

WE ARE MV!



2017-2018

Mount Vernon High School

314 North 9th Street

Mount Vernon, WA 98273

(360) 428-6100

Non-Discrimination Notification

The Mount Vernon School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal by a person with a disability in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The Mount Vernon School District offers classes in many career and technical education program areas under its open admissions policy. Specifically, the Mount Vernon School District offers admissions based on selective criteria in (programs like Running Start, AP Biology, etc.) through a separate application process that is non-discriminatory. For more information about the application process and particular course offerings, contact the admissions office at (360) 428-6100. Lack of English language proficiency will not be a barrier to admission and participation in career and technical education programs.

MVHS Bell Schedules 2017-18

Green/White Schedule	
8:00 – 9:25	1 st /5 th Period
9:30 – 10:55	2 nd /6 th Period
11:00 – 11:30	Lunch A
11:35 – 1:00	3 rd /7 th Period
11:00 – 11:45	3 rd /7 th Period
11:50 – 12:20	Lunch B
12:25 – 1:00	3 rd /7 th Period
11:00 – 12:25	3 rd /7 th Period
12:30 – 1:00	Lunch C
1:05 – 2:30	4 th /8 th Period
2:35 – 4:00	9 th /10 th Period

Extended Advisory Schedule	
8:00 – 9:10	1 st /5 th Period
9:15 – 10:10	Advisory
10:15 – 11:25	2 nd /6 th Period
11:30 – 12:00	Lunch A
12:05 – 1:15	3 rd /7 th Period
11:30 – 12:10	3 rd /7 th Period
12:15 – 12:45	Lunch B
12:50 – 1:15	3 rd /7 th Period
11:30 – 12:40	3 rd /7 th Period
12:45 – 1:15	Lunch C
1:20 – 2:30	4 th /8 th Period
2:35 – 4:00	9 th /10 th Period

Wednesday Advisory	
8:00 – 9:15	1 st /5 th Period
9:20 – 9:50	Advisory
9:55 – 11:10	2 nd /6 th Period
11:15 – 11:45	Lunch A
11:50 – 1:10	3 rd /7 th Period
11:15 – 11:50	3 rd /7 th Period
11:55 – 12:25	Lunch B
12:30 – 1:10	3 rd /7 th Period
11:15 – 12:35	3 rd /7 th Period
12:40 – 1:10	Lunch C
1:15 – 2:30	4 th /8 th Period
2:35 – 4:00	9 th /10 th Period

30 Minute PM Assembly Schedule	
8:00 – 9:20	1 st /5 th Period
9:25 – 10:40	2 nd /6 th Period
10:45 – 11:15	Lunch A
11:20 – 12:35	3 rd /7 th Period
10:45 – 11:20	3 rd /7 th Period
11:25 – 11:55	Lunch B
12:00 – 12:35	3 rd /7 th Period
10:45 – 12:00	3 rd /7 th Period
12:05 – 12:35	Lunch C
12:40 – 1:55	4 th /8 th Period
2:00 – 2:30	Assembly
2:35 – 4:00	9 th /10 th Period

PASSING TIME IS THE 5 MINUTES BETWEEN EACH PERIOD



PM Assembly Schedule	
8:00 – 9:10	1 st /5 th Period
9:15 – 10:25	2 nd /6 th Period
10:25 – 11:00	Lunch A
11:05 – 12:15	3 rd /7 th Period
10:30 – 11:05	3 rd /7 th Period
11:05 – 11:35	Lunch B
11:40 – 12:15	3 rd /7 th Period
10:30 – 11:40	3 rd /7 th Period
11:40 – 12:15	Lunch C
12:20 – 1:30	4 th /8 th Period
1:40 – 2:30	Assembly
2:35 – 4:00	9 th /10 th Period

Early Dismissal	
8:00 – 8:55	1 st /5 th Period
9:00 – 9:55	2 nd /6 th Period
9:55 – 10:25	Lunch A
10:30 – 11:30	3 rd /7 th Period
10:00 – 10:25	3 rd /7 th Period
10:30 – 11:00	Lunch B
11:05 – 11:30	3 rd /7 th Period
10:00 – 10:55	3 rd /7 th Period
11:00 – 11:30	Lunch C
11:35 – 12:30	4 th /8 th Period
12:35 – 1:30	9 th /10 th Period

One Hour Late Arrival	
9:00 – 10:10	1 st /5 th Period
10:15 – 11:25	2 nd /6 th Period
11:30 – 12:00	Lunch A
12:05 – 1:15	3 rd /7 th Period
11:30 – 12:05	3 rd /7 th Period
12:10 – 12:40	Lunch B
12:45 - 1:15	3 rd /7 th Period
11:30 – 12:40	3 rd /7 th Period
12:45 – 1:15	Lunch C
1:20 – 2:30	4 th /8 th Period
2:35 – 4:00	9 th /10 th Period

Two Hour Late Arrival	
10:00 – 10:55	1 st /5 th Period
11:00 – 11:55	2 nd /6 th Period
11:55 – 12:25	Lunch A
12:30 – 1:30	3 rd /7 th Period
12:00 – 12:30	3 rd /7 th Period
12:30 – 1:00	Lunch B
1:05 – 1:30	3 rd /7 th Period
12:00 – 1:00	3 rd /7 th Period
1:00 – 1:30	Lunch C
1:35 – 2:30	4 th /8 th Period
2:35 – 4:00	9 th /10 th Period

PASSING TIME IS THE 5 MINUTES BETWEEN EACH PERIOD



Mount Vernon High School

STUDENT HANDBOOK

Revised 8.15.17

Proudly we hail thee, our alma mater
Royal are the colors, green and the white
Strong as a fortress, dear as true friendship
We pledge our loyalty, Mount Vernon High!

Shared Vision and Guiding Principles of Mount Vernon High School: **We will prepare every student at Mount Vernon High School for a successful post-secondary experience.**

Table of Contents

ASB and Class Officers	7
Athletic Code	26-29
Attendance	23-25
Clubs and Organizations	8-9
Coaches and Sports	9
Controlled Substances, Drugs, Alcohol	20
Counseling, Guidance Services, Schedule Changes, McKinney-Vento	10
Dance Policy	7, 22-23
Disciplinary Actions	17-20
Disciplinary Process and Procedures	14-16
Dress Code	13
Driving and Parking	12
Due Process	16
Graduation Requirements	9
Harassment, Intimidation, and Bullying	18-19
Medical Information	21
Messages and Electronic Devices	13
Personal Items	12
Personnel	5
Search and Seizure	15-16
Student Fees and Fines	8, 13
Valedictorian /Salutatorian Criteria	11-12
Weapons on Campus	19-20

*** Contents subject to change at anytime**

Mount Vernon High School Personnel

Administration (360) 428-6100

PRINCIPAL

Mr. Merrell

ASSIST. PRINCIPALS / DEAN

Mr. Beatty / CTE Director

Ms. Robertson-Landi

Mr. Oliver / Athletic Director

Mr. Bernal

Mr. Tayon / Dean of Students

ATHLETIC DIRECTOR (360) 428-6191

Mr. Oliver

ADMINISTRATIVE ASSIGNMENTS

Last Names: A - E

Assistant Principal: Mr. Oliver

Last Names: F - L

Assistant Principal: Mr. Beatty

Last Names: M - Ri

Assistant Principal: Ms. Robertson-Landi

Last Name: Ro-Z

Assistant Principal: Mr. Bernal

Secretaries

Ms. Dowhaniuk	Principal's Secretary
Ms. N. Gonzalez	Attendance 360-428-6153
Ms. Baughn:	CTE
Ms. Ibarra	Student Services / Guests / Substitutes
Ms. Sosa	Discipline/BECCA
Ms. Cambron	Counseling Office
Ms. Cruz	Counseling Office
Ms. Pereira	Counseling Office
Ms.	Reception/Nurse/Copy room
Ms. Duncan	ASB 360-428-6174
Ms. Kammenga	Special Education
Ms. Laughlin	Library
Ms. Baughn	Career/Scholarship
Ms. Oster	Registrar 360-428-6156
Ms. Stahlecker	Athletics 360-428-6191

COUNSELORS (360) 428-6156

Mr. Virata

Mr. Ibarra

Mr. Ellefson

Ms. Perez

Mr. Espinoza

COUNSELING ASSIGNMENTS

Last Names: A - E

Counselor: Mr. Virata

Last Names: F - L

Counselor: Mr. Ibarra

Last Names: M - Ri

Counselor: Mr. Ellefson

Last Names: Ro - Z

Counselor: Ms. Perez

Special Education Students:

Counselor: Mr. Espinoza

Other

Officer Reed	School Resource Officer
Mr. Woodmansee	Security
Mr. Grzeskowiak	Security
Mr. Oster	Security
Ms. Bowzer	Nurse
Ms. Dee	School Social Worker/Graduation Specialist
Mr. Sadzewicz	Librarian
Mr. Ramirez	Head Custodian
Mr. Ruiz	Graduation Specialist

STUDENT & FAMILY RIGHTS AND RESPONSIBILITIES

In order to increase student learning and success, families have the responsibility to:

- Become familiar with the Mount Vernon High School's Graduation Requirements;
- Make sure you keep contact information current including address, phone numbers and emergency contact information;
- To update, please contact the Counseling Office at (360) 428-6156
- Check/monitor your student's grades using AIMS.
- Provide a quiet study space at home;
- Familiarize yourself with your student's teachers;
- Contact the school with questions or concerns;
- Participate in or attend your student's events or other MVHS activities when possible.
- Ensure your student attends classes every day!
- Ensure that your student adheres to the MVHS Dress Code.

