

Beaver Lake Middle School

(Student Name)

PLEASE RETURN THIS SHEET TO YOUR FIRST PERIOD TEACHER.

To Parent and/or Guardian:

It is important that both you and your child are familiar with school procedures and requirements. Therefore, we ask the parents and students to sign below to indicate they have read and are familiar with the contents of this handbook. We do this as a means to encourage communication and give an opportunity to review school-wide expectations with your child.

Lockers are school property and must be cared for responsibly. Use good judgment in the following ways:

- Items of value should not be kept in lockers.
- In order to protect your belongings, locker combinations are private and should not be shared.
- Lockers are a privilege. We appreciate your cooperation in their proper use.

We have read the Student/Parent handbook. We are familiar with its contents along with the school-wide discipline policy and locker guidelines.

Student Signature

Parent/Guardian Signature

Printed Name of Student

Printed Name of Parent/Guardian

Date

Date

Beaver Lake Middle School



BULLDOGS

25025 S.E. 32nd Street
ISSAQUAH, WA. 98029

(425) 837-4150

2009-2010

Beaver Lake Middle School is a center for continual learning.
We appreciate, respect and celebrate individual and group successes.
This school has a place for everyone.

Our School Mascot is The Bulldog and our mascot's name is Buddy. Our school colors are Navy Blue and Silver with White as an accent color.

This agenda belongs to:

NAME _____

ADDRESS _____

CITY _____ ZIPCODE _____

PHONE _____ STUDENT NO. _____

IMPORTANT PHONE NUMBERS

POSITION	NAME	PHONE
Principal	Josh Almy	837-4154
Asst. Principal	Page Perey	837-4153
Program Assistant	Chris Santos	837-4155
Principal's Secretary	Anne Rackers	837-4156
Attendance Secretary	Nancy Francis	837-4157
Support Secretary	Marlene Jessen	837-4151
Bookkeeper	Debra Rapoza	837-4180
Counselor (last names A-Le)	Kathleen Nelson	837-4161
Counselor (last names Li-Z)	Meredith Osborn	837-4162
Counseling Secretary	Lani Drake	837-4180
Nurse	Lynda Nicholson	837-4159
Librarian	Sally Martin	837-4169

BLMS CODE OF BEHAVIOR

Beaver Lake Middle School aspires to be a community in which its members exist together in harmony and cooperation. To help us all strive for this goal, the following principles have been adopted as code of behavior for each of us to follow.

INTEGRITY~ To be honest and sincere and of sound moral principle
COMMON SENSE~ To use good judgment
RESPONSIBILITY~ To be accountable for your actions
COOPERATION~ To work together toward a common goal or purpose
FRIENDSHIP~ To make and keep a friend through mutual trust and caring
SENSE of HUMOR~ To laugh and be playful without hurting others
ORGANIZATION~ To plan, arrange and keep things in an orderly way
EFFORT~ To try your very **HARDEST**
INITIATIVE ~ To do something because it **NEEDS** to be done
FLEXIBILITY~ The ability to alter plans when necessary
PERSERVERANCE~ To continue in spite of difficulties
PROBLEM-SOLVING~ To seek solutions in difficult situations
PATIENCE~ To wait calmly for someone or something
CURIOSITY~ A desire to **LEARN** or know about one's world
CARING~ To feel concern for others

Adapted from Lifeskills, "The Way we Were, The Way We Can Be, A Vision for the Middle School Through Integrated Thematic Instruction", by Ann Ross and Karen Olsen.



Beaver Lake Middle School

25025 SE 32nd Street, Issaquah, WA 98029-7738

phone: (425) 837-4150 • fax: (425) 837-4195

www.blms.issaquah.wednet.edu

Josh Almy, Principal • Page Perey, Assistant Principal

Dear Beaver Lake Middle School Students, Parents, and Staff Members,

Welcome to Year Fifteen: The 2009-2010 School Year!

The middle school years are dynamic. Full of changes. Full of promise. There is much uncertainty and much anticipation. These middle school years are foundational to the social and academic development of a child. Our staff understands this and has committed itself to focus on developing productive, participatory citizens. This is no small undertaking, but a challenge and task worthy of our efforts.

While your child is with us, our hope is for them to learn to make viable connections – to understand how what they learn will prepare them for high school and the dynamic years ahead. We want them to learn to frame questions and know where to look to find answers. Some of those answers are contained in this handbook prepared as a resource and reference for students and parents to use throughout the year.

Good citizens understand expectations related to being a successful and contributing member of a community. We believe it important that all members of Beaver Lake Middle School – parents, students, and staff – become familiar with how our community works. This handbook contains information about various programs and policies specific to Beaver Lake Middle School as well as policies related to the Issaquah School District and Washington State. Please familiarize yourself with the handbook, and use it both as a resource and a reference.

Because your students are responsible for the information contained in this handbook, we suggest parents/guardians and students spend time together reviewing and discussing the handbook page by page. Understanding the Beaver Lake community procedures and possibilities related to expectations, attendance, activities, and programs will help your child settle in and experience increased success.

Welcome! It is going to be a great year!

Sincerely,

Joshua L Almy

Page Perey

Principal

Assistant Principal

Students and parents are required to sign and return the cover sheet.

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ALTERNATE SCHEDULES

½ Day Schedule

Period 1	7:40 – 8:07
Period 2	8:12 – 8:35
Period 3	8:40 – 9:03
Period 4	9:08 – 9:31
Period 5	9:36 – 9:59
Period 6	10:04 – 10:27

PM Assembly Schedule

Period 1	7:40 – 8:27
Period 2	8:32 – 9:16
Period 3	9:21 – 10:05
Period 4	A

Buddy Lunch 9:16-9:46
3rd/4th Block 9:51-11:24

Silver Lunch 10:05 – 10:35
Period 4 A
Class Time 10:40-11:24

Period 4 B
Class Time 10:10 – 10:54

Blue Lunch 10:54-11:24

Period 5	11:29 – 12:13
Period 6	12:18 – 1:02

ASSEMBLY 1:02 – 2:02
Return to period 6 for books 2:02 – 2:06

AM Assembly Schedule

Period 1	7:40 – 8:45
<i>Attendance</i>	
ASSEMBLY	7:45 – 8:45
Period 1	8:45 – 9:29
Period 2	9:34 – 10:18
Period 3	10:23 – 11:07
Period 4	A

Buddy Lunch 10:18 – 10:48
¾ Block 10:53 – 12:26

Silver Lunch 11:07 – 11:37
Class Time 11:42 – 12:26
Period 4 B
Class Time
11:12 – 11:56

Blue Lunch 11:56 – 12:26

Period 5	12:31 – 1:15
Period 6	1:20 – 2:06

BLMS: 2009-2010
REGULAR TIME SCHEDULE

FIRST BELL	7:33		
FINAL BELL	7:40		
1 st Period	7:40 – 8:39		
2 nd Period	8:44 – 9:38		
3 rd Period	9:43 – 10:37		
4 th Period	A	1st Lunch	10:37 – 11:07
		Class Time	11:12 – 12:07
	B	Class Time	10:42 – 11:07
		2nd Lunch	11:07 – 11:37
		Class Time	11:42 – 12:07
	C	Class Time	10:42 – 11:37
		3rd Lunch	11:37 – 12:07
5 th Period	12:12 – 1:06		
6 th Period	1:11 – 2:06		
ENDING BELL	2:06		

BLMS
WEDNESDAY / 2 HOUR LATE
TIME SCHEDULE
2009 – 2010

FIRST BELL	9:45		
FINAL BELL	9:55		
1 st Period	9:55 – 10:34		
2 nd Period	10:39 – 11:14		
3 rd Period	11:19 – 11:53		
3 rd /4 th Period Block	<u>Buddy (1st Lunch)</u>	<u>11:19 – 11:49</u>	
	11:54 – 1:02		
4 th Period	<u>Silver (2nd Lunch)</u>	<u>11:53 – 12:23</u>	
	Class Time	12:28 – 1:02	
	Class Time	11:58 – 12:32	
	<u>Blue (3rd Lunch)</u>	<u>12:32 – 1:02</u>	
5 th Period	1:07 – 1:41		
6 th Period	1:46 – 2:21		
ENDING BELL	2:21		

Beaver Lake Middle School
Mission Statement:

*BEAVER LAKE MIDDLE SCHOOL
IS A CENTER FOR
CONTINUAL LEARNING.*

*WE APPRECIATE, RESPECT, AND
CELEBRATE INDIVIDUAL AND
GROUP SUCCESSES.*

*THIS SCHOOL HAS A PLACE FOR
EVERYONE.*

School-Wide Anti-Bullying Rules

As part of our Mission Statement, we are committed to reducing bullying among students. As such, we have adopted three rules that have been posted throughout the school and in every classroom. We encourage all students and parents to report incidents of bullying to school staff.

**WE DO NOT BULLY AT BEAVER LAKE.
WE WILL HELP THOSE WHO ARE BULLIED.
WE INCLUDE EVERYONE.**

ASB MEMBERSHIP

An Associated Student Body (ASB) membership is available to all students at a cost of \$20.00. The money received from the sale of ASB memberships helps support school activities such as sports, clubs, assemblies and school wide activities. ASB membership is required to participate in after school activities; this includes sports, band, orchestra, chorus, socials, clubs and ASB sponsored events. Membership sales also pay for transportation, after school sports equipment, uniforms, awards and officials. ASB cards must be presented at the door when attending ASB sponsored events. Replacement cards may be purchased for \$5.00 from the bookkeeper.

ASSEMBLY EXPECTATIONS

Assemblies are a privilege and are organized for the enjoyment of students and staff. Respect and responsibility are expected from each member of our student body at all assemblies. Students may be excluded from assemblies based on disciplinary and/or 101 points. The following list serves to make very clear what is appropriate behavior on the way to, during, and returning from an assembly.

