

2018 - 2019

AUGUST

S	M	T	W	TH	F	S
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5	6	7	8	9	10	11
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SEPTEMBER

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OCTOBER

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NOVEMBER

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DECEMBER

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JANUARY

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FEBRUARY

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MARCH

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APRIL

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MAY

S	M	T	W	TH	F	S
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JUNE

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Panther PRIDE Day for Freshman
 Classes Begin for All Students
 State In-Service – No School
 Parent Conferences – No School
 Veterans' Day Holiday
 Thanksgiving Break – No School
 Teacher Grading Day – No School
 Trimester 2 Begins
 Winter Break – No School
 MLK Day – No School

September 4, 2018
 September 5, 2018
 October 12, 2018
 October 19, 2018
 November 12, 2018
 November 19 – 23, 2018
 November 30, 2018
 December 3, 2018
 December 24 – Jan 4, 2019
 January 21, 2019

Parent Conferences – No School
 Curriculum Day – No School
 Presidents Day – No School
 Teacher Grading Day – No School
 Trimester 3 Begins
 Spring Break – No School
 Memorial Day – No School
 Last Day for Seniors/Celebration
 Graduation
 Last Day of School – Early Release

January 25, 2019
 February 4, 2019
 February 18, 2019
 March 15, 2019
 March 18, 2019
 March 25-29, 2019
 May 27, 2019
 May 31, 2019
 June 7, 2019
 June 13, 2019

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Participation

- Get involved
- Encourage others to get involved
- Be on time, prepared and ready
- Make connections
- Contribute who you are to Redmond High School
- Foster balance in your life

Relationships

- Treat others as you would like to be treated
- Lend a hand
- Always assume the best
- Use positive communications
- Act to make a positive difference in the lives of others
- Celebrate differences and other perspectives

Integrity

- Be the change
- Act with honesty
- Represent yourself, your family, your school, and your community well
- Follow through with your commitments
- Be accountable

Determination

- Give consistent effort
- Approach uncertainty with courage
- Be resilient
- Never be afraid to fail
- Learn from your mistakes

Excellence

- Be an inquirer
- Be a reflective learner
- Be a critical thinker
- Produce results that make you proud
- Strive for your own personal best every day

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2018-19 RHS Bell Schedule

Regular Schedule	
Period 1	7:30-8:43am (73)
Period 2	8:48-10:01am (73)
Period 3	10:06-11:19am(73)
Lunch	11:19-11:54am(35)
Period 4	11:59-1:12pm(73)
Period 5	1:17-2:30pm(73)
School-Improvement Wednesdays	
Period 1	7:30-8:25am(55)
Period 2	8:30-9:25am(55)
Mentor Period	9:30-10:00am(30)
Period 3	10:05-11:00am(55)
Lunch	11:00-11:30am(30)
Period 4	11:35-12:30pm(55)
Period 5	12:35-1:30pm(55)

Grading Periods

Trimester One	September 6 to November 30 Mid-term – October 10
Trimester Two	December 4 to March 16 Mid-term – January 16
Trimester Three	March 19 to June 14

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Mid-term – May 1

This planner belongs to: _____

Personal Schedule

Trimester 1

Per	Course	Teacher	Room #
1			
2			
3			
4			
5			

Trimester 2

Per	Course	Teacher	Room #
1			
2			
3			
4			
5			

Trimester 3

Per	Course	Teacher	Room #
1			
2			
3			
4			
5			

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Panther PRIDE Office Staff

Mike McIntosh	Superintendent
Tracie Renwick	District Director
Jason Chatterton	Assistant Principal
Sarah Peterson	Assistant Principal
Doug Taylor	Dean of Students
Sophia Jensen (L - Z)	Counselor
Kris Davis (A - K)	Counselor
Jason Ritter	Student Success Coordinator
Emily Wirtz	High School Success Coordinator
Tiffany Whitehurst	Office Manager
Jamy Gibbs	Bookkeeper
Kevin Bryant	Athletic Director
Barb Krebs	Student Activities Secretary
Sonya Davis	Registrar
Ruth Markham	Data Processing/Scheduler
Renea Gregory	Student Management Secretary
Mercedes Cook	Receptionist
Diana Derrickson	Attendance Secretary
Jacki Dahl	Career Center Secretary

Statement on Anti-Discrimination- Redmond School District (RSD) does not discriminate on the basis of race, religion, color, sex, national origin, disability, or marital/ parental status in providing education or access to benefits of -educational services, activities, or programs in accordance with Title VI of the Civil Rights Act of 1964 as amended; Title IX of the Educational Amendments of 1972; section 504 of the Rehabilitation Act of 1973, as amended; and Title II of the Americans with Disabilities Act. The Redmond School District Director of Human Resources has been designated to coordinate compliance with these legal requirements and may be contacted at the District office for additional information and/or compliance issues.

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Redmond Advanced Leadership 2018-19

ASB Officers

ASB President: Grace Rawlins
ASB Vice-President: Kate Roy
ASB Secretary: Emily Farrington
ASB Treasurer: Owen Goodrich
ASB Public Relations: Elizabeth Viramontes
ASB Spirit Commissioners: JJ Riddell and Jeff Hair
ASB Historian: Tayzhia Hicks

Senior Class Officers:

President: Tomi Gates
Vice President: Jenny Munoz
Secretary: Ava Kitchin
Treasurer: Emily Osborne
Public Relations: Jessalyn Loza
Spirit Commissioner: McKenna Kemry

Sophomore Class Officers:

President: Madalyn Vanvalkenberg
Vice President: Kole Davis
Secretary: Karlyn Breitbach
Treasurer: Nathaniel Singleton
Public Relations: Lauryn Duryee
Spirit Commissioner: Austin Osborne

Junior Class Officers:

President: Jaxon Herrmann
Vice President: Jonathan Najera
Secretary: Lyndsey Martin
Treasurer: Trevor Leeper
Public Relations: Miaja Spensley
Spirit Commissioner: Chad Pilling

Freshman Class Representatives:

Brooke Blevins
Paulina Figueroa
Annette Garcia
Brody Gobler
Simone Kohler
Mckayla Macy

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We believe that we have the duty to foster the complete growth and development of each student's personal and academic potential. We are committed to; individualized opportunities that respond to the uniqueness of our learners, rigorous academic standards that ask for the best that each student can offer, and solid preparation for the appropriate next steps that will bring our students eventual success in a global economy.

We believe our schools must be warm, welcoming, and safe. We are committed to: High behavioral, academic, and professional expectations, fair and reasonable consequences, and patient and respectful support and encouragement.

We believe in promoting a culture of learning within our schools. Nurturing a full deep-level understanding of all that we teach, valuing continuous improvement toward the mastery of what we teach, and assessing students in relevant, real-world, authentic ways, so they come to believe absolutely that school and education does matter.

We believe that schools belong to the community and that we must work to build solid bonds with all stakeholders.

GENERAL EXPECTATIONS

Attendance

All students between the ages of 7 and 18, who have not completed grade 12, are required to attend school unless otherwise exempted by law. School staff will monitor and report violations of the state compulsory attendance law. Students not attending school on a regular basis will be referred to the school district Attendance Officer and/or District Attorney along with county agencies assigned to keep kids in school. Regular and prompt daily attendance to every class is the sole responsibility of each student at Redmond High School.

Students have the right:

- To attend school if they have reached the age of five by September 1, have not completed graduation requirements, or reached the age of 19. If a student's 19th birthday occurs during the school year he/she shall continue to be eligible for the remainder of the school year. Students may attend school until the age of 21 if the student is receiving special education or the student is shown to be in need of additional education in order to receive an appropriate diploma or certificate.
- To receive information about alternative education programs when erratic attendance, serious disciplinary issues, or poor performance and effort are keeping the student from benefiting from his/her educational program.
- Schools have the right to determine placement of students as needed into alternative educational programs when erratic attendance, serious disciplinary issues or poor performance and effort are keeping the student from benefiting from his/her education program.

Students have the responsibility:

- To attend school in the attendance area in which they reside unless otherwise approved through the transfer process.
- To attend classes on all scheduled school days at the school in which they are enrolled.
- To be punctual and observe policies governing absences or late arrivals.

Parents have the responsibility:

- To inform the school by phone or in writing of their child's absence and the reason.
- To comply with laws governing compulsory attendance.
- A parent who fails to comply with compulsory attendance requirements may be issued a citation for the student's failure to attend school. Violation is a Class C infraction of ORS 339.095.

Attendance Policy- If a student is absent from school, teachers may reserve the right to not accept work (including tests) if the absence was not an excused absence (ORS 339.280; Redmond School District Policy IKAD). Work and materials can be shared so the student learns material, but credit for the assignment(s) does not have to be awarded. Students may only receive excused absences if the student was absent from school due to illness, educational/occupational interviews, quarantine, bereavement or serious illness in the family, inclement weather, religious instruction, or emergencies. Absences will only be excused if the school is notified the day before the absence, the day of the absence, or the day that the student returns to school. This may be completed via telephone call to 541-923-4805 or with a written note. Phone or written messages to the attendance office must contain: students first and last name, student ID number, dates absent, name of parent/guardian, phone number where parent/guardian can be reached, and reason for absence.

