

**A Message from the Principal
Mr. Casey**

Welcome to another exciting year of learning at Colton Schools! We are delighted to have you join our family for the 2019- 2020 school year.

We hope this handbook helps you to prepare for school and serves as a resource during the year. Please take time to read the handbook thoroughly and discuss this information with your child.

This is going to be a great year! Our staff have been working hard to prepare for the new school year with your child. We are focused on providing a positive environment where students can grow academically, socially, and emotionally. By working together with you we can help your child to have a great year and to be successful. You are your child's first and most influential teacher. You can contribute to the success of each child by:

- ✓ Encourage best efforts and high quality work.
- ✓ Communicate regularly with your child's teachers. Know what is expected in the classroom. Speak with us if you have any questions or concerns.
- ✓ Insist on good attendance.
- ✓ Provide a quiet time and place at home for study and homework.
- ✓ Help your child to take responsibility for her/his learning and conduct.
- ✓ Model life-long learning.

We are looking forward to working with you to help all of our students reach their potential.

Best wishes for a fantastic school year!

IMPORTANT

It is important that parents and students become familiar with the Colton Elementary School Handbook and Colton School District Internet Policy. Please take a few minutes to read through this with your child. Then sign the bottom portion of this letter and the Individual User Access Informed Consent Form and ***return both pages to your child's teacher as soon as possible.***

The Colton Elementary School Parent/Student Handbook has been explained to me and I understand that I am responsible for its content. As a parent/guardian, I have read the handbook and my signature indicates that I understand that my child will be held accountable for the content of this handbook.

Student Signature

Parent Signature

**Colton Elementary School
Home of the Wildcats**

The mission of Colton School District #306 is to foster a learning community for Colton and Uniontown where children, youth, and adults are encouraged to seek knowledge, develop attitudes of mutual respect, and acquire skills essential to ethical and productive living, learning, and working in an ever-changing global and democratic society.

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Updated 2019

Colton School Staff

School Staff

Certificated Administrative Personnel:

Paul Clark	Superintendent / 9-12 Principal
Tim Casey	K-8 Principal
Jim Moehrle	Athletic Director

Certificated Instructional Personnel:

Cathy Kinzer	Kindergarten
Rachel Elliot	1 st Grade
Jill Nelson	2 nd Grade
Casey Schlee	3 rd Grade
Nora Moser	4 th /5 th Grade
Kaitlyn Schmidt	Music
Jiorgia Clark	Art
Jody Moehrle	English/Spanish
Jim Moehrle	Math/AD
Eric Nordquist	Middle School/PE
Jason Nollmeyer	Social Studies/English
Clark Vining	Social Studies/ Digital Learning/PE/Health
Nathan Moore	Vo-Ag
Michele Blakely-Heitstuman	Special Ed. /Title I/LAP
Keith Stormo	Science
Chianne Tyacke	Elementary PE /PE / Middle School Math

Certificated Support Personnel:

Andree Marcus-Rader	Counselor / Assessment
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Classified Personnel:

Marsha Druffel	Business Manager
Tammy McBaine	Secretary
Mike Howard	Bus Driver
Sarah Nagle	Instructional Assistant / Preschool
Tashanna Nollmeyer	Instructional Assistant / Preschool
Sheena Kerr	Childcare Director
Andrena Snyder	Childcare Assistant
Brad Nilson	Maintenance/Bus Driver
Pam Nilson	Cook
Dyan Broemmeling	Bus Driver
Jerry Broemmeling	Sub Bus Driver
Sue Schultheis	Bus Driver
Lynn Soto	Bus Driver
Bill Tabet	Custodian
Heidi White	Instructional Assistant
Carrie Shields	Instructional / Childcare Assistant
McKenzie Kimberling	Instructional Assistant

GENERAL INFORMATION

Registration for New and Returning Students

1. All forms and immunization records must be turned into the office before the first day of school attendance.
2. All medical care plans and medications must be turned into the office before the first day of school attendance.
3. Purchase hot lunch or milk (optional).
4. Request for Special Dietary Accommodations forms are available on the school website or school office and must be signed by your physician.
5. Purchase ASB Card (optional/required for sports). Each student may purchase an ASB card for \$25.00 to enter all home games for the current school year. If a student does not have an ASB card they will need to pay the gate fee of \$4.00 per game.