- **Going to the gym:** Book bags and backpacks are not allowed in the gym and are to remain in the lockers. No food or drink is allowed in the gym. Walk to the assembly in an orderly line with your class and your teacher.
- **Arrival in the gym:** Students will arrive in an orderly manner. Teachers and Assembly Directors will direct classes to assigned area. Students will sit with their class.
- **Behavior during an assembly:** Students will respectfully take direction from any adult or a student body officer. As soon as anyone approaches the microphone, the student body is expected to immediately be attentive.
 - Reciting the Pledge of Allegiance is an honor that demands both courtesy and respect. Likewise, students are to stand quietly and respectfully while The National Anthem is being sung or played.
 - Students are expected to sit appropriately. Students are not to stand on bleacher seats or lay on the gymnasium floor. Aisles are designated and need to be kept clear.
 - It is appropriate to be respectful, attentive, courteous, and to show appreciation with applause. It is not appropriate to boo, hiss, stomp feet, or engage in horseplay on the way to or during an assembly.
- **Behavior at the end of an assembly:** Listen to instructions and remember that classes will be dismissed by assembly director. Students will leave the bleachers carefully and safely. Everyone will walk in an orderly manner and return to their classrooms with their teacher.

ATTENDANCE

Absences: A parent/guardian is expected to call the school by *8:00 a.m. the day of the child's absence and each subsequent day*. The absence is considered *unexcused* if there is no parental contact. A signed note may be sent to school upon the student's return to excuse the absence. (See ISD Policy #3122) Absences with written parent verification are considered excused. (For more specific information, see district policy; 'Excused absences').

Tardiness to School: At BLMS we value the time students spend at school. Tardiness to school is **strongly discouraged**. Parents are asked to ensure that their children arrive to school prior to the formal starting time. Students are responsible for being in class on time at the start of the school day. A tardy is excused *only* when a student has an excused pass from the office. Those students arriving at school without a written note from the parent/guardian are issued a *"tardy ticket"*. These tickets require lunchroom cleanup at the end of their lunch break. An unexcused tardy may be changed to excused tardy in the official records upon receipt of a note the next day, but the lunchroom cleanup duty remains. Tardiness is accumulated each trimester.

Consequences for unexcused tardiness:

1 st , 2 nd & 3 rd Tardy	Lunch Duty
4 th Tardy	101 Slip, Lunch Duty
5 th & 6 th Tardy	Private Dining*
7 th Tardy	101 Slip, Private Dining*
8 th or more	Students receive private dining* for every tardy, a 101 slip every third tardy (9, 12, 15, and so on), and a meeting with a parent to develop an attendance plan.

*Private Diners can bring their own lunch or order sandwich & milk through the private diner coordinator

Tardiness to Class: Tardiness is not desirable and unexcused tardiness is not acceptable at Beaver Lake. It is a disruption when students arrive late to class. Students are given adequate time between classes and it is their responsibility to arrive to class on time. Students who have unexcused or repeated tardiness will have consequences through our progressive 101 discipline system.

Pre-Arranged Absences: Pre-arranged absences are either excused or unexcused by the Principal. If an absence is unexcused, a student will receive no credit on daily work. They will, however, still make up tests, projects, and major assignments that span more than the time they were gone.

Attendance Procedures

- Attendance Secretary contacts parents after each unexcused absence.
- Letters go home to parent after 5, 7 and 10 unexcused absences.
- Counselor will meet with student and contact parent after 7 unexcused absences.
- BECCA (Mandatory Attendance – Truancy) will be filed after 10 unexcused absences per school year OR 7 unexcused absences in one month.
- Excessive excused absence letter mailed home after 12 excused absences.
- Counselor to talk with student and parent after 15 excused absences to request a doctor's note for each additional absence.
- BECCA will be filed when excessive excused absences reach 20 without a doctor's note as noted above.

Closed Campus: BLMS campus is a closed campus. Students must remain on the campus during the school day from arrival to dismissal time. Students staying for supervised after-school activities are expected to remain on campus until dismissal from that activity. Students remaining on campus after school MUST be in a supervised activity.

Visitors, Guests, & Relatives: Student visitors or relatives are not permitted at BLMS during school hours including lunch times. Parents, guest speakers, or volunteers who have business to conduct are required to register at the main office and wear a visitor badge.

Early Dismissal: Requests for early dismissal need to be turned in to the office before school so the student's name will be on the attendance bulletin with dismissal time. The student is required to sign out in the front office and back in upon their return to school.

BULLYING AND HARASSMENT

The Issaquah School District is committed to a safe and civil environment free from harassment, intimidation or bullying for all students, employees, volunteers and parents. Harassment is specifically defined as:

Any intentional written, verbal or physical act, including but not limited to one shown to be motivated by any characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation or mental or physical disability, or other distinguishing characteristics, when the intentional written, verbal or physical act:

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

Any student in the Issaquah School District, who harasses, intimidates or bullies another person shall be subject to disciplinary action, up to and including expulsion from school, in accordance with the district's policies concerning student discipline.

Sexual Harassment

It is the policy of the Issaquah School District that there be no discrimination against any student on the basis of sex. In keeping with that policy, the District will not tolerate sexual harassment of or by any of its employees, students, volunteers or parents. Sexual harassment is a violation of the District's rules of conduct for the workplace and/or educational setting. Any student who feels that he or she has been subjected to sexual harassment by another student, district staff member, parent or volunteer should immediately report the incident to a teacher, counselor or building administrator. A complete copy of policy #3214 may be obtained at any school or on the district website at www.issaquah.wednet.edu .

If students experience harassment, they need to:

1. Say “no” or “stop” in a loud, clear voice.
2. Tell the nearest adult.
3. If it happens again, go to the Counseling Center and file a harassment form report.

BUYING, SELLING, BETTING

No buying or selling will be allowed on school property unless authorized by the school administration. Betting and gambling are not permitted on school property.

BEHAVIOR EXPECTATIONS

Beaver Lake students are encouraged to practice the Life Skills posted in the Commons area, and to act toward fellow students, staff, and their schooling with respect and responsibility. Teachers inform students of their classroom policies regarding classroom behavioral expectations. These are clearly covered in each classroom. As well, school-wide expectations are reviewed with students during the first week of school and periodically throughout the year. At Beaver Lake, students are accountable for their behavioral choices. Deviation from classroom/campus rules may result in an infraction notices (i.e. 101 slips) issued and/or teacher/administrator intervention and parent contact.

101 SLIPS

Every student begins the school year with a grand total of 101 points. The GOAL is to *KEEP and MAINTAIN* all 101 points and remain ‘**101 Free**’.

Each 101 Slip issued results in the loss of points with the amount depending on the specific misbehavior which are subtracted from the original 101. These are issued at a staff member’s discretion.

- Points are doubled if the slip is issued by a substitute teacher.
- Point loss is carefully monitored in the office.
- When a pattern is noted, or if a student descends to a certain level, the Assistant Principal becomes directly involved.
- Students are expected to show infraction slip to parent/guardian and return signed slips to staff member who observed the behavior.
- If a parent has a question about a specific incident, they should contact the issuing staff member directly.

Some students will never lose points; others will lose some points simply as part of learning and experiencing appropriate/inappropriate behaviors; and some will continue to make choices, which cause point losses to accumulate. Most often slips are issued because a student has *repeatedly* disregarded stated rules or expectations. 101 Slips could be issued for, but are not limited to, the following reasons:

101 infractions related to class/campus rules

- Unprepared for Class
- Food/gum/pop in areas where prohibited
- Not returning progress report when repeatedly asked to do so

- Repeated tardiness
- Inappropriate attire
- Inappropriate behavior
- Inappropriate language
- Academic dishonesty
- Not wearing a helmet while riding a bike to school
- Inappropriate display of affection*

101 infractions of a more serious nature

- Treating staff and/or peers with disrespect.
- Inappropriate behavior or use of profanity or obscenity.
- Disruptive behavior.
- Speaking at inappropriate times; interfering with teaching and learning of others; not responding to, or responding inappropriately to a direct staff request.

Sample 101 Slip

101 Slip

<i>Student Name</i>	<i>Student Signature</i>
<i>Staff Member</i>	<i>Parent/Guardian Signature</i>
<i>Date Issued</i>	<i>Date Returned</i>

-2	Repeated Tardies	(date) (date) (date)
-2	Inappropriate Language	
-2	Unprepared for Class	
-3	Refuses to follow Class/Campus Rules	
-5	Disruptive Behavior in Class/School Function (Assemblies, Events, etc.)	
-5	Disrespectful/Rude Behavior toward Students/Staff Members	
-5	Failure to Pursue Studies	
-5	Academic Dishonesty	

➤ Students are reminded that an administrator and parent/guardians may be involved at any time if rapid accumulation of 101 Slip points occur.

TAKE NOTE: In cases involving *serious incidents or dangerous behavior*, 101 Slips will be bypassed and appropriate action immediately taken.

Comments: _____

WHITE (Student)	PINK (Staff Member)	YELLOW (Assistant Principal)
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*Inappropriate or excessive overt demonstrations of affection including, but not limited to, kissing, extended hugging, holding hands or fondling as those are inappropriate for the school setting. Inappropriate is defined as causing others to be uncomfortable or offended with behavior. Staff members will determine the appropriateness of the behavior and privately counsel with student(s) if this should occur. Repeat offenders will be referred to a school administrator.

101 Consequence Hierarchies

Below 91

- Lunch detention (30 minutes)

Below 81

- Lunch detention (30 minutes)
- Removal from assemblies
- Removal from ASB activities
 - Socials
 - Attendance at sporting events
 - After school activities (sports, chess club, etc)

Below 71

- Two lunch detentions (equaling 60 minutes)
- Removal from field trips for every class
- Athletic Ineligibility
- Participation in ASB
- Inability to run for ASB office
- End of year activities
 - Yearbook signing, Field Trips, Cruise, Promotion

Restitution

Restitution opportunities are provided for students that wish to earn back 101 points lost during each trimester. Students will receive 5 points for each 60 minute period working with a custodian. Students may not do restitution for points lost in the previous trimester.

DISCIPLINE REFERRALS

Unless 101 slips are rapidly accumulated (indicating increased behavioral concerns), they are of a less serious nature than Disciplinary Referrals. Single incidents reflecting more serious behaviors may result in a Disciplinary Referral issued by a staff member. These incidents may also be immediately referred to the office for more serious discussion and consequences. Behaviors leading to the issuing of a Disciplinary Referral include, but are not limited to:

- Harassment of any kind
- Unsafe activities
- Disrespect to others or to property
- Recurring disruptive or disrespectful behaviors

A copy of a completed Disciplinary Referral form is distributed to the parent/guardian, the referring staff member, and kept in the student's discipline file at Beaver Lake Middle School.