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Absence	Consequence	Additional
1st Unexcused	Detention	
2nd Unexcused	Detention	
3+ Unexcused	Detention	Conference with Dean and Phone call Home

- Unserved detentions will result in Suspension
- Chronic truancy will result in intervention from school administration.
- Seniors may lose senior parking privileges.

Tardies- Arriving tardy to class is disruptive to the learning process. The Tardy Policy at Redmond High School is as follows:

Tardy	Action	Additional
#1-5	Sign-in on tardy log	Consequences assigned by teacher
6+	Sign-in on tardy log	Detention and Parent Contact

Checking In and Checking Out- When it is necessary for students to leave campus during the school day, they must present a note from the parent to the Attendance Office requesting the release from classes. These check out requests are to be made before school, otherwise a parent contact will be made to verify the request. Parents are frequently contacted to verify check out requests. Failure to check out will be treated as an unexcused absence (skipping school). Checking out to avoid attending school assemblies will not be allowed.

Driver's Permit and License- If a student is absent 10 consecutive days or 15 days in a grading period, and is between the ages of 15 – 18 years old, the Redmond School District will provide attendance information to the Department of Motor Vehicles to have the student's license suspended.

Extended Absence- If a student is absent consecutively for 10 or more school days, state law requires that a school withdraw that student from the school. When the students return to the school, they must come to the Registrar to be reinstated in school. The Dean of Students may request a meeting upon re-entry. If a student is ill for an extended period of time, a counselor should be contacted to see if arrangements can be made for private study and/or tutor.

Forgery of Notes and Phone Calls- Students forging notes and falsifying phone calls to obtain an excused absence or check out from school will receive a consequence from the Student Management Office.

Grade Reduction/Credit Denial- Punctual and regular attendance is essential to the academic success of students. District staff may consider a student's attendance in determining a grade reduction or credit denial, though attendance will not be the sole criterion used. Such decisions will not be based on non-attendance due to religious reasons, a student's disability; or an excused absence as determined by the district's policy (Redmond School District Board Policy IKAD).

Student Code of Conduct

Students are responsible for conducting themselves properly, in accordance with the policies of the district and the lawful direction of staff. The district has the responsibility to afford students certain rights as guaranteed under federal and state constitutions and statutes. The mission of the common school system is to provide a learning experience which will assist all students to develop skills, competencies, and attitudes that are fundamental to an individual's achievement as a responsible, contributing citizen. In order to maintain and advance this mission, it shall be the responsibility and duty of each student to:

1. Respect the rights of others. Students have a responsibility to refrain from expressing personal prejudice toward any individual or group because of race, sex, age, handicapping condition, religion, national origin, or language. Students will not be allowed to engage in conduct that interferes with the educational pursuit of other students.

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2. Attend all classes each day on time with necessary materials.
3. Participate in the learning process and take responsibility for one's own learning.
4. Follow the direction of all adult staff.
5. Comply with the rules of the District and school.
6. Submit to reasonable corrective action or punishment imposed by the District and its professional staff for violation(s) of its rules.
7. To conduct himself/herself in a manner that will not bring discredit upon you or other members of the school community. Discipline in the schools aims to teach the following fundamental concepts:
 - a) Responsibility, self-discipline, and self-respect
 - b) Respect for the rights, dignity, and safety of all individuals within the school community,
 - c) Respect for law and observance of school district policies, procedures, rules and regulations,
 - d) Respect for public and private property.

The district has authority and control over a student at school during the regular school day (including off campus lunch), at any school-related activity regardless of time or location and while being transported in district-provided transportation. Students will be subject to discipline including detention, suspension, expulsion and/or referral to law enforcement officials for the following, including but not limited to:

1. Bringing, possessing, concealing or using a weapon to or on school property or at an activity under the jurisdiction of the school or at an interscholastic activity administered by a voluntary organization approved by the State Board of Education under ORS 339.430;
2. Any possession or use of tobacco, vaping, alcohol, or unlawful drugs;
3. Assault or menacing of a district employee or another student. Menacing means by word or conduct the student intentionally attempts to place a district employee or another student in fear of imminent serious physical injury;
4. Use of threats, intimidation, harassment, hazing or coercion against any fellow student or district employee;
5. Willful damage or destruction of district property;
6. Willful damage or destruction of private property on district premises or during district activities;
7. Open defiance of a staff member's authority (insubordination). Defiance includes failure to comply with a reasonable request made by a staff person.
8. Theft;
9. Use or display of profane or obscene language;
10. Violations of district transportation rules;
11. Persistent failure to comply with rules under the lawful directions of staff or district officials;
12. Activating false alarms and/or setting fires;
13. Cheating and Forgery;
14. Dress code violation;
15. Violation of electronic communications policy;
16. Improper use of vehicle within school zone.

School Safety

Students have the right:

- To attend school in a safe environment free of harassment, theft, drugs, vandalism, intimidation, or any threat to personal safety.
- To attend a school that is free of fighting or physical abuse.
- To attend school without disruption.

Students have the responsibility:

- To seek assistance of authority when they have knowledge of any situation that would violate the safety of an individual or the school community.
- To resolve personal disputes in a peaceful and responsible manner that will maintain and contribute to a productive learning environment.
- To treat fellow students and staff respectfully.
- To keep disruptions from devices (e.g. cell phones) and negative behavior such as altercations, name calling, or fighting out of the school environment.
- To respect the authority of the school and law enforcement when dealing with lawful requests and to assist the authorities in resolving conflicts when possible.

Physical Violence- Physical violence is conduct resulting in physical harm to one's self, to others, or to property, including fighting in a school building, on the school grounds or nearby vicinity, on district vehicles, or at school-sponsored activities. Threats of physical violence include threats of harm to one's self, to others, or to school property, and menacing. Based on severity a first offense may result in a five-day suspension or recommendation for expulsion and citation by legal authorities. Second incident - Suspension, citation as warranted, and possible recommendation for expulsion.

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Disruptive/Unsafe Behavior- Disruptive, unsafe, or abusive conduct that deprives other students of the right to learn or that interferes with the instructional program in the classroom will not be tolerated. Students who are pushing and grabbing other students in an inappropriate manner will receive disciplinary consequences. There are too many instances where what starts as friendly horseplay or wrestling around turns into a heated conflict.

Menacing/Threats of Violence/Intimidation/Bullying/Cyberbullying- Menacing includes, but is not limited to, any act intended to place a school employee, student, or third party, in fear of imminent serious physical injury. Harassment, intimidation, or bullying means any act that substantially interferes with a student's educational benefits, opportunities or performance, that takes place on or immediately adjacent to school grounds, at any school-sponsored activity, on school-provided transportation, at any official school bus stop, electronic communication and that may be based on, but not limited to, the protected class status of a person, or that has the effect of physically harming a student or damaging a student's property, knowingly placing a student in reasonable fear of 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. No form of harassment/threats of violence/bullying/intimidating behavior will be tolerated. Those guilty of such behavior will receive disciplinary consequences that may include suspension and/or expulsion. Students who are victims to this type of behavior need to report the problem to a teacher, counselor, or administrator so that remedies can occur.

- **School Jurisdiction-** Students who are involved in fights or harassment off of school property may be subject to school disciplinary consequences if the fight or harassment had its origin on school grounds during school hours, or could disrupt the educational environment.

Activating a False Alarm or Setting Fires- Any student activating a fire alarm for other than the intended purpose will be suspended and cited by law enforcement officials. The unauthorized setting of fires will result in suspension or expulsion and citation by law enforcement authorities.

Weapons- Students shall not bring, possess, conceal or use a weapon on or at district property, activities under the jurisdiction of the district or interscholastic activities administered by a voluntary organization approved by the State Board of Education (i.e., Oregon School Activities Association). This includes destructive devices, replicas of weapons, and any item used as a weapon. Weapons include all types of firearms plus any weapon, device, instrument, material, or substance that is capable of causing serious physical injury or death under the circumstances in which it is used, attempted to be used, or threatened to be used.

Redmond School District is a member of the Safe Schools Alliance (SSA) and follows SSA and law enforcement protocols when handling violations. Students found to have brought, possessed, concealed or used a dangerous or deadly weapon, firearm or destructive device in violation of this policy shall be expelled for a period of not less than one year. All other violations of the policy will result in discipline up to and including expulsion and/or referral to law enforcement, as appropriate.

Possession of, threatening the use of, or actually using a weapon or simulated weapons (including "look-alike" i.e.; airsoft pistol, paintball gun), explosives, firecrackers, mace, or other items capable of producing bodily injury is prohibited. Possession of weapons including the unauthorized presence of or use of "dangerous weapons" which include, but are not limited to, any type of firearm, knife (including pocket knives), metal knuckles, straight razors, noxious, irritating or poisonous gases, poisons or drugs, bombs, explosives, or firecrackers may result in suspension or expulsion from school grounds. Possession includes not only possession on the student's person, but also the presence of weapons in a vehicle, locker, or container under the student's control, or brought upon the school grounds or facilities by the student whether or not in the student's immediate possession or control when on the school grounds.

