



2023-2024

PARENT-STUDENT HANDBOOK

White Mountain Middle School

Preface

The material covered within this student handbook is intended as a method of communicating to students and parents regarding general district information, rules, and procedures and is not intended to either enlarge or diminish any Board policy, administrative regulation, or collective bargaining agreement. Material contained herein may therefore be superseded by such Board policy, administrative regulation or collective bargaining agreement. Board policies are available at the district office during business hours and on the district website. (<https://www.eaglepnt.k12.or.us/Page/168>)

Any information contained in this student handbook is subject to revision or elimination. Appropriate notification will be provided.

Eagle Point School District 9 prohibits discrimination and harassment on any basis protected by law, including but not limited to, an individual's perceived or actual race, religion, color, national or ethnic origin, mental or physical disability, marital status, sex, sexual orientation, gender identity, age, pregnancy, familial status, economic status, veterans' status or genetic information in providing education or access to benefits of education services, activities and programs in accordance with Titles VI and VII, Title IX and other applicable civil rights or discrimination laws; Section 504 of the Rehabilitation Act of 1973, as amended; and the Americans with Disabilities Act; and the Americans with Disabilities Act Amendments Act of 2008, Title II of the Genetic Information Nondiscrimination Act of 2008. ([Title Programs](#))

The following staff has been designated to coordinate compliance with Title IX of the Education Amendments, and other civil rights or discrimination issues:

Ryan Swearingen

swearingenr@eaglepnt.k12.or.us

541-830-6558

White Mountain Middle School

550 Wilson Way White City, OR 97503
Phone: (541) 830-6730 • Fax: (541) 830-6751
Jennifer Sweeney, Principal

<https://www.eaglepnt.k12.or.us/Domain/17> • <https://www.facebook.com/wmmswolves> •
https://twitter.com/WMMS_WhiteCity

Welcome to White Mountain Middle School ~ Home of Wolf Pride!

White Mountain Middle School is a terrific school! Academics and citizenship are the focus at this school. We know that in order to be successful in life, skills and positive habits need to be taught and reinforced. Our staff works hard to do just that. We dedicate ourselves to assist every student to gain these skills so that they become the best that they can be.

A part of WMMS happens outside of the classroom. We have a wide selection of activities and athletic programs that our students can be involved in. We offer student leadership, along with various after school clubs including Ballet Folklórico, book club, yearbook. Historically, WMMS has seen a large percentage of our student population participate in these offerings. We strongly encourage your student to become actively involved in the activities and athletics sponsored by our school.

Rules at WMMS are simple and easy to remember. Strictly adhering to them makes life much easier for all and ensures a safe learning environment. We encourage our students to:

- ❖ Be Safe
- ❖ Be Respectful
- ❖ Be Responsible

We look forward to a great school year together!

Yours in teaching and learning,

Jennifer Sweeney
Principal

White Mountain Middle School

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Belief Statement

White Mountain Middle School educators create an enriched learning environment. All students are viewed as individuals and provided with positive direction as they continue on the path of learning.

White Mountain Middle School is dedicated to preparing students as lifelong learners for our community through diverse experiences with caring professionals.

The goal is to increase student success and achievement.

WMMS Students will be safe, responsible, and respectful at all times.....

- *Participate in classroom activities*
- *Be on time to every class every day*
- *Leave backpacks and coats in locker*
- *Bring required materials to class*
- *Bring a book for enjoyment to every class*
- *Respect all school property, clean up after yourself*
- *Respect all school personnel*
- *Demonstrate appropriate behavior at all times*
- *Use appropriate language*

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Eagle Point School District 9

Eagle Point School District #9 Mission Statement:



*The mission of Eagle Point School District #9,
in mutual partnership with families and local community,
is to prepare every student to be a self-directed,
lifelong learner, a productive worker,
and a responsible, contributing member of society.*

Four Characteristics of Improved School Districts:

- ❖ *Effective Leadership*
- ❖ *Quality Teaching and Learning*
- ❖ *Support for System-wide Improvement*
- ❖ *Clear and Collaborative Relationships*

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[Click here to see the Eagle Point School District 9 Student 2023–2024 Calendar](#)

Regular Schedule					
8:00	8:46	1st Period	 <p>Eagle Point School District 9 Every Student, Every Class, Every Day</p>		
8:50	9:36	2nd Period			
9:40	10:13	3rd/Den			
10:17	11:03	4th Period			
11:07	11:37	First Lunch			
11:41	12:27	5th Period			
11:07	11:53	5th Period			
11:57	12:27	Second Lunch			
12:31	1:17	6th Period			
1:21	2:07	7th Period			
2:11	2:58	8th Period			
45-minute assembly schedule					
8:00	8:40	1st Period	10:00	10:30	1st Period
8:44	9:24	2nd Period	10:34	11:04	2nd Period
9:28	10:01	3rd/Den	11:08	11:33	3rd/Den
10:05	10:45	4th Period	11:37	12:07	4th Period
10:49	11:19	First Lunch	12:11	12:41	First Lunch
11:23	12:03	5th Period	12:45	1:15	5th Period
10:49	11:29	5th Period	12:11	12:41	5th Period
11:33	12:03	Second Lunch	12:45	1:15	Second Lunch
12:07	12:47	6th Period	1:19	1:49	6th Period
12:51	1:31	7th Period	1:53	2:23	7th Period
1:35	2:15	8th Period	2:27	2:58	8th Period
2:15	2:58	Assembly			

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Staff Directory

Last Name	First Name	Phone #	Room	Title
Angle-Hobson	Christopher	6777	Office #4	Instructional Coach
Apgar	Ana	6775	120	Music/Band
Detienne	Denise	6778	106	8th Grade Math
DeVore	Dan	6757	Office #1	Disciplinarian
Dorion	Logan	6762	107	Social Studies 8th + Literacy
Duggan	Spencer	6759	208	6th Grade Science + Math Lab
Easterwood	Patrick	6760	133	MAPS Teacher
Fortuna	Huridis	6787	205	ELD Instructor
Gann	Jack	6780	Gym	PE Teacher
Ghelfi	Candace	6776	202	7th Grade ELA + Leadership
Goodwin	Alden	6764	206	Social Studies 6th
Hawkins	Tyler	6773	132	Art
Hernandez	Ernesto	6768	101	STEAM
Hoppes	Monika	6790	211	Stu Svc-Discipline
Ross	Mark	6769	108	7th Grade Science + Math Lab
Kaufman	Michael	6756	109	8th Grade Science + Math Lab
Lasky	Rachel	6786	120 & 102	Choir/Theater/Keyboarding
Lass	Melissa	6771	105	Math Lab
Lawson	Chelsea	6755	204	6th Grade Math
Lewis	Josh	6791	201	7th Grade Math
Lilya	Jodie	6761	Cafeteria	Cafeteria Manager
Militello	Aurora	6782	104	8th Grade ELA
Murray	Katie	6765	207	Resource/SpEd
Nerdin	Audrey	6793	203	7th Grade Social Studies + Literac
Pearce	Dylan	6780	GYM Office	PE/Health
Ramirez	Cynthia	6766	Reception	Registrar & Attendance Secretary
Sweeney	Jennifer	6754	Office	Principal
Taylor	Mary	6763	209	6th Grade Language Arts
Valdovinos	Ana	6758	Office	Administrative Assisstant
Schwenk	Brianna	6788	Office #3	ESL
Wilmot	Paul	541-951-4416	123	Plant Engineer/Maintenance
Solorio	Maria	541-601-9864	123	Custodian
Winner	Lorie	6770	Library	Library Coordinator

White Mountain Middle School

Section 1: Attendance and Absence Information

Assignment of Students to Classes

Students are assigned to classes based on the individual needs of the student and staffing and scheduling considerations. Requests to change a student's assigned class must be directed to the building principal. Final decisions are the responsibility of the building principal or designee.

Assignment of Students to Schools

Students are required to attend the school in the attendance area in which they reside, except as otherwise provided by state and federal law. Exceptions may be allowed in certain circumstances. Contact the school office for additional information.

Attendance Policy - EPSD 9

EPSD9 DISTRICT ATTENDANCE POLICY

Eagle Point School District 9's attendance policy was established and is enforced so all students may achieve their full potential by attending school regularly. It is the intent of the School Board, school administration, and school staff at all school sites that all students have maximum opportunities for academic growth and achievement. Absenteeism affects student performance and reduces a student's opportunity for success both academically and in the workforce.

Eagle Point School District 9 supports the compulsory school attendance laws as set by the State of Oregon and recognizes that punctual, regular school attendance by students promotes academic achievement. All students between the ages of 6 and 18, who have not completed grade 12, are required to regularly attend a public full-time school, unless otherwise exempted by law. Persons having legal control of a child between the ages 6 and 18, who has not completed the 12th grade, are required to have the child attend and maintain the child in regular attendance during the entire school term.

WMMS will notify the parent in writing and in the native language of the parent, that, in accordance with law, administration will schedule a conference with the non attending student and their parent/guardian(s) to discuss attendance requirements. At this time the parent has the right to request an evaluation to determine if the student qualifies for a 504 or an Individualized Education Plan (IEP) or a review of the student's current IEP.

Any person having legal control of a student between the ages of 6 and 19, who has not completed the 12th grade, and who fails to send a student to school within three days of notification by the district that their student is not complying with compulsory attendance requirements may be referred to the building Principal or the District Student Services Supervisor at the District Office for the student's failure to attend

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school. Failure to send a student to school is a concern and should be addressed by attending a mandatory attendance conference.

Additionally, a parent or guardian, or other person lawfully charged with the care or custody of a student under 15 years of age, may be found by the courts to have committed the offense of failing to supervise a child who has not attended school as required. Failing to supervise a child may be a Class A violation.

Because the law authorizes the school, not the parent, to determine which absences may be excused; the district has established the following criteria:

EXCUSED ABSENCE: ORS 339.065

- Personal illness including Mental Health (*HB 2191*)
- Illness of an immediate family member when the student's presence at home is necessary
- Military Dependents can miss up to 7 days due to active duty (*HB 2556*)
- Emergency situations that require the student's absence
- Field trips and school-approved activities
- Medical or dental appointments; confirmation of appointments are required
- Pre-Arranged Absences listed under 339.065

ILLNESS GUIDELINES:

Fever: A student with a fever of 100.4 or greater must be picked up from school and not return until they are 72 hours fever free without the use of fever reducing medications.

Persistent Cough: The student must stay out of school for 72 hours and be cough free or have a clearance letter from their doctor to return.

DEFINITIONS OF ATTENDANCE CODES:

Excused Absence: Parent/Guardian has contacted their child's attendance office verifying that the student is absent for one of the above listed criteria.

Unverified Absences: A student's absence was not verified by a parent/guardian as required. This includes:

- Not arriving at school as expected by parents and school authorities.
- Arriving at school, but not attending classes.
- Leaving school without following the checkout procedure.
- Missing any part or all of a scheduled class without authorization.
- Obtaining permission to go to a campus location, but not reporting there.
- Being absent from class for any reason other than those reasons specifically authorized.

Verified Unexcused: Contact has been made with parent/guardian to verify absence; however, absence does not meet the above listed criteria to be coded as an excused absence.

Tardy: A student arriving at school or class after the final bell rings. The only reason a tardy will be excused is for medical appointments - Doctor's note is required.

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Truancy: A student that has missed 25% or more of the instructional class time will be considered truant.

For safety purposes if attendance staff are unable to reach parent/guardian regarding your students absence we may attempt to phone ALL emergency contacts provided by the parent/guardian during registration.

As a district, we understand that sometimes absences are outside of our control. As part of our Attendance Initiative, “*Creating a Culture of Showing Up*” WMMS will generate letters of attendance concerns at the following intervals: 7, 10 and 14 days of absences. Letters will be emailed to parents/guardians once per month for students who have 7, 10 and 14 days of absences. **At 14 days of missed instructional time (Excused and/or Unexcused - both are missed instructional time), the student has dropped below the 92% attendance expectation** – at which time a conference summons will be sent home. The intent of these communications is to create a proactive strategy to improve attendance and maximize student learning opportunities.

Parent meetings with the attendance team may be requested at any time during the school year to make an Attendance Improvement Plan.

Consequences

Students with unverified/unexcused absences or excessive unexcused tardies may incur one or more of the following consequences:

- Lunch Detention
- After School Detention
- Wednesday School
- In-School Suspension
- Attendance Conference with student and parent(s)/guardian(s)

Students are expected to serve their consequences. Students choosing not to serve assigned consequences will serve further disciplinary action (see discipline matrix).

**All actions are at the discretion of the administration and student management team due to circumstances and past history.*

***Students who do not maintain 92% attendance may not be eligible to participate in school activities (e.g. Dances, Spirit Trip, End of Year Trips, etc).**

Excessive Unexcused Tardy Consequences:

Tardies are considered on a weekly basis. If a student has 5 or more tardies in one week, then they will receive a lunch detention. If a student repeatedly has more than 5 tardies in one week, consequences will increase to after school detention and behavior contracts.

- **Random Hall Sweeps:** Any student in the halls during instructional time without a pass will receive a consequence. Hall sweeps may occur any day at any given time.
- **Excessive Absenteeism:** Per Oregon Law, students who are absent for ten consecutive days will automatically be withdrawn from school.

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- **Independent Student:** At 18 years of age, a student may request to become an independent student in order to account for their absences. To obtain this privilege, the student fills out a request form through the front office and acquires permission from the parent/guardian. The student's request will be reviewed for approval by administration. Student attendance percentage, academic progress, and behavior will be reviewed, and a meeting will be scheduled with the student and an administrator to discuss the decision.

Student Responsibilities:

- Arrive to each class on time, and attend all classes.
- Obtain a hall pass before leaving the classroom during instructional time.
- Exceptions to the above rule may occur due to necessary call passes from Administration, Eagle Center, and Student Management Office.
- Follow the established attendance policy for the school site.

Parent Responsibilities:

- Ensure that your student is on time to school and attends all classes.
- If your student is late to school, send a note or call to excuse the tardy.
- Request makeup work from the front office if the student will be out more than 2 days.
- Call the attendance office to report a student absence each day the student is out (there is a 24 hour timeline to excuse absences).

White Mountain Middle School
Main Office Hours are from 7:30 a.m. – 3:30 p.m.

Attendance Secretary: [Cynthia Ramirez](#)
541-830-6730

Staff Responsibilities:

- Teachers will be present at the classroom door during passing time.
- Student Success & Instructional Assistants will conduct hall sweeps.
- Attendance will be taken the first 10 minutes of each class period. If a student is tardy the teacher will mark the student tardy and assign appropriate consequences.
- A personal call home will be made daily for students whose absences are unverified.
- Contact parent/guardian when absences and/or tardies are impacting academic achievement. Typically when students miss 3 consecutive classes or are in jeopardy of failing the class.