Important Note Regarding Consequences

- Certain behaviors such as fighting, disrespect, harassment and vandalism will not be tolerated at BLMS and will be dealt with immediately.
- Depending on the severity of the incident, a student may receive in-house suspension(s), out of school suspension, or emergency expulsion without having first received a Disciplinary Referral or other disciplinary slips.
- Severe incidents are treated separately and according to the Issaquah School District policy. (Refer to District Disciplinary section in this handbook)

CHECK ACCEPTANCE POLICY- Issaquah School District

Our school district has established the following policy for accepting checks and collecting bad checks. For a check to be an acceptable form of payment it must include your full and accurate name, current address, and telephone number. In the event the bank returns your check for non-payment such as non sufficient funds (NSF), you will be notified by the school and will have 2 weeks to make your check good.

If payment hasn't been made, the face value may be recovered electronically along with a state allowed recovery fee. At this time the fee to the recovery company, e-Cap, is \$20.00.

In the event your check is returned for non-payment, the district has the right to no longer accept this form of payment for the remainder of the school year. Alternative forms of payment may be used instead of a check payment, such as cash, a cashier's check or a money order.

The district receives only the face value or a partial value of the check electronically recovered from e-Cap and does not receive any additional recovery income from a non-payment item.

COMMUNICATION

It is the goal of our staff to maintain effective and positive communication between school personnel, students and parents/guardians. Being well informed and in contact with one another is an excellent way to support students.

A monthly BLMS Newsletter is prepared staff members and e-mailed home to BLMS families. *Parents and students are encouraged to read the newsletter and make note of important dates and upcoming events.* The BLMS reader boards in front of the school and in the Commons are another excellent way to be aware of events such as conferences, progress reports, report cards, and various school activities. The BLMS website is an excellent source of information: www.blms.issaquah.wednet.edu . **A hardcopy is available upon request.**

The BLMS staff is well connected by technology. Parents and students are encouraged to keep up with course work, share ideas, and address concerns by using technologies such as e-mail, select teacher websites and voicemail. Teachers have telephones in their classrooms; please try to call before or after school and during teacher prep times. Teachers are available to meet with parents daily before or after school, and on Wednesday mornings. The school belongs to all of us—a student, staff, parents—and everyone is invited to be an active participant in teaching and learning at BLMS.

COMPUTER USE

The Issaquah School District provides computer technology for the enhancement of learning. BLMS encourages and promotes the use of technology as a tool in academic study, collaboration and innovation. All students will have a network account that provides access to the Internet and mainstream software applications through their classrooms, library or computer labs. All use of the school network and computers must be for educational purposes.

Students are required to have on file a signed **Individual User Access Informed Consent and Release Form**, otherwise known as an Acceptable Use Policy (AUP). This document, signed by both the parents and the student, spells out specific rules and responsibilities for computer and network access at BLMS. We require that students adhere to school policies and state regulations. Violations will result in progressive discipline up to and including expulsion. A search of student's files may be conducted if there is suspicion that student has violated the AUP.

These rules include, but are not limited to, the following:

Students will NOT:

- Attempt to gain unauthorized access to the network.
- Deliberately disrupt the network.
- Destroy data not your own.
- Destroy, modify or abuse the hardware or software.
- Make changes to the desktop or system.
- Use obscene, profane, lewd, vulgar or rude language.
- Use inflammatory, threatening or disrespectful language.
- Use any form of instant messaging or take part in chat rooms.
- Play any games except as part of a directed classroom activity.
- Give out personal information about yourself or others.
- Consume food or drink in any computer lab.

The student is responsible for his/her individual account and should take reasonable precautions to prevent others from using his/her account. Under no conditions should students give out private password to other students.

Students will comply with Fair Use and copyright laws, citing all text, graphics, or other material copied from other files or from the Internet.

Students will not use the network to access material that is profane or obscene, that advocates illegal acts or violence or discrimination towards others. An exception may be made if the purpose is to conduct research assigned by a teacher.

Notify your teacher immediately if:

- You accidentally access an inappropriate site.
- The computer has been altered or is not working properly.
- You see someone violating these rules.

REMEMBER:

THE USE OF TECHNOLOGY AT SCHOOL IS A PRIVILEGE NOT A RIGHT.

COUNSELING and STUDENT SUPPORT

What can I do if my student is having difficulty?

1. Student should talk to teacher.
2. Parent should go directly to the source of the concern; for example, call or email the teacher and/or set up a meeting.
3. If the situation is not resolved at that level, contact the student's counselor for further intervention.
 - The counselor may meet with the student and parent, OR;

- A staffing (a meeting with all the student's teachers, parent(s), counselor and student) may be arranged.
4. If the situation is still not resolved to your satisfaction, proceed to the next level by contacting an administrator.

SCHOOL COUNSELORS

Beaver Lake Middle School has two counselors, Kathleen Nelson and Meredith Osborne. We have found it effective to divide the students by alphabet which allows the students to have the same counselor for all three years of middle school. Ms. Nelson handles the first half of the alphabet (A-K) and Ms. Osborne deals with the second half of the alphabet (L-Z). If you need to reach a counselor, it is best to call and/or email to make an appointment during the hours of 7:12am and approximately 2:35pm. With a caseload of nearly 520 students each, please understand that it might take a few days to receive a response. Contact information can be found on the counseling webpage which is located on the BLMS website.

What does the school counselor do?

Responsive Services (Helping the students directly)

- ❖ Meet with students with presenting needs and concerns
- ❖ Crisis counseling
- ❖ Small group interventions and counseling
- ❖ Coordinate with school and community personnel to bring together resources for the fullest development of students

Guidance (Doing lessons in the classrooms)

- ❖ Plan, implement and, evaluate developmental guidance program
- ❖ Educate staff, parents and community about guidance program
- ❖ Assist teachers with teaching guidance units/topics and EALRS

Individual Planning (Helping students with academic/career planning)

- ❖ Registering and scheduling students
- ❖ Provide academic, personal, social, and career support for students
- ❖ Monitor grades/cumulative progress of struggling students

System Support (Consulting and collaborating with community, families and staff)

- ❖ Consult and collaborate with parents, families, teachers, and other staff to assess student progress
- ❖ Conduct training and in-service for staff and community members
- ❖ Collect, maintain, evaluate and disseminate data as necessary and appropriate

When can my student make an appointment to see the school counselor?

- Before/after school
- Lunch
- During elective or core class if necessary

What can I do if my student is having difficulty?

1. Student should talk to the teacher.
2. Parent can follow-up with the teacher by phone and/or e-mail and set-up a meeting if necessary.
3. If the situation is not resolved at that level, contact the student's counselor for the following interventions:
 - The counselor may meet with the student and/or parent, OR
 - A staffing (a meeting with all of the student's teachers, parent(s), counselor, and student) might be arranged.
4. If the situation is still not resolved to your satisfaction, proceed to the next level by contacting an administrator.

What guidance lessons does the school counselor provide?

- Anti-harassment and assertiveness training
- Healthy relationships and dating violence
- Others: as requested by staff

What can my student do if they are having a problem with a peer?

- ✓ Report the incident to an adult.
- ✓ Fill out a *Bullying Report Form* (see below).
- ✓ Leave a message on the BLMS Anonymous Hotline at (425) 837-4111.

Beaver Lake Middle School Bullying Report Form

Please report bullying if you experience or witness it in school, on the bus, or at school events. *Bullying is characterized by the following behaviors: "Physical intimidation or assault; oral or written threats; teasing; "put downs;" name calling; threatening looks; gestures, or actions; cruel rumors; false accusations and social isolation."* Use the following form to report bullying. Fill it out and submit it to the counseling office. Reports are held in the strictest of confidence.

Date of Incident: _____ Name: _____ Today's Date: _____

Name of Bully(ies): _____

Name of Victim(s): _____

Location of Incident: _____ Time of Incident: _____

Describe the Incident as clearly as possible: _____

What did you do? _____

Witnesses: _____

If you reported this incident, to whom did you report it? _____

Thank you for taking responsibility for helping to keep our school safe for everyone!

DIRECTORY INFORMATION

The Family Educational Rights and Privacy Act FERPA grants parents the right to notify school authorities that directory information is not to be released. If such a written request is placed in a student's record, Directory Information about the student will not be released except in the case of extreme emergency to protect the health and safety of the student.

ELECTRONIC EQUIPMENT

It is discouraged for students to bring electronic devices to school, and those that bring them do so at their own risk. All electronic equipment, such as cell phones, mp3 players, and iPods must be put away in lockers and turned off during the school day. If these items are out during the school day, they will be confiscated by staff, given to an administrator, and the student may retrieve them after school. A 101 will be issued for having the item out during the school day. Laser pointers are not permitted at school. Phones are provided on campus for students who wish to make phone calls during non-class time for emergencies only. Students and families are expected to plan carefully for the school day and communicate schedules with parents before school.

EMERGENCY FORMS

Emergency notification forms are sent home before school to be completed and signed by parent/guardian and returned to school by with the student during Bulldog Business Days. The school should be notified immediately of any address or phone number change during the school year.

EVENTS/ATHLETICS ATTENDANCE

Students who **do not** attend school for at least **4 periods the school day** of an event **may not** participate in school events. These events shall include, but are not limited to: school plays, musicals, concerts, all sports activities including practices, dances, socials, etc. (Exceptions: medical/dental appointments or certain emergency absences when approval is given by either the Principal or Assistant Principal).

Students who participate in an after-school or evening athletic event or activity must remain until the end of the activity unless parents have made previous arrangements with the adult or coach in charge.

Parents are expected to pick up students within twenty (20) minutes after the close of a school-sponsored event. Students who are not picked up within twenty (20) minutes after the close of a school-sponsored event may not be allowed to attend the next such event.

Students at BLMS are expected to act in a respectable manner while attending any extra curricular activity or school-sponsored event. Sports attendance expectations are as follows, students remain seated during the event, except during breaks. No food or drinks are allowed in the gyms with the exception of bottled water with caps.

EXTRACURRICULAR ACTIVITIES

All students at Beaver Lake Middle School are eligible to participate in or attend all school activities as long as they are not failing any classes, have ASB membership, and outstanding citizenship, which include staying above 81 points. Information on activities can be found on the Beaver Lake: website www.blms.issaquah.wednet.edu.

