

**Henry L. Slater
Grade School
Student/Parent Handbook
2018-2019**



The purpose of this handbook is to inform both parents and students about school guidelines, expectations, and procedures. Henry L. Slater Grade School is committed to creating a safe and positive learning environment where every student has an opportunity to be successful. Take the time to carefully read through the information listed in this handbook with your student, discuss its importance, and how the information pertains to your child's success. Student will also be covering the handbook during our first week at school.

It is our goal for students to be knowledgeable about the three school-wide expectations, understand the importance of creating a safe learning environment where all students feel safe and valued, and to inform students about possible consequences at school when students violate school rules. If you have questions, comments, or concerns, please contact the Slater office at (541) 573-7201.

We are proud of the excellent educational programs here at Henry L. Slater Grade School and we know that with your support, we can make this a safe, positive, and successful school year.

MISSION STATEMENT

Our mission at Henry L. Slater Grade School is to establish a solid academic foundation within a safe environment that promotes lifelong learning, a healthy lifestyle, and the ability to contribute to society in a positive and productive manner.

VISION STATEMENT

Slater School Scholars support a collaborative and engaging learning environment where children come first and all are enriched in a love of learning.

A Resource for Students, Parents, and Teachers

Our school is committed to developing a safe, caring, learning environment. Our goal is to have a school where we learn, grow, and students take responsibility for their actions.

In this handbook you will find guidelines for general school expectations, school-wide guidelines for attendance, behavior management, and samples of relevant forms.

Expectations: **Be Safe**
 Be Respectful
 Be Responsible

Henry L. Slater Grade School
800 N Fairview, Burns, Oregon
www.burnsschools.k12.or.us
541-573-7201 Phone
541-573-7272 Fax

THE SLATER SCHOOL SONG **"YOU'RE A GRAND OLE SCHOOL"**

You're a grand old school.
You're a high ranking school.
You're the best in the west
We all say, "SLATER"
Where the kids are smart,
They do their part.
We're loyal to you every day.

Let your voice sing bright
For our own red and white.
You're the best school we'll ever see.
But should auld acquaintance be forgot, SLATER BULLDOGS, WE'LL ALWAYS BE!!



What You Can Do to Help Your Child Learn:

- A. Start each day right; a calm beginning at home makes the school day much better.
- B. Encourage your child to have a good breakfast and lunch.
- C. Make sure your child sleeps at least eight hours each night.
- D. Praise your child each day for something he/she has done.
- E. Have a special place to put schoolwork or whatever is brought home.
- F. Laugh and talk with your child about school experiences and listen attentively to what is said about their school day experiences.
- G. Stress attendance. If your child is ill, home is the best place; otherwise your child needs to take advantage of every school day.
- H. Keep the lines of communication open between yourself and your child's teacher. Inform the teacher of any family situation, which could influence your child's behavior. Also, if he/she is reluctant to go to school let the teacher know so that together we can find the reason.
- I. Take your child to the library and encourage reading for pleasure.
- J. Stress organization of school notebook, materials, etc.
- K. Make sure your child has the necessary supplies (pencils, paper, glue etc.)
- L. Work at home on the skills taught at school.

BELL SCHEDULE

7:55 School Begins (Tardy after 8:00)

3:05 Prepare for dismissal

3:10 Bell for dismissal

LUNCH SCHEDULE

Kindergarten 11:00-11:40

1st Grade 11:10-11:50

2nd Grade 11:20-12:00

3rd Grade 11:45-12:45

4th Grade 11:50-12:30

5th Grade 11:55-12:35



**HENRY L. SLATER
GRADE SCHOOL**

www.burnsschools.k12.or.us

Phone: 541-573-7201

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PRINCIPAL: SID HOBGOOD

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ASSISTANT PRINCIPAL: DUSTIN CLARK

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School Calendar 2018-2019

August	13-16 23 27	Monday-Thursday Thursday Tuesday	District In-Service Open House 12:00-1:00 Students Begin School
September	3 6	Monday Thursday	No School - Labor Day No School - Fair Day
November	12 15-16 22-23	Monday Thurs-Fri Thurs-Fri	No School-Veterans Day No School-Parent-teacher conferences No School- Thanksgiving
December	21	Thursday	Last full day before Winter Break
December	21-Jan. 2		No School - Winter Break
January	3 21	Wednesday Monday	School Resumes No School - Martin Luther King, Jr. Day
March	25-29	Monday-Fri	No School - Spring Break
April	18-19	Thurs-Fri	No School-Parent-teacher conferences
May	27	Monday	No School - Memorial Day
June	6	Thursday	Last Day of School-Early Release

PREFACE

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

Any information contained in this student handbook is subject to unilateral revision or elimination from time to time without notice.

ADMISSION

A student seeking enrollment in the district for the first time must meet all academic, age, immunization, tuition and other eligibility prerequisites for admission as set forth in state law, Board policy and administrative regulations. Students and their parents should contact the office for admission requirements.

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

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

Alternative education services may be provided to students expelled from another school district for violation of applicable state or federal weapons laws and who subsequently become a resident of the district.

ASBESTOS

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

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

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

ASSEMBLIES

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

ASSIGNMENT OF STUDENTS TO CLASSES

Students are assigned to classes based on the individual needs of the student, staffing and scheduling considerations. Parent requests to place a student in a particular class may be submitted to the principal prior to **May 1** of the school year in question. Requests to change a student's assigned class at other times must be directed to the principal. Final decisions are the responsibility of the principal.

ASSIGNMENT OF STUDENTS TO SCHOOLS

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

While parents have the option of placing their students in a private school or obtaining additional services (such as tutoring) from a private individual or organization, the district is not obligated to cover resulting tuition or costs. If a parent wishes the district to

consider a publicly-funded private placement or private services, he/she must give the district notice and opportunity to propose other options available within the public school system before the private placement or services are obtained.

A parent(s) of any student receiving regular education, Section 504 of the Rehabilitation Act of 1973 or Individuals with Disabilities Education (IDEA) services must provide notice to the district at the last individualized education program (IEP) meeting prior to obtaining private services or in writing at least 10 business days prior to obtaining such services. The notice must include the parent's intent to obtain private services, the parent's rejection of the educational program offered by the district and the parent's request that the private services be funded by the district. Failure to meet these notice requirements may result in a denial of any subsequent reimbursement request.

ATTENDANCE**

All students between the ages of 7 and 18, who have not completed grade 12, are required to regularly attend school unless otherwise exempted by law. Staff will monitor and report violations of the state compulsory attendance law. All students five or six years of age who have been enrolled in a public school are required to attend regularly.

Any parent who fails to send a student to school within three days of notification by the district that their student is not complying with compulsory attendance requirements may be issued a citation by the district for the student's failure to attend school. Failure to send a student to school is a Class C violation of law and is punishable by a court imposed fine, as provided by ORS 339.925.

The district will notify the parent in writing that, in accordance with law, the [superintendent] will schedule a conference with the non-attending student and his/her parent(s) to discuss attendance requirements. The written notice will include the following:

1. The superintendent or the designee has the authority to enforce the provisions of the compulsory attendance laws;
2. Failure to send a student to school is a Class C violation;
3. A citation may be issued by the district;
4. A conference with the parent and student is required.
5. The written notification will be in the native language of the parent.

Additionally, a parent or guardian, or other person lawfully charged with the care or custody of a student under 15 years of age, may, under ORS 163.577 (1)(c), be found by the courts to have committed the offense of failing to supervise a child who has not attended school as required. Failing to supervise a child is a Class A violation. Violations, as determined by the court, may be punishable by a requirement to complete a parent effectiveness program approved by the court and/or a fine.

Absence and Excuses

When returning to school after an absence, a student must bring a note signed by the parent that describes the reason for the absence. Absence from school or class will be excused under the following circumstances:

1. Illness of the student or family member when the student's presence at home is necessary;
2. Emergency situations that require the student's absence;
3. Field trips and school-approved activities;
4. Medical or dental appointments. Confirmation of appointments may be required;
5. Other reasons deemed appropriate by the school administrator when satisfactory arrangements have been made in advance of the absence.

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

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

A student who must leave school during the day must bring a note from his/her parent. A student who becomes ill during the school day should, with the teacher's permission, report to the office. The teacher decides whether or not the student should be sent home and the office will notify the student's parent, as appropriate.

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

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

A student shall be considered to have withdrawn from school if the student has:

1. More than 10 consecutive days of unexcused absence; or
2. Fifteen school days total of unexcused absences during a single semester.

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

Tardies

Unexcused tardies will result in notification of the parent or legal guardian with a possible conference recommended. **Students may be asked to make up time.** Students arriving to class after 8:00 am are tardy.

