SIUSLAW HIGH SCHOOL VIKINGS



Student Handbook

2026-2027

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Welcome Message

Welcome back to Siuslaw High School. This school year will be exciting, energetic, and filled with challenges and opportunities. Everyone here is dedicated to helping you gain the skills, abilities, behaviors, and knowledge that will open doors for your future.

Learning, therefore, is the number one goal, and our mission at Siuslaw High School is to motivate and prepare all students to reach their greatest potential.

The purpose of this handbook is to provide all students and parents with detailed information about the high school's organization, activities, and policies. Students will review this handbook in PRIDE and will be held accountable for the information contained within. **Not reading it is no excuse for ignorance of the rules or other information in the handbook.**

The material covered in this student handbook is intended to communicate general district information, rules, and procedures to students and parents. It is not intended to either expand or limit any Board policy, administrative regulation, or negotiated agreement. Material contained herein may therefore be superseded by such Board policy, administrative regulation, or negotiated agreement.

District and school policy, administrative rule, and handbook citations may be revised at any time as a result of School Board, Oregon School Boards Association, Oregon Revised Statute, Oregon Administrative Rule changes, or case law arising from court action. Revisions will be re-posted after the passage of any such action.

Siuslaw High School does not discriminate based on race, color, sex, marital status, religion, national origin, age, sexual orientation, or disability in its programs and activities (following Title, Title VII, Title IX and other civil rights or discrimination issues; Section 504 of the Rehabilitation Act of 1973, as amended; and Title II of the Americans with Disabilities Act), and provides equal access to the Scouts and other designated youth groups. For inquiries regarding our non-discrimination policies, contact Lisa Utz, Special Programs Director, at 541-997-5456.

We look forward to the new school year with you - a year filled with learning, thinking, growing, and great memories!

Academics

Grading Scale and Grade Point Average

A	B	C	D	F	P	NP	NG
4.0 points	3.0 points	2.0 points	1.0 points	0.0 points	-	-	-
Mastery of Subject	Excellent Quality of Work	Base Level of Learning	Minimum Requisites Met	Does not meet Minimum Requirement	Pass*	No Pass*	No Grade

GPA

Grade Point Average is determined by points earned divided by credits taken. Some elective courses are Pass/No Pass. Pass / No Pass courses do not factor into the GPA.

Advanced Placement/ College Credit Now

Advanced Placement Courses are currently available at Siuslaw High School. The Advanced Placement exam is administered in May, and students may receive college credit for the course by scoring a three or higher on the exam. Students must pay the exam fee. We also offer College Now classes in Art, English, Foreign Language, Health Occupations, Math, Science, and Social Studies. *The courses available for college credit are subject to change annually*. Currently, these courses may add credit through Lane Community College, Oregon Institute of Technology, and Southern Oregon University.

Class Standing

A student is considered on track for graduation if they earn an average of at least ¼ of the number of credits required for high school graduation by the end of each school year. Credits earned may be counted as long as they are awarded before the beginning of the next school year (August 31), including advanced credits earned in 8th grade and summer school credits. See section "Graduation Requirements" on p30 for the credits needed to graduate and for the various requirements for a standard diploma, honors diploma, and the minimum requirements for university-bound students. *In addition to the minimum credits, students must meet additional graduation requirements to be eligible for an Oregon Diploma, as outlined by the Oregon Department of Education.*

Credit by Examination

Students who can demonstrate competence in a course without having enrolled in it may earn credit by exam. Students will receive Pass/Fail grades if they complete the exam. Credit for the course will be noted on the transcript, and it will count toward graduation requirements, both in total credits and in required course enrollment. Not all courses are eligible for credit by exam.

Rules and Procedures for Credit by Examination:

1. A student must complete the Application for Credit by Examination and submit it to a counselor. 2. After the second week of the semester, students may not apply for credit by examination for courses in which they are enrolled.
2. Proctored tests must be taken within three weeks of application.
3. A grade of 80% or better is the expectation for satisfactory completion of credit by examination; in the case of a possible combination of other criteria, it will be considered if applicable and determined by the principal as appropriate.
4. Students may not attempt credit by examination for a sequential course below the level at which they are enrolled. (i.e., a student may not attempt credit by exam for General Math if they are currently taking Algebra I.)
5. A student may attempt credit by exam for a particular course only once.
6. Credit by exam will be given for semester credit only.

Work Study

Students can earn ½ credit for 72 hours through the work-study application. Grade is on a Pass/ No Pass basis. A student may only achieve a maximum of three credits through work study; they must be scheduled for at least four (4) credits at the high school.

Credit Recovery

Students may use credit recovery to earn credits for previously failed classes. Under extenuating circumstances, when deemed appropriate by the administration, a student may be enrolled in credit recovery for purposes not outlined above.

Aide Requirements

Teacher Aide, Library Aide, Office Aide

This request must have administrative approval based on the following:

• Student is a junior or senior

• Student has at least a cumulative GPA of 3.0 or administrative approval

• Student has at least a 90% attendance rate (95% for office aide)

• Student has no significant behavioral referrals

Students may lose credit for the aide period if the above criteria are not maintained during the semester. Additionally, 10 or more unexcused absences in a semester will result in a non-passing mark.

Students may have no more than two (2) periods of aide classes per semester and may earn no more than three credits as an aide for their high school career.

Antidiscrimination

The district shall promote nondiscrimination and an environment free of harassment based on an individual's race, color, religion, sex, sexual orientation, national origin, marital status, age, or disability and/or because of the race, color, religion, sex, sexual orientation, national origin, marital status, age, or disability of any other persons with whom the individual associates.

In keeping with requirements of federal and state law, the district strives to remove any vestige of discrimination in employment, assignment and promotion of personnel; in educational opportunities and services offered students; in student assignment to **schools** and classes; in student discipline; in location and use of facilities; in academic offerings and materials; and in accommodating the public at public meetings.

The Board encourages staff to improve human relations within the schools and to establish channels through which citizens can communicate their concerns to the administration and the Board.

The superintendent shall appoint and make known the individuals to contact regarding issues concerning the Americans with Disabilities Act of 1990 and the Americans with Disabilities Act Amendments Act of 2008 (ADA), Section 504 of the Rehabilitation Act of 1973, Title VI, Title VII, Title IX, and other civil rights or discrimination issues. The Board will adopt, and the district will publish grievance procedures that provide for the prompt and equitable resolution of student and employee complaints.

Federal civil rights laws prohibit discrimination against an individual because they have opposed any discriminatory act or practice, or because that person has filed a charge, testified, assisted, or participated in an investigation, proceeding, or hearing. ADA further prohibits anyone from coercing, intimidating, threatening, or interfering with an individual for exercising the rights guaranteed under the Act.

Arrival and Dismissal

Students arriving or leaving campus in personal vehicles should leave through the student parking lot (north side of campus). Anyone dropping off and picking up students is to use the student parking lot, not the south side reserved for staff, visitors, and buses.

Assemblies

All students and staff are required to attend school assemblies. Exceptions may be arranged with the administration. Any student leaving campus during an assembly, unless signed out of the office with office permission, will be considered truant and subject to disciplinary action.

The Student Code of Conduct applies to student conduct in assemblies. Students who misbehave will be subject to disciplinary action.

Athletic Handbook

Visit our website for our athletic handbook. The direct link is: https://aptg.co/GxmrQb.

Attendance

Except when exempt by Oregon law (ORS 339.030), all children between the ages of 6 (a child is considered six if the sixth birthday of the child is on or before September 1 immediately preceding the beginning of the current school term) and 18 years who has not completed the 12th grade are required to regularly attend a public full-time school during the entire school term per ORS 339.010. The duty to send children to school is outlined in ORS 339.020. Any parent or guardian who fails to send a student to school is not complying with compulsory attendance requirements and may be issued a citation by the district for the student's absence. Violation is a **Class C violation of law** (ORS 95.095) and is punishable by a court-imposed fine of up to $500, as provided by ORS 339.095 and 153.018.

The district will notify parents/guardians in writing that, under the law, the administration will schedule a conference with the non-attending student and their parents/guardians to discuss attendance requirements as outlined in ORS 339.095. The written notice will include the following:

• The **administrator** has the authority to enforce the provisions of the compulsory attendance laws. • Failure to send a student to school is a Class C violation.

• The district may issue a citation in the amount of a $500 fine.

• A conference with the parent and student is required.

• The written notification will be in the native language of the parent.

Absences and Excuses

Regular daily class attendance is essential for student success. Students and parents are responsible for school attendance. Parents will receive a call via an automated phone dialer system when students are absent. Excessive absences may result in loss of credit and grades, removal from class(es), and/or referral to an attendance or truancy officer. (ORS 339.065)

PRIDE Credit

PRIDE grades are tied to performance in PRIDE, as well as overall attendance across a student's schedule.

Frequent tardies and absences will cause the PRIDE grade to drop below passing, alerting the student and PRIDE teacher that it's time to earn back lost seat time through makeup work and community service.

Specific details will be shared in PRIDE classes and may vary by term and grade level.

Absences: Pre-Arranged

• Pre-arranged absence forms should be filled out and submitted/completed for anticipated absences in a timely fashion, especially if the absences exceed three (3) days. For example, an emergency, a family trip, a serious illness, or hospitalization. Forms are available in the office and on the district website or at this link: https://tinyurl.com/SiuslawAbsence. Parent/guardian signature required for approval.

• Students may be excused on a limited basis from preplanned activities or selected portions of the established curriculum based on a disability or for personal, religious, or ethnic considerations.

Absence Procedure

When returning to school after an absence, a student must have a note or phone call from the parent/guardian within 24 hours of the absence. The note must include the date of the absence and a justifiable reason for the absence. Absences will be considered UNEXCUSED if the parent provides no valid or verifiable information regarding the absence, or if the reason for the absence does not align with ORS 339.065. Examples of unexcused absences: oversleeping, missing the bus, car problems, working, doing homework, or studying for another class, hair and/or nail appointments, shopping trips, luncheons, job interviews, swimming, golfing, vacations. Students are responsible for making up any classwork or assignments they missed due to their absences and must communicate with their teacher. Per **ORS 339.030**, absence from school/class will be excused under the following circumstances:

• Presence of a fever

• Vomiting and/or diarrhea

• Death in the family/illness in the family

• Life-threatening or immediate injury followed by a signed note from a medical professional

• Public health emergencies or exclusions, such as head lice, whooping cough (pertussis), norovirus, hand, foot, and mouth, pink eye, seasonal influenza, etc.

• Any absence (i.e., a medical appointment) accompanied by a signed note from a medical professional or a counselor (considered a medical absence)

• A mental or emotional health crisis necessitating removal from school by administration to ensure student safety

Athletes

Each athlete shall attend school all day and participate in practices, contests, performances, or activities on the designated days, unless the absence is pre-arranged or excused by the athletic director or the building principal. A participant must attend all Friday classes to be eligible to participate in a weekend activity, unless pre-arranged or excused by the athletic director or the building principal.

