



# Entiat Middle & High School

2650 Entiat Way Entiat, WA 98822 (509) 784-1911 [www.entiatsschools.org](http://www.entiatsschools.org)

## SCHOOL CONTACTS

Mr. Miles Caples	Principal
Ms. Darby Hammond	Dean of Students
Ms. Heather Long	High School Secretary
Ms. Paula Grieb	Nurse

## ENTIAT SCHOOL DISTRICT

Dr. Ismael Vivanco	Superintendent
Ms. Diane Grover	Business Manager
Ms. Carly Bartlett	Fiscal Assistant

## WELCOME TO ENTIAT MIDDLE & HIGH SCHOOL.

Our goal is to provide you a quality education in a warm, safe and friendly environment. Our staff is committed to helping you succeed and reach your goals. As educators we know that your Middle & High School years are a time of change. The workload and social adjustments are greater than at the elementary level. You will be expected to attend school regularly, complete all assignments and behave appropriately. Your years will be exciting and filled with many new opportunities.

We look forward to an outstanding school year and would like to wish you the best for a great 2015-16.

## MISSION STATEMENT

It is the mission of the Entiat School District to provide all students with the necessary knowledge, skills, and attitudes to be productive and responsible citizens.

## **TIGER PRIDE:**

Tiger PRIDE is the way that we present ourselves as student and staff. PRIDE is defined below and the expectations are taught to students multiple times throughout the year.

- We show our **Perseverance** by staying positive, setting goals, and learning from our mistakes. We never give up!
- We demonstrate **Respect** by showing consideration, appreciation and acceptance! We treat others the way we want to be treated and by caring for the environment and ourselves. We use appropriate language and behavior.
- We display **Integrity** by following the code of behavior. We are responsible, trustworthy and trusting—we do our own work and stand up for what is right.
- We exhibit **Discipline** when we strive for consistency, attend class daily, work hard to be on time, meet deadlines and achieve goals.
- We illustrate **Excellence** when we do our personal best, always try to improve, and lead by example. We act with the highest quality and inspire others.

## **ACADEMIC EXPECTATIONS**

It is the goal of the school district that every student will gain the necessary knowledge, skills, and attitudes to be productive and responsible citizens. Therefore, the expectations are that every class is important to the overall school plan. When a student fails a class at Entiat Middle & High School, consequences for that student are serious. The student may not be able to graduate on time due to lack of credits. Because of limited class availability, the student may find it difficult to replace the failed class the next semester or in subsequent school years. The student may find him or herself in a position where summer school or correspondence courses are the only way to make up lost credit.

## **HIGH SCHOOL GRADUATION REQUIREMENTS**

Students must fulfill all graduation requirements of the Entiat School District and the State of Washington in order to earn an Entiat diploma and participate in the graduation ceremony.

All students must complete the following for graduation:

- Senior Project
- Portfolio
- Job Shadow (junior year)
- Mentorship (senior year)
- Community Service hours (10 per year)
- Pass State Assessments
- Complete required credits

For Class of 2016 and beyond:

- Pass Reading & Writing Assessments
- Pass Algebra 1 OR Geometry End of Course Assessments
- Complete 25 credits

Required Courses for all students:

- 4 credits of English
- 3 credits of Math
- 2 credits of Science
- 3 credits of Social Studies
- .5 credit Health
- 1.5 credits Fitness
- 1 credit Art
- 1 credit Occupational

## **ACADEMIC HONESTY**

Students can expect no credit for work that is not their own. Those found cheating on a test, or helping others cheat, will face serious consequences. These may include failure on the test or more severe consequences as established by the teacher. Plagiarism, the use of materials produced by someone else without acknowledging their source, is a serious academic violation.

**This includes copying information from the internet.** Students who submit plagiarized work will receive no credit for the assignment.

## **ATTENDANCE**

Parents are asked to call the office (784-1911) before 9:00 am if their son or daughter is absent. All absences in accordance with Washington State Law (WAC 180-40-101) require a written excuse from a parent or guardian.

Regular school attendance is necessary for mastery of the educational program provided to students of the district. Students at times may appropriately be absent from class. Absences due to illness or a health condition; a religious observance, when requested by a student's parent(s); school-approved activities; family emergencies; and, as required by law, disciplinary actions or short-term suspensions shall be excused. The principal may, upon request by a parent, grant permission in advance for a student's absence providing such absence does not adversely affect the student's educational progress. A student, upon the request of a parent, may be excused for a portion of a school day to participate in religious instruction provided such is not conducted on school property, or involves the school to any degree.

If an absence is excused, the student shall be permitted to make up all missed assignments outside of class under reasonable conditions and time limits established by the appropriate teacher except that in participation-type classes a student's grade may be affected because of the student's inability to make up the activities conducted during a class period.