The *Gun Free School Act* requires schools to expel for at least one calendar year any student who is determined to have brought a firearm to school. A "school zone" is defined by federal law as in or on school grounds or "within 1000 feet of school grounds." Any student using a water gun, water balloons, spray cans, etc... in the building or on school grounds will have the device confiscated. The device will not be returned. This behavior may result in detention, suspension or expulsion. Any item deemed dangerous by administration may be confiscated and consequences may be assigned.

Alcohol and Drugs- Students shall not use or possess alcohol, narcotics, drug paraphernalia or any other illegal, harmful, or controlled drug, without a proper prescription, on school grounds, on buses, or while attending school activities, functions or school-related events away from school grounds. (This policy applies to drug residue on paraphernalia or in containers.) This policy also applies to students who are caught using, delivering, or in possession of drugs or alcohol off school grounds during school hours. It is also unlawful for a student to distribute his/her own prescription drug to others. Everyday items to alter mood or state of mind are prohibited. The disciplinary action may include removal from any or all extracurricular activities and/or denial or forfeiture of any school honors or privileges (e.g., valedictorian, salutatorian, student body, class or club office position, field trip, prom, etc.). Any violation of this policy will result in immediate notification of law enforcement officials. In addition, violations will be handled as follows:

First Violation - the student will be suspended for up to five (5) days.

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- a. A referral to a community resource program designed to help the student overcome alcohol or unlawful drug use may also be made. The costs of such a program are the individual responsibility of the student/parent/guardian and the private health care system.
- b. A parent conference will be held prior to re-admission for any student violating this policy.

Second Violation - the student will be suspended and a recommendation for expulsion for at least the remainder of the trimester may be sent to the Superintendent.

- **Drug Sale, Delivery, or Distribution-** Students shall not sell, distribute, deliver for sale, or possess alcohol, narcotics, or any other illegal, "look-alike", paraphernalia, or controlled drug, on school grounds on buses, or while attending school activities, functions or school related events away from school grounds. **All incidents involving the distribution of drugs or alcohol, including look-alikes, will result in a recommendation for expulsion for the student who distributed the substance. Distribution includes selling, trading, sharing, or giving a substance, including look-alikes, to another student. Students and parents are advised that this disciplinary action will occur on the first offense.** For disciplinary consequences involving tobacco, please refer to that section of the handbook.
- **Use of Drug Sniffing Dogs by Administrators-**To protect students and to provide a safer school environment, drug-sniffing dogs may be used to examine lockers, other student storage areas and vehicles. Such activities may occur at any time and may be random or based on reasonable suspicion. Dogs shall not be used to search individuals and shall not be brought into the classroom, for the purpose of conducting a search, when students are present. Prohibited items found in the course of these searches will be removed and retained by the school. Any other items removed during a search will be returned to the student, the student's parent or held for the police as necessary. Students may/will be subject to discipline if any prohibited items are found. Parents and students will be notified annually, either through the school handbook or by newsletter of the use of drug sniffing dogs in the schools.

Tobacco- The use, distribution, and/or possession of tobacco will not be permitted on the Redmond High School campus, on buses, or while attending school activities, functions or school related events away from school grounds. The tobacco policy also applies to areas near the school, such as the canyon and the streets surrounding the school. This policy also applies to students who are caught using or in possession of tobacco off school grounds during school hours. The disciplinary action may include removal from any or all extracurricular activities and/or denial or forfeiture of any school honors or privileges (e.g., valedictorian, salutatorian, student body, class or club office position, field trip, prom, etc.). Students possessing tobacco products, during school time or on school grounds, may be subject to arrest and/or suspension/expulsion. RHS is a tobacco free school which includes both students and adults during regular school hours as well as all co-curricular activities. Violations will be handled as follows:

First Violation - the student will be suspended for up to two (2) days, and cited for MIP tobacco

Second Violation - the student will be suspended for up to five (5) days; a parent conference will be held prior to read admission. Student will be cited for MIP tobacco

Third Violation - the student will be indefinitely suspended and a recommendation of expulsion for at least the remainder of the trimester will be sent to the Superintendent. Student will be cited for MIP tobacco.

- **Look-alike Substance-** Substances which resemble and can be taken for illicit beverages and drugs are forbidden. These include "clove" cigarettes, vape juice, vaping devices, look-alike drugs, non-alcoholic beer, etc. The consequences for look-alike substances are the same as for real alcohol and drugs.

Search and Questioning

Questioning by Law Enforcement- Should law enforcement officials find it necessary to question students during the school day or during periods of extracurricular activities, the principal or designee will be present when possible. An effort will be made to notify the parent of the situation. Parents are advised that in suspected child abuse cases, the Department of Human Services and/or law enforcement officials may exclude district personnel from the investigation procedures and may prohibit district personnel from contacting parents. (RSD School Board Policy KN-AR)

Search and Seizure- School officials may search the person and his/her personal property (including vehicle, back packs & clothing) when there is reasonable suspicion to believe a student is concealing evidence of an illegal act, or in violation of the student code of conduct or district policy. Illegal items (weapons, alcohol, and unlawful drugs, etc.) or other possessions determined to be a threat to the safety, security or disruption of the educational process of others may be seized by school officials. A random general search of school facilities and any properties including, but not limited to: lockers, PE lockers, or desks may occur at any time and without warning. Items belonging to the school, items which are unlawful, or items which are in violation of school policy may be seized. (RSD School Board Policy JFG)

Illegal Acts and School Violations

Violation of school rules and regulations, based on severity and frequency, may result in reprimand and warning, detention, removal of privileges, suspension, or expulsion. In matters other than minor and routine instances, parents will be involved and informed. In all cases of suspension or expulsion, due process procedures will be no less than those required by District policy and law. (Those procedures are described throughout this handbook.)

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In addition to rules and regulations of Redmond School District described in this publication, students are expected to obey the laws of the State of Oregon and of the United States. On school property, and at school-sponsored activities, violations of public laws will result in disciplinary action taken by school authorities regardless of whether or not law enforcement is involved.

Cheating, Plagiarism and Copyright Violations- Cheating is unacceptable. An educational institution owes its students an environment that teaches and supports honesty and integrity. Students in violation of copyright laws will be subject to discipline. Students cheating on tests or caught plagiarizing in a given class will be disciplined under the following guidelines:

- **First time:** Failure or zero on the assignment or test. Call home by teacher. Teacher will notify appropriate administrator concerning any action taken.
- **Second time:** Failure or zero on the assignment or test. Seen by an administrator. Call home by an administrator and/or conference with parents and teacher.
- **Third time:** Failure grade given for the course.

Notes: Discovery of multiple cheating instances will not count as the first offense. Each instance is its own.

Students stealing tests from staff may be suspended and receive a zero on the test and/or may fail the course.

Classroom Behavior- Teachers will inform students of their expectations for appropriate classroom behavior. This is the procedure teachers will follow when students are disruptive:

- The teacher will discuss the inappropriate behavior with the student.
- The teacher will contact the parent about the inappropriate behavior if it continues.
- The teacher will refer student to the administrative team if it continues.
- A conference with the student, parents, and an administrator will be held if the behavior persists. In this conference the possibility of the student being removed from class may be discussed.

Criminal Trespass- Students who have been suspended or expelled from school and persons of school age who are present but not enrolled in the school may be subject to the appropriate State Law or City Ordinance related to trespass. Criminal trespass charges may be made when a person's presence has been denied or restricted from a campus. Parents/guardians under court order restraint pertaining to a student will also be denied campus access.

Distribution of Material- All aspects of school-sponsored publications, including newspapers and/or yearbook, are completely under the supervision of the teacher and principal. Students may be required to submit such publications to the administration for approval (as allowed under Federal and Oregon laws). 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.

Dress Policy- Good personal hygiene and appearance reflects a positive self-esteem and pride in oneself and in one's school. The expectations include clothing that is clean, safe, and appropriate. The student's appearance shall not disrupt the educational activities nor be a health/safety concern. Specifically, students are not to wear tube/halter tops, shirts/tops that are less than full length and expose a bare midriff, see-through shirts/tops, sagging pants that reveal the wearer's underwear or clothing with inappropriate words or pictures. This also includes implied or direct advertising of tobacco, alcohol, and drugs on all forms of clothing or jewelry. Shoes are to be worn at all times. Clothing with words or graphics that could be interpreted as sexual innuendo or violence will not be tolerated. Clothing that may be interpreted as gang related or unsafe, (including but not limited to bandanas, spikes, etc.) will not be tolerated. Redmond High School will provide an environment free of any form of sexual harassment. Students who are in violation of the clothing policy will be asked to cover, change, or turn inside out the article of clothing in question. The incident may also be documented on a referral. Any subsequent violations of the rule will result in more severe consequences. Students who represent the school in a co-curricular activity may be required to meet additional dress and grooming standards approved by the principal, and may be denied the opportunity to participate if those standards are not met. Hats may be worn during school hours providing that they are appropriate. Each teacher will decide whether or not to allow hats to be worn in their classroom. Failure to remove hat if asked by the teacher will be considered insubordination and referred to the administration for consequences. (RSD Board Policy JFCA) Students will not be allowed to wear hoods inside the building due to safety concerns.

