delivery systems, alcohol, drugs, or other controlled substances, including drug paraphernalia as prohibited by Board policy(ies) JFCG/JFCH/JFCI – Use of Tobacco Products, Alcohol, Drugs or Inhalant Delivery Systems;
11. Use or display of profane or obscene language;
12. Disruption of the school environment;
13. Open defiance of a teacher's authority, including persistent failure to comply with the lawful directions of teachers or school officials;

14. Violation of district transportation rules;
15. Violation of law, Board policy, administrative regulation, school, or classroom rules.

Additionally, regarding weapons, under state and federal law, expulsion from school is required for a period of not less than one year for any student who is determined to have brought, possessed, concealed, or used a firearm in violation of state or federal law. The superintendent may modify the expulsion requirement for a student on a case-by-case basis.

In accordance with the federal Gun-Free School Zone Act, possession, or discharge of a firearm in a school zone is prohibited. A “school zone” as defined by federal law means, in or on school grounds or within 1,000 feet of school grounds.

Any person under age 21 is prohibited from possessing tobacco, alcohol, and unlawful drugs or a tobacco product or inhalant delivery system. Unlawful manufacture or delivery of a controlled substance to a student or minor within 1,000 feet of district property is a Class A felony, as provided by ORS 475.904.

### **Student Rights and Responsibilities**

Student rights and responsibilities include, but are not limited to, the following:

1. Civil rights – including the right to equal educational opportunity and freedom from discrimination, the responsibility not to discriminate against others;
2. The right to attend free public schools, the responsibility to attend school regularly and to observe school rules essential for permitting others to learn at school;
3. The right to due process of law with respect to suspension, expulsion, and decisions which the student believes injure their rights;
4. The right to free inquiry and expression, the responsibility to observe reasonable rules regarding these rights;
5. The right to assemble informally, the responsibility to not disrupt the orderly operation of the educational process, nor infringe upon the rights of others;
6. The right to privacy, which includes privacy in respect to the student’s education records;
7. The right to know the behavior standards expected, the responsibility to know the consequences of misbehavior.

A “severe disciplinary problem” would be defined as a major disruption of the educational process or could result in an injury of another person or to oneself. Severe Disciplinary problems would result in disciplinary action up to recommendation for expulsion.

We will not tolerate anyone stopping a teacher from teaching, stopping a student from learning, or allow a student to do anything not in the best interest of the rest of the students.

Students are prohibited from making knowingly false statements or knowingly submitting false information in bad faith as part of a complaint or report, or associated with an investigation into misconduct.<sup>3</sup>

### **CONFERENCES\*\***

Regular conferences are scheduled in the fall and spring to review student progress.

Students and parents may also expect teachers to request a conference: (1) if the student is not maintaining passing grades or achieving the expected level of performance; (2) if the student is not maintaining behavior expectations; or (3) in any other case the teacher considers necessary.

The district encourages a student or parent in need of additional information or with questions or concerns to confer with the appropriate teacher, counselor, or principal. A parent who wishes to confer with a teacher may

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<sup>3</sup> The district is prohibited from retaliating against any student “for the reason that the student has in good faith reported information that the student believes is evidence of a violation of a state or federal law, rule or regulation.” ORS 659.852.

call the office for an appointment before or after school, during the teacher's preparation period or request that the teacher call the parent to arrange a mutually convenient time or email the teacher.

## **COUNSELING\*\***

### **Academic Counseling**

Students are encouraged to talk with a counselor, teachers, and building administrators in order to learn about the curriculum, course offerings, and graduation requirements. All students in grades 9-12 and their parents shall be notified annually about the recommended courses for students. Students who are interested in attending a college, university or training school, or pursuing some other advanced education, should work closely with their counselor so that they may take the courses that will best prepare them for further work. The counselor can also provide information about entrance examinations required by many colleges and universities, as well as information about financial aid and housing.

### **Personal Counseling**

A counselor is available to assist students with a wide range of personal concerns, including such areas as social, family, emotional, academic, drug, alcohol or tobacco dependency. The counselor may also make available information about community resources to address personal concerns.

## **CREDIT BY PROFICIENCY**

In addition to credit by completing classroom or equivalent work, a student may receive credit toward a diploma or a modified diploma by one or more of the following options, if the student demonstrates defined levels of proficiency or mastery of recognized standards:

1. Classroom or equivalent work that meets Common Curriculum Goals and academic content standard required by OAR 581-022-2030;
2. Classroom or equivalent work;
3. Passing an appropriate exam;
4. Providing a collection of work or other assessment evidence; and/or
5. Providing documentation of prior learning experiences.

A student may not use credit by examination to regain eligibility to participate in extracurricular activities.

## **DAMAGE TO DISTRICT PROPERTY\*\***

A student who is found to have damaged district property will be held responsible for the reasonable cost of repairing or replacing that property. This includes damage to the district's network and other electronic systems. The district will notify students and parents of all such charges. If the amount due is not paid within 10 calendar days of receipt of the district's notice, the amount will become a debt owed and certain penalties and/or restrictions may be imposed. See Fees, Fines, and Charges.

## **DANCES/SOCIAL EVENTS**

### **High School Dances:**

1. The school rules of good conduct, use of a controlled substance, vandalism, grooming, and dress code shall be observed for school dances and social events. The only exception to the dress code is that strapless dresses, dresses with spaghetti straps, and dresses that go to mid-thigh may be worn.
2. Myrtle Point High School students enrolled at the time of the event may obtain a guest pass for all dances under the following conditions:
  - A) All guests must be approved via the MPHS dance pass form no later than the Wednesday prior to the dance.
  - B) Parent permission must be granted to the MPHS student to have a guest.
  - C) Guests will be expected to observe the same rules as students attending the events.
  - D) Guests must be under the age of 21—no exceptions.
  - E) The person inviting the guest will share responsibility for the conduct of the guest.
  - F) The guest must arrive and leave with the student obtaining the pass.

3. A student attending a dance or social event may be asked to sign out when leaving before the end of the activity.
4. Those desiring to attend dances must arrive within one-half hour after the dance starts or admission may be refused.
5. Dances will last no later than 11:00pm.
6. Reasonable attire is acceptable for all dances. Semi-formal attire will be recommended for Homecoming, Winter Ball, and Prom.
7. Anyone leaving before the official end of the activity will not be readmitted.

#### **DISCIPLINE/DUE PROCESS\*\***

A student who violates the Student Code of Conduct shall be subject to disciplinary action.

A student's due process rights will be observed in all such instances, including the right to appeal the discipline decisions of staff and administrators.

Discipline in the district is based upon a philosophy which is designed to produce behavioral changes that will enable students to develop the self-discipline necessary to remain in school and to function successfully in their educational and social environments.

Student disciplinary sanctions will offer corrective counseling and sanctions that are age appropriate, and to the extent practicable, that use approaches that are shown through research to be effective.

Disciplinary measures are applied depending on the nature of the offense and without bias. The age and past pattern of behavior of a student will be considered prior to any suspension or expulsion.

In addition, when a student commits substance abuse, drug, or drug paraphernalia, alcohol- and/or tobacco-related offenses, or any other criminal act, they may also be referred to law enforcement officials. Violations of the district's weapons policy shall be reported to law enforcement when required by law.

No student will be subjected to corporal punishment.

#### **Detention**

##### Lunch Detention

Lunch detentions will be assigned by the staff member who writes the referral for minor referrals. The student will get their lunch and take it to the detention room. Lunch detention is twenty-five consecutive minutes starting from the time the student takes their seat in the detention room. Students who skip lunch detention will be assigned a minimum of one-half day of In-School Suspension.

##### After School Detention

A student may be detained outside of school hours on one or more days if the student violates the Student Code of Conduct. The detention shall not begin, however, until the student's parents have been notified of the reason for the detention and can make arrangements for the student's transportation on the day(s) of the detention. Students who skip after school detention will be assigned a minimum of one-half day of In-School Suspension.

#### **Suspension**

A student whose conduct or condition is seriously detrimental to the school's best interests may be suspended for up to and including 10 school days. A student may be suspended for one or more of the following reasons: a) willful disobedience and violation of Board policies, administrative regulations or school rules; b) willful conduct which materially and substantially disrupts the rights of others to an education; c) willful conduct which endangers the student, other students or staff members; or d) willful conduct which damages or injures district property.

Students placed in a supervised classroom (In-school suspension (ISS)) will bring schoolwork to that classroom. Students will not be allowed to eat, drink, sleep or have their cell phone in this room at any time. Students may be required to do community service as a part of any suspension. Any referral from the supervisor of this room will

result in an automatic out of school suspension, and a conference with the student, parent, and an administrator upon return.

The district may require a student to attend school during non-school hours as an alternative to suspension.

An opportunity for the student to present their view of the alleged misconduct will be given. Each suspension will include a specification of the reasons for the suspension, the length of the suspension, a plan for readmission, and an opportunity to appeal the decision.

Every reasonable and prompt effort will be made to notify the parents of a suspended student.

While under suspension, a student may not attend after-school activities and athletic events, be present on district property nor participate in activities directed or sponsored by the district.

School work missed by a student while on suspension may be made up upon the student's return to school if the work missed reflects achievement over a greater period of time than the length of the suspension. For example, a student will be allowed to make up final, mid-term, and unit examinations without an academic penalty.

### **Expulsion**

Students may only be expelled for any of the following circumstances:

1. When a student's conduct poses a threat to the health or safety of students or employees;
2. When a student has had repeated or severe violations of the Student Code of Conduct;
3. When other strategies to change the student's conduct have been ineffective, except that expulsion may not be used to address truancy; or
4. When required by law.

No student may be expelled without a hearing unless the student's parent or the student, if 18 years of age, waives the right to a hearing, either in writing, or by failure to appear at a scheduled hearing.

An expulsion shall not extend beyond one calendar year.

The district will provide appropriate expulsion notification including expulsion hearing procedures, student, and parent rights and alternative education provisions as required by law as part of the expulsion process.

### **Discipline of Students with Disabilities**

When a student being served by an individualized education program (IEP) engages in conduct which would warrant suspension of more than 10 days or expulsion for a student without disabilities, the student's parents will be notified immediately (within 24 hours) of the circumstances of the misbehavior, the time, and location of the student's IEP team meeting addressing the infraction and its relationship to the disability.

The IEP team will determine whether the misconduct is a manifestation of the student's disability. Should the IEP team conclude the misconduct has no relationship to the student's disability, the student may be disciplined in the same manner as would other students.

If the IEP team concludes the misconduct is a consequence of the student's disability, the team may review and revise the student's IEP and determine whether a change in placement is needed. The district may not suspend for more than 10 days or expel a student with a disability or terminate educational services for any behavior which is a manifestation of the disability.

A student may be removed from the current educational placement to an appropriate interim alternative educational setting for the same amount of time that a student without a disability would be subject to discipline, but for not more than 45 calendar days in a school year, for a drug or weapon violation as provided in district procedures. Additionally, the district may request an expedited due process hearing to obtain a hearings officer's order to remove a student to an interim alternative educational setting for not more than 45 days if the student is

exhibiting injurious behavior. For the purpose of this request, "injurious behavior" is defined as behavior that is substantially likely to result in injury to the student or to others.

## **DISTRIBUTION OF MATERIAL**

All aspects of K-12 school-sponsored publications, including web pages, newspapers and/or yearbooks, are completely under the supervision of the teacher and principal. Students may be required to submit such publications to the administration for approval. Generally, high school student journalists have the right to exercise freedom of speech and of the press in school sponsored media. School sponsored media prepared by student journalists are subject to reasonable time, place and manner restrictions pursuant to state and federal law.

Written materials, handbills, photographs, pictures, petitions, films, tapes or other visual or auditory materials may not be sold, circulated or distributed on district property by a student or a nonstudent without the approval of the administration.

Materials not under the editorial control of the district may be subject to administrative review, restriction, or prohibition, based on legitimate educational concerns. Such concerns include whether the material is defamatory; age appropriate to the grade level and/or maturity of the reading audience; poorly written or inadequately researched; is biased or prejudiced; not factual; or not free of racial, ethnic, religious, or sexual bias.

Materials that include advertising that is in conflict with public school laws, rules and/or Board policy, deemed inappropriate for students or may be reasonably perceived by the public to bear the sanction for approval of the district will not be allowed.

All requests for materials distribution require approval of the administration.

The district may designate the time, place, and manner for distribution.

If material is not approved within 48 hours of the time that it was submitted, it must be considered denied.

A denial may be appealed to the superintendent. If the material is not approved by the superintendent within three days it will not be considered approved. A decision reached by the superintendent may be appealed to the Board at its next regular meeting when the individual shall have a reasonable period of time to present their viewpoint.