SAMPLING OF POSSIBLE CLUBS & ACTIVITIES

- | | |
|--|----------------------|
| Associated Student Body (ASB) | Art Club |
| Computer Games Club | Spelling Club |
| Club 7 | Amateur Radio Club |
| Bleepo | Yearbook |
| Honor Society | Jazz Band |
| Math Club | Art Unlimited |
| Science Olympiad | Geography Bee |
| Team Sports | Traveling Sisterhood |
| BLOCK-Beaver Lake Outreach Community of Kids | |

FEES AND EXPENSES

Some common fees and expenses are listed below. It is important that you keep all receipts when you pay fees.

Field Trips	Money will not be refunded if a student is excluded due to academic or behavioral reasons
Insurance	\$9-\$42.00 School Time Plan \$54-\$169.00 24-Hour Plan
Pictures (colored)	\$10-\$34.00 prepaid to Photographer <i>on picture day</i>
Sports/Band/Orchestra/Chorus/Clubs	ASB Membership Required
Sports Fee	\$30.00/ or Jamboree \$15.00 <i>per season</i>
Elective	May have a fee. Fees will range from \$10-\$25.00
<ul style="list-style-type: none"> • Technology • Wood & Metals Technology • Art • Foreign Language • Science • 6th grade Direct Exploratory 	
Private School Application Fee	\$2.00*

*There is a \$2.00 charge per application to cover the cost of mailing and copies for all private school applications. Payment needs to be made to the Bookkeeper prior

to submitting the application. This charge applies to each school you are applying to. All parts of each application including the teacher evaluation forms need to be turned into the Registrar along with the receipt from the Bookkeeper showing the fee has been paid. The Registrar will make sure that all appropriate staff members complete the application and that the application is mailed in a timely fashion.

FOOD

Eating and drinking is permitted in the Commons only. Students are not to take food or drinks in the classrooms or hallways excluding water bottles.

HOMEWORK ON TIME

Homework on Time (H.O.T.) is a voluntary after school intervention program supported through PTSA and the Issaquah Schools Foundation. Students that participate in this program must qualify, attend on scheduled days, and follow school rules. Sessions are Monday/Wednesday for 7th and 8th graders and Tuesday/Thursday for 6th graders.

GETTING TO SCHOOL – ARRIVAL AND DEPARTURE

Automobiles and Motorcycles: No automobiles, motorcycles, or any motorized vehicles are to be driven to school by middle school students. When bringing children to school or picking them up by automobile, *parents are requested to model common driving courtesy and carefully observe traffic safety rules.* This includes watching carefully for students walking or riding bicycles, observing all directions of school crossing guard personnel, not stopping in crosswalk areas, entering only through marked entries and exiting through marked exit areas. Your patience is appreciated as we work together to safeguard our students.

Please note: While parents may certainly drop off or pick up students in the loop in areas of the school, it is **NOT PERMISSABLE TO PARK IN THE LOOP** as *this area is a restricted fire lane* – it is a \$250 fine!

Bicycles: Students who ride bicycles to school must walk their bicycles while on campus and park them in the designated areas of the school. Students are responsible for the security of their bicycles, and we require chains and locks be used to secure them to the rack. Please be reminded that **King County law REQUIRES STUDENTS TO WEAR HELMETS.**

Bus Passes: Students are to ride their own assigned buses to and from school. Passes are not issued for buses that are full. If an emergency pass is needed to ride a different bus, the student must bring a note to the office before school or no later than student's lunch time. The note should include the nature of the emergency or reason for the request, the requested bus number, and a parent/guardian signature and daytime phone number. If there are any questions regarding the bus pass or if the bus is full, the parent will be contacted. The office will issue a bus pass, which the student will pick up after school and must give to the bus driver. Bus drivers will accept only bus passes which have been processed through the office.

Skateboards, Scooters, and In-Line Skates: Students arriving on campus at the start of the school day and leaving the campus at the end of the school day may only use them as

‘transportation.’ Once on campus, students must remove/carry the above equipment. When students are permitted to enter wings and go to their lockers in the morning, they must take the equipment directly to their assigned locker for storage for the school day. Because of safety issues and district policy, skateboarding, riding scooters, and in-line skating are prohibited anywhere on the Beaver Lake Middle School campus **AT ALL TIMES**. *We recommend students wear protective gear while riding scooters or skate boards.*

Walking: Students who walk to BLMS must use the crosswalks and sidewalks where available. If they approach school from the Challenger side, students must abide by the Challenger rules governing students entering or leaving the property (using guarded crosswalks, walking bicycles on school property, no roller-blades/skateboards on campus, etc.)

Challenger: Expectations for Middle School Students While on Challenger Campus

General Expectations

1. Beaver Lake Students should not be on the Challenger campus during school hours or during the extended school day which goes until 6:30 P.M. unless participating in a prearranged volunteering opportunity or picking up a sibling.
2. Bicycles, skateboards and other wheeled vehicles must be walked while on campus and are never allowed in the playground structure area. Helmets are required. Do not block the walkways or traffic.
3. Students are expected to follow the crossing guard rules and directions which include:
 - a. Wait for the crossing guard to stop traffic before entering the crosswalk.
 - b. Walk bicycle, skateboards and other wheeled vehicles across the street.
 - c. Follow all crossing guard directions respectfully.
4. Students are not to play on the play structure during the school day or during Comet Club hours which go until 6:30 P.M.
5. Beaver Lake students are not to walk through the Challenger building on Wednesday mornings unless prearranged with a teacher. When entering the building, sign in at the main office.

Volunteering at Challenger:

1. Students interested in volunteering as classroom teacher’s assistants at Challenger should contact individual teachers or the Program Assistant in advance by email or phone to set up volunteer opportunities.
2. Priority will be given to students who require community service hours, NJHS or other structured volunteer experiences.

Procedure for Picking Up a Sibling:

1. Students should enter Challenger through the main office door.
2. Upon entry students should sign in at the visitor book and sign out for intended departure time (30 minutes maximum).
3. Students may bring one friend along ONLY. (Other alternatives may be arranged with the office staff and a parent).
4. Students should wait quietly in the Atrium or in the front office waiting area.

While Waiting for a Sibling:

1. Students should sit quietly and read or do homework.
2. Cell phone and hand held games are prohibited.

3. Use appropriate and respectful behavior with all staff and students (you are a guest, don't disrupt the school day).
4. Respect all directions of staff.

School Arrival/Dismissal and Remaining on Campus: Students should arrive no earlier than 30 minutes before school is scheduled to begin. Following school dismissal at 2:05pm and 2:20 on Wednesday students should exit the building and leave campus no later than 2:30 PM **UNLESS** the student is involved in an after-school club or activity, is a member of a sports team, is working and remains in the school library, has an appointment with a staff member, or is enrolled in a before or after school activity or course offering. We are grateful that students often wish to arrive and remain at BLMS and acknowledge their desire to meet with friends; however, **supervision is not available for students not involved in the above-mentioned activities.** Parental cooperation is appreciated in clarifying the need to head home at the end of the school day. Parents of students who chronically remain on campus without supervision or direction will be called to pick up their children. **All outside doors are locked on Wednesday mornings until 9:15 A.M.**

School Jurisdiction; to ensure student safety, school jurisdiction extends to students going to and from school pursuant to WAC 180-40-225.

GRADING SYSTEM

GRADING SCALE

A	=	93-100%	C	=	73-76
A-	=	90-92	C-	=	70-72
B+	=	87-89	D+	=	67-69
B	=	83-86	D	=	60-66
B-	=	80-82	F	=	59-0
C+	=	77-79			

FOUR POINT SCALE

A	=	4.0	C	=	2.0
A-	=	3.7	C-	=	1.7
B+	=	3.3	D+	=	1.3
B	=	3.0	D	=	1.0
B-	=	2.7	F	=	0.0
C+	=	2.3			

Plagiarism

At Beaver Lake Middle School plagiarism is unacceptable. We define plagiarism as the taking of language, statistics, drawings, graphs, or any piece of information that cannot be considered common knowledge, and representing that information as the student's own work. Students involved in any form of plagiarism or cheating will face disciplinary action.

Family Access gives parents and students on-line access to student information, including grades, attendance, class schedules, and immunization records. For questions about Family Access passwords or logins, contact the registrar.

HEALTH/EMERGENCY INFORMATION

Emergency Plans

Put family/home personal plans in place now, especially for earthquake or early student release due to snow or power outage. School closure information may be obtained through AM/FM radio stations, TV stations, accessing the Internet by using the district website; www.issaquah.wednet.edu, or www.schoolreport.org or telephone (425) 837-6333 or 837-7000.

Students will need a warm coat to wear between home and school, a key for home, and knowledge of family emergency plans.

Illness or Injury

A student who becomes ill or who is injured at school should report to his/her classroom teacher or to the office. If illness/injury is serious enough, parents will be notified to take the student home or to a doctor; otherwise, the student will return to class. Students need to be fever and symptom free for 24 hours before returning to school.

Every accident on the school grounds, in the building, at practice sessions, or at any athletic event sponsored by the school must be reported immediately to the person in charge. During school, report at once to a teacher or to the office.

A secretary will call parent/guardian when necessary. Only parent or emergency contact people may pick up an ill or injured student.

Immunizations

All Issaquah School District students must comply with immunization standards. On or before the first day of attendance, each student is required by state law to have a signed “Certificate of Immunization” on file at school.

Immunization requirements are posted on the ISD website at: www.issaquah.wednet.edu/health/resources.asp.

Letters have been sent to incoming 6th graders regarding the new Tdap and the Varicella/chicken pox requirement. New this year is that 6th graders who fit the criteria listed and are missing their dates **will be able to pick up their schedule, but will not be able to attend class until the information is provided!**

Religious, philosophical or medical exemptions are allowed. However, in event of an outbreak of a “vaccine-preventable disease” for which the student is exempt, the student may be excluded from school by order of the local health department for the duration of the disease outbreak.

Medications

When it is necessary for a student to receive medication at school, the procedure below must be followed:

- An “Administration of Oral Medication at School” form must be signed by a parent or legal guardian for over-the-counter medication.

- Over the counter medications must be kept in the health room and self-administered by the student.
- For prescription medication, **BOTH**, the parent/legal guardian **AND** a licensed physician or dentist must complete the form with specific instructions for administration.
- With the exception of inhalers, students are not allowed to carry their medication.
- All medication **must** be in the original container labeled with the student's name, name of medication, dosage, mode of administration, and name of physician.

