

Santiam Junior/Senior High School Parent-Student Handbook



2018-19

Mission Statement:

“Providing a caring and supportive educational environment which enables students to succeed in an ever-changing world”

Santiam Junior/Senior High School
265 SW Evergreen St.
PO Box 199
Mill City, OR 97360
503-897-2311



Welcome to another fantastic year at Santiam Jr/Sr High School. We are really excited for the year to begin, as there has been several changes around the building. In addition, we have hired several new staff members who are eager to join our team.

We are extremely proud of our academic programs at Santiam. We feel that we offer a great balance of core academic classes alongside of great elective and CTE courses. We highly encourage students to be involved not only in their daily academics, but also activities, clubs and athletics.

We look forward to working with you this year. If you have any questions or concern, please stop by and see me.

Sincerely,

Angela Rasmussen
Principal

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Santiam Junior/Senior High School Bell Schedule 2018-19

REGULAR SCHEDULE

Period 1	7:50 - 8:47
Period 2	8:51 - 9:48
Break	9:48 - 9:56
Period 3	10:00 -10:57
Period 4	11:01 -11:58
Lunch	11:58 -12:28
Period 5	12:32 -1:29
Period 6	1:33 - 2:30
Period 7	2:34 - 3:31

2 Hour Delay Schedule

Period 1	9:50 - 10:30
Period 2	10:34 - 11:14
Period 3	11:18 -11:58
Lunch	11:58 -12:28
Period 4	12:32 -1:12
Period 5	1:16 -1:56
Break	1:56-2:02
Period 6	2:06 - 2:46
Period 7	2:50 - 3:31

30-Minute Thursdays

Period 1	7:50 - 8:47
Period 2	8:51 - 9:48
Break	9:48 - 9:56
Period 3	10:00 -10:57
Period 4	11:01 -11:58
Lunch	11:58 -12:28
Period 5	12:32 -1:19
Period 6	1:23 - 2:10
Period 7	2:14 - 3:31
Release	3:01-3:31

AM Assembly Schedule

Period 1	7:50 - 8:40
Period 2	8:44 - 9:34
Break	9:34 - 9:40
Period 3	9:44 -10:34
Period 4	10:38 -11:28
Assembly	11:32-11:58
Lunch	11:58 -12:28
Period 5	12:32 -1:29
Period 6	1:33 - 2:30
Period 7	2:34 - 3:31

Staff/Help Directory

Activities and Clubs.....Caroline Gillasp
Dean of Students.....Todd Reeser
Athletics.....Clint Forste
State Testing.....Angela Rasmussen
Exchange Students.....Angela Rasmussen
Facility Use.....District Office
Fees/PaymentsRuthie Flores
Fundraising.....Angela Rasmussen
Graduation Requirements.....Amy Jensen
Homework Requests.....Karen Baker

In-District TransfersDistrict Office
Library/Media Center.....Debbie Tank
Scheduling.....Amy Jensen
504 Plans.....Amy Jensen
Special Education.....Alex Nalivaiko
Student Records.....Ruthie Flores
Transcript Request.....Ruthie Flores
Yearbook...Caroline Gillasp/Shelly Moberg
Careers Coach.....Debbie Fawcett

Student Leadership Directory

ASB Co-Presidents.....Trey Thomas
.....Brittany Grenbemer
ASB Vice-President.....Colin Thurston
ASB Activities Assistant.....Cassie Klagge
ASB Secretary.....Jillian Urban
Senior Class President..... Grace Goodell
Senior Class Vice President.....Cami Duncan
Junior Class President.....Tzeitel McCormick
Junior Class Vice Pres.....Kylee Baughmann
Soph. Class President..... Bailey Olson
Soph. Class Vice Pres.....Emma Ferguson

Soph. Class Secretary.....Lupita Guzman
Soph. Class Sgt at Arms.....Michael Smith
Freshmen Class President.. Grace Lindemann
Freshmen Class Vice Pres.....Matthew Brady
Freshmen Rep.....Maddie Forste
.....Preston Tinney
8th Grade Reps.....Emma Longfellow
.....Ellie Lindemann, Keilin Thurston
.....Parker Hanna, Eve Storm
7th Grade Reps.....Emerson Weaver
.....McKenzie Schmidt



STUDENT CONDUCT

Santiam Junior/Senior High School will affirm that all human beings deserve respect and SJSHS will treat everyone with dignity, fairness, and equality. We will avoid and actively discourage jokes and comments where the purpose or effect is to ridicule or belittle any person or group and will respect the right of individuals to have his/her own beliefs. We all will work with individuals and organizations to create a climate that celebrates diversity, respects all people and promotes harmony among groups.

