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# Santiam Junior/Senior High School

2019



2020

PARENT/STUDENT  
HANDBOOK

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# SANTIAM CANYON SCHOOL DISTRICT

**STAND TOGETHER • FIND YOUR PATH • NEVER GIVE UP**

Welcome to another great year at Santiam Jr/Sr High School. We are really excited for the year to begin. This year, we will be focusing on organizational systems that promote student success. We are excited to partner with you on this journey.

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*

Angela Rasmussen  
Principal

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# Santiam Junior/Senior High School Bell Schedule 2019-20

## 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 Gillaspy	Homework Requests.....	Karen Baker
Dean of Students.....	Todd Reeser	In-District Transfers .....	District Office
Athletics.....	Clint Forste	Library/Media Center.....	Debbie Tank
State Testing.....	Angela Rasmussen	Scheduling.....	Amy Jensen
Exchange Students.....	Angela Rasmussen	504 Plans.....	Amy Jensen
Facility Use.....	District Office	Special Education.....	Alex Nalivaiko
Fees/Payments.....	Kimberly Hutchinson	Student Records.....	Kimberly Hutchinson
Fundraising.....	Angela Rasmussen	Transcript Request.....	Kimberly Hutchinson
Graduation Requirements.....	Amy Jensen	Careers Coach.....	Debbie Fawcett

## Student Leadership Directory

ASB Presidents.....	Colin Thurston
ASB Vice-President.....	Cassie Klagge
ASB Secretary.....	Takisha Kendall-McKinney
Senior Class President.....	Jillian Urban
Senior Class Vice President.....	Tzeitel McCormick
Junior Class President.....	Bailey Olson
Junior Class Vice President.....	Emma Gillaspy
Soph. Class President.....	Grace Lindemann
Soph. Class Vice President.....	Matthew Brady
Soph. Class Secretary.....	Maddy Forste
Soph. Class Sgt at Arms.....	Cassidy Olson
Freshmen Class President.....	Kielyn Thurston
Freshmen Class Vice President.....	Parker Hanna
Freshmen Sgt at Arms.....	Marcos Moreno

## Homework Policy

Homework is a natural extension of the classroom. Students can expect to have some homework each evening. The amount of homework will vary according to subject and by what is accomplished in the classroom on a specific day. We highly encourage parents to become involved in this process by providing encouragement and support, and checking with students daily to ensure that assignments are completed and turned in.

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## Make-up Work

When students are ill and absent from school, parents are encouraged to use Wazzle Gradebook as a resource. Students who miss class for school sponsored activities are responsible for obtaining from the office a Planned Absence form and talking to teachers prior to missing class regarding making up classroom work when returning to school. Parents and students must notify the school or meet with a counselor if your child will have an extended absence. Students who are excused by their parents will be allowed to submit make-up work. Teachers are not required to accept any work if the absence is unexcused.

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## Grading Policy

A Progress Report will be provided once each semester to inform the student and parent(s) of what the grade would be if the semester were ending at that time. The progress report represents approximately 9 weeks' work. The semester grade represents 18 weeks cumulative work and becomes a part of the student's permanent record.

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## INC (Incomplete)

INC is given in cases of prolonged illness, an approved trip, or an emergency has deterred the student from completing class work by grade-marking time. A student must complete his/her work within six weeks after the end of the grading period unless prior arrangements have been made. If the work has not been completed the student will receive a failing grade. It is the student's responsibility to make the work up. Please submit requests for incomplete to your child's counselor, prior to the end of the semester.

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## Valedictorian/Salutatorian Policy

Valedictorian status will be awarded to students who have the highest unweighted cumulative GPA over 8 semesters in high school.

Salutatorian status will be awarded to students who have the next highest unweighted cumulative GPA over 8 semesters in high school.

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## Dropping Classes

It is the goal of the staff at Santiam that students are placed in classes according to state and district requirements, their ability level and their expressed interest in the curriculum. When these goals are met, the course selection is permanent. Students may not drop a class from their schedule unless they have been misplaced. (An exception may be made due to administrative action.) Students who need to change their schedule must do so within the first week of the semester. Dropping a class after that time frame will result

in an F grade in that course for the semester. In order to be eligible to compete, athletes and musicians must be enrolled in five credited classes at all times. If a student would like to make a level change, they must request this by the end of week 4 of each semester.

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### Alternative Education Program

The district is dedicated to providing alternative education opportunities for students. Programs are designed to assist students as they work to achieve the goals of the curriculum in a manner consistent with their learning styles and needs. A parent whose student has erratic attendance or severe discipline problems may be notified of alternative education options. Alternative education shall be provided for an expelled student in accordance with Oregon law.

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### 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 (9<sup>th</sup> 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.

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### 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. 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.
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### Transcripts

All requests for copies of transcripts must be made at the high school office. Students currently attending high school may have copies of transcripts at no charge up until one year post graduation date. Requests after that date will cost \$10.00. If fees are owed, no official transcripts will be issued.

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### Early Graduation

Santiam Jr/Sr High School recognizes the right of parents and students to request early graduation and may agree that some students should be exempt from a full four-year attendance expectation. Santiam

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Jr/Sr High School strongly advocates full time attendance rather than aspiring to meet only minimum standards of educational achievement in high school. In the majority of cases, full school attendance may have more satisfying long range implications in the areas of opportunities for career decision making, normal maturation processes and in becoming a more productive citizen.

