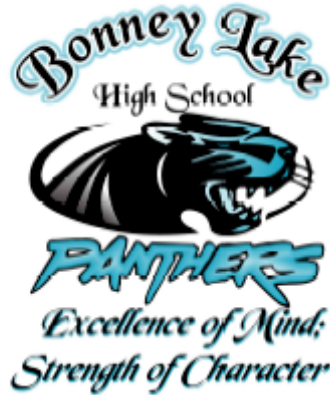


**2009-2010**  
**BONNEY LAKE HIGH SCHOOL STUDENT HANDBOOK**  
10920 199<sup>th</sup> Ave. Ct. E.  
Bonney Lake, Washington 98391

Main Office 253-891-5700

Web site: [www.sumner.wednet.edu](http://www.sumner.wednet.edu)



**Administration**

Linda Masteller, *Principal*  
Sharon Fochtman, *Assistant Principal*  
Jeff Gardner, *Assistant Principal*  
Brian Scheerer, *Assistant Principal*

**2009-2010 ASB Officers**

Melissa Day, *President*  
Jesse Proctor, *Vice President*  
Hannah Pantaleo, *Secretary*  
Zach Parmley, *Treasurer*  
Kimber Kober, *Public Relations*  
Reed Hawkins, *Events Coordinator*

**Counseling Staff**

Jennie Colgan – 9<sup>th</sup>  
Eric Crinklaw – 10<sup>th</sup>  
Erica Klein – 11<sup>th</sup>  
Dasha Berry – 12<sup>th</sup>

**Support Services**

Holly McIvaine, *Intervention Specialist*  
Denise Bowers, *Psychologist*

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STUDENT RIGHTS	STUDENT RESPONSIBILITIES
<ol style="list-style-type: none"> <li>1. Receive a meaningful education that will be of value to them for the rest of their lives.</li> <li>2. Expect the maintenance of high educational standards in the district.</li> <li>3. Use established channels to voice their opinions in the development of curriculum.</li> <li>4. Physical safety and protection of personal property.</li> <li>5. Safe buildings and sanitary facilities.</li> <li>6. Consult with teachers, counselors, administrators and other school personnel.</li> <li>7. Free election of their peers in student government. All students have the right to seek and hold office subject to the provisions of A.S.B. constitutions.</li> <li>8. Democratic representation on advisory committees affecting students and student rights.</li> <li>9. Review (with authorized person) their own cumulative academic folder at reasonable times during school hours.</li> <li>10. Be involved in school activities provided they meet the reasonable qualifications of the sponsoring organizations.</li> <li>11. A relevant education consistent with the stated district goals.</li> <li>12. Know the requirements of the course of study and to know on what basis the grade will be determined.</li> <li>13. Be free from unlawful interference in pursuit of an education while in the custody of the Sumner School District.</li> </ol>	<ol style="list-style-type: none"> <li>1. Pursue their course of studies.</li> <li>2. Attend school daily and to be on time to all classes.</li> <li>3. Be aware of all rules governing student behavior and conduct themselves accordingly.</li> <li>4. Express their opinion and ideas in a respectful manner so as not to libel or slander others.</li> <li>5. Dress in a manner appropriate for the school setting.</li> <li>6. Conduct themselves in a manner that will not disrupt their education or the education of others around them.</li> <li>7. Respect the rights of others and exercise self-discipline in observing and adhering to established rules and regulations.</li> <li>8. Follow established procedures in seeking changes in those policies, rules or regulations which affect them and with which they disagree.</li> <li>9. Identify themselves upon request to any school district personnel or authorities in the school building, on school grounds, at school-sponsored events or on school buses.</li> <li>10. Comply with reasonable requests of school employees in the performance of their duties.</li> </ol>

Bonney Lake High School provides a safe and healthy environment for our students. The student behavior at Bonney Lake High School is the behavior demonstrated by good citizens at work, at home, and in the community. Standards of behavior based on law and cultural norms protect the rights of all students to learn in an orderly, positive climate that is conducive to individual and group success.

