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Chiawana Riverhawks

COMMON GUIDING PHRASE: “SEE BLUE IN ALL YOU DO”

Seeing “Blue” means that we choose to operate according to a moral imperative to enhance our world and we have the fortitude to do the “right” thing even in the face of adversity.

In the classroom	
<p>Be respectful</p> <p><i>Showing consideration for others</i></p>	<p style="text-align: center;">I will:</p> <ul style="list-style-type: none"> • Participate • Use academic language • Follow classroom technology/cell phone policy • Allow others to learn & teachers to teach
<p>Live responsibly</p> <p><i>Doing what is expected</i></p>	<ul style="list-style-type: none"> • Arrive on time and be prepared • Clean up after myself • Have a plan for Hawk Time • Social Distancing
<p>Use Caution</p> <p><i>Making safe choices</i></p>	<ul style="list-style-type: none"> • Use classroom materials and technology correctly • Speak, act & listen in a positive manner • Stay on campus for Hawk Time • Seek an adult with safety concerns
<p>Establish success</p> <p><i>Achieving a desired result</i></p>	<ul style="list-style-type: none"> • Know when my work is due and turn it in (using asynchronous time when work is assigned) • Attend classes on time every day (cameras on when possible) • Ask for help when needed • Have high standards for myself • Own my mistakes and learn from them

Chiawana High School Mission & Guiding Commitments:

Our Mission: *“To Ignite world class learning for all students, resulting in thoughtful and accomplished individuals.”*

GUIDING COMMITMENTS: The following commitments will guide the decisions and interactions for the Chiawana Community: We are committed to:

- * Developing relationships that are at the core of learning for our students and staff.
- * Collaborating with our peers for the purpose of improved student learning.
- * Teaching kids as if they were our own, providing unrelenting coaching until clear and rigorous standards are met.
- * Using data, academic research, and action research to guide decisions about effective teaching and learning practices, resource allocation, and building policies and procedures.
- * Making certain that student and staff human needs are being met by filtering our decisions through the following list of human needs:
 - Safety** from fear of embarrassment or physical harm.
 - Love and Belonging** through valued inclusion, respect, and sincere caring.
 - Freedom and Independence** through the power and the option to make meaningful and valued decisions.
 - Success** through challenging and successful accomplishment and recognition of the continued growth in valued creativity, competence, skills, and knowledge.
 - Valued Purpose** through knowing and believing that what is being done is fulfilling a need, solving a problem, or serving a purpose that is valued by the learner.
 - Fun and Enjoyment** through an environment that honors people’s need to enjoy what they are doing.

The Fish Philosophy

Chiawana High School has incorporated a time proven model of passion and whole-heartedness—The Fish! Philosophy. The root of this philosophy comes from the *Pike Place Fish Market* in Seattle. Selling fish is cold and exhausting, yet the market pulses with so much energy, fun, incredible service, and teamwork that people come from around the world just to watch the fishmongers work. This is what we want for our students, staff, and families.

The Fish! Philosophy includes four fundamental practices Chiawana embraces:

Be There—Be physically and emotionally present for people, especially when they need you. It’s a powerful message of respect that strengthens relationships.

Play—Constantly look for ways to be creative and have fun while working. Let your curiosity and lightheartedness fuel your enthusiasm.

Make Their Day—Find special ways to connect with everyone you encounter, for no other reason than to brighten their day.

Choose Your Attitude—No matter the situation, take responsibility for consciously choosing how you want to show up in the world.

With all of us working together to embrace these four practices, Chiawana High School will be world class!

			Chiawana Support Team phone #s and emails			
12th Senior Team 2021 - B WING		5748		EMERGENCY	5788	
Administrator	Brian Baker	5521	bbaker@psd1.org	SECURITY	5741	
VP Secretary	Vicki Allen	5748	vallen@psd1.org	Officer King	5564	cuking@psd1.org
Counselor (A-L)	Domingo Gonzales	5689	dogonzales@psd1.org	NURSE - Kate Hetzer	5693	khetzer@psd1.org
Counselor (M-Z)	Connie Wallace	5527	cwallace@psd1.org	ACCOUNTING - Karen Weis	5711	kweis@psd1.org
SAS - 12th	Blanca Zepeda	5709	bzepe da@psd1.org	ACTIVITIES - Bobbi Buttars	5740	bbuttars@psd1.org
11th Junior Team 2022 -UPPER D WING		5676		ATHLETICS		
Administrator	Tony Rubalcava	5768	arubalcava@psd1.org	John Cazier - Director	5524	jcazier@psd1.org
VP Secretary	Deanna Aranda	5676	daranda@psd1.org	Kristen Fifer - Secretary	5739	kfifer@psd1.org
Counselor (A-L)	Andre Wren	5719	awren@psd1.org	ATTENDANCE		
Counselor (M-Z)	Norma Espindola	5743	nespindola@psd1.org	Becky Rivera	5695	rrivera@psd1.org
SAS - 11th	Sophie Gunlock	5710	sgunlock@psd1.org	Sarai Camacho	5770	scamacho@psd1.org
10th Sophomore Team 2023 -LOWER D		5736		Veronica Garcia	5758	vgarcia@psd1.org
Administrator	Phil Koestner	5522	pkoestner@psd1.org	COMMUNITIES IN SCHOOLS		
VP Secretary	Jessica Farias	5736	jefarias@psd1.org	Erika Martinez - Site Coordinator	5533	ermartinez@psd1.org
Counselor (A-L)	Mary Gutierrez	5531	mpgutierrez@psd1.org	CUSTODIAL		
Counselor (M-Z)	Tino Barrera	5682	tbarrera@psd1.org	Marilyn Khotpanya	6776	mkhotpanya@psd1.org
Counselor (E-L-D)	Tim Haugen	5732	thaugen@psd1.org	DEAN OF STUDENTS		
SAS - 10th	Janet Bueno	5764	jbueno@psd1.org	Robb Wallace (9 th & 11 th)	5586	rwallace@psd1.org
9th Freshman Team 2024 - C WING		5747		Shelly Crump-Peterson (10 th & 12 th)	5705	scrump@psd1.org
Administrator	KC Bennion	5525	kbennion@psd1.org	FACILITY USE - Eli Garza		6724
VP Secretary	Elsie Izaguirre	5747	eizaguirre@psd1.org	GEAR UP		
Counselor (A-L)	Ginaflor Hinnant	5687	ghinnant@psd1.org	Rafael Deleon - Site Director	5582	rdeleon@psd1.org
Counselor (M-Z)	Brian Thomas	5528	bthomas@psd1.org	Dawn Goodrich - Lead Tutor	5582	dgoodrich@psd1.org
SAS - 9th	Maria Montez	5707	mmontez@psd1.org	Brisa Vasquez - Acad. Instruc. Spec.	5582	bvasquez@psd1.org
Main Office		5500		Hawk's Nest - Kerry Torres		5717
Principal	John Wallwork	5520	jwallwork@psd1.org	JSS - Fernando Herrera		5742
Principal's Secretary	Jessica Rodriguez	5510	jesrodriguez@psd1.org	LIBRARY		
Front Desk Recept	Annabell Gomez	5500	agomez@psd1.org	Judy Hatchett - Librarian	5571	jhatchett@psd1.org
STUDENT SERVICES		5699		Rietta Logozzo - Library Clerk	5722	rlogozzo@psd1.org
Vice Principal	Bryan Meredith	5523	bmeredith@psd1.org	Library Seminar Room 1 (Front)		5683
VP Secretary	Rosa Munguia	5756	rmunguia@psd1.org	Library Seminar Room 2 (Back)		5725
SAS	Gustavo Gonzalez	5532	ggonzalez@psd1.org	MIGRANT		
Guidance Secretary	Yolanda Cabrera	5699	ycabrera@psd1.org	Claudia Serna-Stephenson-Counsel	5720	cserna@psd1.org
Assmnt. Coordinator	Rosie Garza	5701	rogarza@psd1.org	Rosa Sandoval (Migr. Grad. Spec. 9 th)	5677	rsandoval@psd1.org
Career Specialist	Michael Brown	5696	mbrown@psd1.org	R.O.C. - Erika Smith		5772
CTE Comm Engage Mgr	Ana Tuiaea-Ruud	5550	aruud@psd1.org	SPECIAL EDUCATION SERVICES		
CTE Secretary	Lynne Fincher	5530	lfincher@psd1.org	--School Psychologists:		
ELD Facilitator	Josh O'Reilly	5697	joreilly@psd1.org	Geanette Brumbaugh	5763	gbrumbaugh@psd1.org
Master Scheduler	Kym Kennell	5698	kkennell@psd1.org	Leland Graham	5721	lgraham@psd1.org
Prevention Interv. Spec	Alma Zambrano	5702	azambrano@psd1.org	~Clerk: Angela Hendricks		5690
Probation Off.-JJC	Shawn Guajardo	5703	sguajardo@psd1.org	TESTING		
Registrar	Margarita Mendoza	5723	mmendoza@psd1.org	Rosie Garza - Assmnt. Coord.	5701	rogarza@psd1.org
Student Interv. Super	Sam Nuñez	5704	snunez@psd1.org	Testing Office D2022		5771
Sub-Calling Clerk	Debbie Luhrs	5625	dluhrs@psd1.org			
Translator	Sally Sandoval Aguirre	5731	saguirre@psd1.org			
Main office phone # is 543-6786						