Checking Out

A student who finds it necessary to leave school during the day MUST BRING A NOTE FROM A PARENT OR LEGAL GUARDIAN. Proper sign-out and authorization must be completed at the office before departure. A student who becomes ill during the school day should, with the teacher's permission, report to the office. The office staff will determine whether the student should be sent home and, as appropriate, notify the student's parent/guardian. Failure to properly sign out at the office will render a student "truant" and will result in disciplinary measures. If returning the same day, the student must sign back in. **Students who are eighteen may, with parental consent, apply to write their notes for attendance/excuse reasons. Attendance rules remain in effect, and this privilege (if granted) can be revoked. Applications are available in the office. The administration must approve completed forms after a meeting with the parent, student, and administration.**

Exemption from Compulsory Attendance

The school may grant an exemption from compulsory attendance to the parents of a student who is 16 years old or older 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.

4. Enrolled in another state-registered alternative education program

All such requests must be submitted in writing to the principal and include documentation of employment or enrollment status. The school requires notification should the student's employment or enrollment status be terminated.

Make-Up Work

Students will be given the number of excused absences plus 1 to make up all work missed. Students will have formative and summative opportunities across the curriculum to assess learning. Students are strongly encouraged to communicate with their teachers when they are absent for a pre-arranged reason and/or participating in a school activity. Students do not have additional days to make up long-term assignments when they miss school on the day they are due without prior communication with the instructor and approval.

Parents/students should contact the office (see the SHS Office Homework form) to arrange the collection of homework assignments for a student who will be absent for 3 days or more. Parents/students requesting homework should coordinate with teachers. Students and Parents are also strongly encouraged to use the teacher's electronic classroom and email correspondence to access assignments when they have missed classes.

Repeated Unexcused Absences

Excessive absences negatively affect a student's academic progress. Eight unexcused one-half-day absences in any four-week period during which the school is in session shall be considered irregular attendance. The district may excuse a student for a period not exceeding five days in a term of three months or ten days in a term of three months.

Any term of at least six months. Any such excuse must be in writing and submitted directly to the building administrator, accompanied by documentation (e.g., from a healthcare provider) (**ORS 339.065**).

Ten-Day Consecutive Absences

According to Oregon state law, any student absent from school for ten consecutive days must be dropped from the school rolls (**ORS 339.250**, **OAR 581-23-006**). A letter will be sent to parents informing them that their child has been dropped and outlining the re-enrollment procedure.

Truancy and Tardies

A student who is absent from school or class without permission will be considered truant and subject to detention, suspension, and ineligibility for participation in athletics or other activities (**ORS 339.065**). To address attendance issues and encourage students to attend classes, disciplinary measures will be implemented for unexcused absences or failure to follow proper attendance procedures.

Tardiness is an attendance issue that consistently disrupts the classroom learning environment and hinders a student's learning opportunities. Students are expected to arrive at class on time with appropriate materials. Being tardy means that a student has not arrived before class time begins. A student is not considered tardy if held after class by the preceding teacher and provided with a note. **On the third tardy during a semester, detention time is assigned.** Additionally, students who are consistently tardy after the lunch break may lose open campus privileges for lunch and PRIDE time. Excessive tardiness will result in notification to the family/guardian and/or a meeting.

Awards

Siuslaw High School encourages all students to strive for academic excellence. Academic achievement is recognized in several ways:

- **Honor Roll:** To qualify for the Honor Roll, a student must be carrying at least five subjects and have a semester GPA of no lower than a 3.5. Students who earn Honor Roll for both semesters in a school year will earn an Academic Letter.
- **Honorable Mention:** To qualify for Honorable Mention, a student must be carrying at least five subjects and have a semester GPA of no lower than a 3.0.
- **Academic Letter:** Students who earn Honor Roll for both semesters in a school year will earn an Academic Letter, which is awarded the following fall term.
- **Graduation Honors:** GPAs are calculated after the first seven semesters of high school (9th grade through the first semester of 12th grade). Multiple valedictorian and salutatorian honors may be awarded.
    - **Valedictorian** – Students with a GPA exceeding 4.0 over the first seven semesters of high school.
    - **Salutatorian** – The student or students with the highest GPA at or below 4.0 over the first seven semesters of high school.
- **Diploma Honors:** GPAs are calculated after the first seven semesters of high school (9th grade through the first semester of 12th grade).
    - High Honors- GPA of 3.75-4.0
    - Honors- GPA of 3.50-3.74
    - National Honor Society- GPA of 3.0 or greater with first eligibility after the first semester of 10th grade.
- **Senior Awards:** Siuslaw HS administers awards at the end of the year to High School Seniors. These awards are selected from staff nominations.
    - Citizen of the Year
        - Above-average to high GPA (around a 3.0 GPA).
        - Participated in school and community activities.
        - Demonstrates a good attitude in school as well as in the community.
        - Takes an active role in school and community events such as spirit week, homecoming, church group, Interact, Key Club, GSA, student council, class offices, community volunteer, etc.
    - Leader of the Year
        - High GPA (around 3.5 or above).
        - Shows leadership qualities in clubs, school government, school activities, community involvement, volunteer programs, etc.
        - Shows ability to initiate as well as carry through on class projects.
        - Works well with students as well as adults.
    - Siuslaw PRIDE Award
        - These awards go to deserving students who stand out in the areas of:
            - Participation
            - Respect
            - Integrity
            - Discipline
            - Excellence
    - Scholar of the Year
        - Maintain a GPA of 3.5 or better.
        - Good attitude in class and community.
        - The course of study reflects college-level AP courses in three or more academic disciplines.
        - Involvement in school activities.
        - Must be set to earn an Honors Diploma.

- Dick Whitmore Seniors of the Year
  - Must have been nominated in two or more outstanding student categories
    - or
  - Must have been nominated for Future First Citizen
  - Winners of these awards are the designated speakers at graduation.

Bicycles, Skateboards, etc. Policy

Students who ride bicycles to school must park them in the designated bicycle parking area. Bicycles that are not properly locked and secured are subject to damage and/or theft. Bikes may not be ridden through parking lots or the main driveway areas, and may not be ridden on sidewalks. Students under the age of 16 are required by law to wear a helmet. Repeat offenders will not be allowed to have bikes on campus.

Skateboards, roller skates, rollerblades, or any similar wheeled devices (e.g., Heely shoes, which are skate shoes with built-in wheels) are not permitted on any district campus or grounds, including sidewalks, driveways, or parking lots. This does not include wheelchairs. Failure to comply with this policy will result in disciplinary action. Board policy specifically bans skateboards from any district property for any reason.

Clubs and Organizations

Student clubs and performing groups, such as the band, choir, rally, dance, and athletic teams, may establish rules of conduct and consequences for misconduct that are stricter than those in the Student Code of Conduct &/or Athletic and Activities Code. If a club violation also constitutes a violation of the Student Code, the district's specified consequences shall be in addition to any consequences determined by the organization (i.e., OSAA).

All student clubs and organizations must have at least one faculty or district-approved adult advisor, coach, or mentor. New clubs must apply to and be recognized through the student council before meeting on district grounds. Additionally, all clubs should establish a constitution and bylaws that outline the group's purpose and membership conditions. Groups wishing to open an ASB account must apply through the student council.

Code of Conduct

Special problems confront administrators and teachers in conducting school programs free from disruption and from distracting behavior that impedes any student's learning. School officials may occasionally need to discipline a student or temporarily remove them from the formal learning environment. Teachers and administrators have discretionary powers to invoke disciplinary actions and procedures, as well as to maintain a climate conducive to learning and to protect life and property. School disciplinary actions are civil, not criminal, matters.

Student Rights and Responsibilities

Among the student rights and responsibilities guaranteed by state and federal laws are the following:

1. Civil rights - including the rights 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 concerning decisions that 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 not to disrupt the orderly operation of the educational process, nor infringe upon the rights of others.

6. The right to privacy, which includes privacy with respect to the student's education records; the responsibility to respect others' right to privacy.

7. The right to know the behavior standards expected; the responsibility to follow them or accept the consequences.

Prohibited Behaviors

• Theft, damage, or destruction of school or private property.

• Disruption of school functions, activities, events, or processes.

• Assault, fighting, or threats of harm to self or others will be reported to the police.

• Violations of district transportation rules will be subject to the transportation supervisor's discipline policy; The possession of lighters, matches, or any incinerating devices is prohibited. Any arson (fire-starting) on school property is strictly forbidden.

• Blatant plagiarism or cheating. 1st Offense: No grade on assignment. 2nd Offense: Failure of class (may result in forfeiture of membership in NHS and/or class ranking of Valedictorian and Salutatorian).

• Leaving school grounds or school-sponsored events without permission.

• Use or display of profanity, vulgar language, or obscene gestures.

• Willful disobedience, disrespect, insubordination, or open defiance of school personnel authority.

• Committing extortion, coercion, or blackmail, that is, obtaining money or other objects of value from an unwilling person or forcing an individual to act through the use of force or threat of force.

• Name-calling, ethnic or racial slurs, or derogatory statements that may substantially disrupt the school environment or incite violence.

• Physical contact or public lewdness - NO sitting on laps, NO excessive hugging and kissing with another student. Public lewdness encompasses any inappropriate, indecent, or offensive act that implies or involves contact of a sexual nature. This includes an inappropriate public display of affection.

• Sexual harassment, verbal or physical; sexting, which may include requests for sexual favors, name-calling, teasing, inappropriate touching, or any other intimidating sexual conduct.

• Hazing, harassment, intimidation, coercion, cyberbullying, or any act that injures, degrades, or disgraces a student or staff member will not be tolerated.

• Possession of laser pointers, matches, lighters, squirt guns, water balloons, or other water devices.

• Assaulting or menacing a district employee or another student. Menacing means that, by word or conduct, the student attempts to place another person in fear of imminent serious physical injury.

• Gambling.

• Dress code violations (see DRESS AND GROOMING on p20).

• Displaying and/or advertising alcohol, tobacco, or drugs in any manner is prohibited.

• Gang behavior.

• Truancy and other unexcused absences (see ABSENCES on p10).

• False fire alarms and bomb threats.

• Inappropriate use of personal electronic devices.

• Vehicle safety/guideline violations.

Behavior Contracts

Students who accumulate offenses or demonstrate serious behavioral problems may be required to participate in behavior contracts. Additionally, students who have demonstrated inappropriate behavior in the previous semester may be required to sign a behavior contract upon re-entry to the next semester. The consequences outlined in the behavior contract supersede those indicated in the student handbook. If a student refuses to sign the agreement, the contract remains in force, but a copy will be sent to the parent/guardian.