MVHS STAFF RIGHTS AND RESPONSIBILITIES

In order to create a community that fosters learning for ALL students at MVHS, staff have the following rights:

- Student cooperation and mutually respectful conduct;
- Student participation in class discussions, group and individual work;
- Timely completion of assigned work;
- Respectful communication between families, students, and colleagues;
- Regular student attendance;
- Notification when a student is absent or tardy to class.

In order to increase student learning and success for ALL students at MVHS, staff have the following responsibilities:

- Work to develop positive relationships with all students and families;
- Send home course expectations for each class that includes course grading policies;
- Keep updated and accurate record of student progress including frequent AIMS updates (at minimum AIMS updated weekly);
- Send home a progress report and communicate with families if a student is jeopardy of failing a class;
- Return phone class and e-mail messages within 24 business hours;
- Involve an administrator or the Dean-of-Students if a student is in jeopardy of being removed from class;
- Take mutual responsibility for all MVHS students. All adults are responsible for all MVHS students!



STUDENT ACTIVITIES

1. The *Associated Student Body* (ASB) is the student governing organization of MVHS. Its power and responsibilities are granted and regulated by the Constitution of the Associated Students and governed by elected students. All matters pertaining to ASB activities should be directed to one of the student body officers, or your class senators.
2. The *Student Senate* is a group that meets every month. This Senate consists of four elected officers and six senators from each class. Senate members and officers are elected by their respective classes. Besides writing bills to improve the student body, they approve certain budget items.

2017-2018 ASB OFFICERS

President - Eyad Alsilimy
Vice President - Quincy Nzokah
Secretary - Renad Alsilimy
Treasurer - Cassidy Pearson
Public Relations - Gabby Salazar
Historian -

2017-2018 SENATOR

Class of 2018

Advisor: Ms. Schaefer

Senators:

Class of 2019

Advisor: Ms. Whitman

Senators:

Class of 2020

Advisor: Ms. Whitman

Senators:

Class of 2021

Advisor:

Senators:

ASB ACTIVITY CARD (\$35.00)

Most student activities such as athletics, band, performance team, school improvement projects, dances, assemblies, etc., are financed by student funds. An *ASB Card* is **required** for all students who turn out for clubs, athletics, ASB, Class Officers, or Senators. Students may purchase the **ASB Sticker** for **\$35**. The greatest single source of revenue comes from the ASB card. This entitles students to **FREE** admission at all regular season home games.

STUDENT I.D. CARD

For security reasons, students are required to carry official MVHS ID cards with them at all times while on campus. These cards will be provided on picture day. Students may be asked to show proper identification by any staff member. Failure to identify oneself may subject a student to disciplinary actions.

DANCES

Dances are provided after some home games and on some weekends for Mount Vernon High School students who have a MVSD ASB/ID card. The doors close to admittance at 9:30 p.m. (time varies for formal dances). There is no re-entry. Guests are allowed to accompany MVHS students to any Homecoming, Prom, TOLO and/or LEAP dance, provided they are cleared by the administration.

YEARBOOKS

Yearbooks will be sold through the ASB office before and after school. The cost of the yearbook is determined on a yearly basis. Yearbooks will not be sold after December. Purchasing a yearbook in the fall will guarantee you one in the spring.

FINES & FEES

All Fees & Fines may be paid at the ASB Office. Diplomas and final transcripts will be held until fines are paid.

- ASB Card = \$35
- Replacement ASB Card = \$5
- **Class/Lab Fees OR Fines:** If there are class/lab fees, they will be identified by the instructor(s) on the first day of classes. Class/lab fees will vary. Any fee/fines unpaid will result in official transcripts being withheld.
- **Lost/damaged textbook fees & fines** - Students are responsible for the care & tracking of textbooks assigned to them. **Students cannot complete check-out prior to graduation until all fees and fines have been paid.** Students must appeal to an administrator in order to have fines removed for textbooks returned after the 30 day period.

SCHOOL IMPROVEMENT PROJECTS / STUDENT PRIDE

The intent of these projects is to make our school a nicer place for students to attend. Students, staff, parents and administrators work together to promote MV pride, school spirit, tradition, honor and outstanding achievements. We have tremendous pride in our school! We hope that you will join us this year in working on improving our school by participating in a school improvement project.

MVHS ACTIVITIES

Mount Vernon High School provides a variety of activities in which students may become involved. It is hoped that you will find an area of interest and participate in activities at MVHS.

CLUBS AND ORGANIZATIONS

Club/Organization	Advisor
Art Club	Ms. Card
AVID Club	Ms. Drake
Band	Mr. Scherr/Mr Ordonez
Bulldog (Newspaper)	Mr. Fraser
Cheerleaders **	Ms. Whitman
Choir	Mr. Gomez
Debate	Ms. Kirkpatrick
DECA (Marketing)	Mr. Twitchell
Drama/Thespian Club	Mr. Zickler
Earth Club	Ms. Mortimer
FBLA (Future Business Leaders of America)	Ms. Dykstra
FCCLA (Family, Career and Community Leaders of America)	Ms. Schaefer
FFA	Ms. Morrison & Mr. Faire
French Club	Ms. Ousselin
Gaming Club	Mr. Morgenthaler
Improv Group	Mr. Zickler
Junior Medical Volunteers	Ms. Bowzer
K-Pop Club	Mr. Moyer
Key Club	Ms. Keen
LEAP Club (Latino/a Educational Achievement Project)	

Link Crew	Mr. Swanson
National Honor Society	Ms. Weimer & Ms. Jewell
Orchestra	Mr. Scherr
Poetry	Ms. Bates
Pride Club	Ms. Preston
Robotics Club	Mr. Criner
Science Club	Mr. Harpel
Senate	Mr. Whitman
Sign Language Club	Ms. Hoffman
Skagina	Mr. Hornbacher
Skills USA Club	Ms. Card
Sports Medicine	Mr. Banaszak
Student Library Advisory Board	Mr. Sadzewicz
Unity Club	Ms. Harvey
Video Club	Mr. Hornbacher
Young Conservatives	Ms. Drake
Social Justice Club	Mr. Smith

COACHES/SPORTS

Questions, call the **Athletic Office** at **428-6191**, for the **Sports Line** call **428-6204**.

FALL SPORTS		WINTER SPORTS		SPRING SPORTS	
Cross Country	Dave Mitchell	Boys' Basketball	Roger Valentine	Boys' Baseball	Tony Wolden
Football	Nic Vasilchek	Girls' Basketball	Terri Yost	Softball	TBD
Girls' Swimming	Paulina Gralow	Boys' Wrestling	Darin Schwarze	Girls' Golf	Polly Hagg
Girls' Volleyball	Jessica Straight	Boys' Swimming	Dave Cleave	Boys' Golf	Vic Wolffis
Girls' Soccer	Behr Ibarra	Cheerleading	Khalie Whitman	Boys' Soccer	Behr Ibarra
Boys' Tennis	Jeff Leer	Girls' Wrestling	Alysia Pohren	Track & Field	Bobby Edwards
Cheerleading	Khalie Whitman	Girls' Bowling	Greg Hill	Girls' Tennis	Kristi Fina

GENERAL INFORMATION

- A regular MVHS school day = 8:00 AM - 2:30 PM
- Number of periods & times in regular school day = 4 periods / 85 minutes each
- Number of semesters in a regular school year = 2
- Number of credits a student can earn each semester from one class during a regular period = .5 / half a credit
- Number of credits students can earn in a semester during regular school hours = 4
- Number of credits students can earn in one year during regular school hours = 8
- Number of credits students can earn over four years during regular school hours = 32
- Number of credits needed to graduate from MVHS = 30

ELEVATOR ACCESS

Any person with special needs will be granted the use of the elevator. Contact the Main Office for access.

VISITORS

All visitors on campus are required to report to the Main Office to sign in. Visitors are only permitted to be on campus if they are prearranged and are for educational purposes.

STUDENT SERVICES, COUNSELING, GUIDANCE SERVICES

The counseling office is located on the second floor of the Old-Main building in the south wing.

Appointments to see a counselor are made through the counseling office, in person, or by phone at 428-6156. Each student at Mount Vernon High School is assigned to the following counselors by alphabet for the 2017-2018 school year:

Office Hours: Monday — Friday, 7:30 a.m. to 3:30 p.m. or by special arrangement.

