

# DEER PARK HIGH SCHOOL

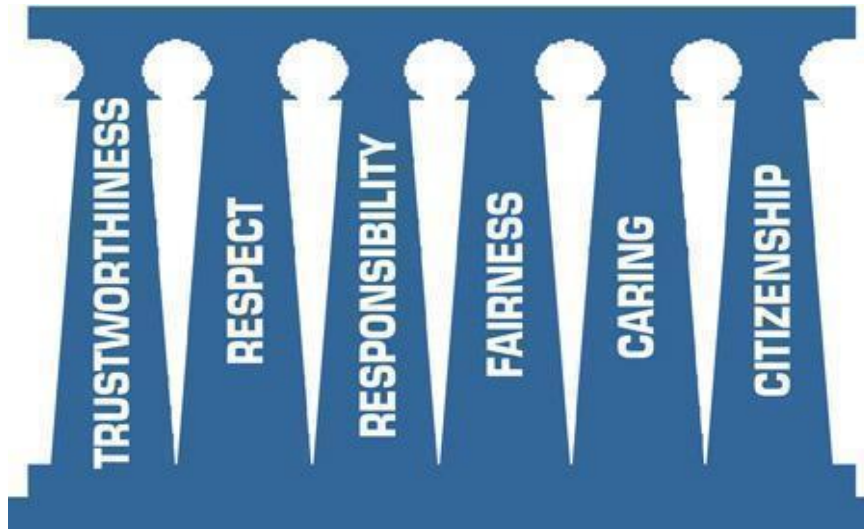


**STUDENT HANDBOOK  
2024 – 2025**

***It's YOUR FUTURE, GET INVOLVED!***

# Be Good Citizens at School

## Practice the Six Pillars of Character



### ***Trustworthiness***

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

### ***Respect***

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

### ***Responsibility***

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

### ***Fairness***

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

### ***Caring***

Be kind • Be compassionate and show you care • Express gratitude • Forgive others • Help people in need

### ***Citizenship***

Do your share to make your school and community better • Cooperate • Get involved in community affairs • Stay informed; vote • Be a good neighbor • Obey laws and rules • Respect authority • Protect the environment

# **GENERAL INFORMATION**

Deer Park High School  
800 S Weber Rd or P.O. Box 550  
Deer Park, WA 99006  
Office – 509.468.3500  
Fax – 509.468.3510  
Absence Hotline: 509.464.5571

## **SCHOOL ENTRANCE / HOURS**

All exterior doors will be locked during regular school hours of operation due to safety issues (except for community-wide scheduled events). All persons, including students, will be required to enter the school building at the main entrance. Students are allowed in the building from 7:45 a.m. to 3:30 p.m., at which time interior gates will be closed. Students must exit the campus after school hours unless involved in a supervised extra-curricular activity or sport.

## **TIME SCHEDULES**

The regular daily schedule is below. If schedules require modification, the changed schedule will be in the bulletin.

### *Regular Time Schedule*

0 Hour	7:15-8:05
START OF DAY	8:10
Period 1	8:15 - 9:10
Period 2	9:15 - 10:15
Period 3	10:20 – 11:15
1 <sup>st</sup> LUNCH	11:15 – 11:45
4 <sup>th</sup> PERIOD “A”	11:20 – 12:15
2 <sup>nd</sup> LUNCH	12:15 – 12:45
4 <sup>th</sup> PERIOD “B”	11:50 – 12:45
Period 5	12:50 – 1:45
Period 6	1:50-2:45
Buses Leave DPHS	2:50

## **Attendance Procedures**

Daily attendance in all classes is one of the most significant factors in a student's success at Deer Park High School. The following policy is designed to keep students in school and increase their potential for success.

### **Attendance-What is the school's role?**

The school will see that parents and students are aware of the Deer Park High School attendance policy.  
The school will report absences and any other irregular attendance pattern to parents by telephone or by mail.  
The school will work with students and parents toward improvement of attendance.  
The school will initiate disciplinary action for continued attendance problems.

### **When an absence occurs-Non-attendance in a scheduled class**

Students must bring a note from a parent or guardian indicating the student's full name, date of absence, reason for the absence, on the day the student returns to school. *Or,*

**Phone calls from a parent/guardian will be accepted as an excuse by calling the HOTLINE at 464-5571 or Joyce Henning at 468-3501 the day the student is absent. Parents will be notified of unexcused absences by our automated phone system the evening of the absence.**

The student has two days to clear the unexcused absence.

Teachers will request admit slips.

A phone is available in the main office for students to use when calling a parent/guardian to check in/out of school. No cell phones are allowed to be used in the main office for student check in/out. Texting is not allowed during class-time. Parents *must* contact the attendance office (Do Not Call the Hotline) to check students out of school for early dismissal.

### **Check In/Out**

Parents/guardians must check students out at the attendance office unless prior arrangements/approval has been made between the attendance secretary and parent/guardian.

### **Arriving Late**

Students are required to check into the attendance office and obtain an admit slip if they arrive at school late. All late arrivals must be excused by parents.

### **Pre-excused Absences**

A student's attendance will be pre-excused if the following procedure is followed:

A note (with parent signature) and/or phone call with the reason(s) for the absence, departure date, and duration of the absence will be given to the attendance secretary at least two days prior to departure date.

Reminder: Emailing teachers for homework does not excuse your child(rens) absence. You must contact the attendance secretary to avoid unexcused absences.

It is the student's responsibility to acquire any and all homework for pre-excused absence(s).

### **Tardies**

Promptness to class is very important. Students are to be in their rooms and ready to work when the bell sounds. Repeated tardiness will lead to disciplinary action.

### **Truancy**

Being absent from class or classes without permission constitutes an unexcused absence and an act of truancy. There is no legitimate reason for cutting class or skipping. Cutting class will result in a progressive discipline determined by administration for each class period missed. Five unexcused absences in a month or 10 in a school year will automatically result in an affidavit being filed with juvenile court. TRUANCY- (defined by State Legislature under the "Becca statue", as an unexcused absence means that a student has failed to attend the majority of hours or periods in an average school day or has failed to comply with a more restrictive district policy and has failed to meet the school district's policy for excused absences). These absences may be handled in the following manner:

The Automated phone system will contact parents when a child has an unexcused absence.

A letter may be sent indicating an unexcused absence and will result in a conference with parents when there are two absences in one month. After two (2) days of unexcused absences within a month, the school shall schedule a conference with the parent(s) and child for the purposes of analyzing the causes of the child's absences.

If the parent(s) does not attend the scheduled conference, the conference will be held with student and school officials. However, parent(s) shall be notified of steps to be taken to eliminate or reduce the student's absences.

The fifth unexcused absence in any one-month or the 10<sup>th</sup> in a school year, will result in the filing of the Becca petition with the juvenile court.

Establishing, not later than the fifth unexcused absence in any one-month or the 10<sup>th</sup> in a school year, an agreement with the student and parent addressing attendance requirements or filing a petition with the juvenile court.

If a student has **excessive excused absences** the school will establish an attendance contract with the student and parent. Students will be required to produce a medically authorized note to excuse future absences.

If necessary steps to modify the student's schedule or define other measures calculated to prevent additional unexcused absences and notify the parents of those measures if parents have not participated in the planning.

Some additional steps the school will take will also include the following:

- Referral to the Truancy Board
- Possible student transfer to the Deer Park Achievement High School

### **Classroom Attendance Policy**

Each teacher will submit their policy in writing the first week of each semester to the students. It is the student's responsibility to refer to the policy. The following guidelines should be used:

All missed days—excused or unexcused—are to be considered absences.

All school related absences or suspensions are considered excused absences.

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 teacher.

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 only if the absence is unexcused.

Absences due to long-term illness will be treated on an individual basis.

### **Deer Park Achievement High School**

This program is structured to accommodate the needs of students who, for a variety of reasons, require a different model of instructional intervention. The program is housed in a portable building behind the high school and is comprised of two discrete pathways:

- × The All-Day Program – students attend all day, every day, and work in a supportive and individualized environment specifically tailored to meet their needs.
- × Contract-Based Education – students are required to attend one hour per week at a time to be arranged with the instructor. They are also required to complete twenty-five hours per week of schoolwork on their own.
- × Online Program – Principal approval needed.

**Important Note:** The Deer Park Achievement High School (DPAHS) is a separate and distinct program from DPHS. Additionally, while DPAHS students will be able to attend and participate in all extracurricular events, they will be residing solely at the Deer Park Achievement High School during the entirety of the school day. DPAHS students will not be allowed in DPHS without prior permission from administration.

It is also important to note that specific and detailed program requirements for the DPAHS will be disseminated by DPAHS staff.

**Academic Honor Code**

The high school expectation is that students are responsible for the quality of their academic performance. Students will be judged on the basis of that performance and will be expected to adhere to the highest levels of academic integrity. This requires doing one's own work and never engaging in morally suspect behaviors such as cheating, plagiarism, and other forms of academic dishonesty.

**Accidents**

Accidents can occur and our school does not provide coverage for student injuries or damages caused by accidents. If you wish to get information about school insurance, please ask for information in the main office.

Also, all student injuries must be reported the same day to the main office.

**Animals**

Due to Health Department statutory regulations, non-service animals are not permitted within the building.

**Assemblies**

Assemblies are a required activity at DPHS and are a part of a regular school day. Students need to be respectful when attending all assemblies.

**Associated Student Body (ASB)**

The ASB is composed of all students enrolled at DPHS. The students elect ASB officers. They are charged with the responsibility of planning school activities. Student-planned activities generate school spirit, promote good human relations, promote and support our athletic teams, and provide a break in the tension of studies.

ASB officers also plan activities that encourage communications between students and staff. Students may purchase an ASB card that entitles them to enter extra-curricular activities at a student rate.

**Athletic/Cheer Eligibility**

Prior to participating in athletics or cheerleading, each student must meet the following requirements:

- Parent permission/release.
- Physical exam from a private physician.
- Insurance (school or private carrier).
- Purchase of an ASB card.
- Attendance is required in all classes that day to attend practice or participate in game/match.
- Follow guidelines of the athletic handbook.
- No Pass-No Play

**Deer Park Athletic/Co-Curricular Eligibility Policy**

- A student must pass all classes at DPHS during the preceding semester in order to participate immediately in an athletic or co-curricular program.
- A student who failed one or more classes during the preceding semester will automatically be placed on academic probation for 5 weeks from the start of the semester. During the probationary period, a student may practice, but may not participate in any competitions.
- A student must be enrolled as a full-time student in order to maintain athletic or co-curricular eligibility.
- A student who is failing a class during a season, in which he or she is participating, will be placed on probation until the grade is raised to passing. The student may continue to practice but cannot participate in competition.

### Cashing Checks

Like most high schools, DPHS keeps limited funds on campus. The business office will not cash personal checks or make change for students. Checks for student lunches should be made for only that amount. **TWO-PARTY CHECKS WILL NOT BE ACCEPTED.**

### Clubs-Classes-Organizations

School activities include, but are by no means limited to: Acceptance Club, Archery, Band, Cheerleading, Choir, DECA, Debate, Drama, World Language, FFA, Key Club, Knowledge Bowl, Link Crew, National Honor Society, Science, and the Antler yearbook.

CLUB DUES: DECA - \$45.00; Key Club - \$25.00; FFA - \$45.00. \*Clubs subject to price change as determined.

If there is something missing that sparks an interest, students can form their own club by finding a group of friends with the same interest and a faculty advisor willing to sponsor the club. Each club needs to write a constitution approved by the ASB.