Electronic Communications General Policy and Guidelines- Redmond School District provides its students and staff access to a multitude of technology resources. These resources provide opportunities to enhance learning and improve communication within our community and with the global community beyond our campuses. Some of these tools include Google Apps for Education (for more information on Google Apps, please visit bit.ly/gafe), learning management systems and other online resources. With the privilege of access comes the responsibility of students, teachers, staff and the public to exercise personal responsibility in their use of these resources. School district policies are intended to promote the most effective, safe, productive and instructionally sound uses of networked information and communication tools. The Redmond School District also makes a good faith effort to protect its students

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from exposure to Internet materials that are harmful or explicit. The school district maintains a system of Internet content filtering on district-provided devices at school and at home.

- **Digital Citizenship-** Redmond School District staff and students use technology in meaningful, safe and responsible ways while at school and at home. Digital citizenship means:
 - Respect for one's self: Users will nurture an appropriate and respectful online presence, and will purposefully consider information and images before and after posting online.
 - Respect for others: Users will refrain from using technology to bully, tease or harass other people.
 - Respect for Intellectual Property: Users will suitably cite any and all use of websites, books, media, etc. while adhering to Fair Use practices.
 - Protect one's self and others: Users will protect themselves and others by immediately reporting abuse and by not forwarding inappropriate materials or communications.
 - Protect one's personal data: Users will not share personal logins and passwords and are urged to update passwords regularly. Users should not share personal information (name, address, phone number, etc.) in online forums or other electronic communications.
- **Expectations-** Responsible use of Redmond School District's technology resources is to be ethical, respectful, academically honest and supportive of the district's mission. Each user has the responsibility to respect every other person in our community and on the Internet. Digital storage and electronic devices used for school purposes will be treated as extensions of the physical school space. Administrators, or their designees, may review files and communications (including electronic mail) to ensure that users are using the system in accordance with school district policy. Users should not expect that files stored on district servers, within Google Drive, or on hard disks will be private. Users also should understand that school servers regularly record Internet activity in log files that are available to the public under RSA 91-A: Access to Public Records and Meetings.
- **Electronic Communication Policy Violations-** Redmond School District reserves the right to deny or limit access to technology and/or Internet to anyone. Violating any portion of this policy may result in disciplinary action, including temporary or permanent ban on computer or Internet use, suspension or dismissal from school, and/or legal action. The school district may cooperate with law enforcement officers in investigations related to illegal activities conducted through its network.

Some activities are expressly prohibited by law: Users are expected to abide by the generally accepted rules of network etiquette while at school and at home. The following guidelines are intended to clarify expectations for conduct, but they should not be construed as all inclusive:

- Use of electronic devices should be consistent with Redmond School District's educational objectives, mission and curriculum.
- Transmission of any material in violation of local, federal and state laws is prohibited. This includes, but is not limited to: copy righted materials, licensed material and threatening or obscene material.
- Intentional or unintentional use of networked resources to access or process proxy sites, pornographic material, explicit text or files, or files dangerous to the integrity of the network is strictly prohibited.
- Software and/or services may not be installed or downloaded on school devices without prior approval of the school's administration.
- Use of computer resources for commercial activities, product advertisement or religious or political lobbying is prohibited.
- Users may be held personally and financially responsible for malicious or intentional damage done to network software, data, user accounts, hardware and/or unauthorized costs incurred.
- Files stored on district-managed networks, Google Apps for Education accounts or on district assigned devices may be inspected at any time and should not be considered private.
- Materials published for electronic publication must be for educational purposes. School administrators, teachers and staff may monitor these materials to ensure compliance with content standards.

Food/Drink/Sanitation - Each individual teacher reserves the right to develop rules regarding food and drink in their respective classroom. This includes the prerogative to prohibit food and drink at all times in the classroom. In no cases should food or drink disrupt the learning process or create any nuisance and/or sanitary issues.

Gambling- Any form of gambling is prohibited. It is a violation of state law. Students who gamble on school grounds will be subject to disciplinary action.

Initiation, Hazing, Extortion or Harassment- Hazing includes, but is not limited to, any act that recklessly or intentionally endangers the mental health, physical health, or safety of a student for the purpose of initiation or as a condition or precondition of attaining membership in, or affiliation with, any district-sponsored activity or grad level attainment. Hazing includes, but is not limited to, forced consumption of any drink, food, or drug, forced exposure to the elements, forced exclusion from social contact, sleep

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deprivation or any other forced activity that could adversely affect the mental, or physical health or safety of a student, or that requires, encourages, authorizes or permits another to be subject to wearing or carrying any obscene or physically burdensome article, assignment of pranks to be performed, or other such activities intended to degrade or humiliate. RHS prohibits these behaviors. Violation may result in suspension or expulsion from school and a parent conference. Serious cases will be reported to law enforcement. (RSD Board Policy JFCF/JFCF-AR)

Lighters or Fire Starting Devices- Possession of, threatening to use, or the deliberate act of using fire tools or other ignition sources is prohibited. Fire tools are defined as: any tool that creates a form of heat by creating a flame or spark, includes, but is not limited to matches, cigarette lighters, and multi-purpose lighters (BBQ). Ignition Sources other than fire tools are defined as forms of heat, which instigate or are used to propagate fire and includes, but is not limited to, candles, road flares, fuses and fireworks. Consequences depending on severity of incident will result in detention, up to suspension.

Loitering off Campus- Students may not loiter on public or private property while exercising their off campus privilege. Community complaints may result in the individual concerned losing the privilege to leave the campus at lunch. School rules are enforced during break and lunch. Appropriate disciplinary consequences will apply. The area known as "the canyon", which includes the area around the professional offices, apartments on Rimrock Drive, across the street, Bowlby Field, Sam Johnson Park, the walkway to Bowlby Field, the tennis court area, and the empty lot across from the school is off limits at any time during school hours (7 a.m. - 3 p.m.) except for school supervised activities. Students loitering in this area will be referred to the school administration. Consequences for loitering will be enforced.

Personal Communication Devices (Pagers, Cell Phones, Audio Head Sets)- Students and staff should be allowed to complete their tasks without the interruption of communication devices such as pagers, cell phones, or audio headsets (other than for school use) while attending school or school associated activities, on or off school property. A personal communication device is one that emits an audible signal, vibrates, displays a message or otherwise summons or delivers a communication to the possessor. Students may possess this type of communication device, although if it disrupts the educational environment it is subject to being confiscated. **No use of cell phone photographs is permitted during school hours. Use of cell phone photographs is strictly prohibited in the restrooms and locker room areas at all times. (RSD School Board Policy JFCEB)**

Student phones will be off and away from bell to bell. Students may access their phones before school, during passing times, lunch, and after school. This policy uses 'phone' throughout. It includes any personal electronic device not issued by the school (iPod, MP3, headphones, smartwatch, etc.).

All classrooms will have a cell phone wall organizer. The organizer will be in a space easily monitored by the teacher. Teachers may invite and encourage students to use their assigned numbered pocket to store their phones safely during class. This helps students reduce the inclination to access their phones, which will result in disciplinary action. Students may also leave their phones in their purse or backpack. Phones, headphones or any other device should not be visible during class. Teachers will highly encourage students to not leave their phones 'on their person', as this makes accessing the phone a temptation.

If a student accesses his/her phone during class time, the following will occur:

- Teacher will instruct the student to report to the Student Management Office.
- Teacher will email parent or notify via ParentVue and cc Dean of Students by end of day to inform that the student violated our phone policy.
- Student will deliver powered-off phone to SMO.
- Student will call parent from SMO to notify of violation and invite parent to retrieve phone.
- Parent may pick up the phone at any time.
- If student refuses to report to SMO or to deliver the phone per policy, the student will be suspended out of school the following day.
- If a student violates the policy but with another student's phone, the same process and consequences apply to the student in possession of the phone.

Pets at School- Animals are generally prohibited on district property. However, animals may be brought into classrooms for educational purposes. Permission must be obtained from the principal. Animals may not be transported on a school district bus. Animal Control Officers will be called to remove animals from school grounds if the owner is not known or cannot be located. (RSD Board Policy ING)

Profane Language- Words and/or acts that infringe on the moral standards of most students cannot be tolerated in an atmosphere where attendance is required by law. Profane and vulgar language is not appropriate in classrooms, hallways, or on any school property. Students who use profane language on school grounds will receive disciplinary consequences.

Public Display of Affection- Inappropriate public displays of affection between students are not acceptable on the school campus. Acceptable behavior will include holding of hands, a brief and gentle hug or a short kiss. Unacceptable behavior includes but is not limited to: prolonged embraces and/or kisses and inappropriate touching. Staff who notes unacceptable behavior will indicate this to the students, requesting the behavior to stop, and report this to the appropriate administrator. Disciplinary action will be taken by school administration.

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Unsafe or Improper Use of a Vehicle- While on school property, all vehicles will be used in a safe and non-disruptive manner. Parking regulations are enforced. Unsafe vehicle use leads to campus restrictions or law enforcement contact. Any student leaving campus by vehicle is responsible for his or her own actions.

- **Riding in the Back of Pickups-** To avoid any possibility of injury, students are not allowed to ride in the back of pickups while on school property. Though it is not against state law to ride in the back of pickups we are concerned for the safety of our students and do not want to see anyone injured. It is the responsibility of the driver to not allow other students to ride in the back of his/her vehicle, and it is the driver who will be held accountable for any violations. Defiance of this rule will result in the suspension of driving privileges on the campus.