Requirements:

- Students must apply for early graduation via the counselor and must obtain parental and administrative approval. Students must fill out the form “Intent to Graduate Early” and get administrative approval. In April, after all “Essential Skills” requirements have been met and a PEP (Personalized Education Plan) has been submitted, the final approval will be given.
- All 24 required credits, essential skills, and Personalized Education Plan must be completed by graduation day in order for the student to participate in any part of the graduation ceremony.
- There will be no public recognition of students participating in graduation if students are not participating in the graduation ceremony.
- It will be the parent/students’ responsibility to maintain contact with Santiam Jr/Sr High School regarding graduation activities.
- Juniors graduating early may not be Valedictorians and Salutatorians. Students earning valedictorian or salutatorian status must complete eight semesters of high school.

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### Honors Society (Grades 10-12)

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.

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## Talented And Gifted

In accordance with ORS 581-22-403, Santiam Canyon Public Schools identifies and provides services for students with exceptional academic talents or intellectual gifts. Our goal is to provide appropriate educational programs and services through instructional, curricular, and administrative modifications to create educational opportunities for TAG students, which will maximize their potential.

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## Physical Education

Students in Physical Education classes are responsible for furnishing their own P.E. clothes and shoes as approved by the instructor. In upper grades, 7th-12th, students are strongly encouraged to dress down to participate due to health, hygiene, and safety issues.

Any student enrolled in P.E. must, if present at school, participate in order to participate in an athletic or extracurricular activity that same day. The P.E. instructor may modify the P.E. activity depending on the extracurricular event or condition of the student.

Students must have a note from a parent to be excused from participating. Any student who is unable to participate in P.E. for more than two (2) days, parents need to contact PE teacher or administration. This will allow the school to formulate an alternative program for the student during that period of time. Students must have a medical release signed by their doctor before returning to the regular P.E. program.

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## Special Programs

The district provides special programs for bilingual students and for those with disabilities which affect a student's success at school. A student or parent with questions about these programs should contact the special education director or principal.

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## How to Access Your School Counselor

Our counselor is available to assist students. Students have the opportunity to meet with a counselor when they are struggling academically, emotionally, socially, or physically. Students wishing to see the counselor should go to the main office to see if the counselor is available or to make an appointment. If a situation arises during class time the student must let the teacher know he/she would like to go to see the counselor. Students and parents are encouraged to contact the counselor for support and/or referrals early in the development of a problem.

Personal/Social Development	Career Development	Academic Development
Self-esteem, decision making, family situations, accessing community resources, alcohol and drug issues, individualized counseling, social services referrals, , violence prevention, depression, abuse situations, crisis/trauma/grief/loss, eating disorders, and more...	Alternative education opportunities, professional & technical apprenticeship information, career education opportunities, referral to other career opportunities, military information, work experience information, assist in post high school planning & career path, provide information through curriculum fair, advise on college and occupational testing, and more...	High school & post-high school advising, college planning & preparation, consulting on alternative education opportunities, senior graduation credit evaluation, 4-year planning worksheet, assist in planning for course selection, and more...

### Graduation Requirement:

Graduation Requirements – General Diploma		Needed
Course Name		
English:		4.0
Mathematics: (All 3 credits are Algebra 1 and above)		3.0
Social Science:		3.0
Science:		3.0
Health:		1.0
Physical Education:		1.0
Second Language/The Arts/Career and Technical Education (CTE): (Any courses in Art, Foreign Language, Drama, Music, etc)		3.0

Electives:	6.0
Total (minimum requirements)	24.0

Also, state requirements as follows: Every student must pass the essential skills in reading, writing, and math, and complete their personalized learning requirements.

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 19<sup>th</sup> 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.

### College Entrance Requirements:

Students intending to enroll in a post-high school education program must plan carefully to assure entrance requirements are met and completed prior to established deadlines. Many college can have additional of different entrance requirements. Please speak with the counselor to get more detailed information for individual schools.

The general requirements to be eligible for a 4-year college/university are:

COLLEGE ENTRANCE REQUIREMENTS	NEEDED
Graduation from a public high school (satisfactory grade point average) Successful completion of the following subject requirements with a C- or better:	
English: Includes study of accepted English language, literature, speaking and listening, and writing with emphasis on and frequent practice in writing expository prose during all four years.	4
Mathematics: Complete coursework through Algebra II with a strong recommendation to take 4 years of math.	3
Science: Shall include 3 credits each in two fields of college preparatory science such as biology, chemistry, physics, or earth and physical science (one recommended as laboratory science)	3
Social Science: 1 credit of U.S. History, 1 credit of global studies, and 1 credit of government/economics is recommended	3
Second Language: Shall include two consecutive years of study in the same second language. If students begin a foreign language in middle school, at least one full year must be taken at the high school level.	2

### PSAT Test Dates

The Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test (PSAT/NMSQT) will be administered on Wednesday, October 16, 2019 at Santiam Jr/Sr High School. Sophomores and Juniors planning on attending a four-year college are encouraged to take the test. Only Juniors qualify for the NMSQT.

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## SAT Test Dates

The SAT is offered several times each year. You can register directly at [www.collegeboard.com](http://www.collegeboard.com) and check for registration deadlines (usually 5 weeks prior). Upcoming dates for the exam listed below:

October 5, 2019 | November 2, 2019 | December 7, 2019 | March 14, 2020 | May 2, 2020 | June 6, 2020

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## 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 listing will also be released for newspaper publication.

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## 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 five (5) classes taken each semester.
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.