An excused absence shall be verified by the parent; adult, emancipated or appropriately aged student; or school authority responsible for the absence. If a student is to be released for health care related to family planning or abortion, the student may require that the district keep the information confidential. Students thirteen and older have the right to keep information about drug, alcohol or mental health treatment confidential. Students fourteen and older have the same confidentiality rights regarding HIV and sexually transmitted diseases.

As a means of instilling values of responsibility and personal accountability, a student whose absence is not excused shall experience the consequences of his/her absence. A student's grade shall be affected if a graded activity or assignment occurs during the period of time when the student is absent.

## **LUNCH/CLOSED CAMPUS INFORMATION**

Entiat School District has a closed campus, requiring all students to remain on school grounds from their time of arrival until they are officially dismissed. Sophomores through seniors may apply for an off-campus pass for lunch, and must abide by the restrictions described on the application. Students with an off-campus pass are not allowed to transport other students. Parent permission, grades and attendance will be considered when the application is received.

**ILLNESS AT SCHOOL**

Students who become ill during the school day are to report to the main office immediately. Students are not allowed to leave campus or miss any class due to illness without first checking with the main office. The "sick room" and/or school nurse is available in an emergency if the school is unable to contact a student's parent/guardian.

**LEAVING SCHOOL DURING THE DAY (NOT INCLUDING LUNCH)**

Students must be excused prior to leaving school during the school day by signing out in the main office. A note or phone call from the parent/guardian authorizing the student's departure is required prior to the student leaving in order for the absence to be considered excused. Failure to provide such authorization will result in that absence being considered unexcused and disciplinary action for truancy or off-campus without permission will follow.

**PERMISSION TO LEAVE CLASS**

Students are to report to each assigned class and get a permission slip from their teacher before going to the main office, nurse, counselor, library, locker, etc. **Under no circumstances are students to leave class without permission and a hall pass.**

**TARDINESS**

It is expected that students will be to class on time. Habitual tardiness creates a disruption to the educational process in the classroom.

A tardy is when a student is less than five minutes late to class without an authorization from the office or teacher.

**ACTIVITY (ASB) CARDS**

To be a member of the Associated Student Body of Entiat Middle & High School, each student must purchase an ASB membership card. The cost of this ASB membership card is \$35.00. Families with financial hardships may purchase ASB cards at a reduced rate by contacting the main office. Money received from the sale of ASB cards supports student activities throughout the year. Possession of an ASB card also provides free admittance to all home sporting events.

**REPORT CARDS AND GRADING**

Report cards will be mailed home approximately 5-7 days after the end of each semester. Progress reports are available online, contact the office for a password. Final grades will become part of the permanent record of each student.

The following grading chart will be used:

A	Superior	4.00	93.0 - 100%
A-		3.70	90.0 - 92.9%
B+		3.30	87.0 - 89.9%
B	Above Average	3.00	83.0 - 86.9%
B-		2.70	80.0 - 82.9%
C+		2.30	77.0 - 79.9%
C	Average	2.00	73.0 - 76.9%
C-		1.70	70.0 - 72.9%
D+		1.30	67.0 - 69.9%

D	Below Average	1.00	60.0 - 66.9%
F	Failing (no credit)	0.00	00.0 - 59.9%
P	Passing	1.00	
S	Satisfactory	1.00	
U	Unsatisfactory	0.00	
I	Incomplete		

Students have ten (10) days to change an incomplete by completing the missing work and/or test. Grade will be changed to 'F' if work is not completed and turned in.

#### **ATHLETIC ELIGIBILITY REQUIREMENTS**

The following requirements apply to members of boys' and girls' athletic teams, as well as cheerleaders. Pep band and other groups who adopt them. In order to participate in interscholastic athletics, a student shall:

- 1) Conduct themselves in an appropriate, orderly manner, both on and off the school grounds. This includes use of appropriate speech (no profanity), and behavior that is consistent with good sportsmanship and Tiger PRIDE.
- 2) Have on file with the Athletic Director:
  - a) An athletic registration form and an athletic code signed by the student and the parent/guardian;
  - b) Proof they have passed a physical examination;
  - c) A copy of ASB card purchased;
  - d) Proof of sufficient insurance
  - e) Authorization of consent to treatment of minor.
- 3) Meet Entiat Middle & High School eligibility requirements of academic scholarship, responsibility for equipment and transportation, changing sports, and athletic season;
- 4) Attend at least half of the school day to participate in practice or to participate in a game, on any given day.