STUDENTS RIGHTS AND RESPONSIBILITIES

Chiawana High School students, as citizens of the school community, are entitled to all the rights and privileges granted by our democratic society. The right to an education, however, does allow that schools may legitimately expect students to accept certain responsibilities. It is important that both students and parents read this document, as they are responsible to know the information.

When students go to school to learn, they arrive on time with their work done to the best of their ability. Students present themselves in attire that is not distracting to the learning of others. Students who want to better themselves ask their peers and teachers for help when necessary and will give help to others. Role modeling healthy behavior develops leadership skills and lifelong habits that can increase the number and quality of opportunities.

All students who attend Chiawana High School shall comply with the written policies, rules, and regulations of the Pasco School District; shall pursue the required course of studies; and shall submit to the authority of school staff, subject to such corrective action(s) as identified in the Pasco School District/Chiawana High School Student Discipline Codes. As afforded by Washington Administrative Code, all students have the right to due process.

OVERVIEW OF STUDENT RIGHTS

Each Chiawana High School student has the right to:

- * An equal educational opportunity, free of discrimination because of national origin, immigration status, race, religion, sexual orientation, gender, pregnancy, marital status, or an identified learning need.
- * Be secure in his or her person, papers, and effects from unreasonable search and seizures.
- * Free expression and assembly subject to reasonable limitations and identified procedures for exercising such rights.
- * Be free from unlawful interference in his or her pursuit of an education while in the custody of a school authority.

OVERVIEW OF STUDENT RESPONSIBILITIES

Each Chiawana High School student has the responsibility to:

- * Attend school daily and be on time to class with all necessary materials.
- * Know and obey the rules of the district and the school.
- * Accept reasonable consequences for violating school or district rules.
- * Have school identification badge and correctly identify him or herself when asked to do so by school employees.
- * Respect the rights of others, as not to disrupt or deprive others of their right to an education.
- * Respect the property of others, of the school, and the district; and be willing to make restitution for property damaged.

GENERAL POLICIES AND PROCEDURES

Add Drop Procedures:

Dropping a class requires a clearance from the student's wing administrator. Changes to a student's schedule once the trimester has begun may have negative consequences.

A course dropped from a student's schedule after the twentieth school day of the

trimester will result in a grade of “W” (if passing the course at the time of the drop) or “WF” (if failing the course at the time of the drop). The principal or designee may waive the “WF” grade requirement if it is determined there are medical or other extenuating circumstances necessitating the dropping of the course and the waiver is in the best interest of the student and the school. The dropped course and grade would still appear on the student’s transcript, but the “W” does not negatively impact the student’s grade point average.

Cheating/Plagiarism:

The CHS community takes student academic honesty very seriously. Plagiarism is defined as “Borrowing someone's ideas, information, or language without documenting the source and/or documenting the source but paraphrasing the source's language so closely without using quotation marks to indicate that words and phrases have been borrowed” (Hacker, The Bedford Handbook for Writers).

College and Career Readiness Taught in Advisory:

In an effort to provide students with information on life after high school, Hawk Time may be used weekly to deliver post high school information in an advisory class. These mandatory sessions will give students the information necessary to make individual life choices. Attendance is mandatory.

College in the High School/ Advanced Placement:

Students who sign-up for Advanced and Advanced Placement (AP) classes must understand the following guiding principles and philosophies of the Chiawana Advanced Placement department:

- 1) CHS has an AP philosophy of ‘OPEN ENROLLMENT’; the only requirements to enroll in Advanced or AP classes are an interest in the subject matter and a desire and willingness to work hard.
- 2) Some AP courses are designed to be taken in a sequence, check with the course guidebook to be sure.
- 3) AP classes are college-level courses with rigorous standards and course work policies.
- 4) Students in AP classes may take the AP Exam in May with the possibility of earning college credits. Exams are purchased based on the second trimester enrollment in the AP class. Any student, who fails to take the exam, after the exam has been purchased, will be fined the cost of the exam, unless prior arrangements have been made. Those prior arrangements must fall within the College Board’s acceptable late exam policies.
- 5) Some classes have a contract through Central or Eastern Washington Universities, in which students who successfully meet CWU’s criteria for credit can earn university credit.
- 6) All students will remain in AP classes for the minimum of one quarter after signing up for the class. If, after the first quarter, students would like to drop a class, the student will go through the process of seeking permission from the parent, teacher, counselor, AP Department chair, and the administrator who oversees the AP department. These conversations will be documented through the AP Drop Form.

Any adults involved in this decision can exercise their judgement and call a parent meeting before signing off on the drop.

- 7) Classes in which students are dual-enrolled through Central Washington Universities and which students seek to drop, may result in the student earning a withdrawal/failing grade on their college transcript. Federal law requires that students disclose all transcripts when applying to colleges and universities.

Current College in the High School:

BIO101 (2 Trimesters of Biology AP)

BIO201 (2 Trimesters of Human Anatomy and Physiology)

ENST201 Environmental Science

ENG101, ENG102, Composition and Academic Writing (11th English 1 & 2)

ENG105 Intro to Literature (2 Trimesters of 12th English)

MTH153, MTH154 (Pre-Calculus 1 & 2) and MTH172, MTH173 (Calculus).