Truancy

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

COMMUNICABLE DISEASES**

Parents of a student with a communicable or contagious disease are asked to telephone the school office so that other students who have been exposed to the disease can be alerted. A student with certain school restrictable diseases is not allowed to come to school while the disease is contagious. This restriction is removed by the written statement of the local health officer or a licensed physician (with the concurrence of the local health officer) that the disease is no longer communicable to others in the school setting. For those diseases indicated by an asterisk (*) below, the restriction may be removed by a school nurse. For head lice, indicated by a double asterisk (**) below, the restriction may be removed after the parent provides a signed statement that a recognized treatment has been initiated. These diseases include chicken pox*, cholera, diphtheria, measles, meningitis, mumps*, lice infestations**, whooping cough, plague, rubella, scabies*, staph infections*, strep infections*, tuberculosis and pandemic flu. Parents with questions should contact the school office.

COMPUTER USE

Students may be permitted to use the district's electronic communications system only to conduct business related to the management or instructional needs of the district or to conduct research related to education consistent with the district's mission or goals. Personal use of district computers, including e-mail access, is strictly prohibited for personal use, in addition to official district business consistent with Board policy, the general use prohibitions/guideline/etiquette and other applicable provisions set forth in administrative regulations.

Computer/Internet Guidelines

Computers are to be used for educational purposes only. Internet access is available only to those who have a signed parent approval letter on file. The Internet Access Approval space in the Harney County School District #3 Agenda must be signed by an instructor in order for students to access the Internet on a library computer. **Computer use in the library will be monitored.** Students will not be in the computer classrooms without a teacher present.

Burns-Hines School District has a "zero tolerance" for computer use that in any way involves violence or pornography. Internet privileges and computer access will be revoked for the remainder of the school year and/or student suspension or possible expulsion could result from any student who is involved with any site relating to violence or pornography. Violations of law will be reported to law enforcement officials.

CONSEQUENCES OF COMPUTER MISCONDUCT

First Infraction of Computer Misuse: *(not related to violence or pornography)* Conference with student, teacher and parent (teacher initiates parent/student conference). Behavior referral written and given to Principal.

Second Infraction of Computer Misuse: *(not related to violence or pornography)* Internet privileges revoked for remainder of the school year. Conference with student, administrator, and parent (administrator initiates parent/student conference). Possible suspension or detention time.

COMPUTER USE AT HCSD #3 IS A PRIVILEGE AND WE EXPECT STUDENTS TO ACT RESPONSIBLY

- No food or drinks are allowed in computer labs or in the library.
- Any debt acquired by using the Internet will be the responsibility of the student user.
- Any student who causes damage to or vandalizes any computer, computer equipment, or electronic device will be responsible for the cost of replacement and/or repair.

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

1. Technology protection measures have been installed and are in continuous operation to protect against Internet access by both adults and students to visual depictions that are obscene, child pornography or with respect to the use of the computers by students, harmful to students;
2. Educating minors about appropriate online behaviors, including cyberbullying awareness and response, and interacting with other individuals on social networking sites and in chat rooms;
3. The online activities of students are monitored;
4. Access by students to inappropriate matter on the Internet and World Wide Web is denied;

5. Procedures are in place to help ensure the safety and security of students when using e-mail, chat rooms and other forms of direct electronic communications;
6. Unauthorized access, including so-called "hacking" and other unlawful activities by students online is prohibited;
7. Unauthorized disclosure, use and dissemination of personal information regarding students is prohibited;
8. Measures designed to restrict students' access to materials harmful to students have been installed.

The district retains ownership and control of its computers, hardware, software and data at all times. All communications and stored information transmitted received or contained in the district's information system are the district's property and are to be used for authorized purposes only. Use of district equipment or software for unauthorized purposes is strictly prohibited.

To maintain system integrity, monitor network etiquette and ensure that those authorized to use the district's system are in compliance with Board policy, administrative regulations and law, school administrators may routinely review user files and communications.

Files and other information, including e-mail, sent or received, generated or stored on district servers are not private and may be subject to monitoring. By using the district's system, individuals consent to have that use monitored by authorized district personnel. The district reserves the right to access and disclose, as appropriate, all information and data contained on district computers and district-owned e-mail system.

Students who violate Board policy, administrative regulations, including general system user prohibitions, shall be subject to discipline up to and including expulsion and/or revocation of district system access up to and including permanent loss of privileges. Violations of law will be reported to law enforcement officials.

CONDUCT

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

Student Code of Conduct

The district has authority and control over a student at school during the regular school day, at any school-related activity, regardless of time or location and while being transported in district-provided transportation.

Off campus conduct and outside of school time conduct that violates the district's Student Code of Conduct may also be the basis for discipline up to expulsion if it has the potential to disrupt or impact the safe and efficient operation of the school or interfere with the rights of others.

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

1. Assault
2. Hazing, harassment, intimidation, bullying, menacing + or teen dating violence, as prohibited by Board policy JFCF - Hazing/Harassment/Intimidation/Bullying/ Menacing/Cyberbullying/Teen Dating Violence - Student, and accompanying administrative regulation.
3. Coercion

4. Violent behavior or threats of violence or harm as prohibited by Board policy JFCM - Threats of Violence;
5. Disorderly conduct, false threats and other activity causing disruption of the school environment;
6. Bringing, possessing, concealing or using a weapon* [as prohibited by Board policy JFCJ - Weapons in the Schools]
7. Vandalism, malicious mischief and theft, as prohibited by Board policies ECAB - Vandalism/Malicious Mischief/Theft and JFCB - Care of District Property by Students, including willful damage or injury to district property; or to private property on district premises or at school-sponsored activities
8. Sexual harassment as prohibited by Board policy JBA/GBN - Sexual Harassment and accompanying administrative regulation
9. Use of tobacco**, alcohol** or drugs**, including drug paraphernalia as prohibited by Board policy(ies) JFCG/JFCH/JFCI - Use of Tobacco, Alcohol or Drugs, JFCG - Tobacco Use by Students, JFCH - Alcohol and JFCI - Substance/Drug Abuse
10. Use or display of profane or obscene language
11. Open defiance of a teacher's authority, including persistent failure to comply with the lawful directions of teachers or school officials
12. Violation of district transportation rules
13. Violation of law, Board policy, administrative regulation, school or classroom rules.

* In accordance with Oregon law, the superintendent may request that the driving privileges of the student, or the right to apply for driving privileges, be suspended for no more than one year for any student who has been expelled for bringing a weapon to school or suspended or expelled at least twice for assaulting or menacing a district employee or another student, for willful damage or injury to district property or for use of threats, intimidation, harassment or coercion against a district employee or another student; or the student has been suspended or expelled at least twice for possessing, using or delivering any controlled substance or for being under the influence of any controlled substance at a school or on school property or at a school-sponsored activity, function or event.

A meeting with the parent or guardian will be held prior to submitting such request to ODOT.

A student may appeal district decisions regarding driving privileges under established due process procedures for suspensions and expulsions.

* Under state and federal law, expulsion from school is required for a period of not less than one year for any student who is determined to have brought a weapon to school. The superintendent may modify the expulsion requirement for a student on a case-by-case basis. Additionally, in accordance with Oregon law, any person who intentionally possesses a firearm, unless the person possesses a valid license under ORS 166.291 and 166.292, or other dangerous weapon in or on district property or recklessly discharges a firearm in school is subject to criminal prosecution, a maximum five years imprisonment, \$125,000 fine and forfeiture of firearm and/or other dangerous weapon or both. Any person 13 to 17 years of age convicted of intentionally possessing a firearm in a public building is subject to denial of driving privileges for 90 days.

** In accordance with Oregon law, any person under age 18 possessing a tobacco product commits a Class D violation and is subject to a court-imposed fine, as provided by ORS 167.400. Any person who distributes, sells or causes to be sold, tobacco in any form or a tobacco-burning device, to a person under 18 years of age commits a Class A violation and is subject to a fine, as provided by ORS 163.575. An unlawful drug is any drug not prescribed by a licensed medical practitioner. Unlawful delivery of a controlled substance to a student or minor within 1,000 feet of district property is a Class A felony, as provided by ORS 475.999.

"Dangerous weapon" is defined by Oregon law as any weapon, device, instrument, material or substance which, under the circumstance in which it is used, attempted to be used or threatened to be used, is readily capable of causing death or serious injury.

"Deadly weapon" is defined as any instrument, article or substance specifically designed for and presently capable of causing death or serious physical injury.

"Firearm" is defined by federal law as any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive. This includes the frame or receiver of any such weapon or firearm, muffler or silencer.

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

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

Student Rights and Responsibilities

Among these student rights and responsibilities are the following:

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

CONFERENCES

Regular conferences are schedule annually in the fall and spring to review student progress. Parents or guardians are highly encouraged to attend as our parent conferences are student led.

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

The district encourages a student or parent in need of additional information or with questions or concerns to confer with the appropriate teacher, counselor or principal. A parent who wishes to confer with a teacher may call the office for an appointment before or after school, during the teacher's preparation period or request that the teacher call the parent to arrange a mutually convenient time.