# Athletics

Athletics are an important part of the total education program at Santiam Jr/Sr High School and we offer the following OSAA sponsored sports:

Fall	Winter	Spring
Cross Country	Basketball	Baseball
Football	Wrestling	Softball
Volleyball		Track & Field

Athletes are governed by a combination of Santiam Canyon School District regulations and OSAA (Oregon School Activities Association) regulations. The athletic program has quality coaches who have outstanding reputations in their fields and who take pride in teaching athletes to utilize their full potential and pride themselves in their participation and sportsmanship. The program honors sportsmanship on the field and in the stands. It teaches individual values of cooperation and competition, the discipline to balance academics and athletic requirements, and the ability to cope with both adversity and success. Athletes are **expected to attend school the entire day** of an interscholastic activity or practice session if they intend to participate in that day's event. The athletic director will handle exceptions.

To be academically eligible to participate in an OSAA-sponsored sport, a SJSHS student must:

1. Be enrolled in classes that will yield 2.5 credits in a given term;
2. With the exception of incoming 9th graders, obtained 2.5 credits during the previous academic term (summer is considered an extension of second semester by the OSAA);
3. Be "on track to graduate" as determined by the OSAA:
  - a. 4.5 credits completed prior to the 10th grade year;
  - b. 10 credits completed prior to the 11th grade year;
  - c. 17 credits completed prior to the 12th grade year.

Other eligibility rules:

1. If a student moves into the district, his/her parents or legal guardians have to move with the student and, if they are guardians, must have held this status prior to the move and must have lived with the student previously. (OSAA)
2. A student who enters the 9th grade for the first time is eligible when he/she attends Santiam Jr/Sr High School. (OSAA)
3. Once students enter grade nine, they have the potential to compete in eight consecutive semesters. (OSAA)
4. A student who turns 19 before August 15 shall be ineligible for athletic competition. (OSAA)

## General Information

### Communication with Parents

Santiam Jr/Sr High School staff strives to have good communication with parents. The attendance reporting machine will call the home of students to report attendance issues. Grades are mailed home every nine weeks. School personnel will contact parents when important issues arise. However, parents are encouraged to contact teachers by phone or email when they have questions or concerns. Parents may access information from the web-site. In addition, we will post calendar events on the web-site: <http://santiam.k12.or.us/>

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### Address Changes, Students

Any student who changes place of residence, P.O. Box number or changes their phone number during the school year must report the change to the school office as soon as possible

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### Volunteers, Parents & Community

Many exciting events await you and your family in the years to come, and we hope you will participate in the education of your child as much as possible.

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In order to volunteer in the school, assist on field trips, etc. it is required that a Criminal History check be performed. The simple form is available in the school's office. Please stop by and fill one out.

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### **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.

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### **Withdrawal from School**

When it is necessary for a student to withdraw from school for any reason, the office must be notified. A withdrawal slip must be obtained from the office and turned back in with all necessary information completed. The slip must be signed by all teachers and parent, with current course grade listed. All books and equipment must be returned and all fees/fines paid to the school before the student can be cleared by the office for withdrawal.

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### **Students in Transition**

One goal of Santiam Jr/Sr High is ensure that students have opportunity to enroll in school and access educational and extracurricular activities regardless of the permanency of their living situation. The act, known as McKinney-Vento, protects the educational rights of students, including unaccompanied youth, who lack a fixed, regular, and adequate nighttime residence. McKinney-Vento ensures the student's expedited enrollment in the appropriate school, including necessary transportation, automatically enrolls students in the free lunch program, and provides additional supports, such as school supplies and clean clothing.

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### **ASB Sticker**

All students have the option to purchase an ASB sticker for \$20.00. ASB Stickers allow free admission to home sporting events, not including playoff games. The ASB sticker also gets a student discounted or free admission to school dances.

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### **Charges/Fees/Fines**

Textbooks, library books, uniforms, and other school materials are furnished to students on the condition that any loss or damage beyond ordinary wear shall be paid by the student as assessed by the teacher or school. The loss or damage will be computed on the replacement cost. Students incurring charges, fees and/or fines may be billed periodically throughout the year and once after the school year ends. \*\* See school for fees of damaged textbooks and library books\*\*

Any money owed by seniors must be paid prior to graduation to receive your diploma. For all other students, any amount not paid by the end of the year will be carried over to the following year. Students turning out for sports or extra-curricular activity must have all money owed paid by the beginning of each season in order to be issued team gear or other items. Other students owing money from a previous year

will not be issued any optional school materials or allowed any charges until paid. Any money owed to clubs or organizations by students for fund raising activities is the student's responsibility and may be listed on student billings. Failure to pay fees owed may result in records or report cards being held. It may also impact a student's ability to participate in special activities, i.e. dances, field trips, graduation activities, etc.

When a student contracts to participate in a school sponsored trip and drops out after funds have been spent in his/her behalf, the student will reimburse the group that made the expenditures.

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### Transportation

We contract our bus services through First Student and our daily bus routes are determined by them. If you have questions about routes or drivers please contact First Student at 541-327-9654. All students who live more than one mile from school may be offered free transportation to and from school

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### Lunch/Breakfast Program

Breakfast is served in the junior/senior high school cafeteria and elementary classrooms during the school week. Lunches and milk are available for those who want them. Payment for breakfast, lunch and/or extra milk will be made in the cafeteria at the point of service or at the beginning of the school day for elementary students. Students will be issued a computerized cafeteria account number and cash or checks for meals will be deposited into the student's meal account. It is recommended that meal account purchases be made in advance for a week or several weeks at a time. No change will be given for overpayment, but credit will be issued into the student's account. Payment may be made for more than one child at a time, but it should be noted at the time of deposit how much is to be for each child in the family. Students interested in serving in exchange for a lunch may sign up with the lunch supervisor.