SOC107 Principles of Sociology

SPAN151, SPAN152, SPAN153 First Year Spanish

Computer Usage:

Students will be using computers throughout the year. Students should always practice proper care of computers. Students should:

- * Maintain the secrecy of passwords and log in only under their own ID and refrain from using inappropriate language for directory and file names.
- * Stay in programs and features instructed by the teacher and keep non-lab software off the computers and notify the teacher immediately if the equipment is not working correctly.
- * Check your email daily.

Deliveries to Students:

Deliveries to students such as flowers, balloons, birthday gifts, food, drinks, etc., **will not be allowed**, as instructional time is greatly valued. Students will not be called out of class and class will not be interrupted.

Dress Code Policy:

Our goal is to ensure students are learning in class. To facilitate learning for all students, there are minimum standards for student dress, grooming, and appearance. These apply at school and at any school-based or school-sponsored activity, including but not limited to: classes, ASB events, dances, and sporting events.

Students' choice in personal appearance matters should be made in consultation with their parent(s)/guardian(s) and shall not be restricted beyond the below listed requirements. Students who do not meet the minimum standards will be asked to change their clothing. For extracurricular activities, violations may result in a student's removal or exclusion from the activity. A student's dress and grooming shall:

- A. Support the educational mission of the school district and support the student in achieving the goals of the school activity; and
- B. Allow for personal expression.

A student's dress and grooming shall not:

- A. Cause a material and substantial disruption of the educational process and/or school activity;
- B. Create a health or other hazard to the student's safety or to the safety of others;
- C. Damage school property
- D. Create an atmosphere in which a student's, staff member's, or other person's well-being is hindered by undue pressure, intimidation, overt gesture or threat of violence; or
- E. Imply gang membership or affiliation by written communication, marks, drawing, painting, design, or emblem upon any school or personal property or one's person.



Shirts/Tops must cover stomach, back and chest; Tank Tops should cover any undergarments.
 Shorts, skirts and dresses must reach mid-thigh (fingertip rule).
 No visible undergarments
 Shoes must be worn at all times. Footwear must be appropriate to the activity.

The shaded portion of the figure represents front and back views. These parts of the body must be covered. Exceptions to the above minimum standards may be made for PE or specific attire required for a school activity.

As a courtesy, please don't wear perfume, aftershave or scented products.

The following items are not permitted.

- Clothing that promotes violence, contains obscene, sexual, drug or alcohol-related messages, double entendres, logos, graphics, etc., or offenses against creed or gender
- Jewelry that can pose safety hazards or could cause damage to school property

Gang-related apparel or paraphernalia, including but not limited to:

Clothing or accessories with Old English lettering
 Oakland Raiders, Chicago White Sox, Chicago Bulls or Viking's team clothing, 13, South Side, 69, Rolling Hard logos; Jerseys with number 13, 14, 18, 69, 21 and 60
 Display of letters and/or numbers associated with neighborhoods or gangs
 Sagging pants or extremely oversized clothing, including "tall tees"; Pants worn below the waistline; Belts that are 4 or more inches longer than waist of wearer
 Bandanas of any kind or color, hairnets, colored laces of any kind, hanging belts, permanent pens, Rosary beads, ICP clothing or insignias
 Any dangling chains, wallet chains, spiked jewelry Juggallo, Hatchet gear or Hatchet Man logo clothing, stickers, drawings or insignias Gang-affiliated tattoos, permanent or temporary Other items as identified by local law enforcement

Students identified as being gang involved, influenced, or affiliated shall be provided assistance and/or an intervention to support positive activities and involvement in the school community. **For more information, please see PSD Policy and Procedure 3224.**

Electronic Devices and Disruptive Items:

Electronic devices are allowed in classrooms only with permission of a staff member. Otherwise, they are to be in the "Off" position and INVISIBLE during the school day. This

includes but is not limited to: cell phones, IPODs, video games, and tablets. **THESE ARE THE MOST COMMON ITEMS STOLEN AT SCHOOLS; BRING THEM AT YOUR OWN RISK.** Chiawana is not responsible for the loss or theft of these items, even when they have been confiscated. Portable electronic devices and other items that disrupt the educational process are subject to confiscation by staff. All devices confiscated may be picked up in the Main Office after school hours only. In the event that a parent needs to contact a student during school hours, they may call the Main Office at (509) 543-6786. In an emergency, every attempt will be made to locate the student immediately to deliver the message.

Confiscated Items:

- * **1st Offense—Student** may pick-up the device or item in the Main Office at the end of the school day.
- * **2nd Offense—Parent** may pick-up the device or item in the Main Office.
- * **Subsequent offenses**—the device will be held in the Main Office and can be picked up by a parent after school hours.

Unwillingness to surrender an electronic device or disruptive items could result in discipline as outlined in the Students Rights and Responsibilities addressing “Willful Disobedience”.

We ask that students leave skateboards, in-line skates, scooters and other similar items that either are disruptive or cause a safety hazard at home. They are also subject to confiscation if brought to school. **Please note: If it is suspected that an electronic device (including cell phones) has been used to capture images of others without permission, the device may be confiscated and searched.**

Other Valuables: Please leave other valuables and large sums of money at home. Articles of value for class display should be locked in a teacher’s cabinet or checked in at the main office. If students bring any valuable item to school, they do so **AT THEIR OWN RISK.**

Fines and Fees:

If fees and fines are not paid, grades, transcripts or diplomas may be withheld; extra-curricular eligibility may be withheld; and participation in graduation ceremonies may be prohibited.

Freedom of Speech:

Students shall enjoy the privilege of freedom of expression, providing such expression does not disrupt the educational process, infringe upon the rights of others, invade the privacy of individuals, contain libelous or slanderous material; or be construed as lewd or obscene. The administration shall monitor student verbal and written expression; students who violate the above standards may be subject to corrective action.

Grade Points:

Academic rank in class is determined by a student’s grade point average. A student’s grade point average (GPA) is a numerical score translated from letter grades earned during grades 9-12 (8th grade classes that are eligible for high school credit also apply). Students receive points for letter grades earned in their classes on the following basis: A =4.0 A- =3.7 B+ =3.3 B =3.0 B- =2.7 C+ =2.3 C =2.0 C- =1.7 D+ =1.3 D =1.0 F= 0.0

Grade Point Average is figured by taking the sum of the point values of all the grades received for all courses attempted divided by the sum of the credits for all courses attempted.

Grades and Class Expectations:

Teachers will provide students an explanation of their classroom expectations for behavior, academics and grading procedures. Report cards are printed and distributed at the end of each trimester. The Trimester grade is recorded on the student's transcript.

Hall Conduct:

The display of affection in the halls or on campus is not appropriate. Riverhawk students who have respect for each other will control this behavior around school property. Faculty and administration will warn the students, Parents may be notified.

Harassment:

The Pasco School District, in compliance with HB 1444, has adopted (PSD Policy 3207), Prohibition of Harassment, Intimidation and Bullying. This policy clearly states that bullying or harassment of any kind will not be tolerated on any of our campuses. "Harassment, intimidation, or bullying" means any intentional written, verbal, or physical act, including but not limited to one shown to be motivated by any characteristic in R.C.W. 9A.36.089(3), or other distinguishing characteristics, when the intentional written, verbal, or physical act:

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

Further, Policy 3207:

- a. Encourages all staff and students to report any incident of bullying or harassment to an appropriate school official.
- b. Establishes an informal and formal process for filing complaints.
- c. Protects the reporting person from reprisal, retaliation or false accusation against a victim or witness.