CYBERBULLYING

The district prohibits any form of harassment, intimidation or bullying, through electronic means, which is known as cyberbullying. A student may be subject to discipline, up to and including expulsion, for a violation. A student may also be referred to law enforcement for a violation. Students or volunteers may report cyberbullying anonymously. Remedial action shall not be based solely on an anonymous report.

DAMAGE TO DISTRICT PROPERTY

A student who is found to have damaged district property will be held responsible for the reasonable cost of repairing or replacing that property. If the cost is \$50 or more, the district will notify the student and parent. The district will notify students and parents of all such charges. If the amount due is not paid within 10 calendar days of receipt of the district's notice, the amount will become a debt owed and certain penalties and/or restrictions may be imposed. See Fees, Fines and Charges

DISCIPLINE/DUE PROCESS**

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

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

The district's disciplinary options include using one or more discipline management techniques, including counseling by teachers, counselors and administrators; detention; suspension; expulsion; loss of privileges, honors and awards and removal to an alternative education program. Disciplinary measures are applied depending on the nature of the offense. The age and past pattern of behavior of a student will be considered prior to any suspension or expulsion.

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

Detention

A student may be detained outside of school hours for not more than two hours on one or more days if the student violates the Student Code of Conduct. The detention shall not begin, however, until the student's parents have been notified of the reason for the detention and can make arrangements for the student's transportation on the day(s) of the detention.

Discipline of Students with Disabilities

When a student being served by an individualized education program (IEP) engages in conduct which would warrant suspension of more than 10 days or expulsion for a nondisabled student, the student's parents will be notified immediately (within 24 hours) of the circumstances of the misbehavior and the time and location of the student's IEP team meeting addressing the infraction and its relationship to the disability.

The IEP team will determine whether the misconduct is a manifestation of the student's disability. Should the IEP team conclude the misconduct has no relationship to the student's disability; the student may be disciplined in the same manner as would other students. If the IEP team concludes the misconduct is a consequence of the student's disability, the team may review and revise the student's IEP and determine whether a change in placement is needed. The district may not suspend for more than 10 days or expel a student with a disability or terminate educational services for any behavior which is a manifestation of the disability.

A student may be removed from the current educational placement to an appropriate interim alternative educational setting for the same amount of time that a student without a disability would be subject to discipline, but for not more than 45 calendar days in a school year for a drug or weapon violation as provided in district procedures. Additionally, the district may request an expedited due process hearing to obtain a hearing officer order to remove a student to an interim alternative educational setting for not more than 45 days if the student is exhibiting injurious behavior. For the purpose of this request, "injurious behavior" is defined as behavior that is substantially likely to result in injury to the student or to others.

Suspension

A student may be suspended from school for up to and including 10 school days for willful violations of the Student Code of Conduct. The district may require a student to attend school during non-school hours as an alternative to suspension.

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

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

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

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

Expulsion

A student may be expelled for severe or repeated violations of the Student Code of Conduct.

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

An expulsion shall not extend beyond one calendar year.

The district will provide appropriate expulsion notification including expulsion hearing procedures, student and parent rights and alternative education provisions as required by law. See alternative education programs and alternative education notice in this handbook.

ONLINE LEARNING

The district may grant credit for approved online courses offered by district-approved institutions, [online courses offered through a public charter school] or for online courses offered by the Oregon Virtual School District. Students may apply to take an online course and may receive credit for completion of approved online courses that meet district or state requirements and academic content standards.

DRESS AND GROOMING

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

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

Dress Code

Students are expected to wear appropriate clothing to all school activities. Clothing that displays violence, profanity, nudity, depicts alcohol, tobacco and/or drug use are not acceptable on school property. Clothing needs to cover midriffs, torsos, and all underwear. Open backs, large armhole openings, spaghetti straps, low-cut tops, and "see through" tops that show the above are not acceptable. Dresses, skirts, and shorts should be appropriate for active play in P.E. and on the playground. Inappropriate clothing will result in a phone call home for a change of clothing.

Shoes must be worn at all times; no heels higher than one inch and no flip-flops are allowed. Head coverings are not allowed in the building. Students that do not wear a coat to school during cold weather will be expected to remain outside with their class. Students are not allowed back in the classroom to get clothing items during recess times.

Sunscreen and bug spray may be applied before coming to school.

DRILLS - FIRE, EARTHQUAKE AND OTHER EMERGENCY DRILLS

Instruction on fire and earthquake dangers and drills for students shall be conducted for at least 30 minutes each school month.

At least one fire drill will be conducted each month for students in grades K-12.

At least two drills on earthquakes for students will be conducted each year for students in grades K-12.

A map/diagram of the fire escape route to be followed is posted near all classroom doorways and reviewed with students. When the fire alarm is sounded, students must follow the direction of staff quickly, quietly and in an orderly fashion.

EMERGENCY MEDICAL TREATMENT

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

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

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

EMERGENCY SCHOOL CLOSING INFORMATION

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

Please select a "second home" near your residence where your children may stay in the event you are away from home. List your selection on the enrollment card, and instruct your children concerning the "second home." If the emergency is of such a nature that the children cannot be safely transported, they will be kept at school under supervision until the emergency has passed. Announcement of school closure or delayed school opening due to snow, ice, or other emergency conditions will be broadcast by radio station KBNH. In an event of an emergency, you will be contacted immediately by the SchoolReach system using the student contact information you provided. The office maintains a telephone tree for quick parent contact in case of an emergency.

FEES, FINES AND CHARGES**

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

1. Materials for a class project the student will keep in excess of minimum course requirements and at the option of the student
2. Personal physical education and athletic equipment and apparel
3. Voluntary purchases of pictures
4. Student accident insurance and insurance on school-owned instruments
5. Instrumental rental
6. Fees for damaged library books and school-owned equipment
7. Field trips considered optional to the district's regular school program
8. Admission fees for certain extracurricular activities

Any required fee or deposit may be waived if the student and parent are unable to pay. Application for such a waiver may be made to the principal.

The district may impose certain restrictions and/or penalties until fees, fines or damages are paid. All such restrictions and/or penalties shall end upon payment of amount owed. Fees, fines and charges owed to the district may be waived at the discretion of the superintendent or designee if:

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

A written notice will be provided to the student and his/her parent(s) of the district's intent to collect fees, fines and damages owed. Notice will include the reason the student owes money to the district, and itemization of the fees, fines or damages owed and the right of the parent to request a hearing. The district may pursue possible restrictions and/or penalties through a private collection agency or other method available to the district.

Debts not paid within 10 calendar days of the district's notice to the student and parent will result in possible restrictions and/or penalties, until the debt is paid and possible referral of the debt to a private collection agency or other methods available to the district. A request to waive the student's debt must be submitted in writing to the superintendent or designee. Such requests must be received no later than 10 calendar days following the district's notice.

Our District tracks fines owed for library books, classroom books, broken equipment, etc. All fines will be carried over from year to year until all fees owing are paid. As per District policy, **report cards will be held until all fines are paid.**

FIELD DAY

Field Day is scheduled each year on the last day of school. It is a special day for Slater students to enjoy a very active and fun filled day with their class and to have closure for the end of the year. Guests are not allowed to participate in Field Day activities, that includes siblings, cousins, etc. Everyone is welcome to eat lunch with students after Field Day activities are over.

FIELD TRIPS

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

FLAG SALUTE

Students will be provided an opportunity to salute the United States flag at least weekly by reciting *The Pledge of Allegiance*.

FUND RAISING**

Student organizations, clubs or classes, athletic teams, outside organizations and/or parent groups may occasionally be permitted to conduct fundraising drives. An application for permission must be made to the principal at least 10 days before the event. All funds raised or collected by or for school-approved student groups will be receipted, deposited and accounted for in accordance with Oregon law and applicable district policy and procedures. All such funds will be expended for the purpose of supporting the school's extracurricular activities program. The principal is responsible for administering student activity funds.

HAZING/HARASSMENT/INTIMIDATION/BULLYING/CYBERBULLYING/MENACING/TEEN DATING VIOLENCE

Hazing, harassment, intimidation or bullying, menacing, cyberbullying or teen dating violence, by students, staff or third parties toward students is strictly prohibited and shall not be tolerated in the district.

Individuals may also be referred to law enforcement officials. Staff will be reported to Teacher Standards and Practices Commission.

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

"Harassment, intimidation or bullying" means any act that substantially interferes with a student's educational benefits, opportunities or performance, that takes place on or immediately adjacent to school grounds, at any school-sponsored activity, on school-provided transportation or at any official school bus stop, that may be based on but not limited to, the protected class of a person, having the effect of:

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

"Cyberbullying" is the use of any electronic communication device to harass, intimidate or bully. [Students and staff will refrain from using personal communication devices or district property or equipment to violate this policy.