Classroom Conduct

The teacher first manages behavior in the classroom and may include verbal warnings, natural consequences, a conference with the student and/or parent, phone calls home, a behavior contract, and possible assistance by counselors, leading to possible teacher-managed detention time in the teacher's room. If classroom intervention is unsuccessful and low-level misbehavior/minor infractions continue, the student will then be referred to administrators.

Defiance, disrespect, and failure to comply with the student handbook, including the electronic device/cell phone policy, are behaviors that may lead to disciplinary measures. Each teacher has a set of rules and consequences governing their classroom. Serious infractions will result in immediate referral to the office. Students sent to the office should not expect minimal actions to be taken. If a student's behavior problem is severe or chronic, the student may be referred for expulsion or an alternative education plan.

Drug, Alcohol, Tobacco, and Inhalants

Enforcement of the district's drug, alcohol, tobacco, or inhalant delivery systems policies may include the use of lockers, handbags/backpacks, and/or personal searches, trained police dogs, and/or undercover law enforcement officers. **Additionally, school administrators have the authorization to use breathalyzers and metal detectors as warranted.** Students who violate these policies will be subject to disciplinary action and may be referred to law enforcement officials as appropriate. The use, possession, consumption, or any form of traffic or commerce involving these items in any form, real or imitation regulated or defined either by Oregon or federal law, or these regulations, by any student of this district on school district property or the surrounding area (1000 feet), or in any relation to school activities or functions or while being transported to/from school activities wherever occurring may result in expulsion.

If possession, use, distribution, or sale occurred near district grounds. In that case, disciplinary action may include removal from any or all co-curricular/extracurricular activities and/or denial or forfeiture of any school honors or privileges (e.g., valedictorian, salutatorian, student body, class or club office positions, senior trip, prom, etc.).

A referral to community resources and/or cessation programs designed to help the student overcome tobacco products, inhalant delivery systems, alcohol, or unlawful drug use may also be made. The cost of such programs is the individual responsibility of the parent or the parent's private healthcare system.

Clothing, bags, hats, and other personal items used to display, promote, or advertise tobacco products, inhalant delivery systems, alcohol, or unlawful drugs are prohibited on all district grounds, including parking lots, at school-sponsored activities, and in district vehicles.

Stealing

A student shall not steal or attempt to steal or cause damage to school or private property, regardless of the location of the school property, either on the school grounds or during a school activity, function, or event off the school grounds. The amount of damage shall be determined, and an action may be brought against the student and the student's parents for the amount of the assessed damage not to exceed $5,000 plus costs, in addition to any other remedy provided by law.

Conduct Violations - Discipline

School personnel have complete authority over students during school hours and at school functions, whether on or off school grounds, regardless of time or location, and while being transported in district-provided transportation.

Students are responsible for conducting themselves in accordance with the district's policies and lawful directions from staff**.**

A student who violates the Student Code of Conduct shall be subject to disciplinary action, including but not limited to:

1. An informal conference and/or counseling

2. A formal conference and reprimand

3. Detention: lunch, before school (zero period), or after school (ninth period)

4. Saturday school

5. Parent contact

6. In-school suspension

7. Out-of-school suspension

8. Expulsion

9. Placement in an alternative education program

10. Placement on a behavior contract

11. Reporting behaviors that might violate state law to the police

All students will be given due process, including the right to appeal the discipline decisions of staff and administrators, and all decisions affecting the discipline, records, and continuance of a student in school shall be based on careful and reasoned investigation of the facts and the consistent application of rules and regulations to ensure fair and objective treatment. However, the administration will take into consideration past performance, maturity, and impact on other students and the community.

Detention

A student may be detained outside class time on one or more days for violating the Student Code of Conduct. If detention is not served, an additional detention will be assigned. Failing to serve detention will result in increased measures, up to and including an out-of-school suspension.

Suspension

A student may be suspended from school for up to and including 10 school days for willful and/or repeated violations of the Student Code of Conduct, including but not limited to conduct that materially and substantially disrupts the rights of others to an education, endangers the student or other students, or damages district property. The school will make a reasonable and prompt effort to notify the parents of a suspended student. The district may also require a student to attend school during non-school hours as an alternative to suspension. **While under suspension, a student may not participate in any school activities or athletic events, be present on district property, or participate in any activities directed or sponsored by the district.**

Expulsion

A student may be expelled for severe or repeated violations of the Student Code of Conduct. The expulsion hearing will occur within 10 school days of the student’s suspension pending expulsion. 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.

Immunity of the District

All employees of this district seeking to enforce these rules in good faith reasonably are granted, to the fullest lawful extent, the immunity of the district from all liability to others.

Computer and Internet Use

Students may be permitted to use the district's computer system (and student-owned devices, with administrative approval) only to meet the instructional objectives of the school and district, or to conduct research related to education that is consistent with the district's mission statement. Facebook, Twitter, and other social networking sites are prohibited. No social networking sites or boards are allowed.

Student Violations/Consequences

Students who violate general system user prohibitions shall be subject to discipline, up to and including expulsion and/or revocation of district system access, and/or permanent loss of privileges. Violations of law will be reported to law enforcement officials and may result in criminal or civil sanctions. Disciplinary action may be appealed by parents, students, or a representative, in accordance with established district procedures.

Chromebook Expectations

The vision of the one-to-one (1:1) Chromebook Initiative at Siuslaw School District is to provide 21st-century learners with the tools and resources they need to support their learning. Excellence in education requires that technology be seamlessly integrated throughout educational systems; increasing access to technology is essential. All SHS students will be issued a district-owned Chromebook for their studies.

Student Technology Expectations

1. Students are expected to use District-provided devices for educational purposes, and personal computers are not to be used as an alternative while in class.

2. Students are expected to have their assigned District-provided device in class each day with a fully charged battery. A limited number of "loaners" may be available on a first-come, first-served basis in case of an emergency. Losing track of a District-provided device or neglecting to charge the battery will not be accepted as a reason for failing to complete work or turn in assignments. **Repeated failures to bring the district-provided device to school or failing to charge the battery will result in the loss of home privileges for the student.**

3. Students are responsible for downloading to the district-provided device any necessary documents, apps, assignments, and/or materials from their teachers. If a family does not have wireless access at home, students must do this before school, during the school day, or after school.

4. Students may load photos on their District-provided device, as long as all content is appropriate for school settings. The playback of music on the district-provided device during instructional time will be at the discretion of the classroom teacher. The presence of inappropriate music or photos, as determined by school officials, may result in the loss of technology privileges and/or other disciplinary actions outlined in the Student Handbook.

5. Students may not install software or attempt to reconfigure the software of the district-provided device. If non-conforming apps or software are found on a student's district-provided device, the device will be restored to the school's software set, and disciplinary action may be taken. IT staff are not responsible for saving, restoring, or backing up documents, music, or photos that students may have on District-provided devices.

6. All data must be stored on Google Drive at a minimum, and students are responsible for making sure that their data is backed up.

7. Students are encouraged to store documents, worksheets, notes, and other files in a second location, such as a USB drive or other cloud storage.

8. Students attempting to hack or jailbreak a District-provided device will be subject to disciplinary action.

9. Students are encouraged to use email and cloud-sharing solutions as an alternative to printing.

10. The district makes no guarantee, written or implied, that materials on the district-provided device, including student work, will be safe from deletion or corruption, accidental or otherwise. Storing data on Google Drive and a second location is the sole responsibility of the student.

11. The district-provided device comes equipped with a camera and video capabilities. As with all recording devices, it is necessary to ask permission before recording an individual or group. Due to privacy laws, students must obtain permission from the school to publish photographs or videos of any school-related activity.

Terms of Use of Issued Chromebooks

1. District-provided devices will be distributed at the discretion of the District Administration upon confirmation that the Chromebook User Agreement has been signed.

2. Legal ownership of the district-provided devices remains with the district.

3. The use of a District Chromebook is a privilege extended to students. It is conditioned upon compliance with the requirements of this handbook, the District's Chromebook User Agreement, and all other District policies.

4. District-provided devices and accessories will be checked out to students for the duration of their educational career in Siuslaw, and devices will follow a replacement plan determined by the District.

5. Students who graduate early, transfer, withdraw, are suspended, or expelled will return the district-provided device and accessories at the time of withdrawal.

6. Students will receive a Chromebook charger and case when they first get their District-provided device. It is their responsibility to keep track of these items. **If any of these items are damaged or lost, it is the family's responsibility to replace them. The cost of each item is as follows:**

- Chromebook: $300
- Charger: $45

Device Protection Plans are available for purchase through the district. These can defray the cost of damage or loss to a student-issued Chromebook.

7. The district reserves the right to repossess the district-provided device and accessories at any time if the student does not fully comply with the terms of the student handbook or the technology agreement. Failure to return the property promptly may result in law enforcement involvement.

8. Software and apps will be managed by the district for the safety and security of the students and due to the need to comply with licensing agreements and student privacy rights.

9. District-provided devices will be subject to routine monitoring by teachers, administrators, and/or technology staff. Users should not expect privacy when using District-owned equipment or technology systems and should expect that their network traffic will be logged and monitored.

10. Each District-provided device has identifying labels, which must not be removed or altered in any fashion.
11. Students may not permanently mark the device itself in any fashion.

12. Students are not allowed to use District-provided devices for non-academic purposes.

Conferences

Regular Parent/Student conferences are scheduled biannually in the fall and spring. 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.

3. In any other case, the teacher considers a necessary positive step.

The district strongly encourages a student or parent/guardian in need of additional information or with questions or concerns to confer with the appropriate teacher first, counselor second, and administrator third. Parents may request conferences at any time by contacting the high school office at 541-997-3448.

Counseling & Advising

Academic Advisor

All students in grades 9-12 and their parents shall be notified annually of graduation requirements and recommended courses.

ASPIRE Program

Access to Student Assistance Programs in Reach of Everyone (ASPIRE): www.osac.state.or.us/. The goal of this statewide program is to map out high school coursework, plan for post-high-school training/education, and identify the financing needed to make these dreams a reality. The Oregon Student Assistance Commission (OSAC) administers the ASPIRE program. This organization qualifies students for grants and scholarships to attend Oregon schools.

Occupational and Educational Training

The counseling department provides students with information to help them understand the high school program, various educational and vocational opportunities, and the requirements related to college and career choices. Additionally, resources are available to help students apply for financial aid to support their higher education. Beginning in 9th grade, students are introduced to post-high school options.

Personal Counseling

A counselor is available regularly to assist students with a wide range of personal concerns, including social, family, emotional, academic, drug, alcohol, or tobacco dependency issues. The counselor may also provide students with information on community resources and local health facilities. Students meeting with the counselor during class times will be excused from the class.