**\*\*DEFINITIONS OF DISCIPLINARY SANCTIONS\*\***

Bonney Lake High School uses disciplinary sanctions to educate students for social and emotional maturity. Disciplinary sanctions may include verbal warning, formal written warning, seizure of property or materials, suspension of services, referral for professional assessment, restitution, fine, educational program, suspension of records, suspension of group membership, specific probation, disciplinary work program, in-school and out-of-school suspension, expulsion and combinations of the above. Disciplinary action missed due to school closure or excused absence will be rescheduled. Disciplinary action missed due to an unexcused absence will result in the next consequence.

**• DETENTION**

Students may be detained for up to sixty minutes after the regular dismissal time. If a student is assigned a detention, parents may be notified and the student must serve the detention on the date specified. It is the student's responsibility to obtain class work for completion in detention. Detentions are set up by the individual teacher.

- **LUNCH DETENTION**

Students may be assigned to lunch detention. Lunch detention will be served during the student's regularly scheduled lunch. If a student is assigned lunch detention, he/she must serve the detention on the date specified. It is the student's responsibility to sign up for lunch through food services (before school) or bring a sack lunch to the assigned lunch detention and obtain class work for completion in lunch detention. Failure to serve a lunch detention will result in further discipline.

- **WEDNESDAY/THURSDAY SCHOOL\***

Wednesday/Thursday School are 1 ½ hour before or after-school study hall programs. Students are responsible for obtaining class work for completion during their assigned time. Wednesday School runs from 7:20-8:50 AM on the assigned Wednesdays. Thursday School runs from 2:30– 4:00 PM on the assigned Thursdays. Failure to serve, arriving tardy or inappropriate behavior at Wednesday/Thursday School will result in out-of-school suspension.

- **OUT-OF-SCHOOL SUSPENSION\***

Short-term suspension shall mean a suspension from school not exceeding ten (10) consecutive school days. Long-term suspension shall mean a suspension that exceeds a short-term as defined above.

Students who are suspended have the right to make up work for the time missed while under suspension. Students who are suspended are not permitted to be on campus or at any school event for the duration of the suspension without written permission from the principal, and violation of this permission will result in extra days of suspension being added.

Under long-term suspension, a student removed from a class or all classes for the remainder of the semester will not be allowed to make up work for the classes and can receive "F" grades.

*\* Parents or guardians will be notified by mail or telephone if the student has been assigned Detention, Wednesday/Thursday School or OSS. It is the student's responsibility to obtain class work for completion. Failure to attend or successfully complete Lunch Detention, Detention or Wednesday/ Thursday School results in severe disciplinary consequences.*

- **EXPULSION**

The denial of the right of attendance at any single subject or class or any full schedule of subjects or classes, for an infinite time period. An expulsion may include a denial or entry upon real and personal property that is owned or controlled by the School District.

- **EMERGENCY EXPULSION**

The immediate denial of the right of school attendance for a student prior to the opportunity for a hearing. An emergency expulsion may only be imposed if the expelling authority has good and sufficient reasons to believe that the student is an immediate danger to the student, other students, or school personnel or an immediate and continuing threat of substantial disruption of the educational process. Such emergency expulsion shall continue until the student is reinstated by the expelling authority or until a hearing is held and final determination reached.

### **STUDENT GUIDELINES FOR SUCCESS**

Illegal acts at Bonney Lake High School will not be tolerated. Police may be called or other legal action may be initiated for such acts.

#### **\*\*ATTENDANCE POLICY AND PROCEDURES\*\***

Good attendance is of greatest importance for a student's academic and occupational success. Responsibility for attendance lies with the student. Most classroom experiences cannot be duplicated on an individual basis; an absent student loses the experience of lecture, discussion and participation forever.

- **ABSENCES**

Absence from school shall be classified as either an excused absence or an unexcused absence/truancy.