"Menacing" includes, but is not limited to, any act intended to place a student in fear of imminent serious physical injury.

"Retaliation" means hazing, harassment, intimidation or bullying, menacing and acts of cyberbullying toward a person in response to a student for actually or apparently reporting or participating in the investigation of hazing, harassment, intimidation or bullying, menacing and acts of cyberbullying or retaliation. False charges shall also be regarded as a serious offense and will result in disciplinary action or other appropriate sanctions.

The principal will take reports and conduct a prompt investigation of any report of an act of harassment, intimidation or bullying and acts of cyberbullying. Any employee who has knowledge of conduct in violation of this policy shall immediately report his/her concerns to the principal who has overall responsibility for all investigations. Any student who has knowledge of conduct in violation of this policy or feels he/she has been hazed, harassed, intimidated or bullied, menaced, a victim of teen dating violence and acts of being cyberbullied in violation of this policy is encouraged to immediately report his/her concerns to the principal who has overall responsibility for all investigations. This report may be made anonymously. A student may also report concerns to a teacher or counselor who will be responsible for notifying the appropriate district official.

Complaints against the principal shall be filed with the superintendent. Complaints against the superintendent shall be filed with the board chair.

HOMELESS STUDENTS

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

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

HOMEWORK

Homework is assigned to provide students an opportunity to practice independently what has been presented in class, to improve the learning processes, to aid in the mastery of skills and to create and stimulate interest. Whatever the task, the experience is intended to be complementary to the classroom process.

When parents or legal guardians are aware in advance that their child will be absent from school, they should notify the school in writing or by phone at least 24 hours prior to the absence and make arrangements for the student to obtain homework assignments.

IMMUNIZATION**

A student must be fully immunized against certain diseases or must present a certificate that, for medical, religious, or personal reasons, the student should not be immunized. Proof of immunization may be personal records from a licensed physician or public health clinic.

Any student not in compliance with Oregon statutes and rules related to immunization may be excluded from school until such time as he/she has met immunization requirements. Parents will be notified of the reason for this exclusion. A hearing will be afforded upon request.

INFECTION CONTROL/HIV, HBV AND AIDS**

Although HIV, AIDS and HBV* are serious illnesses, the risk of contracting the disease in school is extremely low and generally limited to situations where non-intact skin or mouth, eye or other mucous membranes would be exposed to blood or any body fluids contaminated with blood from an infected person.

Since any risk is serious, however, the district requires that staff and students approach infection control using standard precautions. That is, each student and staff member is to assume all direct contact with human blood and body fluids is regarded as known to be infectious for HIV, AIDS, HBV and/or other infectious diseases.

A student infected with HIV¹ or HBV is entitled to remain in a regular classroom setting and eligible for all rights, privileges and services as provided by law and Board policy. The district recognizes that a student (parent) has no obligation to report an HIV or HBV condition diagnosis to the district.

If the district is informed, the district is also prohibited by law from releasing information unless the infected person or parent gives permission for such release.

If a student (parent) wishes to divulge such information and continues attending school, the district will meet with the infected individual or representative to develop appropriate procedures.

Individuals with questions regarding these requirements of law or district procedures should contact the superintendent.

INSURANCE**

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

INVITATIONS

Invitations for parties/activities that occur outside of school **are not to be handed out at school**. The school is also not allowed to give out addresses or phone numbers of students.

LOCAL WELLNESS

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

LOST AND FOUND

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

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

LUNCH/BREAKFAST PROGRAM

The district participates in the National School Lunch, School Breakfast and Commodity Programs and offers free and reduced-price meals based on a student's financial need. School breakfast is served free of charge to all students.

Charging a meal is strongly discouraged. Charging is to be used only in the event of an emergency if the student has forgotten cold lunch or meal money. Students can't have more than three charges; students will not be allowed to charge anymore and may be asked to bring a sack lunch from home until charges are paid. If the parent is in financial difficulty for even short period of time, the free/reduced meal program is available and should be used. Please feel free to call the Food Service Director, Channon Rebeiro at 541-573-7170.

MEDIA ACCESS TO STUDENTS

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

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

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

MEDICINE AT SCHOOL**

Students may be permitted to take prescription or nonprescription medication at school or at school-sponsored activities on a temporary or regular basis, when necessary. Parents must personally deliver the medication in the original container. All medication is to be kept in the office. Medication is never to be brought to school on the school bus. Medication that is prescribed three times a day can be given before the student comes to school, after school and again at bedtime.

District-Administered Medication

Requests for the district to administer medication shall be made by the parent in writing.

Written instructions of the physician are required for all requests to administer prescription medication. Such instructions must include the following information: name of the student, name of the medication, dosage, route, frequency of administration and any special instructions. A prescription label meets the requirements for written instructions from the physician, if the information above is included.

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

All medication to be administered by the district is to be brought to school by the parent in its original container. Medication not picked up by the parent within five school days of the end of the medication period or at the end of the school year, whichever occurs first, will be disposed of by the district.

All medication must be kept in its appropriately-labeled, original container. The student's name is to be affixed to nonprescription medication.

Contact the school office for additional information and forms.

PERSONAL COMMUNICATION DEVICES AND SOCIAL MEDIA

Students may possess personal communication devices, such as pagers or cell phones on school property in district facilities during the school day only as authorized by the administration. A "personal communication device" is a device that emits an audible signal, vibrates, displays a message or otherwise summons or delivers a communication to the possessor. This includes other digital audio devices such as, but not limited to, iPods.

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

Social media websites are websites such as, but not limited to, Facebook, MySpace and Twitter.

Students permitted to possess a personal communication device are prohibited from having the device on active mode during class time. Personal communication devices brought to school may be used for appropriate/approved classroom or instructional related activities. Use and possession of such devices at school-sponsored activities or at other times during the school day will be determined by the principal.

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

Students found in violation of the personal communication device use and possession prohibitions of Board policy and rules as established by the principal will be subject to disciplinary action. The device may be confiscated and will be released to the student's parents. The taking, disseminating, transferring or sharing of obscene, pornographic, lewd or otherwise illegal images or photographs, whether by electronic data transfer or otherwise (commonly called texting, sexting, emailing, etc.) may constitute a crime under state and/or federal law. Any person taking, disseminating, transferring or sharing obscene, pornographic, lewd or otherwise illegal images of photographs will be reported to law enforcement and/or other appropriate state or federal agencies, which may result in arrest, criminal prosecution and lifetime inclusion on sexual offender registries.

PROGRAM EXEMPTIONS**

Students may be excused from a state-required program or learning activity for reasons of religion, disability or other reasons deemed appropriate by the district.

An alternative program or learning activity for credit may be provided. All such requests should be directed to the principal by the parent in writing and include the reason for the request.

PROMOTION, RETENTION AND GRADE LEVEL PLACEMENT OF STUDENTS**

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

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

A decision to retain a student will be made only after prior notification and explanation to the student's parents. The final decision will rest with school authorities. Parental decisions will be final.

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

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

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

RELEASE OF STUDENTS FROM SCHOOL**

A student shall not be released from school at times other than regular dismissal hours except with the principal's permission or according to school sign-out procedures. The teacher will determine that permission has been granted before allowing the student to leave. A student will not be released to any person without the approval of his/her parent or as otherwise provided by law.

REPORTS TO STUDENT AND PARENTS**

Written reports of student grades, progress reports and absences shall be issued to parents at least three times a year. Parents will be notified of student benchmarks, as appropriate. Grades will be used. Grades and Progress reports will be based on many factors including assignments, both oral and written; class participation; special assignments; research activities and other identified criteria.

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

SCHOOL HOURS

School hours are from 8:00-3:10. Playground supervision is from 7:45-3:10. If you are bringing your child to school, please have them arrive at school no earlier than 7:50 a.m. Breakfast will be served in the classrooms beginning at 8:00. ***Entering a classroom after 8:00 a.m. is counted as a tardy.*** Your child needs to be picked up immediately following school dismissal. Students are not allowed on the playground until after 4:30 p.m.

SEARCHES**

District officials may search the student, his/her personal property and property assigned by the district for the student's use at any time on district property or when the student is under the jurisdiction of the school. Such searches will be conducted only when there is reasonable suspicion to believe evidence of a violation of a law, Board policy, administrative regulation or school rule, or the Student Code of Conduct is present in a particular place.

Searches will not be excessively intrusive in light of the age, sex, maturity of the student and nature of the infraction. Strip searches are prohibited by the district.

District officials may also search when they have reasonable information that emergency/dangerous circumstances exist.

District-owned storage areas assigned for student use, such as lockers and desks, may be routinely inspected at any time. Such inspections may be conducted to ensure maintenance of proper sanitation, to check mechanical conditions and safety and to reclaim overdue library books, texts or other instructional materials, property or equipment belonging to the district. The student will generally be permitted to be present during the inspection.