Disciplinary Actions

Students who demonstrate problem behavior will be subjected to certain disciplinary actions. Depending upon the seriousness of the behavior, one or more of the following actions will be taken by school officials (teachers, administrators or other employees). These disciplinary actions may include a plan by the student to agree to use appropriate behavior. Students on Individual Education Programs will be subject to appropriate Federal and State established rules and procedures.

INFORMAL TALK

A school official will talk to the student and try to reach an agreement regarding how the student should behave.

CONFERENCE

A formal conference is held between the student and one or more school officials. During this conference, the student must agree to change his/her behavior by developing a plan for appropriate behavior. When appropriate, parents may be included in a conference.

PARENT INVOLVEMENT

A legal guardian is notified by telephone, personal contact or letter. A conference may be conducted between the student, his/her legal guardian, appropriate school officials and other individuals involved.

DISCIPLINARY REASSIGNMENT

The student is reassigned away from usual activities with the school. This may include, but is not limited to, a referral to counseling, a schedule change and/or an optional work assignment around the school, a shortened day, noon or after school detention, and in-school suspension. During reassignment the student may be asked to develop a plan for appropriate behavior.

SHORT SUSPENSION

The student is excluded from school and/or related activities for up to 5 school days. The student is informed that he/she is subject to a short suspension and may discuss his/her side of the situation with the appropriate school official. Parents will be notified of the action taken.

LONG SUSPENSION

The student is informed that he/she is subject to a long suspension and may discuss his/her side of the situation with the appropriate school official. During a long suspension the student is excluded from school and all related activities for a period of six to ten school days. Parents will be notified of the action taken.

EXPULSION

A student may be expelled for severe or repeated violations of the Student Conduct Code. When this occurs, the student is informed that he/she is immediately suspended from school and that a recommendation for expulsion will be made. An expulsion includes the removal of a student from school, from school activities and all related school functions. The length of time that a student is expelled is determined by the Hearings Officer or by state statute, may be altered by the Superintendent, and may be up to one calendar year. Students who possess weapons may be expelled for one calendar year. The student and his/her legal guardian will be notified in writing of the pending expulsion and information about his/her rights under due process will be explained. The student will be advised of District or community alternatives. In the case of Bus Violations, a student may be expelled from riding the bus for the remainder of the year up to one calendar year.

GENERAL SCHOOL RULES AND REGULATIONS

It is very important that every student know the rules and regulations by which the school is governed. These rules will be discussed each year during the first week of school. **IGNORANCE OF THE RULES IS NOT ACCEPTED AS AN EXCUSE FOR VIOLATING SCHOOL POLICY**. It is every student's responsibility to know and abide by the school regulations and policies adopted by the Board of Education. Students may be removed from any or all extra/co-curricular activities if they violate school policy or bring discredit to the school. Those participating in extra/co-curricular activities and/or holding leadership positions may be held to a higher standard of behavior.

Changes to regulations in the handbook may be made during the school year. When this occurs, reasonable notice to students and/or parents will be made prior to enforcement.

Introduction:

Oregon State law (ORS 339.240) and Administrative Regulation (OAR 581-21-050) require local school districts to prepare and distribute written rules for students' conduct and discipline. In order to accomplish its major goal of educating students, there are certain standards of behavior that all students must meet to assure an environment conducive to that purpose. In addition, careful consideration will be given to due process procedures and methods whereby fairness and consistency in discipline will be assured each student. The major objectives of discipline are to teach the following fundamental concepts for living:

1. Respect for rights, dignity, and safety of all individuals within the school and community.
2. Respect for law and observance of school district policies, procedures, and local school regulations.
3. Respect for public and private property rights.