Oregon Attendance Laws:

ORS 339.010 requires children between the ages of 6 and 18 to attend school who have not completed the 12th grade

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ORS 339.065 requires attendance to be satisfactory

Oregon Attendance Laws:

ORS 339.010 requires children between the ages of 6 and 18 to attend school who have not completed the 12th grade

ORS 339.065 requires attendance to be satisfactory – 92%

WMMS EXEMPLARY ATTENDANCE HONORS

Exemplary Attendance honors students who have consistently attended school. To receive Exemplary Honors students must meet the following criteria:

- Have attended WMMS the entire school year
- Have not missed more than 3 days, or equivalent periods, maintaining a 98% average attendance each year
- Minimal unexcused tardies each school year--no more than 6

ATTENDANCE OFFICE - FREQUENTLY ASKED QUESTIONS

When my student is ill, whom do I call? Please call the phone number of the attendance staff assigned to your student by last name (see below). The attendance number for the assigned staff member is available 24 hours a day. Please leave a message that includes parent/guardian name, students first & last name, grade and reason for absence. We retrieve messages throughout the day and will update students' attendance as messages are checked . A call can be made the evening before if the student has a fever or is vomiting. It is recommended that the absence be reported immediately as your students safety and accountability is a priority.

[Cynthia Ramirez](#)

541-830-6730

How long do I have to call in my student's absence? It is recommended that the absence be reported immediately as student safety and accountability is a priority. You have 24 hours (from the time of absence) to call in. Calling in on the day of the absence is greatly appreciated.

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If my student is going to be late to school, what is the procedure? If your student is going to be late, you need to call the attendance office **PRIOR** to your student arriving or send them to the office with a note. If we do not receive a phone call or note from the parent/guardian, your student will be coded as unexcused tardy. You have 24 hours to excuse a tardy.

How do I report an expected upcoming absence? If your student is not going to be in school for 5 days or more, they should pick up a **Pre-Arranged Absence Form from the Front Office** and return it **PRIOR** to their absence. If your student is not going to be in attendance for medical reasons you may call the Attendance Office prior to the absence and we will record the absence as excused. When your student returns they should bring proper documentation from the physician to the Front Office and the absence will be changed to medically exempt.

What is the procedure for students that are leaving/checking out during the school day? If you are picking up your student, come to or call the front office or have your student bring a note from the parent/guardian and we will issue an off campus pass for your student to leave the building. If the student is driving/walking, you **MUST CALL PRIOR** to the time the student is scheduled to leave class so they can get an off campus pass from the office. This ensures the absence will be coded correctly. If you have arranged for someone else to pick up your student, please call and inform us so that we may release your student to this person. Any student who leaves this building must sign out through the front office before leaving school grounds.

What if I need to get a message to my student during the school day? Messages are only delivered to the students for emergency purposes. Please call the front office and we will take your message and deliver it to your student. If you call after 2:00 p.m. (1:00 p.m. on Wednesday) we cannot guarantee the message will be delivered prior to the end of school day. Please do not call and/or text message your student on their cell phone during instructional time!

What is the procedure for a student riding the bus home with another student? Bus passes must be approved by the student's parent/guardian in advance of the pass being issued; a note or phone calls from parent/guardian are both acceptable. Transportation will not be provided for non school related social activities.

If my student needs to leave school but cannot reach me, what is the process? Whenever a student leaves school, the office calls all the Emergency Contact phone numbers that have been provided by the parent/guardian to verify whom the student may be released to. If a contact cannot be made using all the given numbers, the student must remain in school.

How do I make a change on my student's Emergency Contact information? You can update information through ParentVUE at any time. Or, a parent/guardian and student may pick up a change of information form from the front office.

If my student needs to reach me during the school day, how can they contact me? Students are asked to come to the office between classes or during their lunch period to phone you. During class time a student may get a pass from their teacher to use the student phone in the front office. Students **MAY NOT** call to go home from a classroom phone or personal cell phone.

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PROCEDURES

Section 2: Student Information

Change of Address/Phone

It is important that the staff at our school has current information on how to contact our families. Therefore, we ask that families who move during the school year report changes in their mailing address, telephone number, and other pertinent information to the school office.

After School and Off Campus Expectations

Students are to go directly home unless participating in an authorized after school activity.

Eagle Point School District 9 is not responsible for the conduct or control of students who are not on school property or are not at a district-sponsored event under the care and management of district representatives. The district will not supervise students off-campus nor will the district be responsible for any student behavior or conduct once the student has removed him/herself from district property and/or the oversight of district representatives at a district-sponsored event.

However, if a student's off-campus behavior or actions impacts or interferes with the educational environment and/or safety on campus, or if there is a connection between a student's off-campus behavior or actions and their conduct and compliance with school rules on campus, then the student may be disciplined in accordance with the disciplinary code set forth in the Student Code of Conduct. For example, off-campus bullying or harassment may be disciplinable if, as a result, a hostile educational environment is created on campus.

These provisions in no way limit the scope of the decisions or actions the district may deem necessary, to maintain a safe and secure environment on school property.

Assemblies

A student's conduct in assemblies must meet the same standard as in the classroom. A student who does not abide by the district's Student Code of Conduct during an assembly shall be subject to disciplinary action.

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Activities & Clubs

White Mountain Middle School offers a wide variety of activities for students to participate in. All students, regardless of their ability levels, are encouraged to take part in extracurricular activities and the many worthwhile learning experiences that involvement in student government, student clubs, organizations, athletics and other activities has to offer. WMMS Activities and Clubs vary by year and are open to students in grades 6 through 8.

Athletics/Sports

Fall – Football & Volleyball - 7th & 8th Graders

Winter – Boys & Girls Basketball - 7th & 8th Graders

Spring – Wrestling & Track and Field - 6th, 7th & 8th Graders

The values and lessons learned by students through participation in interscholastic athletics and co-curricular activities are numerous. The development of responsibility, sacrifice, good sportsmanship, and accepting victory and defeat graciously are just a few of the lessons our students learn while participating in sports. Along with the privilege of participating in interscholastic athletics comes the responsibility to attain the most important facet of education: academic and behavioral success. Therefore, the following regulations have been developed in order to provide students with the motivation, support, and encouragement needed to learn the many positive lessons of athletic competition while maintaining high academic standards.

Students at WMMS involved in athletics must:

- Remit a current Physical (good for 2 years)
- Remit a signed activities/athletic contract on file
- Remit Proof of Insurance
- Demonstrate regular school attendance
- Demonstrate good behavior and academic effort
- Pay annual \$20 Fee

A yearly fee of \$20 is required to play middle school sports for students attending Eagle Point Middle School, Shady Cove School, White Mountain Middle School, and homeschooled students. EPSD9 resident students who attend charter schools are required to pay \$150 per sport.

Students must have 92% attendance or higher and earn “S” marks (“satisfactory”) in citizenship, preparedness, and personal management and earn “C”s or higher in all courses in a quarter preceding the opening of the season and during the season to be eligible to participate.

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Eligibility policies and procedures will be only enforced based on SOMSAC sponsored events. Student athletes must be in good standing in all classes to maintain eligibility. This will be determined by “Behavior” marks reported for every Quarter (1-4) and the Fall Progress report. Students must have “Satisfactory” or higher marks for all classes in citizenship, preparedness, assignments, and personal management. An appeal to be reinstated prior to the beginning of a quarter may be submitted to the building principal and Athletic Coordinator to finish the season.

A student who becomes ineligible at the most recent Grading Checkpoint may be put on academic probation. A student on academic probation must attend Student Success Center sessions as determined by the principal or designee and must meet their academic probation contract. A student who fails to meet their academic probation contract will not be eligible to participate in their sport/activity.

A student athlete must attend school all day on the day of the scheduled activity. If the student misses ANY class, on the day of a scheduled event, they will be INELIGIBLE to participate in the scheduled event. An exception may be made for a pre-arranged doctor’s appointment and a doctor’s note is provided.

A student who rides to an athletic contest or activity by district transportation may return with their own parent/guardian. The parent/guardian **must sign their student out on the athletic/activity transportation waiver sheet** and inform the head coach. Students will not be allowed to ride home with anyone other than their own parent/guardian.

Hazing or bullying will not be tolerated in our athletic/activity programs and will result in suspension or dismissal from the team. An individual or group who engages in humiliation, intimidation, pressure to perform dangerous/harmful activities as a prerequisite to inclusion, excluding or singling out team members in a negative manner, and/or cyber bullying in connection with the team will be in violation.

If a student is suspended from school, they cannot participate in a practice, contest, or activity during the period of suspension. If a student is in in-school suspension or detention, the principal will determine eligibility for the next practice and/or contest or event.

Before School Expectations

Students may not arrive at school before 7:30 AM. Students shall enter through the front doors to eat breakfast or go to the library/media center (when available). Teachers are preparing for instruction so students may not go to lockers or classrooms before the bell rings unless they have specific instruction by a staff member to do so.

Bags in Classrooms

At WMMS, students may not carry around their backpack from class to class. Doing so creates distractions and crowding. Students must keep their backpacks in their lockers during the school day.

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Closed Campus

All District 9 middle schools have a closed campus. Students are considered on campus when they arrive at school in the morning. This means students may not ride the bus or walk to school and then leave campus to go visit friends, go to the store, etc. Students are to remain on school grounds from the time they arrive in the morning until their regular dismissal time at the end of the school day. This includes the lunch period.

Fundraising and Selling



Only items of an approved fundraiser may be sold at school. Selling items for personal profit is not allowed. Student organizations, clubs or classes, athletic teams, outside organizations and/or parent groups may occasionally be permitted to conduct fundraising drives. An application for permission must be made to the principal at least ten days before the event.

All funds raised or collected by or for school approved student groups will be receipted, deposited and accounted for in accordance with Oregon law and applicable district policy and procedures. All such funds will be expended for the purpose of supporting the school's extracurricular activities program. The principal is responsible for administering student activity funds. Student Leadership serves as the student government representative in administration of student activity funds.

Hall/Bathroom Passes

All students will receive a certain number of hall/bathroom passes for each nine week grading period. Students are expected to use the pass system when they are outside of the classroom during class time. Use of passes is up to the teacher's permission.



Hallways, Stairways, Balconies, and Railings

- In the halls students shall stay to the right, walk and keep the traffic moving in a safe and orderly manner.
- On the stairs, for student safety, students will not slide on, or sit in any form "on" or "down" the banisters.
- Railings are not to be stepped on.
- Students may not hang over any balconies nor drop items over the balconies.

NOTE: This is a safety issue, students who violate these rules will be disciplined.

Homework Requests

All WMMS teachers utilize Canvas for their assignments and materials. Absent students should check on Canvas for their assignments to keep up with their classes.

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Illness or Injury

If students are injured or become ill, they should check out with their teacher and then report directly to the school office for assessment. An Administrative Assistant will make the decision about whether a student should phone home, rest, return to class, or contact emergency medical services.

Lockers

Lockers are intended for students to store their personal property during the school day. Coats, purses, bags, and backpacks must be kept in their locker during school hours (backpacks with wheels do not fit in lockers, so please don't buy those for your child). Students also have a PE locker and lock.

Lockers and other district storage areas provided for student use remain under the jurisdiction of the district even when assigned to an individual student. The district reserves the right to inspect all lockers at any time.

A student has full responsibility for the security of the locker and is responsible for making certain it is locked and that the combination is not available to others. Valuables should not be brought to school unless requested by a teacher. *The district will not be responsible for the loss of, or damage to, personal property.*

Lockers may be routinely inspected without prior notice to ensure no item which is prohibited on district premises is present, maintenance of proper sanitation, mechanical condition and safety, and to reclaim district property including instructional materials. Keep lockers clear of food or drink to prevent pest infestations.



Lost and Found

Students should check the lost and found area when they misplace something. Likewise, students should turn in articles they find in and around the school to the front office. *The district will not be responsible for the loss of or damage to personal property.* Unclaimed items will be given to charity at the semester breaks and end of the school year.

Library/Media Center

Our Library/Media Center is for study, research, media skills, classes and pleasure reading. Students should help maintain a quiet, studious atmosphere. Media material may be checked out as follows:

- Books and Magazines - 2 weeks (Can be renewed)
- Reference Materials - Media center only
- Textbooks - Overnight check-out



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Overdue notices will be given to students as a reminder, but students are responsible for returning materials on time. Students who neglect to return materials or damage the books will be responsible for replacement costs. These responsibilities and charges carry over to high school.

Fees

A written notice will be provided to the student and their parent(s) of the district's intent to collect fees, fines and damages owed. Notice will include the reason the student owes money to the district, and itemization of the fees, fines or damages owed and the right of the parent to request a hearing.

Debts not paid within 10 calendar days of the district's notice to the student and parent will result in possible restrictions and/or penalties, until the debt is paid, and possible referral of the debt to a private collection agency or other methods available to the district.

A request to waive the student's debt must be submitted in writing to the principal or designee. Fees, fines and charges owed to the district may be waived at the discretion of the principal or designee if:

1. The district determines that the parent of the student is unable to pay the debt
2. The payment of the debt could impact the health or safety of the student
3. The creation of the notice of the debt owned would cost more than the potential total debt collected relating to the notice
4. There are mitigating circumstances as determined by the principal or designee that preclude the collection of the debt.

Such requests must be received no later than 10 calendar days following the district's notice.

All such restrictions and/or penalties shall end upon payment of the amount owed.

No student will be denied an education because of an inability to pay supplementary fees.

For the full text of this required notice regarding Fees, Fines and Charges, please refer to the JCSD 9 web page, www.eaglepnt.k12.or.us, Parent/Student Legal Notices

Medication



The district recognizes that administering a medication to a student and/or permitting a student to administer a medication to themselves, may be necessary when the failure to take such medication during school hours would prevent the student from attending school, and recognizes a need to ensure the health and well-being of a student who requires regular doses or injections of a medication as a result of experiencing a life-threatening allergic reaction or adrenal crisis, or a need to manage hypoglycemia, asthma, or diabetes.

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School personnel may not dispense or administer medication to a student except as prescribed by a physician and with written permission from the parent. Students also may take over-the-counter medications with a signed authorization form. *(Forms available in the school office)*

Written instructions of the prescriber are required for all requests to administer prescription medication. *Such instructions must include the following information: name of the student, name of the medication, dosage, method of administration, frequency of administration, any other special instructions, and the signature of the prescriber.*

All medications (prescription and OTC) will be kept in the school office and must be in the original container —medications kept in small containers are best, due to storage limitations. The student's name must be affixed to all medication containers. Students are not to have any medication in their lockers or on their person unless an appropriate medical protocol has been previously approved. Sharing and/or borrowing of medication with another student is strictly prohibited.

In situations when a licensed healthcare professional is not immediately available, trained personnel designated by the district may administer epinephrine, glucagon or other medications to a student as prescribed and/or allowed by Oregon law.