Grade Level	Breakfast Price	Lunch Price
K-6	Free	\$2.40
7-12	\$1.20	\$2.80
Adult/Staff	\$1.50	\$3.15
Milk	\$0.40	\$0.40

*Parents wishing to apply for free and reduced lunches may request forms from the school's office or District Office.*

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### Phone Calls/Messages/Item Drop-Off

Office staff do not take or deliver messages for students and will only interrupt classes in cases of an emergency. We encourage families to have a plan in case your student forgets something and you need to drop it off at school. Let your student know you'll leave items in the main office. We'll hold them for your student to pick up either after class, during lunch or after school.

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### Lockers

Hall lockers will be assigned to each enrolled student. Students are responsible for their assigned locker. Any changes from one locker or desk to another must be authorized in advance through the office.

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Lockers and desks are the property of the school and are on loan to the student. School administrators have the authority to check any student's locker or desk at any time there is reasonable suspicion it may contain illegal or prohibited items or conceal evidence of an illegal act or school violation. There will be periodic locker/desk inspections held by school officials. The school cannot be held responsible for items lost or stolen from a student's locker or desk. Locks/lockers are not to be jammed so the door shuts but does not lock.

Defacing lockers/desks, placing personal locks on or tampering with other student's lockers/desks will be cause for disciplinary action.

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### **Abuse Reporting**

By law, any staff member who has reasonable cause or reasonable suspicion to believe that any child under 18 years of age with whom he/she has come in contact has suffered abuse or neglect, or that any adult with whom he/she is in contact has abused a child, shall immediately orally report or cause an oral report to be made to the Department of Human Services (DHS) or local law enforcement agency. The building principal is also to be immediately informed.

Oregon law recognized these types of abuse:

1. Physical;
2. Neglect;
3. Mental injury
4. Threat of harm;
5. Sexual abuse and sexual exploitation.

Any student, who believes that they have been subject to any of these types of abuse, is encouraged to contact any staff member.

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### **Telephone Use**

Students will only be called out of class to receive emergency calls from a parent or guardian. Students are not to use the phones in the classrooms, faculty room or staff offices. Use of the telephone in the office for non-emergency use is permitted with permission.

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### **Gymnasium Use**

Students are not to climb or walk on the bleachers when they are folded. Student use of the gym before school, during noontime, and after school is prohibited unless a faculty member is present to supervise. No dogs are allowed in the gymnasium. Please try to use clean soft-soled shoes to protect floor.

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### **Hall Passes**

During class time no student is allowed to leave the classroom without first obtaining a hall pass that is authorized by the teacher. Students are expected to go to and from their designated destination only.

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## Illness at School

None of us likes to think about our children being hurt or ill, but we all know that things happen from time to time. Please be sure that the school office has current information regarding how parents and other emergency contacts can be reached. If you work, be sure that we have your current work telephone number, and please let us know immediately if your telephone numbers change during the year.

Students should report all accidents or injuries immediately to the supervisor on duty. In cases of serious accident or illness, we make every reasonable effort to reach the parents as soon as possible. If the injury or illness is, in our opinion, serious enough that immediate treatment is necessary and parents cannot be reached, we will summon emergency assistance, transport to the local emergency room, or contact the physician listed on the enrollment form. If you do **NOT** wish any of these steps to be taken in the event of serious injury or illness, please notify us in writing at the beginning of the school year.

If students become ill at school they are reminded **NOT** to leave the school grounds without checking out in the office or obtaining an Early Dismissal Form. Students may not leave without consent from their parents or other emergency contacts.

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## Medication at School

Ideally, all medication should be given at home. However, if a parent requests that prescription or nonprescription medication be dispensed to a student by school personnel the following guidelines must be followed

1. All written requests or consents for dispensation of medication shall be directed to the principal or office. Appropriate forms may be picked up at the school's office.
2. The written request shall include either a completed medication permit or written instruction from the physician for the administration of the medication. Instructions must include the name of the student, name of the medication, route, dosage, frequency of administration, and any other special instructions. The prescription label will be considered to meet this requirement if it contains the information listed above.
3. Medication is to be submitted in the original container.
4. Medication is to be brought to the school by the parent and/or guardian.
5. It is the parent's responsibility to ensure that an adequate amount of medication is on hand at the school for the duration of the student's need to take medication.
6. It is the parent's responsibility to ensure that the school is informed in writing of any changes in medication instructions.
7. In the event a student refuses medication, an attempt will be made to notify the parent as soon as possible. No attempt will be made to administer medication to a student who refuses district administered medication.
8. Any error in administration of medication will be reported to the parent as soon as possible.

Student self-medication means a student must be able to demonstrate the ability, developmentally and behaviorally, to administer medication to himself or herself without requiring a trained school staff member to assist in the administration of the medication.

In grades K-12 emergency medications identified by state statutes require a self-medication form to be completed and approved by school administrator and/or district nurse. Please contact your child's school office for assistance.