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

Questioning

Should law enforcement officials find it necessary to question students during the school day or during periods of extracurricular activities, the principal or designee will be present, when possible. An effort will be made to notify the parent of the situation.

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

SOCIAL EVENTS

The rules of good conduct and grooming shall be observed for all school social events. Guests will be expected to observe the same rules as students attending the events. The person inviting the guest will share responsibility for the conduct of the guest. A student attending a social event may be asked to sign out when leaving before the end of the activity. Anyone leaving before the official end of the activity will not be readmitted.

SPECIAL PROGRAMS

Bilingual Students, English Language Learners

The school provides special programs for bilingual, English language learning, students. A student or parent with questions about these programs should contact the principal.

In conjunction with the school's language instruction educational program for limited English proficient and immigrant students, parents of limited English students identified for participation, or participating, in such a program will be informed of:

1. The reasons for the identification of their student as limited English proficient and in need of placement in a language instruction educational program;
2. The student's level of English proficiency, how such level was assessed and the status of the student's academic achievement;

3. The methods of instruction used in the program, in which their student is or will be participating, and the methods of instruction used in other available programs, including how such programs differ in content, instructional goals, and the use of English and a native language in instruction;
4. How the program, in which their student is or will be participating, will meet the educational strengths and needs of their students;
5. How such program will specifically help their student learn English, and meet age-appropriate academic achievement standards for grade promotion and graduation;
6. The specific exit requirements for the program, including the expected rate of transition from such program into classrooms that are not tailored for limited English proficient students, and the expected rate of graduation from secondary school for such programs;
7. In the case of a student with a disability, how such program meets the objectives of the individualized education program (IEP) of the student;
8. Parental rights that include written guidance:
 - a. Detailing the right to have their student immediately removed from such program upon their request;
 - b. Detailing the options that parents have to decline to enroll their student in such program or to choose another program or method of instruction, if available;
 - c. Assisting parents in selecting among various programs and methods of instruction, if more than one program or method is offered by the district.

Students with Disabilities

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

Title I Services

The school provides special services for disadvantaged learners. Parents of eligible students are encouraged to become involved in the organized, ongoing planning, review and improvement of the school's Title I program efforts. Notification will be provided of meetings held to inform parents of participating students of the school's participation in and requirements of Title I. Students or parents with questions should contact a building administrator or counselor.

The school will also provide parents, upon request, information regarding the professional qualification of the student's classroom teachers, including, at a minimum, the following:

1. Whether the teacher has met state qualification and licensing criteria of the grade levels and subject areas in which the teacher provides instruction;
2. Whether the teacher is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived;
3. The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree;
4. Whether the student is provided services by paraprofessionals and, if so, their qualifications.

Additionally, the school will provide parents with:

1. Information on the level of achievement of the parent's student in each of the state academic assessments as required by law; and
2. Timely notice any time that the parent's student has been assigned, or has been taught for four or more consecutive weeks by, a teacher who is not highly qualified, as required by law.

STUDENT EDUCATION RECORDS**

The information contained below shall serve as the district's annual notice to parents of minors and eligible students (if 18 years of age or older) of their rights, the location and district official responsible for education records. Notice will also be provided to parents of minor students who have a primary or home language other than English.

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

Personally identifiable information shall not be disclosed without parent or eligible student authorization or as otherwise provided by Board policy and law.

Education records are maintained in a minimum one-hour fire-safe place in the office by the principal.

Permanent records shall include:

1. Full legal name of student;
2. Name and address of educational agency or institution;
3. Student birth date and place of birth;
4. Name of parent/guardian;
5. Date of entry into school;
6. Name of school previously attended;
7. Course of study and marks received;
8. Data documenting a student's progress toward the achievement of state standards and must include a student's Oregon State Assessment results;
9. Credits earned;
10. Attendance;
11. Date of withdrawal from school;
12. Social security number;
13. Other information, i.e., psychological test information, anecdotal records, records of conversations, discipline records, IEP's, etc.

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

Access/Release of Education Records

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

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

Provision for Hearing to Challenge Content of Education Records

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

1. Parents shall make request for hearing in which the objections are specified in writing to the principal;
2. The principal shall establish a date and location for the hearing agreeable to both parties;
3. The hearings panel shall consist of the following:
 - a. The principal or designated representative;
 - b. A member chosen by the eligible student or student's parent(s); and
 - c. A disinterested, qualified third party appointed by the superintendent.
4. The hearing shall be private. Persons other than the student, parents or guardians, witnesses and counsel shall not be admitted.

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

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

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

Requests for Education Records

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

Social Security Number

The provision of the student's social security number is voluntary and will be included as part of the student's permanent record only as provided by the eligible student or parent. The district will notify the eligible student or parent as to the purposes a social security number will be used. At no point will a student's social security number or student identification number be considered directory information.

Student Restraint and Seclusion

The use of physical restraint and/or seclusion is permitted only as a part of a behavior support plan when other less restrictive interventions would not be effective and the student's behavior poses a threat of imminent, serious physical harm to self or others. Except in the case of an emergency, only staff current in the required training in accordance with the district-designated physical restraint and seclusion training program will implement physical restraint or seclusion with a student.

In an emergency, physical restraint and/or seclusion may also be used by a school administrator, teacher or other school employee as necessary when the student's behavior imposes a reasonable threat of imminent, serious bodily injury to the student or to others. The use of physical restraint/seclusion under these circumstances is only allowed so long as the student's behavior poses a threat of imminent, serious physical harm to themselves or to others.

Any student being restrained or secluded within the district whether an emergency or as part of a plan shall be constantly monitored by staff for the duration of the intervention.

Parents will be notified if their student has been restrained or secluded as described above.

Transfer of Education Records

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

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

Student report cards, records of diplomas may be withheld for nonpayment of fines or fees. See Fees, Fines and Charges. Records requested by another school district to determine the student's progress may not be withheld.

SUPERVISION OF STUDENTS

Adult supervision is provided to students during regular school hours, while traveling on district-provided vehicles to and from school and while engaged in district-sponsored activities.

TALENTED AND GIFTED PROGRAM**

The district serves academically talented and gifted students in grades K-12, including talented and gifted (TAG) student from such special populations as ethnic minorities, the economically disadvantaged, the culturally different, the underachieving gifted and students with disabilities. The identification of Talented and Gifted Students will be based on:

1. Behavioral, learning and/or performance information;
2. A nationally standardized mental ability test for assistance in identifying intellectually gifted students;
3. A nationally standardized academic achievement test for assistance in identifying academically talented students or Oregon Assessment of Knowledge and Skills (OAKS).

Identified student shall score at or above the 97th percentile on one of these tests. Only students who demonstrate the potential to perform at the eligibility criteria, as well as additional students who are talented and gifted, may be identified.

Appeals

Parents may appeal the identification process services and/or placement of their student in the district's TAG program as follows:

Informal Process:

1. The parent(s) will contact the district TAG coordinator/teacher to request reconsideration; The **teacher** will confer with the parent(s) and may include any additional appropriate persons, e.g., principal, counselor, teacher, etc. At this time, information pertinent to the selection or placement or services will be shared;
2. If an agreement cannot be reached, the parent(s) may initiate the Formal Process.

Formal Process:

1. Parent(s) shall submit a written request for reconsideration of the identification/placement to the program supervisor;
2. The program supervisor shall acknowledge in writing the receipt of the request within five working days and shall forward copies of the request and acknowledgment to the TAG coordinator/teacher;
3. The program supervisor, TAG coordinator/teacher and other appropriate administrator shall review the student's file and earlier decisions within 10 working days of the original request. Additional data may be gathered to support or change the earlier decision;
4. Parent(s) may be provided an opportunity to review school/district data and present additional evidence;
5. If deemed necessary, a formal hearing will be conducted by the district hearings officer utilizing the appropriate procedures;
6. A decision will be made within 20 working days after receipt of the written request for reconsideration. The parents shall be notified of the decision in writing and the decision shall be forwarded to the superintendent;
7. The decision may be appealed to the Board;
8. If the parent(s) is still dissatisfied, he/she has access of appeal to the State Superintendent of Public Instruction following the procedures outlined in the Oregon Administrative Rules (OAR). The district shall provide a copy of the appropriate OAR upon request.

Programs and Services

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

Programs and Services Complaints

Individuals with complaints regarding the appropriateness of programs or services provided for TAG students should complete the TAG Standards Complaint form available through the school office. All complaints will be reported to the superintendent who will arrange for a review committee to meet within [two school] days of receiving the written complaint to review all pertinent information.

A recommendation will be submitted to the superintendent within 10 school days of receiving the original complaint. The superintendent will report the recommendation to the Board whose decision will be final.