Nondiscrimination

The Colton School District will provide equal educational opportunity and treatment for all students in all aspects of the academic and activities program without discrimination based on race, religion, creed, color, national origin, age, honorably-discharged veteran or military status, sex, sexual orientation, gender expression or identity, marital status, the presence of any sensory, mental or physical disability, or the use of a trained dog guide or service animal by a person with a disability. This district will provide equal access to school facilities to the Boy Scouts of America and all other designated youth groups listed in Title 36 of the United States Code as a patriotic society. District programs will be free from sexual harassment. An inquiry regarding compliance and/ or grievance procedures may be directed to the school district's Civil Rights Compliance/Title IX/RCW 28A.640 Officer, Nate Smith, Superintendent, 706 Union, Colton, WA 99113 or by phone at 509-229-3385, and or the Section 504/ADA Coordinator, Tim Casey, Principal at 706 Union, Colton WA 99113 or by phone 509-229-3386

Supplies

As each teacher has his/her own teaching routine and may require different types of supplies, we suggest students bring their own pencil and paper for the first few days of school. Each teacher provides a supply list. Supply lists can be found on the school webpage @ www.colton.k12.wa.us. If you need assistance with school supplies please feel free to contact the district staff for information regarding the Stuff the Bus Program.



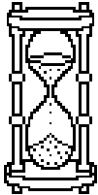
Lunch Information

Students may bring a sack lunch from home or school lunches may be purchased daily in the cafeteria. The menu will be posted monthly on the school webpage. Students may put money on lunch account to purchase milk or lunch. Juice may be purchased for students with dietary restrictions once the doctor's paperwork is on file with the kitchen staff. Non-family members may not borrow lunches from another student. The skyward system will send you an email if your child is low or out of lunch funds. **Checks for lunches should be made out to Colton School District.** The District also offers free and reduced lunches for those who qualify. You may pick up the paperwork at the District Office. Please contact the District Office at 229-3385 for further information. Request for Special Dietary Accommodations forms are available at the office or on the school website and must be signed by your physician.

Elementary School Schedule

8:10	Supervision begins
8:25	First bell
8:30	Classes begin
11:15 - 12:02	Noon Lunch and Recess
3:00	Dismissal

**** On half days, school dismissal time is 11:30 A.M.**



School Arrival Time

Students should arrive at the school no earlier than 8:10 A.M. Staff members are not available for supervision before that time.

Late Start Schedule Time

10:01-10:43 Student arrive and go to their classrooms.

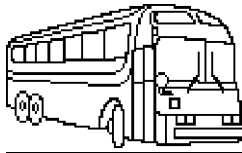
Transportation

Students Who Walk to School:

Parents of students walking and or biking to and from school are asked to teach their children to understand the importance of using the sidewalk, crosswalk, and road sign, to be alert for cars coming and going, especially while crossing the highway. For safety reasons, students should be dropped off at the front of the school building, not the playground. **Arrival time is no earlier than 8:10 A.M.**

Students Who Ride the Bus to Colton School

For your child's safety, Colton School students should **arrive at the bus stop no sooner than 5 minutes prior** to the expected arrival time of the bus. Prior to the opening of school, students and parents will be notified of the time and location of bus pick-up for students going to our school.