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## School Closure

At times during the school year it may be necessary to close school or to open late due to severe weather conditions that make driving hazardous. In the event of a school closure, do not depend on someone to be at the school. If weather is bad, staff will not be there either. Announcements regarding school closures will be made through Santiam Canyon School Messenger as well as over the local radio and news stations by 6:30 a.m. When the weather conditions are severe we encourage you to listen for announcements over these stations. Please listen for **SANTIAM CANYON SCHOOL DISTRICT** and **NOT** North Santiam School District. You may also find the information on our school website at [www.santiam.k12.or.us](http://www.santiam.k12.or.us). Click the link [Inclement Weather & Santiam Canyon School Closures](#).

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## Emergency Drills

Every student will know the location of the fire exits that are to be used during the school day. Consult the chart posted in the room, or ask the teacher where the fire exits are located. In case of fire, do not run, but walk calmly and rapidly to the nearest fire exit. Fire drills will be unannounced and conducted monthly throughout the year. We will conduct 2 lockdown drills throughout the course of the year.

Willfully causing a false fire alarm or bomb threat is prohibited by school rule and by law. A student violating this rule will be recommended to the school board for expulsion and the police will be notified. Tampering with fire extinguishers, hoses, alarms, or detectors is prohibited.

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## Hours, School/Building Use

The building doors will be unlocked for student entrance at 7:15 a.m. each school day. The outside doors will be locked at 4:00 p.m. All students are asked to be out of the building unless involved in a sport/activity with an advisor or having specific permission from a teacher or administrator. Parents are responsible for student supervision when on school grounds outside the regular school day.

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## Trespassing

All persons who are not in regular attendance are not allowed on the school grounds during, immediately before, or after regular school hours unless they have received permission from the principal. If, after being warned to leave, the unauthorized person fails to heed the warning, the police will be called and the unauthorized person may be subject to arrest on criminal trespassing charges. Repeated instances of trespassing will be reported to the police as well. **Students who are under any form of suspension are not allowed on district property or at any school activity anywhere, unless approved by administration.**

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## Field Trips

Throughout the year students may be involved in field trips. Teachers will send home a notice in advance of any outing that involves transporting children off the premises. Sometimes a small amount of money may be requested from each student to cover entrance fees or facility use costs.

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## Homemade/Prepared Food Distribution Restriction

Food served to students must be prepared commercially and in the original container. Home-prepared food presents a risk of causing illness by reason of spreading disease organisms or other contamination's.

Home-prepared foods, other than for individual student lunches, are not to be brought to school. Prepackaged food items that are made in licensed commercial facilities may be distributed at school provided handling is minimized. Distribution must be preceded by staff supervised hand washing. Utensils, such as tongs and gloves, must be used to ensure food is not contaminated as it is distributed and that servings are individual.

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## Visitors

Parents are encouraged to visit district schools. To ensure the safety and welfare of students, that school work is not disrupted and that visitors are properly directed to the areas in which they are interested, all visitors must report to the office upon entering school property. All visitors must have a visitor's pass approved by the administration. Visitors may be allowed during lunch time if they have permission of the principal. Students will not be permitted to bring visitors to school without prior approval of the principal.

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## Complaints District Personnel

A student or parent who has a complaint concerning a classroom/teacher issue should first bring the matter to the appropriate teacher. If the outcome is not satisfactory, a conference with the principal can be requested within (5) five calendar days following the conference with the teacher. If the outcome of this conference is not satisfactory, the student or parent may file a written, signed complaint with the superintendent within (15) fifteen calendar days who will investigate the complaint and render a decision. If the complainant is dissatisfied with the decision of the superintendent, he/she may appeal to the Board in care of the superintendent within (10) ten calendar days following receipt of the superintendent's decision. The superintendent will provide the complainant with necessary Board appeal procedures. Board decisions are final.

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## Fund Raising

Student organizations, clubs or classes, athletic teams, outside organizations and/or parent groups may occasionally be permitted to conduct fund-raising drives. An application for permission must be made to the principal or Activities Director. For all fund raising activities that involve a contract with an outside agency, the School Board must also give approval and signatures obtained by the principal and superintendent. All funds raised or collected by or for school approved student groups will be receipted, deposited and accounted for in accordance with Oregon law and applicable district policy and procedures. All such funds will be expended for the purpose of supporting the school's extracurricular activities program. The principal or activities director is responsible for administering student activity funds. The student body treasurer serves as the student government representative in administration of student activity funds.

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## Campus Rules

The school campus shall be closed during the regular school day. Students who leave without permission will be disciplined. During the closed hours, students shall not be off school grounds for any reason unless approved by administration prior to leaving.

Students in grades 9-12 may have open campus at lunch. Administration has the right to revoke this privilege at any point.

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## Student Vehicles

Parking on district property is a privilege and not a right. **Students will be notified that as a condition of parking on district property, district officials may conduct searches of vehicles upon reasonable suspicion of a policy, rule and/or procedure violation.** Vehicles must be parked appropriately in designated areas. Drivers of vehicles, which are not parked appropriately, will be notified and parking privileges may be revoked.

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

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

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## Personal Property

Students are not to bring excessive amounts of money or other valuables to school. Personal items, such as PE clothing, coats, etc. should be well labeled with the student's name. Parents are welcome to come and check the lost and found at any time for missing belongings.

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## Lost and Found

Any articles found in the school or on district grounds should be turned in to the school office. Lost or suspected theft of personal or district property should be reported to the school office. Unclaimed articles are given to charitable organizations 2-3 times yearly.