A request to the district to administer or allow a student to self-administer nonprescription that is not approved by the Food and Drug Administration (FDA) shall include a written order from the student's prescriber that meets the requirements of law.

An instruction for a student to self-medicate with a prescription or nonprescription medication during school hours will include an assurance the student has been instructed in the correct and responsible use of the medication from the prescribing physician.

Students may be permitted to take prescription or nonprescription medication, and/or self-medicate at school, or at school-sponsored activities under the supervision of school personnel, and in transit to or from school or school-sponsored activities.

Parental Involvement

Education succeeds best when there is a strong partnership between home and school. A partnership thrives on communication. Therefore, we request parents:

1. Encourage your student to put a high priority on their education and to commit themselves to making the most of the educational opportunities the district provides.
2. Keep informed on district activities and issues.
3. Become a district volunteer. For further information, contact the principal.

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- Participate in district-parent organizations. The activities are varied, ranging from graduation activities to the building's site council, with its emphasis on instructional improvement.

Parent VUE

District 9 provides a unique opportunity for parents/guardians to view their student's school information via the internet. ParentVUE is a convenient home-to-school collaboration tool that allows parents to enhance their involvement by keeping track of their student's attendance, grades, schedules, assignments, immunization and more!

Parents or guardians are able to view their student's information through the ParentVUE web site after they have registered with the school and received a user ID and password.

To access ParentVUE information, go online to the district website at www.eaglepnt.k12.or.us. Click on the "ParentVUE" button near the top of the page. Follow the directions to log-on.

Questioning by School Personnel

Administration (and their designees) reserves the right to question students about behaviors or witnessing other student behaviors.

Questioning by Non-School Personnel

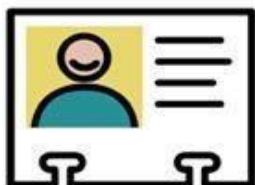
Should law enforcement officials find it necessary to question students during the school day or during periods of extracurricular activities, the principal or designee will be present, when possible. A reasonable attempt will be made to notify the parent of the situation, unless otherwise prevented by law.



Parents/guardians are advised that in suspected child abuse cases, the Oregon Department of Human Services, Community Human Services, and/or law enforcement officials may exclude district personnel from the investigation procedures and may prohibit district personnel from contacting parents/guardians.

Report Cards and Progress Reports

Your student's progress reports can be checked online at any time by accessing ParentVUE. Quarterly report cards and progress reports **will not be printed** and sent home. Please do not hesitate to ask for assistance with ParentVUE.



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Student ID Cards

All students are required to have their student ID card at all times. This is to promote school safety. The photo provides positive identification and the information available on the card allows for cafeteria accounting as well as library check out. *Students may not cover or alter the photo ID.* The purchase of a new card will be required if ID is altered or if it is lost.

Student Fees

Materials that are part of the basic educational program are provided without charge to a student. A student is expected to provide their own supplies of pencils, paper, erasers, notebooks. Students are required to pay to WMMS:

- \$8.00 per P.E. shirt (if last year's shirt is still good, feel free to use it!)
- \$25 for iPad Insurance
- \$20 Athletic Fee

Other fees and fines that may apply include:

- Fees for extracurricular activities, club fees, security deposits
- Materials for a class project the student will keep in excess of minimum course requirements and at the option of the student
- Student accident insurance and insurance on school owned instruments, instrument rental and uniform maintenance
- Fees for damaged library books and school owned equipment
- Fees for lost or damaged locks (PE or hallway locker) \$5.00
- Field trips considered optional to the district's regular school program
- Fees for replacement: Student ID card \$5, replacement lanyard \$1, plastic sleeve for ID Card 50 cents
- School pictures - price varies - optional
- Yearbook- \$20 - *optional*
- Any required fee or deposit may be considered for waiver if the student and parent/guardian are unable to pay. Application for such a waiver may be made to the principal.

Student Insurance

The School District does not provide accident insurance for students. The District shall not be responsible for costs of treating injuries or assume liability for any costs associated with an injury.

However, the School Board has recognized an economical student accident insurance package from Meyers-Stevens & Toohey & Company called a "MID Plan." Parents are responsible for paying

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premiums—if coverage is desired. More information about student accident insurance is available with registration/orientation materials.

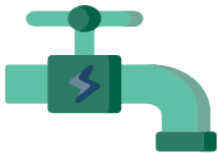
Student Supplies: [EPDS9 School Supply List](#)

Team Points

There are three grade level teams at WMMS



6th Grade



7th Grade



8th grade

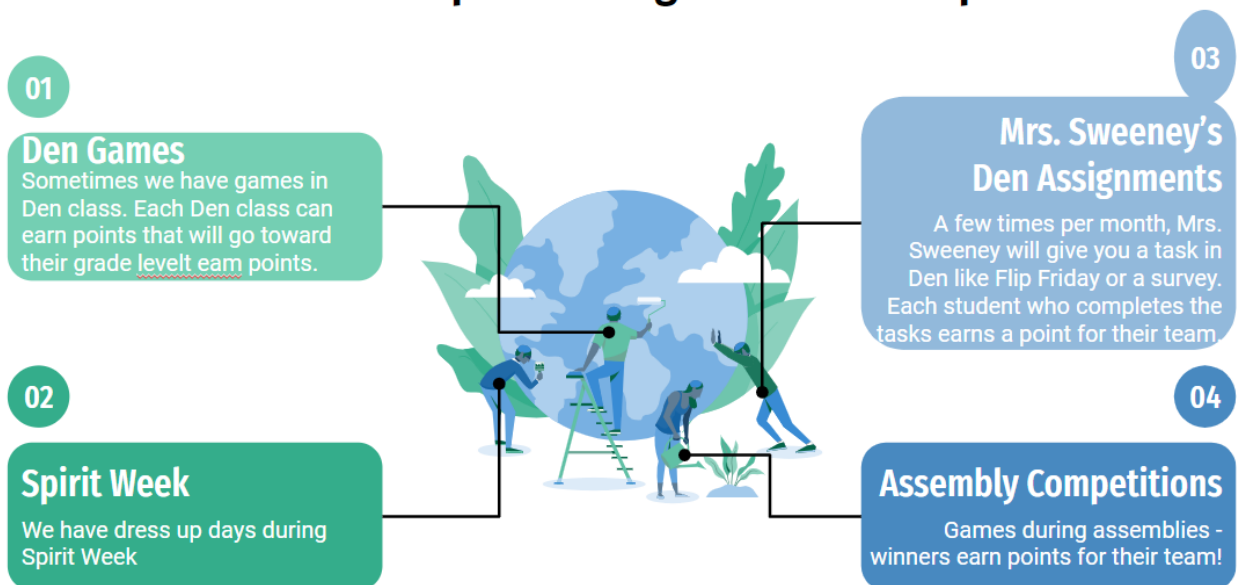
Each team is important to making this school a great place to be. What each student and staff member does impacts their own team and the other teams.

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Each team member needs to contribute to these parts of the WMMS world



There will also be points for games and competitions.



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When you are contributing to our WMMS world appropriately

Wolf Paw Tickets

Earn tickets to buy items from the Wolf Pack Store



Field Trips

Students who have passing grades, no referrals, and very few tardies get to go on a field trip right before winter break and at the end of the school year.



You will earn



Team Points

Each grade level team with the most will earn treat at the end of each quarter. There will be other random prizes for teams who earn the most points during a week or a month.

Parties & Prizes

Students who have no tardies get a party each grading period

Students who have all passing grades at each grading period get a \$5 Dutch Bros. card.

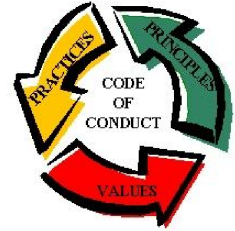


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Section 3: Code of Conduct

Code of Conduct

District 9 Schools expect all student conduct to contribute to a productive learning climate. Students shall comply with the school's and district's policies, administrative regulations, school and classroom written rules, pursue the prescribed course of study, submit to the lawful authority of teachers and school officials and conduct themselves in an orderly manner during the school day, at any school related activity, regardless of time or location and while being transported in district provided transportation. This *Student Code of Conduct* also applies to students as pedestrians or bicyclists on their way to and from school.



School Wide Expectations:

- **Be Safe**
- **Be Respectful**
- **Be Responsible**

Consequences

Students will be subject to discipline including detention, suspension, expulsion, denial and/or loss of awards and privileges and/or referral to law enforcement officials or Oregon Department of Human Services for the following, including, but not limited to:

- Assault
- Hazing, harassment, intimidation or bullying, menacing, cyberbullying or teen dating violence, is strictly prohibited and shall not be tolerated in the district.
- Retaliation against any person who is a victim of, who reports, is thought to have reported, or files a complaint about an act of harassment, intimidation or bullying, an act of cyberbullying, or teen dating violence.
- A person who engages in retaliatory behavior will be subject to consequences and appropriate remedial action.
- False charges shall also be regarded as a serious offense and will result in disciplinary action or other consequences and appropriate sanctions remedial action.
- Coercion
- Violent behavior or threats of violence or harm
- Disorderly conduct, false threats and other activity causing disruption of the school environment
- Bringing, possessing, concealing or using a weapon

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- Vandalism, malicious mischief and theft including willful damage or injury to district property, or to private property on district premises or at district-sponsored activities
- Sexual harassment
- Use, possession, sale or distribution of tobacco products, nicotine, alcohol, drugs or Inhalant Delivery Systems--including legal or medical marijuana or drug paraphernalia prohibited
- Suspected abuse of a child
- Use or display of profane or obscene language
- Disruption of the school environment
- Open defiance of a teacher's authority, including persistent failure to comply with the lawful directions of teachers or school officials
- Violation of district transportation rules
- Violation of law, Board policy, administrative regulation, school or classroom rules

See the Appendix at the end of this handbook for the Middle School Discipline Guidelines

Discipline/Due Process

A student who violates the Student Code of Conduct shall be subject to disciplinary action. A student's due process rights will be observed in all such instances, including the right to appeal the discipline decisions of staff and administrator. The district's disciplinary options include using one or more discipline management techniques, including counseling by teachers, counselors and administrators, detention, suspension, expulsion, loss of privileges, honors and awards and removal to an alternative education program.

Disciplinary measures are applied depending on the nature of the offense. The age and past pattern of behavior of a student will be considered prior to any suspension or expulsion. In addition, when a student commits substance abuse, drug or drug paraphernalia, alcohol- and/or tobacco-related offenses, teen dating violence or any other criminal act, they may also be referred to law enforcement officials. Violations of the district's weapons policy, as required by law, shall be reported to law enforcement.



Detention

A student may be detained outside of school hours on one or more days if the student violates the Student Code of Conduct. The detention shall not begin, however, until the student's parents have been notified of the reason for the detention and can make arrangements for the student's transportation on the day(s) of the detention.

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Suspension (In School and Out of School)

A student whose conduct or condition is seriously detrimental to the school's best interests may be suspended for up to and including 10 school days. Students may be suspended for one or more of the following reasons: a) willful violation of board policy, administrative regulations or school rules b) willful conduct which materially and substantially disrupts the rights of others to an education c) willful conduct which endangers the student, other student or staff members or d) willful conduct which damages or injures district property.

The district may require a student to attend school during non-school hours as an alternative to suspension.

An opportunity for the student to present their view of the alleged misconduct will be given. Each suspension will include a specification of the reasons for the suspension, the length of the suspension, a plan for readmission and an opportunity to appeal the decision. Every reasonable and prompt effort will be made to notify the parents of a suspended student.

While under suspension, a student may not attend after school activities and athletic events, be present on district property, nor participate in activities directed or sponsored by the district.

School work missed by a student while on suspension may be made up upon the student's return to school if the work missed reflects achievement over a greater period of time than the length of the suspension. For example, a student will be allowed to make up final, mid-term and unit examinations without an academic penalty.

Refer to School Board Policy JG Student Discipline

Student Restraint or Seclusion

The district has developed a policy and administrative regulation to define the circumstances that must exist and the requirements that must be met prior to, during, and after the use of restraint or seclusion as an intervention with district students (see Board Policy JGAB – Use of Restraint or Seclusion and the accompanying administrative regulation).

If restraint or seclusion continues for more than 30 minutes, school staff will attempt to immediately notify parents or guardians verbally or electronically.

Following an incident involving the use of restraint or seclusion, school staff will provide parents or guardians of the student the following:

1. Verbal or electronic notice of the incident by the end of the school day when the incident occurred.

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2. Written documentation of the incident within 24 hours that provides:
 - a. A description of the restraint or seclusion including:
 - (1) The date of the restraint or seclusion;
 - (2) The times the restraint or seclusion began and ended; and
 - (3) The location of the incident.
 - b. A description of the student's activity that prompted the use of restraint or seclusion;
 - c. The efforts used to de-escalate the situation and the alternatives to restraint or seclusion that were attempted;
 - d. The names of staff of the public charter school who administered the restraint or seclusion;
 - e. A description of the training status of the staff of the public charter school who administered the restraint or seclusion, including any information that may need to be provided to the parent or guardian; and
 - f. Timely notification of a debriefing meeting to be held and of the parent's or guardian's right to attend the meeting.
3. If the restraint or seclusion was administered by a person without training, the administrator will ensure written notice is issued to the parent or guardian of the student that includes the lack of training, and the reason why a person without training administered the restraint or seclusion. The administrator will ensure written notice of the same to the superintendent.
4. An administrator will be notified as soon as practicable whenever restraint or seclusion has been used.
5. A district Restraint and/or Seclusion Incident Report must be completed and copies provided to those attending the debriefing meeting for review and comment. The completed Restraint and/or Seclusion Incident Report Form shall include the following:
 - a. Name of the student;
 - b. Name of staff member(s) administering the restraint or seclusion;
 - c. Date of the restraint or seclusion and the time the restraint or seclusion began and ended;
 - d. Location of the restraint or seclusion;
 - e. A description of the restraint or seclusion;
 - f. A description of the student's activity immediately preceding the behavior that prompted the use of restraint or seclusion;
 - g. A description of the behavior that prompted the use of restraint or seclusion;
 - h. Efforts to de-escalate the situation and alternatives to restraint or seclusion that were attempted;
 - i. Information documenting parent or guardian contact and notification.
6. A documented debriefing meeting must be held within two school days after the use of restraint or seclusion; staff members involved in the intervention must be included in the meeting. The debriefing team shall include an administrator. Written notes shall be taken and a copy of the written notes shall be provided to the parent or guardian of the student.