- **EXCUSED ABSENCES/ LATE ARRIVALS/ EARLY DISMISSALS OR TARDIES**

An absence is granted for personal illness or injury, serious family illness, quarantine, death in the family, or absences which are due to extraordinary or unusual circumstances, after the parent/guardian provides notification of the dates and reasons for the missed days. Suspension from school is an excused absence. Court appearance, religious observance and school-related

field trips are also excused absences. It shall be the responsibility of the parent and/or student to schedule medical, dental, or legal appointments during non-school hours whenever possible. However, if attending a medical appointment, bring verification from the medical provider. Excused absences shall not be permitted if deemed to cause a serious adverse effect upon the student's educational progress. (RCW 28A.225.010 (d))

Certain educational experiences are unique and it may not be possible to replicate them. An alternative assignment of equal value may be provided if possible. Make-up work will be provided by the teacher for an excused absence at the request of the student or parent/guardian.

Excused absences shall require notification from the parent or guardian by phone or written note within 48 hours of the student's return to school. To excuse an absence, the guardian or parent must call or send a note to the appropriate wing office within 48 hours of the absence. Please give the following information: Student's full name, dates of absences, reason for absence, and parent/guardian signature (if a note).

Excused late arrivals or tardies shall require notification from the parent or guardian by phone or written note the day of the late arrival or tardy.

- **UNEXCUSED ABSENCES (TRUANCY)**

Students are expected to attend advocacy, assemblies, class meetings, and all scheduled classes or events each day. A student whose absence is not excused shall experience the school consequences of his/her unexcused absence, and teachers are not obligated to provide make-up work. A student is considered truant if he/she misses any part of period, a whole period, or all or part of a school day without the school's permission and without the parent's prior knowledge.

- **BECCA BILL**

After seven unexcused absences in one month or ten in one school year, we are required by the state to file a truancy petition with the Juvenile Court System. A pattern of truancy is considered a criminal offense by the courts and consequences can include time at Remann Hall, a fine of \$25.00 for each absence, and/or required community service for both the parent and student.

- **LATE ARRIVAL/EARLY DISMISSAL**

Because schools are held liable for student safety, any time a student arrives late to school or leaves early from school, he/she must check in and out through the front office. To excuse a late arrival/tardy or early dismissal, the guardian or parent must call or send a note to the appropriate wing office the day of the tardy or early dismissal. Students cannot be excused to leave campus and return for lunch. Students may not leave campus without prior approval.

- **TARDIES**

It is vital to a good education that students are in class on time. A student will be marked as tardy if he/she arrives at the workstation after class begins. Excessive tardiness will be cause for disciplinary action. Teacher will notify parents/students if additional tardy expectations are in place. Tardiness may negatively affect the student's grade in a particular class. A student who arrives 10 or more minutes after class begins is considered absent rather than tardy and will receive discipline.

- **PREARRANGED ABSENCES**

In some cases, certain experiences may provide students with valuable educational exposure which the school cannot duplicate and should not be denied the student. In all such cases, prior arrangements with the school, a minimum of 24 hours, are to be made for the length of the absence and the student is required to complete coursework for credit or grade. Students must have a note from their parent/guardian in order to pick up a Prearranged Absences Form from the wing office.

- **ASSIGNMENTS DURING ILLNESS**

Students who need to collect assignments due to a short-term absence should contact their designated wing office, which will request work from the student's teachers. Assignments can be picked up 24 hours after the request in the Main Administrative Office before 3:30 PM. If a student becomes seriously ill or homebound, the parent/guardian must contact their counselor, who will notify teachers and help the parent arrange for home tutoring.

**Home Hospital:** If a student is confined to home or hospital for an extended period, whenever practical, the school will arrange for the student to complete assignments off campus upon request.

- **EXCUSED ABSENCE PATTERN**

Doctor's notes may be required if a student does not attend school regularly. A parent conference with the student, counselor, and an administrator will be scheduled to develop an Attendance Contract.

- **MAKE UP WORK**

It is the responsibility of the student to request make up work from each teacher regarding work missed during an excused absence. Parents may call the appropriate wing secretary on the student's THIRD consecutive day of excused absences to request makeup work.