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## Skateboards/Roller Blades/Bicycles/Scooters

Skateboards/roller blades/bicycles/scooters are **NOT** to be ridden on school grounds at any time. If one of these has been ridden to school it is to be parked in the rack or placed in the locker and left there until time to go home. Skateboards may be stored in the Dean of Students office. Skateboards are not allowed to be carried in the hallways or from class to class. These pose serious problems due to unsafe riding techniques and are hazardous to students, staff and facilities. Failure to follow this rule will result in confiscation of the item in use or a citation issued by the police. Skateboards are not to be ridden before/after school close to busses and other school traffic.

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## Electronic Devices (Cell Phones)

Students will be allowed to use cell phones/electronic devices at school but must do so in a responsible manner with respect to others and others privacy. With cell phones and other electronic devices having more than just “calling/texting” capabilities, with the staff member’s permission, cell phones/devices may be used in class. At no time should texting/calling or checking texts/calls be done during class time without staff permission. Students may use cell phones and devices between classes, breaks, and at lunch but must respect others rights and not interfere with the student’s attendance, behavior, or disrupting the school environment. Pictures are not to be taken at any time during the regular school day as some students and staff have requested a right to privacy.

### Consequences:

1. The first offense, the cell phone/device is taken away and it will be returned at the end of the day. It may be kept overnight if the violation occurs after the lunch break.
2. The second offense, a parent/student meeting with administration will be scheduled to have the phone returned.
3. Additional offenses may include other consequences.

Administration may check the phone for evidence of ownership, cheating and/or inappropriate pictures of others. If any inappropriate items are found, the device will be turned over to the proper authorities. Other consequences may result under the extra-curricular policies. Students refusing to turn over their device to staff member, after being requested to do so for a violation of school rules, is a serious offense and will be treated as a major defiance and subject to disciplinary action as stated under discipline ladder.

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## Cheating

The school tries to foster a climate of honesty and integrity. Taking credit for work or material which one didn’t do is cheating. Students who cheat will be disciplined by their classroom teacher and/or the administration. This may range from taking a zero on an assignment to failing the course or other disciplinary action.

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## Attendance

### Guidelines:

A poor attendance pattern is one of the prime factors associated with student failure and frustration with the school experience. The purpose of regulations is to insure punctual, regular school attendance and to help students develop habits of responsibility for success now and in their adult careers.

### Responsibilities:

For maximum learning to occur, each student must have the instruction, supervision, and experiences provided in the classroom. Regular attendance is essential for a good education and is considered a reasonable responsibility of students and parents.

When a student needs to stay home from school because of illness or an emergency, it is the responsibility of the parents to telephone the school and notify the attendance clerk as early in the morning as possible and send a written note for verification.

### Excused Absences:

1. Personal illness, medical, dental or eye doctor appointment
2. Family illness, death, or emergency necessitating the student's absence
3. Planned absence

#### Unexcused Absences:

1. Absence without a written note from a parent within two days of an absence
2. Truancy
3. Leaving school during the school day without checking out
4. Errands, shopping, working, over sleeping missing the bus or a hair appointment

#### Tardies

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 14 minutes will receive a Tardy. Students who arrive later than 15 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.

Under Oregon Law ORS 339.020 it is the responsibility of the parent or guardian of any child between the ages of seven and eighteen years of age who has not completed the 12th grade to send such child and to maintain such child in regular attendance at a full time school during the entire school year.

Irregular attendance is defined under ORS 399.065 as eight unexcused one-half day absences in any four week period. At the high school level, any student who is absent for six days during a grading period must meet with the attendance officer to discuss solutions to his/her attendance problem. State law requires that irregular attendance be reported to the Linn County attendance officer.

Any parent who fails to send a student to school within three (3) days of notification by the district that their student is not complying with compulsory attendance requirements may be issued a citation by the district for the student's failure to attend school. Violation is a Class C violation of law and is punishable by a court imposed fine up to \$500, as provided by ORS 339.925.

The district will notify the parent in writing as outlined in District School Board Policy.

Irregular attendance may impact a student's participation in special activities, i.e., parties, field trips, dances, etc. If a student's attendance pattern is so erratic that the student is not benefiting from the educational program, that student may be offered an alternative education plan or recommended for expulsion.

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#### **Photos/Video Exclusion**

Santiam Canyon School District often takes photos or video of school activities or events in which students are featured. These photos or videotapes are frequently used as promotional items for the school district. Parents – if you do not want your child photographed or videotaped while at school, please send a written notice to your child's school office as soon as possible after registering your child. **If there is no written notice on file, the school will assume it has the right to photograph or videotape your child.**

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## Dances

Various activity or club groups generally sponsor dances. Parents and faculty are welcome and encouraged to attend.

1. Students must show ID in order to be admitted.
2. Students may not leave the dance and re-enter.
3. All school rules and regulations are in effect.
4. No backpacks will be allowed in dances.
5. Students having a current ASB card enter the dance at a reduced cost for non-formal dances.
6. Students who do not have a current ASB card will be charged a nominal fee.
7. Dance Supervisors reserve the right to correct students who are misbehaving during the dance. Student will be informed by the supervisory of the behavior that is being corrected. If that student is again observed misbehaving, they will be asked to leave the dance.
8. Students inviting outside guests to a dance 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 a secondary school.
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.