FOOD AND DRINK

No food or drink will be allowed at any time by students in the Auditorium, Band room, or in the Library. No shelled items, such as sunflower seeds, will be allowed in the building at any time due to the difficulty of cleanup. Food and drink will be allowed in the building at appropriate times unless spillage or litter becomes a problem. Teachers have the discretion as to whether they will allow any food or drink inside their classroom. Students are not to get or use hall passes to obtain food or drinks from the vending machines or Switchback Cafe. Items purchased after the tardy bell may be confiscated.

CHEATING

Cheating is a serious violation of school standards and includes the actual giving or receiving of any unauthorized aid or assistance or the actual giving or receiving of unfair advantage on any form of academic work. This includes the copying of another's language, structure, idea, thought, computer disk/files and representing it as one's own work.

1st Offense: Warning, parent notification, and a zero for all involved.

2nd Offense: Referral, parental notification, and a zero for all involved.

3rd Offense: Referral and a grade of F in the class.

The school tries to foster a climate of honesty and integrity. Taking credit for work or material in which one didn't do is cheating. Caught cheating may also have an effect on the student's chances of receiving award/honors and/or scholarships and may affect participation in some clubs, organizations and activities or status as an officer in these areas.

TARDIES/TRUANCY

Being on time is important and an expectation in the world of work and needs to be practiced while still in school. When a student is tardy he/she often misses instruction and/or interrupts the class. Students tardy to class within the first 5 minutes will receive a Tardy. Students who arrive later than 5 minutes late will be marked Very Late Tardy (VLT).

At the bell, the student should be in the classroom ready and prepared to learn. Students will use before school, lunch, and after school time, plus passing time to conduct school business. Students waiting to begin doing school business until the end of passing time may receive a tardy. Teachers do have the option of handling tardiness prior to referring them to the administration.

BATHROOM PASS

It is the staff's responsibility to properly manage the use of bathroom pass privileges. There are to be no passes during the first and last 10 minutes of class or when instruction is being given.

RELEASE

Students who have enough credits to graduate without attending school all seven periods each day may be allowed to have a release in their schedule. Generally, we expect that students who have a release are off campus during that time. However, with permission from the administration, a release student may come on campus to work in the library or with a staff member.

REPORT CARDS

A progress report will be issued at the 9 week mark. Only semester (18 week) grades are recorded on individual student records/transcripts as earned credits toward graduation.

GRADES

Grades will be done on a percentage basis, established by the teaching staff as to what percentage will be accorded the grades A through F.

STUDENTS SCHOLARSHIPS / FINANCIAL AID

Juniors /Seniors shall obtain all necessary information for college financial assistance through the high school counselor. Seniors are encouraged to apply for any and all financial assistance/scholarships available. It is the student's responsibility to locate and apply for scholarships and awards. They may consult the counselor for additional assistance. See the "Senior Bulletin Board" for additional information on upcoming scholarships and time lines throughout the year.

SCHOOL OFFICE

Unauthorized students are not to be in the high school office area unless they are there to conduct official school business, as this interferes with the work and responsibilities of office personnel. No one is allowed in the high school safe unless authorized by the principal or principal designee. Copy machines are only to be used with prior office staff approval. **All students using the copy machines must sign in and out at the office.**

BULLETIN

Daily information for students and faculty will be channeled through a daily bulletin. This bulletin will be made available to all first period classes. Information for the bulletin shall be submitted to the office on forms. All submissions must be approved by advisors and/or administration. It is the responsibility of the student who arrives late to check the bulletin posted near the office window. Activity calendars are distributed to staff,

and are available on digital display as well as posted at the office.

JOB FAIR

Santiam requires all Juniors/Seniors to attend a school sanctioned job fair.

ASVAB / PSAT TESTING

During a student's junior year they have the opportunity to take the Armed Services Vocational Aptitude Battery (ASVAB) test to assess personal and academic strengths. All 10th graders have the option to take the PSAT.