Copies of the policy are available from any administrator at Chiawana High School. Any student subject to harassment should immediately report the problem to a school official (teacher, counselor, and administrator).

Hawk Time:

"Hawk Time" is an intervention period built within the school day. Students are required to attend Hawk Time daily, with the exception of Thursdays due to early release for students. Planners will be used to monitor where students are going each day. Students MAY NOT leave campus during Hawk time.

Honor Roll:

Students must earn for the Trimester a GPA of 3.0, be enrolled in at least four graded

classes at Chiawana High School, Running Start or Tri-Tech, and have no grades below a "C-". At least four of the grades must be between "A" and "C-" (i.e., not "P"). Grades "I", "S", "U", "F", "NC", and "D" eliminate a student from the honor roll.

Lockers:

Chiawana High School does not have enough lockers for all students. Freshmen will get first chance at having a locker. Other students may request lockers. They will be distributed on a first-come, first-served basis. School lockers (hallway, band, and gym) are loaned to students by the school and are, therefore, the property of the Pasco School District. Students who damage their assigned lockers or locks will be fined. School officials may search students' lockers without a warrant. Locks will be provided by Chiawana High School at the beginning of the year. CHS security and administrators have a master key to open all locks. Chiawana is not responsible for lost or stolen property. **Do not keep valuables in lockers.**

Lost Items/Theft:

If a student loses something, he/she should check the lost and found in the security office. If a student finds something, he/she should turn it in to the security office immediately. Students need to secure all personal items using provided lockers in P.E., band areas, or hallways. If a student is missing an item, he/she should report it to the security office immediately.

Open Periods:

Students should enroll in five (5) classes. Open hours are allowed for off-campus instruction purposes. If a student loses the privilege to attend a class for any reason, their schedule will be rearranged so that the open period is 1st or 6th when possible. To ensure the security of our building and the safety of students and staff, students must remain off campus when they do not have a scheduled class. An open period form needs to be signed by students and parents.

Parent-to-Student Messages:

Chiawana High School's focus is on student learning and our school will focus on minimizing the impact of disruptions during class time. Please try to make any necessary arrangements with your student before or after school.

Parking (Student):

Students with a valid driver's license are allowed to drive to school. The Pasco School District considers this a privilege, not a right. Therefore, students must adhere to the following guidelines:

- * All vehicles must be registered with the ASB office, where one free parking permit will be issued.
- * The parking permit must be clearly displayed during school hours, and students may only park in designated student areas. If a parking permit is not visible, a ticket may be issued, or the car may be towed at the student's expense. If you lose your permit, you must purchase another one at a cost of \$5.00.

- * All drivers must comply with driving laws, which include proof of insurance, valid registration, and adherence to posted speed limits.
- * Driving on school grounds considered by administration or security to be reckless will result in a loss of parking privileges on campus.

Pass/No Credit:

Each student has the option of taking one class each trimester on a pass/no credit basis. Grades earned under this agreement are either “P” for passing or “NC” for no credit. The “P” grade counts as a credit for graduation but has no point value when computing Grade Point Average (GPA). A student must request, in writing, this grading method **before the end of the sixth week of the trimester**. The teacher and the parent must approve this request. Request forms will be available from their Counselor.

Records:

Test Information, grades, credits, and other information are maintained in each student's cumulative record. When requested by the student, official transcripts are forwarded to colleges, military, employers or other authorized institutions. We abide by the rights and privacy law and will not release any information on any student unless requested by the parents or guardian of a student under the age of 18. **Student names and addresses may be released to local colleges, universities, or the military. If you do not want us to release this information, please contact your Counselor.** If a student is 18 or older, the student must sign a request form to release information.

Repeating a Class:

If a student retakes a class to improve a grade, or needs the class in order to graduate, only the highest grade shall be included in the calculation of the grade point average but both attempts will show on the transcript (WAC 180-57-050 and 055) and credit will only be issued for the repeated class. However, if the student desires credit for both classes, both grades must be figured into the GPA and elective credit only will be granted for the repeated class. Recurring classes are those that may be repeated to further develop understanding and skills, when no higher-level course exists in the specific area (i.e. journalism, yearbook, band, choir, and/or weight training, etc.).

Requirements for Graduation:

In order to be eligible for a Chiawana High School Diploma a student must complete Washington State and Pasco School District requirements. Due to many changes in Washington State graduation law, requirements vary from class to class. Please refer to the Course Guidebook for a full explanation of minimum requirements as well as those needed to enter 4-Year Colleges/Universities, Career/Technical and Community Colleges, or Apprenticeships and Military Services. **Please note that we highly recommend taking advantage of your free education here at CHS. Take all the classes you need to ensure that no doors are closed to you when the time comes to make decisions on your post high school plans.**

Signs, Posters and Printed Handouts:

The CHS Activities Director must approve all signs, posters, etc. before they are posted.

Signs are not to be attached to any painted surface. Please use the bulletin boards where provided. Any student wishing to hand out printed materials must have the approval of an administrator.

Student ID Badges:

The Pasco School District requires each student to have and show their own school identification badge to help ensure the safety and security of our students and staff. Badges will be required when checking out books, taking state exams, getting meals in the mall and at all games, dances and school sponsored after school functions. Each student will be provided with **ONE FREE** identification badge each year. The cost of a replacement badge is \$5.00. These fees will be charged to the student.

Visitors:

Visitors must check in at the main office to let us know they are here and receive a visitor's badge that must be displayed in visible sight while they are in the building. Students from other schools, will not be allowed to accompany student to school **UNDER ANY CIRCUMSTANCES.**

Valedictorian(s) / Salutatorian(s):

The student with the highest Grade Point Average (GPA) will be deemed the Valedictorian and the student with the next highest Grade Point Average (GPA) will be deemed the Salutatorian.

ATTENDANCE RELATED INFORMATION

Attendance is essential to grades and the learning objectives of all courses. Attendance at Chiawana High School is mandatory and of special concern to all members of the Pasco School District and to our community. All students who are enrolled from grades 9-12 are required to attend school. It is the responsibility of the parent or guardian to cause the student to attend. It is the responsibility of the student to attend for the full time when school is in session unless the student is enrolled in an outside program of study such as Running Start, home-based instruction, or Tri-Tech Skills Center. According to Washington State Law, if a student fails to attend school without valid justification, the public school in which the student is enrolled shall:

- * Inform the student's parent(s) or guardian(s) by a notice in writing or by telephone whenever the student has failed to attend school after one unexcused absence. The school is not responsible for contacting parents/guardians when phone numbers have been changed or disconnected without notice to the school or if false information has been given.
- * School officials shall inform the parent or guardian of the potential consequences of additional unexcused absences.

Excused Absences:

Washington State Law recognizes the following as excused reasons to be absent from school:

- * Personal illness verified by a parent or guardian (the building administrator may request a doctor's note in the case of extended illness).
- * Emergency situations that cannot be pre-arranged or prevented.

- * Appointments that cannot be scheduled outside the school day.
- * Planned absences which have been approved in advance including recognized religious holidays.
- * Absence resulting from disciplinary action.