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## Student Conduct

### 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.

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**Student Dress**

Unacceptable Dress and Appearance  
Santiam Canyon School District 129J

***The following types of clothing and accessories will not be permitted at school and/or school sponsored activities***

- Clothing or material which represent or advertise tobacco, alcohol, or any controlled substances. This includes slang names and pictures.
- Clothing or items which contain inappropriate racial, sexual or gender messages.
- Have a double meaning which may be considered offensive.
- Depict weapons or could be used as a weapon. No chains or spikes (including wallet, key, security and dog chains).
- Are provocative. No bare midriffs, exposing tops, during the regular school day. Shirts must be worn in the building. Undergarments should not be readily seen when standing or sitting. Holes in clothes that show undergarments or private areas are not permissible. Tops with loose armholes must have appropriate covering underneath.

- No hoods on during direct instruction time.
  - No showing of underwear
  - Dress or grooming which threatens safety, is immodest, or is disruptive to the educational process or performance of others will not be allowed.
  - Clothing or materials which contain inappropriate language.
  - Promote or identify gang or possible gang affiliation. What is considered “gang related” changes over time and all items cannot be listed. New gang identifiers will no doubt continue to emerge.
  - And/Or deemed inappropriate by Administration
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### Destruction of Property

A student shall not mark, deface, steal, cause or attempt to cause damage to school or private property. Violations of this regulation may result in restoration of damage, assignment of work, discipline, suspension, or expulsion as determined by school officials. The student and parents will be required to make full restitution of any damage at full replacement cost. Any damage determined by school officials to be accidental will generally not result in disciplinary action, but the student and parents may be responsible for restitution at replacement cost. Under Oregon law, the parents of a minor that causes damage intentionally, can be made to pay up to \$7,500.

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### Weapons/Dangerous Devices

Dangerous items, weapons, or other possessions which constitute a threat to the safety and security of students and staff members are strictly forbidden in school, on school grounds, in vehicles on school grounds, and at school activities. Dangerous weapon means any weapon, device, instrument, material or substance, which under the circumstances in which it is used, attempted to be used, or threatened to be used is readily capable of causing death or serious physical injury.

Weapons and replicas of weapons are forbidden on school property. Our district has a **ZERO TOLERANCE** platform. It is the district’s obligation to protect the health, welfare, and safety of all students. Weapons may include, but are not limited to, firearms, knives, hunting rifles, bow & arrows, metal knuckles, leatherman tools, straight razors, explosives, noxious, irritating, or poisonous gases, poisons, drugs, laser lights, or other items fashioned with the intent to use, sell, harm, threaten or harass students, staff members, parents, or patrons. Any loaded or unloaded firearm or dangerous weapon possessed on or about a person while on district property is subject to seizure or forfeiture. A violation of any law with respect to zero tolerance will be turned over to the proper authorities for probable prosecution.

A hearing will be conducted to determine appropriate disciplinary and/or legal action will be taken against students who possess weapons and with students who assist possession in any way. Incidents of students possessing weapons will be reported to parents and the police. Students bringing weapons to school will be expelled for a period of not less than one year. The superintendent may, on a case-by-case basis, modify this expulsion period. The district may request suspension of driving privileges from a student expelled for bringing a weapon to school.

Weapons under the control of law enforcement personnel are permitted. The superintendent may authorize other persons to possess weapons in school buildings. The superintendent may prescribe special conditions or procedures to be followed before giving such authorization.

Items, which may disrupt or interfere with the educational process (water guns, fireworks, air horns, matches, etc.) are not allowed and may be seized by school officials. Disciplinary action may be taken depending on the nature of the items or their use.

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### **Student Disruption**

We strive to ensure all students can learn in a safe environment that limits disruption and distraction. We feel strongly, and research supports, that an orderly environment increases learning and motivation.

Any conduct that is disruptive in the classroom, in school, on school grounds, or at a school function, assembly or field trip is forbidden. Students guilty of disciplinary infractions which necessitate temporary removal from a classroom or school function may be assigned to in-school suspension or may receive out-of-school suspension.

Repeated disruptive actions may subject the student to removal from the class for the remainder of the semester. It may also result in suspension, expulsion or alternate placement.

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### **Fighting**

Fighting or wrestling in school, on school grounds, or at school functions is not allowed. Under Oregon law fighting is termed as abuse. Abuse means any assault or physical injury which has been caused by other than accidental means. Unless there is clear cut evidence of an instigator or aggressor, all participants will be equally punished.

Anyone who intentionally, knowingly, or recklessly causes physical injury to another person has committed assault in the fourth degree and the police will be notified.

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### **Harassment/Hazing/Menacing/Intimidation**

Hazing, harassment, menacing, intimidation, or any act that injures, degrades, or disgraces a student or staff member will not be tolerated.

Harassment means to annoy or torment repeatedly and persistently or to impede by repeated attacks. Harassment by a student to another student, by a student to a staff member, or by a member of the staff to a student will not be tolerated. Examples of harassment may include, but are not limited the following:

- |                   |   |
|-------------------|---|
| Technology Based: | computer, cell phone, etc.  |
| Verbal:           | name calling teasing or profanity   |
| Physical:         | touching, hitting, or any violation of “personal space”   |
| Sexual:           | unwanted attention or touching, teasing, inappropriate jokes or comments<br>regarding gender or sexual orientation. |
| Racial:           | name calling with common offensive terms, put downs or exclusion (this applies to disability harassment also)       |

Internet Harassment: If a student is harassed, though one of the social media outlets (Facebook, Snapchat, etc.) while at school, contact the administration or a staff member and show them the message. If media harassment is occurring outside of school time and there is a threat of harm, which could occur on the way

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to school, home from school, while at school or a school sponsored event, contact the administration. If the harassment is outside these areas then contact local law enforcement, as the school does not have jurisdiction.