ASSOCIATED STUDENT BODY

The students of Santiam Junior/Senior High School are organized as the Associated Student Body (ASB). Every SJSHS student may become a member of the ASB. Students must pay a student body fee to obtain a student body card. All students who participate in HS athletics, dance, and student government must purchase a student body card. This card entitles students to all privileges of the student body, including free admission to all regular home athletic events and reduced admission to away games. Student body cards are available to all students at SJSHS. Students purchasing an ASB card any time during the fall semester will pay the full price of \$20. During the second semester, the cost will be one-half. Student body cards of students who are no longer enrolled become invalid and the student may receive a reimbursement of one-half the cost during the first semester by surrendering their ASB card at the office. No reimbursement will be given during the second semester.

(EXTRA) CO-CURRICULAR ACTIVITIES

Extra-curricular and co-curricular activities are considered to be a privilege. Participation in these activities may occur as long as the student's conduct warrants this privilege. Violations of school rules may result in the suspension or revocation of participation in extra/co-curricular activities. Participation in activities is voluntary and may be subject to additional restrictions. For the protection of students and staff additional safety precautions may be utilized at extra-curricular activities. Precautions such as searching bags or items that have a greater risk of concealing something inappropriate may occur. Items such as a "breathalyzer" may be used. Students failing to comply with such requests may not be admitted to the event and parents may be contacted.

(EXTRA) CO-CURRICULAR ELIGIBILITY

OSAA has requirements regarding eligibility and being on track to graduate. Contact counselor or A.D.

In addition to the specific credit requirement identified above, to be scholastically eligible, a student must also be making satisfactory progress towards the school's graduation requirements by **earning a minimum of the quantity of credits indicated on the chart below for the specified year.**

OSAA Minimum Satisfactory Progress Requirements
(For full details check with the OSAA, also used to determine status for class standing at Santiam Junior/Senior High School)

Minimum Satisfactory Progress Requirements						
Credits to Graduate	<u>24</u>	<u>25</u>	<u>26</u>	<u>27</u>	<u>28</u>	<u>29</u>
Required Prior to Year 2	4.5	4.5	4.5	5.0	5.0	5.0
Required Prior to Year 3	10	10.5	11	11	11.5	12

Required Prior to Year 4 17 17.5 18.5 19 19.5 20.5
(Bold print is current Santiam Requirements as per OSAA).

All returning students who do not meet the minimum credit requirements established above need to enroll in and complete a credit recovery program during summer in order to regain (or attempt to regain) their eligibility. Students who are not “on track to graduate” are not eligible to participate unless an Eligibility Request Form has been submitted to the OSAA office and approved by the Executive Director. These waivers are only granted under rare circumstances.

All incoming 9th graders are OSAA eligible credit-wise. To remain OSAA eligible:

1. Students must pass five classes each semester or become ineligible the next semester.
2. If students are ineligible entering the beginning of a school year they become ineligible for the entire school year. You will not be granted eligibility during the year. See OSAA for any exceptions.
3. Students must continue to “stay on track” and making satisfactory progress toward graduation to remain eligible. See above chart.
4. Santiam Junior/Senior High School may have stricter guidelines to determine eligibility.

OSAA eligibility rules are followed for all who participate in ANY co-curricular activity (athletics, activities, drama, & selection of prince/princesses, etc. For eligibility specifics, students and parents are urged to read the Athletic/Activity, or ASB Executive Council participation packet. The rules outlined in the packet are in effect from the first day the student and/or athlete begins participation in high school and continues throughout the remainder of the school year. These rules are in effect 24 hours a day. If thinking about transferring to another school, students and parents should check OSAA rules as there are strict guidelines and consequences. Contact the athletic director or OSAA for specific details. In order to participate in school sponsored co-curricular activities students must be enrolled in and passing a minimum of five (5) classes / five (5) credits per semester. (As per OSAA guidelines, and be making satisfactory progress toward graduation.)

CLUBS & ACTIVITIES

All high school clubs and organizations must file a charter application with the Student Council. The purpose of each club must have educationally-related values for the involved students. Clubs and organizations will not be allowed to operate without an approved charter. Once chartered, clubs and organizations are allowed representation in the Student Council, and ASB student account, and fund raising/activity sponsorship privileges.