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7. If serious bodily injury or death of a student occurs in relation to the use of restraint or seclusion, written notification of the incident must be provided to the Department of Human Services within 24 hours of the incident.
8. If serious bodily injury or death of a staff member occurs in relation to the use of restraint or seclusion, written notification of the incident must be provided to the superintendent within 24 hours of the incident, or to the union representative for the affected person, if applicable.
9. The district will maintain a record of each incident in which injuries or death occurs in relation to the use of restraint or seclusion.
10. The use of a seclusion cell is prohibited

Expulsion

Students may be expelled for any of the following circumstances: a) when a student's conduct poses a threat to the health or safety of students or employees b) when other strategies to change the student's conduct have been ineffective, except that expulsion may not be used to address truancy or c) when required by law.

The district shall consider the age of the student and the student's past pattern of behavior prior to imposing the expulsion. The use of out-of-school expulsion of a student in the fifth grade or below, is limited to:

- Non-accidental conduct causing serious physical harm to a student or employee
- When a school administrator determines, based on the administration's observation or upon a report from an employee, the student's conduct poses a threat to the health or safety of students or employees

or

- When the expulsion is required by law.

No student may be expelled without a hearing unless the student's parent/guardian waives the right to a hearing, either in writing or by failure to appear at a scheduled hearing. An expulsion shall not extend beyond one calendar year.

The district will provide appropriate expulsion notification including expulsion hearing procedures, student and parent rights and alternative education provisions as required by law. See Alternative Education Programs and Alternative Education Programs Notice in Section 5 of this Handbook.

Refer to School Board Policy JGE for expulsion information.

Discipline of Disabled Students

When a student being served by an individualized education program (IEP) engages in conduct which would warrant suspension of more than 10 days or expulsion for a non-disabled student, the student's parent/guardian will be notified immediately (within 24 hours) of the circumstances of the misbehavior

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and the time and location of the student's IEP team meeting addressing the infraction and its relationship to the student's disability.

The IEP team will determine whether the misconduct is a manifestation of the student's disability. Should the IEP team conclude the misconduct has no relationship to the student's disability, the student may be disciplined in the same manner as would other students. If the IEP team concludes the misconduct is a consequence of the student's disability, the team may review and revise the student's IEP and determine whether a change in placement is needed. The district may not suspend for more than 10 days or expel a disabled student or terminate educational services for any behavior which is a manifestation of the disability.

A student may be removed from the current educational placement to an appropriate interim alternative educational setting for the same amount of time that a student without a disability would be subject to discipline, but for not more than 45 calendar days in a school year for a drug or weapon violation as provided in district procedures. Additionally, the district may request an expedited due process hearing to obtain a hearings officer's order to remove a student to an interim alternative educational setting for not more than 45 days if the student is exhibiting injurious behavior. For the purpose of this request, "injurious behavior" is defined as behavior that is substantially likely to result in injury to the student or to others.

Dances and Social Events

School dances and social events are planned to reward students for safe, respectful, and responsible behavior. These special events are provided only to students enrolled at our school. Student identification must be shown to attend. The rules of good conduct and grooming shall be observed for school dances and social events. All school rules apply.



Students leaving before the official end of the activity will not be readmitted. As well, a student must be in attendance at school all day, unless they have a doctor's note, the day of a special event to participate in that event.

Damage to District Property

A student who is found to have damaged district property will be held responsible for the reasonable cost of repairing or replacing that property. If the amount due is not paid the amount will become a debt owed and the district may impose certain restrictions and/or penalties until fees, fines or damages are paid.

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Displays of Public Affection

Public Displays of Affection are prohibited.

This includes but is not limited to handholding, hugging, and kissing.



White Mountain Middle School

Dress Code

August 16, 2023

<u>EPSD 9 Dress Code Policy Statement</u>	<u>Acceptable</u>	<u>Unacceptable</u>
<p>All clothing should cover underpants, midriffs, buttocks and cleavage. See-through garments must be worn with appropriate coverage underneath that meet the minimum requirement of dress code.</p>		
<p>All students must wear shoes at all times and should be safe for the school environment. Shoes with attached wheels (Example: "Heelys") are not allowed at school.</p>		
<p>Clothing must cover areas from one armpit across to the other armpit. Shorts must be down to approximately 5 inches in length on the upper thighs. Tops must have shoulder straps.</p>		
<p>Headgear including hats, hoods, bandanas, ski mask and caps are not allowed on campus unless permitted for religious, medical, safety, or other reasons approved by school admin. Beanies are allowed in cold weather on playground areas. Sunglasses may not be worn inside the building.</p>		
<p>Any disruptive or distracting mode of clothing or appearance that substantially and adversely impacts the educational process is not acceptable. This includes, but is not limited to, material relating to drugs, alcohol, profanity, obscenity, nudity, racism, violent or criminal themes and gang activity.</p>		

* The administration at each school reserves the right to determine what constitutes appropriate dress and determine appropriate health reasons. Students who do not adhere to these guidelines will not be allowed to attend class. Parents will be called if appropriate clothing is not available or the student refuses dress-code appropriate clothing.

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Fashion Infraction

If a student wears clothing to school that does not follow the dress code, a school adult will inform them that they need to change. If they don't have clothing to change into then they will be given loaner clothing to borrow in the office, leave the inappropriate clothing at the office, and returning at the end of the day to collect it and return the borrowed clothing.

Students shall not argue or negotiate with the school adult who issues the Fashion Infraction. The student shall report to the office, change clothing quickly, and return to class.

Drug, Alcohol, Tobacco and Nicotine Prevention

The possession, selling and/or use of illegal and harmful drugs, alcohol, tobacco products and inhalant delivery systems, marijuana (including medical marijuana) is strictly prohibited. This includes substance abuse and drug paraphernalia. This prohibition applies during the regular school day and/or at any district-related activity, regardless of time or location and while being transported on district-provided transportation. Students in violation of the district's drug, alcohol and tobacco policy will be subject to disciplinary action and referral to law enforcement officials, as appropriate, in accordance with the Student Code of Conduct.



Since drug, alcohol, tobacco and nicotine use is illegal for students and interferes with both effective learning and the healthy development of students, the district has a fundamental and ethical obligation to prevent drug, alcohol, tobacco and inhalant use and to maintain a drug-free educational environment.

Elevator

At no time may students use the elevator without an adult or an elevator pass from the office. Students who need to use the elevator must have a note from either a parent/guardian or physician.

Field Trips

Field trips may be scheduled for educational, cultural or other extracurricular purposes. Students will adhere to the field trip contract expectations set forth by the school in preparation for the upcoming field trip. All students are considered to be "in school" while participating in district-sponsored field trips. This means students are subject to the school's Student Code of Conduct, applicable Board policy and such other rules as may be deemed appropriate by the field trip supervisor. If parents wish to chaperone on field trips, they must fill out a [volunteer background check](#) form available on the district website. This must be done in time to get the results back before the field trip.

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Food and Beverages

Soda, coffee, energy drinks, or other carbonated drinks are prohibited at school. Open food and drinks are **never** allowed in lockers. All food and drink must be consumed in the cafeteria. Students are not allowed to take their food or drink into the halls, classrooms or outside. During third period, students are allowed to have snack in their third period classroom.

Chewing Gum

Chewing gum is prohibited.

Gangs

The presence of gangs and the violent activities and drug abuse that often accompany gang involvement can cause a substantial disruption of school, district activities and a student's ability to meet curriculum and attendance requirements.

A gang is defined as any group that identifies itself through the use of a name, unique appearance or language, including hand signs, the claiming of geographical territory, or the espousing of a distinctive belief system that frequently results in criminal activity.

In an effort to reduce gang involvement, the district encourages students to become involved with district-sponsored clubs, organizations and athletics and to discuss with staff and district officials the negative consequences of gang involvement and to seek the assistance of school staff for additional guidance and district and community resources that offer support to students and alternatives to gang involvement.

No student on or about district property or at any district activity shall wear, possess, use, distribute, display or sell any clothing, jewelry, emblem, badge or any other such symbol evidencing gang membership or affiliation. No student shall use any speech, either verbal or nonverbal (gestures, handshakes, etc.) signifying gang membership or affiliation. No student shall solicit other students for membership in any gangs nor commit any other illegal act or other violation of district policies.

Students in violation of the district's gang policy will be subject to discipline in accordance with the Student Code of Conduct.

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Harassment, Intimidation, Bullying, Menacing, Teen Dating Violence, Domestic Violence and Cyberbullying

Retaliation against any person who is a victim of, who reports, is thought to have reported, or files a complaint about an act of harassment, intimidation or bullying, an act of cyberbullying, or teen dating violence, or otherwise participates in an investigation or inquiry is also strictly prohibited. A person who engages in retaliatory behavior will be subject to consequences and appropriate remedial action.



Students whose behavior is found to be in violation of this policy will be subject to consequences and appropriate remedial action which may include discipline, up to and including expulsion. Individuals may also be referred to law enforcement.

The Administration will take reports and conduct a prompt investigation of any report of an act of harassment, intimidation or bullying and acts of cyberbullying. Any employee who has knowledge of conduct in violation of this policy shall immediately report their concerns to the principal who has overall responsibility for all investigations. Any student who has knowledge of conduct in violation of this policy or feels they has been harassed, intimidated or bullied and acts of being cyber bullied is encouraged to immediately report their concerns to the principal who has overall responsibility for all investigations. This report may be made anonymously. A student may also report concerns to a teacher who will be responsible for notifying the appropriate district official.

Harassment, intimidation, bullying and menacing is defined as any act that:

- Substantially interferes with a student’s educational benefits, opportunities or performances
- Takes place on or immediately adjacent to school grounds, at any school-sponsored activity, on school-provided transportation or at any official school bus stop, or takes place off of school grounds but has the ability to negatively impact the school learning environment that may be based on, but not limited to, the protected class of a person.

Has the effect of:

- Physically harming a student or damaging a student’s property
- Knowingly placing a student in reasonable fear or physical harm to the student
 - or damage to the student’s property
 - or Creating a hostile educational environment, including interfering with the psychological well-being of a student and, may be based on, but not limited to, the protected class status of a person.

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“Teen dating violence” means:

A pattern of behavior in which a person uses or threatens to use physical, mental or emotional abuse to control another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age

- or Behavior by which a person uses or threatens to use sexual violence against another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age.

“Domestic violence” means:

Abuse by one or more of the following acts between family and household members:

- Attempting to cause or intentionally, knowingly or recklessly causing bodily injury
- Intentionally, knowingly or recklessly placing another in fear of imminent bodily injury
- Causing another to engage in involuntary sexual relations by force or threat of force.

See the Appendix at the end of this handbook for more information about bullying.

Refer to School Board Policy JFC Student Conduct.

Miscellaneous



- Bicycles should be locked and parked in the bicycle racks provided.
- Skateboards and scooters should be locked in the rack provided.
- Balloon and/or flower deliveries will be accepted in the office. They will

be held for the student to pick up after school. Balloons and/or flowers are not allowed on buses.

- Students shall keep restrooms neat and clean. Restrooms shall be used at lunch and break times; a hall pass is required at any other time.

- Aerosol cans are prohibited on school grounds, e.g. deodorant, cologne, and hairspray.
- Matches, lighters, and pepper spray are prohibited.
- Gambling is prohibited at school.
- **Bicycles, skateboards and scooters are not to be ridden until off campus.**



Oregon School Safety Hotline

The hotline is available to school age children and other members of the public for the purpose of reporting illegal, suspicious or other questionable activity on school grounds or at school sponsored activities. Accessible 24-hours a day, 7-days a week by toll free telephone call or via the Internet.

Toll-free Hotline: (866) 305-7745

Internet: www.oregonschoolsafety.com

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Personal Property/Personal Electronic Devices and Social Media

The school is not responsible for lost, broken or stolen items. Personal communication electronic devices brought to school may be used for appropriate/approved classroom or instructional related activities. The items must be kept in their backpack or locker. Electronic devices should be “silenced” upon arrival to campus. If a student is using an electronic device when asked not to use it, it will be confiscated until picked up by the student’s parent. Chronic insubordination regarding use of electronics will lead to loss of privileges. Laser generating items are not allowed at school at any time.

Any inappropriate items stored on a personal electronic device may be grounds for expulsion. Those items include but are not limited to: gang related images, racially motivated images, drugs or drug paraphernalia, nudity, and sexually explicit images.

Photography at School

Digital cameras (including camera phones or iPads) of any kind may not be used on campus or at school events except as part of an approved school program. Students must have permission to photograph audio or video and to post. Posting inappropriate or illegally obtained pictures or information on personal electronic devices or on the internet may result in disciplinary action and a referral to law enforcement. Cameras are never allowed in school bathrooms or locker rooms.

Searches



District officials may search a student, their personal property and property assigned by the district for the student’s use at any time on district property or when the student is under the jurisdiction of the school. Such searches will be conducted only when there is reasonable suspicion based upon specific and articulated facts to believe that the student personally poses or is in possession of some item that poses an immediate risk or serious harm to the student, school officials and/or others at the school.

Searches shall be “reasonable and in scope,” that is, the measures used are reasonable related to the objectives of the search, the unique features of the official’s responsibilities and the areas which could contain the items sought and will not be excessively intrusive in light of the age, sex, maturity of the student and nature of the infraction.

District-owned storage areas assigned for student use, such as lockers and desks, may be routinely inspected at any time. Students have no expectation of privacy regarding these items/areas. Such inspections may be conducted to ensure maintenance of proper sanitation, to check mechanical conditions and safety and to reclaim overdue library books, texts or other instructional materials,

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property or equipment belonging to the district. The student will generally be permitted to be present during the inspection.

Items found which are evidence of a violation of law, policy, regulation or school rule may be seized and turned over to law enforcement or returned to the rightful owner, as appropriate.

SAFETY is a job that takes all of us, working together in an ongoing effort, to ensure the safety of everyone. We must keep in mind that schools are the hub of our communities and at times can serve as an oasis of safety and security for young people. As an integral part of creating an environment that is welcoming and safe for our students, we have every day procedures and protocols in place that were established to protect others. Sometimes, on a less frequent basis, we need to take precautionary measures and implement safety procedures that are purely preventative.

With the support of our local sheriff's department, we will have a dog trained to smell inappropriate substances on campus. We view this as a precautionary measure and want to educate students that any illegal or inappropriate substances will not be tolerated on campus.

As a part of this process our teachers are spending time addressing the issue with students and educating them on the use of the dog. Please know that at some random times this year, a dog may be on campus and will search our facility. Parents/guardians are encouraged to speak with their student about the use of illegal or inappropriate substances. If you need assistance talking with your student about this, contact the school office.

Sexual Harassment

Sexual harassment shall include, but not be limited to, unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of sexual nature made by a student to a student, or by a staff member. Such behavior will not be tolerated. Disciplinary action will be taken for individuals engaged in such actions. Any slapping, hitting, pinching, touching or exposing of another's private areas is considered sexual harassment.

Spitting

Students shall not spit in or around the building.