**\*\*BEHAVIOR EXPECTATIONS AND VIOLATIONS\*\***

- **ACADEMIC INTEGRITY**

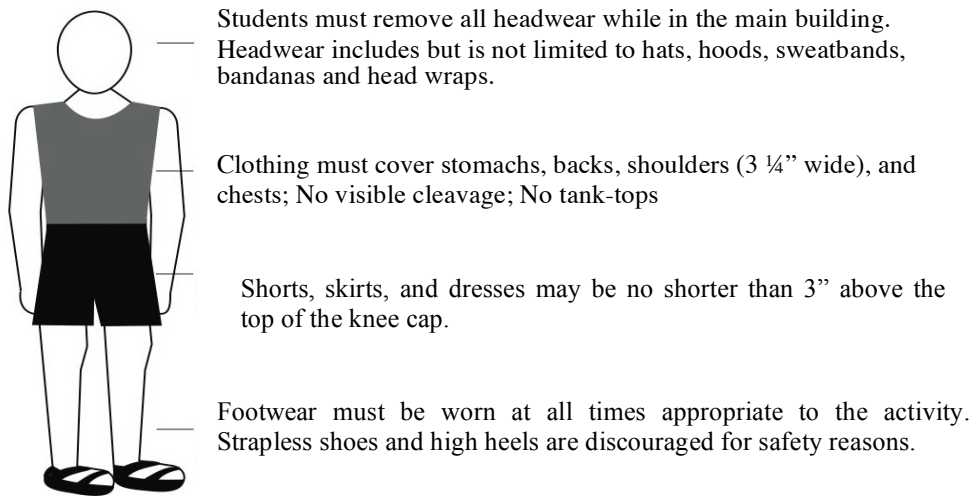
Plagiarism and/or cheating and forgery are unacceptable at BLHS. Plagiarism refers to a form of cheating that has been defined as "the false assumption of authorship: the wrongful act of taking the product of another person's mind and presenting it as one's-own." First violation will result in a zero on the test or assignment and a Thursday School; second violation in the same class will result in loss of credit in the course and a short term suspension; an accumulation of violations in more than one course will result in failure and progressive school discipline. Senior Project plagiarism and/or cheating will result in not being able to participate in the Graduation Ceremony.

- **ACCUMULATION OF VIOLATIONS**

Students who repeatedly violate school rules, policies, or regulations will be subject to progressive discipline which includes suspension and, in severe cases, either withdrawal or long-term suspension, regardless of the seriousness of the violations accumulated.

- **APPROPRIATE ATTIRE**

In order to facilitate learning for all students, Bonney Lake High School requires that student dress and appearance follow health and safety standards and not cause disruption to the learning environment. **Appropriate attire is expected at all times while on school grounds and at all school sponsored activities.** Appropriate headwear may be worn for after school events.



All dress requirements must be met in all positions (sitting, standing, bending, reaching) while attending school.

- Undergarments must be covered.
- Holes, tears, mesh or other see through materials in garments may not be in areas that clothing is required to cover.
- Clothing that promotes drugs, alcohol, tobacco, violence, weapons, is sexually suggestive, or displays inappropriate pictures or writing, or is worn in a manner identified as gang related is prohibited. Bandanas are not allowed.
- Sleep/beach wear is not appropriate school dress. Sunglasses are not allowed to be worn in school building.
- Jewelry that can pose a safety hazard is prohibited.

Students who do not follow these guidelines will be asked to change their clothing, cover up, or go home if necessary. Items may be confiscated for parent pick up. Further disciplinary action may follow.

- **APPROPRIATE LANGUAGE**

Language that is considered disrespectful, obscene, profane or abusive is not appropriate for Bonney Lake High School.

- **ASSEMBLY EXPECTATIONS**

Students will be reminded at the beginning of each assembly as to the type of assembly and the behavior expectations. The following will hold true for every assembly:

1. When someone is speaking at the microphone, students will be quiet.
2. Use of electronic devices during assemblies is prohibited.
3. Students will be asked to stand for the National Anthem and/or Pledge of Allegiance
4. Students will be asked/reminded one time to exhibit appropriate assembly/audience behavior before removal from an assembly.
5. Students removed from an assembly will be escorted to a designated area. Students removed from an assembly will sit silently with the staff member(s) in charge and will return to class with the rest of the student body after the assembly is completed.
6. Students removed from an assembly may receive discipline based on the nature of the offense.