Each organization must have on file with the Student Council an up to date constitution, a list of officers, and the advisor’s name. Each organization must remain financially solvent. This is the responsibility of the organization officers and advisor. Any organization not financially solvent may have spending or other membership privileges suspended or revoked.

CONCESSION STAND

The Activity Director is responsible for making sure concession stands are run properly. It is okay for parents/adults to run the concessions on a daily basis, and even be responsible for obtaining supplies and setting work schedules. However, ultimately the Activity Director is responsible to see that proper procedures are being followed.

There should be a responsible adult present and/or visible to the concession stand at all times. There should be NO loitering around the concession stand. Only honest and responsible students will be allowed to work in the concession stand. All monies are to be put in the cash box/drawer. There will be no “running a tab” for concessions.

There will be a maintenance charge for each group using the concessions. For football, basketball, volleyball and baseball/track, there will be \$50 per sport season charge. Groups wanting to use a concession stand for individual/short term events, will be assessed a smaller fee. Monies will be used to purchase new equipment or repair existing equipment. Additional charges will be assessed for use of individual pieces of equipment on a daily basis. Check the school for specific prices.

STUDENT BODY PURCHASES

No check for expenditures from any student activity account will be written unless there is a purchase order and payment voucher approved by the advisor and Principal/Activity Director/Athletic Director and documentation of an invoice or billing. Any order or purchase made before obtaining an approved purchase will not be guaranteed approval “after the fact”. Any reimbursement to a person or organization must have an approved purchase order and voucher with receipts or billing for the expenditure before a check will be written. Advisors are responsible to make sure funds are in the “black” by each school years end. **There should be no negative balances. Advisors/Coaches making purchases and not having funds in their accounts to cover these purchases may be required to repay monies owed out of their own pocket.**

EVENING MEETINGS

Groups and organizations may hold evening meetings on school grounds under the supervision of their advisor. The advisor is responsible to see that the area is left neat, clean, and secure. There should be no interference with custodial duties.

SANTIAM HONOR SOCIETY (High School Students Only)

The purpose of this organization shall be to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, and to develop character in the students of this school.

Selection Process

Membership in Santiam Honor Society is a privilege, not a right. Membership in local chapters is an honor bestowed upon a student. Selection for membership is by a Faculty Council and is **based on outstanding scholarship, character, leadership, and service.** Once selected, members have the responsibility to **continue to demonstrate** these qualities. (Constitution of the Santiam Honor Society) The selection of each member to the chapter shall be by a majority vote of the Faculty Council. (Constitution of the Santiam Honor Society) **To be eligible for membership the candidate must be a member of the sophomore or junior class. Candidates must have been in attendance at this school the equivalent of one semester.**

Faculty Council selects students who demonstrate outstanding performance in **all** four criteria of scholarship, leadership, service, and character. Criteria is the same as National Honor Society.

- The **scholarship** requirement is based on a student’s cumulative grade point average. Candidates must have a cumulative scholastic average of at least a **3.50**.
- The **leadership** criterion is considered highly important for membership selection. Leadership includes offices held in school or community organizations as well as **effective** participation in other co-curricular activities.
- **Service** is generally considered to be those actions undertaken by the student that are done with or on behalf of others without any direct financial or material compensation to the individual performing the service. The contributions the candidate has made to school, classmates, and community, as well as the student’s attitude toward service are considered.

- A person of **character** demonstrates the following qualities: respect, responsibility, trustworthiness, fairness, caring, and citizenship. A candidate will be able to demonstrate an outstanding record of conduct and behavior with regard to school and community rules, guidelines, and policies or be able to demonstrate sufficient growth and improvement to compensate for previous inadequacies. Students may be removed from Santiam Honor Society for failing to maintain each of the standards.