Please contact any of the guidance counselors if you have questions or desire access to these services. Students can make an appointment by signing up in the guidance office and the counselor will call in the student as soon as possible.

McKinney-Vento Homeless Act

Students who lack a fixed, regular, and adequate nighttime residence should report this to their counselor or a staff member so as to receive adequate support and services. Students who know of peers who fall in this category should report those individuals to a counselor. All such reports will be confidential.

Career Center

The career center provides guidance to students regarding post-secondary planning. Information on careers, colleges, the job market, financial aid, scholarships, and testing are provided by the career center. There are many computer programs and websites used to attain information regarding careers, schools, education programs, and the military. Various, magazines, handouts and catalogues are available as well. Currently, three interest tests are available for students to take. These tests help students identify which careers meet their interests. The career center helps students to identify interests and abilities so they can make more informed educational and career decisions.

ADD/DROP CLASS POLICY

Our goal is to keep disruptions to student schedules and teacher class lists to a minimum, but if a change is necessary during the **first six days (three class sessions)** of the semester, the following reasons will be accepted:

1. Schedule is incomplete (missing a class)
2. Student has taken and received credit previously
3. Student does not meet prerequisite for the class
4. Student needs course for graduation requirement
5. Inappropriate skill level placement (e.g., incorrect math level)

If a student does choose to drop a class after the first ten days of the semester, he/she must complete a Schedule Change Petition Form (obtained by scheduling an appointment with the appropriate counselor).

After the first ten days of the semester, a grade must be recorded on the transcript when a class is dropped. If the student is passing, an “NC” will be recorded. If the student is failing, an “F” will be posted on the transcript. **Courses dropped during the last two weeks of the semester will be posted as a failing grade.**

Students will not be able to add/drop a class after day 16 (eight class sessions) of a new semester unless there are extenuating circumstances. For these situations, the student must make an appointment with their counselor to complete an appeal.

APPEAL PROCEDURE FOR GRADES

Upon receiving a grade that a student feels to be unjustified or unfair the student may take the following steps:

1. File a written appeal with the teacher within five school days of having received the report card. The written appeal will include all information pertinent to the situation; class attendance record, etc.
2. If not satisfied, the student will request a conference with the teacher and the principal or his/her designee. The conference will consist of a review of the written appeal plus comments from all concerned persons and will result in the principal's or designee's preparation of a statement of approval or denial with remarks pertinent to the decision. A copy of the above statement will be given to the student and to the teacher within three class days of the conference.
3. If a denial is issued from the above action and the student is still not satisfied, the student may contact the superintendent within three school days.
 - Failure to conform to the written appeal time-line constitutes a waiver of a student's or parent/guardian's right of appeal.

OFFICE ASSISTANT/CLASSROOM INTERNS

Students may enroll as an office assistant one period per semester. They must meet this criteria. Students will be assigned to an office to assist with clerical duties. A P/F grade will be given at the end of the semester.

- ✓ **Senior or Junior**
- ✓ **On track for graduation**
- ✓ **Met standard on all State tests**
- ✓ **No major discipline issue**
- ✓ **Non AVID students**
- ✓ **May not be enrolled in Math Science Support or other study labs**

STUDENT VALEDICTORIAN AND SALUTATORIAN SELECTION CRITERIA

The Valedictorian and Salutatorian awards are intended to honor the academic rigor of a student's work at Mount Vernon High School. For the purpose of determining Valedictorian and Salutatorian all grades for computing grade point averages for will be based upon a weighted grading scale*. All courses, with the exception of Advanced Placement, will be calculated on a standard 4.0 grading scale. Advanced Placement courses will be calculated using a 5.0 scale. In an AP course an A grade will equal 5 points, a B = 4, a C = 3, and a D = 2. This is to recognize that Advanced Placement class expectations require substantially higher levels of academic performance from students.

It is understood that this weighted grading scale applies to all course work and is not to be used as a "tie breaker" for GPAs determined using only a standard 4.0 grading scale. Depending on the number of AP courses taken, a student with a higher GPA on a non-weighted 4.0 only scale may very well have a lower GPA than another student when calculated using the weighted grading scale.

*For students with less than 32 total graded credits who are taking AP courses, mathematical adjustments will be made to counter any effects fewer graded courses may have toward slightly increasing overall weighted GPA. These adjustments would take the form of adding into the calculations "credit balancing equivalents". "Credit balancing equivalents" would be added to adjust the calculations to be as if the total credits of all candidates were equal to 32. Grade points for any additional "credit balancing equivalents" would be calculated based on the overall GPA for all non-AP course work.

VALEDICTORIAN: The MVHS Valedictorian will be identified based on the student's cumulative grade point average during his/her high school academic career. Using the weighted scale described above, the student (or students) with the highest cumulative GPA will be selected as the Valedictorian.

SALUTATORIAN: The MVHS Salutarian will be the student (or students) with the second highest cumulative GPA using the same weighted scale.

A team of staff members appointed by the principal will calculate the highest weighted GPAs for graduating seniors using a strict interpretation of the weighted grading scale as described above. They will then inform the principal and Graduation Planning Committee of the results. Any exceptions to this process must be reviewed and approved by the principal or his/her designee.

For transfer students to MVHS who have not been full-time students at MVHS for four years, the following criteria will be used:

1. The student must attend a minimum of two academic years at MVHS as a full-time student, one of which must be the senior year.
2. All transfer grades must be from an accredited high school and submitted via an official transcript. In addition, transfer grades must be from a standard 4.0 grading scale or the same weighted grading scale used at MVHS.
3. For a senior transfer student, a maximum of one college quarter could be as a Running Start student.

STUDENT EXPECTATIONS

PERSONAL ITEMS

Students are responsible for personal items. MVHS is NOT responsible personal items that are lost or stolen while on campus. PLEASE DO NOT BRING VALUABLES TO SCHOOL!

DRIVING and PARKING VIOLATIONS

Driving to school is a privilege. Students are required to park in assigned areas (located on the north side of campus) and to abide by all rules governing access to vehicles or the privilege can be revoked.

- A. Student parking is available in the student lot only. **Parking is limited to students who have purchased a parking permit.** Parking permits are limited by the number of spaces available. In order to purchase a parking permit, students must present a valid driver's license, proof of insurance, and registration verifying the legal owner (at the time of purchase).
- B. Students are not to use or borrow other students' permits. Parking permits should be displayed from the front, upper left corner of the windshield, where it can be viewed easily (not in the tinted section of the window). If driving another vehicle, please see Security to make arrangements.
- C. Speed limit on school access roads and parking lot is **5 MPH** or less, depending on the situation.
- D. Reckless driving may result in the loss of driving privileges.
- E. Smoking is prohibited in the student parking lot, in or out of vehicle.
- F. Student vehicles parked in stalls marked for staff or visitors may be cited or towed at owner's expense.
- G. Students who are illegally parked will be issued a warning for the first offense and fined **\$20.00** for each subsequent offense. Students who receive a 3rd offense may be towed at the owner's expense and parking privileges may be revoked. All parking fines must be paid in full before the permit is re-issued. Motor vehicles driven by students and parked on school grounds are subject to search when school officials have reasonable suspicion to believe that the vehicle contains evidence of a school rules violation. Any student who refuses to submit to a reasonable search by school authorities will be subject to disciplinary action, including possible suspension or expulsion. School authorities may detain the student pending the notification and arrival of the student's parent(s) and/or guardian(s) and/or law officials as appropriate. Failure to comply with above regulations may result in towing of vehicle at owner's expense, parking permit revocation, and/or other disciplinary actions as deemed appropriate by the administration.

DRESS CODE

The dress code at MVHS is an important part of creating a positive and non-disruptive learning environment for all students. School Administrators, staff, and district personnel reserve the right to determine whether a student's attire is disruptive to the learning environment. Individual teachers may require specific appearance and attire with special consideration for safety, cleanliness, and reinforcement of course curriculum.

- Shirts and shoes must be worn.
- No sunglasses worn indoors.
- Masks, inappropriate face painting, or costumes will NOT be permitted.
- Such clothing considered distracting or too revealing.
- Clothing which carries a vulgar or offensive message, has references to the use of hate, violence, alcohol, tobacco, drugs, sex.
- Clothing that implies gang affiliation (including hanging cloth belts) will not be permitted. Gang-related tattoos will not be allowed at Mount Vernon High School and must be covered at all times. Non-compliance is not a dress code violation: it is a gang policy violation and will lead to suspension/expulsion. No red/blue/brown paisley head bandanas, "head rags," or handkerchiefs are permitted.

PERSONAL TRANSPORTATION DEVICES

Students who bring skateboards, scooters, or other personal transportation devices to school need to leave them in the Dean's office during the school day. Students are not allowed to ride or stand on personal transportation devices while on campus at any time.