Colton School Bus Discipline Procedures

1. Bus drivers will provide a written report to the Transportation Supervisor describing the conduct of any student who misbehaves on the school bus.
2. The elementary principal, upon receiving the report from the Transportation Supervisor, will investigate the circumstances surrounding the incident and take action according to the procedures set forth in the district's policies pertaining to corrective action and punishment. When investigating the incident, the primary concern will be the safe transportation of students.
3. The Principal will provide a written report to the Transportation Supervisor of corrective action taken.
4. The report of action taken by the principal shall be forwarded to the student's parent or guardian.

Consequences:

1. A verbal warning will be issued when a student's misconduct is of a minor nature and does not jeopardize the safety or welfare of other students or the operation of the bus.

2. A suspension will be issued when a student's misconduct jeopardizes the safety of bus passengers and operation, or repeated warnings fail to correct misbehavior, or when a student causes damage to the bus.

3. Expulsion will be issued when a student's misconduct is a threat to the safety of the operation and/or occupants.

WAC 392-400-(225-290)

Snow Reports/Possible School Closure

During the winter, weather conditions may require school closure for a day or a change in the starting/ending time or bus schedule. **Registering with the Colton School Internet instant alert system will ensure that you are kept well informed. You may set up your online profile at <https://instantalert.honeywell.com>.** The announcements of these changes will also be made at 6:00 A.M. on the Pullman, Moscow, Lewiston, and Colfax radio stations, and the Spokane TV stations. If there is an early dismissal due to weather conditions, the school will contact a parent or guardian or another designee prior to releasing an elementary child from school.

Parent/Teacher Conferences

Conferences with parents may be requested at any time, and specific times are set aside for conferences at the conclusion of the first quarter. At the end of the third quarter, teachers will conference with parents upon request of the parent or teacher. These conferences are held to positively share your child's educational growth and performance, gather information, inquire about the curriculum, and discuss any concerns.

Classroom Visitations/ Classroom Volunteers

In order that your visit to school will be a beneficial one:

- * All visitors to a school and/or classroom must obtain the approval of the principal or supervisor in charge. Visitors will be required to have a background check on file in the office
- * Contact the classroom teacher to schedule a visitation.
- * Sign in and out at the office and pick up a visitor badge.
- * Walk quietly into the room without talking and take a seat.
- * Do not bring pre-school children.
- * Do not involve the teacher in conversation during class instruction time.

Arrange for another appointment to discuss questions, concerns, etc.

Colton School appreciates and welcomes the support and hard work that volunteers do throughout the year for our school. If you would like to volunteer, please contact your child's teacher.

To preserve each student's right to confidentiality, Colton School requires that visitors and classroom volunteers do not discuss student behaviors and related school incidents. All classroom volunteers must have a background check once a year. Volunteers should check in at the office and obtain a visitor's pass.

Birthdays

Birthdays are special occasions for young children. If your child wishes, he or she may bring treats for the class. Parents need to be aware that certain students have food allergies or restrictions. Contact your student's teacher regarding classroom treats and to set up a time to distribute treats. Please do not send birthday party invitations to school unless the entire class has been invited. Although it may seem convenient to distribute invitations this way, it can result in hurt feelings for those not invited.

HEALTH INFORMATION

Immunization Requirements

All students entering school in the fall must present proof of immunization prior to admittance:

- 5 doses DTaP/DT/Td with one dose on or after the 4th birthday
- 4 doses OPV/IPV with one dose on or after the 4th birthday.
- 2 doses MMR(measles, mumps, rubella) both after the 1st birthday
- 3 doses of Hepatitis B
- 2 doses of Varicella (chicken pox) **or** the date (month/year) the student had the disease. For Kindergarten entry documentation of chicken pox disease must be submitted by a physician.

Exemptions:

All exemptions for any vaccine must have a licensed health care provider signature and date, as well as a parent signature and date on the Certificate of Exemption Form.

Special Note:

Whenever your child receives an additional immunization, such as a Tetanus booster (TD), please notify the school so that school records may be kept current.