DANCE AND PARTY RULES

All scheduled social affairs and dances must be approved by the sponsoring group's advisor, and by the Administration before being placed on the activity calendar. The following rules shall apply:

2. High School dances will end no later than 11:30 p.m.
3. Whenever any part of the school building is used, it must be left clean and in order. The organization advisor and members are responsible for clean-up. Any additional clean-up costs will be charged to the sponsoring organization.
4. The Activity Director, Counselor, Athletic Director, Principal, or administrative designee along with, one faculty chaperone, and a minimum of two parents must be present at each function. There must be two alternate chaperones listed on the activity request, prior to its approval.
5. Students inviting outside guests to any dance or party, must obtain a "guest pass" approved by the Activity Director or Principal by 3:00 p.m. of the last school day before the dance. Student visitors must currently be enrolled in school or graduated.
6. Elementary/Middle School students are not allowed to attend high school dances.
7. Upon arrival to the dance, students are to enter the dance. Students, or others not attending the dance, will not be allowed to loiter on the grounds. **For after game dances, students must attend the dance immediately, unless they are still with the coach. For more formal dances, students must arrive within one hour of the start.**
8. Once a dance or party has begun, students may not re-enter the dance after leaving, and must immediately leave the school grounds (due to safety, drug/alcohol reasons).
9. Students who have been suspended or expelled will not be allowed to attend school dances while on suspension or expulsion.
10. No refunds will be given to students who do not attend dances. This includes personal or disciplinary reasons. However, attempts will be made to find someone to purchase unused tickets. If a dance is canceled or the dates changed, refunds may be granted.
11. For the protection of students and staff additional safety precautions may be utilized at extra-curricular activities. Precautions such as searching bags or items that have a greater risk of concealing something inappropriate may occur. Items such as a "breathalyzer" may be used. Students failing to comply with such requests may not be admitted to the event and parents may be contacted.

LEADERSHIP

Students involved as ASB officers and/or Class Presidents must take leadership class during 0 period or at lunch.

ADD/DROP/CHANGE OF CLASSES

Class changes must be made during the first week of each semester. Requests after this time will be denied, unless an exception is given by councilor. Students, with parent and counselor permission, who wish to drop a class and not receive a grade or credit, must do so by week four of that semester. Request after this time will be denied and grades will stand. Students will not be given another course of study.

JUNIOR HIGH SCHOOL STUDENTS TAKING HIGH SCHOOL CLASSES

Junior high school students who take high school courses, will have until the end of their freshman (9th grade) year to determine whether or not they want to keep the grade (A-F) they received for the course taken while a junior high school student, or whether to take it as a Pass-Fail class and keep the credit as an elective, or have the class eliminated from their transcript altogether and receive no high school credit. Students will not be able to “go back” after their freshman year and change the class.

OFF-CAMPUS COURSES FOR CREDIT

All classes not offered directly from Santiam Jr/Sr High School, such as Chemeketa CC or Chemeketa online, Oregon Connections Academy (ORCA), Connexus, etc. must have advance administrative/counselor approval to receive credit or risk non-approval after the fact. With prior approval many classes, and possibly fees (or partial fees) associated with the class, may be covered by the district. Students will not be allowed to take courses offered elsewhere if the same/equivalent course is offered at Santiam.

College credits will be transferred using the following criteria:

- Three term hours of any college transfer course will be equal to one-half (1/2) unit, elective or required. For changes to this approval from administration is needed. Other college credits (1, 2, 4, etc.) will be negotiated with the counselor and/or administration prior to taking the class.
- Credits for classes taken from other sources than listed above need to be approved by administration.

TRANSFER CREDITS FROM OTHER HIGH SCHOOLS

In general, the following principles will guide the counselor when evaluating transcripts of transfer students:

Transfer students must, at a minimum, meet all State of Oregon requirements. The school may, under certain circumstances, request ODE to waive courses for an out of state transfer student.

NON-TRANSFERABLE CREDIT

Santiam High School generally will NOT accept credits from non-accredited schools. A student, who cannot fulfill all the above graduation requirements because of semester credits received for course work not approved for public high school credit by the Oregon State Department of Education, may have Santiam High School's course work transferred to the private school that issued the nontransferable semester credit.