### Computer Policy

Yearly, all students will be issued a chromebook. Students will be responsible for returning their chromebook at the conclusion of the school year or risk a \$250.00 fine. At DPHS you will have access to a high-speed connection to the Internet. When you use the computers at DPHS, you have a responsibility to use them correctly. This means that they should not be used to access or create materials that don't belong at school. This includes, but is not limited to, images and messages that are sexually explicit, grotesquely violent or seek to demean or harass others. Please be aware that the privilege of computer use at DPHS depends on your ability to use them correctly. **You may lose that privilege if you are unable to act responsibly and you may face disciplinary action.**

There is no charge for using the DPHS Internet services.

### Driving/Parking Privileges

Our expectation is for students to demonstrate the utmost caution when entering, leaving, or driving in our parking lots. **If it is determined a particular student has driven, by our estimation, in an unsafe, reckless, or inattentive manner, the student will be given one warning; a second offense will result in the loss of parking privileges at our school and any other school district properties. However, if we feel the student's actions are sufficiently dangerous there will be no warning before privileges are lost.** Note: the length of time privileges are lost will be decided on a case-by-case basis. Finally, all students who plan on parking on school grounds must record their license plate number on their student registration form. Students are allowed to drive to school and park within the designated student area. **CARS ARE NOT TO BE PARKED IN THE FIRE LANES!** Cars parked in no parking areas can be towed at the owner's expense. Students are not to be in their vehicles at any time during the school day between arrival and departure.

Student cars are not to be used for transportation for field trips or school related activities without Administrator approval.

### Attendance During Test Dates

Once a student arrives on campus they **must** remain on campus and report to the Commons (or other) for supervision until school begins at 10:47 a.m. (or other time determined).

### Fees

The following schedule for fees is subject to change:

- ASB Card.....\$ 35.00 (if Free/Reduced status, see bookkeeper)
- Yearbook (The Antler).....\$ \$55 to \$60
- Production - \$25.00; Band - \$35.00; Choir - \$25.00; Jazz - \$35.00; Percussion - \$35.00; Broadcasting - \$25.00; Art - \$20.00; Welding - \$25.00; Intro to Engineering - \$25.00; Woodshop - \$25.00; FFA - \$45.00; Floral - \$30.00; Pottery - \$20. (Other fees may apply); Freshman Fitness Uniform - \$15 (shirt/shorts) or \$7 (shirt), \$8 (shorts)

### Insurance

School time, full time, dental and football. (Insurance forms are available at the office)

**Miscellaneous**

Some courses require the use of consumable items. These are sold to students at school cost. Your teacher will inform you when such items will be required.

Student activities are financed by the sale of ASB cards. The card provides identification and permits participating in all student body affairs, and admission to home games. Purchase is REQUIRED of all students participating in any extra-curricular activity.

**HIGH SCHOOL LIBRARY**

The library supports school and district regulations. The following behaviors are expected of students: (These should also be stressed by teachers before bringing classes to the library.)

- Learn in the library
- Enter and work quietly
- Ask for help (from library staff, teachers, library aides)
- Be helpful
- No food or drink
- No radios or electronic devices
- Treat everyone with respect
- Have a pass from your classroom teacher

Lots of learning can take place with lots of students using the library if students are using it well. Please support these expectations and make them your own.

**Library Books**

Books may be checked out for a period of approximately two weeks and may be renewed for an additional two-week period if no reserve request is on file.

**Overnight Circulation**

Books designed for overnight circulation may be checked out after school and must be returned before 8:30am the following school day.

**Lost books and Materials**

Must be paid for.

**Overdues**

Overdues will be sent to students weekly. Students will NOT be allowed to check out library materials if they have overdues.

**Homework**

If a student is absent for 3 or more days, parents or students can contact their teachers if needed as assignments are updated on Google Classroom.

**Language Use**

Verbal or written language at school/on school grounds, which is vulgar, profane or obscene, is unacceptable and will be dealt with according to our progressive discipline policy. School is a public place-if a “private” conversation is overheard by others, the conversation is no longer private. Use of profanity will result in disciplinary actions.

**Leaving Campus**

DPHS is a closed campus. Students are not allowed in the parking lot during the school day. The woods bordering the school are off-limits. Students must stay inside these boundaries unless they have an early dismissal to leave school. 9th - 11th grade students must remain on campus during lunch. Upon arriving at school students are not permitted in the unauthorized areas. Leaving school grounds without permission will result in disciplinary actions, up to and including suspension.

**Litter and Graffiti**

Littering and graffiti definitely shows a lack of class and pride in OUR SCHOOL. This facility belongs to all of us and future generations. Treat it kindly and with RESPECT.



**Medication at School**

Deer Park High School staff are prohibited from providing any medication, including Tylenol, to any student. Students needing occasional medications, such as penicillin, etc., for colds, earaches, sore throats, etc., are to take these medications at home if possible. Medication that is prescribed three (3) times a day can be given before the student comes to school, after school, and again at bedtime. However, if a prescription medication **MUST** be given at school, it must be personally delivered by the parent and accompanied by a written authorization from a parent/guardian and a licensed health care professional with prescriptive authority that includes the name of the medication and instructions for its administration (time and dosage). There is a medication permission form available at the office.

If there is a need for short-term over-the-counter medication such as Tylenol, students are allowed to bring a one-day supply in the original container that is kept and administered by themselves. This order will expire after 14 days. **Sharing ANY medications is prohibited including, Tylenol, cough drops, inhalers, etc.** The over-the-counter medication permission must be completed by parent/guardian and is available at the office.

**Health Requirements**

Immunizations: “No Shots, No School.” All students entering are required to have proof of immunization against diphtheria, pertussis, tetanus, polio, mumps, measles, and rubella.

Any life-threatening health condition: Parent/guardian needs to contact Nurse, District School Nurse at 509-468-3512.

**Mental Health Support and Suicide Prevention**

The school strongly encourages students to notify a teacher, principal, counselor or other responsible adults at school when they themselves are experiencing depression or thoughts of suicide, or if they suspect or have knowledge of another student’s despair or suicidal intentions.

**Please reference our process for Responding to Suicide Ideation / Hospitalization Referrals and Admittances (Appendix C).**

### **School Breakfast and Lunch**

DPHS serves both breakfast and lunch in the Commons every day. There is a variety of food offered, and the Commons is the only authorized place on campus for students to eat. School breakfast and lunches are not to be eaten in the hallways or classrooms.

### **2024-2025 QUICK FACT SHEET - \*Prices as of 8/14/2024 Deer Park School District Breakfast/Lunch Program Information**

#### **BREAKFAST IS FREE TO ALL STUDENTS**

Full pay lunch costs for students not eligible for free or reduced meals are:

Kindergarten to 5 th grade - \$0.00

6 th to 8 th grade - \$0.00

9 th to 12 th grade - \$3.35

#### **Milk: \$0.45**

1 milk is **free** with any meal - free, reduced or paid

ALL STUDENTS MUST PAY FOR 2nd Milk

#### **Charging:**

It is recommended to prepay student meals at their school office

OR through E-Funds in Skyward Family Access.

Paid meal students (those not eligible for free or reduced meals)  
can charge up to 3 meals.

Extra/ala carte items for any student at HS or MS cannot be purchased  
unless the student has money in their account before the purchase.

#### **Free and Reduced meal applications:**

Must be renewed every year within the first 30 days of school unless  
you have state certification.

If you have state certification you will receive a letter of eligibility for the year from the school.

Students can apply at any time during the school year.

The complete procedure manual can be viewed online @ [www.dpsd.org](http://www.dpsd.org) under **Food Services**

#### **Dances**

Dances must be approved by the administrator 2 weeks in advance of the proposed date.

The sponsoring organization must review chaperoning responsibilities with the chaperones prior to the dance.

All non-DPHS students who wish to attend a dance must have a guest pass and be accompanied by a DPHS student or have a student body card from a high school that has been invited to the dance. No one over the age of 20 will be admitted to a DPHS dance. Guest must show proper I.D. at the door.

A guest pass may be obtained prior to the dance in the main office. The pass will include the name of the guest as well as that of the DPHS student who is responsible for the guest. **Passes must be approved 5 days in advance of the dance.**

DPHS students may bring one guest per dance. More than one guest may be admitted by special permission.

DPHS students will be responsible for the actions of any guest they bring to the school-sponsored activity.

Persons leaving the building during a dance will not be readmitted.

School rules regarding behavior apply at the dance. Enforcement of the dress and dance guidelines is at the discretion of the Deer Park High School Administration and Staff.

The sponsoring organization has the authority to expel any student or guest from the dance for violation of the dance code or any other behavior which is considered improper, such as smoking or use of profane language or gestures.

**Dancing considered inappropriate will result in dismissal from the dance and jeopardize future dances.**

Individuals who are suspected of consuming alcoholic beverages or drugs will not be permitted to attend the dance. Police and parent notification will happen immediately.

**Dress:** Special dances will require semi-formal or formal dress, unless otherwise stated by the sponsoring organization. Chaperones or sponsoring organizations have the right to deny individuals entrance to dances for improper dress. **See DPHS Dress Code.**

Administration maintains the right to regulate music.

High School Administrators reserve the right for removing students who are acting inappropriately.

### **Skill Center**

Skill Center Participation – Students will be permitted to attend the Skill Center if they meet age, credit, and program requirements. Students who do not honor their obligation as set forth in their Skill Center Contract will be dismissed from the Skills Center and re-assigned to an appropriate high school program. Student cars are not to be used for transportation to or from Skill Center without Administrator approval.

### **Student Guest Policy**

DPHS has a No Visitor policy. Guest passes will not be available during school hours. Guests are also not allowed on campus (including all parking lots) during school hours.

### **Visitors Policy**

Deer Park High School is a closed campus. All school visitors must check in immediately at the main office. If a visitor is to remain in the building, they must receive and wear a Visitor's Pass and have it prominently displayed. All visitors who plan to come into the building on a semi-regular basis to have student contact must additionally receive WSP clearance via fingerprinting before such contact is permitted.

### **Student Use of School Phones**

School phones, including all classroom and office phones, are not to be used by students. A phone is provided in the office for students returning emergency phone calls and when someone is ill and requests permission to leave school.


### **Interview by Law Enforcement Authorities and Outside Agencies.**

Law enforcement authorities may be allowed by the building administration to interview students in school. The building Principal/designee shall inform students they have the right to decline to be interviewed or to remain silent during such interviews. The Principal/designee shall attempt to notify the parent/guardian/custodian prior to such interview. If after a reasonable attempt to contact the parent/guardian/custodian is unsuccessful, law enforcement may proceed with the interview. At such times, an administrator will be present during the interview. **The one exception to this procedure would be if 'Exigent Circumstances' are present (a condition of severity, determined by administrator and/or law enforcement) that precludes parental notification.**

Representatives of the State Department of Social and Health Services, upon receiving reports of abuse or neglect, may interview students on school premises.

If the student wishes a third party to be present for the interview, reasonable effort shall be made to accommodate the student's wishes.

## **Graduation Requirements**

<b>CREDITS</b>	<b>Subject Areas</b>
4.0	ENGLISH
3.0	MATHEMATICS
3.0	SCIENCE
3.0	SOCIAL STUDIES
1.0	**CAREER/TECHNICAL (must include .50 Digital Communication Tools)
2.0	1 ART/1 PPR (Personalized Pathway Requirement)
2.0	*HEALTH & PHYSICAL EDUCATION (P.E.)
2.0	World Languages (2 PPR)*
4.0	ELECTIVES
 <b>24.00</b>	<b>TOTAL MINIMUM CREDITS NEEDED</b>

In addition to the 24 credits, students must successfully complete “HSBP” and a passing grade in their Advisory Portfolio, which includes the development of an appropriate pathway. The “HSBP” plan must be completed and discussed with the student’s parent/guardian at the grade 12 “*mandatory*” Student Led Conferences.