## **DRESS AND GROOMING**

The district's dress code is established to promote appropriate grooming and hygiene, prevent disruption, and avoid safety hazards.

The following general guidelines are designed broadly enough to allow individual expression:

1. An adequate coverage of the body is required.
2. Bare midriff, halter tops, strapless tops, tops with low necklines, backless tops, or otherwise revealing tops, exposed underwear or skin, excessive sagging are not allowed.
3. Sleeveless shirts and tank tops are allowed provided they cover undergarments, and the midriff is not exposed. Cut off shirts that expose the skin of the abdomen are not allowed.
4. Tank top straps must be one inch thick
5. Footwear must always be worn and be appropriate for course requirements.
6. Hoods are not allowed within the building. Hoods may be worn while passing outside. Do-rags and bandanas are also prohibited.
7. Sunglasses, face or eye masks, or any other items that inhibit the ability to identify an individual are prohibited.
8. Clothing decorated or marked with illustrations, words or phrases that have sexual innuendoes, are vulgar, obscene, ridicule a particular person or group, or promote behavior violating school conduct standards are not allowed. Examples include, but are not limited to, Coors, Playboy, Cookies, 40s and Shorties, etc.

9. Certain clothing and adornments worn for the purpose of identifying gang membership or gang support are not allowed.
10. Clothing and any other adornments (i.e., buttons, necklaces, etc.) displaying drug, alcohol, or tobacco symbols or paraphernalia or depicting or encouraging violence are not allowed.
11. Clothing, jewelry, work/graphics on clothing, which interfere with the learning process or school climate, or unclean clothing, grooming that may threaten the health or safety of students or others is not allowed.
12. Leggings or pants that are so tight private body parts can be seen or are outlined by the clothing.
13. Clothing should be worn as intended or designed. For example, track shorts waistbands should not be rolled up so that they become inappropriate.
14. Due to changing fads and fashions, there may be changes during the year.

Students who represent the school in a voluntary activity may be required to meet additional dress and grooming standards approved by the principal and may be denied the opportunity to participate if those standards are not met.

Students who have dress code violations will be sent to or called to the office by school staff. Dress code violations must be changed in the office. Students with dress code violations will be provided with an appropriate replacement article of clothing. The inappropriate clothing will be held in the office and returned to the student at the end of the day when the school's clothing is also returned to the school. Third violation will result in detention. Discipline for further incidents will be determined based on patterns and level of behavior.

#### **DRUG, ALCOHOL AND TOBACCO PRVENTION PROGRAM\*\***

The possession, selling and/or use of illegal and harmful drugs, alcohol, tobacco products, and inhalant delivery systems are strictly prohibited. This includes substance abuse and drug paraphernalia. This prohibition applies during the regular school day and/or at any district-related activity, regardless of time or location, and while being transported on district-provided transportation. Students in violation of the district's policy will be subject to disciplinary action and referral to law enforcement officials, as appropriate, in accordance with the Student Code of Conduct.

Drug, alcohol, and tobacco use is illegal for students and interferes with both effective learning and the healthy development of students. The district has a fundamental and ethical obligation to prevent drug, alcohol, and tobacco use and will maintain a drug-free educational environment.

#### **EMERGENCY DRILLS - FIRE, EARTHQUAKE AND OTHER EMERGENCY DRILLS**

1. Instruction on fire, earthquake, safety threats, and drills on emergency procedures including fire, earthquake, and safety threats for students shall be conducted for students at monthly.
2. Fire drills will include routes and methods of exiting the school building. At least one fire drill will be conducted within the first 10 days of the school year.
3. At least two drills on earthquakes and two drills for safety threats for students will be conducted each year for students in all grades K-12. Drills and instruction on earthquake emergencies shall include the response procedure known as "drop, cover and hold on."
4. At least two drills on safety threats will be conducted each year for students in all grades. Drills and instruction on safety threats shall include procedures related to lockdown, lockout, shelter in place, evacuation, and other actions to take when there is a threat to safety.
5. A map/diagram of the fire escape routes is posted near all classroom doorways and reviewed with students.

When the fire alarm is sounded, students must follow the direction of staff quickly, quietly, and in an orderly fashion.

When a school or the district initiates a safety threat action, the school or district shall issue an electronic communication as expeditiously as possible and not later than 24 hours after initiation of the safety threat action.

The communication will be issued in culturally appropriate languages to effectively communicate with parents and guardians of students attending the school at which the safety threat action occurred.

The communication must include:

1. A general description of the issue that caused the safety threat action to be taken;
2. The duration of time the safety threat action was taken, from when the action was initiated until when it concluded;
3. Actions taken by the school or district to resolve the situation that caused the safety threat action and actions taken to protect student safety; and
4. An explanation of how the situation was resolved.

## **EMERGENCY MEDICAL TREATMENT**

A student who becomes ill or is injured at school must notify their teacher or another staff member as soon as possible. In the case of a serious illness or injury, the school shall attempt to notify parents according to information provided on emergency forms and submitted by parents to the school. Parents are encouraged to update this information as often as necessary.

If the student is too ill to remain in school, the student will be released to the student's parents or to another person as directed by parents on the student's emergency form.

School staff may administer emergency or minor first aid, if possible. The school will contact emergency medical personnel, if necessary, and will attempt to notify the student's parents whenever the student has been transported for treatment.

## **EMERGENCY SCHOOL CLOSING INFORMATION**

In case of hazardous or emergency conditions, the superintendent may alter district and transportation schedules, as are appropriate to the particular condition. Such alterations include closure of all schools, closure of selected schools or grade levels, delayed openings of schools and early dismissal of students.

Notification to parents of closure and further plans will be made via the district's automated calling system.

## **EXPANDED OPTIONS PROGRAM (EOP) AND DUAL ENROLLMENT (DE)**

By February 15<sup>th</sup>, the high school will send a notice to students and parents about the Expanded Options Program (EOP) explaining eligibility requirements. A student may apply to, and be accepted by, a post-secondary institution through the EOP. If accepted and if a student wishes to take an eligible course through this program, a student must notify the district no later than May 15<sup>th</sup> of that year. The selected student will meet with an advisory team to establish goals and develop an educational learning plan.

Additional information about the EOP may be found in Board policy IGBHE – Expanded Options Program or accessed through school staff.

When students are enrolled in Expanded Options or Dual Enrollment—generally classes taken through SOCC credit may also be counted toward high school credit—the following policies apply:

DE: Students taking dual enrollment courses will not be allowed proficiency-based practices of re-takes for tests. There will be no re-takes of tests.

EO: If a dual enrollment class is offered through MPHS, then the school district will not pay for that same or equivalent class through any other college venue.

EO: Student must be 16 years of age or older at the time of enrollment or enrolled in 11th or 12th grade.

EO: Student has not successfully completed the requirements for a high school diploma or a modified diploma.

EO: Students who take an expanded options course have the options to receive the SOCC grade on their high school transcript. Credit will be awarded as a high school one semester credit.

## **EXTRACURRICULAR ACTIVITIES**

All students, regardless of their ability levels, are encouraged to take part in extracurricular activities and the many worthwhile learning experiences that involvement in student government, student clubs, organizations, athletics and other activities has to offer.

Interested students should contact the office for additional information.

## **FEES, FINES AND CHARGES\*\***

Materials that are part of the basic educational program are provided without charge to a student. A student is expected to provide their own supplies of pencils, paper, erasers, notebooks, and calculators and may be required to pay certain other fees or deposits, including:

1. Registration Fees, Technology fees, and Student identification cards (\$30);\*
2. Class fees (\$15 – FFA, \$30 – Art, \$15 Woodshop/Metal shop & W.M.C., \$5 PE/Sports Conditioning/Lifetime Fitness, \$30 FACS);
3. Materials for a class project the student will keep in excess of minimum course requirements and/or at the option of the student (prices may vary);
4. Personal physical education and athletic equipment and apparel (prices may vary);
5. Voluntary purchases of pictures, publications, class rings, graduation announcements, etc.;
6. Student accident insurance and insurance on school-owned instruments (prices may vary)
7. Instrumental rental and uniform maintenance (prices may vary);
8. Fees for damaged library books and school-owned equipment (prices may vary);
9. Field trips considered optional to the district's regular school program (prices may vary);
10. Admission fees for certain extracurricular activities;
11. Participation fees or "pay to play" for involvement in activities. (None at this time)

No student will be denied an education because of an inability to pay supplementary fees.

A written notice will be provided to the student and their parent(s) of the district's intent to collect fees, fines, and damages owed. Notice will include the reason the student owes money to the district; an itemization of the fees, fines, or damages owed; and the right of the parent to request a hearing.

Debts not paid within thirty calendar days of the district's notice to the student and parent will result in possible restrictions and/or penalties, until the debt is paid, and possible referral of the debt to a private collection agency or other methods available to the district.

A request to waive the student's debt must be submitted in writing to the principal or designee. Fees, fines, and charges owed to the district may be waived at the discretion of the principal or designee if:

1. The district determines that the parent of the student is unable to pay the debt;
2. The payment of the debt could impact the health or safety of the student;
3. The creation of the notice of the debt owed would cost more than the potential total debt collected relating to the notice;
4. There are mitigating circumstances as determined by the principal or designee that preclude the collection of the debt.

Such requests must be received no later than 10 calendar days following the district's notice.

All such restrictions and/or penalties shall end upon payment of amount owed.

The district will withhold the diploma of any student who owes a debt for unpaid school fees, fines and charges. The district may withhold grade reports, diploma, and records of students owing less than \$50. All such materials shall be released upon payment of moneys owed.

**\*THIS INSTITUTION IS AN EQUAL OPPORTUNITY PROVIDER**

## **FIELD TRIPS**

Field trips may be scheduled for educational, cultural, or other extracurricular purposes. All students are considered to be "in school" while participating in district-sponsored field trips. This means students are subject to the school's student conduct rules, applicable Board policy, and such other rules as may be deemed appropriate by the field trip supervisor.

Parents will be asked to sign a general field trip permission slip when registering their child for school. Parents will be notified of field trips at least two days in advance of the trip via phone call or note sent home with their child.

## **FLAG SALUTE**

Students shall receive instruction in respect for the national flag and will be provided an opportunity to salute the United States flag at least once a week during the school year by reciting *The Pledge of Allegiance*.

Individual students who do not participate in the salute must maintain a respectful silence during the salute.

## **FUND RAISING\*\***

Student organizations, clubs or classes, athletic teams, outside organizations and/or parent groups may occasionally be permitted to conduct fund-raising drives. An application for permission must be made to the principal via the activities secretary at least 14 school days before the event.

All funds raised or collected by or for school-approved student groups will be receipted, deposited and accounted for in accordance with Oregon law and applicable district policy and procedures. All such funds will be expended for the purpose of supporting the school's extracurricular activities program. The principal is responsible for administering student activity funds. The student body treasurer serves as the student government representative in administration of student leadership funds.

## **GANGS**

The presence of gangs and the violent activities and drug abuse that often accompany gang involvement can cause a substantial disruption of school, district activities, and a student's ability to meet curriculum and attendance requirements.

A "gang" is defined as any group that identifies itself through the use of a name, unique appearance, or language, including hand signs, the claiming of geographical territory, or the espousing of a distinctive belief system that frequently results in criminal activity.

In an effort to reduce gang involvement, the district encourages students to become involved with district-sponsored clubs, organizations, and athletics; to discuss with staff and district officials the negative consequences of gang involvement; to seek the assistance of counselors for additional guidance and district; and to access community resources that offer support to students and alternatives to gang involvement.

No student on or about district property or at any district activity shall wear, possess, use, distribute, display, or sell any clothing, jewelry, emblem, badge, or any other such symbol evidencing gang membership or affiliation. No student shall use any speech, either verbal or nonverbal (i.e., gestures, handshakes, etc.) signifying gang membership or affiliation.

No student shall solicit other students for membership in any gangs nor commit any other illegal act or other violation of district policies.

Students in violation of the district's gang policy will be subject to discipline in accordance with the district's Student Code of Conduct.

## GRADING POLICY

At the beginning of each school year or course, teachers will inform students and parents how attendance and class participation are related to the instructional goals of the subject or course. The faculty-designed grading schedule is used in all classes.

Grades on quizzes, projects, exams, homework (up to 10%), and presentations will be assigned on a four-point scale. This means that every learning target (and every rubric) will be based on scores from 1-4. The following table shows what each number means for proficiency and the corresponding percentage.