#### **DRESS CODE AND PHYSICAL APPEARANCE**

Student dress shall only be regulated when, in the judgment of school officials there is reasonable expectation that:

- A health or safety hazard shall be presented by the student's dress or appearance
- Damage to school property or injury to others could result from the student's dress, or
- A disruption of the educational process could result from the student's dress of appearance

#### **PE DRESS CODE - REQUIRED:**

Black gym shorts, t-shirt w/sleeves (available for purchase through the office), socks and tennis shoes

#### **Dress Standards:**

Clothing which may be considered gang-related, violent, or which displays inappropriate language, sexual innuendo, obscene, or advertisements for drugs-alcohol or tobacco is prohibited. Clothing shall not be excessively tight, revealing or distracting. Undergarments shall

not be visible this includes, but is not limited to, see-through clothing, any part of a bra (including the straps), boxer shorts or the elastic waistband of underwear.

- **Head Coverings:** The wearing of head ware of any kind in the building during the school day is prohibited (other than with an order from a medical doctor or for religious purposes). This includes, but is not limited to, hats, hoods, bandanas, scarves, and hairnets.
- **Tops/Shirts:** Tops shall completely cover the torso (the stomach and lower back) at all times. No cleavage shall be visible at any time; unacceptable tops include, but are not limited to, halter-tops, off-the-shoulder tops, low-cut tops, bare-midriff tops, tops with spaghetti straps, and fishnet tops. Sleeveless tops and tank tops shall not have extremely large armholes, which will unnecessarily expose undergarments or bare skin. Excessively tight tops will not be allowed.
- **Pants:** Sagging, or the wearing of pants/shorts below the waist and/or in a manner that allows underwear or bare skin to show, and bagging, or the wearing of excessively baggy pants/shorts with low hanging crotches are prohibited. Excessively tight pants and pajama pants are also prohibited.
- **Skirts and Shorts:** Skirts, shorts and skorts shall not be shorter than mid-thigh (standing AND sitting). If skirts, shorts or skorts have a slit, the top of the slit shall not go over mid-thigh (standing AND sitting). Excessively tight shorts, skirts and/or skorts shall not be worn.
- **Dresses:** The guidelines for tops and skirts shall also apply to dresses.
- **Shoes:** As a health and safety precaution, students must wear shoes at all times. During recess and/or sports activities student should wear closed-toe shoes to protect their feet. All appropriate street shoes are allowed, including tennis shoes, sandals, and other hard-soled shoes. Slippers are prohibited except for medical reasons or for specific short-term foot-related injuries. Shoes or any type of wheeled devices are not allowed.
- **Outerwear:** As stated in the policy and as procedure: For safety and security reasons, hats of any kind are not permitted to be worn.
- **Accessories:** Spiked jewelry, chains, and belts with more than 2 inches of excess length are prohibited. Sunglasses may be worn out of doors, but not in the building.

If the student's dress or grooming is objectionable under these provisions, the principal shall request the student to make appropriate corrections and we supply some clothes to help students cover up.

#### **ELECTRONIC DEVICES AND CELL PHONES**

School Board policy states that all electronic devices are to be turned OFF during school except before school, after school, during lunch and as requested by staff. Electronic devices include but are not limited to the phones, iPods, radios, CD/MP3 players, pagers, and hand-held computer games. The school is not responsible for the loss or misuse of such devices. Violation of this policy will include confiscation and request for parent to come claim the device.

#### **LOCKERS**

Upon entering Entiat Middle & High School, a locker is assigned to each student, which is not to be traded or exchanged unless authorized by the high school secretary. Students are expected

to keep belongings in their own lockers. Backpacks and other personal items are not to be left in the hall at any time. It is entirely the student's responsibility to keep his/her combination a secret. Student lockers remain the property of the Entiat School District. School officials and staff members have the right, authority, and responsibility to inspect lockers at any time.

### **SIGNAGE**

All posters are to be approved by the principal before they are placed on any bulletin board or wall. Nothing is to be posted on painted walls, doors, etc. without permission from the principal.

### **STUDENT VALUABLES/THEFT REPORTS**

Students should not bring personal items to school. Students, not the school, are responsible for their personal property. Report all thefts or loss of property to the office immediately to be referred to the Sherriff's office.

### **STUDENT VEHICLE RULES**

In accordance with Washington State Law RCW 28.67.100 and WAC 180-40-040, school authorities are empowered to supervise and control private transportation of students on the way to school and from school, at school. Our school district provides students with a parking lot as a convenience to students who must drive. The school district will not be held responsible for damage or theft to personal property.

- All cars driven to school must be parked in the students' parking area in the proper lanes. NO reckless driving or "squirreling" will be allowed.
- **Speed on campus is 5 mph.**

Cars are not to be moved from the parking lot during school hours, except for doctor and dentist appointments, work experience, or with permission of the main office. The parking lot is off-limits to students during the school day to protect student vehicles from possible theft or vandalism.

Students are not to park behind the school building (north and south) or drive to and from school through this area. This area must be free for emergency vehicles during school hours and for bus drop-offs and pick-ups. Handicap parking is available for those with a valid state issued handicapped permit. The Chelan County Sheriff's Department monitors the handicap parking. Violations of student vehicle rules could result in loss of driving privileges.