\*PPR = Personalized Pathway Requirements

Locally determined coursework identified in HSBP that is needed for meaningful postsecondary career or educational goals chosen by students based on interest and career goals.

### **Students must also meet the following graduation requirements:**

1. A .50 credit of Digital Communications Tools (Digi-Comm) is required.
2. Complete a “High School and Beyond” plan, which includes the development of an appropriate pathway. The “High School and Beyond” plan must be completed and discussed with the student’s guardian at the grade 12 Student Led Conference (mandatory).
3. Washington State History

### **“High School and Beyond Plan” (HSBP)**

The High School & Beyond Plan revolves around three questions: Who am I?, What can I become?, and How do I become that? The High School & Beyond Plan, a graduation requirement, helps students get the most out of high school and think about their future. Students work with school counselors and advisors to create their own individual plan, the “personalized pathway”, throughout high school and revise their plan annually to accommodate changing interests or postsecondary goals on what they expect to do the year following graduation from high school. The postsecondary aspirations may include pathways for application to four-year colleges or universities, two-year community or technical colleges, apprenticeship programs, industry standard certificate programs, military training, or on-the-job training.

Established in RCW 28A.230.090, the HSBP must include the following components, at a minimum:

1. Identification of career goals, aided by a skills and interest assessment
2. Identification of educational goals
3. A course taking plan that:
  - a. Fulfills state and local graduation requirements
  - b. Aligns with the student’s career and educational goals
4. A resume or activity log
5. Evidence that the student has received information on state and federal financial aid programs that help pay for college.

For students not on track to graduate, their HSBP must also identify interventions and academic supports, courses, or both, that are available to help them fulfill high school graduation requirements as defined in RCW 28A.230.090. Possible courses may include career and technical education equivalencies in ELA or math adapted pursuant to RCW 28A.230.097, Credit Retrieval, or Alternative School.

In 2005, in conjunction with the Deer Park Schools Board of Directors, Deer Park High School instituted an advisory program to support students in setting and achieving college and career goals as defined in students’ HSBPs. This program currently includes these essential elements.

1. Nine (9) advisory sessions per year
2. A designated advisor for each student
3. The development of an Individualized Personal Pathway
4. Parent attended Fall teacher-led and Spring student-led conferences
5. Advisory curriculum adapted from School Data Solutions
6. The development of an advisory portfolio representing each student’s HSBP

### **Graduation Pathways:**

1. Complete sequence of District Approved CTE courses which includes the potential to earn college credit or earn an industry recognized credential.
2. ASVAB Score (minimum score of 31)
3. Smarter Balanced HS Assessment or WA-AIM (ELA and/or math) – (SBA minimum Math score 2595, ELA minimum 2548)
4. SAT or ACT scores on ELA and/or math sections – (SAT minimum Math score 430, ELA 410, ACT minimum Math 16, ELA 14)
5. Earn College Credit in ELA and/or math
6. Transition Course in ELA and/or math – (ex. Bridge to College English and Math)
7. AP/IB/Cambridge Courses or Exams in ELA and/or math  
Combination of ELA and math option from any of the General Postsecondary Education Pathways

## COLLEGE IN THE HIGH SCHOOL

College in the High School is a unique program offering students an opportunity to enroll in and earn credits for university level course work. While courses are taught by Deer Park faculty, all syllabi, texts, quizzes and tests are designed by the university. Grades earned are recorded on a university generated transcript and a Deer Park High School transcript. Participating universities are the Central Washington University (CWU) and Eastern Washington University (EWU). Students taking any university course must be at junior standing or above or have special permission from the instructor at the high school.

### **Current College in the High School courses being offered are:**

- **Math:** CWU Mathematics in the Modern World, CWU Algebra II w/Trigonometry, CWU Pre-Calculus I (1st Sem.) & II (2nd Sem.) **and** CWU Calculus 172
- **English:** EWU College Composition 101 **and** EWU Intro to Literature 170
- **Social Studies:** EWU American History 111/112 **and** EWU Political Science 100/ECON
- **Elective:** EWU General Psychology 100

DPHS offers these courses tuition free to the student. Students taking the college courses must be scheduled into six (6) class periods or may be required to pay tuition to Eastern Washington University (EWU) or Central Washington University (CWU).

### **Admission Requirements for Washington Public and FOUR-YEAR Colleges and Universities**

The high school course requirements of the public, four-year college/universities in the State of Washington are shown below. Each figure represents the number of years of high school study required **as a minimum** in the specified areas. Students are urged to complete more than the minimums in order to strengthen their preparation for college study.

The courses taken in these subjects should be college-preparatory in content. Those who complete at least the number of years of study listed below will be eligible for consideration for admission at all six Washington public colleges and universities. Those six colleges and universities are: Eastern Washington University, Central Washington University, Western Washington University, Washington State University, University of Washington, and Evergreen State College.

**ENGLISH - 4 years** (8 semesters)

**MATH - 3 years** (must be Algebra or higher)

**SOCIAL STUDIES - 3 years**

**SCIENCE - 3 years** (one year must be biology, chemistry, or physics)

**WORLD LANGUAGE - 2 years** (same language taken in consecutive years)

**VISUAL/PERFORMING ARTS - 2 years**

## **DISCIPLINE PHILOSOPHY AND PLAN**

### **FOR DPHS**

**(SCHOOL WIDE)**

**“A safe orderly school only happens when everyone is involved in discipline”**

**At DPHS there are 6 general behaviors all students and staff should adhere to:**

**COURTESY** – All students and staff at DPHS will be courteous to all others.

**RESPECT** – All students and staff at DPHS will respect self, others, individual differences, and property.

**COOPERATION** – All students and staff at DPHS will actively work to cooperate with others.

**HONESTY** – All students and staff at DPHS will observe the belief that honesty is the best policy.

**RESPONSIBILITY** – All students and staff at DPHS will accept the **personal** responsibility for their actions and know the school rules and expectations.

**SELF-DISCIPLINE/WORK ETHIC** –All students and staff at DPHS will strive toward self-discipline and a strong work ethic.

## **STATEMENT REGARDING DEER PARK HIGH SCHOOL DISCIPLINE POLICY**

It is the policy of Deer Park School District No. 414 to encourage student conduct that shall promote good health, reasonable standards of behavior, effective citizenship, and a positive environment for learning. Students on school grounds or in places under school jurisdiction are expected to abide by the rules, which are established to achieve these objectives.

Admission to the schools of Deer Park carries with it the presumption that the student shall conduct him/herself as a responsible member of the school community. This includes the expectation that the student shall obey the law, adhere to the policies of the School District, and comply with rules and regulations implementing these policies. In addition, the student is expected to safeguard the property of the school and to respect the rights and privileges of others in the school community.

In accordance with his/her level of maturity, each student is expected to accept responsibility for his/her own conduct. In order to accomplish the educational purposes of the Deer Park School District in an effective school environment, the Board of Directors has approved a standardized student discipline model developed with input by parents/guardians/custodians, students, and staff. When violations of these rules occur, the school is authorized to take appropriate action designed to insure more responsible behavior on the part of the student. When considering the level of discipline to be meted out to a student, school authorities shall consider several factors including, but not limited to, the student's attitude, the severity of conduct, the student's intent, the effect on other students and/or staff, mitigating circumstances, and the student's discipline history. Depending upon these factors, a more severe punishment or alternate consequence may be imposed. The ranges of sanctions so noted are progressive. Repeated offenses in any one category or combination of categories shall result in more severe sanctions. When violations of the laws of the United States, the State of Washington, and/or its subdivisions are also involved, the school shall refer such matters to parents, legal guardians, or appropriate authorities.

Students are reminded that they should adhere to a code of good behavior, not only for their benefit, but for the benefit of others as well. Students are responsible for their actions and will be held accountable for the rules and regulations concerning student behavior. The following policy will be used to administer student discipline.

### **Rules and Regulations**

Washington Administrative Code (WAC), Chapter 180-40, entitled "Pupils", has been observed in the development of these rules and regulations. In the event that inconsistencies exist between those administrative provisions and these rules, regulations, and implementing procedures, or the State Board of Education revises the administrative provisions at a later date, the WAC shall supersede the District's rules. The enforcement of rules promulgated by the Washington Interscholastic Activities Association and like organizations that govern the participation of students in inter school activities, and appeals in connection therewith, shall be governed by rules of the organization that have been adopted pursuant to RCW 28A.600.200 and approved by the State Board of Education -- not by these rules.

A student has rights in the context of these rules insofar as s/he is a duly enrolled student of a particular school in Deer Park School District No. 414. At age eighteen, students become legal adults and must approve any disclosure of information about themselves from school records, except directory information, if a request for confidentiality has not been filed. Students at age eighteen may also sign releases, authorizations, or permission slips to participate in school activities and may sign themselves out of school and authorize their own absences, once parent permission paperwork is on file and approved by administration. Students between sixteen and eighteen who have been granted legal emancipation from their parents/guardians/custodians have the same rights as eighteen-year-old students. Students fourteen years of age or older have the right to keep private from everyone any District records indicating that they have been tested or treated for a sexually transmitted disease or referred, diagnosed, or treated for drug or alcohol problems. A student eighteen years of age or over, being legally an adult, shall have full responsibility for his/her behavior, but shall continue to have disciplinary actions regarding his/her conduct referred to his/her parent/guardian/custodian (unless emancipated), as hereinafter noted in these rules and regulations.



## I. STUDENT RESPONSIBILITIES

### A. 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. In the school, the student shall respect the rights and property of others so that s/he does not interfere with their education. The teacher and the administrator are required by law to maintain a suitable environment for learning. Students who involve themselves in criminal acts on school property, off school property--and which acts have a detrimental effect upon the maintenance and operation of the schools or the District--are subject to prosecution under the law and/or disciplinary action by the school.

### B. District Rules of Conduct

Students shall comply with all rules and regulations adopted by the District, including the rules and regulations set forth herein. The following rules identify, but do not limit, the types of activities covered by School District regulations. The rules shall be enforced by school administrators: on the school grounds, off the school grounds at a school activity, function, event, or off the school grounds if the action or incident was initiated on school grounds.

When considering the level of discipline to be implemented, school authorities shall consider several factors including, but not limited to, the student's attitude, the severity of the misconduct, the student's intent, the effect on other students and/or staff, mitigating circumstances, and the student's discipline history. Depending on these factors, a more severe punishment may be imposed. Students with disabilities shall be disciplined in a nondiscriminatory manner on a case-by-case basis.

The following list of offenses is not exclusive of other behaviors for which a student may be disciplined, up to and including expulsion and notification of appropriate non-school agencies. The range of sanctions is progressive. Repeated offenses in any one category or combination of categories shall result in more severe sanctions. This will be determined by School Administration and will depend on the severity of the offense.