Students needing Epi-pens for severe allergic reactions need to have all forms and Epi-pens at school on the first day for safety reasons. Likewise, students who use inhalers will need to have them available at school with proper authorization the first day of class.

Children with life-threatening conditions such as severe bee sting or food allergies, severe asthma, diabetes or severe seizures, are now required to have a medication or treatment order and nursing plan in place before they start school. **They will be excluded from school if the information is not filed by the first day of school.** If your child has an existing medical issue requiring a care plan and medication, forms were mailed to you the end of the previous school year to be done by you and the doctor over the summer. The medication or treatment order must be from the child's licensed health care provider. This is defined in (RCW 18.79.260(2)) as a licensed physician and surgeon, dentist, osteopathic physician and surgeon, naturopathic physician, podiatric physician and surgeon, physician assistant, osteopathic physician assistant, or advanced registered nurse practitioner acting within the scope of his or her license.

Nurse

Our district nurse is available on a **part-time basis.** She may be contacted by accessing her voice mail at 837-4159.

ID CARD

All students will be issued a photo ID card. This card is needed for identification and safety purposes. Replacement cards may be purchased from the bookkeeper for a cost of \$5.00.

LIBRARY

The Beaver Lake Middle School Library welcomes students for research, reading and homework from 7:15 AM to 3:15 PM Monday through Thursday and from 9:30 AM to 3:15 PM on Wednesdays. Fridays the library is open until 2:10 PM for book drop-off only. There will be closures for monthly staff meetings and occasional workshops. Check the library website for calendar information. Library schedule is subject to change.

BLMS students have a wide variety of print and electronic resources to help them with their studies. Consult the school's website at www.blms.issaquah.wednet.edu for a complete library catalog and available databases.

Students may check-out five items for three weeks. Personal responsibility is expected with borrowed materials and fines are assessed on all overdue materials. Students with library fines will not be allowed to check out additional materials until fines are cleared.

Parents are invited to access books in the professional section of the library. Check the library catalog for books on parenting and teens.

LOCKERS

Lockers are school property and must be cared for responsibly. Use good judgment in the following ways:

- Backpacks must be stored in lockers.
- Backpacks are not allowed in classrooms or the lunchroom.
- It is recommended that valuables be left at home.
- All personal electronics should be stored in lockers for the duration of the school day.
- Avoid overstuffing lockers.
- Lockers are not to be shared with other students.
- In order to protect your belongings, locker combinations are private and should not be shared with others.
- Lockers are a privilege. We appreciate your cooperation in their proper use.

Locker problems should be reported to the office for custodial help. The student must first check in with their classroom teacher for attendance purposes and obtain permission to go to the office. A student must have permission with the office to change a locker with another student.

LOST AND FOUND

Lost and found items are kept in the commons in a cabinet, in the main office, and in PE offices. Unclaimed and found items will be disposed of at the end of each six weeks. Label your PE and street clothing, shoes, and other personal belongings so they may be returned if found.

LUNCH

Student Lunch Accounts

For the convenience of students and parents, money may be placed in a student account, which is accessed by a private 4 digit lunch ID number.* The amount of money deposited is at the discretion of the parent. Students are asked to bring checks or cash to the kitchen before school starts in the morning; **make checks payable to Issaquah Food Services. The Food Service Department has implemented a new, convenient way for parents to pay for student lunches. It is called mylunchmoney.com.** Parents set up an account with mylunchmoney.com and can then make online payments to a child's account with a credit or debit card. The program will also allow parents to view what has been charged to the account for the past week. Having money on account makes the lunch lines move faster; **overcharging an account is not allowed.** Students may use their account to purchase any item such as lunches, drinks, snacks, pizza, etc. The kitchen is not accountable for the amount a student spends per day. Microwaves and toasters are provided for students to use appropriately.

Many à la carte items can be purchased with prices ranging from \$.50 to \$2.50
The lunch menu for the month is posted on the District website.**

Complete lunch \$ 3.25

Pizza \$2.50

Milk .50

*Students are not to share their 4 digit lunch ID numbers.

**Prices subject to change.

Lunch Behavior Expectations and Procedures

In order to make lunch a pleasant time for everyone, the following expectations have been established for the lunchroom:

- Students are to remain seated while eating or drinking
- Food and beverages are to be consumed in commons area only
- Visit with friends quietly
- Students are to remain in the supervised area of the Commons
- Students are not to eat/sit on the stage or stage steps
- Students are requested not to run in the Commons
- Outside seating is available during warm weather. Lunchroom supervision will alert the students when the weather is appropriate for outside dining

During lunch students will:

- Return trays and utensils to proper place
- Observe where there is a NO PEANUT table in the lunchroom.
- Leave table area clean, placing garbage in garbage cans; recycling in recycling bins
- Be responsible for throwing away all garbage at lunch tables. This includes garbage that **may not** belong to them
- Not sit, eat or drink in the fountain areas during lunches
- Not hold a place in the lunch line for their friends and students may not cut in line
- Follow all directions given by a lunch room supervisor. Students who are disrespectful will receive disciplinary action
- Not throw food across the lunch room table or on the floor. Students that violate this procedure will receive disciplinary action
- In order leave to a table play to basketball, four-square or go to the library, students **must** remain in their seats and raise their hands to be excused by a lunch supervisor
- Not be permitted in the halls or released to teachers' rooms during lunch without permission
- All students must be excused from their table in order to leave the lunchroom and go to their next class/out to basketball. This is done by raising your hand and waiting for a lunchtime supervisor to check your table and excuse you
- Library Pass – No Food in Library

When assigned lunch clean up duty, the student is responsible for signing in with the Assistant Principal ten (10) minutes before their lunchtime is over. The student will work throughout the remainder of the lunch period, and sign out when it is time to go to class. Students are responsible for remembering their assigned duty as well as the number of days. An additional day of clean up duty will be assigned for each day a student forgets to sign in.

P.E. CLOTHES AND LOCKS

Required P.E. attire will include a **gray BLMS T-shirt**, which is available for purchase at Beaver Bulldog days, available or a plain gray T-shirt (no logos), plain navy or black athletic shorts, appropriate athletic shoes, and white athletic socks. Please have sweats available for cold weather days.

- Each Friday students will need to take home P.E. clothes and wash them
- Athletic shoes are necessary for proper support and to protect the gym floor. We recommend a cross trainer.
- P.E. lockers and locks are available and issued to each student. Please observe the same guidelines with P.E. lockers as have been given for hallway lockers.
- If locks are misplaced, lost or stolen, students are responsible for paying for the lock before an additional lock is purchased

PERSONAL PROPERTY

While Beaver Lake Middle School students are expected to respect the personal property of others, students are reminded not to bring valuables or large amounts of cash to school.

PHONES

All staff members have voicemail for your convenience in leaving messages. In case of an **emergency**, students are allowed to use school phones.

SCHOOL SOCIALS

There are times when special school-wide and/or ASB social activities take place during the school day or after school. These activities are organized for the enjoyment of all staff and students. Proof of ASB membership is required for all ASB sponsored events including socials; however, students are reminded that participation is a privilege. Poor behavioral choices may result in losing the privilege of participating in specific social activities, i.e. students with 81 or below on 101 points will be on social detention until points are raised above 81. Teachers or administrators may make decisions regarding a student's participation. This rule also applies to afternoon/evening social events, as well as assemblies.

SCHOOL SUPPLIES

All students are to have and maintain appropriate school supplies for all of their classes. A general school supply list will be available at Bulldog Business Days and each teacher will review their specific requirements with the class on the first day of school. Each student is required to show up in class with their planner, papers in an organized system and required supplies for that day.

SPORTS

Athletics Philosophy & District Policy

Recognizing the unique developmental needs of the middle school student, the WIAA (Washington Interscholastic Athletic Association) promotes activities that build student success through active *participation*, increased *skill building*, and positive *sportsmanship*. Furthermore, it is the belief of the Issaquah School District that athletic participation and

academic achievement go hand-in-hand and that we need to emphasize the significance of our students learning essential, lifetime academic skills along with successful participation in an athletic program. Please note that intramural, or jamboree teams have a limited number of practices and competitions.

Participation

- Emphasize participation over win/loss records
- Provide opportunities for everyone to participate
- Balance competition with cooperation
- Encourage lifelong participation in activities
 - Skill building
- Develop age appropriate skills
- Focus on fundamentals
- Develop skills as a foundation for improvement
- Sportsmanship
- Develop a positive team attitude
- Encourage, cooperate and collaborate with peers
- Present positive adult role models that demonstrate self-control and respect

Athletic Eligibility

All athletes participating in any sport must have a completed sports folder on file in the office prior to the first practice. A student shall undergo a thorough medical examination and be approved for interscholastic athletic competition by a medical authority licensed to perform a physical. A pre-participation History and Physical Examination **form needs to be signed by the examining physician**. An additional form, **Interscholastic Sports Parent's and Physician's Approval Form**, needs to have Sections I, II, and III filled out the first year, and Sections I through VI each subsequent year. These forms are available in the office and on the school Web site. WIAA physical examination requirements are valid now that we are playing schools outside of the Issaquah School District.

Sport Seasons

Season 1	Girls Volleyball & Co-Ed Cross Country & Softball	Sept.- Oct.
Season 2	Boys Wrestling & Girls Basketball	Nov.- Jan.
Season 3	Boys Basketball & Girls Soccer	Jan.- Mar.
Season 4	Co-Ed Track & Field	April - May

Academic Eligibility

Students who are passing all their classes are eligible to participate in athletic competitions. Grades will be checked 10 days into the season of each sport. If the student is failing a class s/he will be placed on academic probation for 10 days. The student may turn out and participate in practice, but may not participate in athletic competitions during this 10 day probationary period. At the end of the 10 days, grades are checked again. If the student is passing all classes, then s/he may participate in competitions. If s/he is not passing all classes, then s/he is placed on academic probation again for another 10 days.

If, at the end of the second 10 days, the student is not passing all classes, student is removed from the team for the remainder of the season.

Behavior Expectations

As a member of any athletic team, athletes are expected to conduct themselves according to the code of conduct set out by their coaches and the expectations outlined in the student handbook. If, during the course of the sports season, a student is referred more than twice to the office for disciplinary actions, that student may be suspended or removed from the team depending on the severity of the infraction.