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

THREATS

Student contact that tends to threaten or intimidate and disrupt the educational environment, whether on or off school property, will not be tolerated. The district prohibits student violence or threats of violence in any form. A student may not verbally or physically threaten or intimidate another student, staff member, or third parties on school property. A student also may not use electronic equipment belonging to the student or the school to threaten, harass or intimidate another. Additionally, false threats, including false threats to school property, will not be tolerated.

Students in violation of the district's threats policy will be subject to discipline under the Student Code of Conduct and may be subject to civil or criminal liability.

TOBACCO FREE ENVIRONMENT

Student possession, use, sale, including any smoking device is strictly prohibited. Any form of promotion or advertisement related to tobacco is also strictly prohibited.

For the purposes of this policy, "tobacco" is defined to include any lighted or unlighted cigarette, cigar, pipe, bidi, clove cigarette, and any other smoking product, spit tobacco, known as smokeless, dip, chew, snuff, in any form[, nicotine or nicotine delivering device, chemicals or devices that produce the physical effect of nicotine substances or any other tobacco substitute (e.g., e-cigarettes). This does not include FDA approved nicotine replacement therapy products used for the purpose of cessation].

TRANSCRIPT EVALUATION

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

TRANSPORTATION OF STUDENTS

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

Transportation Rules

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

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

13. Students will keep the bus clean and must refrain from damaging it;
14. Students will be courteous to the driver, fellow students and passersby;
15. Students who refuse to promptly obey the directions of the driver or refuse to obey regulations may forfeit their privilege to ride on the buses.

Transportation Discipline Procedure

The purpose of the bus policy is to provide for the safety and wellbeing of all students. Any time a student is denied the privilege of riding the bus, parents will be notified by certified mail of the exact reasons for loss of privilege, date the student may resume riding, and the right to appeal.

Each year the district will include the procedures for violations in the student/parent handbook. School rules apply to the students riding the bus; any misconduct may result in a student losing bus-riding privileges. The district will provide interpretation to those students/parents whose primary language is not English.

Elementary (Kindergarten-5th Grade) Consequences

If a student chooses to misbehave on a school bus the following disciplinary procedure will be followed:

Any disrespect to the bus driver moves the student automatically to Step 2 and 10 days off the bus.

- | | |
|-----------------|--|
| Step 1 | Driver will say student's name - warning |
| Step 2 | Driver will write student's name and give student a warning notice. The building principal will receive a bus incident report. Student will receive the following consequences: serve one detention and write an apology letter to the bus driver. Parents will receive a copy of the incident report. |
| Step 3 | Driver will give student a second check. The building principal will receive a second bus incident report. Student will receive the following consequences: serve two detentions and write an apology letter to the bus driver. Parents will receive a copy of the incident report. |
| Step 1-3 | will start over at the beginning of each trimester. |
| Step 4 | Driver will write student a citation and give it to the building principal. At this point, the student will be in the citation process. |

Severe behavior such as fighting, disobeying the bus driver, and stopping the bus from running smoothly will result in going immediately to Step 4.

- | | |
|-------------------------|---|
| First Citation: | A citation will be issued by the driver. The building principal will send a letter to the parent/guardian, requesting a conference within five school days. Failure of the parent/guardian to phone or appear will result in loss of bus riding privileges until such time as a conference is held. |
| Second Citation: | When a student receives a second citation during a school year, the student will lose bus-riding privileges for a minimum of ten school days. Before the student is allowed to ride the bus, a parent conference must be held with the building principal, transportation supervisor, and bus driver. |
| Third Citation: | When a student receives a third citation during a school year, the student will lose all bus riding privileges for the rest of the year. |

At the beginning of each trimester students will start over on Step 1 of the discipline procedure if they have not reached Step 4. If a student has reached Step 4, and is given their first citation, they will not start over each trimester; they will proceed in the citation process.

All citations must be signed by the parent/guardian, the transportation supervisor, the bus driver, and the principal before the student will be allowed to ride the bus again.

If a student or parent wishes to appeal the application of the discipline policy, the steps outlined below should be used. If the student or parent wishes to complain about a school employee's decision, use Policy KLD - Complaints About School Personnel. The students will remain off the bus until the appeal process is completed.

In all instances, the appeal process may be used if the student and/or parent desire.

- Step I** The student or his/her representative will discuss the issue with the transportation supervisor.
- Step II** If the student is not satisfied with the outcome of the discussion; he/she may file a written statement with the building principal and transportation supervisor. This is to be done within ten school days of the act or condition, which is the basis of the complaint. The administration will, within three school days, arrange a student, parent, transportation supervisor, and the building principal conference with the goal of resolving this issue.
- Step III** Within five school days; the building principal is to communicate, in writing, the decision to the student and the student's parents.
- Step IV** If, after five school days from receipt of the administrator's reply the issue still remains unresolved; the student may submit the matter in writing to the superintendent. The superintendent will meet with the student within three school days and will respond to the issue, in writing, within five school days after the appeal.
- Step V** If the issue is still unresolved; the student may appeal to the Board. The Board will notify persons involved that a hearing will be held within 14 days of receipt of the appeal. The Board shall review correspondence, hear relevant facts and respond to the student within three school days following the hearing.

Transportation is provided to and from school, by the District. Students must follow the school, district, and bus rules. Riding privileges may be suspended for violation of rules. All students are in-serviced in the fall regarding bus safety.

Bike racks are available at the school. Students are responsible for providing their own locks. They must walk their bikes at all times while on school property. Roller blades, scooters, skates, and skateboards are not allowed at school. In accordance with Oregon law, bike helmets are required. Slater School is not responsible for stolen or damaged property.

Kindergarten students riding home on the school bus will receive **Hand-in-Hand** delivery; they will not be let off the school bus unless there is someone there to meet them or accompanied by a sibling. The third time a parent fails to meet the bus during the year the child will lose transportation privileges for the remainder of the school year and parents will have to provide their own transportation.

After students exit the school bus, they are expected to immediately go home to a parent/guardian at a designated location. No food/eating will be allowed on the school bus at any time. This is a significant choking hazard!

Bus Boarding Procedures

At the beginning of each year, specific after school plans are made for each child. Therefore, at the end of every day students are released from their classroom to the bus loading area according to the bus number they ride. As soon as buses are loaded, they depart from Slater School. **If other arrangements need to be made for your child, you must send a note with your child in the morning or call before 1:00 pm, otherwise, your changes may not be honored.**

After students exit the school bus, they are expected to immediately go to a parent/guardian at a designated location. No food/eating will be allowed on the school bus at any time. This is a significant choking hazard!

We expect our students to follow the same rules at the bus stop as they do at school. Students are to stay off private property. Students who create problems at bus stops will be reported to parents. At the discretion of the transportation supervisor, students may be removed from that bus stop, if problems continue.

Parent Pick Up, Drop Off, and Parking

Before School Drop Off:

Student drop off is **in front of the school on Fairview Street.** Students then go directly to the playground. Please maintain traffic flow along the curb. Park across the street if you need to enter the building. Do not stop in the middle of the street to pick up or drop off your child.

After School Pick Up:

Student pick up is **in front of Slater School on Fairview Street.** From 2:30-3:30, no unattended cars along the curb, in order to maintain the traffic flow as parents pull in to load students. Please park across the street if you must leave your vehicle.

Parent/Staff Parking:

Unattended vehicles along the curb on Fairview Street are permitted from 8:30-2:30. Parents may use the staff parking lot by the bus pick up on some occasions. Many other personnel use this parking lot, and it can be busy. **Do not pick up or drop off your child in the staff parking lot.**

Parent Pick Up

Parents picking up their children after school should wait in the foyer each day, therefore giving teachers time to finish up last minute tasks and to have closure with their students.

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

The district assumes no liability for loss or damage to vehicles or bicycles.

VISITORS

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

WHAT NOT TO BRING TO SCHOOL

Students are not to bring cellular phone, beepers, radios, stereos, cd/dvd players, ipods, gameboys, or any electronic device, toys, footballs, basketballs, kickballs, baseballs, bats, skateboards, scooters, roller-blades wheelies or any expensive item, i.e. jewelry. This includes any item deemed unsafe. Items will be confiscated and parents will have to pick them up.