#### School Discipline = Building based

*Possible school discipline may include:*

- |                               |   |
|-------------------------------|---|
| ✕ <i>Counseling</i>           | ✕ <i>Suspension (short and long term)</i> |
| ✕ <i>Verbal reprimand</i>     | ✕ <i>Expulsion</i>                        |
| ✕ <i>Lunch detention</i>      | ✕ <i>Work Detail</i>                      |
| ✕ <i>In School Suspension</i> | ✕ <i>Warning</i>                          |

**Short-term suspension = removal from school district 1 - 10 days.**

**Long-term suspension = removal from school district for > (10) days**

1. Adherence to District Rules. A student shall obey the lawful instructions of School District personnel.  
School Discipline
2. Alcoholic Beverages. Possessing, using, transmitting, selling, distributing, being under the influence of or showing evidence of having used any alcohol. Determination of BAC may involve Breathalyzer Analysis. Students found in possession of alcoholic beverages will face actions in collaboration with the school administration.
3. Alteration of Records. A student shall not falsify, alter, or destroy any school record or any communication between home and school. Students found engaging in such activities will face strict disciplinary measures, which may include suspension, expulsion, and/or legal action.
4. Arson. Intentionally setting or attempting to set a fire or cause an explosion. Students found to have engaged

in arson or attempted arson will face immediate and severe disciplinary actions, which may include long-term suspension, expulsion, and referral to law enforcement authorities. Criminal charges may also be pursued.

5. **Assault against a school employee.** Intentionally causing or attempting to cause physical injury or behaving in such a way as could reasonably cause physical injury to any person. Assault, threats, or abuse of District personnel. Interfering with the discharge of the official duties of District personnel by intimidation, force, or violence. Students who commit an assault against a school employee will face immediate and severe consequences, which may include expulsion, and referral to law enforcement. Criminal charges may also be pursued depending on the severity of the assault.
6. **Assault (all others) or threats against students.** An intentional contact with another person which would be harmful or offensive to an ordinary person who is not unduly sensitive; or an act done with unlawful force, with intent to inflict bodily injury or fear of such injury even if no injury is inflicted. Students who engage in assault or make threats against other students will face strict disciplinary measures, which may include suspension, expulsion, and referral to law enforcement authorities. The severity of the consequences will depend on the nature and extent of the incident.
7. **Assault on students (grievous).** Assaulting another with intent to inflict substantial or great bodily harm, or knowingly inflicting substantial or great bodily harm by any means. Students who commit a grievous assault on another student will face immediate and severe disciplinary actions, which may include expulsion, and referral to law enforcement authorities. Criminal charges may also be pursued depending on the severity of the assault.
8. **Bomb Threat.** Indicating verbally or in writing that a bomb or other incendiary device is on school property. Students found responsible for making a bomb threat will face immediate and severe disciplinary actions, including long-term suspension or expulsion, and referral to law enforcement authorities. Criminal charges may also be pursued.
9. **Burglary.** Entering or remaining unlawfully in a building with intent to commit a crime. Students found responsible for burglary will face immediate and severe disciplinary actions, which may include suspension, expulsion, and referral to law enforcement authorities. Criminal charges may also be pursued.
10. **Bus Conduct.** The Deer Park School District has the responsibility of transporting students in a safe manner; therefore, a student must obey rules and regulations as adopted by the Board to ensure their safety and well-being while on School District transportation. Drivers are empowered to impose discipline upon a student for misconduct which violates rules of conduct on a bus and recommend to the student's principal the denial of student riding privileges. School district administrators may impose additional sanctions in proportion to the severity and repetition of the act(s).
11. **Cell Phone/Cameras/Camera Phones/Personal Communicator/Telecommunication Equipment.** Students are prohibited from use of cell phones and cameras of any type in any restroom, locker room, or other location where students and staff "have a reasonable expectation of privacy." Further, it is illegal to take anyone's photo without their permission. A student caught improperly using any telecommunication device to take or transmit digital photographic images will face immediate discipline, loss of privileges, and may be recommended for expulsion.

Taking or transmitting digital images during a testing period is also prohibited. If a student is caught transmitting digital images during testing, he will receive no credit and receive school discipline up to expulsion. Loss of privileges may include withdrawing the student from the class and losing credit.

Due to a number of incidents where cell phones possessed and being used by students have disrupted instruction and learning during scheduled class time, we are clarifying actions to be taken when cell phones create a distraction to students or disrupt the learning environment at Deer Park High School.

All cell phones are to be turned off and put away during scheduled class periods.

Students may use their cell phone outside the classrooms, before and after school, or during lunch.

Cell phones that are on and ring or are off and cause a distraction may be collected by the staff member and turned in to the office. Students who refuse to turn their phone over to the staff member will receive a referral for refusing to comply with a reasonable request, which will result in school discipline.

Consequences for violations involving cell phones will be as follows:

1<sup>st</sup> Offense – Cell phone will be taken by staff and returned to the student by an administrator at the end of the school day.

2<sup>nd</sup> Offense – Cell phone will be taken by staff and returned to a **parent** by an administrator when the parent comes to the school.

Continued misuse of cell phones will lead to parent/student conferences with Administration.

12. **Cheating/Plagiarism.** A student shall not knowingly submit the work of others and represent it as his/her own. S/he shall not aid and abet the cheating of others. Students found guilty of cheating or plagiarism will face disciplinary actions, which may include receiving a failing grade on the assignment or exam,, suspension, and potential disqualification from academic honors or extracurricular activities.

13. **Closed Campus/Restricted Areas.** A student shall remain on school grounds and out of any and all outside areas designated as school property from the time of arrival until students are officially excused. DPHS is a closed campus except when senior privileges are granted. *Please note: parking lots are out-of-bounds during the school day.* Students found in violation of this policy will face disciplinary actions, which may include lunch detail or loss of certain privileges. Repeat offenses will result in more severe consequences.

**Please note:** Due to safety concerns, DPHS will keep all but one main access door locked during the school day (0815-1445).

**Any student who opens an exterior door, for any reason, during the school day will be subject to school discipline.**

14. **Controlled Substances.** Possessing, distributing, using or being under the influence of illegal drugs, inhalants, unauthorized or controlled substances, or alleged controlled substances, or in possession of drug paraphernalia. Students found in possession of controlled substances or engaging in related activities will face severe disciplinary actions, which may include suspension, expulsion, and referral to law enforcement authorities. Counseling or intervention programs may also be required.
15. **Dishonesty.** A student will provide accurate information when questioned about a school related incident. If a student is dishonest with school staff they will work with administration through disciplinary action. Students found engaging in dishonest behavior will face disciplinary actions, which may include receiving a failing grade on assignments or exams, suspension, and potential loss of privileges.
16. **Display of Affection (Inappropriate).** Sexually oriented actions or indecent liberties at school, on District transportation, or school-sponsored activities. Hand Holding is permissible. Other forms of affection (kissing, hugging, sitting on laps, etc.) are inappropriate. Students found engaging in inappropriate displays of affection will face disciplinary actions, which may include verbal warnings, lunch detail, suspension, and parent/guardian meetings to discuss the incident and its consequences.
17. **Disruptive Conduct.** A student shall not exhibit conduct that materially and substantially interferes with the educational process. Students who engage in disruptive conduct may face disciplinary actions, which could include lunch work detail, parent/guardian notification, loss of privileges, suspension, or other appropriate consequences based on the severity and frequency of the behavior.

18. **Dress/Apparel.** A student's dress and appearance may be regulated when, in the judgment of school administrators, there are reasonable expectations. Violations of the dress code policy may result in requests to change attire, lunch detail(s), or parent/guardian notification. Repeat offenses may lead to more serious disciplinary actions.

- A health or safety hazard shall be presented by the student's dress or appearance;
- Damage to school property shall result from student's dress; or
- A material and substantial disruption of the educational process shall result from the students' dress or appearance. For the purpose of this policy, a material and substantial disruption of the educational process may be found to exist when a student's conduct is inconsistent with any part of the educational mission of the School District.
- Students have a responsibility to dress and appear on school campuses according to standards of propriety, safety, and health. The following guidelines will uniformly be applied to dress and grooming.
- Footwear with soles must be worn in school facilities and on school grounds.
- Reference to tobacco, weapons, violence, drug and/or alcohol on clothing is not allowed. Colors or clothing with the purpose of gang identification, Hate Groups, and inappropriate pictures and/or words on clothing of an obscene and/or sexual nature are also prohibited. (Please see associated Harassment Reference #25).
- Clothing should adequately cover the body. See-through apparel, clothing with holes in the seat or crotch, bare stomachs or midriffs, bareback tops (halter tops), low cut shirts or dresses, and strapless dresses are prohibited. Tops should cover the midriff to the belt-line. All undergarments should be covered.
- Proper personal hygiene is required of all students and will reduce problems with peers. Wearing clean clothes and regular bathing is essential.
- Sunglasses are not to be worn in school unless prescribed by a physician and cleared through the office (CSD Policy 3224).

18. **False Alarm.** Activating a fire alarm for other than the intended purpose of the alarm. Students found responsible for initiating false alarms will face disciplinary actions, which may include suspension, expulsion and involving law enforcement.

19. **Fighting.** Participating in mutual physical contact involving anger or hostility is prohibited. Emergency Expulsion -length of time to be determined.

Additionally, students who are filming an altercation, or who are **in any way** judged to be encouraging a fight (which includes watching passively) will also be subject to suspension and/or other discipline.

20. **Firearms/Dangerous Weapons and Explosives.** (RCW 9.41.250) Possessing, handling, transmitting, exhibiting, using, or displaying any firearm (a weapon or device from which a projectile may be fired by an explosive, such as gunpowder) or rifle, air-gun, or any other object that can reasonably be considered a dangerous weapon or look like a weapon apparently capable of producing bodily harm in a manner, under circumstances, and at a time and place that either manifests an intent to intimidate another person or that warrants alarm for the safety of other persons. No knives are allowed at school, and knives with blades greater than 2 ½ inches are considered dangerous weapons. Following due process, the student may be expelled. A school administrator shall promptly notify law enforcement and the student's parent/guardian/custodian.

A student may not possess or transmit any object that can be reasonably considered to be a firearm, air gun or dangerous weapon on school property or vehicles. Violation of this rule with a firearm will result in a minimum one-year expulsion unless modified by the Superintendent.

Any violation of this policy by elementary or secondary students constitutes grounds for expulsion from the state's public schools. School officials will promptly notify law enforcement and the student's parent or guardian regarding any allegation or indication of such violation.

Examples of dangerous weapons are throwing stars, nun-chu-ka sticks, and BB or pellet guns. Other

dangerous weapons are defined in RCW 9A.41.250 and 9A.41.280.

21. **Fireworks.** Possessing, transmitting, using, distributing, or selling firecrackers or other fireworks is prohibited. Students found in possession of fireworks or engaging in their use will face disciplinary actions, which may include suspension, expulsion and parent/guardian meetings to discuss the incident and its consequences.
22. **Gambling.** A student shall not play cards, dice, or games of chance for money or other things of value. Students found participating in gambling activities will face disciplinary actions, which may include verbal warnings, lunch detail, suspension, and parent/guardian meetings to discuss the incident and its consequences.
23. **Gangs.** The Board of Directors is aware of the public existence of gangs, which are involved in illegal, intimidating, and harassing conduct. It believes that such gangs and the expressions of such gang memberships (e.g., gang colors, use of hand signals, symbols of affiliation, the presence of apparel, jewelry, accessories, graffiti, or manner of grooming, including tattoos which, by virtue of its color, arrangement, trademark, symbol alteration, or any other attribute denote membership in a gang) that create a clear and present danger on school premises, at school-sponsored events, and/or disrupts the orderly operation of the school is prohibited on or about school property or at any school related activity. A student shall not knowingly engage in gang activity on school property. Graffiti includes writing or drawing on student papers.

A gang is defined as a group of people (three or more), which on an ongoing basis regularly conspire and act in concert mainly for criminal purposes. They interact among themselves; have identifiable leadership; take upon themselves an identity and/or a group name; sometimes claim a physical territory; and, engage together in one or more forms of antisocial behavior and/or criminal activity on a regular or ongoing basis.