Assignments and/or activities not completed or late because of an excused absence may be submitted when arrangements have been made with the teacher. Parents are encouraged to request homework from the student's Home Base office if the student is going to be gone more than two days.

According to Washington State Law, the following are valid excuses for absences and

lateness: Pre-approved absence by parent or participation in a school-approved activity. A preapproval form must be submitted to the attendance office at least one school days in advance. The pre-approval form is located in the attendance office. The following steps must be followed:

Step 1: Student information filled out by the student.

Step 2: Teachers **must** sign and write comments.

Step 3: Parent acknowledges grades and teacher comments and then sign if they still plan for their student to be dismissed.

Step 4: The signed form is returned to attendance.

Illness, health condition, family emergency or religious event: Parent contact as soon as possible is helpful, but within 48 hours of the last day of the absence is mandatory or the absence will be marked as unexcused. (Example: Student absence on Monday & Tuesday, returns to school on Wednesday, and then submits excuse on Friday. Student absences will not be excused.)

After the 4th consecutive day of absence, the student must have a doctor's note for the absence to be excused.

The only acceptable reason not to return to school after lunch without checking out is illness. If they need to leave for any other reason, even if it is during lunch, they are required to check out.

Unexcused Absences and Truancies:

Absences for personal reasons, even with parent/guardian awareness, that do not meet the criteria of the excused absence, are considered **unexcused**. Examples include, but are not limited to: over-sleeping, car trouble, errands, haircuts, concerts, pictures, driver's test, providing childcare, etc. Students will be considered **truant** for a class for the following reasons:

- * The parent is unaware of the absence and/or will not clear it.
- * The student arrives to a class more than 10 minutes late.
- * The student leaves class early without permission or does not return promptly when given permission.
- * The student leaves school without checking out with the attendance office.

Not only are truancies and unexcused absences detrimental to education, but they are also illegal in the state of Washington. Therefore, the following actions will be taken by the Home Base Student Support Team to make every attempt to keep students in school where they can learn.

1. After the **first** unexcused/truant absence, parent(s) or guardian(s) shall be notified by

- the attendance office by robo call.
2. After **two** unexcused/truant absences, a 2-day letter will be mailed home. This letter provides the Becca Law regarding attendance.
 3. A parent conference shall be held with the parent(s) or guardian(s), the student, and the student's Home Base Student Support Team. At the conference, the group shall consider:
 - * Counselor meetings, attendance plans, and/or an attendance contract;
 - * Parent(s) or guardian(s) attendance at school with the student;
 - * Adjustment of the student's program, school, or course assignment;
 - * Family referral to supplemental community services to provide support for attendance.
 4. After **five (5)** unexcused/truant absences during any month or **ten (10)** unexcused absences during the school year, the school district will petition the juvenile court to assume jurisdiction.

Late Arrival to Class (Tardy):

A student will be considered tardy if he or she arrives after the bell has rung. Chiawana High School has implemented a tardy policy using a system called **PLASCO** to track tardies and assign mandatory after-school sessions detention). When a student reaches **six (6)** tardies they will be required to serve after-school detention and provide their own transportation home. The student will continue to have detention after every tardy until the end of the trimester. If the student fails to attend after-school detention, further school consequences will be determined by Administration. After **ten (10)** tardies in a trimester, the student is subject to a range of sanctions, determined by an Administrator.

Student Check-Out:

If a student has a valid reason for leaving while school is in session, the student must sign out at the attendance desk in the main office. **Only the parent/guardian named on the student's emergency card is able to pick up a student from school.** If students do not check out in the attendance office, they will be considered truant. Any student who has an appointment during the school day must submit a note to the attendance office prior to school starting. If a student leaves campus during lunch and does not return to school due to illness, a parent must call as soon as possible and let the school know that their student will not return that day.

Student Check-In:

When students are late to school for any reason, they must check in at the attendance office.

Make-Up Work Policy:

The excused student shall be permitted to make up all missed assignments and points outside of class under reasonable conditions and time limits. **It is the student's responsibility to set up the time for make up and get the assignments. Students who know in advance they will be gone must prearrange the absence and get the work before they are gone.** Students will be expected to turn in the assigned work on the

regular due date or as soon as they return to school.

Permission to Leave School:

Chiawana High School is a closed campus except at lunch time. If students become ill during the school day, they must check out from the attendance office. It is our responsibility to contact the parent/guardian to come and pick the student up or release the student to go home. If parents are unable to be reached, the student will be placed in the health room. **Students leaving classes and/or campus without checking with the attendance office will be considered truant.**

DISCIPLINARY POLICIES AND PROCESSES

Student Discipline Procedures:

Disciplinary action will be taken when students choose to be irresponsible for their behavior. Discipline may include, but is not limited to:

- * Teacher Classroom Intervention
- * Teacher-Verbal Warning
- * Teacher-Parent Contact
- * Teacher-Referral to Administrative/Intervention Team
 - * In-School Discipline (campus cleanup, cafeteria duty, detention)
 - * Behavior Contract
 - * Suspension/Expulsion

Students who are placed on any form of suspension or expulsion are not permitted to participate in or attend school-sponsored activities, including all academic and sporting events. This includes being on any Pasco School District property.

Search and Seizure:

If a school official believes that sufficient evidence and/or circumstances exist that would cause a reasonable person to believe that a student has or is violating a school rule or state law, the student and/or his/her property may be searched. This would include, but is not limited to, vehicles and electronic devices. If a student refuses to be searched, it will be considered insubordination.

Progressive Discipline:

Chiawana High School is committed to maintaining a safe and distraction-free school learning environment for students, employees and visitors. When considering the level of discipline to be implemented, school authorities shall consider several factors including, but not limited to:

- * The student's attitude and severity of conduct.
- * The student's intent and effect on other students/staff.
- * The safety of the student and other students/staff.
- * Mitigating circumstances.
- * The student's discipline history.

Depending on these factors, a more severe consequence or alternate consequences **may be imposed.** Students with disabilities shall be disciplined in a non-discriminatory manner on a case-by-case basis. The range of sanctions is progressive. Repeated

offenses in any one category or combination of categories shall result in more severe sanctions. After each offense, the level is indicated. Due process procedures are available for parents and students aggrieved by the imposition of these disciplinary measures.

Exceptional Misconduct has been judged by Chiawana High School authorities to (1) of such frequent occurrence, notwithstanding past attempts to control such misconduct through use of other forms of corrective action or consequence and/or (2) so serious as to warrant immediate movement to Emergency Expulsion and/or Long-Term Suspension. Any action that puts the safety of students, employees and/or visitors in jeopardy **OR** severely disrupts the student learning environment may result in Emergency Expulsion until there is a resolution or consequence imposed.

DISCIPLINARY VIOLATIONS

Weapons and Firearms (R.C.W. 9.41.280, 28A.600.230, 9.41.010, 9.41.270):

It is the policy of the Pasco School District that there be no tolerance for the possession or use of weapons or firearms by students. Students may not possess or use weapons on school property, on school provided transportation, in areas or facilities being used exclusively by a school, or at a school sponsored event or activities. Possession or use of a firearm in violation of this policy shall result in a minimum one (1) year expulsion from the district. The superintendent or designee may modify the mandatory expulsion on a case-by-case basis. Exception to this policy may be made only as allowed by state law and authorized by the district. Any student who possesses any weapon, other than a firearm, in violation of this policy may be expelled or be subject to other school discipline as provided in board policy and state law. The district is authorized to expel any high school student who has violated the weapons policy. The school must notify police and the student's parent(s) or guardian(s) of the incident. Police do not need a warrant to arrest any person on school property who illegally possesses or has possessed a firearm or dangerous weapon.