TRANSCRIPTS

All requests for copies of transcripts must be made in writing on forms available at the high school office. Students currently attending high school may have copies of transcripts at no charge up until the end of the current calendar year in which that student is scheduled to graduate. Requests after that date will cost \$10.00 for the first copy and \$1.00 for each additional copy (if picked up at the same time). Requests for transcripts mailed will result in additional costs. If fees are owed, no official transcripts will be issued.

EARLY AND DELAYED GRADUATION

Early graduation is the completion of all requirements for graduation in LESS than four (4) years. Students wanting to graduate early, must notify the school administration and counselor by the end of the first nine weeks of the fall semester preceding graduation. Failure to do so will result in the student not participating in graduation exercises and possibly not being eligible for scholarships and other honors. Students graduating early will still be expected to meet ALL the graduation requirements (credits, state assessments, work samples,

essentials skills, senior interviews, etc.) The student will be expected to have a formal plan ready to discuss with the counselor/administration/staff/ parent regarding their next steps following high school and their plan/goals to achieve success, prior to the end of the first nine week. Plan must be approved.

Students who have completed four (4) years of high school attendance, but not yet completed requirements, may continue their enrollment until requirements up to the age of 19. A person whose 19th birthday occurs during the school year shall continue to be eligible for a free and appropriate public education for the remainder of the school year.

GRADUATION

All students who have successfully completed the requirements for a Santiam High School diploma or for a certificate of attendance and are in good standing may participate in graduation exercises. Only students on individual Education Plans (IEP) are eligible for a certificate of attendance.

While attending school, seniors must be enrolled full-time in order to participate in co-curricular activities. Depending upon the individual needs of the senior, course work may be taken in the regular school setting, alternative education, and work experience or through some other administrative approved option. (Full-time is considered 5 credits or more.)

We want to honor those students who have successfully completed their high school requirements with the privilege of participating in the graduation exercises. Though students may order graduation materials earlier in the school year, and make arrangements for graduation parties, only those who have all requirements completed prior to graduation practice, and are in good behavioral standing will be allowed to participate in the ceremony. No individuals other than graduating seniors will participate in the graduation ceremony without prior administrative approval. This includes walking in and out of the ceremony.

Students and parents will be notified periodically throughout the year regarding academic standing. Parents and students should also check academic status.

ALTERNATIVE EDUCATION/TUTORIAL/CREDIT RECOVERY

Contact the school for more details.

ACADEMIC RECOGNITION-HONOR ROLL

The Honor Roll will be determined two times per year. (First and Second Semesters) and certificates awarded. The three Honor Roll categories will be as follows:

1. Highest Honors (G.P.A. 4.00)
2. Honors (G.P.A – 3.50 – 3.99)
3. Honorable Mention (G.P.A – 3.00 – 3.49)

To be placed on the Honor Roll the G. P. A. must be based on a minimum of five graded classes. Honor Roll certificates will be awarded to students at a student body assembly whenever possible. Honor Roll listings will also be released for newspaper publication.

DISTINGUISHED SCHOLAR PROGRAM – HS STUDENTS ONLY

Awards include the School Academic Letter, Academic Emblem, Academic Medallion, and Certificate. These will be awarded to a student when the following criteria are met for a total of three (3) semesters (do not have to be in succession). The criteria are:

1. 3.50 or higher semester G.P.A.
2. A minimum of six (6) graded credits per school year

3. No semester grade less than a C in a qualifying and/or current semester.
4. Enrollment in a minimum of four (4) of the following areas during the school year: English, Social Studies, Mathematics, Science, World Languages, and pre-approved college-level courses.

An additional emblem and certificate will be awarded for each subsequent semester in which the same criteria are met. An Academic Medallion will be awarded in addition to the Emblem and Certificate to a student who meets the criteria for a total of six (6) semesters. Distinguished Scholar awards will be presented at a special evening dessert. Recipients and their parents will be invited to attend the awards presentation. Decisions may be appealed to the building Site Council. (Council meets monthly).

ACADEMIC HONORS DIPLOMA

An Academic Honors Diploma will be awarded to graduating seniors who have otherwise met the school's graduation requirements and who meet the following criteria:

- Accumulative G.P.A. of 3.50 or higher through the eighth semester.
- Enrollment in a minimum of six (6) graded classes in each of the eight semesters.
- Of the units of course work taken from the listing below a minimum of five (5) units must receive a grade of B or above.
- Completed a minimum of eight (8) units of course work from the list below.