4	3	2	1
Distinguished	Proficient	Developing Skills	Beginning Skills
100%	75%	50%	25%

The following scale shows how letter grades will be assigned based upon the 1-4 scale.

Letter Grade	Average Score on Learning Targets	LT Score Trends	Percentage
A	3.6-4.0	4s with an occasional 3	90%-100%
B	3.2-3.5	3s with some 4s	80%-89.9%
C	2.8-3.1	3s with an occasional 2 or 4	70%-79.9%
F	Not Proficient	Mostly 2s	Below 70%

## GRADUATION EXERCISES

Students in good standing<sup>4</sup> who have successfully completed the requirements for a high school diploma, qualify to receive or receives a modified diploma, an extended diploma, or an alternative certificate<sup>5</sup>, including a student with disabilities receiving a document certifying successful completion of program requirement, shall have the option to participate in graduation exercises. Students who have not met the district's diploma or certificate requirements will not be permitted to take part in the district's graduation exercises. Additionally, students may be denied participation in graduation exercises for violation of Board policies, administrative regulations, or school rules.

A student shall be allowed to wear a dress uniform issued to the student by a branch of the U.S. Armed Forces if the student:

1. Qualifies to receive a high school diploma, a modified diploma, an extended diploma or an alternative certificate; and
2. Has completed basic training for, and is an active member of, a branch of the U.S. Armed Forces.

Graduating students will be allowed to wear Native American or other items of cultural significance<sup>6</sup>.<sup>7</sup>

The valedictorian(s), salutatorian(s), or others may be permitted to speak as part of the graduation exercise program at the discretion of the building principal or designee. All speeches will be reviewed and approved in advance by the building principal or designee.

<sup>4</sup> [A student may be denied participation in graduation exercises for conduct that violates board policy, administrative regulation and/or code of conduct provisions.]

<sup>5</sup> Alternative certificates are only available to students who began ninth grade prior to July 1, 2020. See ORS 329.451 as amended by SB 992 (2023).

<sup>6</sup> HB 2052 (2021) requires that districts allow students to wear Native American items of cultural significance to graduation and other school events. Districts can choose to allow students to wear items of significance to other cultures.} "Native American items of cultural significance" means items or objects that are traditionally associated with Native American or that have religious or cultural significance to a Native American.

<sup>7</sup> The district may prohibit an item or object that: a) is likely to cause a substantial disruption of, or material interference with the graduation ceremony, or b) replaces a cap or gown customarily worn at a graduation ceremony.

## **GRADUATION REQUIREMENTS**

The Board establishes graduation requirements for the awarding of a high school diploma, a modified diploma, an extended diploma, and a certificate of attendance, which meet or exceed state requirements.

A student may satisfy graduation requirements in less than four years. The district will award a diploma to a student fulfilling graduation requirements in less than 4 years if consent is received by the student's parent or guardian or by the student if they are 18 years of age or older or emancipated.

Students will have onsite access to the appropriate resources and courses to achieve high school diplomas, modified diplomas, and extended diplomas at each high school in the district. The district provides age-appropriate and developmentally appropriate literacy instruction to all students until graduation.

The district may not deny a student the opportunity to pursue a diploma with more stringent requirements than a modified diploma or an extended diploma for the sole reason the student has the documented history listed under the modified or extended diploma requirements.

The district may award a modified diploma or an extended diploma to a student only upon the written consent of a student who is an emancipated minor or who has reached the age of 18 (adult student) at the time the modified or extended diploma is awarded, or the student's parent or guardian. The district must receive the written consent during the school year in which the modified diploma or the extended diploma is awarded.

A student shall have the opportunity to satisfy the requirements for a modified diploma, an extended diploma or a certificate of attendance in the later of 4 years after starting grade 9, or until the student reached the age of 21 years of age, if the student is entitled to a public education until the age of 21 under state or federal law.

A student may complete the requirements for a modified diploma, an extended diploma, or a certificate of attendance in less than 4 years but not less than 3 years. To satisfy the requirements for a modified diploma, an extended diploma or a certificate of attendance in less than 4 years, the student's parent or guardian or a student who is emancipated or has reached the age of 18, must provide written consent which clearly states the parent, guardian or student is waiving the fourth year and/or years until the student reaches the age of 21.

A student who qualifies to receive or receives a modified diploma, an extended diploma, or a certificate of attendance will have the option of participating in a high school graduation ceremony with the student's class.

A student who received a modified diploma, an extended diploma, or a certificate of attendance shall have access to instructional hours, hours of transition services, and hours of other services that are designed to meet the unique needs of the student. When added together, the district will provide a total number of hours of instruction and services to the student that equals at least the total number of instructional hours that are required to be provided to students who are attending a public high school. The district may not unilaterally decrease the total number of hours of instruction and services to which the student has access regardless of the age of the student.

The district will award to students with disabilities a document certifying successful completion of program requirements. No document issued to students with disabilities educated in full or in part in a special education program shall indicate that the document is issued by such a program. When a student who has an IEP completes high school, the district will give the student an individualized summary of performance.

Eligible students with disabilities are entitled to a Free Appropriate Public Education (FAPE) until the age of 21, even if they have earned a modified diploma, an extended diploma, a certificate of attendance, or completion of a General Education Development document. The continuance of services for students with disabilities for a modified diploma, an extended diploma, or a certificate of attendance is contingent on the IEP team determining the student's continued eligibility and special education services are needed.

The district may not deny a diploma to a student who has opted out of the statewide assessment if the student is able to satisfy all other requirements for the diploma. Students may opt-out of the Oregon statewide assessments

in language arts and/or mathematics by completing the Oregon Department of Education's Opt-out Form and submitting the form to the district.

The act of student-initiated test impropriety is prohibited. A student that participates in an act of student-initiated test impropriety will be subject to discipline. "Student-initiated test impropriety" means student conduct that is inconsistent with the Test Administration Manual or accompanying guidance; or results in a score that is invalid. Students and their parents will be notified of graduation and diploma requirements through the high school curriculum guide.

**Regular Diploma Requirements include:**

- Career Information System (YouScience), Senior portfolio requirements, Senior interview, and Speech
- Successful demonstration of the Essential Skills of Reading, Writing, and Mathematics
- Completion of Community Service as follows:
  - 9th Grade requirement: 10 hours
  - 10th Grade requirement: 10 hours
  - 11th Grade requirement: 10 hours
  - 12th Grade requirement: 10 hours
  - Total Community Service Hours Required for Graduation: 40 hours  
(For students who enroll in MPHS after the beginning of their freshmen year, Community Service is still required for the entire year in which they enroll and all other years of attendance. For example, if a student enrolls at MPHS in January of their junior year, that student is required to complete 50 hours of community service. If a student attends MPHS their freshman year and their senior year, that student is required to complete 40 hours of community service.)
- Earning 24 full year credits/semester credits in the following subject areas:

Subject Area	Credits Needed
English Language Arts	4
Mathematics	3
Science	3
Social Sciences	3
Physical Education	1
Health	1
Fine Arts	3
Electives	6
Total Credits	<b>24</b>

**HAZING, HARASSMENT, INTIMIDATION, BULLYING, CYBERBULLYING, MENACING, TEEN DATING VIOLENCE, DOMESTIC VIOLENCE\*\***

Hazing, harassment, intimidation, bullying, menacing, cyberbullying or teen dating violence, by students, staff, or third parties toward students is strictly prohibited and shall not be tolerated in the district. Retaliation against any person who is a victim of, who reports, is thought to have reported, or files a complaint about an act of harassment, intimidation, bullying, an act of cyberbullying, or teen dating violence, or otherwise participates in an investigation or inquiry is strictly prohibited. A person who engages in retaliatory behavior will be subject to consequences and appropriate remedial action. False charges shall also be regarded as a serious offense and will result in consequences and appropriate remedial action.

Students whose behavior is found to be in violation of Board policy JFCF – Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence or Domestic Violence – Student and any accompanying administrative regulations will be subject to consequences and appropriate remedial action which may include discipline, up to and including expulsion.

Individuals may also be referred to law enforcement officials.

“Hazing” includes, but is not limited to, any act that recklessly or intentionally endangers the mental health, physical health, or safety of a student for the purpose of initiation or as a condition or precondition of attaining membership in, or affiliation with, any district-sponsored activity or grade level attainment. (i.e., personal servitude; sexual stimulation/sexual assault; forced consumption of any drink, alcoholic beverage, drug, or controlled substance; forced exposure to the elements; forced prolonged exclusion from social contact, sleep deprivation or any other forced activity that could adversely affect the mental or physical health or safety of a student); requires, encourages, authorizes, or permits another to be subject to wearing or carrying any obscene or physically burdensome article; or assignment of pranks to be performed or other such activities intended to degrade or humiliate. It is not a defense against hazing that the student subjected to hazing consented to or appeared to consent to the hazing.

“Harassment, intimidation, or bullying” means any 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, that may be based on but not limited to, the protected class of a person, having the effect of:

1. Physically harming a student or damaging a student’s property;
2. Knowingly placing a student in reasonable fear of physical harm to the student or damage to the student’s property; or
3. Creating a hostile educational environment including interfering with the psychological well-being of the student.

“Protected class” means a group of persons distinguished, or perceived to be distinguished, by race, color, religion, sex, sexual orientation, gender identity, national origin, marital status, familial status, source of income, or disability.

“Teen dating violence” means:

1. A pattern of behavior in which a person uses or threatens to use physical, mental, or emotional abuse to control another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age; or
2. Behavior by which a person uses or threatens to use sexual violence against another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age.

“Domestic violence” means abuse by one or more of the following acts between family and/or household members:

1. Attempting to cause or intentionally, knowingly, or recklessly causing bodily injury;
2. Intentionally, knowingly, or recklessly placing another in fear of imminent bodily injury;
3. Causing another to engage in involuntary sexual relations by force or threat of force.

“Cyberbullying” is the use of any electronic communication device to harass, intimidate, or bully.

“Menacing” includes any act intended to place a student in fear of imminent serious physical injury.

“Retaliation” means any act of, including but not limited to, hazing, harassment, intimidation, bullying, menacing, teen dating violence, and acts of cyberbullying toward the victim, a person in response to an actual or apparent reporting of or participation in the investigation of, hazing, harassment, intimidation, bullying, menacing, teen dating violence, and acts of cyberbullying, or retaliation.

The building administrator will take reports and conduct a prompt investigation of any reported acts of hazing, harassment, intimidation, bullying, menacing, cyberbullying, or teen dating violence. Any employee who has knowledge of conduct in violation of Board policy JFCF – Hazing, Harassment, Intimidation, Bullying,

**Cyberbullying, Menacing, Teen Dating Violence or Domestic Violence** – Student shall immediately report their concerns to the building administrator who has overall responsibility for all investigations.

Any student who has knowledge of conduct in violation of Board policy JFCF or feels they have been subjected to an act of hazing, harassment, intimidation, bullying, menacing, or cyberbullying or feel they have been a victim of teen dating violence in violation of this policy, is encouraged to immediately report concerns to the building administrator who has overall responsibility for all investigations. A report made by a student or volunteer may be made anonymously. A student may also report concerns to a teacher or counselor who will be responsible for notifying the appropriate district official.

The district shall incorporate age-appropriate education about teen dating violence and domestic violence into new or existing training programs for students in grades 7 through 12.

The district shall notify the parents or guardians of a student who was subjected to an act of harassment, intimidation, bullying or cyberbullying, and the parents or guardians of a student who may have conducted an act of harassment, intimidation, bullying or cyberbullying, unless an exception applies (see Board Policy JFCF and ORS 339.356).

All reports will be promptly investigated in accordance with the following procedures:

**Step 1:** Any reports or information on acts of [hazing,] harassment, intimidation, bullying[, menacing], acts of cyberbullying, or incidents of teen dating violence (e.g., complaints, rumors) shall be presented to [employee position title]. Reports against the principal shall be filed with the superintendent. Reports against the superintendent shall be filed with the Board chair. Information may be presented anonymously. All such information will be reduced to writing and will include the specific nature of the office and corresponding dates.

**Step 2:** The building administrator receiving the report shall promptly investigate. Parents will be notified of the nature of any report involving their student. The building administrator will arrange such meetings as may be necessary with all concerned parties within five working days after receipt of the information or report. The parties will have an opportunity to submit evidence and a list of witnesses. All findings related to the report will be reduced to writing. The building administrator conducting the investigation shall notify the person making the report within 10 working days of receipt of the information or report, and parents as appropriate, in writing when the investigation is concluded and a decision regarding disciplinary action, as warranted, is determined.

A copy of the notification letter or the date and details of notification to the person making the report, together with any other documentation related to the incident, including disciplinary action taken or recommended, shall be forwarded to the superintendent.