- **ASSAULT/FIGHTING**

Verbal and/or Physical Assault with a threat to person or property stated or implied when directed to another student, staff, or school visitor is prohibited and law enforcement may be contacted.

Physical Assault upon a staff member will result in long-term suspension up to expulsion. Physical assault upon a student will result in either short or long-term suspension from all classes.

Verbal Assault directed at a staff member will result in up to long-term suspension from school. Verbal assault directed at another student will result in either short or long-term suspension from all classes.

**Failure to disperse** at the scene of a fight will result in short term suspension.

**Near fight:** In situations where no physical contact is made between parties or a posturing or verbal confrontation that a staff member believes would result in a fight had they not intervened, will result in discipline.

**Provoking/instigating a fight:** Students who encourage a fight through action or talk will be subject to the same discipline as fighting.

- **CELL PHONES and other ELECTRONIC DEVICES**

Students may use cell phones and other electronic devices only before and after school, and during their assigned lunch period. Cell phones must be turned off and stored prior to the class period beginning. Any cell phone or other devices seen, heard or being used during instructional time will be confiscated, and the situation will be addressed with appropriate disciplinary action. **To protect students privacy cell phone may not be used or seen in the locker rooms at any time.**

Confiscated items will be released only to the parents/guardian.

Electronic devices include, but are not limited to iPods, MP3, palms, headphones, Bluetooth earpieces, etc. Calculators being used for anything other than calculation will be considered an electronic device. The school will not assume responsibility if electronic devices are damaged, lost or stolen at any time. The school will not be able to investigate damage, lost or stolen personal electronic devices.

- **COMPUTERS- ACCEPTABLE USE POLICY**

Students must present their student ID/ASB card with their approved Acceptable Use to use a school district computer. The ID card must be visible at all times while computers are being used. Wrongful use or entries into the building computer network or a teacher's computer system are serious offenses. Due to the nature of the material that may be in the system, misuse may violate building and district policies as well as state and/or federal laws. Any student found to have misused access to the system will be disciplined up to long-term suspension. Students will also be removed from computer-based classes with failing grades, and will lose computer privileges for the rest of the school year. Students may not bring personal computers to school.

- **DANGEROUS BEHAVIOR**

Engaging in behavior which a reasonable person would know creates a risk of injury to themselves or another individual. This behavior will result in disciplinary action.

- **DISRUPTIVE BEHAVIOR AT SCHOOL**

Students are expected to conduct themselves in a manner that will not disrupt their education or the education of other students. Failure to do so will result in disciplinary actions.

- **DISRUPTIVE BEHAVIOR AT EXTRA-CURRICULAR ACTIVITY**

Students causing a disruption at extra-curricular activities may lose the right to attend extra-curricular events and/or receive disciplinary action.

- **FAILURE TO IDENTIFY ONESELF**

Students must correctly identify themselves upon the request of any Sumner School District staff member. Student ID/ASB cards must be presented upon request. Failure to do so may result in disciplinary actions. All students are expected to carry their ID cards at all times. Students will be provided with an ID card free of charge. Lost cards will result in a \$5.00 replacement charge.

- **FIRE EXTINGUISHER/FIRE ALARMS AND DEFIBRILLATORS**

Tampering with fire extinguishers or fire alarms is defined as a criminal act under the laws of the State of Washington. Students are directed from tampering in any way with these public safety systems. Anyone tampering with alarms will face serious disciplinary consequences. Tampering with defibrillators will also result in disciplinary action.

- **FOOD AND BEVERAGE CONSUMPTION**

Food and beverages (excluding water) may only be consumed in the commons & outside food court area of the campus. Food and beverages (excluding water) may not be consumed in any BLHS instructional area. **Note: students are to remain in the commons or commons courtyard during their lunches.**

- **FORGERY**

Falsifying any forms or school records (academic or attendance) verbally or in writing will be subject to discipline.