Secret Societies, Gangs, Hate Groups- Secret societies, gangs, hate groups, or any other groups, which advocate hatred, discrimination, or violence on any issue, are banned from the Redmond School District. State of Oregon law prohibits the existence of any secret society in public schools ORS 339.885(1). Likewise any of the activities of such groups and their members are prohibited in district facilities and at school functions. Prohibited activities include, but are not limited to: congregation of members, the solicitation or recruitment of members, the possession of group paraphernalia and materials, writing or displaying gang graffiti, the intimidation of others, the advocacy of discrimination, and any other behavior which the school administration finds disruptive, such as the wearing of gang colors, weaponed attire, insignia, and such language, codes and gestures that provoke violence or seek to advocate the purpose and objectives of such groups. Disciplinary action may include suspension or expulsion.

Sexual Harassment Complaints- All persons associated with this school district including, but not limited to, the Board of Directors, employees, volunteers, and students, are expected to conduct themselves at all times as to provide an atmosphere free from sexual harassment. Any person who engages in sexual harassment while acting as a member of the school community will be in violation of this policy. The student and/or parent with a complaint should contact a school administrator. Any student in violation of this policy (sexual harassment may be subject to detention or expulsion and reported to law enforcement. Examples of sexual harassment patterns are:

- Visual - ogling, staring, inappropriate hand gestures
- Verbal - unwanted requests for dates, questions about personal life, lewd comments, dirty/sexual jokes, whistling
- Written - unwanted love poems and love letters, obscene poems, unwanted cards.
- Touching-violating space, patting, grabbing, pinching, caressing, kissing.
- Power-relationships, using power to request dates, sex, etc.
- Intimidation - threats, demands
- Force - rape, physical assault

Skateboards and Scooters- Unless deemed to be a disruption to the educational environment, students may carry skateboards and scooters or like devices for the use off of school property. Students may lock up scooters and skateboards on the provided racks. Students will be responsible for providing their own locks. Use of skateboards, scooters or like devices on school district property constitutes a violation and will be disciplined according to regular school procedures and may have their skateboard and scooter or like devices confiscated for parents to retrieve.

Theft/Possession of Stolen Property- Theft is the act of stealing personal or public property. Any student who commits or attempts to commit an act of theft against another student, the school district, or any other party, will be subject to disciplinary action and referred to the appropriate law enforcement agency. (Students are urged not to bring valuables or large amounts of money to school. Beyond the teaching of personal responsibility and honesty, the school cannot assume direct responsibility for a student's personal belongings.) Theft of school property or receiving stolen school property will result in suspension, possible expulsion and restitution will be made for items stolen. Law enforcement will be contacted and the student may be cited.

Vandalism and Financial Responsibility- Vandalism is defacing or damaging property. A student who commits an act of vandalism may be disciplined, suspended, or expelled. The parent or guardian of the student is liable for the payment for such damage if the student is younger than 18. (ORS 339.260)

Transportation of Students- Students have the right:

- To ride district buses as provided when students live one or more miles from the school (in the case of elementary school students) and one and one-half or more miles from school (in the case of middle school and high school students) and/or students who have to cross a hazardous area. Buses travel only on city, county, or state maintained paved roads.

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Students have the responsibility:

- To be at the bus stop five minutes before the scheduled pick up time.
- To follow the instructions posted and listed in district regulations.
- To participate in a bus evacuation drill each year.
- To follow the rules governing behavior on school buses or may forfeit the right to ride.
- To follow directives given by bus driver.

The following are state regulations from OAR 581-53-010; ORS: Chapter 820; 332.405, OAR: 581-21-010

- Pupils being transported are under authority of the bus driver.
- Fighting, wrestling, or boisterous activity is prohibited on the bus.
- Pupils shall use the emergency door only in case of emergency.
- Pupils shall be on time for the bus both morning and evening.
- Pupils shall not bring firearms, weapons, or other potentially hazardous material on the bus.
- Pupils shall not bring animals, except approved assistance guide animals on the bus.
- Pupils shall remain seated while the bus is in motion.
- Pupils may be assigned seats by the bus driver.
- When necessary to cross the road, pupils shall cross in front of the bus or as instructed by the bus driver.
- Pupils shall not extend their hands, arms, or head through bus windows.
- Pupils shall have written permission to leave the bus other than at home or school.
- Pupils shall converse in normal tones; loud or vulgar language is prohibited.
- Pupils shall not open or close windows without permission of the driver.
- Pupils shall keep the bus clean and must refrain from damaging it.
- Pupils shall be courteous to the driver, to fellow pupils, and passersby.
- Pupils who refuse to obey promptly the directions of the driver or refuse to obey regulations may forfeit their privilege to ride on the bus.

Disciplinary Procedures

Students/Parents have the right:

- To be presented with a verbal or written statement of the charges.
- To be given the opportunity to be heard and present his/her view of the occurrence.
- To all due process guarantees contained in the district's stated procedure for suspension and/or expulsion.

Students/Parents have the responsibility:

- To comply with school rules and regulations at school and at all school related activities as outlined in the introduction of this handbook.
- To obey all federal, state, and local laws.
- To submit to the lawful authority of school personnel.
- To conduct themselves individually and collectively in an orderly fashion.

Detention- Lunch detention is frequently used as a disciplinary consequence. Detention will be set up in a supervised classroom during lunch. Detention will be assigned to the students by the administration or designee. The following rules will apply for detention:

- Students must have homework or a book to read when they report to detention.
- Students creating any disturbance or problems may be sent home.
- Detention must be served on the day assigned. Exceptions must be cleared in advance.
- Talking and sleeping will not be allowed during any detention time.
- After school detention may be arranged with the Dean of Students.
- Transportation home after detention is the student's responsibility.
- Students that do not comply with assigned detention will be suspended out of school.

Suspensions- Suspension temporarily removes the privilege and duty of a student to attend school and/or school activities for a period of time up to, but not exceeding, ten school days. In determining the length of the suspension, the principal will take into account the severity of the act and the previous behavior of the student. Suspension periods are not to exceed ten consecutive school days. Depending upon the circumstances and the infraction, attempts to notify parents should begin as quickly as possible when a suspension looks imminent. Suspension

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may be made by the principal or his/her designee. Temporary suspension may be necessary while officials review evidence and possibly take further action. In the case of a suspension, the student is informed of the suspension charges by the administration and asked to explain his/her view of the event. When the decision to suspend is made, parents are notified and a procedure for reinstatement and appeal is explained. When a student with an Individual Education Plan (IEP) is being considered for suspension or expulsion from school, all procedures mandated by Individuals with Disabilities Education Act (IDEA) will be addressed. A conference may be required for the student and/or the student's parents before reinstatement takes place. Any reinstatement requirements other than simply returning to class shall be presented in written form and contained in the suspension letter or referral form. Upon return to school, students have the right to make up assignments missed during the time of suspension and to be granted credit. It shall be the responsibility of the student to take the initiative to obtain make-up assignments. It will be the responsibility of the instructor to provide any additional instruction.

Expulsions- Expulsion means that a student is removed from school and all school-related activities for an extended period of time not to exceed beyond one calendar year. Expulsions are recommended by the principal or his designate to the District Hearing Officer. The decision by the hearings officer will be communicated to the superintendent for School Board action. The superintendent may modify the expulsion requirement for a student on a case-by-case basis. The decision of the hearings officer may be appealed to the School Board. Expulsion is used in cases of extreme severity or for repeated serious violation of school rules or district regulations. District procedure provides for written notification to the students' parents, identification of alternate education options, the right to a hearing, all rights guaranteed by due process, and rights unique to students with an IEP or students subject to IDEA.

- The School Board shall deny for a period not to exceed one calendar year from the date of the expulsion, regular school admission to students who have become residents and who are under expulsion from another school district for a weapons policy violation. The Board may also deny regular school admission to students who have become residents and who are under expulsion from another school district for reasons other than a weapons policy violation.
- Notice will be given to the student and the parent by personal service or by certified mail at least five days prior to the scheduled hearing. Notice will include:
 - a. The specific charge or charges;
 - b. The conduct constituting the alleged violation, including the nature of the evidence of the violation;
 - c. A recommendation for expulsion;
 - d. The student's right to a hearing;
 - e. When and where the hearing will take place; and
 - f. The right to representation.
- Disciplinary action may result in placement in an alternative education program and can occur, but is not limited to, the following situations:
 - Two or more severe disciplinary problems occur within a three-year period.
 - When attendance is so erratic the student is not benefiting from the educational program.
 - When an expulsion is being considered or a student is expelled
 - When a student's parent or emancipated student applies for exemption from attendance on a semi-annual basis.

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Redmond High School Discipline Matrix

Level 1- Classroom Managed

Level 1 behavior offenses are minor in nature. These may include violations of student handbook and/or classroom rules and procedures. Consequences for Level 1 behaviors will be handled by the classroom teacher.