**Step 3:** If the person making the report is not satisfied with the decision at Step 2, they may submit a written appeal to the superintendent or designee. Such appeal must be filed within 10 working days after receipt of the Step 2 decision. The superintendent or designee will arrange such meetings with the person making the report and other affected parties as deemed necessary to discuss the appeal. The superintendent or designee shall provide a written decision to the appeal within 10 working days.

**Step 4:** If the person making the report is not satisfied with the decision at Step 3, a written appeal may be filed with the Board. Such appeal must be filed within 10 working days after receipt of the Step 3 decision. The Board shall, within 20 working days, conduct a hearing at which time the person making the report shall be given an opportunity to present the report. The Board shall provide a written decision to the person making the report within 30 days of receipt of the appeal by the Board.

Direct complaints of discriminatory harassment related to educational programs and services may be made to the Regional Civil Rights Director, U.S. Department of Education, Office for Civil Rights, Region X, 915 Second Ave., Room 3310, Seattle, WA 98174-1099.

Documentation related to the incident may be maintained as a part of the student's education records. Additionally, a copy of all reported acts of hazing, harassment, intimidation, bullying, menacing, cyberbullying, or incidents of teen dating violence, and documentation will be maintained as a confidential file in the district office.

### **HOUSELESSNESS<sup>8</sup>, STUDENTS EXPERIENCING**

The district provides full and equal opportunity to students in homeless situations as required by law, including immediate enrollment. School records, medical records, proof of residence or other documents will not be required as a condition for admission. A student is permitted to remain in their school of origin for the duration of their homelessness or until the end of any academic year in which they move to permanent housing.

Transportation to the student's school of origin will be provided, at the request of the parent, or in the case of an unaccompanied student, at the request of the district's liaison for homeless students. For additional information concerning the rights of students and parents of students in homeless situations or assistance in accessing transportation services, contact the counseling office, the district's liaison for homeless students.

### **HOMEWORK**

Homework is also referred to as practice work. It is assigned to provide students an opportunity to practice independently what has been presented in class, to improve the learning processes, to aid in the mastery of skills and to provide study and work skills. Whatever the task, the experience is intended to be complementary to the classroom process. These types of assignments are not always counted in the final grading process and/or grade decision. Our educational philosophy is for students to earn grades based on the state and national educational standards. Homework/practice is often required as a part of the process to demonstrate proficiency and study skills. Refer to each class syllabus for the requirements of that class.

### **IMMUNIZATION AND SCHOOL SPORTS PARTICIPATION\*\***

#### **Immunization**

A student must be fully immunized against certain diseases or must present a certificate or statement that, for religious or philosophical beliefs and/or a medical exemption, the student is not immunized. Proof of immunization may be personal records from a licensed physician or public health clinic.

Any student not in compliance with Oregon statutes and rules related to immunization may be excluded from school until such time as they have met immunization requirements. The student's parent or guardian will be notified of the reason for this exclusion. A hearing will be afforded upon request.

#### **School Sports Participation**

A student participating in extracurricular sports in grades 7 through 12 is required to submit to an appropriate School Sports Pre-Participation Examination<sup>9</sup> prior to their initial participation in a related district program. The form<sup>10</sup> is to be completed and signed by a parent or guardian giving permission for the student to participate and signed by a medical provider authorized by law who has examined and evaluated the student. The completed form(s) must be returned to the school office.

A student who is subsequently diagnosed with a significant illness or has had a major surgery is required to have a physical examination prior to further participation.

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<sup>8</sup> {ODE often uses "houseless" in place of "homeless." Federal law continues to use "homeless." Districts can choose the language they choose to use. If the district uses "houseless," it may be helpful to include a footnote citing the federal law.}

<sup>9</sup> The required form is available at <https://www.osaa.org/governance/forms>, a copy may be obtained from a school office, or a form generated by the medical provider may be used if it meets requirements of law in OAR 581-021-0041.

<sup>10</sup> The form may be used in either a hard copy or electronic format.

A student who exhibits signs, symptoms or behaviors consistent with a concussion following an observed or suspected blow to the head or body, or who has been diagnosed with a concussion will not be allowed to participate in any athletic event or training on that day, unless an athletic trainer licensed by the Board of Athletic Trainers or a physician licensed pursuant to ORS 677.100 - 677.228 has determined the student has not suffered a concussion. Except as allowed above, a student excluded for concussion reasons will not be allowed to return to participate in an athletic event or training until the following three conditions have been met:

1. It is not the same day as the student exhibited signs, symptoms or behaviors, experienced a blow to the head or body, or was diagnosed with a concussion;
2. The student no longer exhibits signs, symptoms or behaviors consistent with a concussion; and
3. The student has received a medical release form from a health care professional.

A student who continues to participate in extracurricular sports in grades 7 through 12 shall be required to complete a sports examination once every two years, thereafter.

## **INFECTION CONTROL AND BLOODBORNE PATHOGENS**

The risk of exposure to body fluids due to casual contact in the school environment is extremely low and generally limited to situations where non-intact skin or mouth, eye or other mucous membranes would be exposed to blood or any body fluids contaminated with blood from an infected person. Since any risk is serious, however, the district requires that staff and students approach infection control using standard precautions. That is, each student and staff member is to assume all direct contact with human blood and body fluids is regarded as known to be infectious for bloodborne pathogens<sup>11</sup>.

## **HUMAN SEXUALITY, AIDS/HIV AND SEXUALLY TRANSMITTED DISEASE INSTRUCTION**

An age-appropriate plan of instruction about Human Sexuality, AIDS, HIV, and Sexually Transmitted Diseases has been included as an integral part of the district's health curriculum. The plan of instruction will include age-appropriate child sexual abuse prevention instruction for students in kindergarten through grade 12. Any parent may request that their student be excused from that portion of this instructional program required by Oregon law by contacting the principal for additional information and procedures.

## **INSURANCE\*\***

At the beginning of the school year, the district will make available to students and parents a low-cost student accident insurance program. Parents are responsible for paying premiums (if coverage is desired) and for submitting claims through the district office. The district shall not be responsible for costs of treating injuries or assume liability for any other costs associated with an injury.

Before participating in a school-sponsored trip outside the district or in school-sponsored athletics, students, and parents must have: (1) purchased the student accident insurance; (2) shown proof of insurance; or (3) signed a form rejecting the insurance offer.

## **LOCAL WELLNESS**

Students may be encouraged or required to participate in physical activity or receive instruction on nutrition or maintaining healthy lifestyles.

## **LOCKERS**

Lockers and other district storage areas provided for student use remain under the jurisdiction of the district even when assigned to an individual student. Lockers may be routinely inspected without prior notice to ensure no item

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<sup>11</sup> "Bloodborne pathogens" are pathogenic microorganisms that are present in human blood and can cause disease in humans. These pathogens include, but are not limited to, hepatitis B virus (HBV) and human immunodeficiency virus (HIV). 29 CFR 1910.1030(b)

which is prohibited on district premises is present; maintenance of proper sanitation, mechanical condition, and safety; and to reclaim district property including instructional materials.

A student has full responsibility for the security of the locker and is responsible for making certain it is locked and that the combination is not available to others. Valuables should never be stored in the student's locker. The district will not be responsible for the loss of, or damage to, personal property.

#### **LOST AND FOUND**

Any articles found in the school or on district grounds should be turned in to the school office. Unclaimed articles will be disposed of at the end of the school year.

Loss or suspected theft of personal or district property should be reported to the school office.

The district will not be responsible for the loss of, or damage to, personal property.

#### **MEAL PROGRAM**

We are pleased to inform you that Myrtle Point School District participates in the National School Lunch (NSLP) and School Breakfast Programs under the Community Eligibility Provision Grant.

All enrolled students at the Myrtle Point School District, Myrtle Crest, Maple Middle School and Myrtle Point High School, are eligible to receive a healthy breakfast, lunch and sack supper (Sack Supper grades Pre-k – 8th) at school. These meals are all FREE for the 2025/2026 school year.

#### **MEDIA ACCESS TO STUDENTS**

Media representatives may be allowed to interview and photograph students involved in instructional programs and school activities, including athletic events. Information obtained directly from students does not require parental approval prior to publication.

Parents who do not want their student interviewed or photographed should direct their student accordingly.

District employees may release student information only in accordance with applicable provisions of the education records law and Board policies governing directory information and personally identifiable information.

#### **MEDICATIONS\*\***

Students may be permitted to take prescription or nonprescription medication at school or at school-sponsored activities on a temporary or regular basis, when necessary. Requests for a student to have medication at school 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: name of the student, name of the medication, dosage, route, frequency of administration and any special instructions. A prescription label meets the requirements for written instructions from the physician if the information above is included.

Written instructions of the parent which include the information above are required for all requests to administer nonprescription medication.

All medication to be administered by the district is to be brought to school by the parent in its original container. Medication not picked up by the parent within [five] 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.

## **PARENTAL INVOLVEMENT\*\***

Education succeeds best when there is a strong partnership between home and school. As a partnership thrives on communication, the districts ask parents to:

1. Encourage their students to put a high priority on their education and to commit themselves to making the most of the educational opportunities the district provides;
2. Keep informed on district activities and issues. Daily Announcements, parent/teacher communications, and parent/teacher conferences give parents the opportunity to learn more about the school.
3. Become a district volunteer. For further information contact the school office.
4. Participate in district/parent organizations. The activities are varied, ranging from graduation activities to the building's site council, with its emphasis on instructional improvement.

## **PARENTAL RIGHTS\*\***

Parents of students may inspect any survey created by a third party before the survey is administered or distributed by the school to students. Parents may also inspect any survey administered or distributed by the district or school containing one or more of the following items:

1. Political affiliations or beliefs of the student or the student's parent;
2. Mental or psychological problems of the student or the student's family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating or demeaning behavior;
5. Critical appraisals of other individuals with whom respondents have close family relationships;
6. Legally-recognized privileged or analogous relationships such as those of lawyers, physicians or ministers;
7. Religious practices, affiliations, or beliefs of the student or the student's parents;
8. Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance.

A student's personal information (e.g., name, address, telephone number, or social security number) will not be collected, disclosed or used for the purpose of marketing or for selling that information without prior notification, an opportunity to inspect any instrument used to collect such information, and permission of the student's parent(s) or the student if age 18 or older.

Instructional materials used as part of the school's curriculum may also be reviewed by the student's parent(s).

Requests to review materials or to excuse students from participation in these activities, including any nonemergency, invasive physical examination or screenings administered by the school and not otherwise permitted or required by state law should be directed to the office during regular school hours.

## **PEDICULOSIS (HEAD LICE)**

A student with a suspected case of head lice may be referred to designated trained staff for a screening. The screening will be done in a confidential manner by trained personnel.

School personnel will notify the parent or guardian of a student found with head lice and may provide information on treatment. The student will be allowed to remain in school.

## **PERSONAL COMMUNICATION DEVICES & SOCIAL MEDIA\*\***

All schools in the Myrtle Point School District are to be free from personal electronic devices from the start of school through the end of the school day. This includes, but is not limited to smartphones, flip phones, tablets, e-readers, smartwatches, smart glasses and any other personal web-capable device and the headphones and/or earbuds that are connected to those devices. Personal electronic devices that are brought onto school grounds are to be stored in accordance with the Myrtle Point School District storage policy.

Students may not access social media websites using district equipment, while on district property, or at district-sponsored activities, unless the access is approved by a district representative.

## **Myrtle Point School District Storage Policy:**

Students in grades K-5 are encouraged to keep their personal electronic devices at home. Personal electronic devices include, but are not limited to smartphones, flip-phones, tablets, e-readers, smartwatches, smart glasses, and any other personal web-capable device and the headphones and/or earbuds that accompany that device. 5<sup>th</sup> grade students will be issued a locker. 5<sup>th</sup> grade students must keep their personal electronic devices turned off and stored in their locker if they bring one to school. If a student, grade K-4, brings a personal electronic device to school, it must be turned into the classroom teacher and stored in a classroom lockbox.

Students in grades 6-12 are issued school lockers. Phones must be turned off and kept in their backpack, or in their school lockers. All lockers have locks.

The district will not be liable for personal electronic devices brought to district property and district activities. The district will not be liable for information or comments posted by students on social media websites, when the student is not engaged in district activities, and not using district equipment.