- **GUN FREE SCHOOLS POLICY**

Firearms/weapons, explosives, or items that could be used as weapons, are not allowed in school, at school sponsored activities, on school grounds, facilities, or school provided transportation. This includes knives of any kind, guns of any type, or simulated guns, numchucks and brass or metal wrist/arm covers. Demonstration speeches in classes cannot include showing any of the above and use of any weapon in a school play (i.e. drama) must be cleared with the principal. Students may not possess mace or pepper spray products unless they have previously submitted the completed Personal Protection Spray form to their SLC counselor. Those students who unlawfully possess or discharge a personal protection device will be subject to discipline for weapons.

**Gun Free Schools Notification:** In the event a student brings a firearm to school (anywhere on school grounds, school provided transportation or at any school event) a one year mandatory expulsion will be imposed. Expulsions may be modified on a case-by-case basis by the Superintendent. Law enforcement and parents will be notified when any firearm incident occurs.

## **FIREARMS AND WEAPONS ANONYMOUS CALLER HOTLINE 1-800-862-4867**

- **HALL PASSES**

Students are expected to remain in class the entire period. Class time will not be spent at lockers, restrooms, vending machines, or in the halls. When a student is authorized to be out of class, he/she must have his/her teacher-signed hall pass (in student handbook) and present it to staff upon request. Students cannot use another student's planner for this purpose. No hall passes will be issued except in the case of an emergency.

- **HARASSMENT, INTIMIDATION, and BULLYING**

In accordance with state law (RCW #28A.320.128 & WAC #180-40) Bonney Lake High School does not tolerate student harassment in any verbal, nonverbal, written, electronic or graphic form. Examples include name calling, threats, hazing and initiations, obscene gestures, racial, ethnic, religious, or cultural slurs, degrading sexual remarks, or third party harassment. Any incident of harassment is taken seriously and a written report should be filed immediately with an administrator. Retaliation for reporting will not be tolerated.

Students may use informal procedures to report and resolve complaints of harassment, intimidation or bullying. Complaints must be appropriately investigated and handled consistent with due process requirements. Informal reports may be made, orally or in writing, to any staff member, although staff shall always inform complainants of their right to, and the process for, filing a formal complaint.

Students may initiate a formal complaint of harassment, intimidation or bullying, even if the informal complaint process is being utilized. All formal complaints shall be in writing. The formal complaint process is detailed in the Sumner School District Student Discipline Policies and Regulations handbook available from the Superintendent's office.

- **INSUBORDINATION**

Students are expected to comply with any reasonable request issued by a staff member. Failure to do so may result in disciplinary actions.

- **MEDICATION**

Students are not allowed to carry any nonprescription or prescription medication at school. District and state laws and policies dictate that the medication must be documented on a form provided by the district and stored in the original container in the Health Center. The Health Center technician will oversee the proper administration of all prescription medications. **Improper possession of medication will be treated as a substance violation.**

- **OFF CAMPUS**

Bonney Lake High School is a closed campus and **the sanctions are strictly enforced**. The rule was developed in cooperation with parents and adopted by the school board to best provide for the safety of students and staff by requiring students to stay on campus the entire school day. Off-campus is defined as those areas past the sidewalk surrounding the immediate building or in unauthorized areas such as parking lots, exterior stair wells (except in the case of an emergency), fire lanes, areas behind the gym, etc. Once students have arrived on campus they may not leave until the end of the school day unless excused and checked out through the Main Office. Students cannot be excused to leave campus for breakfast or lunch.

- **PARKING**

The school district provides adequate transportation for all students. Driving a car to school is a privilege rather than a right or a necessity and parking privileges may be withheld for violations.

1. All cars parked in school parking lots must be registered in the Main Administrative Office. Any vehicle change must be submitted to main office
2. Permits for parking on campus are \$15 with an ASB card, \$20 without. Students and parents must agree to and sign the parking contract prior to purchase of a parking permit.
3. Students must show a valid drivers license and proof of insurance prior to being issued a parking space.
4. Any student who does not use their parking spot for 10 days in a semester will have their parking privileges revoked. Special circumstances need to be pre-arranged with the main office.
5. Parking on campus without a parking permit, parking in an unauthorized area, or parking in a spot other than your assigned spot will result in disciplinary consequences and possibly a wheel lock or towing of your vehicle.
6. Parking spaces may NOT be loaned, given, or sold to other students.
7. Maximum speed on campus is 5 MPH. Reckless or unsafe driving will result in loss of parking privileges and possible disciplinary or legal action.
8. Off campus violations involving driving will result in the loss of parking privileges.
9. In the interest of safety and security, students are not allowed in parking areas at any time during the school day without specific permission from an administrator.
10. **Parking lots are considered off campus.**
11. Drivers are accountable for passenger behavior.
12. Vehicles may not display inappropriate or derogatory content.
13. Students may not park in the bus zone between 7AM and 3:30PM and is considered an unauthorized area (see #5).
14. Replacement costs for parking permits is \$ 10.
15. All vehicles parked on campus are subject to search.