ELECTRONIC DEVICES

Cell phones, I-pods, and other non-academic related electronic devices are not to be seen, heard, or used during class times (without teacher approval). School staff have the right to confiscate these items if they are seen, heard, or used during class time. Refusal to hand over an electronic device to a staff member is insubordination and will result in consequences. All non-academic related electronic devices are brought to school at the student's own risk. It is highly recommended that cell phones, I-pods, & other non-academic electronic devices be left at home. Due to their size & value, these items are extremely vulnerable to theft. Because these are non-academic related devices, in the event of loss or theft, substantial school/administrative time & resources will not be used to recover them. Video cameras are allowed only when being used on a designated classroom project, with the full knowledge of the teacher. Photos (video, camera phone, camera, etc) of other students & staff may only be taken with the full permission of all parties involved. See also "insubordination" Teachers have the right to enforce stricter electronic device consequences within their rooms and may confiscate phones on the first offense.



SCHOOL SAFETY AND DISCIPLINE

The following behaviors are **guidelines only**. The administration reserves the right to vary the consequences, depending upon the nature of the offense(s) and any extenuating or exceptional circumstances.

STUDENT RIGHTS and RESPONSIBILITIES

Each student served by the school district has the following rights:

- An equal educational opportunity with freedom from discrimination because of national origin, race, religion, economic status, sex, pregnancy, marital status, previous arrest, previous incarceration, or a physical, mental or sensory handicap
- Freedom of speech and press, peaceful assembly (during non-class time), and redress of grievances subject to reasonable limitations upon time, place and manner of exercising such rights
- Freedom from unreasonable searches or seizures (see also “search & seizure” in this handbook)
- Freedom from unlawful interference in his/her pursuit of an education

MOUNT VERNON HIGH SCHOOL STUDENT EXPECTATIONS

CIVIL CONDUCT

Students are expected to conduct themselves in a polite and respectful manner at all times on school property and while attending school-related activities on or off campus. Students must refrain from crude or inappropriate behavior or language.

DISRUPTION OF THE EDUCATIONAL PROCESS

Students must obey the reasonable instructions of school district personnel. Conduct that interferes with the educational process is prohibited and may result in disciplinary action. Students who shall willfully create a disturbance on school premises or at school activities shall be guilty of a misdemeanor (RCW 28.635.030) and will be subject to discipline, suspension or expulsion. Multiple offenses of any nature may result in suspension or expulsion. Offenses are cumulative throughout the student’s secondary school years no matter what school district the student has previously attended.

Classroom Code of Conduct

Use of cell phones or other electronic devices are not permitted during class time without the permission of the classroom teacher;

- Students are expected to display respect at all times including respect to guest teachers and presenters;
- Students are expected to cooperate with adults and student leaders on campus.
- Disagreements with adults or other students should be dealt with privately and with support of a parent/guardian, counselor or administrator when necessary;
- Students are expected to be in attendance and on time to every class every day. Frequent tardiness and absences disrupt the learning environment of ALL students. Students are to remain in class until the bell rings. Excessive absence/tardies from class may impact the student’s grade in the class.
- Students should not be in the hallways or other non-instructional places during class time without an official hall pass.
- Students should not bring food to the classroom. Breakfast and lunch are to be consumed during designated times.
- Students are expected to actively participate in class, complete assigned work and seek assistance from teacher or staff member when needed.
- Student should not bring valuables to school. Security time may not be used to recover lost or stolen items. Keep your valuables at home!!
- Academic integrity is essential to student growth and cheating will not be tolerated. Cheating, including copying another student’s work or taking credit for work that is not yours, will be penalized per MVSD Policy.

General Code of Conduct

- No loitering in hallways, gymnasiums, or other non-instructional spaces during class time.
- Observe MVHS Dress Code
- Students are expected to display respectful behavior at all times including during assemblies, pass/lunch time, before/after school, enroute to and from school and at any Mount Vernon School District events.
- Students are not to go to any other school campus during school hours.
- Students are not to bring guests to school. There are very few exceptions. Advanced administrative approval is required for these exceptions.
- All guests are to check in at the Main Office.

CUMULATIVE VIOLATIONS

MVHS discipline is reasonable, consistent and progressive. Cumulative violations can accrue due to either a recurrence of an act of misconduct or a different offense, as listed under the category “Aggressive Student Behavior.” Individual teachers’ expectations and rules may be more detailed and restrictive than those listed here. Students who do not respond to counseling or detention, contracts, Saturday School, in-school or out-of-school short-term suspension or parent conferences by continuing to violate school rules, or students who exhibit acute discipline problems or exceptional misconduct, will lose their privilege to attend this high school.

RESPECT FOR THE LAW AND THE RIGHTS OF OTHERS

The student is responsible as a citizen to observe the laws of the United States, the state of Washington, and/or its subdivisions. While in the school, the student shall respect the rights of others. Students who involve themselves in criminal acts on school property, off school property occurring at school-supervised events, or off school property – and which acts have a detrimental effect upon the maintenance and operation of the schools or the district – are subject to disciplinary action by the school and prosecution under the law.

SEARCH AND SEIZURE

To maintain order and discipline in the schools and to protect the safety and welfare of students and school personnel, school authorities may search a student, student lockers or student automobiles under the circumstances outlined below and may seize any illegal, unauthorized or contraband materials discovered in the search. A student’s failure to permit searches and seizures as provided in this policy will be considered grounds for disciplinary action.

Personal Searches

A student’s person and/or personal effects (e.g., purse, book bag, etc.) may be searched whenever a school authority has reasonable suspicion to believe the individual student is in possession of illegal or unauthorized materials (e.g., cigarettes, drugs, stolen items) or has violated or is violating a law or school rules.

Locker Searches

Student lockers are the property and remain at all times under the control of the school; however, students are expected to assume full responsibility for the security of their lockers. Periodic general inspections of lockers may be conducted by school authorities for health and safety reasons at any time without notice, without student consent, and without a search warrant.

Automobile Searches

Students are permitted to park on school premises as a matter of privilege, not of right. Parking lots are subject to the same safety-related rules to which the buildings can be subjected, including reasonable searches. The school retains authority to conduct routine patrols of student parking lots and inspections of exteriors of student automobiles on school property. The interiors of student vehicles may be inspected whenever a school authority has reasonable suspicion to believe that illegal or unauthorized materials are contained inside. Such patrols and inspections may be conducted without notice, without student consent, and without a search warrant. School searches of vehicles driven by students must be: related to an actual safety-related problem, be reasonable in its approach to the problem, be uniform in its application, non-discriminatory, be published or announced in such a fashion that a person wishing to avoid its impact may take alternative action.

Seizure of Illegal Materials

If a properly conducted search yields illegal or contraband materials, such findings shall be turned over to the proper legal authorities for ultimate disposal.

DUE PROCESS

Parents and students have the right to appeal disciplinary decisions. The discipline action will continue during the appeal procedure unless the principal or his/her designee elects to postpone such action. The appeal process must take place in the following order:

1. **Building Level** - All appeals initially take place at the high school with the building principal or his/her designee.
2. **District Level** - If the differences are not resolved at the building level, then parents and students have the right to present their appeal orally or in writing to the assistant superintendent upon two school business days' prior notice if short term suspension of 10 days or less and three school business days' prior notice if long term suspension of 11 days or more.
3. **Board of Directors** - If the differences are not resolved at the district level, then upon two school business days' prior notice, parents have the right to appeal to the Board of Directors and these procedures are provided for parents to do so. In general, the law provides for:
 - A. A written notice relating to an opportunity for a hearing will be delivered in person or by certified mail (within 24 hours in the case of emergency expulsion). The notice will:
 - a. Be in the predominant language of the family
 - b. State the alleged misconduct and the rules violated
 - c. State the corrective action proposed
 - d. State the right of the student to a hearing and the time limit within which parents must reply
 - B. A request for a hearing will be accepted in writing (or orally in cases of physical handicap or language difference) within three school business days (ten days in cases of emergency expulsion). If the request is not received within three days (ten days - emergency expulsion), the student waives his or her right to a hearing and the corrective action will be imposed.
 - C. If a request is received, the hearing will be scheduled as soon as possible and no later than three (3) school business days.
 - D. Students have a right to:
 - a. Inspect any evidence in advance of the hearing.
 - b. Be represented by legal counsel.
 - c. Question and confront witnesses.
 - d. Give their explanation of the alleged misconduct.
 - e. Present relevant evidence and witnesses.
 - E. A written decision stating the hearing officer's conclusions and the form of corrective action to be imposed will be provided to the parents and student. (A decision will be given within one (1) school business day in cases of emergency expulsion).
 - F. Appeals may be made to the Board of Directors within three (3) school business days after the date of the hearing decision. The Board will schedule and hold an informal conference to review the matter.
 - G. Any appeal of the Board's decision must be to the courts.

Note: An emergency expulsion may be continued during the hearing if the emergency situation still exists or as a corrective action for the misconduct giving rise to the expulsion.