**Personal Electronic Device:** means any portable, electronically powered device that is capable of :

- Making and receiving calls
- Making and receiving text messages
- Accessing the internet independently from the school's network infrastructure
- Commonly referred to as "cell phone", which includes smartphones, flip phones, tablets, e-readers, smartwatches, smart glasses and any other personal web-capable device and the headphones and/or earbuds connected to those devices.
  - DOES NOT INCLUDE: laptop computers or other devices required to support academic activities.
- **Instructional Hours:** means from the regular start of the school instructional day to the end of the instructional day. This policy may also extend to field trips and athletic events, as determined by the Building Administrator.
  - This may exclude time when students are not on school grounds and are not under supervision of school personnel other than a school bus driver.

### **Expectations:**

- During class time, all students are required to store their personal electronic devices as described in the Myrtle Point School District Personal Electronic Device Storage Policy.
- Students may not access their personal electronic devices in bathrooms or locker rooms at any time.
- It is the student's responsibility to ensure all their personal electronic devices are stored in accordance with the district's policy.
- Communication between students and parents, caregivers, and/or guardians will occur through the school office if necessary.

### **Steps for Cell Phone Violations:**

When students need support in meeting expectations for personal electronic device use during the school day, teachers or administrators will use the following steps designed to guide and encourage positive choices:

- First instance of noncompliance: Staff will give the student a verbal reminder of the policy and expectations to reinforce appropriate use of personal electronic devices. Staff will report this to the office.
- Second instance of noncompliance: The device will be temporarily confiscated and held at the front office until the end of the school day. Parents, guardians, or caregivers will be notified. Student will receive a noon detention.
- Third instance of noncompliance: The device will again be temporarily held, and parents, guardians, or caregivers will be informed and be required to pick up the device. A meeting with school and administration and family will be arranged to review the policy and plan for improved compliance. Student will be assigned a noon detention. Student will lose the ability to participate in school activities. i.e. dances, movie nights, end-of-year activity day, etc.

- Beyond third instance of noncompliance: If non-compliance continues, school will determine additional appropriate consequences, including two or more noon detentions, always prioritizing keeping student involved in class and engaged in learning. Device will be confiscated and must be picked up by parents.

#### **Exceptions:**

Students with documented health conditions, as defined in their Individualized Education Program (IEP), 504 Plan or a medical provider's order, may be permitted to use a cell phone or other mobile device during the school day if required to monitor or manage their health. This use must be approved in advance by school administration and incorporated into the students' health plan. Students with approved exceptions are expected to follow all other device storage and usage guidelines when not actively managing their health concerns.

#### **POSTERS**

Signs, banners or posters that a student or community member wishes to display must first be approved by the principal. Signs, banners or posters displayed without authorization will be removed. Any student who posts printed material without prior approval shall be subject to disciplinary action.

#### **PROGRAM EXEMPTIONS\*\***

Students may be excused from a state-required program or learning activity for reasons of religion, disability or other reasons deemed appropriate by the district. Requests for excusal or accommodation must be in writing and must include the reasons for the request and a proposed alternative for an individualized learning activity which substitutes for the period of time exempt from the program and meets the goals of the learning activity or course being exempt. Requests may be filed by the student's parent or guardian, or by a student who is 18 years of age or older or who is an emancipated minor. Requests must be submitted to the teacher and principal. The principal will notify the parent by writing within ten school days of whether or not the request has been approved.

The district will determine if credit will be granted for any alternative activity.

#### **PROMOTION, RETENTION AND GRADE LEVEL PLACEMENT OF STUDENTS\*\***

A student shall be promoted from one grade to the next on the basis of academic, social, and emotional development.

Exceptions may be made when, in the judgment of the professional staff, such exceptions are in the best educational interest of the student involved.

A decision to retain a K-8 student will be made only after prior notification and explanation to the student's parents. School district administration decisions will be final.

Students in grades 9-12 will be promoted or retained in accordance with state and district graduation requirements.

Students will be placed in the grade level or course best suited to meet their needs, based on the district's evaluation of the student's transcript and/or other documentation, assessment, portfolio/work sample evidence, etc., as may be required by the district.

If the student is unable to provide appropriate documentation, the building principal or designee will make the grade level or course determination placement based on district-administered assessment(s) as deemed appropriate.

#### **RELEASE OF STUDENTS FROM SCHOOL\*\***

A student shall not be released from school at times other than regular dismissal hours except with the principal's permission or according to school sign-out procedures. The office staff will determine that permission has been

granted before allowing the student to leave. A student will not be released to any person without the approval of their parent or as otherwise provided by law.

#### Sign-Out Procedures

1. Parent will contact the school office via phone, signed and dated note, or in person
2. Parent will give the office staff the reason for and time of the student's departure.
3. Parent will tell the office staff either 1) the parent will come into the school to pick up the student; 2) the student has parent permission to sign themselves out and walk to the parent-determined location; 3) the parent gives permission for a person on the student's emergency contact/pick-up list to pick-up the student.

#### REPORTING SUSPECTED CHILD ABUSE

Any staff member who has reasonable cause or suspicion to believe that any child under 18 years of age with whom he/she has come in contact has suffered abuse or neglect, or that any adult with whom he/she is in contact has abused a child, shall immediately *orally* report or cause an oral report to be made to Services for Children and Families or to the local law enforcement agency.

The building principal is also to be immediately informed. Written documentation of this report must be complete and submitted to the building principal.

Oregon Law recognizes these types of abuse:

Physical  
Neglect  
Mental injury  
Threat of harm  
Sexual abuse

Failure to report a suspected child abuse or to comply with the confidentiality of records requirements is a violation punishable by law and by district disciplinary action up to and including dismissal.

A staff member who, based on reasonable grounds, participates in the good faith making of a child abuse report shall have immunity from any liability, civil or criminal, that might otherwise be incurred or imposed as provided by law.

#### RELEASE TIME FOR RELIGIOUS INSTRUCTION

Students may be excused from school for religious instruction, not to exceed two hours for grades 1 through 8 and five hours for grades 9 through 12 in any school week.

#### REPORTS TO STUDENT AND PARENTS\*\*

Written reports of student grades and progress reports shall be issued to parents at least annually informing parents of their student's progress toward achieving the academic content standards. Parents will receive reports on their student's absences. Letter grades will be used. Grades will be based on many factors including assignments, both oral and written, class participation, special assignments, research activities, and other identified criteria.

At the end of the first four weeks of a reporting period, the district will report the student's progress to the student and parent when the student's performance is below average or below the expected level.

Students and Parents will have access to student information through Synergy. Log in information will be provided during enrollment or through the Registrar.

## **RESTRAINT OR SECLUSION\*\***

See Board Policy JGAB – Use of Restraint or Seclusion and the accompanying administrative regulation). The Policy is posted the MPSD Website [www.mpsd.k12.or.us](http://www.mpsd.k12.or.us)

## **SCHEDULE CHANGE POLICY**

The Original Teacher(s) of Record must give a grade: A, B, C, or F. New Teacher(s) of Record will meet with the student individually to determine course requirements for the current term. Partial credit will be given for each course.

After two weeks into the semester, schedule changes will only be for special circumstances. These must be approved by the administration and counselor.

## **SENIOR TRIPS**

The district does not authorize or endorse senior trips taken for any purpose other than a special part of the Board-approved district curriculum.

Private groups and organizations may be permitted to use district facilities and equipment during non-instructional time to promote senior trips on the same basis as facilities and equipment are provided to others.

## **SPECIAL PROGRAMS**

### **Bilingual Students (English Language Learners)**

The school provides services for bilingual students (English language learners). A student or parent with questions about these programs should contact the building administrator.

### **Students with Disabilities**

The school provides services for students with disabilities. A student or parent with questions should contact the special education director.

### **Title IA services**

The school provides services for disadvantaged learners. Parents of eligible students are encouraged to become involved in the organized, ongoing planning, review, and improvement of the school's Title IA program efforts.

Notification will be provided of meetings held to inform parents of participating students of the school's participation in and requirements of Title IA. Students or parents with questions should contact a building administrator or counselor.

## **STUDENT/PARENT COMPLAINTS\*\***

### **Discrimination Complaints**

Any person, including students, staff, visitors, parents and third parties may file a complaint. The person with a complaint regarding possible discrimination on any basis protected by law should contact the district's civil rights coordinator: Steve Perkins, Superintendent

The district's final decision may be appealed to the Deputy Superintendent of Public Instruction under Oregon Administrative Rules (OAR) 581-075-0001 – 581-075-0045.

### **Bias Incident Complaints**

All students are entitled to a high-quality educational experience, free from discrimination or harassment based on perceived race, color, religion, gender identity, sexual orientation, disability or national origin.

“Bias incident” means a person’s hostile expression of animus toward another person, relating to the other person’s perceived race, color, religion, gender identity, sexual orientation, disability or national origin, of which criminal investigation or prosecution is impossible or inappropriate. Bias incidents may include derogatory language or behavior.

“Symbol of hate” means nooses, symbols of neo-Nazi ideology or the battle flag of the Confederacy.

The district prohibits the use or display of any symbols of hate on school property<sup>12</sup>, or in an education program except where used in teaching curriculum that is aligned with state standards of education for public schools.

The complaint process is outlined in administrative regulation ACB-AR - Bias Incident Complaint Procedure.

### **Division 22 Education Standards Complaints**

Any resident of the district, parent of a student attending district schools, or a student attending a school in the district may express a concern alleging violation of the district’s compliance with a Division 22 educational standard as provided by the State Board of Education. The complainant should first discuss the nature of the alleged violation with the individual involved.

If the complainant wishes to pursue the matter further, the complainant will follow the complaint process outlined in Board policy KL – Public Complaints and any accompanying administrative regulations.

After exhausting local procedures or if the district has not resolved the complaint within 30 days at any step or within 90 days of the initial filing of a complaint with the district (whichever occurs first), any complainant may appeal direct to the Deputy Superintendent of Public Instruction.

### **Instructional Materials Complaints**

Concerns and complaints regarding instructional materials from students or parents should be handled in accordance with Board policy IIA – Instructional Materials and associated administrative regulations. Should the student or parent, following initial efforts at informal resolution of the concern, desire to file a formal complaint, a Request for Reconsideration of Instructional Materials Form is available in IIA-AR(5) and may be requested from the district office.

### **Placement/Enrollment of Students Experiencing Houselessness Complaints**

In the event a dispute arises over school selection or enrollment of a student in a homeless situation, the student will be immediately admitted to the school in which enrollment is sought pending resolution of the dispute. The student/parent may appeal the school’s written decision in accordance the McKinney-Vento Act dispute resolution and appeal process, including final appeal to the Oregon Department of Education (ODE) State Coordinator. Additional information may be obtained by contacting the district’s liaison for students in homeless situations.

### **Public Complaints**

The complaint process is described in Board Policy KL on the district [website](#).

### **Suspected Sexual Conduct with Students by District Employees, Contractors, Agents, and Volunteers of the District\*\***

Sexual conduct by district employees, contractors, agents, and volunteers is prohibited and will not be tolerated. All district employees, contractors, agents, and volunteers are subject to Board policy JHFF/GBNAA – Suspected Sexual Conduct with Students and Reporting Requirements.

“Sexual conduct,” means verbal or physical conduct or verbal, written or electronic communications by a school employee, a contractor, an agent, or a volunteer that involve a student and that are sexual advances or requests for sexual favors directed toward the student, or of a sexual nature that are directed toward the student or that have the effect of unreasonably interfering with a student’s educational performance or of creating an intimidating or hostile educational environment. “Sexual conduct” does not include touching or other physical contact that is necessitated by the nature of the school employee’s job duties or by the services required to be provided by the contractor, agent or volunteer, and for which there is no sexual intent; verbal, written or electronic communications that are provided as part of an education program that meets state educational standards or a policy approved by the Board; or conduct or communications described in the definition of sexual conduct herein if the school employee, contractor, agent or volunteer is also a student and the conduct or communications arise

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<sup>12</sup> “School property” means any property under the control of the district.

out of a consensual relationship between students, do not create an intimidating or hostile educational environment and are not prohibited by law, any policies of the district or any applicable employment agreements.

“Student” means any person who is in any grade from prekindergarten through grade 12 or 21 years of age or younger and receiving educational or related services from the district that is not a post-secondary institution of education, or who was previously known as a student by the person engaging in sexual conduct and who left school or graduated from high school within one calendar year prior to the sexual conduct.

The district will post in each school building the name and contact information of the designated administrator or alternate administrator, in the event the designated licensed administrator is the suspected perpetrator, for the respective school buildings to receive sexual conduct reports, and the procedures the designee will follow upon receipt of a report.