Dances and Social Events

The rules of good conduct, dress, and grooming shall be observed for school dances and social events. School organizations and classes sponsor dances or social events. An administrator must approve plans for an event at least one week before the event. The advisor of the sponsoring group must be present at all times during preparations and the event itself. The organization sponsoring the dance is responsible for clean-up. Dances on Friday and Saturday evenings will end by 11 p.m. Social events held on weekdays must end by 10 p.m.

1. Current Student body cards are required for admission to all dances.

2. All students may be subjected to the use of a breathalyzer and/or a metal detector at the **entrance** to any or all extracurricular activities, including dances. Anyone **leaving** before the official end of the activity will not be permitted to re-enter.

3. Attendance at after-game dances is limited to Siuslaw High School students.

4. Students planning to attend a dance must attend school the full day of the event (or, in the event of a weekend dance, the Friday before the dance).

5. Guests (dates who are not SHS students) will be expected to observe the same rules as students attending the events. The person inviting the guest will share responsibility for the guest's conduct. Students who wish to bring a guest not enrolled at Siuslaw High School must obtain a guest pass, which must be approved by the administration at least 3 days before the dance. A student may have only one guest at an event. The guest must come with the SHS student who signed them up. Middle school students and individuals over the age of 20 are not permitted to attend high school dances. SHS first-year students attending prom as guests of a junior or senior must maintain good academic and behavioral standing, attend regularly, and complete a guest pass form.

6. Students and guests who are requested to leave the dance for inappropriate conduct will be subject to disciplinary action. Additionally, they could lose the privilege to attend further dances for the remainder of the school year.

7. Music playlist to be pre-approved by administration at least 48 hours before the event.

Directory Information

The following information is considered directory information and may be released through proper procedures: student's name, photograph, participation in officially recognized activities, degrees or awards received, and weight and height of team members. Parents or students 18 years of age or emancipated may request an exclusion from the release of directory information within 15 days of the annual public notice. Such requests must be made in writing and presented to the school the student attends; they are only valid for the current school year. Please understand that unless the parent objects to the release of any or all of this information within fifteen (15) school days of the date this student handbook was issued to your child, the district may release directory information for use in local school publications, other media, and for such other purposes as deemed appropriate by the principal. Siuslaw School District shall forward requested education records within 10 days of receiving the request. Education records policies are available for review at the Siuslaw School District Office at 2111 Oak Street, Siuslaw, OR 97439.

Parents or eligible students have the right to:

1. Inspect and review the student's education records.

2. Request the amendment of the student's education records to ensure that they are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights.

3. Consent to disclosure of personally identifiable information contained in the student's education records, except to the extent that these rules authorize disclosure without consent.

4. Under OAR 581-21-410, file with the U.S. Department of Education a complaint concerning alleged failures by the school District to comply with requirements of the Family Educational Rights and Privacy Act; 5. Obtain a copy of the Board Policy JO-Education Records.

Discrimination Complaints

A student and/or parent with a complaint regarding possible discrimination of a student based on color, sex, race, national origin, age, marital status, religion, sexual orientation, or handicap should contact a building administrator or counselor. If the complainant wishes to pursue the matter, they will be provided, upon request, with a copy of all applicable district procedures.

Distribution of Materials

All aspects of school-sponsored publications, including newspapers and/or yearbooks, are entirely under the supervision of the teacher and principal. Students may be required to submit such publications to the administration for approval. Written materials, posters, signs, banners, 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 non-student without the administration's approval. Written material displayed without authorization will be removed. Any student who posts printed material without prior approval shall be subject to disciplinary action.

Materials not under the district's editorial control must be submitted to the principal or their designee for review and approval before being distributed to students. The review will be based on legitimate educational concerns, including whether the material is defamatory; age appropriate to the grade level and/or maturity of the reading audience; poorly written; inadequately researched; biased or prejudiced; not factual; not free of racial, ethnic, religious or sexual bias; in conflict with public school laws, rules and/or Board policy; deemed inappropriate for students; or which may be reasonably perceived by the public to bear the sanction or approval of the district.

Dress and Grooming

Responsibility for dress and grooming rests primarily with students and their parents; however, the district expects student dress and grooming to meet standards that ensure that the following conditions do not exist:

- Disruption or interference with the classroom learning environment.
- Threat to the health and/or safety of the student concerned or of other students.

Students who represent the school in a voluntary activity may be required to conform to the school's dress and grooming standards and may be denied the opportunity to participate if these standards are not met.

Provisions for dress and grooming for performance, activity-based, career, or special activities will be determined directly by the needs of the course or activity. Courses in science, career-technical education, music, fine arts, and similar fields will outline the specific dress requirements for safety, performance, or venue in the respective course syllabi and/or safety contracts. Special activities or field trips will have specific dress requirements outlined before departure, so that both students and parents are prepared for the activity and site location.

Each school has a pantry that contains clean clothes and toiletries for students to use. Students may use locker room facilities or other private bathing facilities as they request. When student hygiene affects others' ability to learn in the classroom, teaching or administrative staff may ask the student to use the showering facilities or pantry supplies. Student religious apparel and head or hair coverings (such as yarmulkes, kippahs, kufis, hijabs, dupattas, turbans, pagris, bonnets, etc.) are permitted.

SPECIFIC GUIDELINES TO BE OBSERVED:

1. Shirts and shoes are required.

2. Clothing with illicit drug, alcohol, or tobacco messages is prohibited, as these substances are illegal for minors or are unlawful under the law. **From our drug, alcohol, tobacco, and inhalant policies:** *Clothing, bags, hats, and other personal items used to display, promote, or advertise tobacco products, inhalant delivery systems, alcohol, or unlawful drugs are prohibited on all district grounds, including parking lots, at school-sponsored activities, and in district vehicles.*

3. Clothing with vulgar, plainly offensive, profane, obscene, or sexually explicit references, graphics, or comments is prohibited.

4. Clothing may not advocate prejudice, violence, or depict violence.

5. Hoods, scarves, bandanas, facemasks, etc. that obscure a person’s face or identity pose a safety hazard/threat and are not permitted on school grounds or during school activities (exceptions may be made for special activities such as Spirit Week).

6. Clothing that depicts gang affiliation or other hostile messages that could be interpreted as harassment in their message (implied or not) may not be worn.

7. Undergarments should not be visible to others. Clothes designed primarily as undergarments may not be worn as exterior, visible clothing. Clothes that are see-through and/or worn in a way that reveals undergarments are not appropriate and may not be worn.

Students who do not follow the above guidelines will be asked to change their clothes and/or will be provided with alternative clothing from the student pantry/school office if they have nothing readily available on campus. Clothes provided by the office are for temporary use. Hygiene products offered by the office do not need to be returned. Flagrant, deliberate, or repeated violations will result in disciplinary action.

Drugs, Alcohol, Tobacco, and Inhalants

Specific references and definitions related to the Athletic & Activity Substance Abuse Policy are an application of the following Siuslaw School District policy and administrative rules:

• Policy JFC – Student Conduct

• Policy JFCG/JFCH/JFCI – Use of Tobacco Products, Alcohol, Drugs, or Inhalant Delivery Systems

• Policy JFCG-AR – Discipline for Use, Possession, Distribution or Sale of Tobacco Products or Inhalant Delivery Systems

• Policy JFCH/JFCI-AR – Use of Alcohol or Drugs

• Policy JFCI – Substance/Drug Abuse

• Policy JFCIA/JFCIA-AR – Student Drug Testing –Extracurricular [& Co-Curricular] Activity Participants

• Policy IGAEB – Drug, Alcohol, and Tobacco Prevention, Health Education

• Policy IGAEC – Anabolic Steroids and Performance-Enhancing Substances

The use of tobacco, inhalants, alcohol, or illegal drugs is prohibited. **Additionally, school administrators have the authorization to use breathalyzers and metal detectors as warranted.** No student involved in OSAA extracurricular, OSAA co-curricular, and district-sponsored activities shall knowingly possess, use, sell, supply, or be under the influence of alcohol, a tobacco product, a performance-enhancing drug, inhalants, or a controlled substance of any kind. This policy shall be in effect 24 hours a day, from the first day an athlete or activity participant signs the participation agreement, throughout the remainder of that school year and all subsequent high school years. Student-athletes and activity participants are expected to maintain the policy standard during any school-sponsored activity outside the established school calendar (e.g., summer camps, competitions, or events).

Extracurricular Participation

Participation in extracurricular or OSAA co-curricular activities sponsored by the Siuslaw School District is not required; it is a privilege. Students choosing to participate in OSAA extracurricular, OSAA 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 themselves from the party or group gathering as soon as they become aware that alcohol, marijuana, and/or illegal substances are being possessed, used, delivered, or sold in violation of Oregon state laws. The student should inform their parent or guardian immediately and report the incident to a coach, athletic director, or administrator at the start of the next school day. The student does not need to report on others in attendance.

The Siuslaw School District recognizes that a student cannot be held responsible for the misbehavior of other individuals; however, it is the student's responsibility to avoid associating with individuals who engage in illegal activities. Students who knowingly transport others to or from unlawful events violate the policy; being a 'designated driver' is a concept for those of legal age and status.

• "**School year**" is defined as the first date in August when practices may commence, determined annually by the OSAA, through the end of the school calendar established by the Board of Directors.

• "**Co-curricular**" activities are those which take place during the school day and are associated with a curricular program.

• "**Extracurricular**" activities are those that take place outside the school day and are not associated with a curricular program.

• "**Illegal drug**" is any drug which an individual may not sell, possess, use, distribute, or purchase under state law, or as defined in schedules I through V of the Controlled Substances Act (21 U.S.C. § 812), including, but not limited to, marijuana, cocaine, opiates, amphetamines and phencyclidine (PCP). As used in this policy, "illegal drug" also means possession, use, sale, or supply of prescription and nonprescription medication, in violation of Board policy JHCD - Administering Noninjectable Medicines to Students and accompanying administrative regulation [and JHCDA - Administering Injectable Medicines to Students]. "Illegal drug" shall also include alcohol."

Students will be found in violation of this policy if they knowingly attend or remain at such an event. Attendance at such an event will be treated as a first, second, or third offense, depending on any previous violations of the athletic and activity policy by the student.

Anabolic Steroids and Performance-Enhancing Substances

The district will not tolerate the possession, selling, or use of unlawful drugs or hormonal substances chemically or pharmacologically related to testosterone. "Anabolic steroid" includes any drug or hormonal substance chemically or pharmacologically related to testosterone, all prohormones, including dehydroepiandrosterone, and all substances listed in the Anabolic Steroid Control Act of 2004. Anabolic steroids do not include estrogens, progestins, corticosteroids, or mineralocorticoids.

"Performance-enhancing substance" means a manufactured product or oral ingestion, intranasal application or inhalation containing compounds that contain a stimulant, amino acid, hormone precursor, herb or other botanical or any other substance other than an essential vitamin or mineral; and are intended to increase athletic performance, promote muscle growth, induce weight loss or increase an individual's endurance or capacity for exercise.