APPLICATION FOR RE-ADMISSION

Any student who has been suspended or expelled may apply at any time to be re-admitted to school. The application must be in writing and must explain changes in circumstances, which make it more likely that the student will be able to obey the rules. The application should be submitted to:

Office of the Superintendent
Mount Vernon School District
124 East Lawrence Street
Mount Vernon, WA 98273 Phone: 360-428-6110

SCHOOL DISCIPLINE OFFENSES:

We are committed to providing a reasonable and orderly learning environment for the majority of students. Students who violate the codes of conduct described herein shall be subject to appropriate disciplinary action, up to and including suspension, expulsion and/or police action as per school procedures and policies.

1. **Aggressive Behavior**- aggressive or reckless behavior, including horseplay, which jeopardizes the health, safety or welfare of other students or staff members, will be subject to discipline, Saturday School and/or suspension.
2. **Assault**- a student shall not intentionally cause or attempt to cause physical injury or intentionally behave in such a way as to reasonably cause physical injury to any person. Any student involved in an assault may be subject to long-term suspension or expulsion.
3. **Fighting**- fighting is defined as a physical altercation, between 2 or more students, causing a disruption of the educational process. A student shall not intentionally cause or attempt to cause physical injury to any person. Any student involved in fighting or promoting fighting, whether they threw the first punch or responded by hitting, shall be subject to disciplinary action. Fights are cumulative throughout the student's secondary school years. Fighting may constitute a crime and legal authorities may be notified. Students will be suspended for fighting.
 - first fight: short-term suspension (1-10 days)
 - second fight: may result in long-term suspension (11 or more days)
 - third fight: May result in long-term suspension (up to 90 days)
4. **Threats**- a person shall not communicate to any person any action he/she shall take to punish or harm another person. All threats will be taken seriously, whether direct or indirect. Students threatening others may be subject to discipline, suspension or expulsion.
5. **Threats or aggressive acts against teachers and staff**- threats or aggressive acts against school staff are not confined strictly to the school grounds and/or school activities. Any threat or aggressive act committed by a student against staff, either on or off campus, during or not during or related to a school function or activity will be subject to disciplinary action.
6. **Computer/Internet Violations**- Students have the opportunity to access school computers for educational uses only. Students must adhere to the Mount Vernon School District Computer Use Agreement. The following are examples, but not an all-inclusive list, of prohibited computer use: personal e-mail or instant messaging, sending or displaying offensive messages or pictures; using vulgar, obscene, or profane language; accessing gambling, sexually explicit, or pornographic materials; engaging in practices that threaten the network (e.g. loading files that may introduce a virus) or serve to disrupt use of the network by others; destroying, modifying, or abusing network components, including hardware and software; trespassing in other users' folders, documents, or files.

CRIMINAL OFFENSES

The acts listed below are among those defined as criminal offenses under the laws of the State of Washington and Skagit County.. Students involved in criminal acts are subject to prosecution whether these acts occur in the community, at school or at school-related functions. Appropriate action may be taken by school authorities if the incident is school related, regardless of whether or not criminal charges result.

1. **Arson**- the intentional setting of fire.
2. **Assault**- physical threats or violence to persons.
3. **Bomb threat**- threatening damage to persons or property from exploding bombs, whether real or imaginary.
4. **Burglary**- entering with the intent to steal school or personal property.
5. **Damage or theft of property**- if a student damages or steal school property; the District may seek restitution from the student or his/her parents or guardians, as permitted by law.
6. **Drugs, alcohol and other controlled substance use, possession or distribution of drugs, alcohol or other controlled substances is prohibited.**
7. **Explosives**-possession or use of explosive substances that could cause injury or damage is prohibited on school property unless written authorization from the district is received advance of the explosive as part of an instructional plan.
8. **Extortion, blackmail or coercion**- obtaining money or property by violence or forcing someone to do something against his/her will by force or threat of force.
9. **False fire alarms**- setting off fire alarms.
10. **Forgery**-fraudulent imitation of a signature or document.
11. **Malicious mischief**- damage or destruction of school or personal property.

- 12. Tobacco products-** use or possession of tobacco products and/or incendiary devices by students is prohibited on school grounds and within sight of the school.
- 13. Trespass-** being present in an unauthorized place or refusing to leave when ordered to do so.
- 14. Unlawful interference with school authorities interfering with administrators, teachers, or staff by force or violence, or threat of force.**
- 15. Weapons firearms, knives or other types of weapons are prohibited on school property unless written authorization from the district is received in advance and the weapon is part of an instructional lesson.**

GANG ACTIVITY OR ASSOCIATIONS

A gang is defined (**RCW 28A.600.455**) as a group which: (a) Consists of three or more persons; (b) has identifiable leadership; (c) on an ongoing basis, regularly conspires and acts in concert mainly for criminal purposes.

Student behavior, dress, signing or symbolism intended to represent gang affiliation will not be tolerated on school grounds or at school-sponsored events. These symbols change from time to time and include such items as chain ornaments, clothing colors and styles, use of hand signals, and symbols of affiliation. Other attributes that denote membership in a gang may include the presence of types of apparel, jewelry, accessories, graffiti, grooming, and tattoos. Behavior on or about school premises or at school-sponsored events that creates conflict or an atmosphere of intimidation, or creates a clear and present danger, or disrupts the orderly operation of school is prohibited. When an issue of concern is present, student(s) involved will be notified and asked to remove and not to display such symbolism again. Subsequent violation of this policy will result in discipline, suspension or expulsion. Such decisions will be based upon knowledge of current practices and trends.

PROHIBITION OF HARASSMENT, INTIMIDATION AND BULLYING

RCW 28A.635.100— Intimidating any student, staff member, administrator, teacher, or classified employee by threat of force or violence is unlawful.

The district is committed to a safe and civil educational environment for all students, employees, parents/legal guardians, volunteers and patrons; which is free from harassment, intimidation or bullying. “Harassment, intimidation or bullying” means any intentionally written message or image including those that are electronically transmitted verbal, or physical act, including but not limited to one shown to be motivated by race, color, religion, ancestry, national origin, gender, sexual orientation including gender expression or identity, mental or physical disability or other distinguishing characteristics, when an act:

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

Nothing in this section requires the affected student to actually possess a characteristic that is a basis for the harassment, intimidation or bullying. “Other distinguishing characteristics” can include but are not limited to: physical appearance, clothing or other apparel, socioeconomic status and weight. “Intentional acts” refers to the individual’s choice to engage in the act rather than the ultimate impact of the action(s).

CYBERSPACE HARASSMENT AND BULLYING

Bullying, harassment, threats, profane, lewd, and obscene language, conduct, or images are prohibited in e-mail, text messaging, and other electronic communications.

MALICIOUS HARASSMENT

Malicious harassment is a class C felony. Overt acts of prejudice or harassment related to a person’s race, color, ancestry, national origin, religion, gender, culture, ethnicity or mental, physical or sensory handicap will result in immediate and serious consequences which may include long term suspension.

SEXUAL HARASSMENT

Sexual harassment is a form of sex discrimination and occurs when a person is subjected to unwelcome behavior, language, or an environment that is sexual in nature. Unwelcome sexual advances, requests for sexual favors, or unnecessary physical contact is inappropriate, harmful, and against the law.

Behaviors/Expressions

Harassment, intimidation or bullying can take many forms including, but not limited to, slurs, rumors, jokes, innuendoes, demeaning comments, drawings, cartoons, pranks, gestures, physical attacks, threats or other written, oral, physical or electronically transmitted messages or images. This policy is not intended to prohibit expression of religious, philosophical, or political views, provided that the expression does not substantially disrupt the educational environment. Many behaviors that do not rise to the level of harassment, intimidation or bullying may still be prohibited by other district policies or building, classroom or program rules.

Prevention

The district will provide students with strategies aimed at preventing harassment, intimidation and bullying. In its efforts to train students, the district will seek partnerships with families, law enforcement and other community agencies.

Interventions

Interventions are designed to remediate the impact on the targeted student(s) and others impacted by the violation, to change the behavior of the perpetrator, and to restore a positive school climate. The district will consider the frequency of incidents, developmental age of the student, and severity of the conduct in determining intervention strategies. Interventions will range from counseling, correcting behavior and discipline, to law enforcement referrals.

Filing an Incident Reporting Form

Any student who believes he or she has been the target of unresolved, severe, or persistent harassment, intimidation or bullying, or any other person in the school community who observes or receives notice that a student has or may have been the target of unresolved, severe, or persistent harassment, intimidation or bullying may report incidents verbally or in writing to any staff member.

Retaliation/False Allegations

Retaliation is prohibited and will result in appropriate discipline. It is a violation of this policy to threaten or harm someone for reporting harassment, intimidation, or bullying. It is also a violation of district policy to knowingly report false allegations of harassment, intimidation, and bullying. Students or employees will not be disciplined for making a report in good faith. However, persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline.