The designated licensed administrator to receive sexual conduct reports at Myrtle Point High School is Kayli Fandel. In the event this person is the suspected perpetrator, the superintendent shall receive the report. When the administrator takes action on the report, the person who initiated the report must be notified. The district will notify, as allowed by state and federal law, the person who was subjected to the suspected sexual conduct about any actions taken by the district as a result of the report.

The district shall make available each school year the training described below to volunteers and parents of students attending district-operated schools.

1. Prevention and identification of sexual conduct;
2. Obligations of district employees under ORS 339.388 and 419B.005 – 419B.050 and under adopted board policies to report suspected sexual conduct; and
3. Appropriate electronic communications with students.

#### **Students with Disabilities Complaints**

A complaint or concern regarding the identification, evaluation, or placement of a student with disabilities or the accessibility of the district’s services, activities, or programs to a student, should be directed to the special education director.

#### **Students with Sexual Harassment Complaints**

For information regarding the complaint procedure, please visit our [website](#).

#### **General Procedures**

When information, a report or complaint regarding sexual harassment is received by the district, the district will review such information, report or complaint to determine which law applies and will follow the appropriate procedures. When the alleged conduct could meet definitions in multiple complaint procedures (AC - Nondiscrimination and JBA/GBN – Sexual Harassment, both complaint procedures should be processed simultaneously. The district may also need to use other complaint procedures when the alleged conduct could meet the definitions for other complaint procedures.

#### **Sexual Harassment Complaint Procedure (Oregon Procedure Requirement)**

See administrative regulation JBA/GBN-AR - Sexual Harassment Complaint Procedure for reporting and investigating reports, information, or complaints of sexual harassment.

#### **Talented and Gifted (TAG) Programs and/or Services Complaints**

Individuals with complaints regarding the appropriateness of programs or services provided for TAG students should follow the complaint procedures outlined in Board Policy KL – Public Complaints.

The complainant may file an appeal with the Deputy Superintendent of Public Instruction if dissatisfied with the decision of the Board or 90 or more days have elapsed since the original filing of a written complaint alleging a violation of standards with the district. A copy of the OAR will be provided upon request.

## **STUDENT EDUCATION RECORDS\*\***

The information contained below shall serve as the district's annual notice to parents of minors and eligible students (if 18 years of age or older) of their rights, the location and district official responsible for education records.

"Education records" are those records directly related to a student and maintained by the district. A student's education records are confidential and protected from unauthorized inspection or use. All access and release of education records with and without parent and eligible student notice and consent will comply with all state and federal laws.

Directory information can be released in accordance with Board Policy JOB – Directory Information. Information considered directory information is included during registration. Personally identifiable information shall not be disclosed without parent or eligible student authorization or as otherwise provided by Board policy and law.

Permanent records shall include:

1. Full legal name of student;
2. Name and address of educational agency or institution;
3. Student's birth date;
4. Name of parents/guardians;
5. Date of entry into the school;
6. Name of school previously attended;
7. Courses of study and marks received;
8. Data documenting a student's progress toward the achievement of state standards and must include a student's Oregon State Assessment results;
9. Credits earned;
10. Attendance;
11. Date of withdrawal from school;

Providing a student's social security number is voluntary. The district will notify the eligible student or parent as to the purposes a social security number will be used. At no point will a student's social security number or student identification number be considered directory information.

Memory aids and personal working notes of individual staff members are considered personal property and are not to be interpreted as part of the student's education records, provided they are in the sole possession of the maker.

### **Access/Release of Education Records**

By law, both parents, whether married, separated, or divorced, have access to the records of a student who is under 18 years of age, unless the district is provided evidence that there is a court order or parental plan, state statute or legally-binding document relating to such matters as divorce, separation, or custody that specifically revokes these rights.

Parents of a minor, or an eligible student (if 18 years of age or older), may inspect and review education records during regular district hours.

### **Provision for Hearing to Challenge Content of Education Records**

Parents of a minor, or eligible student (if 18 years of age or older), may inspect and review the student's education records and request a correction if the records are inaccurate, misleading, or otherwise in violation of the student's privacy or other rights. If the district refuses the request to amend the contents of the records, the requester has the right to a hearing as follows:

1. Parents shall make request for hearing in which the objections are specified in writing to the principal;
2. The district shall appoint a hearings officer who shall establish a date and location for the hearing agreeable to both parties;
3. The hearings panel shall consist of the following:

- a. The principal or designated representative;
  - b. A member chosen by the eligible student or student's parent(s); and
  - c. A disinterested, qualified third party appointed by the superintendent.
4. The hearing shall be private. Persons other than the student, parents or guardians, witnesses, and counsel shall not be admitted.

An individual who does not have a direct interest in the outcome of the hearing shall preside over the panel. They shall hear evidence from the staff and from the parents to determine the point or points of disagreement regarding the education records. The panel shall make a determination after hearing the evidence and determine what steps, if any, are to be taken to correct the education record. Such actions are to be made in writing to the parents.

If, after such hearing is held as described above, the parents are not satisfied with the recommended action, the parents may appeal to the Board where the action of the hearings panel may be reviewed and affirmed, reversed, or modified. Procedure for appeal beyond the local Board follows the prescribed actions as set forth in federal regulations. The parent or eligible student may file a complaint with the Student Privacy Policy Office, United States Department of Education regarding an alleged violation of the Family Educational Rights and Privacy Act. File complaints with the Student Privacy Policy Office, U.S. Department of Education, 400 Maryland Ave SW, Washington D.C., 20202-8520 or [studentprivacy.ed.gov](http://studentprivacy.ed.gov).

A copy of the district's education records Board policy and administrative regulation may be obtained by contacting the district office or district website.

#### **Requests for Education Records**

A parent or student may request to view or receive a copy of student records in accordance with Board policy JO/IGBAB – Education Records/Records of Students with Disabilities.

#### **Transfer of Education Records**

The district shall, within 10 days of a student seeking initial enrollment in or services from the district, notify the public or private school, education service district, institution, agency, detention facility, or youth care center in which the student was formerly enrolled and shall request the student's education record.

The district shall transfer originals of all requested student education records relating to a particular student to the new educational agency when a request to transfer such records is made to the district. The transfer shall be made no later than 10 days after receipt of the request.

The district shall retain a copy of the education records that are to be transferred in accordance with applicable Oregon Administrative Rules.

See Fees, Fines, and Charges. Records requested by another public charter school or district to determine the student's placement may not be withheld.

#### **STUDENT OFFICES AND ELECTIONS**

High School students have the opportunity to run for class and all-student body offices after applying to and being admitted to the school's leadership program. The application process starts will be posted and announced during school hours.

#### **STUDENT PUBLICATIONS AND MATERIALS**

All aspects of K-8 school-sponsored publications, including web pages, newspapers, and/or yearbooks, are completely under the supervision of the teacher and principal. Students may be required to submit such publications to the administration for approval. On occasion, materials such as leaflets, newsletters, cartoons and other items including displays and productions are prepared, produced and/or distributed by students as part of the educational process and free expression in an academic community. Materials may be reviewed by the

administrator or may be restricted or prohibited pursuant to legitimate educational concerns in accordance with Board policy IB – Freedom of Expression and IGDB – Student Publications K-8.

Generally, high school student journalists have the right to exercise freedom of speech and of the press in school-sponsored media. School-sponsored media prepared by student journalists are subject to reasonable time, place, and manner restrictions pursuant to state and federal law and in accordance with Board policy IB – Freedom of Expression.

Other written materials, handbills, photographs, pictures, petitions, films, tapes, or other visual or auditory materials may not be sold, circulated, or distributed on district property by a student or a nonstudent without the approval of the administration in compliance with board policy.

Other materials not under the editorial control of the district may be subject to administrative review, restriction, or prohibition, based on legitimate educational concerns. Such concerns include whether the material is defamatory; age appropriate to the grade level and/or maturity of the reading audience; poorly written or inadequately researched; is biased or prejudiced; not factual; or not free of racial, ethnic, religious, or sexual bias.

Materials that include advertising that is in conflict with public school laws, rules and/or Board policy, deemed inappropriate for students or may be reasonably perceived by the public to bear the sanction for approval of the district will not be allowed. All requests for such materials distribution require approval of the administration. The district may designate the time, place, and manner for distribution. If material is not approved within [48] hours of the time that it was submitted, it must be considered denied.

A denial may be appealed to the superintendent. If the material is not approved by the superintendent within three days it will not be considered approved. A decision reached by the superintendent may be appealed to the Board at its next regular meeting when the individual shall have a reasonable period of time to present their viewpoint.

## **STUDENT SEARCHES\*\***

### **Searches**

District officials may search the student, their personal property, and property assigned by the district for the student's use on district property or when the student is under the jurisdiction of the school when there is reasonable suspicion based upon specific and articulated facts to believe that the student personally poses or is in possession of some item that poses an immediate risk or serious harm to the student, school officials and/or others at the school.

Searches shall be "reasonable in scope", that is, the measures used are reasonably related to the objectives of the search, the unique features of the official's responsibilities, and the area(s) which could contain the item(s) sought and will not be excessively intrusive in light of the age, sex, maturity of the student, and nature of the infraction. Strip searches are prohibited by the district.

District officials may seize any item which is evidence of a violation of law, Board policy, administrative regulation, or school rule, or which the possession or use of is prohibited by such law, policy, regulation, or rule.

District-owned storage areas assigned for student use, such as lockers, and desks, may be routinely inspected. Students have no expectation of privacy regarding these items/areas. Such inspections may be conducted to ensure maintenance or proper sanitation, to check mechanical conditions and safety, and to reclaim overdue library books, texts, or other instructional materials, property, or equipment belonging to the district. The student will generally be permitted to be present during the inspection.

Items found which are evidence of a violation of law, policy, regulation, or the Student Code of Conduct may be seized and turned over to law enforcement or returned to the rightful owner, as appropriate.

## **Questioning**

If a law enforcement official is allowed to question or meet with students during the school day or during periods of extracurricular activities, the principal or designee will be present, when possible. An effort will be made to notify the parent of the situation except as provided below.

Parents are advised that when an Oregon Department of Human Services or a law enforcement official is questioning a child whom the investigating agent believes may have been a victim of abuse of a child, the investigator may exclude district personnel from the investigation and may prohibit personnel from contacting parents.

## **STUDENT SUICIDE PREVENTION – ADI'S ACT**

Myrtle Point School District is committed to creating a community of connection, understanding, and trust by assessing and addressing the needs of all students. Student success is gained through their knowledge and understanding of physical, behavioral, and emotional well-being. Suicide is preventable and anyone can help prevent a death by suicide. Research indicates that asking about suicide does not increase its risk, but in fact may decrease anxiety allowing open conversation with anyone contemplating suicide. Students can talk to any trusted adult in their building to receive support or to ensure that a fellow student gets support. This can be done anonymously. All warning signs or requests for help will be taken seriously. Go to our website to see our Adi's Act Plan.

## **SUMMER SCHOOL**

Summer school may be available through the MPHS Counseling Office (a fee may be charged). Information for summer school is made available after spring break. Parents will be notified by the school staff if the counselor/principal recommends summer school for their student(s).

## **SUPERVISION OF STUDENTS**

Adult supervision is provided to students during regular school hours 8:00 a.m. – 4:00 p.m., while traveling on district-provided vehicles to and from school and while engaged in district-sponsored activities.

## **TALENTED AND GIFTED PROGRAM\*\***

The district serves academically talented and gifted students in grades K-12.

This process of identification shall include at a minimum:

1. Use of evidence-based practices that include a variety of tools and procedures to determine if a student demonstrates a pattern of exceptional performance and/or achievement that is relevant to the identification of TAG students under ORS 343.395.
2. Collection and use of multiple modes and methods of qualitative and quantitative evidence to allow appropriate members of a student's identification team to make a determination about the identification and eligibility of the students for TAG services, supports and/or programs; with no single test or piece of evidence eliminating a student from eligibility.
3. Use of methods and practices that minimize or seek to eliminate the effects of bias in assessment and identification of students from historically underrepresented populations including, but not limited to:
  - a. Students who are racially/ethnically diverse;
  - b. Students experiencing disability;
  - c. Students who are culturally and/or linguistically diverse;
  - d. Students experiencing poverty; and
  - e. Students experiencing high mobility.
4. Incorporate assessments, tools and procedures that will inform the development of an appropriate plan of instruction for students who are identified as TAG and describe how information from the assessments, tools and procedures used in the identification for TAG students will be used to support development of the plan of instruction.

5. Identify how the educational record under ORS 326.565 of the student being considered will document and reflect the record of the team's decision and the procedures and data used by the team to make the decision.