Behavior Examples:

- Minor "horseplay"
- Undirected profanity
- Minor defiance
- Minor classroom disruption
- Cheating/Forgery
- Minor public displays of affection
- Tardies

Possible Consequences:

- **Parental/Guardian contact**
- Assigned seat
- Classroom behavior support plan
- Change of seat
- Loss of privilege
- Restitution
- Alternative/Additional assignment
- Teacher/Parent/Student conference

Exhibits of repeated Level 1 behaviors will result in Level 2 matrix escalation. **Teacher documentation** (Google Form)
Parent/Guardian contact by email or phone.

Level 2- Office Managed

Level 2 behaviors are more serious in nature, may involve the safety of other students, and show a willful disregard for rules and/or policies. Level 2 behaviors will be referred to the office pending further consequences. **Administration will contact parent/guardian after student conference.**

Behavior Examples:

- Major disruptions
- Major defiance or disrespect
- Directed profanity
- Damaging or defacing school property

Possible Consequences:

- School Service/restitution
- Lunch Detention(s)
- Parent/Guardian Conference
- Loss of privileges

A **third** Level 2 referral in a **trimester** may result in the escalation to Level 3.

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Level 3- Office Managed

Level 3 behaviors are severe and deliberate in nature. Level 3 behaviors may put the individual, peers, and staff in danger. Students exhibiting Level 3 behaviors will be escorted directly to student management office. **Discipline referral will be written and administration will contact parent/guardian.**

Behavior Examples:

- Major Public Displays of Affection
- Harassment/Bullying
- Threats of harm
- Fighting or physical aggression
- Blatant disrespect
- Vandalism
- Skipping Class; off campus
- Possession, use of tobacco, drugs, or alcohol

Possible Consequences:

- ISS/OSS
- Parent/Guardian conference
- Financial restitution
- Loss of privilege
- School service
- School level behavior plan
- Meeting with SRO
- Change of schedule

Level 4- Office Managed

Level 4 behaviors are the most severe, deliberate, and willful in nature. Level 4 behaviors put students, staff, and the school as a whole in extreme danger. Students exhibiting Level 4 behaviors will be immediately **escorted** to the office. **Discipline referral will be written and administration will contact parent/guardian.**

Behavior Examples:

- Distribution of tobacco, drugs, or alcohol
- Assault
- Robbery or Theft
- Major and malicious destruction of school property
- Possession of a weapon (knife, gun, pepper spray, etc.)

Possible Consequences:

- OSS
- Expulsion
- Law Enforcement citation
- Change of placement or schedule
- Financial Restitution

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Student Rights and Responsibilities

Rights of Students- Court decisions have indicated that young people in the United States have the right to receive a free public education. The courts have also stated that students have the rights of citizenship as delineated in the United States Constitution and its amendments. The deprivation or abridgment of these rights may occur only for just cause and in accordance with due process of law. Constitutional rights are not absolute and in the school setting reasonable limitations must be placed upon the exercise of these rights in order that the schools may effectively fulfill their function of educating young people. The school system may not, however, unduly infringe upon constitutional rights. In taking disciplinary action, school officials will consider the students' individual and collective rights and safety and will afford students their rights to fair consideration free from action which is patently arbitrary, capricious, and inappropriate for the offense committed. For more information go to, www.redmondschools.org.

Student Complaint Procedures and Due Process Rights- If a student believes that he/she has not received fair or equitable treatment the following procedure may be followed:

1. The student should arrange to meet with the staff member involved to discuss the concern. This is to be scheduled outside of class time.
2. If the concern is unresolved, the student should contact an administrator to arrange a conference that may include the
 - a. Administrator, student, staff member, counselor, and parent(s).
3. If the concern remains unresolved, the student may submit a written complaint to the building administration to
 - a. Request a conference with the Superintendent.

Individual Clean up- Students and staff at Redmond High School desire to learn and work in a clean environment. Another trademark at RHS is a custodial staff that works diligently in providing a safe, clean and comfortable building. We all need to work together at keeping our school clean. We ask that all students pick up after themselves in the cafeteria and outside the school building during break and lunch.

Field Trips- Students wishing to participate on a field trip must get permission from each of their teachers. Any student failing one or more subjects may be excluded from going on the field trip.

Student Protest/Assembly- All formal student meetings that occur on school grounds shall function only as a part of the educational process and as authorized in advance by the principal. Students gathered formally or informally shall not be a disruption to the educational process or infringe upon the rights of others. There are appropriate ways to discuss and debate school issues. These include through the Student Council or through discussion with teachers and administrators. A student strike or protest is not appropriate. In the event that students at Redmond High School organize a protest or strike that result in a loss of class time, the student's absence from class will be unexcused.

FACILITIES USE EXPECTATIONS

Auditorium-When anyone uses the auditorium they are expected to leave it clean and ready for the next user. Food and drinks are not allowed in the auditorium at any time. All users are expected to sit correctly in the seats and not put their feet up on the seats in any manner.

Building Hours- Unless participating in a supervised after school activity, students are expected to be out of RHS by 4:00pm.

Computer Labs- Students who utilize the computer labs at Redmond High School will use all equipment and materials appropriately. Students are to leave the lab clean and organized. No student will be allowed to use the computer lab without the authorization of a building staff member. Students will work on their assigned computer and respect the privacy of others working in the lab.

Gymnasium- Students are not permitted to be on the floor with their street shoes, or to be in the gym without adult supervision. When going to or coming from an assembly, all students should walk to one side of the floor.

Halls/Sidewalks- Students are expected to maintain calm, appropriate behavior as they walk through or sit in the halls. All students will clean-up after themselves during passing periods and lunch time. Horseplay such as wrestling or running will not be allowed due to potential injury to themselves or other students.

Library Use

- The library hours are from 7:00 a.m. to 3:00 p.m. Monday through Thursday and from 7:00 a.m. to 2:30 p.m. on Fridays.
- Books are checked out for a period of 15 school days. Reference books are for in-library use only.
- Students will be charged for lost library materials.
- Students will not be allowed to check out any library materials if they have a book overdue or there is an unpaid fine.
- Seniors who have fines remaining at the end of the school year will not participate in graduation.

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Lockers- Request forms for lockers are available in the counseling office or student management office. The student assigned to that locker will pay for any tampering or damage to the locker. Marking on the inside or outside of the locker is prohibited. Periodic locker checks will be conducted. Lockers found to be in violation of these rules will be cleaned by the student to whom the locker is assigned. The sharing of lockers is prohibited unless permission has been granted and the information recorded by the student management secretary. Personal valuables should not be kept in the lockers. The school does not accept responsibility for items lost or stolen from the lockers. Student lockers are the property of Redmond Schools. At no time does the district relinquish its exclusive control of lockers provided for the convenience of students. School authorities may conduct periodic random searches of lockers any time for any reason, without notice, student consent or a search warrant.

Office- In order for the office staff to provide the most efficient service to students and community members all students are asked to conduct business in a timely, positive, and calm manner. All students will use a quiet voice and speak using appropriate language. Disrespect shown to the office personnel will result in an immediate referral to administration.

Office Telephone Use- Students may not use school telephones during the hours of 7 a.m. to 3 p.m. except for the following reasons:

- To get an absence excused.
- To call home when ill.
- To return a call to a parent or employer.
- To inform the student's parent/guardian that they need to stay after school for a class. (This will require a note from the teacher who is requesting the student to stay late.)
- To inform parents of changes in athletic/activity schedule.

Student Body/Activity Cards- All RHS students are encouraged to have a student photo ID card with the option to purchase an Associated Student Body (ASB) sticker for their student photo ID card.

- Students with a valid ASB card will receive free admission to all RHS home athletic events.
- Students who do not show their valid ASB card will pay a general admission fee to gain admission.
- Students must have and are required to show their valid ASB card to gain admission to other ASB extra-curricular sponsored activities and events, including dances.
- A valid ASB card is required for students to participate in ASB elections.
- ASB cards will be purchased at registration. Lost ASB/ID cards may be replaced for a \$5.00 fee

Vehicle Use and Parking- Student vehicles may be operated on school premises subject to all City of Redmond and State of Oregon traffic ordinances and the following regulations:

1. The student driver must hold a valid driver's license, and the vehicle must be registered and properly insured.
2. All students who park on school grounds will purchase a parking permit for the annual fee of \$25. Permits are available for purchase during registration and in the high school office if purchased after registration.
3. Students who do not have a valid parking pass will receive a school-issued parking fine of \$10. Student will have ONE week to purchase a parking permit in order to void the ticket. After one week, all fines are final.
4. All vehicles parked on school property are under the jurisdiction of the district and will be subject to search when there is reasonable suspicion to believe an illegal act, violation of the student code of conduct or district policy has occurred.
5. Students are to park in the areas designated for student parking. Students are not allowed to park in the visitor spaces in front of the school or the Staff Parking area until after 3:00 p.m. on school days (this includes students who have an off campus period during the day). Violations will result in a school-issued parking fine of \$10.
6. Students are not to loiter in cars or be in the parking lot during the school day.
7. Drivers who drive recklessly or speed in and out of the student parking lot may be subject to traffic citation. The speed limit on campus is 10 miles per hour.
8. The main entrance to the school is lined on both sides by emergency lanes. Vehicles must not be left unattended in emergency lanes at any time.
9. Students are not allowed to park in the area near the loading dock.
10. Student vehicles will be cited and/or towed at the owner's expense if they are parked incorrectly or in unauthorized areas.
11. Students may not trade or sell parking permits to other students.
12. All parking permits must be properly displayed on the rearview mirror as designed.
13. Vehicles not in compliance with parking regulations will be towed.