COURSE	UNITS	COURSE	UNITS	COURSE	UNITS
Accounting	0.5	Algebra II	1	College Algebra	1
Adv. Sr. English	2	Chemistry	1	Health Occupations	0.5
Calculus	1	Management	0.5	Marketing	0.5
Astronomy	.5	Physics	1	Physiology	0.5
Earth Science	0.5	Second Language IV	2	Sports Medicine	0.5
Humanities/Honors Eng. 2 & 3	2	Zoology	0.5	Climatology	0.5
Oceanography/Marine Biology	0.5	Animal Science	0.5	Sports Physiology	0.5
Pre-Approved College Course	0.5	Veterinary Science	0.5		
Second Language III	1	Certain College Classes*	0.5		
Trigonometry	1	Adv. Health	0.5		
Adv. Accounting	0.5	Anatomy	0.5		

*See counselor prior to class whether it would meet criteria. Other classes may be offered throughout the school year. Students receiving an Academic Honors Diploma will be acknowledged at the graduation ceremony and receive a specially designated diploma.

TRANSFER STUDENTS

Transfer students who wish to be considered for awards in the Honor Roll, Distinguished Scholar, or Honors Diploma programs must complete the same requirements as other students if possible to do so. Upon enrollment the transfer student and counselor will review the transcript, and determine any awards for which the student is eligible. Any exceptions or substitutions in the awarding of criteria due to a transfer situation must approve by the principal.

SENIOR CLASS RANKINGS

Through the first progress report of the 8th semester, all class rankings will be based on a cumulative G.P.A. Final class ranking through the eight semesters will be based on Academic Honors diploma status and accumulative

G.P.A. All students graduating with an Academic Honors Diploma will be ranked in order ahead of all other graduating students.

VALEDICTORIAN /
SALUTATORIAN

All students receiving a 4.15 or above on a weighted scale will be considered a Valedictorian. This means there can be multiple Valedictorians. To be considered a Valedictorian, students must take an average of at least two classes (from 10th grade on) per semester from the Weighted Courses list and/or Distinguished Scholar list. However, all classes taken (including classes taken prior to high school such as 8th graders coming over to take high school classes), will be considered in the total GPA.

Any student receiving a 4.0 or above regardless of classes being weighted or not will be considered at least a Salutatorian. This means there could be multiple Salutatorians. (This does not apply to students on IEP's; not taking regular classes).

Determination of Valedictorian and Salutatorian will be based on the G.P.A. through the 2nd progress report of the 8th semester of the senior year. Students receiving modified, career, or special diplomas are not eligible for

Valedictorian/Salutatorian honors. Weighting will be given to the courses listed under Academic Honors Diploma

on the following basis:

	Weighted Points	Regular Points
A	4.5	4.0
B	3.4	3.0
C	2.3	2.0
D	1.2	1.0
F	0.0	0.0

This weighting will be used for the sole purpose of determining class Valedictorian and Salutatorian. To be considered for Valedictorian or Salutatorian, the student must have been enrolled in a minimum of six (6) graded classes in each semester.

The goal of awarding valedictorian/salutatorian is to recognize superior work, but it is also to encourage students to take higher level course work without getting penalized for taking a risk. The valedictorian(s) and/or salutatorian(s) may be permitted to speak as part of the district's planned graduation program at the discretion of the building principal or designee. All speeches must be reviewed and approved in advance by the building principal or designee. Privileges granted to students designated as valedictorian or salutatorian may be revoked for violation of Board policy, administrative regulation or school rule. Foreign exchange students will not be considered in computing class rank and, therefore, will not be eligible for any academic honors. To be eligible for valedictorian or salutatorian honors, a student must be enrolled at Santiam High School prior to and continuously following the 10th school day of the student's senior year.

Administration and/or school board has the final authority to choose valedictorian and/or salutatorian status.

** For grade level unit requirements please contact the school. **