Administering Medication

When your child needs to take medication (prescription or non-prescription) during the day you MUST have a doctor's signature and instructions on form # 3614F (attached at back of handbook) to accompany the medication in its ORIGINAL, clearly labeled container. The state of Washington has passed legislation prohibiting the school office from dispensing medications without a doctor's or dentist's consent. **Please note that Tylenol, cough drops, Sudafed, Ibuprofen etc. are considered medications, and need the same paperwork as prescription medication to be taken during school hours.** Please keep a copy of the

Medication Authorization Form on hand and take it with you to each appointment to avoid any delay in dispensing needed medication. A copy of this form is available on the school webpage @ www.colton.k12.wa.us. Students with inhalers who want to keep them on their person must have the physician and parents sign the proper paperwork to self - carry the inhaler.

Medical 504 Plans and Special Dietary Accommodations

The medical 504 plans for asthma, bee stings, or severe allergies are available on the school website and must be updated yearly. Once you and your physician have filled out the 504 forms, please bring them to the school for our nurse.

Board Policy No. 3416

It is the policy of the Colton School Board that whenever a health condition requires that a student receive prescribed oral medication (including inhalers) during the school day, a school authorization form shall be received from the child's parent or legal guardian which will include written orders and instructions for administering such medication along with the physician's or dentist's signature. The orders shall be current, obtained at least yearly, and reviewed and updated whenever there is a significant change in the child's school activity program or change in prescription instructions. Only medication in containers appropriately labeled by a physician, dentist, or pharmacist will be accepted by the school. Such medication must be kept in a safe place secure from the possibility of inadvertent removal or theft. Medication will be dispensed only by authorized school office personnel. The school nurse or county health department must be informed of all students receiving medication under the supervision of authorized school personnel.

No medication shall be administered by injection except when a student is susceptible to a pre-determined life-endangering situation. Such a potential emergency exists in the case of enrolled students with a history of anaphylaxis due to insect stings. Please contact the school office for further information. (229-3386)

It is important to notify the school/nurse regarding any and all allergies, health problems, or any significant changes in a student's health status.

Illness at School

Children learn best when they feel well...

Please do not send your child to school when she/he:

- * is or has been vomiting or experiencing diarrhea.
- * is feverish or has had a fever (**Please do not give Tylenol and send to school**)
- * has any communicable illness or disease
- * has lice/nits (lice eggs), or scabies
- * has untreated pink eye (antibiotic prescription eye drops must be used a minimum of 24 hours before student may return to school)

- * has untreated impetigo (must be treated with an antibiotic before the student may return to school).

Children who become ill or injured at school are cared for by one of the office staff. Parents and guardians will be notified as needed. Because time and facilities to care for sick children are limited, it is important that our school have **current local emergency telephone numbers.**

** It is our belief that children need the opportunity for fresh air every day. In most cases, children who are not well enough to attend outside recess are not well enough to attend school. However, there are exceptions and arrangements may be made on an individual basis.

POLICIES/PROCEDURES/OTHER INFORMATION

Attendance Policy

Daily attendance is required in accordance with state law and local district rules. Students will attend regularly scheduled classes and activities unless officially excused by the designated person(s) at the building level.

Attendance is monitored and parents need to call the school if their child will be absent. If no phone call is received, parents will be called. Home instruction is available for the medically prescribed confinement of four weeks duration or longer that is verified by a doctor. (WAC 293-171-100). Student non-attendance can affect academic and social progress.

Early Dismissal - Leaving the School Grounds

Early dismissals are granted for medical or dental appointments. When parents or guardians wish to have students excused earlier than the regular time, a note from a parent is required. This note must be presented to the office where it will be recorded.

If a parent needs to alter his/her child's normal routine, such as changing bus stop location, day care arrangements, etc., notification should be given to the child's teacher or to the office. Parents taking their child out early will need to come to the office and sign their child out of the building or back into the building upon return. Students arriving late will need to check in at the office and be signed in.