### **VISITORS**

Visitors, and especially parents, are welcome. Students must obtain permission at least one day before bringing a guest to school. No visitors are allowed on exam days; when other schools in the region are dismissed for holidays; if the visitor is incurring absence at another school in the area; or if prior arrangements have not been made.

No visitors will be allowed during the first two weeks or the last two weeks of each semester. All visitors must register in the main office and secure a pass. The student must accompany his or her guest throughout the day, and will be responsible for his or her conduct. Guests are required to follow all Entiat School District Rules including Dress Code.

### **SEXUAL HARASSMENT STATEMENT**

The Entiat School District maintains a working and learning environment for staff, students, contractors and visitors that provides for fair and equitable treatment, including freedom from

sexual harassment. *School Board Policy 6590 Sexual Harassment* requires that students, staff members, contractors or visitors who sexually harass shall be subject to appropriate discipline or other appropriate sanctions.

Sexual harassment occurs when:

- Submitting to the harasser's sexual demands is a stated or implied condition of obtaining an education or work opportunity or other benefit;
- Submission to or rejection of sexual demands is a factor in an academic, work or other school-related decision affecting an individual; or
- Unwelcome sexual or gender-directed conduct or communication interferes with an individual's performance or creates an intimidating, hostile or offensive environment.

All staff is responsible for receiving informal complaints and reports of sexual harassment and informing appropriate district personnel of the complaint or report for investigation and resolution. All staff is also responsible for directing complainants to the formal complaint process. The district's Dean of Students, who is also the district's Affirmative Action / Title IX Compliance Officer, is designated to receive and respond to allegations of sexual harassment. He/she can be contacted by calling (509) 784-1800 or by mail at:

Entiat School District  
2650 Entiat Way  
Entiat, WA 98822

### **PROGRESSIVE DISCIPLINE**

A safe and orderly school environment is essential for teaching and learning to take place. Students must adhere to a code of good behavior, not only for their own benefit, but also for the benefit of others. This code is in effect during school hours, on school property or during related activities. Students are responsible for their own actions and are held accountable for:

- All rules and responsibilities within this document.
- The Entiat School District Board of Directors' policies concerning student conduct, and other rules set forth by the Entiat School administration.

Students not adhering to any of the above will be subject to discipline, suspension and/or expulsion. Students who accumulate multiple offenses will be considered for more serious consequences. The student who is suspended from school will be asked to have a parent or guardian conference with school authorities.



## **EXCEPTIONAL MISCONDUCT**

Certain offenses will result in specific punishments. The following are examples of exceptional misconduct: (In extreme situations, long term suspension will be imposed at the first occurrence.) Please see the main office or website for more details.

**Alcohol/Illegal Drugs:** For use, possession or under the influence of alcohol, controlled substance, illegal drugs or abuse of over-the-counter drugs during school hours, on school property, or during school related activities.

### **Sale of Alcohol/Illegal Drugs**

### **Possession or Use of any Tobacco Products**

**Assault and Battery** (May include police notification.)

**Possession of Dangerous Weapons:** It is against school policy for any student to carry, exhibit, display, or draw any firearm, dagger, sword, knife or other cutting or stabbing instrument, club, or any other weapon apparently capable of producing bodily harm.

**Prohibition of Harassment, Intimidation and Bullying:** Entiat Middle & High School is committed to a safe and civil educational environment for all students, employees, volunteers and patrons free from harassment, intimidation or bullying. "Harassment, intimidation or bullying" means any intentional written, verbal, or physical act, including but not limited to one shown to be motivated by any characteristic in RCW 9A.36.080(3), (race, color, religion, ancestry, national origin, gender, sexual orientation or mental or physical disability), or other distinguishing characteristics, when the intentional written, verbal or physical act:

- Physically harms a student or damages the student's property; or
- Has the effect of substantially interfering with a student's education; or
- Is so severe, persistent, or pervasive that it creates an intimidation or threatening educational environment; or
- Has the effect of substantially disrupting the orderly operation of the school.

Depending upon the frequency and severity of the conduct, intervention, counseling, correction, discipline and/or referral to law enforcement will be used to remediate the impact on the victim and the climate and change the behavior of the perpetrator. This includes appropriate intervention, restoration of a positive climate, and support for victims and others impacted by the violation. False reports or retaliation for harassment, intimidation or bullying also constitute violations of this policy.

### **Theft and/or Property Damage**

#### **Arson**

#### **Disrespect to Staff**

#### **Cheating**

#### **Theft of Tests and/or Distribution of Stolen Materials**

**Forgery:** The act of fraudulently using in writing the name of another person, of falsifying times, dates, grades, address or other data on school forms.

#### **Driving Violation**