Student Conflict

Pushing, hitting, fighting, intimidating, and threatening are not appropriate or acceptable means for resolving conflicts.

- All students are expected to seek help from a staff member if they are having conflict that they cannot resolve.

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- Students who fail to resolve conflicts or who are repeatedly involved in conflicts will be subject to suspension.
- A student may be expelled for severe or repeated violations of Student Code of Conduct.
- Any student who videotapes any inappropriate activity, including physical violence, with any intent other than to report the incident to an adult, will be subject to disciplinary action.

Student Recognition

- **Attendance Award:** Students who attend school every day and have no more than two tardies in a semester will receive an award.
- **Student-of-the-Month** Each grade level will select two students to be recognized for being extraordinarily safe, respectful, and responsible.
- **ABC Club:** Students who have all passing grades will receive an award.
- **Principal's Perfect Attendance Award:** Students who maintain perfect attendance with no missing days and fewer than 3 unexcused tardies in one year will receive this award.
- **School-wide Activities:** Based on safe, respectful and responsible behavior, students earn extracurricular activities including but not limited to: dances, special assemblies, spirit week, etc.
- **End-of-Year Trips:** Each grade level earns an end of year trip. In order to be eligible for the trip, students must have maintained 92% attendance throughout the year and good citizenship (no "in school" or "out of school" suspensions in the 4th Quarter).

Technology – EPSD9 Responsible Use Policy

Eagle Point School District 9 (EPSD9) is focused on providing tools and resources for 21st Century learners that develop competent and responsible future-ready citizens. Increasing access to technology and the use of iPads helps students develop progressive technology and communication skills in preparation for college, career, and life pursuits. Students receive the responsible use policy in their Student Handbook and as part of their digital citizenship education.

Purpose

The Responsible Use Policy (RUP) outlines the guidelines and behaviors that all users are expected to follow when using school technologies or when using personally-owned devices on the school campus. It is a written agreement among parents, students, and school personnel that outlines the terms of responsible use and consequences for misuse. Effective RUPs create an opportunity to teach students, while in school, to become responsible digital citizens, which will help them thrive in a connected world.

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User Agreement

I understand that using digital devices (whether personal or district-owned) and the Eagle Point School District 9 network is a privilege, and when I use them according to the Responsible Use Policy, I will keep that privilege. I agree to do the following when using technology:

- Respect and protect myself.
- Respect and protect others.
- Respect and protect my school and district.
- Respect and protect intellectual property.

I understand that my use of any district technology (computer, mobile device, network, internet, resources, etc.) will be monitored and retained and is neither private nor confidential to district/authorized personnel. I understand that if I violate this agreement, the district's policies and procedures, or my student handbook, I may not be allowed to continue to use technology or I may receive other appropriate consequences.

Examples of Responsible Use

This is not intended to be an exhaustive list. Users should use their own good judgment when using school technologies. Grade-specific guidance will be provided in digital citizenship lessons that are aligned with the User Agreement statements.

Copyright

Users will adhere to the United States copyright laws and to the Creative Commons licenses, where the author/artist denotes what media may be shared, remixed, or reused. Media includes graphics, movies, music, and text. Users are required to provide proper credit to all sources. Users should not take credit for things they didn't create or misrepresent themselves as an author or creator of media found online. EPSD9 will cooperate with copyright protection agencies investigating copyright infringement by users of the computer systems and network of the Eagle Point School District 9.

Security

Users will take reasonable safeguards against the transmission of security threats over the school network. This includes not opening or distributing infected files or programs and not opening files or programs of unknown or untrusted origin. If you believe a computer or mobile device you are using might be infected with a virus, please report to a trusted adult who will alert the Technology Department. Do not attempt to remove the virus yourself or download any programs to help remove the virus.

Personal Safety

Users should never share personal information, including phone number, address, social security number, birthday, or financial information, over the Internet without adult permission. If you see a message, comment, image, or anything else online that makes you concerned for your personal safety or the safety of others, bring it to the attention of an adult immediately.

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Cyberbullying

Users will not participate in or tolerate cyberbullying. Harassing, dissing, flaming, denigrating, impersonating, outing, tricking, excluding, and cyberstalking are all examples of cyberbullying. Don't send emails or post comments with the intent of scaring, hurting, or intimidating someone else. Engaging in these behaviors, or any online activities intended to harm (physically or emotionally) another person, will result in severe disciplinary action and loss of privileges. In some cases, cyberbullying can be a crime.

Technologies Covered

Eagle Point School District 9 may provide Internet access, desktop computers, mobile devices, video conferencing capabilities, online collaboration capabilities, email, and more. As new technologies emerge, EPSD9 will attempt to provide access to them. The policies outlined in this document are intended to cover all available technologies, not just those specifically listed.

Web Access

EPSD9 provides its users with restricted access to the Internet, including web sites, resources, content, and online tools in compliance with CIPA and COPPA regulations and school policies. Web browsing may be monitored and web activity records may be retained indefinitely. Users are expected to respect that the web filter is a safety precaution, and should not try to circumvent it when browsing the Web. If a site is blocked and a user believes it shouldn't be, the user should follow district protocol to alert the Technology Department to submit the site for review.

Mobile Devices

EPSD9 schools are 1:1. Students K-12 are issued their own iPad. Guidance for care and use of the iPad is covered in the EPSD9 Technology Handbook.

Personally Owned Devices

Students should keep personally-owned devices (including cell phones) turned off and put away during school hours-unless in the event of an emergency or as instructed by a teacher or staff for educational purposes. Because of security concerns, when personally-owned mobile devices are used on campus, they should not be used over the school network without express permission from the building administrator.

Online Communication and Collaboration Tools

Recognizing the benefits collaboration brings to education, EPSD9 may provide users with access to websites or tools that allow communication, collaboration, sharing, and messaging among users. Users are expected to communicate with the same appropriate, safe, mindful, courteous conduct online as offline. Posts, chats, sharing, and messaging may be monitored. Users should be careful not to share personally-identifying information online.

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Email

Eagle Point School District 9 provides users with email accounts for the purpose of school-related communication. Availability and use may be restricted based on school policies. Users should not attempt to open files or follow links from an unknown or untrusted origin and should only communicate with other people as allowed by the district policy. Email usage may be monitored and archived.

Google Drive

Students will follow school and district policies for appropriate use when using Internet-based services like G Suite for Education and their Google Drive. These services are considered an extension of the school's network. Students should have no expectation of privacy in their usage on their school account.

Limitation of Liability

Eagle Point School District 9 will not be responsible for damage or harm to persons, files, data, or hardware. While EPSD9 employs filtering and other safety and security mechanisms and attempts to ensure their proper function, it makes no guarantees as to their effectiveness. EPSD9 will not be responsible, financially or otherwise, for unauthorized transactions conducted over the school network.

Violations of the Responsible Use Policy

Violations of this policy may have disciplinary repercussions, including:

- Suspension of network, technology, or computer privileges
- Legal action and/or prosecution
- Detention or suspension from school and school-related activities
- Parental notification

A link to our website with more information can be [accessed here](#).

Telephones

District 9 Schools provide a student telephone in the office, for emergencies only. After school plans should be arranged before school.

Threats

Student conduct that tends to threaten or intimidate and disrupt the educational environment, whether on or off school property, will not be tolerated. The district prohibits student violence, threats of violence in any form. A student may not verbally or physically threaten or intimidate another student, staff member, or third parties on school property. A student also may not use any electronic equipment to threaten, harass or intimidate another. Additionally, false threats, including false threats to school property, will not be tolerated.

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Students in violation of the district's policy will be subject to discipline under the Student Code of Conduct and may be subject to civil or criminal liability.

Transportation

A student being transported on district-provided transportation is required to comply with the Student Code of Conduct. Any student who fails to comply with the Student Code of Conduct may be denied transportation services and shall be subject to disciplinary action.

The following rules shall apply to student conduct on district transportation:



- Students being transported are under the authority of the bus driver must obey the driver at all times.
- Students may be assigned seats by the bus driver. Students shall accept assigned seats.
- Students will be courteous to the driver, fellow students and passers-by. Students will not threaten or physically harm the driver or other riders.
- Students will answer to coaches, teachers, and/or chaperones who are responsible for maintaining order.
- Students will not do any disruptive activity which might cause the driver to stop in order to re-establish order.
- Students will converse in normal tones; loud, disrespectful or vulgar language is prohibited.
- Students will remain seated while the bus is in motion.
- Students will not throw objects.
- Fighting, wrestling or boisterous activity is prohibited on the bus.
- Students will not extend hands, head, feet, or objects from the windows or doors.
- Students will not bring firearms, weapons or other potentially hazardous materials on the bus.
- Students will not possess matches or other incendiaries and concussion devices on the bus.
- Students will not possess and/or use tobacco, alcohol or illegal drugs on the bus.
- Students will not eat or chew gum on the bus.
- Students will not carry glass containers or other glass objects on the bus.
- Students will use the emergency door only in case of emergency.
- Students will keep the bus clean and must refrain from damaging it or the personal property of others.
- Students will not take onto the bus skateboards, musical instruments or other large objects • which might pose safety risks or barriers to safe entry and exit from the bus.
- Students will not bring animals, except approved service animals, on the bus. Companion and comfort animals are not considered service animals.

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- Students will be at the bus stop five minutes before the scheduled pickup time (schedules will be posted on all buses).
- Students will stay away from the bus when it is moving.
- Students who are suspended from riding the bus for any reason or time period are restricted from riding any school bus during the time of suspension and upon return must have a meeting with the Director of Transportation and/or the school principal or designee.

Underage Drinking Hotline

If you see or know of underage drinking, contact the Party Dispersal Tipline; 973-7756 or 1-888-608-7632.

Weapons



It is a violation of federal law, state law, as well as local school Board policy to bring, possess, conceal or discharge a weapon on district property or within 1000 feet of school property or while attending activities under the jurisdiction of the district. Students found to be in violation will be recommended for expulsion. The required expulsion shall be for a period of not less than one year. The superintendent may, on a case-by-case basis, modify this expulsion requirement.

Replicas of weapons are also prohibited. Therefore, students should not bring anything such as or resembling the following:

- Guns, rifles, firearms or even toy guns
- Knives, saws, machetes, swords, axes, razor blades or even toy knives
- Fireworks, cherry bombs, smoke bombs or crackers
- Airsoft guns
- Ninja stars, nunchucks, pepper spray

This is not a comprehensive list. These are examples and the determination of what is a weapon or inappropriate item is at the discretion of the principal.

Refer to Board Policy [JFCJ](#) Weapons in the Schools

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Section 4: District Programs

English Language Developers (ELD) Students

School District 9 provides programs for ELD students. A student or parent with questions about these programs should contact the building principal or the ELD Coordinator.

Distribution of Material

All aspects of school sponsored publications, including web pages, newspapers and/or yearbooks, are completely under the supervision of the teacher and principal. Students may be required to submit such publications to the administration for approval.

Written materials, handbills, photographs, pictures, petitions, films, tapes or other visual or auditory materials may not be sold, circulated or distributed on district property by a student or a non-student without the approval of the administration.

Emergency Closure/Extreme Weather

Extreme weather or other emergency conditions may cause school to be canceled or to operate on a different schedule than usual. If a decision is made to cancel school, change the starting time or dismiss early--due to extreme weather or other emergency conditions, local radio and/or TV stations will broadcast the notice. Information will also be available on the District 9 website, www.eaglepnt.k12.or.us

Emergency Drills

Your child's safety is our first priority! Instruction and practice on how to respond without confusion and panic to different situations is performed multiple times a year.

Instruction takes place at the beginning of the year and after extended breaks from school. (Winter & Spring Breaks)

At least one fire drill, which includes routes and methods of exiting the school building, will be conducted each month for students in grades K-12. The first fire drill will be conducted within the first 10 days of the school year.



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A map/diagram of the fire escape route to be followed is posted near all classroom doorways and reviewed with students. When the fire alarm is sounded, students must follow the direction of staff quickly, quietly and in an orderly fashion.

At least two drills on earthquakes and two drills for safety threats (**ALICE***) for students will be conducted each year for students in grades K-12. Drills and instruction for earthquake emergencies shall include the earthquake emergency response procedure of “drop, cover and hold on” during the earthquake. Drills and instruction on safety threats shall include procedures related to lockdown, lockout, shelter in place and evacuation and other actions to take when there is a threat to safety.

***Alert**-Initial Alert: may be gunshot, Intercom Announcement, etc. (Don't use code words)

Lockdown-If Evacuation is not a safe option, barricade entry points. Prepare Evacuation or Counter if needed.

Inform-Communicate real time info on shooter location. Use clear and direct language using any communication means possible.

Counter-Create Noise, Movement, Distance and Distraction with the intent of reducing the shooters ability to shoot accurately. Counter is NOT fighting.

Evacuate-When safe to do so, remove yourself from the danger zone.

Refer to School Board Policy [EBCB](#) Emergency Drills

Homeless Students

The district provides full and equal opportunity to students in homeless situations as required by law, including immediate enrollment. School records, medical records, proof of residence or other documents will not be required as a condition for admission. A homeless student will be admitted, in accordance with the student's best interest, to the student's school of origin or will be enrolled in a district school in the attendance area in which the homeless student is actually living, unless contrary to the request of the parent or unaccompanied student.

Transportation to the student's school of origin will be provided in accordance with the

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McKinney-Vento Homeless Assistance Act. For additional information concerning the rights of students and parents of students in homeless situations or assistance in accessing transportation services, contact **district's liaison for homeless students at 830-6262.**

In the event a dispute arises over school selection or enrollment of a student in a homeless situation, the student will be immediately admitted to the school in which enrollment is sought pending resolution of their dispute. The student/parent may appeal the school's written decision in accordance with the McKinney-Vento Act dispute resolution and appeal process, including final appeal to the Oregon Department of Education (ODE) State Coordinator. Additional information may be obtained by contacting the district's liaison for students in homeless situations.

Immunization



A student must be fully immunized against certain diseases or must present a certificate or statement that, for medical or religious reasons, the student should not be immunized. Proof of immunization may be personal records from a licensed physician or public health clinic.

Any student not in compliance with Oregon statutes and rules related to immunization will be excluded from school until such time as they have met immunization requirements. Parents will be notified of the reason for this exclusion. A hearing will be afforded upon request.

Human Sexuality, AIDS/HIV and STD Instruction

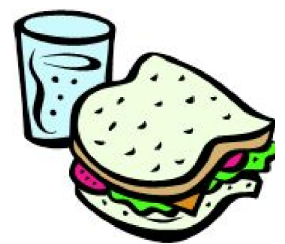
An age-appropriate plan of instruction about Human Sexuality, AIDS, HIV, HBV and HCV has been included as an integral part of the district's health curriculum. The plan of instruction will include age-appropriate child sexual abuse prevention instruction for students in kindergarten through grade 12. Any parent may request that their student be excused from that portion of the instructional program required by Oregon law by contacting the principal for additional information and procedures.