Athletic and Activity Drug Testing

Siuslaw School District believes that student safety is paramount in building positive extracurricular, co-curricular, and other district-sponsored programs. Because of this belief, all students involved in OSAA extracurricular and co-curricular programs, as well as other district-sponsored programs, may be tested for illegal substances (using mouth swabs or urine analysis). This includes all students involved in OSAA competitions, leadership, and other possible activities.

Students who participate in OSAA extracurricular, OSAA co-curricular, and other district-sponsored programs may be tested randomly during the season. Random testing will be conducted periodically throughout the entire season, from the opening of practice through the conclusion of games, contests, or festivals. Selection for random testing will be made by lottery from a pool of all current participating students in OSAA extracurricular, OSAA co-curricular, and other district-sponsored programs at the time of the drawing. The superintendent shall take reasonable steps to assure the integrity, confidentiality, and random nature of the selection process, including, but not limited to, assuring that:

1. The names of all current participating students will be in the pool for testing.

2. The pool of names for testing is entered into a spreadsheet.

3. Spreadsheet line numbers are selected via an online random number generator.

4. At least two adults will observe the random number generation and spreadsheet cross-referencing process.

These tests will be given by administrators and/or their designee. Samples will be collected on the same day the student is selected for testing or, if the student is absent on that day, on the day of the student's return to school. All students selected for testing will have the option to provide samples in private.

The test will be for one or more illegal drugs. The superintendent shall decide, before selecting students, which illicit drugs shall be screened for. Samples will not be screened for the presence of any substance other than an illegal drug or the existence of any physical condition other than drug intoxication.

Parents will always be contacted if their child has a positive result on any test.

Students who refuse to provide a sample will be considered to have tested positive and will be subject to the procedures listed below.

1. A violation of the Athletic & Activity Substance Abuse Policy will be established by one or more of the following criteria:

    a. Self-Admission (consequence may be reduced by one-half)

    b. Positive result on a drug screening test

    c. Police Report

    d. Coach, teacher, or staff observation

    e. Preponderance of evidence (testimony of others, verified social media posts, etc.)

2. Violations: Each consecutive school year, participants will reaffirm their knowledge of the Athletic & Activity Substance Abuse Policy during registration for the upcoming extracurricular and co-curricular seasons and activities.

    a. Any violation, in season or out of season, will accumulate during an athlete's four-year high school career. Every subsequent violation results in the athlete being moved down to the next step. (Violations that are more than two years apart are not considered consecutive, and the student would repeat the previous level consequence.)

    b. All suspensions from participation will coincide with the OSAA sporting calendar. Out-of-season violation consequences will take effect during the next sports season in which the athlete participates.

    c. Any violation of the athletic substance abuse policy will be dealt with separately from any legal procedures, formal or informal.

    d. Any drug and/or alcohol violation during the regular school day will be considered a violation of the Athletic Substance Abuse Policy (violations of policies: JFC, JFCG/KGC/GBK, JFCG-AR, JFCH, JFCH/JFCI-AR, JFCI, JFCIA/JFCIA-AR).

    e. Reports containing materials of a vague origin and/or indeterminate time frame that fall outside of policy guidelines or are not relevant to the current activity may be set aside by the administration. The validity of such materials will be determined by the administrator who receives the initial report and will be confirmed if the building-level decision is appealed to the superintendent.

    f. Materials related to evidence of violations, substantiated or alleged, are archived separately from regular student discipline records so that if these materials surface again, as in the case of reposted social media entries, old photographs, or cached images from internet postings, etc., they cannot be used to generate a new violation based on a previously decided or closed incident.

3. Consequences:

    a. First Offense

i. Notify student and parent/guardian.

ii. A 14-calendar-day suspension from participation in all athletic games, competitions, and activities. (Must attend all practice sessions.)

iii. Attend mandatory follow-up sessions with the student, parent/guardian, school counselor, administrator, and athletic director. Reinstatement of the student into the activity is contingent upon the student complying with recommendations presented and having clean UAs throughout the 14-day suspension. UA's will be conducted on or near day 7 and day 14 of the suspension period. Failure to comply with the recommendations will be treated as a second offense. iv. Submit to drug testing at any time during the remainder of the season.

b. Second Offense

i. Notify student and parent/guardian.

ii. Full suspension from participation in all athletic games, competitions, and activities for 45 calendar days. (Must attend all practice sessions.) However, students may still participate in the following school year's activities with the unanimous approval of the principal, athletic director, and school counselor.

iii. Attend mandatory follow-up sessions with the student, parent/guardian, school counselor, administrator, and athletic director. Reinstatement of the student into the activity is contingent upon the student complying with Recommendation 1 and maintaining clean UAs throughout the 45-calendar-day suspension. UAs will be conducted on or near day 14, day 28, and day 45 of the suspension period. Failure to comply with the recommendations will be treated as a third offense. iv. Submit to drug testing at any time during the remainder of the season.

c. Third Offense

i. Full suspension from all co-curricular and extracurricular activities and district-sponsored programs for the remainder of the school year and the following school year per the OSAA calendar. However, students may still participate in the following school year's activities with the unanimous approval of the principal, athletic director, and school counselor.

d. Subsequent Violations

i. Violations that are more than two years apart are not considered consecutive, and the student would repeat the previous level consequence.

Substance Abuse Appeal Process

A student who has been determined to violate the district's Athletic & Activity Substance Abuse Policy shall have the right to appeal the high school building-level decision to the superintendent or his/her designee. The student will remain ineligible to participate in athletic contests and/or co-curricular/extracurricular competitions or festivals pending the outcome of the appeal, but will continue to practice with the team, squad, or group during the appeal process.

1. Appeals of drug testing infractions will be conducted as per policy JFCIA-AR, as listed:

a. The student may voluntarily disclose the use of prescription medication, which may have affected the outcome of the test; when verified, the test results will be set aside.

b. The student or parent may request, within 72 hours of a positive test notification, that a second test, at their expense, be conducted at a certified testing lab or medical facility. If the second sample is negative, the student and parent will be notified, and no further action will be taken. If the sample tests positive, the initial test result and any subsequent violations will be upheld.

c. A student who has been determined to violate the district's drug testing policy shall have the right to appeal the decision to the superintendent or his/her designee. The appeal must be submitted to the superintendent, in writing, within five calendar days following the meeting with the principal. The student will remain ineligible to participate in athletic contests and/or co-curricular/extracurricular activities, competitions, or festivals pending the appeal, but will continue to practice with the team, squad, or group during the appeal process. The superintendent or their designee will determine whether the original finding was justified.

d. If dissatisfied with the superintendent's decision, the student may appeal to the Board by providing notice within five calendar days of the superintendent's decision.

2. Appeals of all other infractions, not related to drug testing, of the Athletic & Activity Substance Abuse Policy shall have the right to appeal the building-level decision to the superintendent or his/her designee, as listed:

a. The student and parent will be notified of the violation by the building administrator or their designee.

b. The appeal must be submitted to the superintendent, in writing, within five calendar days following the meeting with the building administrator or their designee. The superintendent or their designee will determine whether the original finding was justified.

c. If dissatisfied with the superintendent's decision, the student may appeal to the Board by providing notice within five calendar days of the superintendent's decision.

Due Process

Athletes charged with any violation of the preceding athletic policies will be dealt with following the same due process procedures as outlined in the Siuslaw High Student Handbook.

Educational Records

The information contained below serves as the district's annual notice to parents of minors and eligible students (if 18 or older) of their rights, the location, and the district official responsible for education records. Education records are records related to a student that are maintained by the district. A student's education records are confidential and protected from unauthorized inspection or use. All access to and release of education records, with or without parental and eligible student notice and consent, will comply with all applicable state and federal laws.

Education records are maintained in the high school office by the principal.

Permanent records shall include:

1. Full legal name of student
2. Name and address of school
3. Student birth date
4. Name of parent/guardian
5. Date of entry into school
6. Name of previous school
7. Subjects taken
8. Marks received
9. Credits earned

10. Attendance

11. Date of withdrawal from school

12. Social Security number

13. Other information, i.e., psychological test information, anecdotal records, records of conversations, discipline records, IEPs, etc.

Transfer of Education Records

All student education records related to a particular student seeking enrollment in or services requested by a public or private school, education service district, state institution other than an institution of post-secondary education, private agency, or youth care center shall be transferred no later than 10 days after receipt of the request. Student report cards, records, or diplomas may be withheld if fines or fees are not paid promptly. However, records requested by another school district to determine the student's progress may not be withheld.

Requests for Education Records

The school will, within 10 days of a student's enrollment request, request the student's education records from the previously attended school.

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 unless the district is provided evidence that there is a court order, 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 or older) may inspect and review their education records during regular district hours. A copy of the district's education records policy and administrative regulation may be obtained by contacting the office.

Electronic Devices Policy

Phones are not to be used during the school day while on school grounds. Every student will be assigned a personal Yondr Pouch. While the Yondr Pouch is considered school property, it is each student's responsibility to bring their Pouch with them to school every day and keep it in good working condition.

Daily Procedures

When students enter the building, they will:

- Power off their phone or put it in airplane mode.
- Place their phone inside their pouch and secure it.
- Store their pouch in their backpack or locker until leaving campus.
- Students will present their phone and pouch when requested by staff for inspection.

Violations

If a student is caught using their phone during prohibited times, the administration will collect the phone and store it in the main office.

First Violation: The student will collect the phone at the end of the school day. The phone will not be returned for the lunch period.

Second Violation: The phone will be returned to the student on the subsequent school day. A parent or guardian may pick it up before 4 pm on the day of the violation.

Repeated Violations: The phone will be collected by the administration at the beginning of the day and returned to the student at the end of the day. This will be the student's plan until a conference can be scheduled with a parent or guardian.

Lost or Damaged Pouches

If a student's pouch is lost or damaged, the phone will be kept in the main office until a replacement pouch is purchased for $30.00. Examples of damage include:

- Bent pin
- Ripped fabric
- Deep scratches on the lock exterior and green ring
- Pin and button not fully recessing due to damage to the pin mechanism

Forgotten Pouches: If a student forgets their pouch, their phone will be collected, and the Administration will call the parent/guardian to remind them of the policy. The phone will be returned to the student at the time of dismissal. If a student consistently forgets their pouch, it is considered lost. Refer to the Lost Pouch policy above.

If an electronic device is seen and/or heard, staff have the authority to confiscate the item, and the student may be referred for disciplinary action. Any item seized from a student will be sent to the office for processing and disposition.

In addition to phones, the use of electronic personal devices is not permitted. This includes, but is not limited to, iPods, MP3 players, laptops, tablets, earbuds, and smartwatches.

Electronics may be permitted during class at the classroom teacher's discretion for educational purposes, but should not be used as a substitute for a student's Chromebook. Users must adhere to all existing school policies regarding the use of electronic devices.