Attendance

WIAA regulations require athletes to have a minimum of 10 practices prior to participating in their first athletic competition. Also, WIAA regulations state if during the first 10 days of practice an athlete is absent four days in a row, upon his/her return those four days will be deducted from the amount of practices the athlete has already attained and the athlete then must attend practices until s/he has attained the minimum of 10 practices prior to participating in competitions. If illness/injury occurs after the 10 day minimum requirement, it is up to the individual coach to determine participation eligibility. It is expected that **athletes attend a minimum of 4 periods out of the 6 period day in order to participate in athletics.**

Sports Fee Policy

We strongly encourage you to complete the process early to avoid disappointment on the first day of practice.

All athletes are required to pay a sports fee for each sport. If a student participates in three sports seasons, the fourth sports season is free.

- Sports Fees
 - Co-Ed Cross Country \$30.00
 - Girls Volleyball \$30.00
 - Boys Softball \$30.00
 - Boys Wrestling \$30.00
 - Girls Basketball \$30.00
 - Boys Basketball \$30.00
 - Girls Soccer \$30.00
 - Co-Ed. Track \$30.00

- Intramural (jamboree) Sports
 - Jamboree Girls Volleyball \$15.00
 - Jamboree Boys Basketball \$15.00
 - Jamboree Girls Basketball \$15.00

- ASB cards
All Students turning out for a sport must purchase a \$20.00 ASB Card.

A clearance card will be issued to the student when all requirements have been met. **NO ATHLETE** is allowed to participate in practice until the coach has the clearance card.

8th Grade High School Eligibility

A student who desires to participate in a high school athletic program shall have earned a 2.0 grade point average in all enrolled classes in the third trimester of 8th grade in order to be eligible for competition during fall quarter at the high school level.

Failure to meet the grade point average standard will result in the athlete being placed on athletic probation (practice allowed, no participation in competition or jamborees). The season will begin on the first WIAA allowed day of turnout.

STUDENT SUCCESS POLICY

Our students have many opportunities to learn the true meaning of social learning. They will experience success and recognition for positive choices. Opportunities from Life Skill awards and student recognition program to our unique 101 progressive discipline system.

Life Skill Awards

At **BLMS**, those characteristics of behavior we encourage students to strive toward are timeless and universal qualities of character. **BLMS** Life Skills are posted on handcrafted banners around our Commons area, highlighting more than a dozen qualities ranging from responsibility and initiative to caring and respect. When a staff member notices and wishes to reward the specific demonstration of a Life Skill, an award slip is presented to the student, resulting in immediate congratulations from the administrators and/or other staff members. Students are entered into a weekly drawing for a further opportunity to be recognized. In addition to verbal praise, Life Skill Awards are another way to let students know that positive qualities are desirable and well worth practicing!

Most Valuable Bulldog

The Most Valuable Bulldog program recognizes a wide range of students for their hard work and contributions. Every month, teachers at **BLMS** select one of their students, who they feel has gone beyond the expected and is 101 free. These students will receive certificates and a small prize, provided by the PTSA at an end-of-the-month lunch celebration. Their names will be read at lunch and posted on one of the ASB display boards.

101 SLIPS: Our Progressive Discipline System

We are convinced that part of learning in a social setting involves responsibility and accountability. The **101 Slip** behavioral slip system provides a school-wide system for dealing with minor infractions/incidents. **101 Slips** are an effective way to help students learn parameters and self-discipline. The system streamlines the partnership between teachers, parents, and administration in working to improve individual student behavior. At the end of the school, we celebrate students who remained “101 Free” at our end-of-the-year assembly.

SUMMER SCHOOL REQUIREMENTS

Sixth, seventh, or eighth grade students who fail two or more trimester core classes (Language Arts, Social Studies, Mathematics, Science) during the school year will be required to attend summer school or complete an approved course of study in core area(s) prior to their admittance to the next grade level at Beaver Lake Middle School or any other school in the District.

TEXTBOOKS

Textbooks, except for science, are provided for our students and book covers are ***required***. However, please do not use the commercially sold “stretchy” book covers as these ruin the bindings of the books. When checking out books in each class, a student fills out a Book Condition Report provided by the teacher so that student won’t be charged for previous damage to the book. Any damage, loss or theft of a book during the time it is checked out will be the responsibility of the student. Damaged book fines range from \$2.00 to the price of replacing the book.

Fines will be levied for heavy wear and/or damage to textbooks. When a student has a lost or stolen book that student must pay for it before another book is issued.

Issaquah School District #411

Middle School Student Handbook Information

*Parents who do not want directory information, photographs or video tapes, or their telephone number released must submit a written request to their student's school no later than September 15th of **each** school year. If the school does not receive a request by that date, school staff will assume that there is no objection to the release of such information. A complete copy of policy #3600 may be obtained at any school.*

Attendance

Regular and punctual attendance is important to your student's progress. According to Washington State law, enrolled students eight years of age and above and their parents are responsible for ensuring the student's daily attendance. Please help your student develop good attendance habits.

Absences that are excused include: illness/health, religious observances, school-approved activities, family emergencies, disciplinary actions as required by law, and family trips with prior principal permission. In case of absences, please notify the school before _____ a.m. and provide your child's name, teacher's name, and reason for the absence.

When your child returns from an excused absence, the teacher will provide a list of make-up assignments, along with a reasonable timeline for completion. The student is responsible for completing missed work. Make-up assignments are not provided in advance.

Since daily attendance and active participation in class are critical parts of the learning process, failure to attend class may result in loss of credit in credit courses.

Computer/Technology Use

The district encourages information dissemination, collaboration, innovation, and experimentation through the ethical use of technology. The district requires its staff and students to adhere strictly to policy and laws applying to technological hardware and software. In cases involving any activity prohibited by district policy and/or law, rights accorded to persons by the district, such as privacy, do not protect an individual from discipline and/or prosecution. Complete copies of policies #2314 and #5225 may be obtained at any school or on the district website at www.issaquah.wednet.edu.

Every student using a district computer is required to have a parent sign a *Network Access Agreement and Release Form*. This form acknowledges the right of the district to review material stored on its network, as well as the wide range of information accessible through public networks. It also releases the district from liability for any damages due to information gained or obtained through the district network, including access to public networks.

Discipline

Any student, who willfully performs any act which materially interferes with, or is detrimental to, the orderly operation of a school-sponsored activity, or any other aspect of

the educational process within the Issaquah School District, will be subject to discipline, suspension, or expulsion.

Student discipline, suspension, and/or expulsion will be administered in such a manner as to take into consideration the nature, severity, and circumstances of the violation, the individual circumstances of the student, and prior or other forms of corrective action or punishment which may have been imposed. A complete copy of policy #3300 and related policies may be obtained at any school.

Any action, which removes a student from school for longer than one day, will comprise a “disciplinary action” and will be documented in the cumulative file.

Drug Free Zones

Schools in the Issaquah School District are protected as drug free zones, as established by the City of Issaquah and King County. Drug free zones provide for possible double penalties for anyone caught trafficking controlled substances within 1,000 feet of a designated school, school bus stop or public park.

Distribution Of Printed Materials On School Grounds

In respect for the rights and beliefs of all of our students, you must obtain prior approval from the office of the Operations Coordinator before you or your student attempt to hand out any printed information, including invitations, to students or staff on school grounds. If you wish to post information on the school’s community bulletin board or other area set aside for this purpose, please contact your principal for approval. Guidelines for distribution of material on school grounds are included in policy #2340 and #4320. A complete copy of these policies may be obtained at any school or on the district website at www.issaquah.wednet.edu .

Family Educational Rights and Privacy Act (FERPA).

The Family Educational Rights and Privacy Act affords parents and students over 18 years of age certain rights with respect to the student’s education records, which are:

1. The right to inspect and review the student’s educational records within 45 days of the day the district receives a request for access. Parents or eligible students should submit to the principal or appropriate school official a written request, identifying the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request an amendment of the student’s education record that the parent or eligible student believes is inaccurate or misleading. Parents or eligible students may submit a written request to the principal, identifying the part of the record they wish to have amended, and the reasons why they believe the record is inaccurate or misleading. If the district decides not to amend the record, the parent or eligible student will be notified of the decision, of their right to a hearing, and of the hearing procedures to be followed.
3. The right to consent to disclosure of personally identifiable information contained in the student’s education records, except to the extent the FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is the disclosure to school officials with legitimate educational interests, such as: an

administrator, supervisor, teacher, or support staff member, a school board member, law enforcement personnel; a person/company with whom the district has contracted to perform a service, such as: an attorney, auditor, medical consultant or therapist; or a parent/student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his/her tasks. A school official has a legitimate education interest if the official needs to review an education record in order to fulfill his/her professional responsibility. Upon request, the district discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.

4. Parents or eligible students have the right to file a complaint with the U.S. Department of Education concerning any alleged failure by the district to comply with the requirements of FERPA at the following address: Family Policy Compliance Office, U.S. Dept. of Education, 400 Maryland Ave. S.W., Washington, D.C., 20202-4605.

Gang Activity or Association

Gangs initiate, advocate, and/or promote activities which threaten the safety and well being of persons and property on school grounds, disrupt the school environment, and are harmful to the educational process. Such activities are prohibited. Principals will enforce procedures and regulations that promote student safety. A complete copy of policy #3432 may be obtained at any school or on the district website at www.issaquah.wednet.edu.

Gender and Racial Bias

If a student feels that he or she is being harassed, intimidated, or discriminated against because of race, creed, color, national origin, ancestry, gender, sexual orientation, or disability, the student should immediately report such incidents to a teacher, counselor, or building administrator. A complete copy of policy #3210 or #3214 may be obtained at any school or on the district website at www.issaquah.wednet.edu.

Laser Pens/Pointers Prohibited

Because of the potential for serious injury, students are not allowed to bring or use laser pens/pointers on school grounds. If a student is found in possession of a laser pen/pointer, it will be confiscated and may only be retrieved by the parent. Progressive discipline will be administered, taking into account the nature, severity, and circumstances of the violation.