Students found participating in gang-related behavior will face disciplinary actions, which may include suspension, expulsion, and notification of law enforcement authorities. Counseling or intervention programs may also be required.

24. **Harassment Students/Adults.** The District (policy #6590) 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.414.080(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 intimidating or threatening educational environment; or
  - Has the effect of substantially disrupting the orderly operation of the school.

Sexual harassment means unwelcome sexual advances, requests for sexual favors, sexually motivated physical contact, or other verbal or physical conduct or communication of a sexual nature between two or more individuals if:

- Submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining an education or employment, or
- Submission to or rejection of the conduct or communication by an individual is used as a factor in decisions affecting that individual's educational opportunities or employment, or
- That conduct or communication has the purpose or effect of substantially interfering with an individual's education or work performance or of creating an intimidating, hostile, or offensive educational or working environment.

If an investigation confirms that harassment occurred, appropriate disciplinary action will be taken. This may include but is not limited to suspension, or expulsion, depending on the severity of the incident.

25. **Indecent Liberties.** A student shall not take indecent liberties such as sexual contact or exposure with another

student on school property. Students found engaging in such behavior will face immediate and severe disciplinary actions. This may include but is not limited to suspension, expulsion, and referral to law enforcement authorities.

26. **Defiance or Non-Compliance of School Authorities.** A student shall not defy (verbally or nonverbally) the lawful instructions of School District personnel. This includes coming to class prepared with proper materials and refusing to complete assignments, or other schoolwork. Students exhibiting defiance or non-compliance will face disciplinary actions, which may include verbal warnings, counseling, lunch detail, suspension, and parent/guardian meetings to discuss the incident and its consequences.
27. **Interference with or Intimidation of School Authorities.** Interfering with the discharge of the official duties of district personnel by force, violence, or non-compliance. Students found engaging in such behavior will face severe disciplinary actions, which may include suspension, expulsion, and referral to law enforcement authorities if necessary. Parents or guardians will be notified immediately, and a mandatory meeting with school administration will be scheduled to address the incident and its consequences.
28. **Intimidation, Extortion, Blackmail, Coercion.** Engaging in intimidation, extortion, blackmail, or coercion is a serious violation of school policy and the law. Such actions create a hostile and unsafe environment for students and staff. Students found participating in these activities will face immediate and severe disciplinary actions, which may include suspension, expulsion, and referral to law enforcement authorities.
29. **Malicious Mischief.** Intentionally causing damage to any property (School District, contractor, school employee or another student.). Students found engaging in malicious mischief will face disciplinary actions, which may include lunch detail, suspension, **restitution for damages**, and parent/guardian meetings to discuss the incident and its consequences. Severe cases may also be referred to law enforcement authorities, potentially leading to criminal charges.
30. **Misrepresentation/Forgery.** Deliberately making untruthful statements with the knowledge that they are untrue and with the intent to deceive. Aiding and/or abetting others in a misrepresentation. Lying. Fraudulently using, in writing, the name of another person or falsifying time, dates, grades, addresses or other data. Students found guilty of misrepresentation or forgery will face disciplinary actions, which may include lunch detail, suspension, and parent/guardian meetings to discuss the incident and its consequences. The severity of the disciplinary measures will depend on the nature and impact of the misrepresentation or forgery.
31. **Obscenity, Profanity and Vulgarity.** Using obscene, vulgar, or profane language, writing, pictures, signs, or lewd acts is prohibited, including on computer terminals. Students engaging in obscenity, profanity, or vulgarity will face disciplinary actions, which may include lunch detail, suspension, and parent/guardian meetings to discuss the incident and its consequences.

**When directed at school personnel:** Students found engaging in such behavior towards school personnel will face immediate and severe disciplinary actions, which may include suspension, and parent/guardian meetings to discuss the incident and its serious consequences. Repeat offenses may result in more severe disciplinary measures, including expulsion.

32. **Participating in an Incident.** Participating in an incident that violates school policies, whether as an active participant or by encouraging others, is unacceptable and undermines the integrity and safety of our school community. Students found to be participating in such incidents will face disciplinary actions, which may include lunch detail(s), suspension, and parent/guardian meetings to discuss the incident and its consequences. The severity of the disciplinary measures will depend on the nature and extent of the participation. Our school is committed to fostering a positive and respectful environment. It is important for students to understand their responsibility to uphold school policies and to refrain from engaging in or supporting any behavior that violates these standards.

33. **Personal Protection Spray Devices.** It is unlawful for a person under eighteen (18) years old, unless the person is at least fourteen (14) years old and has the written permission of a parent or guardian to do so, to possess a personal protection spray device. Use of such a device in a manner inconsistent with the authorized use of force statute shall cause the imposition of appropriate discipline.
34. **Possession of Stolen Property.** Knowingly receiving, retaining, possessing, concealing, or disposing of stolen property. Possession of stolen property is a serious offense that violates school rules and legal standards. It undermines the trust and safety of our school community. Students found in possession of stolen property will face disciplinary actions, which may include lunch detail(s), suspension, restitution for damages, and parent/guardian meetings to discuss the incident and its consequences. Depending on the severity of the offense, law enforcement authorities may also be notified. Our school is committed to maintaining a safe and ethical environment. Students are expected to uphold honesty and integrity and to avoid any involvement with stolen goods or illegal activities.
35. **Private Transportation of Students.** In accordance with state school regulations, school authorities are empowered to supervise and control private transportation at school and may require student-operated vehicles to be registered and properly parked according to the policy of the school. Violations endangering public or private safety or lack of consideration for the public welfare in the operation of a vehicle are among the causes for which a Principal/designee may suspend the privilege of a student's privately driven motor transportation to and from school.
36. **Robbery.** Robbery, which involves the theft of property through force or threat of force, is a serious criminal offense and a significant breach of school safety. Any student found to be involved in the robbery will face severe disciplinary actions, which may include suspension, expulsion, and legal consequences.
37. **Senior Privileges.** Seniors in good academic standing will be permitted to leave school grounds during lunch. However, if they are tardy upon return, transport non-seniors off school grounds during lunch, or otherwise engage in prohibited or unlawful activities, will lose this privilege.
38. **Technology Misuse.** This includes accessing inappropriate content, cyberbullying, cheating, unauthorized use of devices during class time, or any action that disrupts learning. Misuse of technology, including school-provided devices or personal devices on school premises, undermines the educational environment and violates school policies. Depending on the severity of the offense, consequences may range from warnings and device confiscation to lunch detail, suspension, or expulsion. The goal is to educate students about responsible technology use while maintaining a safe and productive learning environment.
39. **Telecommunications Equipment.** (See Number 11).
40. **Theft.** This involves the unauthorized taking of property belonging to others, is a serious offense that violates school rules and can have legal consequences. Any student found responsible for theft will face disciplinary actions, which may include restitution for stolen items, lunch detail(s), suspension, and possible referral to law enforcement depending on the severity of the offense.
41. **Tobacco and non-tobacco products** using, transmitting, selling, or distributing said products. Vape devices are confiscated and **not** returned to students or parents. Students found in possession or using a vape will be assigned (2) days of lunch work detail along with (4) drug/tobacco classes held during lunch. Continued offenses will lead to parent/student conferences with Administration.
42. **Trespass/Loitering.** Entering or remaining unlawfully in school buildings or on any part of school grounds. Trespassing and loitering on school premises or within school grounds without authorization are violations of school policy and can compromise the safety and security of our students and staff. Any student found trespassing or loitering on school property may face disciplinary actions, which could include lunch work detail, suspension, and criminally trespassed along parent/guardian notification. Non-students or unauthorized individuals may be subject to legal consequences as determined by law enforcement.
43. **Truancy/Attendance:** All students enrolled in Deer Park School District shall be punctual and regular in attendance. The primary responsibility of good school attendance rests with the parent/guardian/custodian and student(s). Therefore, **if a student is absent**, it is the student's responsibility on the day they return to school

to contact the teacher for their makeup work for excused absences. Such makeup work must be completed in a reasonable time. Students shall attend school every scheduled school day for the entire day and shall be in their assigned areas at assigned times, unless officially excused.

A student may be excused from school attendance if they are physically or mentally unable to attend school, is attending a residential school operated by the Department of Social and Health Services, or has been temporarily excused upon the request of their parent(s)/guardian(s)/custodian(s) for purposes agreed upon by the school administrator and the parent(s)/guardian(s)/custodian(s). An “excused” absence or “excused” tardiness from a class or from school is commonly related to the student’s own illness or a health condition, a religious observance (when requested by the student’s parent/guardian/custodian), school-approved activities, family emergencies and, as required by law, disciplinary actions or short-term suspension. In addition, and upon request by a parent/guardian/custodian, the Principal may grant permission in advance for a student’s absence providing such absence does not adversely affect the student’s educational progress. The school shall require from the parent/guardian/custodian, unless the student is adult/emancipated, such verification, as the school deems necessary to determine the reason for the absence or tardiness.

**Further, excused absences that are excessive or that are negatively impacting a student’s academic progress will be treated in the same manner as unexcused absences. The determination of “excessive” will be at the discretion of the school.**

Any absence or tardiness from a class or from school, unless the school authorities are notified in advance and approve such absence or tardiness, shall initially be deemed an “unexcused” absence. The student shall have the burden of advising the school of the reason for such absence or tardiness. The school shall require from the parent/guardian/custodian or student such verification as the school legally deems necessary to determine the reason for the absence or tardiness. If the school judges the reason as justifiable, the absence or tardiness may be considered “excused”. If unexcused, then the student will not have rights to receive credit for assignment, tests, etc.

“Unexcused” absences and/or tardiness shall be cause for discipline. See subsection “D” thereafter. Whenever a student has an unexcused absence, the parent/guardian/custodian shall be notified by phone or in writing and informed of the consequences of additional unexcused absences. **After the second unexcused absence within one month**, the parent/guardian/custodian shall be notified and a conference scheduled with the parent/guardian/custodian and student to determine what corrective measures should be taken to eliminate or reduce the cause of the student’s absence from school. If the parent/guardian/custodian does not attend, the conference may be held with the student. Parents/guardians/custodians may be notified, and the planned program to ameliorate the cause of the student’s absence from school may be reviewed after each subsequent unexcused absence. **The District shall, not later than the fifth (5th) unexcused absence, enter into an agreement with the student and parent/guardian/custodian that establishes school attendance requirements. A meeting with the Community Truancy Board will be scheduled at this time.** The District shall file a petition with juvenile court alleging a violation of attendance laws by the parent/guardian/custodian, by the student, or by the parent/guardian/custodian and student after seven (7) unexcused absences for a majority of hours or periods in a school day within a month or not later than the tenth (10th) unexcused absence during a school year. If the allegations in the fact-finding hearing are established by a preponderance of the evidence, the court shall assume jurisdiction until the end of the current school year and may extend longer. The District is responsible for reporting any additional unexcused absence to the court.

A student’s academic grade or credit in a particular subject may be adversely affected by reason of absence or tardiness only to the extent that the student’s attendance and/or participation is related to the instructional objectives of the course, and has been identified by the teacher as a basis for grading in the course. Students who persistently fail to attend school without valid reasons may face disciplinary actions, which could include loss of privileges, and or referral to truancy boards.