Students are expected to conduct themselves in a manner that is respectful and considerate of others at all times. It is therefore assumed that the use of any of the above offensive behaviors or any similar activities will not be tolerated. Any student who engages in such behavior is subject to disciplinary action including suspension, expulsion, or referral to law enforcement officials, and suspension from extra-curricular activities.

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### **Defiance**

Insubordination, willful disobedience, or open defiance to, or against, “*any district employee*” or designee is prohibited. Students shall comply with directions the first time they are given by an authorized school personnel at any time the student is properly under the authority of the school or on school grounds. Students who do not respond to guidance or minor discipline, or who are consistently at odds with school discipline, must accept the consequences of such actions. The student will be subject to disciplinary action, suspension, or expulsion depending on the nature and severity of the incident.

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### **Obscene Language/or Sexual Subject Matter**

The use of profane or obscene language or gestures in verbal, written, or any other form is prohibited on school grounds or at school activities. Student using such language may be subject to reprimand or disciplinary action.

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### **Physical Restraint**

Under special circumstances, staff may restrain be used to restrain or remove a student in situations where the safety/protection of that student, staff members, or other students is in jeopardy.

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### **Search and Seizure**

Students have a Fourth Amendment right to be secure in their person against unreasonable search and seizure. This right, however, has been applied less stringently in the school than in the outside community. Equipment, such as lockers belong to the school district and students are allowed to use this equipment as a convenience. The school may insist that lockers be properly cared for and not be used for storage of illegal, stolen, obscene, or other prohibited items. Any item on school property is subject to search including but not limited to lockers, backpacks, purses, notebooks, electronic devices and vehicles.

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### **Questioning**

Should law enforcement officials find it necessary to question students during the school day or during periods of extracurricular activities, the principal or designee will be present when possible. An effort will be made to notify the parent of the situation. Parents are advised that in certain instances, officials may exclude district personnel from the investigation procedures and may prohibit district personnel from contacting parents.

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### Student Rights

1. Student may be assured that their rights will always be balanced with the need of the school
2. The search of a student's personal possessions, electronic devices, or locker will only occur when there is reasonable cause for suspicion that the student is concealing evidence of an illegal act or school violation.

### Student Responsibilities:

1. Students shall not conceal or have possession of evidence relative to an illegal act or school violation.
2. Students shall not conceal or have possession of items which may disrupt the educational process.

### Procedures:

1. Illegal, stolen or restricted items may be seized permanently or temporarily by school officials.
  2. Seized items may be destroyed, returned to the owner, or turned over to the proper authorities.
  3. Students possessing or concealing illegal, stolen, or restricted items will be subject to discipline, suspension, or expulsion. In certain instances the police may be notified
  4. In the event of a search of a person's personal belongings, a staff member of the same gender will be present and a second staff member is encouraged when possible.
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### Unlawful Activities

It is the duty of the public school of this district to provide an environment which is conducive to learning. It is the school's obligation to protect the health, welfare and safety of all students. In order to assure a continued safe school environment the district may utilize law enforcement and K9 units to help maintain a drug free campus. All areas on district property are subject to search. To be consistent with the content of the curriculum and Oregon law, the possession, use, or sale of alcohol, drugs, and tobacco in any form on the school premises any time, this includes the regular school day, school sponsored activities and non-school days.

The Santiam Canyon School District has taken a Zero Tolerance position in regards to these substances. Unlawfully acquired prescription drugs, drugs, alcohol, tobacco, e-cigarettes, vapes, imitation drugs and drug paraphernalia will not be tolerated and discipline consequences will result. Law enforcement agencies may also be notified in all of these incidences and additional citations may be issued by law enforcement.

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### Americans with Disabilities Act (ADA) Access Information – PUBLIC NOTICE

*Santiam Canyon School District* is committed to achieving full compliance with the Americans with Disabilities Act.

#### *Santiam Canyon School District* **DOES NOT:**

- Deny the benefits of District programs, services and activities to qualified individuals with a disability on the basis of a disability.
  - Discriminate on the basis of disability in access to or provision of programs, services, activities of the District, or application for employment or employment to qualified individuals with disabilities.
  - Provide separate, unequal or different programs, services or activities, unless the separate or different programs are necessary to ensure that the benefits and services are equally effective.
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*Santiam Canyon School District* operates its programs so that, when viewed in their entirety, they are readily accessible to or usable by individuals with disabilities.

Santiam Canyon School District welcomes those with disabilities to participate fully in the programs, services and activities offered to students, parents, guardians and members of the public. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in any program, service or activity offer to you; contact the district ADA Coordinator at least 48 hours before the scheduled event so that we may make every reasonable effort to accommodate you. [Government Code Section 54953.2; Americans with Disabilities Act of 1990, Section 202 (42 U.S.C Section 12132).]

In accordance with Section 35.106 of the Americans with Disabilities Act, all participants, applicants, organizations and interested individuals are advised and noticed that the ADA Coordinator for the District is: Todd Miller

Todd Miller  
Superintendent  
Santiam Canyon School District  
150 SW Evergreen St.  
Mill City, OR 97360  
Phone: (503) -897-2321  
[todd.miller@santiam.k12.or.us](mailto:todd.miller@santiam.k12.or.us)