Makeup Work

Students need to make up work missed during an excused absence as soon as possible. The equal amount of time for an absence is allowed for making up work. (For example, if a student is absent for two days, then she/he has two school days from the day she/he returns to school to complete makeup work.) It is the student's responsibility to find out from the teacher what she/he missed during his/her absence.

Homework

Purpose

1. To involve parents in their child's education.
2. To engage children in learning outside of the school day.
3. To help students develop responsible study habits.

Guidelines

Homework will:

- * be developmentally appropriate.
- * be an extension of classroom curriculum.

Responsibilities

Students will:

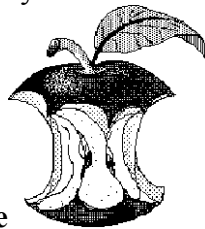
- * be responsible for seriously completing assigned tasks.
- * plan for a place and time to do homework.
- * be responsible for returning assignments on time.
- * ask for clarification when needed.

We ask parents to:

- * be accessible to children to provide support and encouragement.
- * help provide space and time for a child to focus on homework.
- * support the teacher and their child's education in words and actions.
- * contact the teacher to share concerns and ask questions.

Teachers will:

- * consistently and clearly outline expectations and guidelines.
- * provide significant experiences that will ensure success.
- * be sensitive to family schedules when negotiating due dates.
- * monitor accessibility of needed material and needed assistance.



Lunchroom Procedure

Students will:

1. Use quiet voices and good table manners.
2. Walk at all times.
3. Ask for permission to leave the cafeteria area (for restroom, etc.).
4. Sit with both legs under the table.
5. Clean up immediate area and floor.
6. Return trays.
7. Sit and talk quietly while waiting for dismissal to line up.
8. When dismissed, walk quietly and safely to the play area.
9. Not remain in classrooms unattended.

Food will not be allowed to be taken out of the lunchroom. Sack lunches shall be eaten in the cafeteria. No pop is allowed in the cafeteria during lunch.

Dress Code

Colton School has always taken pride in maintaining a high standard of dress. In school, this applies not only to the classroom and school activities but includes groups representing the school while traveling. Shorts may be worn to school if they are a dress or walking type. Hats and sunglasses shall not be worn in school. Students must wear shoes while in school. Tops which are cut off, spaghetti strap blouses or dresses, or midriff style tops are not permitted in school or in physical education classes.

Physical Education

Every student will participate in physical education class unless s/he has a medical release from a physician.

**** Elementary students need separate non-marking shoes for P.E. use only, that will remain here at school.**

Lockers

Colton School issues lockers to students for the purpose of storing their books, clothing, and personal items. (It may be necessary for students to share lockers.) The lockers do not have locks, so students are encouraged not to bring money or valuable items to school. These items are best left at home because their security cannot be assured by the school.

Students are asked to close their locker doors gently (without slamming or kicking). Items are to be put in the lockers or classrooms or left at home rather than left sitting in the hallway, as this may pose a safety hazard.

Items Brought From Home

Colton School cannot assume responsibility for lost or damaged personal belongings. We suggest that playthings and other items be brought only if requested by the teacher and then be appropriately labeled.

Lost and Found

All items found on school property are turned into the District Office (downstairs). Students and parents are welcomed and encouraged to check the lost and found articles. Items marked with student names are much easier to identify and return.



Student Use of Telephone

School telephones are **not** available for general student use. However, students may be given permission to use the phone for necessary calls. **Students should make social arrangements before leaving home in the morning.**

CELLULAR PHONES - Cell phones are only to be used before school and after school. Any staff member may confiscate the device, which shall only be returned to the student's parent/guardian by the school superintendent/principal.

Students are responsible for devices they bring to school. The District is not responsible for loss, theft, or destruction of devices brought onto school property.

COLTON ELEMENTARY SCHOOL RULES/EXPECTATIONS

1. Students have the responsibility to show respect to themselves and others
 - by respecting their own and other people's property
 - by talking over conflict situations and getting help when it is needed
 - by using appropriate language/gestures
 - by following directions of supervising adults.