Be
Responsible

Be
Safe



Be
Respectful

School Bus Expectations

Bus Loading

- *Be on time
- *Stay 10 ft. away from the bus
- *Keep the bus stop clean
- *Follow directions of the bus driver
- *Take care of your belongings
- *Be kind to others

Bus Riding

- *Face forward
- *Appropriate voice level
- *Keep feet and hands to self
- *Keep feet away from aisle
- *Stay seated
- *Keep bus clean
- *Ask to open or close windows
- *Use emergency exit only in an emergency
- *electronic devices -driver approval only
- *Show n' Tell items must stay in backpack on bus

Unloading

- *Watch the driver before crossing
- *Stay 10 ft. away from the bus
- *Cross in front of the bus
- *Walk across the street

At All Times

- *Be courteous
- *Hands, feet, objects, and body, to yourself
- *Use appropriate language and voice level
- *Be courteous to others
- *Help younger students
- *Follow directions of the bus driver



Rules for Students

Be Safe

- ❖ Control your body
 - Keep hands, feet, objects, and body to yourself
 - Sit square in your chair
- ❖ Make sure adults know where you are
- ❖ Ask for adult help in unsafe situations
 - Report unsafe behaviors
 - Report without tattling

Be Respectful

- ❖ Respect all people and things
 - Get permission before using someone's things
 - Take care of materials, things, and property with kindness
 - Use appropriate language and behavior
- ❖ Talk to others in a way you would like to be talked to
 - Use kind words or no words
 - Give compliments
- ❖ Respect yourself
 - Do your best
 - Help others to do their best
- ❖ Be a good listener
 - Look people in the eye
 - Wait your turn
 - Talk in a calm, quiet voice
- ❖ Lend a helpful hand

Be Responsible

- ❖ Follow the rules to be safe and to be respectful
- ❖ Do what you know is right
 - Be a leader by setting a good example
 - Do the things you need to do
- ❖ Take care of yourself
 - Know where you are supposed to be, and be there on time
 - Be responsible
 - Do your own work on time
 - Mind your own business, help without hurting
- ❖ Solve problems
 - Listen to ideas from other people
 - Be willing to apologize or compromise
 - Be willing to walk away
- ❖ Focus
 - Pay attention and follow directions
 - Be quiet during work time
 - Do your own work without cheating
 - Try your best on your assignments
 - Read the instructions
- ❖ Polite, not rude
 - Be a good sport
 - Wear appropriate clothes



Playground Expectations

Be Safe Be Respectful Be Responsible
(No Equipment From Home)

Swing

- o Sit on bottom
- o Stay in swing until stopped
- o Back and forth only
- o Stay out of swing area unless swinging

Jungle Gym/Slide

- o Walk on the stairs
- o Go down slide/pole feet first
- o One person on slide/pole at a time
- o No jumping off platform
- o Walk on bridge areas-no running
- o No straddling top bars

Rings

- o No hanging from rings by knees
- o One person at a time
- o Look before swinging
- o No pushing

Zipline

- o One person at a time, wait off the tires

Bars

- o One person at a time
- o Look before you swing on bars
- o Be aware of students twirling on bars

- o Two hands on bars

Tetherball

- o Stay on your side
- o Hit the ball with your hands
- o Do not grab the rope (Roping is out)
- o Next person in line is the judge
- o No arguing with the judge

Snow Hills

- o One person at a time
- o Feet first
- o Throw snow at targets only
- o No tunnel building in snow

Jump Ropes

- o Helicopter rope must stay on ground
- o Use for jumping only

Balance Beam

- o One person at a time
- o Stay clear of area

Diggers

- o One person at a time
- o Stay clear of area

Tires

- o Head above tire at all times

Benches

- o No feet or standing on benches

Teeter Totter

- o Only two students at a time
- o Line up away from equipment
- o 2 hands
- o Count to 25 for a turn

School Wide

- o No note passing
- o No boyfriend/girlfriend

Team Games

- o Physical contact should be safe
- o Wiffle ball and football & kickball on north playground
- o Wiffle ball and kickball on kickball court
- o Use wiffle balls only for baseball
- o All football on north playground
- o Play with only one grade level up or down(example: 1st grade with kindergarten or 2nd grade)
- o **Blacktop**
- o Be aware of on-going games
- o Do not cross through on-going games

- o Tag allowed on shapes and grass area
- o Play in designated play areas
- o Avoid muddy areas and puddles

Playground

- o No students allowed behind Unit II
- o Stay away from fences and sprinkler pipes

Student Expectations

Classroom:

Be Safe: Walk, sit in chair, keep hands, feet, objects, and body to self

Be Respectful: Treat others as you want to be treated, take turns, follow directions, treat material appropriately, clean up work area

Be Responsible: Do your best, ask for help when you need it, follow the rules even when the teacher is not looking, ignore distractions

Library:

Be Safe: Walk, sit calmly

Be Respectful: Use quiet voices, clean up, push in chairs

Be Responsible: Enter and exit appropriately, return books on time, use shelf markers, put books back in correct place, actively listen

Assemblies:

Be Safe: Walk quietly to the gym, sit calmly; keep hands, feet, objects, and body to self

Be Respectful: Treat others as you want to be treated

Be Responsible: Enter and exit appropriately

Cafeteria:

Be Safe: Walk with 2 hands on tray, report spills, open doors outside safely

Be Respectful: Use soft talk, empty trays carefully, wait to be dismissed, walk quietly past music room

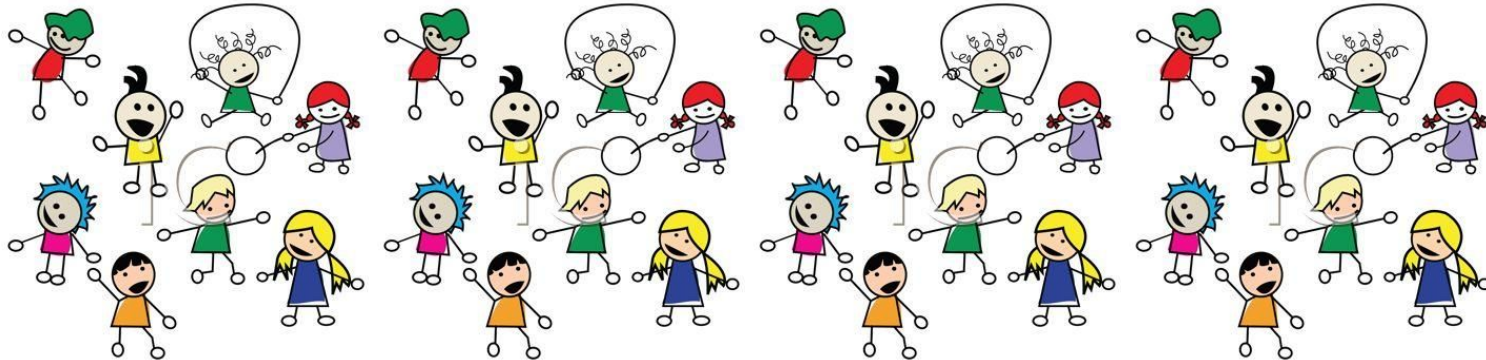
Be Responsible: Eat your own food, clean up your table, wait quietly for dismissal

Hallways:

Be Safe: Walk to right side of hallways, keep hands, feet, objects, and body to self

Be Respectful: Walk quietly, voices off

Be Responsible: Don't touch artwork or walls



Physical Education Rules

1. Be Safe 2. Be Responsible 3. Be Respectful

Consequences

Verbal warning.

1. Talk with teacher and recorded in grade book.
2. Time-out and recorded in grade book.
3. Time-out sent to the office and recorded in grade book.
4. Severe behavior: sent directly to the office and recorded in grade book.

Rewards & Incentives

Positive note home
+ in the grade book
Draw from treasure chest
Student of the month
Class of the month
Class treats
Free time activity of choice
Chosen for club recognition
Certificates of recognition

It is in your child's best interest that we work together with regard to his or her education. I will thus keep you informed about your child's progress in my class. I have already discussed this plan with your child, but would appreciate it if you would review it with him or her before signing and returning the form below.

Character Counts

Trustworthiness: Be honest *Don't deceive, cheat or steal *Be reliable- do what you say you'll do *Have the courage to do the right thing
*Build a good reputation *Be loyal-stand by your family, friends, and country

Respect: Treat others with respect; follow the Golden Rule *Be tolerant of differences *Use good manners, not bad language *Be considerate of the feelings of others *Don't threaten, hit or hurt anyone *Deal peacefully with anger, insults, and disagreements

Responsibility: Do what you are supposed to do *Persevere: keep on trying! *Always do your best *Use self-control *Be self-disciplined *Think before you act-consider the consequences *Be accountable for your choices

Fairness: Play by the rules *Take turns and share *Be open-minded; listen to others *Don't take advantage of others *Don't blame others carelessly

Caring: Be kind *Be compassionate and show you care *Express gratitude *Forgive others *Help people in need

Citizenship: Do your share to make your school and community better *Cooperate *Stay informed *Be a good neighbor *Obey laws and rules *Respect authority *Protect the environment

DEFINITIONS & DATES

As used in this document, the term parent includes legal guardian or person in a parental relationship. For the purpose of special education students, parent also includes a surrogate parent, an adult student to whom rights have transferred or a foster parent, as defined in OAR 581-015-2000. The status and duties of a legal guardian are defined in ORS 125.005 (4) and 125.300 - 125.325. The determination of whether an individual is acting in a parental relationship, for purposes of determining residency, depends on the evaluation of those factors listed in ORS 419B.373. The determination for other purposes depends on evaluation of those factors and a power of attorney executed, pursuant to ORS 109.056.