44. **Weapons/Dangerous Items.** Possessing, transmitting or using items determined by school authorities to be weapons, which are capable of causing bodily harm or threat of intimidation, including fake weapons, laser pointers and knives. All such weapons shall be confiscated, and appropriate law enforcement agencies notified. Toy weapons, knives of any size or type, and laser pointers are not allowed on campus. These items shall be confiscated and must be picked up by the student’s parent or guardian. One exception is the use of toy weapons in drama productions, and as part of celebration costumes. The building principal must approve drama use, and all approved items shall be secured, and the use supervised by the responsible teacher.



## II. STUDENT RIGHTS

### A. Student Expression

All students possess the constitutional right to freedom of speech and press. Freedom of student expression is part of the District's instructional program. Free speech may not be used to disrupt the educational process. Freedom of student expression applies also to the students' dress and appearance but may be regulated when, in the judgment of school administrators, there is reasonable expectation that:

1. A health or safety hazard shall be presented by the students' dress or appearance;
2. Damage to school property shall result from the students' dress; or
3. A material and substantial disruption of the educational process shall result from the students' dress or appearance. For the purpose of this policy, a material and substantial disruption of the educational process may be found to exist when a student's conduct is inconsistent with any part of the educational mission of the School District. No student on or about school property or at any school activity shall wear or display clothing **or symbols** which are gang related or representative of hate groups, advocating noncompliance with the law, vulgarity, lewdness, immoral conduct, or the use of tobacco, alcohol, or other drugs. The uniforms of nationally recognized youth organizations and clothing worn in observance of a student's religion are not subject to this policy.

Where such disruption occurs, the student shall be subject to disciplinary action.

School Discipline

### B. Assembly

All students possess the constitutional right to peaceably assemble and to petition the government and its representatives for a redress of grievance, subject to reasonable limitations upon the time, place, and manner of exercising such rights.

Students have the right of peaceful assembly in school facilities generally available to the public and at convenient hours that do not conflict with school functions or require staff on duty beyond the regular hours.

Assembly shall be related to the educational process and applicable to school policies and educational objectives. It shall be conducted in an orderly manner and not interfere with the educational process. The assembly cannot impede the free movement of traffic in any way. When students participate as members of approved student body organizations, they shall assemble as authorized by the Principal or his/her designee.

### C. Search, Seizure, and Inspection

All students possess the constitutional right to be secure in their persons, papers, and effects against unreasonable search and seizure.

However, a student is subject to search by school officials if reasonable grounds exist to suspect that the search will yield evidence of a student's violation of the law or school rules governing student conduct. The discovery of contraband or other evidence of a student's violation of the law or school rules may precipitate a search.

For the purpose of this policy, "contraband" means items, materials, or substances the possession of which is prohibited by law or District policy. These include, but are not limited to, controlled substances, alcoholic beverages, tobacco products, or any object that can reasonably be considered a firearm or a dangerous weapon.

The right to privacy is a fundamental tenet of human liberty. Staff shall take particular care to respect students' privacy. At the same time, they must protect the health and safety of all students and promote the effective operation of the schools. The Principal, the Superintendent, or other such staff designated by the Superintendent shall have the authority to conduct student searches. They shall do so only upon reasonable cause and in the manner prescribed by District policy. Staff shall conduct searches in a manner, which is not excessively intrusive in light of the age and sex of the student and the nature of the suspected infraction. No student shall be subject to a strip search or body cavity search by school staff. School officials may consult with local law enforcement officials regarding the advisability of a search on school premises by a law enforcement officer if evidence of criminal activity is likely to be seized.

A search is required when there are reasonable grounds to suspect a student has a firearm on school grounds, transportation or at school events.

Student lockers and desks are the property of Deer Park School District and are made available for student use. Student lockers and desks shall be subject to inspection on a regular basis for the purpose of maintaining school safety and cleanliness. School authorities have the right to inspect and/or search desks or lockers when there is reasonable cause to suspect that the desk or locker is being used for some purpose inconsistent with school policy and/or regulation. A student's personal property, including a motor vehicle or other means of transportation, shall be reasonably free from search. However, if there is reasonable cause to believe that school policies and regulations have been violated, school authorities may search such person or property and may take into custody any objects which could disturb or interfere with the educational process or which present a threat to the safety or security of others.

The Deer Park School District 414 may use a certified drug dog to conduct random safety checks of district property including school lockers and desks. If the dog indicates a possible illegal substance, a thorough search will be conducted of that locker or desk.

#### Freedom from Discrimination

The District shall provide equal educational opportunity and treatment for all students in its academic and activities program without regard to race, creed, color, political and religious beliefs, national origin, gender, sexual orientation, marital or parental status, socioeconomic status, health status, previous arrest (unless a clear and present danger exists), or incarceration or non-program-related physical, sensory, or mental disabilities. Sexual harassment of a student by a staff member constitutes unlawful discrimination.

District programs shall be free from gender harassment. Married students shall have the same responsibilities and rights as unmarried students. This includes the right to participate in extracurricular activities on the same basis and subject to the same requirements as unmarried students. A student shall not be excluded from attendance in the regular school program solely on the grounds of pregnancy. A pregnant student may be required to produce a physician's statement as to the condition of her health program. If the statement indicates that the pregnant student's health and physical well-being mandates her withdrawal from regular school activities, the District shall develop an alternative educational program.

#### Tests, Questionnaires, and Surveys

The parent/guardian/custodian must have given written permission prior to the time any student is administered any oral test, questionnaire, survey, or examination which contains questions regarding the student's or his/her family's personal beliefs or practices as to sex or religion. In any District program receiving federal funds, the District is prohibited from requiring students to submit to surveys, analysis, or evaluations without the prior written consent of the parent/guardian/custodian or emancipated student when such survey, analysis, or evaluation reveals information concerning political affiliations, potentially embarrassing psychological problems, sexual behavior and attitudes, illegal, antisocial or demeaning behavior, critical appraisals of family members, legally privileged relationships, and income (other than that required by law).

### **III. DISCIPLINARY ACTION**

#### **Definitions**

If the school is to maintain an atmosphere which is conducive to learning and which insures the educational rights of each student, the reasonable exercise of authority by school officials is a necessity. In fulfilling this duty, the schools recognize the need for an equitable procedure of disciplinary action, which assures the rights, and obligations of each individual. The degree of disciplinary action imposed shall be consistent with the misconduct involved. Any student or parent/guardian/custodian who is aggrieved by the imposition of discipline shall have the right to an informal conference with the building Principal/designee for the purpose of resolving the grievance. If the grievance is not resolved, the student or parent/guardian/custodian shall have the right to continue the appropriate grievance procedure through the Superintendent and Board as described in Administrative Procedure 4312.5.

#### **Disciplinary Sanctions**

Disciplinary sanctions consistent with local, State, and Federal laws, up to and including expulsion and referral for prosecution, shall be imposed on students who violate the standards of conduct prohibiting the unlawful possession, sale, use, or distribution of illicit drugs, including anabolic steroids, alcohol, or tobacco products by students on school premises, grounds, in school-owned vehicles, or any other school-approved vehicle used to transport students to or from school or school activities, including athletic events, dances, field trips, etc. Persons Authorized to Impose Disciplinary Action/ Procedures

#### **Discipline and Emergency Removal**

Each certificated teacher, school administrator, school bus driver, and any other school employee designated by the Board of Directors shall possess the authority to impose discipline upon a student for serious misconduct and unsafe behavior which violates rules of the School District and certificated staff may impose an emergency removal from class, subject, or activity and send the student to the Building Principal/designee.

#### **Suspension and Expulsion**

The Board of Directors of Deer Park School District No. 414 does hereby delegate to the Superintendent and/or his/her designee(s) the authority to impose suspensions and expulsions upon students for misconduct, which violates rules of the School District. Each certificated teacher may recommend to their Principal/designee the imposition of suspension or expulsion upon students.

#### **Suspension**

Shall mean the denial of attendance other than for the balance of the immediate class period for “discipline” purposes at any single subject or class, or at any full schedule of subjects or classes for a stated period of time. A suspension also may include the denial of admission to or entry upon real and personal property that is owned, leased, rented, or controlled by the school district.

- Short-term suspension is a suspension for up to (10) school days.
- Long-term suspension is a suspension equal to or greater than (10) school days.

#### **Expulsion**

Shall mean the denial of attendance at any single subject or class, or any full schedule of subjects or classes for an indefinite period of time. An expulsion also may include the denial of admission to or entry upon real and personal property that is owned, leased, rented, or controlled by the school district.

#### **Emergency Expulsion**

A student may be emergency expelled from a school district if the superintendent or his/her designee has good and sufficient reason to believe that the student's presence poses an immediate and continuing danger to the student, other students, or school personnel, or an immediate and continuing threat of substantial disruption of the educational process. This is an extremely limited standard and the district must be able to offer proof to substantiate the seriousness of the situation.

#### **IV. ANNUAL NOTICE**

The District shall provide annual notice to the students and parents/guardians/custodians that the Student Responsibilities and Rights Policy and Procedure are on file for review in each school building or in the School District Office. Requests by parents/guardians/custodians or students for complete copies of the policy shall be made available.

#### **VI. NONDISCRIMINATION STATEMENTS**

The Deer Park 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 and provides equal designated to handle questions and complaints of alleged discrimination:

Deer Park School District – P.O. Box 490 – Deer Park, WA 99006

Civil Rights Compliance Coordinator

Steve Hitchcock

Assistant Principal

509-464-5700

[steve.hitchcock@dpsdmail.org](mailto:steve.hitchcock@dpsdmail.org)

Title IX Coordinator

Suzanne McKibbon

Assistant Superintendent

509-464-5500

[suzanne.mckibbon@dpsdmail.org](mailto:suzanne.mckibbon@dpsdmail.org)

Section 504 and ADA

Suzanne McKibbon

Assistant Superintendent

509-464-5500

[suzanne.mckibbon@dpsdmail.org](mailto:suzanne.mckibbon@dpsdmail.org)

# APPENDIX A

## DISCRIMINATION

Deer Park 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, gender identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employee(s) has been designated to handle questions and complaints of alleged discrimination:

Civil Rights Compliance Coordinator  
Steve Hitchcock  
Assistant Principal  
509-464-5700  
[alexa.allman@dpsdmail.org](mailto:alexa.allman@dpsdmail.org)

Title IX Coordinator  
Suzanne McKibbon  
Assistant Superintendent  
509-464-5526  
[suzanne.McKibbon@dpsdmail.org](mailto:suzanne.McKibbon@dpsdmail.org)

Section 504 Coordinator  
Suzanne McKibbon  
Asst. Superintendent & Director of Special Services  
509-464-5526  
[suzanne.McKibbon@dpsdmail.org](mailto:suzanne.McKibbon@dpsdmail.org)

**You can report discrimination and discriminatory harassment** to any school staff member or to the district's Civil Rights Coordinator, listed above. You also have the right to file a complaint (see below). For a copy of your district's nondiscrimination policy and procedure, contact your school or district office or view it online here:

## SEXUAL HARASSMENT

Students and staff are protected against sexual harassment by anyone in any school program or activity, including on the school campus, on the school bus, or off-campus during a school-sponsored activity.

**Sexual harassment is unwelcome behavior or communication that is sexual in nature when:**

- A student or employee is led to believe that he or she must submit to unwelcome sexual conduct or communications in order to gain something in return, such as a grade, a promotion, a place on a sports team, or any educational or employment decision, or
- The conduct substantially interferes with a student's educational performance, or creates an intimidating or hostile educational or employment environment.