When a student is identified for TAG, the district shall inform parents of the programs and services available to their student and provide an opportunity for parents to provide input to, and discuss TAG instruction proposed for their student. The instruction provided shall be designed to accommodate the student's assessed levels of learning and accelerated rates of learning. Parents may request the withdrawal of their student from TAG at any time.

### **Appeals**

If a parent is dissatisfied with the identification process or placement of their student, they may submit an appeal through Board policy KL - Public Complaints and begin at Step 2 with the superintendent or designee.

### **Programs and Services**

The district's TAG program and service options will be developed and based on the individual needs of the student.

## **THREATS**

The district prohibits student violence or threats of violence in any form. Student conduct that threatens or intimidates and disrupts the educational environment, whether on or off school property, will not be tolerated. A student may not verbally or physically threaten or intimidate another student, staff member, or third party on school property. A student may not use any electronic equipment to threaten, harass, or intimidate another. Additionally, false threats to damage school property will not be tolerated.

Students in violation of the district's Board policy JFCM – Threats of Violence will be subject to discipline up to and including expulsion and may be subject to civil or criminal liability. The superintendent or principal shall notify the parent or guardian when their student is in violation of this policy and the disciplinary action imposed.

## **TOBACCO PRODUCTS, ALCOHOL, DRUGS OR INHALANT DELIVERY SYSTEMS**

Student possession, use, sale or distribution of any tobacco product or inhalant delivery system on or near district property or grounds, including parking lots, or while participating in school-sponsored activities is strictly prohibited and will result in disciplinary action. Any form of promotion or advertisement related to any tobacco product or inhalant delivery system is also strictly prohibited. A student may be referred to law enforcement officials. Parents will be notified of their student's violation and subsequent action taken by the school.

“Tobacco product” is defined to include, but not limited to, any lighted or unlighted cigarette, cigar, pipe, bidi, clove cigarette, and any other smoking product, spit tobacco also known as smokeless, dip, chew, or snuff in any form. This does not include products that are USFDA-approved for sale as a tobacco cessation product or for any other therapeutic purpose, if marketed and sold solely for the approved purpose.

“Inhalant delivery system” means a device that can be used to deliver nicotine or cannabinoids in the form of a vapor or aerosol to a person inhaling from the device, or a component of a device or a substance in any form sold for the purpose of being vaporized or aerosolized by a device, whether the component or substance is sold or not sold separately. This does not include products that are USFDA-approved for sale as a tobacco cessation product or for any other therapeutic purpose, if marketed and sold solely for the approved purpose.

## **TRANSCRIPT EVALUATION**

Transfer credits and attendance may be accepted or rejected at the discretion of the district consistent with Oregon Administrative Rules and established district policy, administrative regulation, and/or school rules.

## **TRANSPORTATION OF STUDENTS\*\***

A student being transported on district-provided transportation is required to comply with the Student Code of Conduct. Any student who fails to comply with the student code of conduct may be denied transportation services and shall be subject to disciplinary action.

### **Transportation Rules**

The following rules shall apply to student conduct on district transportation:

1. Students being transported are under the authority of the bus driver;
2. Fighting, wrestling, or boisterous activity is prohibited on the bus;
3. Students will use the emergency door only in case of emergency;
4. Students will be on time for the bus, both morning and evening;
5. Students will not bring firearms, weapons, or other potentially hazardous materials on the bus;
6. Students will not bring animals, except approved service animals, on the bus;
7. Students will remain seated while bus is in motion;
8. Students may be assigned seats by the bus driver;
9. When necessary to cross the road, students will cross in front of the bus or as instructed by the bus driver;
10. Students will not extend their hands, arms, or heads through bus windows;
11. Students will have written permission to leave the bus other than for home or school;
12. Students will converse in normal tones; loud or vulgar language is prohibited;
13. Students will not open or close windows without permission of the driver;
14. Students will keep the bus clean and must refrain from damaging it;
15. Students will be courteous to the driver, fellow students, and passersby;

Students who refuse to promptly obey the directions of the driver or refuse to obey regulations may forfeit their privilege to ride on the buses.

Along with state mandated riding rules, which are posted in each bus, we have the following rules:

1. Stay in assigned seats, keeping all parts of body in the bus.
2. Skateboard, boom boxes, and other large objects are allowed on the bus only if they are secured in a backpack or bag. Students must be able to hold the object on their lap; it may not be placed in the aisle or in another student's seat space.
3. No eating or drinking on the bus because of choking hazards, allergic reactions, or other health issues. If a student brings food or drink on the bus, it must stay in their backpack or bag until they are off the bus.
4. In order to be on time, students are asked to be at the bus stop 5 minutes prior to their scheduled pick-up time.
5. All drivers are required to have seating charts with assigned seats for all students. This is for emergency purposes; we must know where every student is on the bus. This also helps eliminate seat damage.

If you fail to comply with this code of conduct, you will receive written citations and be disciplined up to and including the possible loss of riding privileges. (Refer to District Policy EEACC).

### **Disciplinary Procedures for Violations of Transportation Rules**

If you choose to break a rule:

First Incident: Driver verbally warns the student and may move the student to a different seat.

Second Incident: Driver issues a written warning (citation).

Third Incident: Driver issues a second citation resulting in a two-school day suspension of bus-riding privileges.

Fourth Incident: Driver issues a third citation resulting in a five-school day suspension of bus-riding privileges.

Fifth Incident: Driver issues a fourth citation resulting in an expulsion from all buses, pending a hearing with District administration.

### Severe Disruptions

The following behaviors will result in an automatic five-day suspension from bus-riding privileges.

1. Failure to obey the driver after repeated warnings.
2. Physical harm to another student or the driver. Anyone involved in fighting on a school bus will be suspended for 5 school days.
3. Threat of physical harm to the driver.
4. Property damage to include cut seats, broken windows, etc.
5. Failure to give correct name to driver when asked.
6. Foul or abusive language directed at the driver or District employee.
7. Tobacco, alcohol, or drug use.

Being suspended or expelled from the bus means ALL buses in the District. All citations must be communicated with a parent. Severe or repeated problems on the bus may result in school disciplinary action as well as transportation consequences.

Disciplinary sanctions and changes in transportation for students with an Individual Education Plan (IEP) will be conducted in accordance with applicable law. (Refer to District Policy JGDA/JGEA).

#### **VEHICLES/BICYCLES/SKATEBOARDS ON CAMPUS\*\***

Vehicles parked on district property are under the jurisdiction of the district. The district may require that before parking privileges are granted the student must show that they hold a valid driver's license, the vehicle is currently registered, and that the student driving the vehicle is insured under a motor vehicle liability insurance policy.

In applying for a parking permit, students will be notified that parking on district property is a privilege and not a right. Students will be notified that as a condition of parking on district property, district officials may conduct searches of vehicles upon reasonable suspicion of a policy, rule, and/or procedure violation.

Parking privileges, including driving on district property, may be revoked by the building principal or designee for violations of Board policies, administrative regulations, or school rules.

Bicycles ridden to school by students must be parked in the designated area on school grounds and should be locked. Students under the age of 16 must wear a helmet as required by law.

Use of skateboards, rollerblades, scooters, or similar devices on district property during non-school hours is at the user's risk. During school hours all skateboards, rollerblades, scooters, or similar devices are to be carried while on district property during school hours. Items are to be stored in the student's locker.

The district assumes no liability for loss or damage of personal property, including vehicles, bicycles, or skateboards, or to injuries caused in the use of them.

#### **VISITORS\*\***

Parents and other visitors are encouraged to visit district schools after scheduling such visits with the principal. To ensure the safety and welfare of students, that schoolwork is not disrupted, and that visitors are properly directed to the areas in which they are scheduled, all visitors must report to the school office upon entering school property. Photo ID of visitors may be requested. In the absence of photo ID, a visitor may be denied access to the district facility. The principal will approve requests to visit, as appropriate. Students will not be permitted to bring visitors to school without prior approval of the principal.

## MYRTLE POINT HIGH SCHOOL BEHAVIOR EXPECTATIONS

Area	Expectation
Main Office	Wait Quietly Conduct business independently Be polite: use please and thank you Take care of business during non-class times Unless sick, only ask to use the phone during passing period or lunch. Be to your next class period on time.
Counseling Office	Get teacher permission to go to these offices during class time Wait respectfully & quietly if someone is ahead of you Be polite: use please and thank you
Entryways	School Doors open at 7:55 am Wait patiently for the doors to be unlocked Keep doorways clear throughout the day
Hallways/Breezeways	Stay to the right during passing time Pick up all belongings and trash Use inside voices Walk at all times Keep your hands, feet, and objects to self Before school and at lunch, students are to stay in their designated areas. Use whisper voices during class time
Stairs	Stay to the right Keep moving while on stairs Always walk
Library	Use whisper voices Computers are for school use only Students are required to bring a pass from their teacher to use the library during class time Be polite: use please and thank you
Cafeteria or Eating Areas	Wait quietly in line Be polite: Use please and thank you Use your inside voice Food stays on table or in your mouth Use table manners Keep your hands, feet, and objects to self One person per seat
Gym	Gym shoes only Food and drink should be set aside before entering Staff supervision required Put away all equipment Stay off bleachers when they are closed Use equipment appropriately Keep your hands, feet, and objects to self
Locker Rooms	Staff supervision required Use inside voices Keep your hands, feet, and objects to self Clean up after yourself A few times every year, you will be asked to remove your belongings so the lockers may be cleaned. If you choose not to, your belongings will be removed for you. You may get them back from the lost and found.
Classroom	Staff supervision required Respect people and property Keep your hands, feet, and objects to self Obey all classroom rules
Area	Expectation

Bathrooms	Keep your hands, feet, and objects to self Use restroom appropriately Pick up after yourself Wash hands
Bus Loading Area	Stay behind the yellow line or fence Keep your hands, feet, and objects to self Stay with your bus group Be on time
Detention	Get lunch first Silent space unless asking for help with class work Sit in assigned seats Clean up your area Make good use of time
Football Field	Staff supervision required Within reason, keep your hands, feet, and objects to self Use equipment and play games appropriately Touch-Football only Stay off field when it is muddy
Outside Bleachers	Are used for specific activities only
Off-Campus Lunch	Be respectful Pick up garbage
Courtyard	Keep your hands, feet, and objects to self Pick up after yourself Respect trees, planted areas, and property
Student Lounge	Keep your hands, feet, and objects to self Pick up after yourself Use inside voices Adult supervision required
Weight Room	Return weights and equipment to their proper place Adult supervision required Food and drink should be set aside before entering Wear proper attire and footwear Use inside voices Authorized personnel only
Wrestling Room	Clean wrestling shoes on mats Authorized personnel only Adult supervision required
Parking Lot	Students must sign out to go to the parking lot during school hours. Students who have off campus lunch may go to the parking lot during lunch time; however, time spent in the parking lot should be minimal. Students who choose to park their cars elsewhere are to sign out to go to their cars during the school day.

# Athletic Information

## OSAA SPONSORED ATHLETICS AT MPHIS INCLUDE

Year Long	Fall	Winter	Spring
Choir	Volleyball	Wrestling	Track and Field
	Cross Country	Basketball	Softball
	Football	Cheerleading	Baseball
	Cheerleading		Golf

## PHILOSOPHY

Sports activities can offer students new challenges, improved skills, create a sense of accomplishment, and a great deal of fun. Student-athletes who take part in sports are better for it. They learn to take the risk of accepting new challenges while they test limits of their abilities. Participants learn to take pride in honest effort and achievement, regardless of victory or defeat. They learn the importance of teamwork in accomplishing goals. Sports can help student-athletes develop and mature emotionally, socially, as well as gain enthusiasm for an active lifestyle. Any student wishing to participate in the Myrtle Point High School Athletic Program will be placed on a team according to their abilities.

## SPORTSMANSHIP

Myrtle Point School District, and the OSAA are committed to a strong interscholastic activities program for all students. Participation in high school activities provides unparalleled opportunities to break barriers of racial, ethnic, religious, economic and social differences. A fundamental code of conduct that is supported by school administrators and practiced by all members of a school and community will produce a positive atmosphere in which ethical conduct, fair play and sportsmanship will be emphasized.

Our goals are:

1. To emphasize the proper ideals of sportsmanship, ethical conduct, and fair play.
2. To eliminate all possibilities which tend to destroy the best values of activities.
3. To stress the values derived from playing/performing fairly.
4. To show cordial courtesy to visiting teams and officials
5. To establish a happy relationship between visitors and hosts.
6. To respect the integrity and judgment of officials.
7. To encourage leadership, use of initiative, and good judgment by the participants.
8. To recognize that the purpose of activities is to promote the physical, mental, moral, social, and emotional well-being of the individual players.