Non-discrimination for Employment

The Issaquah School District #411 complies with all federal rules and regulations and does not discriminate on the basis of race, creed, ethnicity, color, national origin, sex or handicap. This holds true for all district employment and opportunities. Inquiries regarding compliance and/or grievance procedures may be directed to the school district's Title IX/RCW 28A.640 Officer and/or Section 504 Coordinator at (425) 837-7060 for Title IX and (425) 837-7091 for Section 504.

Release of Student Information

The Issaquah School District cannot release student information to persons or organizations outside the district without the written consent of a parent, with the following exceptions:

1. The school district will forward education records upon request to a school in which a student seeks enrollment.
2. The school district will release directory information which includes the student's name, address, telephone number, date and place of birth, participation in officially recognized activities, sports, weight and height of members of athletic teams, attendance dates, diplomas, awards received, yearbook and other photos, and most recent school attended.
3. The school district may also release photographs or videotapes of students taken in circumstances not generally considered harmful or an invasion of the privacy of the involved students.

Information may be used for purposes such as school related fund-raising, publication of a student directory, parent organization mailing lists, school yearbooks and newspapers, commencement programs and publication of honor rolls, and other school information about students in the district publications or public media. Information will not be released for commercial purposes.

The Family Educational Rights and Privacy Act grants to parents the right to restrict the release of some of this information. If a written request is placed in a student's record, directory information, photographs and videotapes will not be released except in an extreme emergency to protect the student's health and safety. The student's name will not appear in the directory, school programs, yearbook, newspaper, or other public news media. Those families who have unlisted telephone numbers may request that only that part of the directory information not be released without prior consent.

Parents who do not want directory information, photographs or video tapes, or their telephone number released must submit a written request to their student's school by September 15. If the school does not receive a request by that date, school staff will assume that there is no objection to the release of such information. A complete copy of policy #3600 may be obtained at any school or on the district website at www.issaquah.wednet.edu .

Responsibilities, Duties, and Rights

A primary mission of the Issaquah School District is to provide learning experiences that help all students develop skills, competencies, and attitudes that are fundamental to their becoming responsible, contributing citizens. It shall be the responsibility and duty of the students to: 1) comply with the district's written policies, rules, and regulations established for the governance of the schools; 2) pursue the required course of studies; and 3) submit to reasonable corrective action or punishment imposed by the district and its agents for violation(s) of such rules. A complete copy of policy #3200 may be obtained at any school.

Rules of Conduct

The following rules of conduct will be in effect under the following circumstances: on or near the school grounds immediately before, during, and immediately after school hours; at any time when a school is being used by any school group; or off the school grounds at a school activity, function or event. Students engaging in such conduct, or attempting to engage in such conduct, are subject to corrective action or punishment. A complete copy

of policy #3305 and related policies may be obtained at any school or on the district website at www.issaquah.wednet.edu .

1. **Abusive Behavior, Lewd Conduct, Harassment and Sexual Harassment** – A student shall not engage in any lewd, indecent, or obscene act or expression. *A student shall not engage in harassment (see Policy 3214 – Prohibition Against Harassment, Intimidation and Bullying and Policy 3213 – Sexual Harassment).*
2. **Alcoholic Beverages, Narcotics and Stimulant Drugs** – A student shall not possess, use, transmit, be under the influence of, or show evidence of having used any alcoholic beverage or other drugs or substances capable of or intended, purported, or presumed to be capable of altering a student’s mood, perception, behavior or judgment, other than properly used, over-the-counter pain relievers and medications prescribed by a physician for an individual student and used at school in accordance with Policy 3416. Nor shall the student possess, use, sell or transmit paraphernalia associated with such drugs, alcohol, or chemical substances.
3. **Arson** – A student shall not set fires on school property, at school sponsored events or activities, or on school transportation.
4. **Assault, Threats, Extortion, Causing Physical Injury or Damage to School Property** – A student shall not threaten injury, attempt to cause physical injury, behave in such a way as could reasonably be expected to cause physical injury or cause fear of physical injury, or inflict physical injury on or to any person. A student shall not threaten to damage or cause damage to school or other property. A student shall not extort, nor attempt to extort, anything of value.
5. **Criminal Acts** – A student, as a citizen or resident of the United States and the state of Washington, is to obey all laws established by these jurisdictions. A student who violates these laws during school hours or at school sponsored events shall be subject to corrective action or punishment by the school whether or not any action is taken by law enforcement agencies.
6. **Dangerous Weapons, Instruments and Activities** – A student shall not possess, transmit, or attempt to possess or transmit any object that can reasonably be considered a weapon nor engage in any activity that could reasonably be expected to endanger self or others. Bringing onto district property, causing to be brought onto district property, and the possession of firearms or facsimiles and fireworks are prohibited.
7. **Destruction or Theft of Property** –A student shall not intentionally or with carelessness damage, misuse or steal school or private property. Where school property is damaged or stolen, the superintendent shall seek restitution from the student or his/her parents as permitted by law.
8. **Disruptive Conduct, Dress or Appearance** – A student shall not cause the disruption of any school operations. This includes but is not limited to the interfering with the conduct of any class or activity; inappropriate dress, the blocking of entrances, exits, or the normal flow of vehicular or pedestrian traffic; or the occupation of school buildings or grounds in order to deprive others of their use.

9. **Failure to Pursue Studies** – A student is required to pursue a program of studies, which includes regular class attendance, coming prepared with materials required, participating in class activities, and completing assigned work.
10. **False Alarms** – A student shall not report false information regarding emergencies or misuse alarms or other emergency equipment.
11. **Forgery, Lying, Cheating, Plagiarism and Misuse of Documents** – A student shall tell the truth, shall present oneself honestly and shall not forge any signature or make any false entry or alteration of any document, either paper or electronic, used or intended to be used in connection with the operation of the school.

A student shall not attempt to earn credit or receive a grade for coursework in a manner other than defined as acceptable by the teacher. Cheating/plagiarism include, but are not limited to, copying another's work to use as one's own or making an effort to distribute class assignments or test information without teacher permission to another student (written or verbal).

A student shall not open or alter official school documents and private documents, either paper or electronic.

12. **Loitering and Trespassing** – A student shall not linger in a parking lot or in other unauthorized areas during the school day. During the school day, a student shall not be on the grounds of a school other than the school of attendance without permission of school personnel. Guests of students must have administrative approval for being on campus.
13. **Negligent Driving** – A student shall not drive in a manner which demonstrates disregard for the safety of others, oneself, or property.
14. **Possession of or Use of Tobacco** – A student may not smoke or use any form of tobacco or a substance resembling tobacco, in school, on school grounds, or at school-sponsored activities.
15. **Truancy, Tardy** – A student shall not be absent or tardy from classes without an approved excuse.
16. **Repeated Misconduct** – A student shall not repeatedly fail to comply with district policies or school rules or with directions of school personnel during any period of time when properly under the authority of school personnel. Teachers shall establish reasonable rules in their classrooms to assist them in providing a good environment for learning. Students are to follow these rules.
17. **General Rule Violation, Insubordination, Disrespectful Conduct** – A student shall identify oneself when asked to do so by school personnel. A student is to comply with reasonable directions or requests of school personnel during any period of time the student is properly under the authority of the school personnel. A student will treat staff, students, parents, and visitors with respect.

18. **Unauthorized Entry** – A student shall not enter or attempt to enter any school building or other unauthorized school property other than during regularly scheduled school activities.
19. **Inappropriate Computer/Network Behavior** –A student shall not engage in any activity characterized as unethical (and unacceptable) as defined in Board Policy 2314 – Electronic Information Systems (K-20 Networks).
20. **Gangs** – The type of dress, apparel, activities, acts, behavior, or manner of grooming displayed, reflected or participated in by a student shall not imply gang membership or affiliation with a gang.

Safe and Positive Environment

The Issaquah School District believes that a safe, civil environment is essential to high student and staff achievement, to the free exchange of ideas central to a quality educational process, and to the development of youth as thoughtful participants in our democracy. Conversely, uncivil conduct, like other forms of disruptive behavior, interferes with a student's ability to learn and a school's ability to educate its students. A complete copy of the Civility Policy #4011 may be obtained at any school or on the district website at www.issaquah.wednet.edu .

The Issaquah School District strives to maintain a learning environment where all students, staff and members of our community can be free from intimidation and harassment. One way we foster such an environment is by informing students and employees--as well as parents--of their personal rights. We explain proper behavior in schools and what kinds of behavior are inappropriate. The district's policies on harassment--sexual and otherwise--support our high expectations for proper behavior. Please take a moment to review the summary of these policies. If you would like the complete text, you may contact the district personnel office at (425) 837-7060.

The district's harassment policies cover not only students and staff, but also parents, guardians and volunteers. They include definitions and procedures to deal with complaints, and are shared with students, staff, and parents annually. See policy 3214.

Examples of harassment include, but are not limited to: invitations for dates which do not stop when the response is negative; uninvited and deliberate touching or feigned accidental brushing against a person's body; feigned friendly pats, squeezes, pinches, or other forms of physical contact; standing too close, cornering or stalking a person; using derogatory sexual terms for a person; uninvited letters, phone calls, or gifts; teasing with sexually explicit or suggestive materials in the work place, including "pin-ups" or sexually degrading cartoons posted in the school site; uninvited sexually suggestive looks, constant leering or ogling, or gestures; uninvited sexual teasing, remarks, or questions regarding an individual's personal life, which have no relationship to the school environment; and demands for sexual favors in return for hiring, promotion, tenure or grades or other employment or education achievement; disparaging remarks, hazing, pranks, or other intimidating behavior directed toward an individual because of the individual's race, color, sex, creed, religion, sexual orientation, ancestry, national origin, physical/personality traits or style, physical, sensory, or mental disabilities, or any other category protected by law.

If an individual experiences harassment, an informal or a formal complaint process is available. If the complaint is not resolved satisfactorily, there is an appeal procedure.

The harassment policies are posted in each school or on the district website at www.issaquah.wednet.edu .

Searches

Students are entitled to the guarantees of the Fourth Amendment and shall be secure in their persons, papers, and effects against unreasonable searches and seizures. However, school officials have the responsibility of maintaining a safe environment and are empowered to conduct a reasonable search of a student and school property when there is reasonable cause or grounds for suspecting or believing that the search will turn up evidence that the student has violated or is violating either the law or the rules of the school. Any search conducted must comply with applicable laws. School property will remain under the control of school officials, and will be subject to search. A complete copy of policy #3230 may be obtained at any school or on the district website at www.issaquah.wednet.edu .