2. Students have the responsibility to make Colton School a safe place to learn
 - by not hitting, kicking, or behaving in a way that people might get hurt
 - by walking and conducting themselves quietly in the halls
 - by using school materials/equipment responsibly
 - by keeping bathrooms, classroom, cafeteria, hallways and playground areas clean
 - by staying out of classroom if an adult is not present
 - by going directly to the supervised area. Wandering and waiting in the halls is not appropriate.

3. Students have the responsibility to support a learning environment
 - by coming to school on time, prepared to learn
 - by cooperating with adults and other students
 - by working appropriately without disrupting or distracting others, and by ignoring distracters
 - by completing assignments on time and to the best of their abilities.

As needed, additions and modification will be made throughout the school year.

Classroom Rules

Teachers and students will establish specific rules consistent with the school rules for their classroom. Students will be informed, in advance, of the logical consequences for misbehavior.

Cooperation with School Personnel

Students must obey the reasonable instruction of school district personnel. In addition, all persons must, upon request, identify themselves to school personnel in school buildings, grounds, buses, bus stops, or school-sponsored events.

Profanity – Vulgar Lewd Conduct

Vulgar, obscene or profane language, whether spoken, in writing, or gesture, is forbidden.

Possible consequences (in no particular order):

- reminder
- loss of privileges
- rewrite of rules/classroom procedure
- letter of apology and/or explanation
- “Time Out” (in an area within the room for a student to think and calm down)
- detention (with one day prior notice to parents)

ANTI-BULLYING POLICY

Everyone at Colton School is committed to making our school a safe and caring place for all students. We will treat each other with respect, and will not tolerate bullying in any form. Colton School’s anti-bullying policy is included on the back of each student’s homework or weekly take-home folder.

1. Notification of parents
2. Notification of Law Enforcement
3. If applicable the appeal process can be followed

SEXUAL HARASSMENT POLICY

HARASSMENT- SEXUAL

The district is committed to maintaining learning and working environments that are free from all forms of discrimination, including sexual harassment. The district prohibits sexual harassment in any form by employees, students, volunteers, and others involved in school district activities.

Sexual harassment can occur adult to student, student to adult, student to student, adult to adult, male to female, female to male, male to male and female to female.

As a first step, any individual who believes he or she has been sexually harassed is encouraged to directly inform the harasser the behavior is offensive, unwelcome, and must stop.

Sexual harassment may include, but is not limited to:

1. Demands for sexual favors in exchange for preferential treatment or something of value;
2. Pressure for dates or sexual activity;
3. Penalizing a person for refusing to submit to a sexual advance, or providing a benefit to someone who does;
4. Making unwelcome, offensive or inappropriate sexually
 - a. suggestive remarks, comments, gestures, or jokes; or
 - b. remarks of a sexual nature about a person's appearance, gender or conduct;
5. Using derogatory sexual terms for a person;
6. Standing too close, inappropriately touching, cornering or stalking a person; or
7. Offensive sexual graffiti, pictures, or photographs;
8. Hazing, pranks, or other intimidating behavior directed toward an individual in the educational environment.
9. Sexual jokes or teasing.

Any student who believes that he or she has been subjected to sexual harassment in the educational environment is strongly encouraged to bring his or her complaint to the immediate attention of any adult staff member. Third party harassment will also be disciplined under this section.

Engaging in sexual harassment will result in appropriate disciplinary action up to and including suspension or other appropriate sanctions against offending staff and contractors.

No person shall be retaliated against for making a report of sexual harassment or for providing testimony or assisting in the investigation of such a report. Retaliation will lead to disciplinary action against the offender.

It is also a violation of this policy to knowingly report false allegations of sexual harassment.

Persons found knowingly reporting false allegations will also be subject to disciplinary action.