More Information

More extensive information regarding Mount Vernon School Districts harassment, intimidation, and bullying policies may be found within Mount Vernon School Board Policies. A copy of all Mount Vernon School board policies can be located at our district website:

WEAPONS

This policy mirrors RCW 28A.600.420: Firearms on school premises, transportation, or facilities:

*Any elementary or secondary school student who is determined to have carried a firearm onto, or to have possessed a firearm on, public elementary or secondary school premises, public school provided transportation, or areas of facilities while being used exclusively by public schools, **shall be expelled** from school for not less than one year under **RCW 28A.600.010**. The superintendent of the school district . . . may modify the expulsion of a student on a case-by-case basis.*

A dangerous weapon may also be defined as any instrument or weapon of the kind usually known as sling shot, sand club, metal knuckles, or spring blade knife, or any knife the blade of which is automatically released by a spring mechanism or other mechanical device, or any sharp object that could be used as a weapon.

RCW 9.41.280 provides: *Possessing dangerous weapons on school facilities*

- (1) It is unlawful for a person to carry onto, or to possess on, public or private elementary or secondary school premises, school-provided transportation, or areas of facilities while being used exclusively by public or private schools:*
 - (a) Any firearm;
 - (b) Any other dangerous weapon as defined in **RCW 9.41.250**;
 - (c) Any device commonly known as "nun-chu-ka sticks", consisting of two or more lengths of wood, metal, plastic, or similar substance connected with wire, rope, or other means;
 - (d) Any device, commonly known as "throwing stars", which are multi-pointed, metal objects

- designed to embed upon impact from any aspect; or
- (e) Any air gun, including any air pistol/blow gun or air rifle, designed to propel a BB, pellet, or other projectile by the discharge of compressed air, carbon dioxide, or other gas.

CONTROLLED SUBSTANCES AND DRUG PARAPHERNALIA: ALCOHOL, DRUGS, NARCOTICS

Possessing, using, or being under the influence of illegal drugs, controlled substances, food item containing illegal drugs, and/or possessing drug paraphernalia is a violation of student conduct.

Students may be disciplined for being under the influence of a controlled substance based on their behavior or appearance as determined by an administrator, Police Officer or other properly trained official regardless of whether they have a controlled substance or drug paraphernalia in their possession. Coming “high” to school or a school related event is not allowed.

The school will provide information about District-approved substance abuse treatment agencies. The Intervention Specialist may provide an initial, school-based intervention in addition to a referral to a District-approved substance abuse treatment program.

First Offense: Long-term suspension of 20 days, possible loss of credit and referral to law enforcement. This long-term 20 day suspension may be reduced to 5 days if the student obtains a substance use assessment by a District-approved substance abuse treatment agency and follows through with the recommendations of the treatment agency, and/or participates in a school-based intervention as determined by an administrator. The substance use assessment must occur within 30 days of the suspension. The student will also be suspended for 45 days from attending any MVHS activities (sporting events, games, etc.). If the student fails to follow the treatment recommendations or comply with the school-based intervention, the remaining 15 days of the suspension will be reinstated.

Second Offense: Long-term suspension of 45 days, loss of credit and referral to law enforcement. This 45 day long-term suspension maybe reduced to 20 days if the student obtains a substance use assessment by a District-approved substance abuse treatment agency and follows through with the recommendations of the treatment agency, and/or participates in a school-based intervention as determined by an administrator. The substance use assessment must occur within 30 days of the suspension. The student will also be suspended for 90 days from attending any MVHS activities (sporting events, games, etc.). If the student fails to follow the treatment recommendations or comply with the school-based intervention, the remaining 25 days of the suspension will be reinstated.

Third Offense: Immediate expulsion and possible referral to law enforcement.

Selling Illegal Drugs, Controlled Substances, Alcohol and Drug Paraphernalia

Selling, or intending to sell, drugs or controlled substances, including prescription or over-the-counter drugs and any food item with illegal drugs in it.

Students will be long-term suspended for at least 45 days, possible loss of credit and referral to law enforcement. Students may be expelled for the first offence without regard to progressive discipline when there is good reason to believe that other forms of corrective action would fail if employed. This 45 day long-term suspension maybe reduced to 20 days if the student obtains an assessment by a District approved drug/substance abuse treatment agency and follows through with the recommendations of the treatment agency. Credit may be recovered if the student attends credit recovery per the current MVHS attendance policy. If the student fails to follow the treatment recommendations the remaining 25 days of the suspension will be reinstated. The student will also be suspended for 90 days from attending any MVHS activities (sporting events, games, etc.).

MEDICAL INFORMATION

Oral Medication Policy: In accordance with oral medication requirements of the State of Washington in RCW 28A.210.260 the Mount Vernon School District will give medication at school only if the following steps have been completed:

1. An oral medication form must be completed for each medication, PRESCRIPTION OR NON-PRESCRIPTION (available at school and doctor offices).
2. The medication form is for the current school year only.
3. The medication form must be completed by both the PARENT AND LICENSED HEALTH CARE PROFESSIONAL before medication can be given at school.

4. There must be a valid health reason which makes administration of the medication advisable during school hours or during such time that the student is under the supervision of school officials.
5. Medication must be supplied in the original container.
6. The medication and completed oral medication form are to be brought to school by the parent.
7. Students found in possession of any medication, without following school guidelines, may be subject to disciplinary action.

Illness/Injury: Most generally, a school nurse is available in case of emergency. The nurse will be in direct charge of all problems as they affect the health of the school children. A student who becomes ill or injured at a school should come directly to the office. If necessary, the nurse or office staff will help students contact parents/guardians or, if parent/guardian can't be reached, emergency contacts listed on the student registration form will be contacted. Occasionally an illness/injury requires that a student be transported to the emergency room. Under no circumstances should a student go home during the school day without permission. We cannot release a student to go home without parent permission.

A Health Information Form is sent home at the beginning of each school year. It is important that school be informed of any allergies, reactions, chronic illness, or serious physical problems, epilepsy or diabetes, so that proper measures can be taken if something happens at school. If a child is taking medication, the school should be given this information. The school should have the correct telephone numbers for the home and the places of employment of the students' parents or guardians. The names of a neighbor or relative who might be contacted if a student is ill and the parent cannot be reached should also be given to the school. It is the responsibility of the parents or guardians to report any changes in emergency contact information. These changes should be reported to the office.

Please feel free to see or call our school nurse if you have any questions or concerns.

All Skagit County High School Dance Policy

2017-2018

This contract applies to all high school dances within the following Skagit County high schools: Anacortes, Burlington- Edison, Mount Vernon, and Sedro-Woolley. These high schools have consistent standards and policies with regards to school sponsored dances.

General

- School District policies will apply at all times to all high school-related activities.
- Students must have a valid ASB or student ID card (please refer to your student handbook for required dance identification) and a ticket to enter the dance.
- Students must enter the dance within one hour of the starting time. Once students leave the dance, they may not re- enter.
- Students are expected to be in the dance or off school site. No loitering is allowed on the premises.
- Students removed from the dance must leave the premises; no refund will be given.

Alcohol/Drugs

- Using, being in possession of, buying, giving, accepting, selling, and/or being under the influence of alcohol, illegal drugs, or prescription drugs is prohibited as stated in the Student Handbook. Being in possession of any type of drug paraphernalia also is prohibited per RCW 69.50.
- If a student is suspected or determined to be under the influence of or in possession of drugs, drug paraphernalia, or alcohol, then parent and police contact will be made.

Behavior

- Students that exhibit any behavior that is inappropriate or may potentially harm them or any student around them may be removed from the dance. Behavior that is considered inappropriate under this policy includes, but is not limited to:
 - Back to Front Dancing "Grinding"
 - Excessive display of affections.

- Bending, leaning over, thrusting, inappropriate touching between students, simulating sex acts, and/or any other behavior deemed disruptive by dance supervisors.
- Dancing so tightly together as a group that a dance supervisor cannot pass freely between students.
- “Moshing,” dancing in a “mosh pit,” slamming, etc. where students are pushing or shoving others.
- Crowd surfing, passing students overhead or through the crowd, etc.
- Running through or around the dance area.
- This contract is considered the one and only warning for dancing inappropriately. Students who are dancing inappropriately will be removed from the dance. Once a student leaves the dance, the school is not responsible for the student or her/his actions. Repeat offenders may lose all dance privileges and may also be subject to school discipline.

Dress Code

- Students are expected to be dressed appropriately according to their high school’s specific dress code as described in their respective Student Handbook.

Guests

- All school rules apply at MVHS dances & other activities occurring after school hours. Students will be asked to present identification proving their enrollment at Mount Vernon High School. Individuals not enrolled at MVHS will not be allowed to attend dance events unless as a guest of a MVHS student. Guests of MVHS students will only be allowed to enter a dance if the following has been accomplished: 1) Submitting a complete guest registration form three days prior to event 2) presenting the completed form at the dance 3) having reliable identification proving the individual's age. Students under the 9th grade and 21 years of age or over will not be allowed to attend dances for any reason. No exceptions.