Siuslaw High School assumes no responsibility for any electronic devices brought to school by students. Unauthorized or inappropriate pictures, writing, or other electronic media taken or shown at school may be subject to disciplinary action. **The electronic device policy is subject to change at any time.**

Extracurricular and Co-curricular Activities

All students, regardless of their ability levels, are encouraged to participate in extracurricular and co-curricular activities and in the many worthwhile learning experiences we offer, including student government, student clubs, organizations, athletics, and other available opportunities. Sports offered at Siuslaw High School include cross country, soccer, football, volleyball, cheerleading (fall and winter seasons), basketball, wrestling, baseball, softball, and track and field. We also offer TRAP and Esports. Each student participating in co-curricular and extracurricular activities must sign the Co-Curricular Code of Conduct. This includes athletics, band, choir, forensics, and other extracurricular activities. Participating in co-curricular activities and school sports events is an essential part of the high school experience. Students are encouraged to join in and support co-curricular activities and programs, and to enjoy the experiences they offer. Admission charges vary by event type.

Fees

A student is expected to provide their own supplies of pencils, paper, erasers, and notebooks, and may be required to pay additional fees or deposits.

School Fees

- Associated Student Body (ASB) Card: $20/year – required for all students*
- ~~Athletics: $100/season per child (buy 2, get the 3rd free within a family)~~ – athletic fees currently waived
- Art Material Fee: $10/semester
- Auto: $10/semester

- Metals: $10/semester
- Construction/Woodworking: $10/semester
- Culinary Arts Material Fee: $15/semester
- Pottery Material Fee: $10/semester ($5 additional for a ½ bag of clay)
- Yearbook: $55 (Aug - Jan); $65 (Feb - Mar); $75 (Apr or later) *[Subject to change.]*

*ASB fees cover admission to most home athletic events, reduced admission at away athletic events, and offset the costs of dances, spirit week, and other school activities. ASB fees also pay for incentives, assemblies, decorations, and some field trips. All funds are allocated directly to support students and are managed by students.

Club Dues: (Not all clubs are listed below.)

- National Honor Society: $20/year
- HOSA: Fundraising Required
- Key Club/Interact: $13

Replacement Fees for Lost, Damaged, or Stolen Items

- Lock for Lockers: $6
- Parking Permit: $5
- Yondr Pouch: $30
- Chromebook: $300
- Chromebook Charger: $45

Other: Fees may be applied for damaged library books and school-owned equipment. The school board reserves the right to impose additional fees as deemed appropriate.

Field Trips

Students need to have parent permission, current insurance information, and be passing their classes. Students may be denied participation in a field trip if they are not passing their classes.

Food & Drink

Food and drinks are never allowed in the labs, library, or gym. All student meals and snacks are to be consumed during regular breakfast/lunch periods. Meals are not to be eaten in classrooms once instructional time has started. Students will be marked as tardy or absent if their dining habits extend beyond the scheduled meal periods. All food delivery services (e.g., Uber Eats, DoorDash) must deliver during the lunch period. The office will not hold meals or call students from class to meet a delivery driver. At the teacher's discretion, some snacks or drinks (excluding full meals) may be permitted in classrooms, but students are expected to clean up after themselves and avoid distractions. If students abuse this privilege, the teacher or the administration may revoke it. Bottled drinking water may be permitted by teachers if used in a non-distracting manner.

Freedom of Expression

Students have a general right to freedom of expression within the school system. The district, however, requires that students exercise their rights fairly and responsibly, without disrupting other individuals or the educational process.

Fundraising

Student organizations, clubs or classes, athletic teams, outside organizations, and/or parent groups may be permitted to conduct fundraising drives. At no time shall fundraising disrupt academic courses. All

applications for permission to schedule/conduct fundraising efforts on school grounds or in connection with student activities *must* be submitted through the designated process.

Appropriate advisors, student council, and Administration. All funds collected must be deposited with and recorded in the Associated Student Body (ASB) bookkeeping system in the high school office.

Graduation / Commencement

Commencement Exercise

Students who have not met the requirements for a regular or modified high school diploma or successful completion of their GED (the year they would have graduated as a senior) will not be permitted to take part in the district's commencement exercises. All graduates must have a passing grade in all required classes to be eligible for graduation on the last scheduled school day for seniors. Harmful and inappropriate conduct can negate a student's participation in the commencement ceremony and will not be tolerated. Student speeches must be reviewed and approved in advance by the principal as to content and length. Foreign exchange students may also be allowed to participate in commencement exercises. Any student not eligible for graduation/commencement may not attend or participate in any senior activities earned from meeting graduation requirements.

Class Ranking

Titles and privileges granted to students designated as valedictorian or salutatorian, or those assigned to speak at graduation ceremonies, may be revoked for violation of Board Policy, Administrative Regulation, or School Rule. Advanced courses can impact class ranking. In the event of a tie, the criteria of advanced-level coursework and GPA will guide the decision on whether to have multiple Valedictorians and/or Salutatorians, or a single choice for each.

Graduation Requirements

Subject	Code	Credits	Notes
English	LA	4	
Math	MA	3	Algebra or above
Social Studies	SS	3	
Science	SC	3	
CTE, Fine Arts, Applied Arts, World Languages	FA	2.5	2 credits in World Languages are required for most universities
Health	HE	1	Health
PE	PE	1	PE
Career Development	CD	0.5	Earned through S2 Future Success
Personal Finance	PFE	0.5	
Electives	EL	6.5	Any class can count as electives if it exceeds other requirements 2.5 more hours, nine total, are required for an honors diploma
Total		**25**	

Honors Diploma Requirements

To encourage our students to stretch their intellectual potential and to honor their academic accomplishments, Siuslaw School District offers the SHS Honors Diploma. The Honors Diploma recognizes students who pursue the challenges of an academically rigorous curriculum. An Honors Diploma is required for Valedictorian and Salutatorian status.

For those students who desire to complete a comprehensive program of honors-level work, the benefits include:

1. Preparation and performance at a college level while still in high school.

2. The opportunity for college credit, placement, or both while still in high school that is transferable to most colleges and universities.

3. Opportunity to demonstrate intellectual maturity and study habits that will help students stand out in the college admission process.

4. Class distinctions at graduation.

5. Personal satisfaction of entering a community of scholars that strives for integration of knowledge unique to an honors curriculum.

Requirements to Earn an Honors Diploma

- Earn three additional credits.
- NWGPA (non-weighted grade point average) of 3.5 or higher

- Earn an A or B for one year (or more if specified) in at least four categories listed below.

ELA	AP Literature & Composition, College Writing
Math	College Algebra and Trigonometry or Differential Calculus and Integral Calculus
Science	Advanced Chemistry, Advanced Physics, Anatomy & Physiology
Social Science	College US History, College World History, Psychology
CTE, Arts, World Languages	Advanced Culinary, Auto Service, Advanced Metals, Advanced Studio Art, Advanced Pottery, Spanish III, Spanish IV, Band (three years), Choir (three years), College Computer Fundamentals, Advanced Natural Resources
Electives	Leadership (two years), Yearbook (two years), or an extra advanced core course from ELA, Math, Science, or Social Studies.

Common University Requirements

- 2.5 or higher GPA in core classes
- Algebra, Geometry, and Algebra II
- College Prep Science: Biology, Physics, Chemistry, Anatomy, etc.
- 2 years of a World Language
- ACT and/or SAT are required for some universities

Meet with your school counselor to create a college- or university-bound academic plan.

Credit & Other Requirements

To graduate from high school in this district, a student must meet the following minimum requirements: Credit requirements for program completion:

1. Each student needs at least 25 credits to graduate.

2. Each semester course = 1/2 credit and each year course = 1 credit

3. SHS will not give credit for non-accredited programs or schools:

4. Credits shall be earned in required areas of study **(see the table on the next page)**:

5. Career-Related Learning Experiences: Students will participate in experiences that connect classroom learning with real-life experiences in the workplace, community, and/or school, relevant to their education plan.

6. Essential Skills – Students must demonstrate proficiency in identified essential skills – Reading, Writing, Mathematics, and Science, as mandated by the Siuslaw School Board.

7. Students earning modified diplomas, extended diplomas, or certificates of attendance are held only to the minimum diploma requirements laid out by the state of Oregon. They are not held to the Siuslaw SD's 25th-credit or essential-skills requirement. This is also the case for some students entering SHS as 12th graders, as determined by Siuslaw High School administration.

Early Graduation

Students who wish to graduate from Siuslaw High School in less than four years must request a waiver of the 12th year of compulsory education through the Administration. To request this waiver, the student must present the following items to the Administration by the first week of their 11th-grade year.

1. A comprehensive letter, written by the student, requesting early graduation and containing reasons for early graduation.

2. A letter from the parents supporting the student's request.

Upon approval of the request, a counselor will endeavor to arrange the student's schedule to achieve the desired goal. Students should be scheduled into the core academic classes rather than online courses unless prior approval from the administration is granted. Students wishing to graduate early must meet the School District requirements of 24 credits.

Harassment & Bullying/Cyberbullying (Policy JFCF)

The Board, in its commitment to providing a positive and productive learning environment, will consult with parents/guardians, employees, volunteers, students, administrators, and community representatives when developing this policy to ensure compliance with applicable Oregon Revised Statutes. **Harassment, intimidation, or bullying and acts of cyberbullying by students, staff, and third parties toward students are** strictly prohibited. **Teen dating violence** is unacceptable behavior and prohibited. **Retaliation** against any person who reports, is thought to have reported, files a complaint, or otherwise participates in an investigation or inquiry is also strictly prohibited. False charges shall also be regarded as a serious offense and will result in disciplinary action or other appropriate sanctions. Students whose behavior violates this policy will be subject to discipline, up to and including expulsion. Students may be referred to law enforcement officials.

Definitions:

"**District**" includes district facilities, district premises, and non-district property if the student is at any district-sponsored, district-approved, or district-related activity or function, such as field trips or athletic events, where students are under the control of the district.

"**Third parties**" include, but are not limited to, coaches, school volunteers, parents, school visitors, service contractors, or others engaged in district business, such as employees of companies or organizations participating in cooperative work programs with the district and others not directly subject to district control at interdistrict and intradistrict athletic competitions or other school events.

"**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 district grounds, at any district-sponsored activity, on district-provided transportation or at any official district bus stop, that may be based on, but not limited to, the protected class status 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.

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 people are 13 to 19 years of age.

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

"**Retaliation**" means harassment, intimidation, or bullying, teen dating violence, and acts of cyberbullying toward a person in response to a student for actually reporting or participating in the investigation of harassment, intimidation, or bullying, teen dating violence, and acts of cyberbullying or retaliation.