Harney County School District #3 does not discriminate on the basis of race, religion, color, national origin, disability, marital status, sex, sexual orientation or age in providing education or access to benefits of education services, activities and programs in accordance with Title VI, Title VII, Title IX and other civil rights or discrimination issues; Section 504 of the Rehabilitation Act of 1973, as amended; the Americans with Disabilities Act; and the Americans with Disabilities Act Amendments Act of 2008.

The following have been designated to coordinate compliance with these legal requirements and may be contacted at the district office for additional information and/or compliance issues:

District official(s)/Compliance officers

◆ Parents and students must acknowledge receipt of the Student Code of Conduct and the consequences to students who violate district disciplinary policies. Parents objecting to the release of directory information on their student should notify the district office within 15 days of receipt of the student handbook.

Parents must also give their signed and dated written permission for the district to release personally identifiable information.

School Board

All School Board Meetings all held the second Tuesday of every month and are posted on each of the school building doors. For more information go to www.burnsschools.k12.or.us

Henry L. Slater Grade School SCHOOL-PARENT COMPACT

This school-parent compact is in effect during the 2016-2017 school year.

Created 02/15/08
Revised 3/3/16



Slater Elementary School vision: Slater School Scholars support a collaborative and engaging learning environment where children come first and all are enriched in a love of learning.

*The staff at Slater Elementary School, along with the parents of the students participating in activities, services, and programs funded by Title I, Part A of the Elementary and Secondary Education Act (ESEA) (participating children), agree that this compact outlines how the **parents**, the entire **school staff**, and the **students** will share the responsibility for improved student achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards.*

School Responsibilities

Slater Elementary School will:

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:
 - *use district-adopted curriculum and materials that are in line with the Common Core State Standards*
 - *instruction will be provided by Highly-Qualified personnel*
 - *provide a positive and safe learning environment, and maintain a positive attitude*
2. Hold parent-teacher conferences during the first and second trimesters with others to be scheduled as needed.
3. Provide parents with frequent reports on their children's progress. Specifically:
 - *First and Second Trimester Parent-Teacher Conferences, and later as needed*
 - *Student progress will be reported to parents at least every 8 weeks*
4. Provide parents reasonable access to staff. Specifically:
 - *By appointment, Monday-Thursday (7:30-8:00 a.m.; or 3:30-4:30 p.m.)*

- *Other times may be available, by appointment, as needed*

5. Provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities:

- *Parents are encouraged and invited to volunteer or observe in their child's classroom. Please contact your child's teacher for further information.*

Parent Responsibilities

We, as parents, will support our children's learning in the following ways:

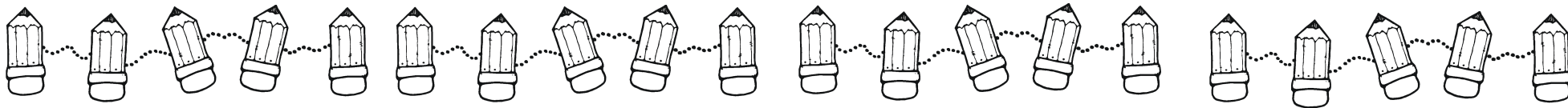
- *monitor attendance and tardiness*
- *make sure that homework is completed on time*
- *read with my student for 20 minutes at least four days a week*
- *review and practice math facts 3-5 minutes at least 4 days each week*
- *monitor the amount of television my children watch and video games played*
- *make sure that my child goes to bed at a reasonable time*
- *stay informed about my child's education by checking their backpack, homework folder, or planner each day*
- *serve, to the extent possible, on policy advisory groups, such as the Leadership Team, and/or other school groups.*

Student Responsibilities

We, as students, will share the responsibility to improve our academic achievement and achieve the State's high standards.

Specifically, we will:

- *come to school on time prepared to learn every day*
- *have a positive attitude about school*
- *be safe, be respectful, be responsible*
- *complete all homework on time and ask for help when needed*
- *read 20 minutes or more a day outside of school time for at least 4 days a week*
- *practice math facts 3-5 minutes at least 4 days each week*
- *give parents or guardians all notices and information received from school*



Family Involvement Plan
Henry L. Slater Grade School

Created 2/15/08
Revised 3/3/16

Slater Elementary School vision: Slater School Scholars support a collaborative and engaging learning environment where children come first and all are enriched in a love of learning.

The Title 1-A program at Slater Elementary School is a collaborative effort involving the student, the teacher, and the parents who work together to achieve high student performance.

1. Each year, an annual parent information opportunity will be held. This opportunity will be used to review the Family Involvement Plan, School-Parent Compact, School-wide Plan, as well as to invite parents to observe, volunteer, or join the Leadership Team for the purpose of reviewing the Compact and Family Involvement Plan. Parent and community member suggestions for revising the Compact or Family Involvement Plan, as well as ideas regarding Slater activities will be taken at this time to potentially be implemented the following year. If you are interested in observing or volunteering in your child's classroom, please be sure to schedule a time with the teacher and check in at the office for a visitor badge. If you are interested in helping develop the School-Wide Plan with the Leadership Team, let the office know. We will be updating the plan for next year in March/April.
2. Invitations will be sent to parents from each grade level, or classroom teacher, inviting them to attend their Reading and Math night for parents. These evening events are intended to provide families with training, resources, and materials to support their child's academic success at home.
3. Teachers will communicate with parents regarding their student's progress at least once every 8 weeks. These contacts may be made via telephone, written communication, or parent meetings.
4. A description of classroom expectations will be presented to parents in a manner chosen by the classroom teacher. Parents are encouraged to review all grade-level curriculum standards at www.ode.state.or.us/go/newspaper.
5. Title 1-A notices will be translated into Spanish upon request. All Title 1-A workshops will offer translation in Spanish if needed.
6. Parent and community feedback is always welcome and encouraged.

Spanish copies available upon request

POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORT (PBIS)



Be

Safe

What is Positive Behavior Interventions and Support (PBIS)

(From: www.pbis.org)

1. "What is School-Wide PBIS?"

Improving student academic and behavior outcomes is about ensuring that all students have access to the most effective and accurately implemented instructional and behavioral practices and interventions possible. School Wide Positive Behavior Supports (SWPBS) provides an operational framework for achieving these outcomes. More importantly, SWPBS is NOT a curriculum, intervention, or practice, but IS a decision making framework that guides selection, integration, and implementation of the best evidence-based academic and behavioral practices for improving important academic and behavior outcomes for all students.



Be

Responsible

2. "What Does School-Wide PBIS Emphasize?"

In general, SWPBS emphasizes four integrated elements: (a) data for decision making, (b) measurable outcomes supported and evaluated by data, (c) practices with evidence that these outcomes are achievable, and (d) systems that efficiently and effectively support implementation of these practices.

3. What Outcomes are Associated with Implementation of Positive Behavior Intervention and Supports (PBIS)?

Schools that establish systems with the capacity to implement SWPBS with integrity and durability have teaching and learning environments that are:

- Less reactive, aversive, dangerous, and exclusionary.



Be

Respectful

- More engaging, responsive, preventive, and productive.
- Address classroom management and disciplinary issues (e.g., attendance, tardies, and antisocial behavior).
- Improve supports for students whose behaviors require more specialized assistance (e.g., emotional and behavioral disorders, mental health).
- Most importantly, maximize academic engagement and achievement for all students.

POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORT (PBIS)



Why are we using PBIS at Henry L. Slater Grade School?

Slater Elementary School has behavior issues within the school that have benefited from implementation of PBIS.

- The teachers and staff benefit through more positive behaviors exhibited.
- A decrease in behavior distractions in the classroom and on the playground.
- The students benefit through consistent expectations throughout the building.
- The administrator benefits through fewer behavior issues to deal with in the office.
- Parents and community visiting the school benefit through a positive atmosphere in the building.



What is the Family Link?

The link between families and PBIS is important to children and their school. When families are involved in their children's educational activities they do better in school. Families play an important part in their child's education and social development. The presence of parents in schools not only creates community and cultural connections but provide additional academic supports as well.



How does all this affect Slater Elementary?

At Slater Elementary School PBIS includes the use of behavior slips for recording behavior issues, small groups to discuss social skill use, and whole-class lessons focus on social-emotional health. There is a PBIS committee that meets regularly to review data on behavior and disseminate findings to the staff. The committee also organizes some school-wide activities that take place during the school day. These include spirit events, events that include entire families such as Family Fun nights. The school has a supportive administrator. The school uses WOW tickets as rewards for positive behavior.

The B's (Be Safe, Be Responsible, and Be Respectful) are posted around the building for all to see. The staff is on board to work with and promote positive behaviors in the building. We have a strong RTI (Response to Intervention) program in our school that addresses academic instruction and in conjunction with PBIS.