Sexual Harassment

It is the policy of the Issaquah School District that there be no discrimination against any student on the basis of sex. In keeping with that policy, the District will not tolerate sexual harassment of or by any of its employees, students, volunteers or parents. Sexual harassment is a violation of the District's rules of conduct for the workplace and/or educational setting. Any student who feels that he or she has been subjected to sexual harassment by another student, district staff member, parent or volunteer should immediately report the incident to a teacher, counselor or building administrator. A complete copy of policy #3214 may be obtained at any school or on the district website at www.issaquah.wednet.edu .

Student Dress

The student and parent/guardian may determine the student's personal dress and grooming standards, provided that the student's dress and grooming do not lead school officials to reasonably believe that such dress or grooming will:

- A. Disrupt, interfere with, disturb, or detract from school activities.
- B. Create a health or other hazard to the student's safety or to the safety of others.
- C. Promote by printed word or symbol the use of illegal substances or other prohibited activities which may include but not be limited to intimidation, harassment, sexual innuendo, vulgarity, and obscenities.

If a student's dress or grooming is objectionable under these provisions, the principal or designee will ask the student to make appropriate corrections. If the student refuses, the student is subject to disciplinary action. A complete copy of policy No. 3232 may be obtained at any school

Telephone/Cellular Phone Use

Students are not allowed to use school telephones except in emergency situations. Cellular phone or personal pager use is prohibited during the school day. Please help your student by communicating schedules and planning the materials needed for school the next day.

Transportation

The mission of the district and bus drivers is to safely transport students to and from school. A complete copy of policy #8123, setting forth the specific rules of conduct on buses, may be obtained at any school or from the Transportation Department.

The district uses random placement of video cameras on school buses to maintain good order and increase safety. The video tapes may be used to identify students who violate the rules of conduct for buses and for decisions based on those violations. A complete copy of policy #8125 may be obtained at any school or the Transportation Department.

Weapons

Firearms – Violence or threats of violence are not tolerated in any school. Possession of firearms on school property will result in a one year mandatory expulsion, subject to appeal with notification to parents and law enforcement. (RCW 28A.600.420)

Dangerous Weapons – It is a violation of district policy and state law, and grounds for expulsion, for any person to carry a firearm or dangerous weapon on school premises, school-provided transportation, or areas in other facilities being used exclusively for school activities. A complete copy of policy #4315 may be obtained at any school.

Dangerous weapons include: 1) any firearm; 2) dangerous weapons including such weapons as sling shot, sand club, or metal knuckles, or spring blade knife, or any knife the blade of which is automatically released by a spring mechanism, or any knife having a blade which opens, or falls, or is ejected into position by the force of gravity, or by an outward, downward, or centrifugal thrust or movement; 3) any device commonly known as "nun-chu-ka sticks"; consisting of two or more lengths of wood, metal, plastic, or similar substance connected with wire, rope or other means except as used in martial arts classes authorized to be conducted on the school premises; 4) any device commonly known as "throwing stars"; which are multi-pointed, metal objects designed to embed upon impact from any aspect except as used in martial arts classes authorized to be conducted on the school premises; 5) any air gun, including any air pistol or air rifle, designed to propel a BB, pellet, or other projectile by the discharge of compressed air, carbon dioxide, or other gas.

As per RCW 9.41.270 It shall be unlawful for any person to carry, exhibit, display, or draw any firearm, dagger, sword, knife or other cutting or stabbing instrument, club, or any other weapon apparently capable of producing bodily harm, in a manner, under circumstances, and at a time and place that either manifests an intent to intimidate another or that warrants alarm for the safety of other persons.

Zero Tolerance Policy - Drugs and Alcohol at School Activities

- Students who violate the student rules of conduct by possessing, using, or being under the influence of drugs or alcohol at any middle or high school activity will be emergency expelled from school.
- The emergency expulsion may be modified, through a hearing process, to a long-term suspension from school for up to 60 days at middle schools and 90 days at high schools.

- The long-term suspension may be reduced if the student and the parent(s) agree that the student will undergo a drug and alcohol assessment and complete any prescribed treatment plan.

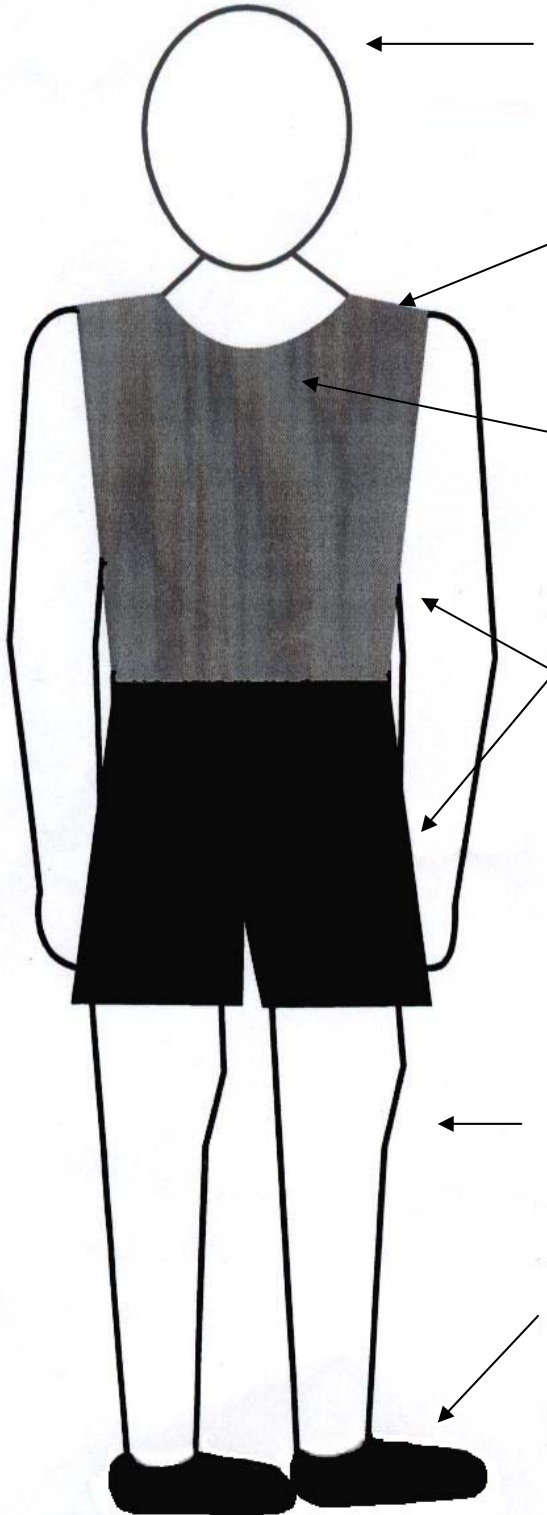
Several community agencies are available to provide assistance and resources to students and their parents. Local agencies will assist the district by coordinating these services and in making students aware of the services available to them. In addition, state and federal funds for which the district is eligible will be directed toward providing district-wide activities to address drug and alcohol issues at the school sites.

Continued

BLMS Dress Code



In order to facilitate learning for all students, Beaver Lake Middle School requires that student dress and appearance follow health and safety standards and not cause disruption to the learning environment. The dress code at BLMS will be enforced and violations may result in progressive discipline. This can include being asked to change clothing, cover up or go home if necessary. Our goals are modesty, neatness and cleanliness.



Heads: No hats, hoods, scarves, or other headwear can be worn in the building. Refer to the first bulleted guideline.

Tops must have one strap at least 3 finger widths across on shoulders; No visible undergarment straps.

Cleavage: Low cut blouses, tops, a sweater, etc. with plunging necklines are not allowed.

Torso: No low-waisted jeans, shorts or skirts. The student needs to be able to sit down and not expose a bare back or underwear. Pants should be at the waist at all times and excessively baggy pants are not allowed. Belts are required if pants impede mobility or are being frequently adjusted to keep from falling down.

Legs: Shorts, skirts and dresses **must be longer than mid-thigh**, even if leggings are worn. Undergarments must be covered.

Feet: Appropriate footwear must be worn at all times.

Additional Guidelines

- Headwear includes hats, hoods, bandanas, sweatbands and head wraps are prohibited. Exceptions will be made for medical, religious and other approved reasons.
- Clothing that promotes drugs, alcohol, tobacco, violence, is sexually suggestive or displays inappropriate pictures or writing is prohibited.
- Any clothing worn in a manner identified as gang related is prohibited.
- Jewelry that can pose a safety hazard is prohibited.
- Exceptions to dress code standards may be made for PE or athletic uniforms.

Possible Consequences for Misbehavior *and Exceptional Misconduct*

An Ad Hoc Committee of citizens, convened in accordance with WAC 180-40-245(2); and 260(2) has determined that infractions indicated below by an asterisk are misconduct deemed exceptional and may result in immediate suspension or expulsion for a first-time offense.

INFRACTIONS	Corrective Actions	School Discipline	Short-term or In-house Suspension	Long-term Suspension	Emergency Expulsion	Expulsion Recommendation
1.*Abusive behavior lewd conduct, harassment & sexual harassment	X	X	X	X	X	X
2.*Alcoholic beverages, narcotics and stimulant drugs				X	X	X
3.*Arson			X	X	X	X
4.*Assault, threats, extortion, causing physical injury or damage to school property		X	X	X	X	X
5.*Criminal acts	X	X	X	X	X	X
6.*Dangerous weapons, instruments & activities Firearms/facsimiles	X	X	X	X	X X	X X
7.*Destructive or theft of property	X	X	X	X	X	X
8.*Disruptive conduct, inappropriate dress	X	X	X	X	X	x
9. Failure to pursue studies	X	X	X			
10.*False alarms			X	X	X	X
11. Forgery and lying		X	X	X		
12. Loitering and trespassing	X	X	X	X		
13. Negligent driving (high school)		X	X	X	X	X
14. Possession of/or use of tobacco	X	X	X	X		
15. Truancy, tardy	X	X	X			
16.*Repeated misconduct			X	X		
17. General rule violation insubordination, disrespectful conduct		X	X	X		
18. Unauthorized entry	X	X	X	X	X	X
19. Inappropriate Computer/Network behavior	X	X	X	X	X	X
20. Gang activity	X	X	X	X	X	X