Interdistrict Transfers

Please remember to complete transfer requests at BOTH resident and non-resident school district offices. To be admitted to Siuslaw School District:

1. Fill out the Siuslaw Admission Form and return it to the Siuslaw School District Office for the Superintendent's signature.

2. Following the Siuslaw Superintendent's approval for admission, approval documentation from the resident district and an executed Mutual Agreement Form will be required to finalize the admission process.

To transfer out of the Siuslaw School District:

1. Fill out the Siuslaw Transfer Out Form and sign the Mutual Agreement Form.

2. Return both forms to the Siuslaw School District Superintendent for signature by May 15 for release from Siuslaw. 3. Apply to a non-resident district for admission (confirm the district's period for acceptance).

The transfer status is valid for one school year. Please reapply for the following school year. The continuation of a transfer into the Siuslaw School District is contingent upon meeting behavior and attendance expectations:

• Attendance of 92% or greater.

• No more than one suspension per academic year, and no suspension of five days or more.

• No expulsion.

• Transportation is the responsibility of the family.

• Other terms as written in the acceptance letter, to be applied consistently to all students.

Lockers

Lockers remain under the district's jurisdiction even when assigned to an individual student. A student is fully responsible for the security of their locker and must ensure it is locked, not jammed or dismantled, and that the combination is not accessible to others. Searches of lockers may be conducted at any time with reasonable suspicion, regardless of whether a student is present in the area. **Students may not change lockers or locks without school permission.** Any materials displayed must reflect good taste and will be at the administration's discretion. The school is not responsible for the loss or theft of items stored in lockers. Kicking or hitting the locker, writing or carving on a locker, or damaging the lock will be considered vandalism. Students are responsible for paying for any damage they cause. Students who jam their lockers may face disciplinary action. Students are responsible for removing all items and belongings from their lockers by the end of the last day of school. Anything left in lockers will be disposed of.

Media Access To Students

Media representatives may have access to students and staff only with administrative permission and may then interview and photograph students involved in instructional programs and school activities, including athletic events. Information obtained directly from students does not require parental approval before 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 the applicable provisions of the

Education Records Law and Board policies governing directory information and personally identifiable information.

Medicine at School

Requests for the school to administer medication must be in writing and include the physician's written instructions, the name of the medication, the dosage, the time interval, and the method of administration. The medication must be in its original container, and the container label must clearly show the prescription label. Over-the-counter medication must be accompanied by the parent's written instructions and kept in its original container. If a parent wants a student to self-administer any controlled substance as defined by law and as may be prescribed by a physician, the request will be permitted only upon written request from the parent and as approved by the principal. All such decisions will be based on the appropriateness of the student self-medicating, the safety of other students, the student's age, and the type and amount of medication. **Permission to self-medicate may be revoked if the student violates any of these requirements.**

National Honor Society

Membership in NHS is open to those students whose scholarship, citizenship, character, and leadership are of superior quality. Students in grades 10 through 12 who meet the membership requirements outlined by our school's chapter are eligible for an invitation to join. See Ms. Osbon, school counselor, for more information. Through exclusive resources, programs, and services, members have a unique opportunity to prepare for college and career pursuits.

Passes

Hall passes will not be permitted during the first and last 10 minutes of class. Students are required to have a hall pass at all times while in the hall during a class period, unless they are going from one staff member to another with a pre-approved paper pass. Students are never allowed to leave a class without the teacher's express permission. Teachers/Administration will revoke pass privileges from students who have shown a pattern of abusing the system.

Viking PRIDE

Viking PRIDE (Participation, Respect, Integrity, Dedication, Excellence) is an integral part of most school days but may be scheduled at different times for special events. PRIDE provides opportunities for enrichment, extra support, communication, and community building. Passing grades are awarded 0.5 credit per year and can count toward graduation requirements. It is a required advisory period.

Report Cards

Student grade and attendance reports shall be issued to parents at least four times a year. Letter grades will be based on several factors, including assignments (both oral and written), class participation, special assignments, research activities, projects, and other identified criteria. If a student receives a nine-week report of less than average in any class or subject, **the parent is requested to call and schedule a conference with the teacher of that class or subject.** Report cards, diplomas, and transcripts may be withheld until all student fees are paid and all school/library books are returned, replaced, or purchased.

Schedule Changes

Requests for schedule changes may be submitted throughout the first week of each semester. If a student has received the classes they requested, schedule changes will be made at the guidance counselor's discretion. They

will be based on academic/educational factors related to graduation, as well as space availability. This will require approval of a building administrator.

Scheduling Activities

Any activities scheduled by student groups must first obtain permission from the appropriate advisors. Once this is done, the request must be referred to the Student Council for final approval, in accordance with the Student Council's guidelines and procedures.

Searches and Questioning

Searches: District officials may search a student and their personal property (including backpacks and/or cars) when there is reasonable suspicion that a student is concealing evidence of an illegal act or a violation of the Student Code of Conduct or district policy. Additionally, school administrators are authorized to use breathalyzers and metal detectors when warranted. Illegal items (weapons, alcohol, and unlawful drugs, etc.) or other possessions determined to be a threat to the safety or security of others and/or in violation of district policy may be seized by district officials and given to the proper authorities. Students will be notified of any items seized. Items which may be used to disrupt or interfere with the educational process may be temporarily removed from a student's possession or forfeited under the law. Items seized from the student that are not illegal or dangerous will not be destroyed and will be returned to the student, the student's parent, or the rightful owner. A general search of district facilities and properties, including, but not limited to, lockers or desks, may occur at any time. Searches may be conducted with the assistance of a trained police dog. Undercover police officers may also be used.

Questioning: Should law enforcement officials find it necessary to question students as suspects or witnesses during the school day or periods of extracurricular activities, the principal or designee will be present. An effort will be made to notify a parent or legal guardian of the situation. If law enforcement officials determine it necessary to question students as victims, a parent or legal guardian will be notified before questioning, and the principal or their designee will be present. Parents are advised that in suspected child abuse cases, the Children's Services Division and/or law enforcement officials may exclude district personnel from the investigation procedures and may prohibit district personnel from contacting parents.

Siuslaw West Alternative School

Education in a context that varies from the regular school environment is available at Siuslaw West (SW), our district's alternative school program. To be considered for this program, students must meet and maintain the enrollment criteria. SW students must complete a minimum of 2.0 academic credits (four 0.5-credit courses) per semester (excluding cooperative work-study credits) if pursuing a diploma. Students seeking a GED must demonstrate consistent progress toward their goal.

Special Services

The district offers specialized services for bilingual students and those with disabilities that affect their academic success in school. Students or parents with questions about these programs should contact the Special Education Director.

Student Council

The goal of the Student Council is to promote school unity, spirit, and positive attitudes within a PRIDE learning community at SHS while developing leadership skills and an understanding of representative government. The student government, comprising Executive Student Body Officers and Class Officers, operates under the Siuslaw High School Constitution. The student body and class officers are expected to enroll in the leadership class to learn effective leadership strategies and enhance their work in student government.

To run for office, students must be passing a minimum of 5 classes for the current semester and have a cumulative GPA of 2.5 or higher for the office of president and 2.0 or higher for all other offices. Potential candidates must have a positive record in following the rules of behavior as outlined in the Siuslaw High School Conduct Code. Candidacy also requires completing an application and obtaining recommendations from three teachers. Elections take place in April and May.

Student Publications

All aspects of school-sponsored publications, including web pages, newspapers, and/or yearbooks, are entirely under the supervision of the teacher and principal. Students may be required to submit such publications to the administration for approval.

Transportation of Students

District students will be transported during the school year per ODE guidance. These and all rules governing student transportation are subject to change by Siuslaw SD and/or the ODE.

The well-being and safety of each child are our ultimate concern regarding transportation. For this reason, our district strictly adheres to the Board of Education's regulations and guidelines for students and parents regarding bus transportation. Failure to comply with these regulations may result in suspension or forfeiture of bus riding privileges.

Note: Video surveillance cameras may be used on district buses to assist in monitoring and promoting positive student behavior.

Student Conduct on School Buses

Student safety, student comfort, and bus operating efficiency are directly related to student conduct on school buses. To ensure safety, comfort, and operational efficiency, the Siuslaw School District has adopted the Oregon Department of Education's rules governing student transportation on school buses. Please refer to Siuslaw School District Policy EEACC.

Rules Governing Student Conduct on School Buses

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 shall use the emergency door only in case of an emergency.

4. Students shall be on time for the bus in both the morning and evening.

5. Students shall not bring firearms, weapons, or other potentially hazardous materials on the bus.

6. Students shall not bring animals, except an approved assistance guide animal, on the bus.

7. Students shall remain seated while the bus is in motion.

8. Students may be assigned seats by the bus driver.

9. Students shall not extend their hands, arms, or head through the bus windows.

10. When necessary to cross the road, students shall cross in front of the bus or as directed by the bus driver. 11. Students shall have written permission to leave the bus other than at home or school.

12. Students shall converse in normal tones; loud or vulgar language is prohibited.

13. Students shall not open or close windows without the permission of the driver.

14. Students shall keep the bus clean and must refrain from damaging it.

15. Students shall be courteous to the driver, to fellow students, and to those passing by.

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

17. Rules Governing Students Riding School Buses will be posted in a conspicuous place on all school buses.

Additional Transportation Regulations

In addition to the Oregon State Department of Education rules, local school districts are authorized to adopt and enforce regulations that will further enhance a safe, comfortable, and efficient transportation system. Therefore, the Siuslaw School District has adopted the following rules to supplement the Oregon Administrative Rules and will be included in student handbooks.

1. Students shall not bring any weapon, look-alike weapon, incendiaries, tobacco, alcohol, or drugs onto the bus. 2. Students shall not damage school property or the personal property of others.

3. Students shall not interfere with any bus operation controls except in an emergency or as instructed by the bus driver. 4. Each student shall conduct himself/herself to promote an atmosphere free from discrimination, harassment, prejudice, and racism.

5. Students shall not throw objects on the bus or out the windows.

6. Students shall not threaten or physically harm the driver or other riders.

7. Students shall not do any disruptive activity that might cause the driver to stop the bus to reestablish order.
8. Students shall not make disrespectful or obscene statements or gestures.

9. Students shall not carry glass containers or other glass objects on the bus.

10. Students shall not take onto the bus skateboards, musical instruments, or other large objects, which might pose safety risks or barriers to safe entry or exit from the bus. Large items, which cannot be safely transported while held in a student's lap or stowed beside them, are prohibited.

11. Students shall keep aisles and emergency exits clear at all times.

12. Students shall be at their regular bus stops at least five (5) minutes before the scheduled time. 13. Students shall stay away from the bus when it is moving.

14. Students shall not damage or attempt to damage public or private property at any bus stop.

15. Consuming food and beverages on the bus is not allowed. Water can be consumed in a container with a lid.
16. For safety purposes, students will be required to sit upright facing forward with feet on the floor, out of the aisle. 17. Use of cell phones may be permitted, provided it does not cause a problem or distraction to the driver. However, no picture taking is allowed.