Implied Consent

- By reading this document I agree to accept the above stated standards for my behavior and fully accept responsibility for my actions and the consequences imposed. I understand that failure to comply with any of the dance expectations will result in immediate removal from the dance without refund by any dance supervisor/chaperone or administrator. Furthermore, repeat offenders may lose all dance privileges to attend future dances and may also be subject to discipline at their high school.

2016-2017 Attendance Policy & BECCA Bill Truancy Information

BECCA TRUANCY LAW

Washington State Law (RCW) and MVSD Board policy require students to attend all assigned classes during a stated school day. Students, who consistently accomplish this, develop the skills and work habits necessary for individual academic success. Furthermore, district policy requires documentation for any absence from school. This is to be provided either in writing or by e-mail.

BECCA Bill—Washington State Truancy Law RCW 28A.225.030

IF A STUDENT:	THEN:
Has five (5) unexcused full day absences in one month (an unexcused absence is defined as skipping/missing more than fifty percent (50%) of the classes in one day)	MVHS is required by the Washington State BECCA Law to file a petition with Skagit County Superior Court.
Has ten (10) unexcused absences during the entire school year	MVHS is required by the Washington State BECCA Law to file a petition with Skagit County Superior Court.

The BECCA truancy law requires that students attend a state approved educational program without truanancies. This law is in effect for all students who are seventeen years of age or younger. Truancy is defined as an absence that has not been documented for a justifiable reason by the parent/guardian or school.

Further information on BECCA and the Washington State Truancy law may be obtained by contacting the MVHS attendance & truancy administrator.

TARDY POLICY

Students are allowed five minutes to pass from one class to the next. Arriving on time to class ensures the opportunity for a complete educational experience. In general, daily objectives, instructions, and reviews are often conducted at the start of class.

IF A STUDENT:	THEN:
Is more than 5 minutes late to a class without a valid written excuse in hand from another MVHS staff member	S/he will be marked absent (unexcused).
Has tardy problems in a class as determined by the teacher's policy outlined in the course syllabus	A teacher may assign disciplinary consequences for excessive tardiness; consequences are outlined in the course syllabus.

IMPACT OF ATTENDANCE ON ACADEMIC CREDIT

Attendance is critical to student success in the classroom. Excessive unexcused absences may result in a loss of academic credit. Please refer to the classroom teacher's syllabus for specific information on how unexcused absences may impact accrual of academic credit.

ATTENDANCE DEFINITIONS AND PROTOCOL

Excused Absences

- Medical condition, chronic health condition, or illness
- Medical/dental appointment
- Court-mandated appointment
- College visit
- Religious observance
- Family emergency*
- Funeral*
- School-approved activities
- School disciplinary action

*This requires authorization from the principal or designee. Please attain proper authorization prior to the emergency/funeral, when possible.

Unexcused Absences

Unexcused absences fall into two categories:

- A. A submitted excuse which does not constitute an excused absence as defined previously; or
- B. A failure on the part of the parent, guardian, or adult student to submit any form of documentation for an absence within two (2) school days/48 hours.

Absence Notification

When a student is absent from school, the parent/guardian of record, or the adult emancipated student must notify the attendance office in writing or by e-mail within two (2) school days/48 hours. Official documentation is required for an absence to be excused. For Chronic Illness or health issues, please submit a Verification of Medical Condition to the MVHS Attendance office and/or MVHS Health office.

Extenuating Circumstances

Any extenuating circumstance that is not listed above must receive prior approval from the principal or designee. Please contact the attendance office directly for further information.

Make-Up Work

If a student's absence is excused, Board policy states that "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 conducting during a class period" (Policy No. 3122).

ATTENDANCE-CLOSED CAMPUS POLICY

Mount Vernon High School is a closed campus. Students are not permitted to leave campus without first obtaining a semester early release sticker or temporary off-campus pass from the Attendance Office. If a student leaves campus without the proper authorization, the absence will be recorded as truancy.

Early Release

The following are approved early release activities:

- Running Start
- Skagina
- Northwest Career & Technical Academy
- Careers In Education
- Reduced Schedule
- Bulldog Program
- ASB Officer
- Work Experience Program

Students who are eligible for an early release MVHS ID/ASB sticker must reapply each semester in the Main Office. The approved application and sticker only provides the student permission for early release during designated periods.

Students must be in possession of their ID/ASB card at all times.

Students needing to leave for individual medical or dental appointments or other justifiable reasons must bring a parent/guardian note and/or official documentation to the Attendance Office or have a parent/guardian phone the Attendance Office*. When this verification is obtained the student will receive an off-campus pass which is good only for the specific date and period(s) requested by the parent/guardian and approved by the Attendance Office.

This off-campus pass must also be shown to Security and/or Administrators when requested upon leaving or returning to campus.

*A phone call will only allow for the issuance of the off-campus pass, it will not excuse the absence. The absence must be excused with a parent/guardian written note or official documentation within the course of the current semester following the student's return to school. When the letter is submitted and more than half of a period is missed, this absence will be considered excused.

ATTENDANCE RESPONSIBILITIES

Students – Attend all classes on time:

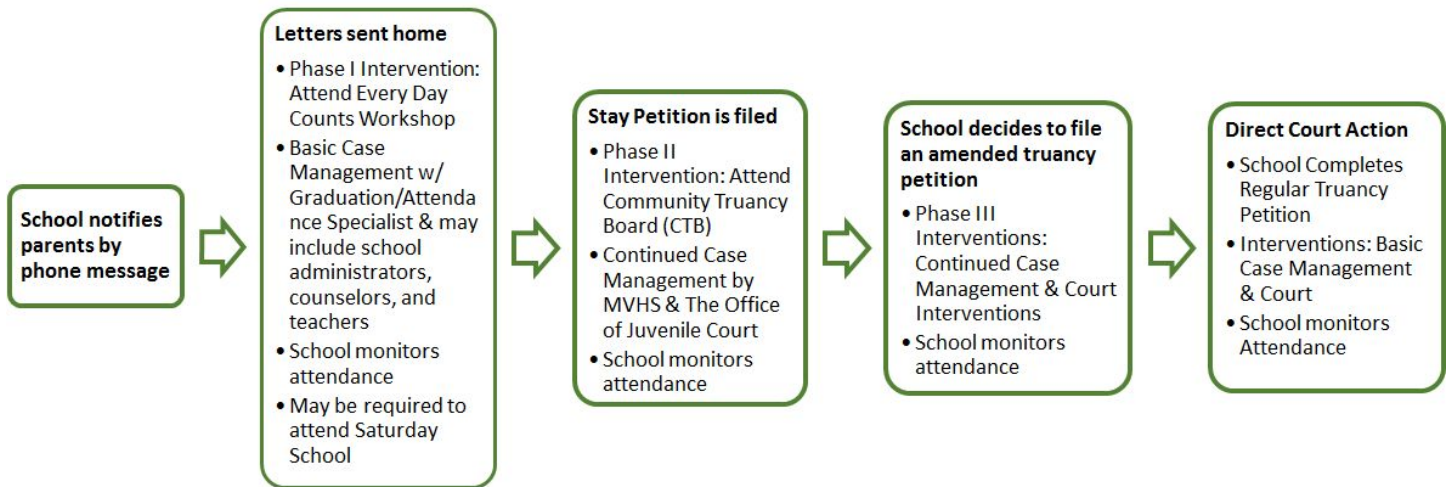
- Submit a properly documented written note within two (2) school days/48 hours, following your return to school:
 - Excuse note will only be accepted from the parent/guardian of record.
 - If a parent/guardian calls the Attendance Office to report an absence, the absence cannot be documented until a signed excuse is submitted within two (2) school days/48 hours.
- Filling out and returning a Pre-Arranged Absence Form if you are planning to miss school. This form does not excuse the absence.
- Monitor personal attendance.
- Make up all work due to absences.

Parents/Guardians – Provide signed and dated written notes, or e-mails within two (2) school days/48 hours, following the student's return to school:

- Excuse notes will only be accepted from the parent/guardian of record.
- If a parent/guardian calls the Attendance Office to report an absence, the absence cannot be documented until a signed excuse note, or e-mail is received within two (2) school days/48 hours, following the student's return to school.
- Carefully monitor attendance for their student to ensure absences are permissible and appropriate.
- Contact the attendance office to address issues regarding their student's attendance.

Mount Vernon High School Notification and accountability:

- Sending an automated phone message for each unexcused absence.
- Sending a letter home after a student accumulates two or more unexcused absences.
- Implementing the MVHS Truancy Intervention Process
- Maintaining accurate attendance records.
- Providing access to attendance reports upon request and via the internet.



MOUNT VERNON HIGH SCHOOL Athletic Code and Information

Athletics – Cheerleading - Dance/Drill

INTERSCHOLASTIC ACTIVITIES AND SPORTSMANSHIP

The Mount Vernon School District Board of Directors recognizes the value of a broad range of extracurricular and co-curricular activities in the educational process and the values that students develop when they have the opportunity to participate in organized activities outside the traditional classroom. A primary goal of the Mount Vernon School District's extracurricular and co-curricular program is the promotion of good sportsmanship and the development of life skills. These activities also provide an invaluable venue for developing friendships and close partnerships among diverse components of the student body.