Any person can report sexual harassment to any school staff member or the district Title IX Officer, Nate Smith, Superintendent, 706 Union, Colton WA 99113 or by phone 509-229-3385.

For a copy of the district's Sexual Harassment policy contact the school district office or the website: www.colton.k12.wa.us .

Recess Playground Rules/Expectations

Students will play safely on the playground, exhibit respectful behavior, and good sportsmanship by:

- Going to and from the playground in an orderly and timely manner
- Keeping the playground free of litter
- Staying within the perimeter of the designated play area
- Using playground equipment appropriately
- Settling differences without hitting, pushing, or hurting others. Colton School District has a zero tolerance policy regarding fighting.

Colton Elementary School Discipline Philosophy

As the Colton School Elementary Staff, we have high expectations for student growth in the areas of performance and behavior. Growth in these areas will be encouraged and supported in a positive and constructive manner. In the classroom and throughout our school, discipline will focus on *self-control, individual responsibility, and enhancing self-esteem*. This will be achieved through a problem solving process that includes the child, supervising adults, and, when appropriate, the parent. Expectations will be reviewed frequently by staff members. The focus of discipline is help students to develop the skills to make appropriate choices that help them to assume responsibility for their own behavior.

Discipline Procedures

Consequences will be given for inappropriate behavior. Discipline will be a logical consequence of the behavior with the goal for the student to learn from the situation, to develop the skills to make better choices in the future, and to repair the harm done. Depending on circumstances, the consequences imposed may be more serious than those listed below.

Severe misbehavior will result in the student being sent to the office. These offences include but are not limited to:

- Dangerous behavior: fighting, assault, intimidation, and harassment
- Insubordinate behavior
- Physical threats or violence to a person

Step 1: Sent to the Principal, First Time

School expectations and rules are reviewed and emphasized. A conflict resolution and problem-solving conference is held with the student or students involved. The principal may call parents and inform them of the nature of the infraction. Possible consequences include loss of recess, community service, and a behavior contract.

Step 2: Sent to the Principal, Second Time

School expectations and rules are reviewed again. A conflict resolution and problem-solving conference is held with the student or students involved. The principal may call parents and inform them of the nature of the infraction. A parent conference may also be requested at this time. Consequences for the second offense include loss of recess, community service, and a behavior contract.

Step 3: Sent to the Principal, Third Time

The student will be given an in-school suspension. Parents are notified of the infraction and the consequence. Community service may be required.

Step 4: Sent to the Principal, Fourth Time

Parent is required to pick up student and remove from school for a short-term suspension. Long term suspension may be required.

Weapons Policy: Firearm Prohibition and Consequences

Any elementary or secondary school student who is determined to have carried a firearm onto, or to have possessed a firearm on public school premises, public school-provided transportation, or areas of facilities while being used exclusively by public schools, shall be expelled on an Emergency Expulsion from school with the consequences of expulsion not to exceed one year under RCW 28A.600.010

1. Immediate expulsion for possession of a firearm.
2. Notification of parents
3. Notification of Law Enforcement
4. If applicable, the appeal process can be followed

Appeal Process

In the course of the school year, students, parents, guardians or members of the general public may have questions or concerns regarding school policies or procedures. In the event such concerns arise, the District has specific standard procedure to follow.

1. The individual(s) should first attempt to resolve the concern with the party or parties involved.
2. If the concern is not resolved to satisfaction of the individual(s), a conference may be requested and held with the immediate supervisor.
3. Within 10 school days, the individual(s) and the district employee will be given an explanation from the supervisor.
4. If the determination is not to the satisfaction of the individual(s), s/he (they) may appeal to the superintendent, where the decision is considered final.

This policy shall not preclude discussion and resolution of school problems by various departments of the District or the right of any member of the public to be permitted to address the Board of Directors in open meetings. It is our belief that problem solving is most effective when dealt with at the first, most immediate level.