18. School Bus Rider Registration: Specific information is required from every student riding a school bus. The information establishes the following: Parent contact information (in case of emergencies), a student's transportation eligibility, and criteria for route planning and student load balancing. Bus registration forms are available at all schools and should be updated at the beginning of every year or as circumstances so warrant.

19. Students shall not be transported without prior approval arranged through the transportation department. Any student found "on board" without prior consent or permission may be returned to the school, and the parents/guardians will be called to pick up the student.

20. Students shall ride only the buses assigned to them unless prior arrangements are made through the school or transportation office.

*These regulations, if broken, have severe consequences due to the threat to the safety of others.

School District 97j Policies for Bus Operation

1. While the driver has the responsibility for good behavior on the part of the pupils, he shall not eject a passenger while en route either to school or home. It shall be the responsibility of the designated school authority to deny riding privileges to any pupil.

2. All pupils riding the buses, either in the morning or evening, shall board the bus at the building in which they attend classes.

3. Misconduct and Disciplinary Procedure:

a. On the First Offense of Misconduct, the driver verbally restates behavior expectations and issues a warning citation. The warning slip is to be delivered by the student to their parent(s) and must be signed by one of them. The principal will receive a copy of the student's action through the transportation department. There will be an administrator/student conference.

b. On the Second Offense of Misconduct, the student and the parent(s) will receive a warning as described in step 1. There will be an administrator/student conference on the violation. The parent(s) will also receive a notification from the school informing them that further misconduct by the student on the bus will result in the student losing their bus riding privilege for five (5) school days.

c. The Third Offense of Misconduct will result in the automatic forfeiture of the privilege of riding the bus for five (5) school days. The parent(s) will again receive the misconduct slip, as outlined in step 1, under this step. There will be an administrator/student conference on the violation. A parent conference will be arranged if desired. The school will notify the parent(s) of the suspension in accordance with procedure JGD-P.

d. A student's Continued Misconduct on the bus after the initial three steps may result in losing bus riding privileges from five (5) days up to ten (10) days, and possibly expulsion for the semester.

e. Severe - Where any offense (discipline problem) by the student is considered severe, the initial steps under 1 and 2 may be waived, and the corrective action following steps 3 and 4 taken. Some examples of this type of behavior include open disrespect for the driver, profanity, defiance of authority, destruction or vandalism of school property, or any action that would jeopardize the safety of the passengers or the bus. The student(s) and parent(s) reserve all rights of due process given to them under the law, as outlined in Procedure JGE-P, Form JGE-1 & 2. 4. Appeals Procedure: See School Board Policy EEACC-P.

Responsibilities of the Parents

1. Cooperate with the school authorities and bus drivers in promoting efficient service.

2. Have children at the bus stop on time.

3. Make suggestions to the local authorities (in writing) for the improvement of transportation.

4. Ensure the cooperation of children with the authorities responsible for transportation.

Disciplinary Procedures for Violations of Transportation Rules

1. First Offense: The student will be given a written citation to be delivered to parent(s)/guardian(s) and signed by one of them. This must be returned to the bus driver before the student can resume riding the bus; this will also be reflected in the SHS referral system. **NOTE: A severe infraction will have different consequences.**

2. Second Offense: The student and parent will receive a citation as described in step 1, to again be signed and returned to the driver before the student resumes the privilege of riding the bus.

3. Third Offense: A citation will again be issued as in step 1 above. The student will automatically be suspended from riding the bus for up to five school days.

4. Continual or Severe Misconduct: Continual misconduct following three offenses may result in loss of bus riding privileges for up to the remainder of the semester. Severe discipline problems, such as open disrespect

toward the driver, profanity, defiance of authority, vandalism, or jeopardizing passenger safety, will be met with corrective action commensurate with the consequences of a third offense.

Disciplinary sanctions and changes in transportation for a student with a disability shall be made following the provisions of the student's Individual Education Program (IEP) for students considered disabled under IDEA or the individually designed program for students deemed disabled under Section 504, and per Board-adopted policies and procedures governing the discipline of disabled students. The appeal process may be used if the student and/or parent desires.

Vehicles on Campus

Students driving personal vehicles to campus will be issued a parking pass. This pass allows parking in the student parking lots located to the north and behind the school, near the softball fields. Student parking in the south lot or near the weight room is prohibited at all times, including before and after school hours.

Students are expected to drive safely and adhere to a 10-mile-per-hour speed limit. Failure to abide by these rules and other safety/noise guidelines may result in the loss of parking privileges and/or notification to law enforcement. Repeat violators will lose parking privileges for at least the semester. Students are not permitted to loiter or remain in their cars for extended periods in student parking areas during lunch or at other times.

Off-Campus and Inter-Campus Building Transitions

Please be advised that Siuslaw High School does not provide medical or liability insurance coverage for students while they are in transit between campus buildings or traveling to off-site instructional locations. This includes all students traveling to a different school for teacher's assistant classes, those traveling to Siuslaw West, or students traveling to the Middle School for an elective or any other school-based function where they choose to drive instead of walking to a new location.

Students transitioning between facilities for classes must be covered by a private insurance policy (e.g., family health or auto insurance).

The Siuslaw School District assumes no responsibility for injuries or property damage occurring during independent travel between educational sites.

Visitors

The principal may approve or disapprove requests to visit as appropriate. Students will **not** be permitted to bring visitors to school. Parents and other visitors are encouraged to visit district schools. To ensure the safety and welfare of students and to prevent disruptions to schoolwork, visitors must sign in at the High School office on each visit. This allows for proper direction to the areas of interest.

Weapons Policy

Students shall not bring, possess, conceal, transport, or use a weapon on school property or at an activity under the jurisdiction of the school, or an interscholastic activity administered by a voluntary organization approved by the State Board of Education. This is prohibited under ORS 339.430.

Weapons are defined as:

a. "**Dangerous weapon**" - any weapon, device, instrument, material, or substance, which under the circumstances in which it is used, attempted to be used, or threatened to be used, or is readily capable of causing death or serious physical injury.

b. "**Deadly weapon**" - any instrument, article, or substance specifically designed for and presently capable of causing serious physical injury.

c. “**Firearm**” - any weapon (including a starter or cap gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, frame, or receiver of any such weapon, or any firearm silencer.

d. **Destructive devices are any devices with an explosive, incendiary, or poison gas component or any combination of parts,** either designed or intended for use in converting any device into any destructive device or from which a destructive device may be readily assembled. A dangerous device does not include any device that is designed primarily or redesigned primarily for use as a signaling, pyrotechnic, line-throwing, safety, or similar device.

Weapons may also include, but are not limited to, knives, metal knuckles, straight razors, noxious or irritating gases, poisons, unlawful drugs, or other items fashioned with the intent to use, sell, harm, threaten, or harass students, staff members, parents, and patrons.

Replicas of weapons, fireworks, and pocketknives are also prohibited by Board policy. Exceptions to the district’s replica prohibition may be granted only with the building principal's prior approval for specific curriculum or school-related activities. Prohibited weapons, replicas of firearms, fireworks, and pocketknives are subject to seizure or forfeiture.

By Oregon law, any employee who has reasonable cause to believe a student or other person has, within the previous 120 days, unlawfully had a firearm or destructive device as defined by this policy shall immediately report such violation to an administrator, his/her designee, or law enforcement. Employees who report directly to law enforcement shall also immediately inform an administrator.

Administrators shall promptly notify the appropriate law enforcement agency of staff reports received and at any other time there is reasonable cause to believe violations have occurred or that a student has been expelled for bringing, possessing, concealing, or using a dangerous or deadly weapon, firearm, or destructive device. Parents will be notified of all conduct by their student that violates this policy.

Students found to have brought, possessed, concealed, or used a dangerous or deadly weapon, firearm, or destructive device in violation of this policy shall be expelled for not less than one year. All other violations of the policy will result in discipline up to and including expulsion and/or referral to law enforcement as appropriate. The superintendent may, on a case-by-case basis, modify this expulsion requirement. The district may also request suspension of a student’s driving privileges or the right to apply for driving privileges with the Oregon Department of Transportation, as provided by law.

Special education students shall be disciplined in accordance with federal law, Board policy JGDA/JGEA, Discipline of Disabled Students, and the accompanying administrative regulations. Appropriate disciplinary and/or legal action will be taken against students or others who assist in an activity prohibited by this policy.

According to the federal Gun-Free School Zone Act, possessing or discharging 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. “Gun-Free School Zone” signs may be posted in cooperation with city and/or county officials as appropriate. All violations shall be reported to the relevant law enforcement agency.

Viking PRIDE

* Participation * Respect * Integrity * Dedication * Excellence

	Classroom	Parking Lot	Mall, Halls, Courtyard	Events, Dances, Assemblies
P	• Be an active listener. • Complete assignments. • Be fully prepared and on time. • Keep body/objects to self.	• Drive/Park legally. • Keep body/objects to self. • Follow school rules. (i.e., bikes, skateboards & pedestrians)	• Keep lockers organized. • Walk in the building. • Keep body/objects to self. • Be positive. • Always carry a pass.	• Encourage your teammates. • Be positive. • Be an active listener. • Modest interaction. • Take care when entering/exiting.
R	• Golden rule. • Act and speak appropriately. • Care for your environment. • Appreciate our differences.	• Follow traffic laws. • Use trash cans. • Stay on the road. • Be safe. • Be courteous to others.	• Respect others' space. • Think before you act. • Use trash cans. • Care for our environment. • Be safe.	• Show respect for teammates, opponents, parents, teachers, and guests. • Show appreciation for officials and speakers.
I	• Be honest & trustworthy. • Stand up for what is right. • Encourage others. • Show passion in learning.	• Set a positive example. • Turn in found items. • Stand up for what is right. • Be forgiving.	• Reach out to others. • Stand up for what is right. • Encourage others. • Be forgiving.	• Follow all rules and policies whether watched or not. • Be forgiving. • Make Siuslaw proud.
D	• Accept responsibility • Do your personal best. • Do what needs to be done. • Focus on learning. • Learn from failures. • Never give up.	• Always do the right thing. • Be a problem solver. • Place the needs of others over your own.	• Be a problem solver. • Be at the right place at the right time. • Place the needs of others over your own.	• Set an example by working hard every day. • Honor your commitments. • Place the needs of others over your own.
E	• Pay attention to detail. • Exceed expectations. • Apply learning • Be a strong team player. • Clean up after self & others.	• Lead by example. • Clean up after self & others. • Make good choices.	• Lead by example. • Help guests and new students. • Clean up after self & others. • Build relationships. • Diffuse conflict.	• Make good choices. • Evaluate performance and effort to improve. • Make guests feel welcome. • Clean up after self & others.