All participants in extra- and co-curricular activities shall demonstrate the same level of responsibility and behavior at practice and competitions as is expected in the classroom. The School Board further encourages the promotion of positive sportsmanship among parents, fans, spirit groups and booster clubs who attend and support students at events.

The School Board acknowledges that interscholastic sports are a key and somewhat unique component of the educational program – one that can be prone to an emphasis on winning competitions at the expense of more important life lessons, such as hard work, self-discipline, collaboration, coping with adversity, and respect for others. Respect for coaches and teammates is fundamental as is a clear and constant show of respect for the dedication and hard work of game officials and opponents. The success of our sports program will be judged by the degree to which these life skills are effectively taught by our coaches and learned by our players, rather than by the win/loss record.

The Board directs the superintendent to develop procedures outlining expectations for participants, coaches/advisors, and spectators/fans, to promote sportsmanship, integrity, and ethics.

Cross References: WIAA Handbook

Legal References: RCW 28A.600.200 Interscholastic athletic and other extra-curricular activities for students, regulation of— Delegation, conditions RCW 69.41.340 Student athletics—Violations—Penalty

Eligibility for Participation

Paperwork and Fees

In order for a student to participate in athletics (including cheerleading and dance/drill), the following must be completed, signed, and on file in the Athletic Office:

- Athletic Eligibility Form with Emergency Medical Authorization
- Athletic Code
- Sport-specific Inherent Risk (changes each season)
- Transportation Waiver
- Concussion/Head Injury Awareness (Lystedt Law)
- Proof of valid Medical Insurance
- Purchase of ASB card
- Participation fee
- Valid Physical Examination and Health History
 - Prior to the first practice, a student must undergo a thorough medical exam and be approved for high school interscholastic competition by a medical authority licensed to perform a physical exam (MD, DO, ARNP, PA (physician's assistant), naturopathic physicians – Doctors of Chiropractics are not so licensed).
 - A new physical is necessary upon entering high school.
 - Physicals are valid for 24 months.
 - Student and parents must complete the Health History form every 12 months.

Other Eligibility Requirements

Students who do not meet **all** of the following eligibility guidelines may seek an appeal with the Northwest District Eligibility Board:

Age	An athlete must be less than twenty years old at the start of any sports season
Residence/Transfer	An athlete must meet the Residence Rule and Transfer Rule requirements, as found in WIAA rules 18.10 and 18.11.
Attendance	An athlete must be in regular attendance (defined in WIAA rules 18.8 and 18.9) during the preceding and current grading periods to be eligible.
Academics	In order to maintain academic eligibility during the current semester, the student must: <ul style="list-style-type: none">a) maintain passing grades in all 8 classes; orb) be passing 7 of 8 classes with a 2.0 or higher GPA (current semester)

Students declared ineligible during periodic grade checks will remain ineligible for one week or two contests, whichever is less. The dates of those checks will be posted at the beginning of the season.

Students taking 7 classes (or on-track seniors taking 6 classes – WIAA rule 18.7.1) must be passing all classes. Students may *not* drop a class in order to be passing all classes.

- An athlete must have passed 7 full-time classes the previous semester, earning 3.5 credits or the equivalent to maintain eligibility. Home School and Running Start students must meet the same standards (WIAA rule 18.7).
- If an athlete is declared ineligible because of any credit or attendance issues, he/she shall be placed on academic suspension through the last Saturday in September (if first semester) or for the first 5 weeks of the succeeding grading period (if second semester). If, at the end of the suspension, the student's academic performance meets the "current semester" criteria above, he/she will be declared eligible (WIAA rule 18.7.6).
- Incompletes will be counted as F's until officially changed to a passing grade. NC grades count as failing grades.

Code Enforcement Timeline

Students who choose to participate in athletic programs, including cheer and dance/drill, will be governed by the Athletic Code as well as the student discipline matrix while at any school-sponsored activity. Additionally, students who participate in these programs will be governed by the Athletic Code away from school-sponsored activities for the entire school year (beginning with the first day of fall practice through the last day of school). This includes district-sponsored activities outside the period previously defined. The expectations of this code continue throughout the student's enrollment in the Mount Vernon School District. This code must be signed annually as a means of informing students and parents of revisions in the code.

General Expectations

- Completion of a season in good standing is required in order for a student to be eligible for a letter or other individual award. The season begins with the first day of turnout and ends with the last sanctioned event.
- Participants must travel to and from contests away from Mount Vernon in transportation provided by the school. The only typical exception will be in case of an injury to a participant requiring alternate transportation. Prior signed arrangements between parents/guardians and the head coach must be made in order for a student to ride home with the parent/guardian. See the MVHS Transportation Waiver for additional details.
- Any athlete who has been injured and has had medical treatment cannot return to participation until a signed release from the doctor is presented to the head coach.
- Any student who is not in school for any portion of a school day will not be allowed to practice or play in a game on that day unless excused by the Athletic Director.
- Any Student suspended from school, including in-school suspensions, will not be eligible to participate in nor attend any co-curricular athletic activities during the duration of their suspension.
- Students known to be involved in illegal acts will be ineligible for competition (and potentially for any level of participation). Participation in athletics is a privilege, and that privilege can be withheld at any time. The athletic director, in consultation with school administration, will determine whether an athlete's behavior warrants removal from participation and/or competition.

Consequences for Violations of this Code

Any student failing to comply with the Athletic Code shall be subject to disciplinary action in accordance with the following procedures:

1. The consequences for violating any team regulations, except those involving alcohol, tobacco, and/or drugs, are developed by the coach of the individual sport. Team consequences may be more restrictive than those of the MVHS code.
2. Repeated violations of any team regulations may lead to dismissal for the remainder of the season. Before the coach can exclude a student from an extra-curricular program for the remainder of the season, the coach must confer with the Athletic Director. Discipline, other than removal for the season, will be determined by the head coach.

Drug/Alcohol/tobacco Policy

Students will not be permitted to use, possess, or traffic tobacco (including chewing tobacco), alcohol, legend drugs, or controlled substances (RCW 69.41.020-050 and RCW 69.50). Any student violating this rule will be disciplined as outlined in the school discipline matrix and this athletic code for violations occurring at school sponsored activities. Violations away from school will be governed by the athletic code only.

Information regarding potential code violations will be gathered using a variety of methods to ensure accuracy. Any penalty assessed will be partially dependent on the student's level of cooperation (see "Reduction in Penalty"). Knowingly attending a gathering where drugs and/or alcohol are being consumed by minors, will be considered a violation of the drug/alcohol policy.

Reduction in Penalty – First Offense

- Students who **self-report** a code violation will reduce their sanction from one full year to 20% of the current sport season or a combination of seasons, provided they abide by A and B below. Self-reporting must take place within 72 hours of the violation.
- Students who **admit** (when asked the first time by the athletic director or an MVHS administrator) will reduce their sanction from one full year to 40% of the current sport season, or a combination of seasons, provided they abide by A and B below.
- Students who, through investigation, are found in violation of the athletic code but who neither self-report nor admit a violation when asked will reduce their sanction from one full year to 60% of the current sport season, or a combination of seasons, provided they abide by A and B below.
- Students found to have been in violation of the drug/alcohol rule will be verbally advised by the Athletic Director, or the head coach and a school administrator, of the alleged violation. At this meeting, the student and his/her parent will

have the opportunity to explain his/her actions. If, after such a conference, the administration determines that further disciplinary action is justified:

- The student will not be allowed to participate in any contest for one calendar year from the date of the meeting. Additional sanctions may include removal from school and referral to law enforcement.
- The penalty will be reduced *as follows*, if:
 - A. The student agrees to meet with and follow the recommendations of a MVSD- and State-approved Substance Abuse Counselor/Agency, or:

B. If seeking an approved specialist is not possible, the student arranges to meet with another counselor agreed upon by the Athletic Director, and follows that counselor's recommendations during the subsequent year.

For A and B above, proof of a scheduled appointment and timeline for future appointments (if available) is required within fourteen (14) days from the date of the initial meeting declaring the student eligible, and prior to a reduction in penalty.

- It is possible for a penalty to cross seasons.
- Students found to have violated the athletic code will not be allowed to sign up for a sport after the season has started. In order for the suspension period to count, the student must participate fully in the sport where the suspension is being applied and complete the season.

The penalty for a **second violation** of the drug/alcohol rule at any time during a student's high school career will result in a one year suspension from all sports.

A **third violation** of the drug/alcohol rule will render the participant permanently ineligible during his/her high school career.

I have read, understand, and agree to abide by the above regulations. If I choose to violate the code, I take full responsibility for my actions and choices.

STUDENT SIGNATURE

DATE

PARENT SIGNATURE

DATE