Fighting and Threats:

Fighting is defined as the exchange of blows or other violent physical contact between or among students. Fighting generally results in suspension from school as well as police contact, and charges filed. In addition, arranging fights, videotaping a fight, or being a spectator/cheerleader at a fight is a violation of the fighting policy and could also result in disciplinary action, including suspension. Threats via text, Facebook, Twitter, or other electronic means, including bomb threats, false alarms, threats of violence, etc. is a violation of school district policy.

Assault:

Assault is defined as actual or attempted infliction of physical harm to another person, using unwarranted physical force. Generally, assault results in disciplinary action ranging from suspension to expulsion, as well as police contact, and possible charges filed.

Bullying/Harassment/Intimidation (W.A.C. 28A.600.XXX, R.C.W. 9A.36.080):

Students are expected to respect the individual rights of all persons while on campus and at school functions or activities. Everyone, including students, school personnel, parents, and community members are to be treated with respect. Any form of harassment (including sexual), intimidation, or bullying will not be tolerated. Intentional written, verbal, or physical bullying, intimidating, or harassing behavior that is so severe,

persistent, or pervasive that it creates an intimidating or threatening educational environment will not be tolerated. Any student who harasses, intimidates, bullies, or threatens another student, either directly or indirectly, is subject to disciplinary action ranging to expulsion. This includes any electronic means (text messages, Facebook, Twitter or other social media) or through friends.

Controlled Substances (R.C.W. 69.50.XXX, 28A.210.XXX):

Students may not possess, use, or be under the influence of controlled substances (including alcohol, marijuana, narcotics, tobacco, smokeless tobacco, unauthorized use of non-prescription and prescription drugs) while on school grounds or at any school-sponsored function or activity. The possession, use, sale, intent to sell, distribution, sharing or being under the influence of controlled substances on district property, district-provided transportation, areas of facilities being used exclusively as school district property, or at district-sponsored activities is prohibited. This includes any over-the-counter medication containing alcohol, such as some cough or cold medications. Disciplinary action may include the requirement of a drug and alcohol assessment, screening, and counseling as recommended by treatment provider and/or school district hearing outcome.

Gang Activity (R.C.W. 28A.600.455):

Any gang violence, gesture, vandalism, intimidation, or disruption of learning related to gang activity in any manner will not be tolerated. The students of Chiawana High School have the right to an effective public education. Both students and educators have the need to be safe and secure in the classroom if learning is to occur. Chiawana must have the ability to control the conduct of students to ensure that their mission of educating students may be achieved. Activities or behaviors which are considered “gang-related” must not be allowed to divert attention, time, and resources from educational activities.

Gang Activity is defined as: exhibiting behavior or gestures which symbolize gang membership; causing, participating in, and/or recruiting for gang-related activities; causing and/or participating in activities which intimidate or affect the attendance of another student by possessing, transmitting, or using gang-related images or pictures. Students who gather for the intent of causing disruption to the normal function of the school day may be considered gang affiliated.

Any student who wears, carries, or displays gang-related apparel or devices will be in violation of district policy. These include, but are not limited to:

- * Two or more students dressed similarly or identically (excluding school teams/ASB-sponsored groups), when attire could be construed as gang-related.
- * Gang-affiliated tattoos, permanent or temporary. If a tattoo is considered gang-related, it must be covered at all times while at school.
- * Bandanas of any kind or color, hanging belts, web belts, Rosary beads.
- * Display of letters and/or numbers associated with neighborhoods or gangs, including Old English and area codes.
- * Any other clothing and/or accessories that become identified as gang-related as trends continue to change.

Students engaged in gang activity will face discipline due to their affiliation with criminal enterprises.

Disruptive Acts:

Any action, behavior, or incitement of action or behavior which interferes with the

duties of a staff member or the normal operation of the school; may include off-campus conduct if the conduct has the cause or effect of interfering with the normal operations of the school or district.

Other Disciplinary Infractions:

Verbal abuse, malicious mischief, profanity, disruptive acts, computer misuse, inappropriate dress, unauthorized access, false statements, alteration of records, trespass, entering another's locker or desk, willful disobedience, truancy, tardies, burning, disruptive devices, possession of inappropriate materials, obscene or lewd conduct, accumulation of referrals, bus misconduct, theft, burglary, extortion, coercion, robbery, arson, violation of school rules or policies not listed, are all subject to disciplinary action based on severity of the incident, previous disciplinary record, academic progress, and conduct of the student.

ATHLETICS AND ACTIVITIES

Chiawana High School students, parents, coaches, staff and administrators will create and promote traditionally sound athletic/activity programs through learning and practicing respect, cooperation, communication, citizenship and loyalty. At Chiawana High School We Believe:

- * In promoting opportunities for students to be involved in athletic and activity programs.
- * In providing clear and consistent guidelines and expectations which build respect and honesty.
- * All athletes, coaches, officials, school personnel, and spectators will model appropriate sportsmanship.
- * In a healthy balance of athletics/activities and academics.
- * In empowering student athletes to fulfill one's potential.
- * Coaches will develop programs that teach skills to enhance athletic development and performance.

In order to be eligible to participate in athletics or activities, students must be in good standing, i.e. not currently suspended or expelled.

Basic Participation/Eligibility Requirements:

- * Residency with parents/guardians within the boundaries of our school district and CHS.
- * Passing grades in four (4) full time subjects and has earned at least a 2.0 Grade Point Average (GPA).
- * Completion of all eligibility papers, including physical examination, PSD Participation Agreement, accident insurance, CHS athletic profile and safety guideline sheet.
- * Purchase of ASB card (\$20).
- * Non-use, possession or provision of illegal drugs, alcohol, tobacco and no violations of this school's policies or codes on alcohol, tobacco, or drugs.

Chiawana students will exhibit "classy" behavior at all sporting events. There will be no verbal harassment, demeaning comments or lewd calls. Students are encouraged to cheer for our Riverhawks rather than against the opposing team. Students may be removed from the game and may not be able to attend future games.

ASB Card:

Students who participate in activities, either athletics or extracurricular clubs, must own a current ASB card (\$20).

Hawk Squad:

\$3 gives you a Hawk Squad t-shirt, window decal, and tons of extra fun at the Chiawana Games. Come support your Riverhawks and have some extra fun too!

Extra-Curricular/Outside School Activities Rule:

Students who attend or participate in Chiawana High School events after school hours are subject to the same rules that apply during regular school time. The expectation in regard to attire at school events is that students will promote school spirit and dress “classy.” In compliance with WIAA rules, there will be no hand-held signs or signs on T-shirts and students must be fully clothed. Students who choose to dress inappropriately will be asked to change or be dismissed from the event.

Dances:

Chiawana High School Dances can be fun for all when a few simple rules are followed. Please adhere to the expectations listed below:

Guests of Chiawana High School students must have a written pass from an administrator. Applications for passes can be obtained in the Student Athletics and Activities office and must be signed by a high school administrator of the school the guest attends. Applications must be returned and a pass obtained before 3:00 p.m. on the announced due date before the dance so that security has time to do a background check. Guest passes **will not** be furnished at the dance. Middle school students will not be allowed at high school dances.