PROCEDURAL GUIDELINES

Audit Policy-Students may audit a weighted class for exposure to the content. An audit can be authorized in one of two ways. First, an audit may be pre-arranged before the class begins by obtaining written permission from their assigned guidance counselor, the teacher of the class, their guardian, and an administrator. Second, students may change a class to an audit grade within 10 school days

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of enrolling in the course by obtaining written permission from their assigned guidance counselor, the teacher of the class, their guardian, and an administrator. Regardless of the method to obtain an audit, any student with an IEP or a 504 shall also receive written permission from their case manager.

Letter grades will not be changed to Audits retroactively. No Audit requests will be approved past the ten days with the following exception:

- A student's IEP team determines that an Audit grade is an appropriate modification, and this decision is included in the IEP documentation.

Further, if a student does not meet attendance or behavior expectations while auditing a class, the student and the student's guardian(s) will be informed that the audit grade status will revert to a graded status. Behavior expectations include completing all work requested by the teacher of the course. Attendance expectations include attendance equal to or above 90%. Multiple excused absences may also revert the audit status to a graded status.

Class Rankings- In the interest of encouraging and recognizing outstanding academic achievement, a valedictorian and a salutatorian will be selected for each graduating class. The district's valedictorian and salutatorian may be permitted to speak as part of the district's planned graduation program at the discretion of the building principal or designee. All speeches must be reviewed and approved in advance by the building principal or designee. Titles and privileges granted to students designated as valedictorian or salutatorian may be revoked for violation of Board policies, administrative regulations or school rules.

The valedictorian and salutatorian will be selected according to the following procedure:

1. The valedictorian will be the student with the highest weighted grade point average rounded to the nearest thousandth as computed at the end of the third trimester of the senior year;
2. The salutatorian will be the student with the second highest weighted grade point average rounded to the nearest thousandth as computed at the end of the third trimester of the senior year;
3. In case of a tie for valedictorian, co-valedictorians will be honored;
4. In case of a tie for salutatorian, co-salutatorians will be honored;
5. Foreign exchange students will not be considered in computing class rank and, therefore, will not be eligible for these two academic honors;
6. To be eligible for valedictorian or salutatorian honors, a student must be enrolled at Redmond High School or Ridgeview High School prior to and continuously following the tenth school day of the student's senior year.

Directory Information and Media Release-Annual Notice- Redmond School District gives notice that certain personally identifiable information about a student is considered directory information and is generally not considered harmful or an invasion of privacy if released to the public. Directory information includes but is not limited to: the student's name, address, telephone listing, photograph, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, the most recent previous educational agency or institution attended, and other categories of information as the superintendent shall designate under the authority of and in conformance with law and our district policy. However, Redmond School District policy forbids the distribution of student directory information to the general public in the form of mailing/telephone lists.

Parents and guardians have the right to prevent the district from releasing directory information regarding the student. To exercise this right, parents or guardians must notify the school in writing within fifteen days of enrollment or of receipt of this announcement. In so doing the school will not be able to include the student in honor roll, press releases, media productions, team rosters, concert programs, graduation announcements, and other school or district publications. Written notice to the school to revise a previous request is permitted and will become effective within 10 days of receipt.

Early Dismissal/Late Arrival-Reduced Schedules- Seniors who have met all graduation requirements may be permitted early dismissals and or late arrivals with their parents', counselor, and administrative approval. All other students other than seniors, must be on track and apply for an open period with approval from parents, counselors, and administration. Students are to arrange early dismissal/late arrival with their counselors. Keep in mind that the school does not provide transportation for early dismissal students. Students who are excused for a given period are not to be on campus during that time. Students who are unable to be off campus during an open period will not be granted an open period. On the first violation, parents will be notified by phone or letter. If a second offense occurs, the student will be assigned a class, to a supervised study hall (if available) or other disciplinary action taken.

Education Records- Education records are maintained in a minimum one-hour fire-safe place in the high school main office. Permanent records shall include:

1. Full legal name of student;
2. Name and address of educational agency or institution;

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3. Student birth date;
4. Name of parent/guardian;
5. Date of entry into school;
6. Name of school previously attended;
7. Subjects taken;
8. Marks received;
9. Credits earned;
10. Attendance;
11. Date of withdrawal from school;

Memory aids and personal working notes of individual staff members are considered personal property and are not to be interpreted as part of the student's education records provided they are in the sole possession of the maker.

Fines/Fees- Financial obligations result when school fees and/or public school materials are not paid, returned or are damaged. The loss of the materials is a monetary loss for the school, and the student is responsible for reimbursing the school to offset that loss. The school will withhold diplomas of any student who owes a fee or fine or who is responsible for the loss or damage of school district property. Written notices will be sent to the student and parents/guardians to inform them of the amount owed. When the correct amount is paid, the grade reports, records or diploma will be released. Students and/or parents/guardians may appeal the amount owed to the administration.

Graduation Activities- Students must meet all graduation requirements by Notification Day for seniors in order to participate in the graduation activities, including commencement. Seniors who are involved in a serious infraction of school rules may be prevented from taking part in the regular graduation activities. Such a student may be given permission to take final examinations and to receive a diploma.

Honor Roll Criteria- A student must be enrolled in at least three classes and earn a 3.5 un-weighted GPA or higher in order to receive honor roll recognition.

Infection/Disease Instruction- An age-appropriate plan of instruction about infections/diseases including AIDS, HIV, and HBV has been included as an integral part of the district's health curriculum. Any parent may request that his/her student be excused from that portion of the instructional program required by Oregon law by contacting the principal for additional information and procedures.

Lunches- Students are not allowed to charge for food. Free and reduced lunches are for approved students only. Students who use another student's account to obtain meals will be charged for those meals at the full rate. Students who allow other students to use a free/reduced account will lose their free/reduced privileges.

Lunch Off-Campus- Parental permission is not required for high school students to leave campus during their regularly scheduled lunch period. Off-campus privileges are granted to students in good standing as determined by the principal. The principal may revoke the off-campus privilege for any and all students. Students are not allowed to leave the school grounds at any other time.

Medications at School- The district recognizes that administration of medication to students may be necessary at school. A request for the district to administer prescription medication to a student shall include the written permission of the parent or guardian and shall be accompanied by written instruction from a physician, physician assistant or nurse practitioner. A prescription label prepared by a pharmacist will be deemed sufficient to meet the requirements for a physician's order. When directed by a physician or other licensed health care professionals, students in grades K-12 will be allowed to self-administer prescription medication, including medication for asthma or severe allergy as defined by state law, and subject to age-appropriate guidelines.

Messages- Messages will be taken from parents/guardians only and will not be delivered to students during class time unless it is an emergency. A public address announcement during passing time will list students who have messages in the office. Students may pick up messages before or after class.

Program Exemptions- Students may be excused from a state-required program or learning activity for reasons of religion, disability, or other reasons deemed appropriate by the district. An alternative program or learning activity for credit may be provided. All such requests should be directed to the principal by the parent in writing and include the reason for the request. (RSD Board Policy IGBHD)

Rules Subject to Change- The administration reserves the right to add, delete, or modify any rule(s) as situations warrant.

Schedule Change Policy- Course offerings at Redmond High School are based on students' forecasting requests. Because staff is allocated based on student input, it is important for students to forecast and prepare their schedules carefully. Schedule changes and requests after registration will only be granted for a student who was placed in the wrong course level or duplicate course.

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Changes made for instructor requests, elective changes, or to change the order of classes are the prerogative of the school and are not required to be honored.

Talented and Gifted Program- In order to serve academically talented and gifted students in grades K-12, including talented and gifted students from such special populations as cultural and ethnic minorities, the economically disadvantaged, the underachieving gifted and disabled learners, the district will identify students based on: 1) Behavioral, learning and/or performance information; 2) A nationally standardized mental ability test for assistance in identifying intellectually gifted students; 3) A nationally standardized academic achievement test for assistance in identifying academically talented students. Identified students shall score at or above the 97th percentile on one of these tests. Other students who demonstrate the potential to perform at the eligibility criteria, as well as additional students who are talented and gifted, may be identified. Contact your school counselor for further information.

Visitors- Student guests are not allowed at Redmond High School. Adult guests may visit RHS campus only with the permission of an administrator or their designee. All visitors are required to check in at the main office when they enter the school and wear a school issued visitor pass.

STUDENT ACTIVITIES

The quality and quantity of activities will reflect the confidence we have in our student body to be respectful and responsible. This is the procedure for scheduling an activity:

1. An advisor will assume leadership for the activity.
2. The "Student Activities Form" identifying the specifics of the activity should be submitted to the Activities Director.
3. The date and time of the activity must be approved by the administration.

Weeknight activities conclude by 9:30 p.m. and weekend activities by 11:00 p.m. unless otherwise approved by the administration. The organization sponsoring the activity is responsible for the set-up and cleanup of the event. The organization will be charged for additional custodial service if it is needed. School rules and regulations are in effect at all school-sponsored activities.