*Refer to School Board Policy [IGA](#) Human Sexuality, AIDS/HIV, Sexually Transmitted Diseases, Health Education***

Lunch/Breakfast Program

WMMS is a Title 1 school which allows us to provide Breakfast and lunch for all students at no charge. They are also provided with a nutritional snack mid-morning. If you choose to join your student for a meal, you must sign in at the front office and pay for the meal as follows:

- ◇ Adult Breakfast: \$2.05
- ◇ Adult Lunch: \$3.65



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Any student requesting juice rather than milk must have a Doctor's note on file available from the Food Service Office, 541-830-6552. According to USDA, a parent note is no longer sufficient.

Each student has an ID must scan their student ID card to allow the school to track how many meals are served daily to remain in compliance with mandatory state reporting of free meals program.

Do not send soda pop, energy drinks or other carbonated beverages as they are not allowed at school. Vending machines with bottled water and healthy juice choices are available for student purchase.

All food and drink must be consumed in the cafeteria. Students are not allowed to take food or drink from the cafeteria into the halls, classrooms, restrooms, lockers or outside.

Media Access to Students

Media representatives may interview and photograph students involved in instructional programs and school activities, including athletic events. Information obtained directly from students does not require parental approval prior to publication.

Parents who do not want their student interviewed or photographed should direct their student accordingly.

District employees may release student information only in accordance with applicable provisions of the education records law and Board policies governing directory information and personally identifiable information.

Parent/Teacher/Student Conferences

Student-led Parent/Teacher/Student Conferences are held twice a year, in the fall and in the spring. After the student-led portion of the conference, all teachers will be available to conference with you on a first come, first serve basis. Of course, students and parents are also encouraged to request a teacher conference at any time.



Fall Conferences

November 20 & 21, 8am - 8pm, by appointment

Spring Conferences

March 21 & 22, by appointment

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Parental Rights

Parents of students may inspect any survey created by a third party before the survey is administered or distributed by the school to students. Parents may also inspect any survey administered or distributed by the district or school. Containing one or more of the following items:

- Political affiliations or beliefs of the student or the student's parent
- Mental or psychological problems of the student or the student's parent
- Sex behavior or attitudes; Illegal, anti-social, self-incriminating or demeaning behavior
- Critical appraisals of other individuals with whom respondents have close family relationships
- Legally-recognized privileged or analogous relationships such as those of lawyers, physicians or ministers
- Religious practices, affiliations or beliefs of the student or the student's parents
- Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance.
- As used in this document, the term parent includes legal guardian or person in a parental relationship. For the purpose of special education students, parent also includes a surrogate parent, an adult student to whom rights have transferred or a foster parent, as defined in [OAR 581-015-2000](#).

A student's personal information (name, address, telephone number, social security number) will not be collected, disclosed or used for the purpose of marketing or for selling that information without prior notification, an opportunity to inspect any instrument used to collect such information and permission of the student's parent(s) or the student, if age 18 or older.

Instructional materials used as part of the school's curriculum may also be reviewed by the student's parent(s). Requests to review materials or to excuse students from participation in these activities, including any non-emergency, invasive physical examination or screenings administered by the school and not otherwise permitted or required by state law should be directed to the office during regular school hours.

Program Exemptions

Students may be excused from a state-required program or learning activity for reasons of religion, disability or other reasons deemed appropriate. Requests for excusal or accommodation must be in writing and must include the reasons for the request and a proposed alternative for an individualized learning activity which substitutes for the period of time exempt from the program and meets the goals of the learning activity or course being exempt. Requests may be filed by the student's parent or guardian, or by a student who is 18 years of age or older or who is an emancipated minor. Requests must be submitted to the principal.

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Student with Disabilities

School District 9 provides programs and services for students with disabilities. A student or parent with questions should contact the principal.

For the full text of this required notice, please refer to the JCSD 9 webpage, www.eaglepnt.k12.or.us, Parent/Student Legal Notices

Visitors

Our classrooms are highly specialized teaching/learning environments. Parents are welcome to visit in support of their child's educational program when visits will not compromise the teaching and learning environment or schedule. Activities such as student testing, one-on-one tutoring and other specialized schedules or therapy generally are not appropriate times to visit. Because of the nature of our classrooms and our students, a strict protocol of confidentiality must be followed. Parents wishing to visit should inform the teacher/office and the reason for the visit.



1. Parents will need to check into the office first and receive a visitor's pass.
2. Parents will have opportunities to observe their child/children in the classroom.
3. Other students in the classroom will not be the focus of observation or focus of concern for a visiting parent.
4. Confidentiality will be maintained at all times, including outside the classroom and the school.
5. Parents will support the current individual learning plans which include IEP's, 504's and/or behavior plans, without alterations, while in the classrooms and throughout the school.
6. Other staff will not be addressed by visiting parents with the intent to alter any student's learning plan/IEP, 504 and/or behavior plan.
7. The learning environment and culture of the classrooms will not be affected by visitors. If at any time the presence of a classroom visitor becomes distracting to the teaching/learning environment, the visit will need to end.
8. Parents wishing to discuss observations, questions, or concerns about their visit may make an appointment with the school administrator.
9. Visiting privileges may be suspended or terminated for any parent who is verbally abusive or inappropriate to staff or students, or whose presence causes disruption in the classroom.
10. Visits will be infrequent and of short duration, however longer observation periods may be arranged and approved by the administration on a case-by-case basis.
11. Visiting parents who have IEP, 504 and/or behavior plan questions or concerns may contact the IEP case manager and school administrator. (Office phone number 541-830-6730)

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Volunteers at School

Volunteers and community partners play an important role in Eagle Point School District 9. Each day in every school, volunteers support and encourage staff and students, and take an active role in helping every student achieve. Through their contributions of time, energy, inspiration and expertise, volunteers often report they receive more than they give.

Anyone may apply to become a volunteer. Before taking part in a volunteer activity, applicants must complete a criminal background check.

If you would like to become a volunteer please apply [online here](#) to go directly to the application.

The following is an outline of the procedure:

1. Anyone may apply to become a volunteer. Before taking part in a volunteer activity, applicants must complete a criminal background check. To do so you need to apply online, on our district website at www.eaglepnt.k12.or.us.
2. Once an approval email is received, let your child's teacher know of your interest to volunteer.
3. The name of each volunteer will be added to the school-wide 'volunteer pool' list that will allow each individual to volunteer in classrooms or escort/attend field trips.
4. All volunteers, including field trip volunteers must check-in at the school office to sign-in and receive a visitor's pass.

Notes:

- This background check process takes one to two weeks to complete. Please do not wait until the day before (or even a few days before) a field trip to begin the process.
- If you completed a background check form during the previous 5 years and have not moved out of Oregon, it may not be necessary to complete a new form.
- Younger siblings are not allowed to attend with the volunteer, and/or visit during instructional time, due to the potential for disruption of teaching and learning.
- Family pets are not allowed on field trips.

Website

Valuable information about School District 9 and our school can be found on the District 9 website: www.eaglepnt.k12.or.us. Click on the "schools" tab at the top of the page, click on our school and explore what is happening. Classroom teachers regularly post information within this website. Links to contact staff members can be found, as well as calendar events, schedules, and current newsletters.

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Section 5: Required Notices

Alternative Education Programs Notification

Alternative education program options have been established and approved by the Board to meet the individual needs of students.

For the full text of this required notice, please refer to the JCSD 9 webpage, www.eaglepnt.k12.or.us, Parent/Student Legal Notices

Alternative Education Programs Establishment

Proposals from parents or students for the establishment of an alternative education program shall be submitted in writing to the superintendent or designee.

For the full text of this required notice, please refer to the JCSD 9 webpage, www.eaglepnt.k12.or.us, Parent/Student Legal Notices

Asbestos

The district has complied with the Asbestos Hazard Emergency Response Act by having buildings inspected by accredited inspectors and the development of a management plan for the control of this substance.

Assessment Program

The district's assessment program shall be designed for the purpose of determining district and school program improvement and individual student needs including the requirements of the Oregon

Administrative Rules. Assessments shall be used to measure the academic content standards and s and to identify students who meet or exceed the performance standards adopted by the State Board of Education.

Students may annually opt-out of taking the statewide summative assessments as provided by state law. The district shall provide the required notice and necessary forms for opting-out of the statewide assessments to the student. The district shall provide supervised study time for students who are excused from participating in the assessment.

The act of student-initiated test impropriety is prohibited. A student that participates in an act of student-initiated test impropriety will be subject to discipline. "Student-initiated test impropriety" means student conduct that is inconsistent with the



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Test Administration Manual or accompanying guidance; or results in a score that is invalid.

Directory Information

In accordance with state and federal regulations, School District 9 may be compelled to provide directory information to state agencies and others. "Directory information" is a legal term for data which may include the student's name, address, telephone listing, photograph, date and place of birth, major field of study, participation in activities and sports, dates of attendance, awards and degrees earned and most recent school attended.

This information will be furnished at the request of interested parties. The District does not ordinarily supply telephone numbers or birth information, but regulations require that the District provide this information if requested unless parents have asked in writing that it not be given. In that case, the District is not allowed to release the student's name and other directory information for programs, honors or awards.

Parents wishing any of the information withheld must notify the school in writing within 15 days of this annual public notice. Parents of students enrolling at any other time of year shall be granted two weeks after enrollment to give the written notice if they wish to withhold any or all of the directory information from publications. In the past, this information has been requested by military recruiters, businesses and political groups.

A parent or student 18 years of age or an emancipated student, may not opt out of directory information to prevent the district from disclosing or requiring a student to disclose their name (identifier, institutional email address in a class in which the student is enrolled) or from requiring a student to disclose a student ID card or badge that exhibits information that has been properly designated directory information by the district in policy [J OA-Directory Information](#).

Discrimination Complaints

A student and/or parent with a complaint regarding possible discrimination of a student on any basis prescribed by law should contact the building principal.

Public Complaints

Any member of the public who wishes to express a concern should discuss the matter with the school employee involved. If the outcome is not satisfactory, a conference with the principal may be requested. If the outcome of this conference is not satisfactory, the student or parent may file a written, signed complaint with the Superintendent, within 10 calendar days, who will investigate the complaint and

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render a decision. If the complainant is dissatisfied with the decision of the superintendent, they may appeal to the Board in care of the superintendent with receipt of the Superintendent's decision. The superintendent will provide the complainant with necessary Board appeal procedures. Board decisions are final. See *EPSD9's Public Complaint Procedure – KL-AR*.

Complaints against the principal may be filed with the superintendent. Complaints against the superintendent should be referred to the Board chair on behalf of the Board.

Complaints against the Board as a whole or individual Board members should be made to the Board chair on behalf of the Board.

Suspected Sexual Conduct/Harassment with Students

Sexual conduct by district employees, contractors, agents, and volunteers is not tolerated. All district employees, contractors, agents, and volunteers are subject to Board policy JHFF/GBNAA – Reporting Requirements Regarding Sexual Conduct with Students.

“Sexual conduct,” means verbal or physical conduct or verbal; written or electronic communications by a school employee, a contractor, an agent, or a volunteer that involve a student and that are: 1) sexual advances or requests for sexual favors directed toward the student; or 2) of a sexual nature that are directed toward the student, have the effect of unreasonably interfering with a student's educational performance, or create an intimidating, hostile or offensive educational environment. “Sexual conduct” does not include touching that is necessitated by the nature of the school employee's job duties or by the services required to be provided by the contractor, agent or volunteer, and for which there is no sexual intent.

“Student” means any person who is in any grade from prekindergarten through grade 12 or 21 years of age or younger and receiving educational or related services from the district that is not a post-secondary institution of education, or who was previously known as a student by the person engaging in sexual conduct and who left school or graduated from high school within 90 days prior to the sexual conduct.

The person designated licensed administrator to receive sexual conduct reports at school is the Principal. In the event the designated this person is the suspected perpetrator, the superintendent, or Board chair shall receive the report. When the designated reporter takes action on the report, the person who initiated the report must be notified. The district will notify, as allowed by state and federal law, the person who was subjected to the suspected sexual conduct about any actions taken by the district as a result of the report.

The district will provide annual training to district employees, parents and student regarding the prevention and identification of sexual conduct. The district shall make available each school year the

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training described below to volunteers and parents of students attending district-operated schools. This training will be offered separately from the training provided to district employees.

1. Prevention and identification of sexual conduct;
2. Obligations of district employees under ORS 339.388 and 419B.005 – 419B.050 and under adopted board policies to report suspected sexual conduct; and
3. Appropriate electronic communications with students.

Sexual harassment is strictly prohibited and shall not be tolerated. This includes sexual harassment: of students by staff members, other students or third parties; of staff members by students, other staff members, or third parties; and of third parties by staff members and students. This policy applies to third parties who are on or immediately adjacent to school grounds or district property, are at any school-sponsored or district-sponsored activity or program, or are off school or district property, if a student or staff member acts toward the person in a manner that creates a hostile environment for the person while at school or a school-sponsored or district-sponsored activity or program.

“Third parties” include, but are not limited to, school volunteers, parents, school visitors, service contractors, or others engaged in district business, such as employees of businesses or organizations participating in cooperative work programs with the district and others not directly subject to district control at inter-district and intra-district athletic competitions or other school events.

“District” includes district facilities, district premises, and non-district property if the student or employee is at any district-sponsored, district-approved, or district-related activity or function, such as field trips or athletic events where students are under the jurisdiction of the district or where the employee is engaged in district business.

The district’s sexual harassment policy is posted on the district’s website and in all 6 through 12 schools.

All staff members, students, and third parties are subject to this policy.

Sexual harassment of students, staff members or third parties shall include:

1. A demand or request for sexual favors in exchange for benefits;
2. Unwelcome conduct of a sexual nature that is physical, verbal or nonverbal and that interferes with a student’s educational program or activity or that creates an intimidating, offensive or hostile educational environment; unwelcome conduct of a sexual nature that is physical, verbal or nonverbal and that interferes with the staff member’s ability to perform the job or that creates an intimidating, offensive or hostile work environment; or unwelcome conduct of a sexual nature that is physical, verbal or nonverbal and that creates an intimidating, offensive or hostile environment;
3. Assault when sexual contact occurs without the students, staff members or third party’s consent because the student, staff member or third party is under the influence of drugs or alcohol, is unconscious or is pressured through physical force, coercion or explicit or implied threats.

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Examples of sexual harassment may include, but not be limited to, physical touching or graffiti of a sexual nature; displaying or distributing of sexually explicit drawings; pictures and written materials; sexual gestures or obscene jokes; touching oneself sexually or talking about one's sexuality in front of others; or spreading rumors about or rating other students or others as to appearance, sexual activity or performance.

All complaints or reports about behavior that may violate this policy shall be promptly investigated.