**Examples of Sexual Harassment:**

- Pressuring a person for sexual favors
- Unwelcome touching of a sexual nature
- Writing graffiti of a sexual nature
- Distributing sexually explicit texts, e-mails, or pictures
- Making sexual jokes, rumors, or suggestive remarks
- Physical violence, including rape and sexual assault

**You can report sexual harassment** to any school staff member or to the district's Title IX Officer, who is listed above. You also have the right to file a complaint (see below). For a copy of your district's sexual harassment policy and procedure, contact your school or district office.

## COMPLAINT OPTIONS: DISCRIMINATION AND SEXUAL HARASSMENT

If you believe that you or your child have experienced unlawful discrimination, discriminatory harassment, or sexual harassment at school, you have the right to file a complaint.

Before filing a complaint, you can discuss your concerns with your child's principal or with the school district's Section 504 Coordinator, Title IX Officer, or Civil Rights Coordinator, who are listed above. This is often the fastest way to revolve your concerns.

### Complaint to the School District

#### *Step 1. Write Our Your Complaint*

In most cases, complaints must be filed within one year from the date of the incident or conduct that is the subject of

the complaint. A complaint must be in writing. Be sure to describe the conduct or incident, explain why you believe discrimination, discriminatory harassment, or sexual harassment has taken place, and describe what actions you believe the district should take to resolve the problem. Send your written complaint—by mail, fax, email, or hand delivery—to the district superintendent or civil rights compliance coordinator.

***Step 2: School District Investigates Your Complaint***

Once the district receives your written complaint, the coordinator will give you a copy of the complaint procedure and make sure a prompt and thorough investigation takes place. The superintendent or designee will respond to you in writing within 30 calendar days—unless you agree on a different time period. If your complaint involves exceptional circumstances that demand a lengthier investigation, the district will notify you in writing to explain why staff need a time extension and the new date for their written response.

***Step 3: School District Responds to Your Complaint***

In its written response, the district will include a summary of the results of the investigation, a determination of whether or not the district failed to comply with civil rights laws, notification that you can appeal this determination, and any measures necessary to bring the district into compliance with civil rights laws. Corrective measures will be put into effect within 30 calendar days after this written response—unless you agree to a different time period.

**Appeal to the School District**

If you disagree with the school district's decision, you may appeal to the school district's board of directors. You must file a notice of appeal in writing to the secretary of the school board within 10 calendar days after you received the school district's response to your complaint. The school board will schedule a hearing within 20 calendar days after they received your appeal, unless you agree on a different timeline. The school board will send you a written decision within 30 calendar days after the district received your notice of appeal. The school board's decision will include information about how to file a complaint with the Office of Superintendent of Public Instruction (OSPI).

**Complaint to OSPI**

If you do not agree with the school district's appeal decision, state law provides the option to file a formal complaint with the Office of Superintendent of Public Instruction (OSPI). This is a separate complaint process that can take place if one of these two conditions has occurred: (1) you have completed the district's complaint and appeal process, or (2) the district has not followed the complaint and appeal process correctly.

You have 20 calendar days to file a complaint to OSPI from the day you received the decision on your appeal. You can send your written complaint to the Equity and Civil Rights Office at OSPI:

**Email:** [Equity@k12.wa.us](mailto:Equity@k12.wa.us) | **Fax:** 360-664-2967

**Mail or hand deliver:** PO Box 47200, 600 Washington St. S.E., Olympia, WA 98504-7200

For more information, visit our [website](#), or contact OSPI's Equity and Civil Rights Office at 360-725-6162/TTY: 360-664-3631 or by e-mail at [equity@k12.wa.us](mailto:equity@k12.wa.us).

**Other Discrimination Complaint Options**

*Office for Civil Rights, U.S. Department of Education*

206-607-1600 | TDD: 1-800-877-8339 | [OCR.Seattle@ed.gov](mailto:OCR.Seattle@ed.gov) | [OCR Website](#)

*Washington State Human Rights Commission*

1-800-233-3247 | TTY: 1-800-300-7525 | [Human Rights Commission Website](#)

# **APPENDIX A**

## **DEER PARK HIGH SCHOOL CRISIS RESPONSE**

### **FIRE**

Pull alarm-evacuate building

### **MAJOR CLASSROOM DISRUPTION**

Contact the office if possible. A decision will be made by administration to:

1. Lock all doors and remain inside – known as Lock Down. Notification will be by intercom.
2. Evacuate – move outside as per fire drill procedure. Notification will be by intercom.
3. Other – Administration will give instruction over the intercom; the gym area will be notified in person.
4. Total Evacuation
  - a) Students that drive or walk home will be asked to leave in the same manner as usual.
  - b) Students that ride a bus will be escorted to the football field or Arcadia gym to await bus pick up.

### **Level of command at DPHS**

1. Principal
2. Asst. Principal
3. Athletic Director
4. Both Guidance Counselors
5. Certificated Staff

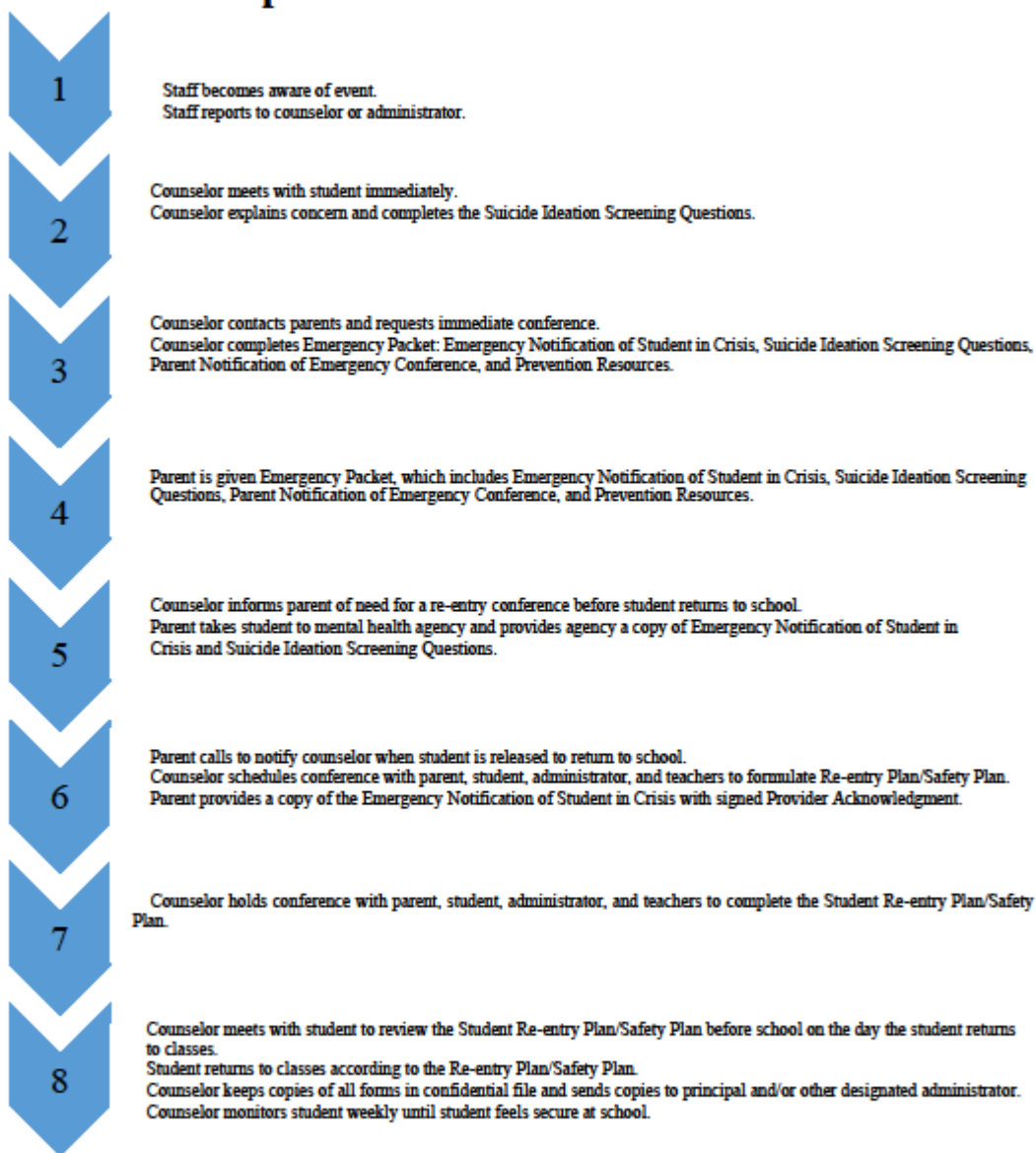
### **SPECIAL SAFETY NOTICE**

Our building now follows the principle of “Run, Hide, Fight” in the event of a condition or threat. In such circumstances, students and staff will either seek to escape, seek secure hiding areas, or resort to active resistance in life-threatening situations. Further, decision-making in such circumstances will necessarily be decentralized, with staff and students making real-time decisions based on those actions they determine will give them their best chance for survival.

# APPENDIX C

## APPENDIX C

### Process for Responding to Suicide Ideation/ Hospitalization Referrals and Admittances





# APPENDIX D

<https://www.dpsd.org/o/dpsd/page/district-calendars>

### 2024-2025 School Calendar



**Deer Park**  
SCHOOL DISTRICT  
428 N. Main  
Deer Park, WA 99006

August 2024						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September 2024						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2024						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2024						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2024						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2025						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Aug 26	First Day of School (DPS grades 1-5)
September 2	Labor Day (No School)
September 3	Kindergarten Begins
Oct 11	Learning Improvement Day (No School)
Nov 11	Veteran's Day (No School)
Nov 25	1/2 Day Conferences
Nov 26-27	Conference Days (No School)
Nov 28-29	Thanksgiving (No School)
Dec 23-Jan 3	Winter Break (No School)
Jan 1	New Years Day (No School)
Jan 20	Martin Luther King (No School)
Jan 24	1/2 Day School (District Wide)
Feb 14-17	Presidents' Day (No School)
Mar 14	Learning Improvement Day (No School)
April 2	Conferences begin
April 3-4	Conference Days (No School)
April 7-11	Spring Break (No School)
May 16 & June 12	Snow Make up days (No School)
May 26	Memorial Day (No School)
June 11	Last Day of School (Last Day)

Dates highlighted in green designate a one hour late start.  
On each of these Wednesdays, buses will pick up kids one hour later and the school day will begin one hour later than normal.

February 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2025						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 2025						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2025						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July 2025						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Parent/Teacher/Student Conferences	District Events	Notes
Fall conferences - November 25-27	Schools open for registration - Aug. 14	
Spring conferences - Apr 2-3	DPHS Graduation - June 7	

Calendar Templates by Vertex42.com

<https://www.vertex42.com/calendars/school-calendar.html>

# APPENDIX F

## APPENDIX F

# IN AN EMERGENCY TAKE ACTION



## **HOLD! In your room or area. Clear the halls.**

### **OCCUPANTS**

Clear the hallways and remain in room or area until the "All Clear" is announced  
Do business as usual

### **STAFF**

Close and lock door  
Account for occupants and staff  
Do business as usual



## **SECURE! Get inside. Lock outside doors.**

### **OCCUPANTS**

Return inside  
Do business as usual

### **STAFF**

Bring everyone indoors  
Lock outside doors  
Increase situational awareness  
Account for occupants and staff  
Do business as usual



## **LOCKDOWN! Locks, lights, out of sight.**

### **OCCUPANTS**

Move away from sight  
Maintain silence  
Do not open the door  
Prepare to evade or defend

### **STAFF**

Lock interior doors  
Turn out the lights  
Move away from sight  
Do not open the door  
Maintain silence  
Account for occupants and staff  
Prepare to evade or defend



## **EVACUATE! (A location may be specified)**

### **OCCUPANTS**

Evacuate to specified location  
Bring your phone  
Instructions may be provided about retaining or leaving belongings

### **STAFF**

Lead evacuation to specified location  
Account for occupants and staff  
Notify if missing, extra or injured people



## **SHELTER! Hazard and safety strategy.**

### **OCCUPANTS**

Use appropriate safety strategy for the hazard

#### **Hazard**

Tornado

Hazmat

Earthquake

Tsunami

#### **Safety Strategy**

Evacuate to shelter area

Seal the room

Drop, cover and hold

Get to high ground

### **STAFF**

Lead safety strategy  
Account for occupants and staff  
Notify if missing, extra or injured people

# APPENDIX G

## Our Schools Protect Students from Harassment, Intimidation, and Bullying (HIB)

Schools are meant to be safe and inclusive environments where all students are protected from Harassment, Intimidation, and Bullying (HIB), including in the classroom, on the school bus, in school sports, and during other school activities. This section defines HIB, explains what to do when you see or experience it, and our school's process for responding to it.