Assemblies- Attendance at assemblies is required unless otherwise stated. If an assembly is optional, students not attending the assembly are required to be in a designated study area. Checking out to avoid attending assemblies will not be allowed.

Excellent student behavior is expected at assemblies. The tone for the assembly is set with the Pledge of Allegiance or National Anthem. Students at Redmond High School desire to be respected by their peers, and have demonstrated a tradition of tolerance and respect for others. This is proven in the manner that students conduct themselves at assemblies. Another trademark of our students is their desire to take on responsibility as individuals, and collectively as a student body.

Dances

1. Students will be required to have identification cards when tickets are purchased and when entering the dance.
2. Guests are allowed to attend Homecoming, Winter Formal and Prom with a completed "Guest Pass/Registration Form". This form must be filled out and returned to Student Management by a current RHS student no later than three days prior to the date of the dance. This form must be cleared by the administration.
3. All guests will be no younger than high school freshmen and no older than 20 years of age. Middle school students are not permitted to attend. In addition, former students who have had significant discipline or attendance issues while attending RHS are likely to be excluded from dances.
4. The guest must bring to the dance valid, up-to-date, picture identification to be left at the door with an administrator or advisor.
5. Student is expected to stay in the designated dance area only.
6. Students will be expected to dress and act in an appropriate manner.
7. Students who do not accept the responsibility for appropriate behavior will forfeit the privilege to attend the dance. The student's parent(s) will be telephoned and informed if an infraction of rules occurs.
8. Students are not permitted to leave and re-enter dances.

Sponsoring a Guest to attend a RHS Dance- Redmond High School dances are for students of the school. Outside guests are welcome only by permission (please see above). Attendance at a dance is a privilege and not a right. Accordingly, the school reserves the right to approve the appropriateness of any guest at one of its dances or to deny admittance as a guest. Student sponsors are responsible for the conduct and behavior of the guest. The student sponsor will be held accountable for inappropriate actions of his or her guest.

Athletics and Activities

You are encouraged to participate in as many activities as you feel comfortable with while attending RHS. However, a word of caution is necessary. Don't take on more than you can handle. You may wish to discuss with coaches, counselors, teachers, friends, and advisors how

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much time is required to participate successfully in a given activity; then set priorities as to how many and which activities you believe you can make time for in your schedule. Some activities become particularly intense during certain times of the year. If you communicate with your teachers well in advance of these activity intense periods they may be able to shuffle your individual schedule of academic expectations. It is very important that you communicate with your teachers well in advance of your busy time. Arrange a visit with your teacher outside of class time to discuss your needs. All OSAA activities and sports require Pay to Play fees for participation.

Eligibility for Co-Curricular Activities-Students must have passed at least four (4) credit classes the previous trimester to be academically eligible. In addition, as participants they must be currently enrolled in at least four (4) credit classes and passing all classes. Work experience does NOT count as a credit for athletic eligibility.

1. Physicals are required in the 9th and 11th grade or first time athletes without current physicals.
2. Athletes will be cleared for practice after Family ID registration and the pay-to-play fee is turned in to the Athletics Office.
3. Grade Check - Each season grades will be checked at three-week intervals. Students must be passing all classes. **For Fall trimester of the school year, students must have passed (4) classes of the previous trimester.**
4. **All students must be on track to graduate per OSAA requirements.**

Interscholastic Athletics/Activity Rules and Regulations

These rules and regulations continue to apply from the time a student is first identified as an athlete in either RSD high school athletic program until they graduate. The rules are in effect at all times of the calendar year including non-school days. Student athletes must conduct themselves in a lawful and ethical manner at all times, whether on or off school property. Student athletes who engage in rules violations and/or unlawful conduct at any time, whether on or off campus, including but not limited to conduct that results in an arrest, indictment and/or conviction may lead to discipline up to and including suspension from athletics if the conduct causes or likely will cause a substantial disruption to the educational program.

OSAA Eligibility: An eligible student is one who is enrolled in at least (4) credit classes, attending regularly, and during the immediate preceding trimester was enrolled in and passed at least (4) credit classes. Students must currently be on track for graduation.

RHS Eligibility: An eligible student is one who is passing all classes in which he/she is enrolled, as well as meeting the OSAA Eligibility criteria as stated above.

Grade Check: Each season grades will be checked at least every (3) weeks. A student who is failing may become ineligible at any time between grade checks.

Redmond High School will honor athletic suspensions from an athlete's former school, subject to our appeal process.

In order to participate in practice or a contest, the participant must be in attendance all day of such practice or contest. Any exceptions to this must be cleared through the Athletic Director or Principal or their representative prior to the absence. Possible exceptions may be medical, dental, or pre-arranged absence from school.

A participant who is removed from a squad for disciplinary reasons will not be allowed to participate in any other supervised extracurricular athletic activity during that regular season.

A participant may voluntarily drop out of a sport in season during the first two weeks of the season without eliminating himself or herself from supervised conditioning or weight training. Those quitting a sport in season after the first two weeks of official practice will not be allowed to participate in any other supervised extra-curricular athletic activity during that regular season without the agreement of both head coaches concerned and the Athletic Director.

A student becomes ineligible thereafter, if at any time he accepts or agrees to later accept any compensation or thing of value for recognition of athletic abilities, with the following exceptions:

- a. School official athletic awards.
- b. Activities sponsored by amateur groups or organizations, provided A.A.U. code is observed.
- c. Students may not accept monetary compensation for athletics. Students may receive non-monetary compensation for athletics up to \$300 per association year. For additional information, see your Coach or Athletic Director.

No athlete will be allowed to participate in a sport until all previous issued equipment in a prior sport has been returned or proper restitution made.

All violations of Redmond High School Athletic Rules and Regulations may be appealed through a committee composed of

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High School Personnel. The committee will be selected by the Administrator chairing the appeals process.

Students are encouraged to ride home after all games with the team. Coaches may excuse a team member to their parent/guardian following the contest with a note from the parent/guardian. Students who wish to ride home with another adult must secure permission PRIOR to the trip through the Athletic Director.

Before you sign an agent contract, endorsement contract or professional sports services contract, you should pick up a warning statement in the Athletic Office. The statement describes your loss of eligibility and your responsibilities to your school after having signed said contract.

Violations that may cause immediate removal from a team:

- Violations of Substance Abuse Policy
- Students who are a party to vandalism, theft or engage in any other activity that endangers the health or property of others. A conference with the athlete, parents, and Athletic Director will be held. Conditions for reinstatement to the athletic program and length of suspension will be reviewed. A contract will be signed in order for the athlete to continue in the program. This contract may include expectations in regards to academics, school attendance and behavior at school. Athletic sanctions will be in addition to school sanctions in most cases.
- Violations of conduct which are unbecoming of an athlete and which are not specifically listed in these rules, may lead to suspension or removal from the athletic program by the Athletic Director or Principal.

Substance Abuse Policy

The Redmond High School Substance Abuse policy will be in effect from the time a student is first identified as an athlete in any school athletic program until they graduate. The rules are in effect at all times of the calendar year including non-school days. Student athletes must conduct themselves in a lawful and ethical manner at all times, whether on or off school property. Student athletes who engage in rules violations and/or unlawful conduct at any time, whether on or off campus, including but not limited to conduct that results in an arrest, indictment and/or conviction may lead to discipline up to and including suspension from athletics if the conduct causes or likely will cause a substantial disruption to the educational program. The use of tobacco (smoking, chewing or possession) is prohibited. The use of alcohol and other drugs and vaping (possession, use or trafficking) is prohibited.

FIRST VIOLATION: Two-week suspension from competition, but the participant is eligible to attend practice sessions.

SECOND VIOLATION: Participant will be dropped from his/her current squad for the remainder of that sports season. Additionally, the athlete will be placed on athletic probation and is suspended for a minimum of the first 50% of regular season contests or play dates for his/her next sports season; beginning with the first OSAA sanctioned date of competition. Attendance at practice is mandatory during this period. The athlete must complete his/her next sport season in good standing. Failure to do so will result in continuing the probation and a minimum of the first 50% of regular season contests or play dates for his/her next sports season. The Athletic Director will review conditions of all suspensions/probations with the athlete, parents, and coaches, and a contract will be signed in order for the athlete to participate. This contract may include expectations in regards to academics, school attendance and behavior at school.

THIRD VIOLATION: Suspension from participation for one calendar year.

Note: All suspensions are considered served after one calendar year from the date the violation occurred.

The preceding policy carries through the participant's four years of participation. These rules are in effect once a student begins practice in the first sport they choose to play.

Example 1: A participant receives a first violation during the freshman year and is suspended from competition for two weeks. The participant receives a second violation in the fall of his/her senior year; they will be dropped from the team for the remainder of that season and the first 50% of regular season contests or play dates for their next sports season as per the second violations stated in the substance abuse policy above.

Example 2: A student violates the substance abuse policy a week after the spring sports season. The student will fulfill the consequence the following year in the first sport season in which he/she participates.

Example 3: A student violates the substance abuse policy during the summer months. This violation will be treated like any violation during the school year and the athlete will fulfill the consequence the next sport season in which he/she participates.