- *Once students or guests have entered the dance, they will not be able to leave and re-enter.
- *All students will be subject to a Breathalyzer test before entering a dance.
- *If you are dancing inappropriately, a school official will contact your parent/guardian, and you will be removed from the facility where the dance is being held. Once you leave, the school is not responsible for you or your actions. You will not be allowed to attend future school-sponsored dances and you may also be subject to school discipline. Remember—**Face to face, but leave some space!**
- *Appropriate attire is required to attend dances. CHS administration reserves the right to refuse entrance to a function based on attire.
- *All CHS students are required to have in their possession and produce before entering, a current readable (non-defaced) student ID badge. Any guest in attendance will also be required to produce current readable identification.

Parents of the high school students are always welcome guests at all school sponsored dances.

TITLE 1 PARENT INVOLVEMENT POLICY AND PROCEDURES 2020-2021

BUILDING CAPACITY REQUIREMENTS FOR INVOLVEMENT

To ensure effective involvement of parents and to support a partnership with parents and community to improve student academic achievement, Chiawana High School will implement the Johns Hopkins National Network of Partnership Schools Framework One-year Plan and School Improvement Plan to:

- * Understand the State's academic content standards and achievement standards.
- * Understand the State and district assessments.
- * Monitor student's progress and work with educators.
- * Provide parents training to help work with their children to improve their children's achievement in literacy and math.
- * Educate staff, with assistance of parents, how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school.
- * Share information, in English and Spanish, related to school and parent programs, meetings, and other activities sent to the parents.
- * Arrange school meetings at a variety of times, or conduct in-home conferences if necessary, between teachers or other educators with parents who are unable to attend such conferences at school.

PART I—ADOPTION

This Chiawana High School Parental Involvement Policy/Procedures have been developed/revised jointly and agreed upon with parents of children participating in Title I program, as evidenced by meeting minutes.

PART II—SCHOOL PARENTAL INVOLVEMENT POLICY

Chiawana High School jointly developed and will revise, if necessary, with parents, the following school parental involvement procedures. This process will be made available to all Chiawana High School parents and to the local community.

To encourage all parents to participate in Title I required meetings, parents will be:

1. Informed of the annual meeting to explain parent involvement requirements.
2. Provided flexible meeting dates including the meeting to be involved, in the review, and improvement of the school plan under Section 1112, school wide under Section 1114, and the process of the school review and improvement under /section 1116.

Chiawana parents are involved in:

- * School Improvement activities.
- * The development of the Johns Hopkins National Network of Partnership School Parent and Community Involvement One-year Plan.

Chiawana parents are provided information about:

- * Title I, School Improvement and the Johns Hopkins National Network of Partnership School Parent and Community Involvement One-year Plan.
- * The school curriculum, academic assessments, and the proficiency levels students are expected to meet.
- * Meeting and conferences to provide suggestions and to participate in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.
- * Parents are informed of the Parental Information and Resources Center (PIRC) at ESD 123.

PART III—SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

Chiawana High School jointly develops a school-parent compact that outlines how parents, school staff, and students will share the responsibility for improved academic achievement.

Chiawana will:

- * Provide parents the opportunity to review and discuss the compact as it relates to the individual child's achievement.

* Provide reports to parents on their child’s progress.

Provide parents opportunities to volunteer and participate in their child’s class and observe classroom activities.

PART IV—ACCESSIBILITY REQUIREMENTS

In carrying out the parental involvement requirements, Chiawana High School shall provide opportunities for parents participation of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports in a format, and to the extent practicable, in English, Spanish, and Somali.

SCHOOL / PARENT / STUDENT AGREEMENT

This is a voluntary agreement between the school and the child’s home. This agreement defines goals, expectations and shared responsibilities of the school and the parent as equal partners for student learning.

Chiawana High School Pledges To:

1. Maintain a belief that each student can learn and help each child grown to his/her fullest potential.
2. Treat every student as an individual and show respect for his/her family.
3. Provide a safe classroom environment that supports learning.
4. Maintain an open line of communication with students and their families.
5. Encourage and facilitate parent involvement.

Parents Pledge To:

1. Encourage, support, and praise my child each day.
2. See that my child is punctual and attends school regularly.
3. Call the school or send a note when my child is absent.
4. Discuss with my child what has been learned at school each day.
5. Set aside a time and place for homework and assist if possible.

Students Pledge To:

1. Believe that they can and will learn.
2. Come to school prepared and ready to learn.
3. Show respect for myself, my school, and other people.
4. Be responsible for my actions, decisions, and learning.
5. Discuss with my parent what has been learned at school each day.
6. Set aside a time and place for homework.

Student: _____ **Parent:** _____

Annual Permission to Participate In School Fundraisers 2020-21

Each year our school or booster club sponsor any number of fundraisers in support of programs and extra curricular activities. By signing this form, you are granting your permission for your student to participate in any or all such fundraising activities for the current school year. _____ has my permission to participate in school or booster sponsored fundraising activities for the **2020-2021** school year. I understand that I am personally responsible for any merchandise issued to, or money collected by my student during the course of these events.

Student Name **ID#** **Parent Signature** **Date**

HONOR CORD CRITERIA

Note: Honor cords are awarded to graduating seniors who have fulfilled departmental requirements at Senior Fest each year.

Agriculture Corn Yellow 2 or more yrs of Ag; 2.5 or higher GPA in AG related classes with a documented SAE project; OR FFA Students must apply using their AET account report; green hand and chapter degree received and participate in 3 different community service projects with 20 hrs and 5 activities above the chapter level.

Athletic Award Royal Blue 6 or more Varsity Letters at CHS, (must have a letter in more than one sport), or was 1st team All-Conference or named to the All-State team during senior yr.

CBC Graduate Sage Associate of Arts Degree completed by Spring Quarter. Students must apply for graduation with the A.A. with CBC early enough for us to get notified.

Chess Club Peacock Blue 2.5 GPA, Chess club player for 3 years, competing in least 2 tournaments a yr.

Dean's List Silver 3.7 or higher cumulative GPA for all 4 yrs of their high school career.

Eclipse Award Cream 2 or more AP or College in the High School classes completed throughout high school.

English Fuchsia Maintain a 3.6 GPA or better in a minimum of 8 English Courses including 1 trimester of English Sr. yr.

Family & Consumer Science White 2.0 credits with a B or better in FACS classes.

Gaming & Tech Club Peach Held an officer position any year and actively involved for at least 2 years. Earned 500 + participation pts.

GLOW Club Rainbow 2 yrs of active involvement in GLOW Club.

Go Green Forest Green 1 yr of Go Green participation, (attending most meetings and working on multiple projects.

Health and Fitness Aqua 3.5 GPA or higher in all Health and Fitness classes.

International Club Blue/Green Must be enrolled in International Club for a minimum of two years. Be an active member and attend at least 75% of the meetings. Actively participate in club discussions and decisions.

Key Club Royal Blue and Gold Active, paid Key Club member with a minimum of 2-yr membership, 40 community service hrs, and must attend at least 25 club meetings during lunch.