## PARTICIPATION REQUIREMENTS

All students who participate in sport programs need:

1. A current physical on file, a validated student body card and any other required fees. No student will be allowed to start practice without clearance by the administration or Athletic Director.
2. Maintain academic eligibility as outlined in the following section.
3. Must be in attendance at school in order to be eligible to participate in practice or contests.

Students absent due to illness and those absent for unexcused reasons during any portion of the school day may not attend or participate in any school sponsored activity on that day or night. A Friday absence may prohibit the student from attending or participating on both Friday and Saturday. Exceptions: Prior arrangements for absences due to medical or dental appointments or

emergency situations approved by the administration shall excuse the student from this regulation.

## ACADEMIC EXPECTATIONS

### OSSA Academic Policy

- a. All student athletes must pass five classes and be on track to graduate to be academically eligible to compete in any extracurricular activities.
- b. The semester report cards are used to determine if the students are academically eligible or not. If they are ineligible, it is up to the athletic director and principal to determine if an OSAA hardship will be filed or not. If a hardship is filed and granted, if at any time during the next semester the student is failing, they will be ineligible until they are passing all classes again. For fall sports, the previous spring semester report card is used to determine eligibility.
- c. \*A student who is ineligible may still practice with the team, but they cannot travel or dress down for events/games.

### MPSD Academic Eligibility Policy

Step 1: Starting the third week of the academic calendar, all students involved in extracurricular activities will turn in grade checks every two weeks to the Athletic Director showing that he/she is passing all classes. If the grade check is not turned in by the end of week three, the student is not eligible to practice or compete with the team. These grade checks must show that the student is **OSAA eligible and MPSD eligible by passing all classes**.

- a. Parents of students who are failing one or more classes will be notified.
- b. Students who are failing one or more classes will be put on probation and will be required to attend study hall every day to practice and compete. Once the student turns in a progress report showing they are no longer failing any classes they will be removed from probation.
- c. The study hall will be during the students' lunchtime if practice is right after school. If practice starts after 4:15pm, the student will be in study hall from 3:30-4:15pm on every non-game day until they pass all classes. The student may still practice and compete while on probation and in study hall if they are passing at least 5 classes.
- d. If the student has more than 2 F's they are ineligible to compete until they turn in a grade check showing, they are passing 5 or more classes.

## ATTENDANCE EXPECTATIONS

The following rules and regulations regarding eligibility for practices and games have been established by the Myrtle Point High School Athletic Department.

1. Students will attend school all day to be eligible for games. If the student is going to be absent, they must pre-arrange the absence before school starts on that day. Only in extreme cases will a student be granted eligibility if classes are missed. Extreme cases will be determined by the school administration.
2. To practice, students must be at school by 10:00am and stay the rest of the day. Any missed class time must be excused. Students cannot check out of school early because of illness and return to practice. If the student-athlete is too sick to go to school, then they are too sick to practice. If the absence pre-arranged, then they can still practice.
3. Guidelines for attendance at practice will be determined by each individual coach and discussed with the Athletic Director prior to competition. Please remember that each situation is different and discretion may be used by both the coach and athletic director when making decisions. It is recommended to the coach that a player who has 3 or more unexcused absences during the season will be removed from the team.
4. If the athlete has a discipline issue at school and is in in-school suspension for more than  $\frac{1}{2}$  of their school day, they may not practice or compete that day. Any out-of-school suspension time will result in them not practicing or competing that day. Coaches may implement their own team rules and make their rules stricter than this, but not any more lenient. Athletes need to be the leaders in the classrooms and set an example for appropriate classroom behaviors.

The coaches and/or school supervisor will enforce the above rules. Students that choose not to follow the above rules and directions of coaches or school authorities will be required to have a parent, coach, student, and athletic director meeting.

### **SUBSTANCE ABUSE AND TOBACCO POLICY**

The use of tobacco/alcohol/non-prescribed or illegal drugs is prohibited. No student involved in extra-curricular, co-curricular and district-sponsored activities shall knowingly possess, use, sell, supply or be under the influence of alcohol, a tobacco product, performance enhancing drug, inhalants, or controlled substance of any kind.

“Co-curricular” activities are those which take place during the school day or are associated with a curricular program.

“Extra-curricular” activities are those which take place outside the school day and are not associated with a curricular program.

Students choosing to participate in extra-curricular, co-curricular and district-sponsored activities are prohibited from knowingly attending or remaining at events where individuals are engaged in breaking the law by possessing, using, delivering, and/or selling alcohol, marijuana, and/or other illegal substances. These events include, but are not limited to, parties and group gatherings. It is the student’s responsibility to immediately remove himself/herself from the party or group gathering as soon as the student becomes aware alcohol, marijuana, and/or illegal substances are being possessed, used, delivered, or sold in violation of the laws of the State of Oregon. The Myrtle Point School District recognizes that a student cannot be responsible for the misbehavior of other individuals; however, it is the student’s responsibility to avoid associating with individuals who are engaging in illegal activities. Students found guilty of being in violation of this policy by knowingly attending or remaining at such an event will be treated as a first, second or third offense depending on their previous violations of the athletic policy.

A student will not be held accountable for attending a gathering or party in the actual presence of their parent or other legal guardian under the following circumstances:

- If the complaint is the minor used alcohol, the student can show that their parent or guardian consented to the consumption, consistent with the provisions of ORS 471.430(1).
- If the complaint is that the minor was around other individuals that broke the law by consuming alcohol, the student can show that their parent or guardian consented to the student’s attendance at the gathering and was physically present at the event.

All tips, reports, self-reports, and parental reports whether they be rumor, hearsay or allegations will be investigated by the administration, athletic director and coaches of the sport in season. The proper authorities will be advised when deemed necessary.

If a student is participating in an extracurricular activity, and that student is found to have violated this policy outside of school or outside a school activity the following steps will be taken:

#### **Drug and Alcohol Policy**

##### Step One: First Violation

The athlete shall be suspended from game participation and all extracurricular activities for 21 consecutive days. The suspension will commence on the day of the disciplinary action by the school and continue for 21 consecutive calendar days. The student will also be required to do 10 hours of community service, which must be completed by the end of the suspension (end of the 21 days). If no games/competition occur during the 21-day suspension, they will miss the next scheduled game. If the season ends before the suspension ends, the 1 game suspension will be applied to the next sport the athlete participates in. Extracurricular activities include any activities, meetings, and/or school sponsored events (which also include dances and non-academic field trips). Students may attend school sponsored events as a spectator under guidelines that are pre-approved by the administration. To maintain safety and conditioning, students will continue practicing; however, they are still suspended from

competition, travel, and all other extracurricular activities. They may not dress down in uniform and be on the sidelines.

#### Step Two: Second Violation

The suspension will be for the remainder of the season and the next sport season.

#### Step Three: Third Violation

The student will be suspended from all athletic participation for the remainder of the academic year, or a full three-sport season (whichever is the longest).

#### **Tobacco/Nicotine Policy**

The use of Tobacco in any form will result in a two-week suspension from all activities for the first offense. The 14 days will start the day of the violation. (Note: An athlete will miss at least one game or contest during this first suspension). The second offense will result in the dismissal of that individual from the team sport they are currently participating in. A third offense in the same year will make the athlete ineligible for the remainder of that OSAA calendar year. The athlete may still practice during this suspension but not travel or dress down in uniform on the sidelines.

If students are found to have violated any of these policies inside of school or at a school related activity the same suspensions are enforced, and the in-school or out-of-school discipline measures apply as well. If the student violates any of these policies at any time during the OSAA calendar year, the same consequences will apply. This means if the student is between sports, the game suspension will apply to the next sport they participate in.

#### **TRAVEL**

Students are representing Myrtle Point School District while on school activities. Athletes need to always dress and conduct themselves in a professional and respectful manner.

All transportation to and from activities shall be in District-provided or District-approved transportation. Students may be released directly to a parent or legal guardian if permission is granted by the coach or athletic director, or in an emergency by an administrator. The students must ride with the team to all events. In a rare emergency permission can be granted by the athletic director or administration to allow the parent to take the student to the event.

If a student would like to travel home from an activity with another student's parents, please fill out the form that is available in the office.

#### **COMMUNICATIONS**

##### **With the coach**

1. Communication between coach and athletes will include the parent or be a team group message. This includes all social media and phone communications. One on one text messages need to be avoided whenever possible.
2. Communication between the coach and a parent will not occur on the evening of an event.
3. Communication with the athletic director will be after the athlete and parent have met with the coach and a meeting has been set up.

##### **Chain of Command**

1. Coach
2. Athletic Director
3. Principal
4. Superintendent
5. School Board

## **SPECTATOR INFORMATION**

### **Sportsmanship Responsibility**

Per OSAA Policy of Sportsmanship/Spectator Conduct – Rule 3.3 Sportsmanship Responsibility states as follows: The high school administration, coach and other responsible officials of each member school shall take all reasonable measures to ensure that the school's coaches, players, students, and spectators maintain a sportsmanlike attitude at all events so that events may be conducted without unreasonable danger or disorder. All cheers, comments and actions shall be in direct support of one's team. Discriminatory harassment and bullying behavior will not be tolerated. Discrimination is defined as (OAR 581-021-0045(1)(a) “any act that unreasonably differentiates treatment, intended or unintended, or any act that is fair in form but discriminatory in operation, either of which is based on age, disability, national origin, race, color, marital status, religion, sex, and sexual orientation.” Harassing conduct may take many forms, including verbal acts and name-calling; graphic and written statements, which include use of cell phones or the Internet; or other conduct that may be physically threatening, harmful, or humiliating. Examples include but are not limited to hazing, intimidation, taunting, bullying, cyberbullying, or menacing another, or engaging in behavior deemed by the member school to endanger the safety or well-being of students, employees, self, or others. Harassment does not have to include intent to harm, be directed at a specific target, or involve repeated incidents. Harassment creates a hostile environment when the conduct is sufficiently severe, pervasive, or persistent, so as to interfere with or limit the ability to participate in or benefit from the services, activities, or opportunities offered by a school. This includes the use of, or engagement in, abusive verbal expression or physical conduct, especially if that conduct interferes with the performance of students, staff, and event officials or sponsors of interscholastic activities.

### **Spectator Conduct**

#### Executive Board Policy 66 – Spectator Conduct at OSAA Sanctioned Events

In addition to the general expectations included in the OSAA Constitution, Rule 3, that school officials “...shall take all reasonable measures to ensure that the school's students and supporters maintain a sportsmanlike attitude toward all events...” the following specific expectations regarding spectator conduct at all OSAA sanctioned events, including regular and post season competition, are provided:

- A. Spectators are not permitted to have signs or banners (larger than 8 ½ by 11 inches), confetti, balloons or glass containers. Spectators are required to wear shirts.
- B. Spectators are not permitted to have artificial noisemakers. Some examples of artificial noisemakers are Thunder Stix, cowbells, clappers and air horns.
- C. Spectators shall not be permitted to use vulgar/offensive or racially/culturally insensitive language. Spectators shall not be permitted to engage in any racially / culturally insensitive action.
- D. All cheers, comments and actions shall be in direct support of one's team. No cheers, comments or actions shall be directed at one's opponent or at contest officials. Some examples of inappropriate conduct or actions that are not permitted are: turning backs, holding up newspapers or jeering at cheerleaders during opposing team introductions; disrespecting players by name, number or position; negative cheers or chants; throwing objects on the floor.
- E. Spectators who fail to comply with Association or site management spectator conduct expectations may be expelled from the contest.

## **EJECTIONS & OSAA FINES**

If an athlete is ejected from a competition/game, the student athlete is responsible for any fines that OSAA enforces. These fines must be paid prior to starting a new sports season. OSAA will also mandate a minimum of one game suspension, we have the right to add to that suspension as well. During the suspension, the athlete can practice but not travel or dress down on the sidelines with the team.

## **ACKNOWLEDGEMENT OF STUDENT - PARENT HANDBOOK**

I understand and consent to the responsibilities outlined in the Student Code of Conduct as outlined in the MPHS Student-Parent Handbook. I also understand and agree that my student shall be held accountable for the behavior and consequences outlined in the Student Code of Conduct at school during the regular school day, at any school-related activity regardless of time or location and while being transported on district-provided transportation, including while traveling to and from school or at bus stops. I understand that should my student violate the Student Code of Conduct they shall be subject to disciplinary action, up to and including expulsion from school and/or referral to law enforcement officials, for violations of the law.

By signing below, I acknowledge receipt and agree to abide by the MPHS Student-Parent Handbook.

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Parent Signature

Date

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Student Signature

Date