### What is HIB?

HIB is any intentional electronic, written, verbal, or physical act of a student that:

- Physically harms another student or damages their property;
- Has the effect of greatly interfering with another student's education; or,
- Is so severe, persistent, or significant that it creates an intimidating or threatening education environment for other students.

HIB generally involves an observed or perceived power imbalance and is repeated multiple times or is highly likely to be repeated. HIB is not allowed, by law, in our schools.

### How can I make a report or complaint about HIB?

**Talk to any school staff member** (consider starting with whoever you are most comfortable with!). You may use our district's reporting form to share concerns about HIB but reports about HIB can be made in writing or verbally. Your report can be made anonymously, if you are uncomfortable revealing your identity, or confidentially if you prefer it not be shared with other students involved with the report. No disciplinary action will be taken against another student based **solely** on an anonymous or confidential report. [HIB Incident Reporting Form](#)

If a staff member is notified of, observes, overhears, or otherwise witnesses HIB, they must take prompt and appropriate action to stop the HIB behavior and to prevent it from happening again. Our district also has a HIB Compliance Officer (Mr. David Bentler, 509-464-5808 ) that supports prevention and response to HIB.

### What happens after I make a report about HIB?

If you report HIB, school staff must attempt to resolve the concerns. If the concerns are resolved, then no further action may be necessary. However, if you feel that you or someone you know is the victim of unresolved, severe, or persistent HIB that requires further investigation and action, then you should request an official HIB investigation.

Also, the school must take actions to ensure that those who report HIB don't experience retaliation.

### What is the investigation process?

When you report a complaint, the HIB Compliance Officer or staff member leading the investigation must notify the families of the students involved with the complaint and must make sure a prompt and thorough investigation takes place. The investigation must be completed within 5 school days, unless you agree on a different timeline. If your complaint involves circumstances that require a longer investigation, the district will notify you with the anticipated date for their response.

When the investigation is complete, the HIB Compliance Officer or the staff member leading the investigation must provide you with the outcomes of the investigation within 2 school days. This response should include:

- A summary of the results of the investigation
- A determination of whether the HIB is substantiated
- Any corrective measures or remedies needed
- Clear information about how you can appeal the decision

### What are the next steps if I disagree with the outcome?

**For the student designated as the "targeted student" in a complaint:**

If you do not agree with the school district's decision, you may appeal the decision and include any additional information regarding the complaint to the superintendent, or the person assigned to lead the appeal, and then to the school board.

**For the student designated as the “aggressor” in a complaint:**

A student found to be an “aggressor” in a HIB complaint may not appeal the decision of a HIB investigation. They can, however, appeal corrective actions that result from the findings of the HIB investigation.

For more information about the HIB complaint process, including important timelines, please see the district’s HIB webpage or the district’s *HIB Policy [3207] and Procedure [3207P]*.

**Our School Stands Against Discrimination**

Discrimination can happen when someone is treated differently or unfairly because they are part of a **protected class**, including their race, color, national origin, sex, gender identity, gender expression, sexual orientation, religion, creed, disability, use of a service animal, or veteran or military status.

**What is discriminatory harassment?**

Discriminatory harassment can include teasing and name-calling; graphic and written statements; or other conduct that may be physically threatening, harmful, or humiliating. Discriminatory harassment happens when the conduct is based on a student’s protected class and is serious enough to create a hostile environment. A **hostile environment** is created when conduct is so severe, pervasive, or persistent that it limits a student’s ability to participate in, or benefit from, the school’s services, activities, or opportunities.

To review the district’s *Nondiscrimination Policy and Procedure*, visit [Deer Park School District Policies & Procedures](#).

**What is sexual harassment?**

**Sexual harassment** is any unwelcome conduct or communication that is sexual in nature and substantially interferes with a student’s educational performance or creates an intimidating or hostile environment. Sexual harassment can also occur when a student is led to believe they must submit to unwelcome sexual conduct or communication to gain something in return, such as a grade or a place on a sports team.

Examples of sexual harassment can include pressuring a person for sexual actions or favors; unwelcome touching of a sexual nature; graphic or written statements of a sexual nature; distributing sexually explicit texts, e-mails, or pictures; making sexual jokes, rumors, or suggestive remarks; and physical violence, including rape and sexual assault.

Our schools do not discriminate based on sex and prohibit sex discrimination in all of our education programs and employment, as required by Title IX and state law.

**What should my school do about discriminatory and sexual harassment?**

When a school becomes aware of possible discriminatory or sexual harassment, it must investigate and stop the harassment. The school must address any effects the harassment had on the student at school, including eliminating the hostile environment, and make sure that the harassment does not happen again.

**What can I do if I’m concerned about discrimination or harassment?**

**Talk to a Coordinator or submit a written complaint.** You may contact the following school district staff members to report your concerns, ask questions, or learn more about how to resolve your concerns.

Concerns about discrimination:

Civil Rights Coordinator:

Steve Hitchcock, Assistant Principal, Deer Park School District

1120 E “D” Street, Deer Park, WA 99006

509-464-5700, <mailto:Steve.Hitchcock@dpsdmail.org>

Concerns about sex discrimination, including sexual harassment:

Title IX Coordinator:

Suzanne McKibbin, Assistant Superintendent, Deer Park School District

PO Box 490, Deer Park, WA 99006

509-464-5500, <mailto:Suzanne.McKibbin@dpsdmail.org>

Concerns about disability discrimination:  
Section 504 Coordinator:  
Suzanne McKibbin, Assistant Superintendent, Deer Park School District  
PO Box 490, Deer Park, WA 99006  
509-464-5500, <mailto:Suzanne.McKibbin@dpsdmail.org>

Concerns about discrimination based on gender identity:  
Gender-Inclusive Schools Coordinator:  
Steve Hitchcock, Assistant Principal, Deer Park School District  
1120 E "D" Street, Deer Park, WA 99006  
509-464-5700, <mailto:Steve.Hitchcock@dpsdmail.org>

To **submit a written complaint**, describe the conduct or incident that may be discriminatory and send it by mail, fax, email, or hand delivery to the school principal, district superintendent, or civil rights coordinator. Submit the complaint as soon as possible for a prompt investigation, and within one year of the conduct or incident.

#### [What happens after I file a discrimination complaint?](#)

The Civil Rights Coordinator will give you a copy of the school district's discrimination complaint procedure. The Civil Rights Coordinator must make sure a prompt and thorough investigation takes place. The investigation must be completed within 30 calendar days unless you agree to a different timeline. If your complaint involves exceptional circumstances that require a longer investigation, the Civil Rights Coordinator will notify you in writing with the anticipated date for their response.

When the investigation is complete, the school district superintendent or the staff member leading the investigation will send you a written response. This response will include:

- A summary of the results of the investigation
- A determination of whether the school district failed to comply with civil rights laws
- Any corrective measures or remedies needed
- Notice about how you can appeal the decision

#### [What are the next steps if I disagree with the outcome?](#)

If you do not agree with the outcome of your complaint, you may appeal the decision to the Deer Park School Board and then to the Office of Superintendent of Public Instruction (OSPI). More information about this process, including important timelines, is included in the district's Nondiscrimination Procedure (3210P) and Sexual Harassment Procedure (3205P).

#### [I already submitted an HIB complaint – what will my school do?](#)

Harassment, intimidation, or bullying (HIB) can also be discrimination if it's related to a protected class. If you give your school a written report of HIB that involves discrimination or sexual harassment, your school will notify the Civil Rights Coordinator. The school district will investigate the complaint using both the Nondiscrimination Procedure (3210P) and the HIB Procedure (3207P) to **fully resolve your complaint**.

#### [Who else can help with HIB or Discrimination Concerns?](#)

##### **Office of Superintendent of Public Instruction (OSPI)**

All reports must start locally at the school or district level. However, OSPI can assist students, families, communities, and school staff with questions about state law, the HIB complaint process, and the discrimination and sexual harassment complaint processes.

OSPI School Safety Center (For questions about harassment, intimidation, and bullying)

- Website: [ospi.k12.wa.us/student-success/health-safety/school-safety-center](https://ospi.k12.wa.us/student-success/health-safety/school-safety-center)
- Email: [schoolsafety@k12.wa.us](mailto:schoolsafety@k12.wa.us)
- Phone: 360-725-6068

OSPI Equity and Civil Rights Office (For questions about discrimination and sexual harassment)

- Website: [ospi.k12.wa.us/policy-funding/equity-and-civil-rights](https://ospi.k12.wa.us/policy-funding/equity-and-civil-rights)
- Email: [equity@k12.wa.us](mailto:equity@k12.wa.us)
- Phone: 360-725-6162

**Washington State Governor's Office of the Education Ombuds (OEO)**

The Washington State Governor's Office of the Education Ombuds works with families, communities, and schools to address problems together so every student can fully participate and thrive in Washington's K-12 public schools. OEO provides informal conflict resolution tools, coaching, facilitation, and training about family, community engagement, and systems advocacy.

- Website: [www.oeo.wa.gov](http://www.oeo.wa.gov)
- Email: [oeoinfo@gov.wa.gov](mailto:oeoinfo@gov.wa.gov)
- Phone: 1-866-297-2597

**U.S. Department of Education, Office for Civil Rights (OCR)**

The U.S. Department of Education, Office for Civil Rights (OCR) enforces federal nondiscrimination laws in public schools, including those that prohibit discrimination based on sex, race, color, national origin, disability, and age. OCR also has a discrimination complaint process.

- Website: <https://www2.ed.gov/about/offices/list/ocr/index.html>
- Email: [orc@ed.gov](mailto:orc@ed.gov)
- Phone: 800-421-3481

**Our School is Gender-Inclusive**

Per-state law, discrimination based on sexual orientation, gender identity, and gender expression is expressly prohibited in Washington K-12 schools per chapters 28A.642 RCW and 392-190 WAC.

- Address students by their requested name and pronouns, with or without a legal name change
- Change a student's gender designation and have their gender accurately reflected in school records
- Allow students to use restrooms and locker rooms that align with their gender identity
- Allow students to participate in sports, physical education courses, field trips, and overnight trips in accordance with their gender identity
- Keep health and education information confidential and private
- Allow students to wear clothing that reflects their gender identity and apply dress codes without regard to a student's gender or perceived gender
- Protect students from teasing, bullying, or harassment based on their gender or gender identity

# **GOOD CITIZENSHIP MATTERS AT DPHS!**



**Deer Park High  
School  
2024- 2025**