Leadership Sky Blue Enrolled in Leadership for a minimum of 2 yrs and/or 1 year of Leadership and serve as an officer. Participate as committee chair on at least 2 committees each yr and contribute at least 100 hours to leadership projects each year.

Marketing & Business Education Navy Student must meet 1 or more criteria to be eligible for a cord: Earn DECA State qualification; earn DECA Nationals qualification; be a DECA member through attending 4 trimesters or more in marketing/business classes and earn 85% in those classes; serve as a DECA officer for 1 or more yrs; serve as a Hawk's Nest store manager or GESA Credit Union manager for 1 yr or more.

Math Crimson Successful completion of 4 credits of math, completion of AP Statistics or AP Calculus (with B or better) OR Pre-Calculus (with A or better), A—in every other math course taken; pass the state math test.

MECHA Club Taupe Student must display outstanding leadership in two community

events and numerous school events or extra-curricular activities; acceptance in a 4-yr university or community college.

MESA & STEM Black 2 yrs of MESA enrollment, having completed at least one competition; OR 2 years Active membership in Robotics & Tech Club and dues paid.

Military Red/White/Blue Student must be enlisted in a branch of the military.

National Honor Society Gold Inducted into National Honor Society via ceremony.

Natural Helpers 2+ yrs as an active member with club dues paid annually, regular attendance at meetings and activities.

Scholarship Recipients Bronze Scholarships received and notification must be given to Student Services.

Pre-Med Club Mint/White 2 yrs of active membership and active Sr. yr. attending 3 of the 5 meetings or more and paid yearly dues.

Principal's Choice Award Blue/Silver Principal will choose student/s who have overcome adversity and many obstacles to reach graduation.

Publications/Yearbook/Hawk News Black & White Students must serve in a leadership position with the school newspaper, Hawk News, or Yearbook.

Robotics and Tech Club Copper 2+ yrs as an active member, club dues paid annually, regular attendance at meetings and activities.

Science Kelly Green Successful completion of 3 yrs of different science courses with a cumulative 3.0 GPA for those courses.

Social Studies Lavender Student has taken 3.0 credits or more of social studies courses; student has a 3.5 GPA or higher for social studies classes.

Special Education Burgundy 3.5 GPA within SPED courses for their high school career.

Speech and Debate Twisted Scarlet & Silver Must fulfill one of the following: Earn 250 pts a season, Regional Champion, place at State, qualify or be an alternate to Nationals, Earn a Service Citation.

Spirit Mauve 3-year letter winner including your senior year; State Qualifier for two of their three years or 4-year letter winner

Student Ambassadors Lemon Ambassador for 2 events during their junior/senior year with community members here at CHS; attended at least 3 required trainings during Hawk Time; maintains excellent GPA and attendance; student received an adult recommendation to be an ambassador due to their professionalism and maturity.

Upward Bound / Trio Red/Black 2 yrs participation, 2.5 GPA, Accepted to College.

Visual Performing Arts (VPA) Orange Three Visual arts classes or 4 years of performing arts classes with B+ average; demonstration of leadership, attendance, and competency and commitment. Based on recommendation of respective teacher.

World Language Red Three or more courses of the same language with an average of 3.5 GPA or above. OR, two years of two different languages with an average of 3.5 GPA or above. OR, 2 credits of Translation/Interpretation with at least 3.5 avg. **SEAL of Biliiteracy** earned by achieving a score of (5) or higher on the STAMP assessments, or a 3 or above on AP Language assessments.

DISCRIMINATION

Pasco School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression, gender identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employee(s) has been designated to handle questions and complaints of alleged discrimination:

**Civil Rights/Title IX Officer: Sarah Thornton, 1215 W. Lewis St., Pasco 509-543-6700
Sec. 504 Coordinator: Kristi Docken, 1215 W. Lewis St., Pasco 509-543-6700**

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

<https://www.psd1.org/Page/10095>.

SEXUAL HARASSMENT

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

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

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

You can report sexual harassment to any school staff member or to the district's Title IX Officer, who is listed above. You also have the right to file a complaint (see below). For a copy of your district's sexual harassment policy and procedure, contact your school or district office, or view it online here: <https://www.psd1.org/Page/10095>.

COMPLAINT OPTIONS: DISCRIMINATION AND SEXUAL HARASSMENT

If you believe that you or your child have experienced unlawful discrimination, discriminatory harassment, or sexual harassment at school, you have the right to file a complaint. Before filing a complaint, you can discuss your concerns with your child's principal or with the school district's Section 504 Coordinator, Title IX Officer, or Civil Rights Coordinator, who are listed above. This is often the fastest way to revolve your concerns. **Complaint to the School District Step 1. Write Our Your Complaint** In most cases, complaints must be filed within one year from the date of the incident or conduct that is the subject of the complaint. A complaint must be in writing. Be sure to describe the conduct or incident, explain why you believe discrimination, discriminatory harassment, or sexual harassment has taken place, and describe what actions you believe the district should take to resolve the problem. Send your written complaint—by mail, fax, email, or hand delivery—to the district superintendent or civil rights compliance coordinator. **Step 2: School District Investigates Your Complaint** Once the district receives your written complaint, the coordinator will give you a copy of the complaint procedure and make sure a prompt and thorough investigation takes place. The superintendent or designee will respond to you in writing within 30 calendar days—unless you agree on a different time period. If your complaint involves exceptional circumstances that demand a lengthier investigation, the district will notify you in writing to explain why staff need a time extension and the new date for their written response. **Step 3: School District Responds to Your Complaint** In its written response, the district will include a summary of the results of the investigation, a determination of whether or not the district failed to comply with civil rights laws, notification that you can appeal this determination, and any measures necessary to bring the district into compliance with civil rights laws. Corrective measures will be put into effect within 30 calendar days after this written response—unless you agree to a different time period. **Appeal to the School District** If you disagree with the school district's decision, you may appeal to the school district's board of directors. You must file a notice of appeal in writing to the secretary of the school board within 10 calendar days after you received the school district's response to your complaint. The school board will schedule a hearing within 20 calendar days after they received your appeal, unless you agree on a different timeline. The school board will send you a written decision within 30 calendar days after the district received your notice of appeal. The school board's decision will include information about how to file a complaint with the Office of Superintendent of Public Instruction (OSPI). **Complaint to OSPI** If you do not agree with the school district's appeal decision, state law provides the option to file a formal complaint with the Office of Superintendent of Public Instruction (OSPI). This is a separate complaint process that can take place if one of these two conditions has occurred: (1) you have completed the district's complaint and appeal process, or (2) the district has not followed the complaint and appeal process correctly. You have 20 calendar days to file a complaint to OSPI from the day you received the decision on your appeal. You can send your written complaint to the Equity and Civil Rights Office at OSPI: **Email:** Equity@k12.wa.us | **Fax:** 360-664-2967 | **Mail or hand deliver:** PO Box 47200, 600 Washington St. S.E., Olympia, WA 98504-7200 For more information, visit our [website](#), or contact OSPI's Equity and Civil Rights Office at 360-725-6162/TTY: 360-664-3631 or by e-mail at equity@k12.wa.us. **Other Discrimination Complaint Options** Office for Civil Rights, U.S. Department of Education 206-607-1600 | TDD: 1-800-877-8339 | OCR.Seattle@ed.gov Washington State Human Rights Commission 1-800-233-3247 | TTY: 1-800-300-7525