Any staff member who becomes aware of behavior that may violate this policy shall [immediately] report to a district official so that the district official (and the reporting staff member when the victim of the harassment is a student or third party) may coordinate efforts to take any action necessary to ensure the:

1. Student is protected and to promote a non-hostile learning environment;
2. Staff member is protected and to promote a non-hostile work environment; or
3. Third party who is subjected to the behavior is protected and to promote a non-hostile environment.

This includes providing resources for support measures to the student, staff member or third party who was subjected to the behavior and taking any actions that are necessary to remove potential future impact on the student, staff member or third party, but are not retaliatory against the student, staff member or third party being harassed or the staff member who reported to the district official.

Any student or staff member who feels they are a victim of sexual harassment are encouraged to [immediately] report their concerns to district officials, this includes officials such as the principal, compliance officer or superintendent. Students may also report concerns to a teacher, counselor or school nurse, who will promptly notify the appropriate district official.

Upon receipt of a complaint from a student or the student's parents, a staff member or a third party alleging behavior that may violate this policy, the district shall provide written notice as required by Oregon Revised Statute (ORS) 342.704(5) to the complainant.

The person who initiated the complaint and if applicable the student's parents or person's parents shall be notified when the investigation is initiated and concluded and as to whether a violation of this policy was found to have occurred to the extent allowable under state and federal student confidentiality laws.

The initiation of a complaint, and the participation in an investigation, in good faith about behavior that may violate this policy may not adversely affect the educational assignments or any terms or conditions of employment or of work or educational environment of the person who initiated the complaint or who participates in the investigation. There shall be no retaliation by the district against any person who, in good faith, reports, files a complaint or otherwise participates in an investigation or inquiry of sexual harassment.

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It is the intent of the Board that appropriate corrective action will be taken by the district to stop the sexual harassment, prevent its recurrence and address negative consequences. Students in violation of this policy shall be subject to discipline up to and including expulsion and/or counseling or sexual harassment awareness training, as appropriate. The age and maturity of the student(s) involved and other relevant factors will be considered in determining appropriate action. Staff members in violation of this policy shall be subject to discipline, up to and including dismissal and/or additional sexual harassment awareness training, as appropriate. Other individuals whose behavior is found to be in violation of this policy shall be subject to appropriate sanctions as determined and imposed by the superintendent or the Board.

Additionally, the district may report individuals in violation of this policy to law enforcement officials. Licensed staff, staff registered with the Teacher Standards and Practices Commission (TSPC) and those participating in practicum programs, as specified by Oregon Administrative Rules, shall be reported to TSPC.

Principals, the compliance officer, and the superintendent have responsibility for complaints and investigations concerning sexual harassment. All complaints and other reported incidents shall be investigated. The investigator shall be a neutral party having had no involvement in the complaint presented.

Step 1 Any sexual harassment information (i.e., reports, complaints, rumors, etc.) shall be presented to the district officials such as the principal, compliance officer or superintendent. All such information shall be reduced to writing and will include the specific nature of the sexual harassment and corresponding dates.

The district official receiving the complaint shall cause the district to provide written notice from the district to the complainant that includes:

1. Their rights of the student, student's parents, staff member, person or person's parent who filed the complaint;
2. Information about the internal complaint processes available through the school or district that the student, student's parents, staff member, person or person's parents may pursue including the person designated for the school or district for receiving complaints;
3. Notice that civil and criminal remedies that are not provided by the school or district may be available to the complainant through the legal system and that those remedies may be subject to statutes of limitation;
4. Information about services available to the student or staff member complainant through the school or district including any counseling services, nursing services, or peer advising;
5. Information about the privacy rights of the student, student's parents, staff member, person or person's parents and legally recognized exceptions to those rights for internal complaint processes and services available through the school or district; and
6. Information about, and contact information for, state and community-based services and resources that are available to persons who have experienced sexual harassment.; and

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7. Notice that students who report information about possible prohibited conduct and students who participate in an investigation under Board policy, GBN/JBA – Sexual Harassment, may not be disciplined for violations of the district’s drug and alcohol policies that occurred in connection with the reported prohibited conduct and discovered as a result of the ensuing report or investigation, unless the student gave another person alcohol or drugs without the person’s knowledge and with the intent of causing the person to become incapacitated and vulnerable to the prohibited conduct.

This written notification must:

1. Be written in plain language that is easy to understand;
2. Use print that is of the color, size, and font that allow the notification to be easily read; and
3. Include that this information is made available to students, students’ parents, staff members, and members of the public at each school office, at the district office, and on the school or district website.

Step 2 The district official receiving the information or complaint shall promptly initiate an investigation. The official will arrange such meetings as may be necessary to discuss the issue with all concerned parties within [five] working days after receipt of the information or complaint. All findings of the investigation, including the response of the alleged harasser, shall be reduced to writing. The district official(s) conducting the investigation shall notify the complainant in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law. The parties will have an opportunity to submit evidence and a list of witnesses.

A copy of the notification letter provided in Step 1 and the date and details of notification to the complainant of the results of the investigation, together with any other documentation related to the sexual harassment incident, including disciplinary action taken or recommended, shall be forwarded to the superintendent.

Step 3 If a complainant is not satisfied with the decision at Step 2, the complainant may submit a written appeal to the superintendent or designee. Such appeal must be filed within [10] working days after receipt of the Step 2 decision. The superintendent or designee will arrange such meetings with the complainant and other affected parties as deemed necessary to discuss the appeal. The superintendent or designee shall provide a written decision to the complainant within [10] working days.

Step 4 If a complainant is not satisfied with the decision at Step 3, the complainant may submit a written appeal to the Board. Such appeal must be filed within [10] working days after receipt of the Step 3 decision. The Board shall, within [20] working days, conduct a hearing at which time the complainant shall be given an opportunity to present the appeal. The Board shall provide a written decision to the complainant within [10] working days following completion of the hearing.

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Complaints against the principal may be filed with the superintendent. The superintendent will cause the notice requirements identified in step 1 to be completed. The superintendent will investigate the complaint and will notify the complainant in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law. If the complaint remains unresolved within [10] working days of receipt by the superintendent, the complainant may appeal to the Board in step 4.

Complaints against the superintendent may be referred to the Board chair on behalf of the Board. The Board chair will cause the notice requirements identified in step 1 to be completed. The Board chair shall present the complaint to the Board. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. The Board chair shall notify the complainant in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law. After receiving the results of the investigation, the Board shall decide, within [20] days, in open session what action, if any, is warranted.

Direct complaints of discriminatory harassment related to educational programs and services may be made to the Regional Civil Rights Director, U.S. Department of Education, and Office for Civil Rights, Region X, 915 2nd Ave., Room 3310, Seattle, WA 98174-1099. Additional information regarding filing of a complaint may be obtained through the principal, compliance officer or superintendent.

Confidentiality will be maintained. The educational assignments or study environment of the student shall not be adversely affected as a result of the good faith reporting of sexual harassment.

Identification of Talented and Gifted Students

The district serves academically talented and gifted students in grades K-12, including talented and gifted (TAG) student from such special populations as ethnic minorities, the economically disadvantaged, the culturally different, the underachieving gifted and students with disabilities. Students will be identified based on:

1. A nationally standardized academic achievement test of reading or mathematics or a test of total English Language Arts/Literacy or total mathematics on] the Smarter Balanced Assessment for assistance in identifying academically talented students or Smarter Balanced or other state adopted assessments.

Identified student shall score at or above the 97th percentile on one of these tests. Only students who demonstrate the potential to perform at the eligibility criteria, as well as additional students who are talented and gifted, may be identified.

A parent may appeal the identification process services and/or placement of their student in the district's TAG program as follows:

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Instructional Materials Complaints

Complaints by students or parents about instructional materials should be directed to the principal.

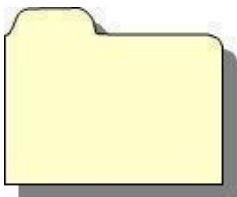
Refer to School Board Policy [IIA-AR](#) Instructional Materials Selection

Private School Attendance

Children who are enrolled by their parents in private schools may participate in publicly funded special education and related services. Federal law allows school districts to limit the amount they spend for these services. If your child is to receive special education services under this provision, the school district will meet with you to develop a service plan describing the services to be provided to your child. Services may be provided on-site at the private school or at a public school. If the services are offered at a public school, the district must offer transportation for the child to access these services.

School districts are not required to pay for the cost of education, including special education and related services of a child with a disability at a private school or facility if the school district made a free appropriate public education available to the child and the parent chose instead to place the child in a private school or facility.

Student Education Records



The information contained below shall serve as the district's annual notice to parents of minors and eligible students (if 18 or older) of their rights, the location and district official responsible for education records. Notice will also be provided to parents of minor students who have a primary or home language other than English.

Education records are those records related to a student maintained by the district. A student's education records are confidential and protected from unauthorized inspection or use. All access and release of education records with and without parent and eligible student notice and consent will comply with all state and federal laws.

Directory information can be released in accordance with Board Policy JOB – Directory Information. Information considered directory information is included under Directory Information Selection and Acknowledgement or Receipt of Handbook. Personally identifiable information shall not be disclosed without parent or eligible student authorization or as otherwise provided by Board policy and law.

Education records are maintained in a locked, fire-safe cabinet in the school office. By law, both parents, whether married, separated or divorced, have access to the records of a student who is under 18 unless the District is provided evidence that there is a court order, state statute or legally binding document relating to such matters of divorce, separation or custody that specifically revokes these rights.

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Parents of a minor, or an eligible student (if 18 or older), may inspect and review education records during regular school hours.

Students with Sexual Harassment Complaints

Sexual harassment by staff member, students, or third parties who are on or immediately adjacent to school grounds, at any district-sponsored activity, on any district-provided transportation or at any official bus stop, board members, school volunteers, parents, service contractors or others engaged in district business is strictly prohibited and shall not be tolerated in the district. "District" includes district facilities, district premises and non-district property if the student or employee is at any district-sponsored, district approved or district related activity or function, such as field trips or athletic events where students are under the control of the district or where the employee is engaged in District business.

Direct complaints related to employment may be filed with the US Department of Labor, Equal Employment Opportunity Commission or Oregon Bureau of Labor and Industries. Direct complaints related to educational programs and services may be made to the Regional Civil Rights Director, US Department of Education, Office for Civil Rights, Region X, 915 2nd Ave, Room 3310, Seattle, WA 98174-1099. Additional information regarding filing of a complaint may be obtained through the principal, compliance officer or superintendent.

Transfer of Student

Requests that a student attend a district school other than the student's assigned school within their regular attendance boundary must be made by the parent/guardian and submitted electronically to the principal or designee of the school the student currently resides. Applications are available on the district website (www.eaglepnt.k12.or.us) and will be accepted from April 1 through May 31 for the following school year. Requests made after May 31 may be considered in unusual circumstances, at the principal's discretion.

Eagle Point School District 9 will not release students to attend a school in another district except under hardship status. Please visit our website (www.eaglepnt.k12.or.us) for detailed transfer information under Parents & Students.

School Board policies [JECE](#), [JECF-AR](#), [JECB-AR](#), [JECBB](#), [JECBB-AR](#) speak specifically to transfers and principals are to adhere to the guidelines described within.

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APPENDIX

23-24 EPSD9 Behavior Definitions Matrix REVISED SEPTEMBER 2023

THIS CONTINUUM IS TO BE USED AS A GUIDE. CIRCUMSTANCES WILL BE TAKEN INTO CONSIDERATION. ADMINISTRATION HAS THE FINAL DETERMINATION. Decision Rules regarding consequences & interventions are based on FREQUENCY, DURATION & INTENSITY

Discipline Continuum	Staff Handled Infractions		Major Office Referral		
	Classroom Management	Minor Referral			
	Student conference. Reteach. Classroom Conseq.	Submit Minor referral AND contact parent. Assign consequence	Investigate, document, contact parents, assign consequences, and notate interventions. Refer to Progressive Discipline Matrix		
Bullying	Refer to harassment	Unwanted, ongoing aggressive behavior among school aged children that involves a real or perceived power imbalance	Repeated abuse, harassment-cruel, thoughtless hurtful comments, cyber, electronic, intimidation		
Defiance	Poor attitude/ non-compliance/not working or participating in class	Back talking, rude comments or actions, arguing, failure to serve detention/ continued refusal to work in class	Willful refusal to follow directions, persistent arguing, refusal to serve detention, refusal to leave classroom/not working in class after repeated request	Continued refusal to follow directions	Law Enforcement may be contacted if disruption of the learning environment continues
Disrespect	Socially rude	Low intensity to adults & students	Willful disrespect	Elevated oppositional lack of respect; talking back, and/or ignoring adult requests	Repeated offense after repeated instruction becomes Major defiance
Disruptions	Talks out, off task, interrupting	Continual interruptions, distracting others	Disrupting other classes or Student Success Room	Disruptive during ISS	
Dress Code Violation		Attire that is not in line with D9 dress code policy	Repeated wearing of attire that is not in line with D9 dress code policy.		
False statements or reporting	Student delivers message that is untrue.	Repeated false statements or reports	Student deliberately delivers message that is untrue.	False statements that allows self or others to avoid significant consequences after further investigation by staff.	False statements that results in a crime to be referred to School Resource Officer or Deputy for further investigation. Including false accusations against students/staff that have been investigated and proven unsubstantiated.

section 1 of 4, 23-24 EPSD9 Behavior Definitions Matrix

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Forgery/ Plagiarism/ Cheating (Teacher must provide all evidence)	Reteach for naive offense	Repeated behavior or minor classroom/item/assignment/assessment	Behavior that is dishonest in order to gain an advantage in either classroom assignment and/or competition	Forgery, plagiarism - to use with/without owners knowledge or permission	
Gang Affiliation Display - Valava power point to be added here	Wearing clothing, flashing gang signs, student unaware of meaning	Repeatedly wearing clothing, flashing gang signs, student unaware of meaning (use of gang contract introduced)	Wearing clothing, displaying gang pictures, displaying gang signs, violation of gang contract	Uses gang clothing, signs, pictures to intimidate others, tagging, violation of gang contract	Gang Contract - Law Enforcement contacted
Harassment - Gender (identity)	Naive comments related to gender of student	Derogatory gender based comment, cyber, electronic, continuous comments	Harassment based on gender or gender identity; gender based belittling or patronizing comments, derogatory gender specific nicknames, hate speech directed at individual	Threats of violence based upon race (threat assessment likely to occur), escalated and ongoing/targeted imbalance of power, hate speech directed at individual, repeated prejudice or repeated hate speech	Gender based attacks (threat assessment likely to occur), Vocal and/or visual confrontation that obsessively disrupts the learning environment where bias is the root cause
Harassment - Racial	Naive use of racist terms	Derogatory racially based comment, cyber, electronic, continuous comments	Hate speech, abusive or threatening speech either verbal or written that expresses a prejudice	Threats of violence based upon race (threat assessment likely to occur), Escalated and ongoing/targeted imbalance of power, hate speech directed at individual, repeated prejudice or repeated hate speech	Race based attacks (threat assessment likely to occur), Vocal and/or visual confrontation that obsessively disrupts the learning environment where bias is the root cause
Harassment - Religious	Naive use of anti-religious terms.	Derogatory religious based comment, cyber, electronic, continuous comments	Harassment based on religion; religious-based belittling or patronizing comments, derogatory religious specific nicknames, hate speech directed at individual	Threats of violence based upon religion (threat assessment likely to occur), Escalated and ongoing/targeted imbalance of power, repeated prejudice or repeated hate speech	Religious based attacks (threat assessment likely to occur), Vocal and/or visual confrontation that obsessively disrupts the learning environment where bias is the root cause

section 2 of 4, 23-24 EPSD9 Behavior Definitions Matrix

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Harassment - Sexual	Naive sexual comments, boyfriend/girlfriend inappropriate mild comments	Derogatory sexual based comment, cyber, electronic, continuous comments	Obscene gestures, cyber, electronic, unzipping or pulling down pants (self or others), inappropriate touching or kissing, sharing pictures/drawings of a sexual nature, hate speech directed at individual	Repeated sexual content, behaviors viewed as sexual harassment. Police involvement likely to occur, escalated and ongoing/targeted imbalance of power	Touching another person sexually. Exposing privates. Police involvement likely to occur. Vocal and/or visual confrontation that obsessively disrupts the learning environment where bias is the root cause
Harassment - Verbal Threats	Impulsive or naive statements	Derogatory verbal threats based comment, cyber, electronic, continuous comments	Knowingly and willfully making threats of harm to others or to cause property damage that invoke fear. (May do a threat assessment)	Elevated level of concern where intent to harm is perceived or evident (School Psychologist and/or law enforcement may be involved), Escalated and ongoing/targeted imbalance of power	School Psychologist and law enforcement will conduct threat assessment protocol for level 2 threat team. Vocal and/or visual confrontation that obsessively disrupts the learning environment where bias is the root cause
Inappropriate display of affection	Inappropriate Hugging or Hand Holding	Repeated inappropriate hugging and/or kissing	Persistent kissing or hugging	Persistent kissing, grabbing private areas, both parties consenting	Sexual activity
Inappropriate or abusive Language or gestures	Mild language, for example: shut up, name calling	Repeated Disrespectful language - minor	Excessive swearing, abusive language directed to staff and others	Repeated abusive language	See harassment & bullying columns
Physical aggression			Student engages in actions involving serious physical contact, throwing object out of anger or the potential intent to harm	Repeated problems or causes injury, hitting, kicking.	Physical aggression that results in serious injury
Physical contact	Not keeping hands, feet, and objects to self, horseplay	Repeated horseplay, pushing, shoving, kicking	Continued physical contact that results in injury. Continued or excessive.	Refer to physical aggression	
Property Misuse	Inappropriate use of an object, throwing object	Unsafe use of an object, throwing objects at others, inappropriate objects at school	See Damage/Vandalism		
Skip / cutting class	Lingers on the way back from other school-wide area when student has a	Returns late from break or repeatedly late to class	Leaves class without a pass, skips class, students leaving school grounds. Misuse of hall pass.		
Tardies	Arrives after the bell two or fewer times	Arrives after the bell three or more times.	Repeated unexcused tardies, after contract and interventions.		
Technology Electronics Violation	Naively or accidentally goes to inappropriate website or uses unacceptable search engine	Downloads information from an unauthorized website, no inappropriate content. Records other students, fights, etc., on a district iPad and does not turn over video to admins immediately.	Repeatedly downloads or accesses inappropriate content. Records other students, fights, etc., on a district iPad and does not turn over video to admins immediately. Posts to social media with the intent to incite	Downloads inappropriate content from a website or causes breach of district network. Records other students, fights, etc., on a district iPad and does not turn over video to admins immediately. Posts to social media with the intent to incite	Uses school district technology to commit a crime. Law Enforcement Involved.
Theft	Naive taking something without permission	Repeated behavior. Theft of misplaced property. (Lost and found, in other words, student can't pick something up off the ground and keep it)	Theft is the act of stealing, removing or taking someone else's personal property to deprive the rightful owner. This can include the involvement of an accomplice		Law Enforcement Involvement
Vandalism/Damage	Refer to property misuse	Refer to property misuse	Deliberate destruction of school or personal property. Deliberate defacing property. Deliberate tampering with devices		

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NOTIFY SMT AND ADMIN IMMEDIATELY FOR INCIDENTS BELOW				
Arson			Intentional lighting of combustible materials	
Bomb Threat		Naive bomb threat	Delivering a message of possible explosive materials, in possession of possible combustibles and/or bomb paraphernalia; intentional false alarm	
Combustibles		Naive possession of matches/combustible - self report	Intentional possession of matches/lighter, failure to self report	Displaying lighter or combustibles to peers or threat of use
Intoxicants - Drugs, Alcohol, Tobacco and Vaping Including Use, possession, sale or providing		Naive possession of intoxicants - self report	Use/possession/under the influence of (Follow Board Policy JFCG)	
False Alarm	Passive Aggressive false alarm	Purposeful false alarm without intention	Purposefully pulling fire alarm or making false alarm with intention	
Fighting or Assault			Mutual participation involving physical violence hitting, kicking, choking, scratching, biting, other types of attacks.	Premeditated act of violence involving hitting, kicking, choking, scratching, biting, or other attacks
Threat of Violence	Refer to Harassment/Verbal threats	Refer to Harassment/Verbal threats	Threat to harm or kill. Follow board policy JFCM and complete Threat Assessment <i>Call the police for any threats involving guns, threats to harm or kill or for anything that has the potential to escalate on social media and police will get phone calls about.</i>	
Weapons		Naive possession of pocket knife or similar - self report	Student shares with a peer that they have a dangerous object - failure to self report	In possession transports or uses a knife, firearm, or toxic material. Use of any object in a dangerous way. Replicas. Board policy JFCJ

Note: This is a recommended guideline for most discipline situations. Some incidents may result in an out of school suspension the first time, and there may be repeated in-school suspension, as necessary. We will investigate any situation that poses harm to any one of our students or staff.

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23-24 EPSPD Middle School Progressive Discipline Matrix for Referrals

Revised September, 2023

Problem Area	Developing Problem and/or Low Level of Intent	Continuing Problem and/or More Serious Situation	Unresponsive to Corrections and/or Severe Situation
Arson	Disciplinary Action Could Include: Lunch Detention, Loss of Privilege, After School Detention, or Suspension	Disciplinary Action Could Include: Parent Student Conference, Loss of Privilege, Detention, In School or Out of School Suspension	Disciplinary Action Could include: In School or Out of School Suspension, or Expulsion
Bomb Threat			10 day suspension/possible expulsion
Bullying	Lunch Detention	2-3 day out of school suspension. After school detention, Loss of privilege	Expulsion suspension 1-3 days
Combustibles including possession of Ammunition, Lighters, and/or Matches	Lunch Detention/Loss of privilege, 1-2 day suspension	3-5 day Suspension	10 day suspension/ possible expulsion
Defiance	Lunch Detention afterschool detention, loss of privilege,	1-3 day suspension	3-5 day suspension
Disrespect	Lunch Detention/ Loss of Privilege	1-3 day suspension	3-5 day suspension
Disruptions	Loss of Privilege/ 1 day suspension	2-3 day suspension	3-5 day suspension
Dress Code Violation	Phone call home, lunch Detention, afterschool detention, loss of privilege.	1-3 day suspension	3-5 day suspension
Drugs: Alcohol, Tobacco and Vaping Including Use or Possession		Up to 5 day suspension	Up to 10 day suspension/ possible expulsion
Drugs: Alcohol, Tobacco and Vaping: Sale or Providing			Up to 10 day suspension/ possible expulsion
False Alarm			Possible expulsion
False Statement or Report	1 day ISS	1-3 day suspension	3-5 day suspension
Fighting or Assault	1-2 day suspension	2-5 day suspension	Up to 10 day suspension/ possible expulsion
Forgery/Plagiarism/Cheating	Lunch Detention afterschool detention, loss of privilege,	1-3 day suspension	3-5 day suspension
Gang Affiliation Display	Reteach, Lunch Detention, Loss of privilege;	1-3 day suspension, gang contract	3-5 day suspension, possible expulsion, possible LE involvement

section 1 of 2, 23-24 EPSPD9 Middle School Progressive Discipline Matrix for Referrals

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23-24 EPSD Middle School Progressive Discipline Matrix for Referrals

Revised September, 2023

Harassment - all (see behavior definition matrix)	1-2 day suspension	2-5 day suspension	3-5 day suspension
Inappropriate Displays of Affection	Lunch Detention, Loss of privilege,	1-3 day suspension	3-5 day suspension
Inappropriate or Abusive Language	Lunch Detention, Loss of privilege,	1-3 day suspension	3-5 day suspension
Physical Aggression		1-3 day suspension	3-5 day suspension
Physical Contact (Includes Horseplay and Pretend Fighting)	Lunch Detention, Loss of privilege,	1-3 day suspension	3-5 day suspension
Property Misuse	Warning, lunch detention	1-3 day in school suspension	1-3 day suspension
Skipping and/or Cutting Class	Lunch Detention, Loss of privilege,	1-3 day suspension	3-5 day suspension
Tardies	Parent conference, lunch detention	After school detention, Contract	1/2 to full day ISS
Technology Electronic Violation	1-2 day suspension	2-5 day suspension	3-5 day suspension
Theft	Lunch Detention afterschool detention, loss of privilege,	1-3 day suspension	3-5 day suspension. Possible LE involvement
Threat of Violence	Recess Detention, Lunch Detention, Loss of privilege, parent conference, 1-2 day suspension	3-5 day suspension	Up to 10 day suspension/ possible expulsion
Vandalism or damage	1-2 day suspension	2-5 day suspension	3-5 day suspension
Weapons. If the word "gun" is used in any threatening context, contact the police for your building to do a home check			Refer to board policy

POLICE INVOLVEMENT: Since these problems may also violate state law, school officials may need to notify the appropriate police authorities and in cases of major violations, may press charges. If the police authorities are notified, legal guardians will be contacted. Any action taken by police authorities will be in addition to action by the school.

School officials, guided by district policies and procedures, will cooperate with police authorities during investigations.

Administration has the discretion to utilize in-school suspension in lieu of out of school suspension

ALL ACTIONS TAKEN ARE AT THE DISCRETION OF ADMINISTRATION AND DISCIPLINARIAN DUE TO CIRCUMSTANCES AND PAST HISTORY.

SEVERE CLAUSE: Administration may find it necessary to move directly to more extensive disciplinary action, such as the behavior contract depending on the severity of the offense. Accumulation of different types of offenses will also lead to more severe discipline and may require immediate suspension with recommended expulsion.

* Violations of Alcohol and Tobacco policy will result in suspension from all school activities and athletic events for the same periods of time as the eligibility contract.

section 2 of 2, 23-24 EPSD9 Middle School Progressive Discipline Matrix for Referrals

White Mountain Middle School

Bullying Behavior

Bullying Behavior will not be tolerated in District 9 schools. The intent of the person “doing the bullying” makes no difference whatsoever. The person on the receiving end is the one who decides whether the behavior is offensive. Any reports or information on acts of [hazing,] harassment, intimidation, bullying, , acts of cyberbullying, or incidents of teen dating violence (e.g., complaints, rumors) shall be presented to the school disciplinarian for investigation.

Bullying is...

- any ongoing physical or verbal mistreatment
- a deliberate attempt to make someone feel uncomfortable or unhappy
- an imbalance of power and the victim (target) is exposed repeatedly to negative actions on the part of one or more other students
- a conscious desire to hurt, threaten or intimidate someone physically, verbally or psychologically

Behaviors Associated with Bullying...

- offensive name-calling
- aggressive personal contact
- threats (verbal or written)
- intimidating body language
- damage, destruction or theft of property
- invading physical space
- intentional, continual noise-making
- intentional exclusion
- “nasty looks”
- put downs
- teasing
- excluding someone from group or game
- physically hurting someone
- discrimination based on a person being different in some way



How to handle students who bully you...

- avoid them
- walk away
- never find yourself alone with them
- stay in sight of an adult
- be firm and strong even if you don't feel like it
- look them straight in the eye and stand up tall
- tell them to stop and walk away
- ignore them
- pretend you did not hear the comment

White Mountain Middle School

- find a friend
- play with friendly students
- don't fight back physically (it just gets you in trouble too)
- tell your teacher, the lunch supervisor, principal, bus driver

Parents, if your student is being bullied...

- listen carefully to your student
- assure your student that it is not their fault
- stay calm
- get accurate details
- give your student some strategies to cope
- help your student to be proud of how they are unique
- if the problem persists, seek assistance from your student's teachers
- if the problem continues, seek support from the school principal
- seek assistance from school or health professionals

If your student is bullying others...

- find out all the facts from the school
- talk to your student, but do not blame
- emphasize that bullying is not acceptable in your family
- role-play alternative behaviors
- seek assistance from school or health professionals
- be specific regarding consequences for continuing unacceptable behaviors
- reward appropriate behavior

Consequences of Bullying at our School

First Offense:

- Loss of involvement in school functions (e.g. assemblies, field trips, recesses, sports, etc.)
- Parents notified by telephone or letter

Repeated Offenses:

- Referral to school office
- Conference with school principal and parents
- Out of School suspension
- Referral to law enforcement

Note:

- Levels are on a progressive scale, but for serious behavior problems a student can proceed straight to any level. For example, severe physical bullying, even a first offense, may lead to out of school suspension or referral to law enforcement.
- For behavior to be considered illegal, it must be unwanted, repeated, and cause harm.

White Mountain Middle School

Eagle Point School District 9 Directory

District Administration

Andy Kovach, Superintendent	541-830-6563
Valerie Shehorn, Director Teaching and Learning	541-830-6565
Jamie Sullivan, Special Education Coordinator	541-830-6196
Karen McKenzie, Director of Secondary Education	541-830-6578
Ryan Swearingen, Director of Human Resources	541-830-6557
Nick Hogan , Business Manager	541-830-6559

District Support Services

Lydia Tolley, Sodexo Food Service Supervisor	541-830-6552
Ken Gruenwald, Maintenance Supervisor	541-830-1240
John Harding, Building Services Supervisor	541-830-6376
Robert Allen, Technology Supervisor	541-830-6579
Rex Squires, Transportation Supervisor	541-830-1245

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For a list of public meetings scheduled for the school year please [click here](#).
Please visit [School Board Information](#) for more details.