Parking on school district property is at the owner's/ driver's own risk. The school district does not assume responsibility for damage to or loss of privately owned vehicles or property in vehicles.

- **PUBLIC DISPLAYS OF AFFECTION**

Public displays of affection are inappropriate in the school/work place setting and may result in disciplinary actions.

- **RAIL SAFETY**

To ensure safety at all times, nothing is to be dropped from or thrown to the second floor rails at any time. This includes the rail surrounding the commons and the staircases. Students who engage in this unsafe behavior will face disciplinary consequences.

- **SAFE & DRUG FREE SCHOOLS**

- The unlawful possession, use or distribution of illicit drugs and alcohol by students on school grounds and school transportation, or as part of any school activities - including field trips - is prohibited.
- Disciplinary sanctions which will be imposed (details about discipline are in the Sumner School District Student Discipline Policies and Regulations handbook available from the Superintendent's office).
- Counseling is available through our District's 'Student Assistance Program. Please contact your guidance counselor for assistance.
- Compliance with these standards of conduct is mandatory.

- **SEARCH AND SEIZURE**

A student shall be free from searches by school officials of his/her clothing and other personal property unless there are reasonable grounds to believe that the search is necessary in the aid of maintaining school discipline and order. Student lockers, desks and other storage areas remain the property of the school district, and school officials retain the right to inspect lockers, desks or other storage areas assigned to students. No right or expectation of privacy exists for any student, and these areas may be inspected or searched by school authorities at any time without prior notice and without reasonable suspicion that the search will yield evidence of a student's violation of the law or a school rule. Any container(s) found as a result of a search of a locker, desk or other storage area may be searched if there is reasonable suspicion that the container(s) holds evidence of a student's violation of the law or school rule. Such search should take place in the presence of the student. The methods used are to be reasonably related to the objectives of the search and not be excessively intrusive in light of the age and sex of the student and the nature of the suspected infraction.

Illegal items such as drugs, drug paraphernalia, firearms, weapons or other possessions reasonably determined to be a threat to the safety or security of others may be seized by school authorities. Items which are used to disrupt or interfere with the educational process may be confiscated. (RCW 28A.600.220 & 230, RCW 9.14.250 & 270 & 280)

- **SUBSTANCE POSSESSION/USE**

Students will not possess, use, transmit, or be under the influence of alcohol, drugs, controlled substances of any kind (other than those obtained and properly used pursuant to a valid prescription); or those purported to be the same including but not limited to imitation controlled substances and/or related drug paraphernalia on schools grounds, at school sponsored activities (including field trips), either on or off school grounds, in route to and from school, as well as while students are or should be in attendance during the school day. Compliance with these standards of conduct is mandatory, violation will result in suspension with notification of parents and law enforcement as well as a drug screening for re-admittance. Counseling is available in our District's Student Assistance Program.

- **THREATS**

Threats of violence or destruction, whether verbal, nonverbal, in writing, electronic or graphic, are not allowed and may result in expulsion.

- **TOBACCO FREE SCHOOLS**

By order of RCW 70.155.080, use and/or possession of tobacco in any form is prohibited on school campus or school property, including the bus loading zone. Tobacco paraphernalia will not be allowed. Disciplinary sanctions will be imposed on students who use and/or possess tobacco on school grounds or at school sponsored events.

- **VANDALISM/THEFT**

Vandalism/theft of school property or the property of another person will result in disciplinary action and restitution required. Students are asked to report any such incidents immediately to the main office. Students are encouraged to leave all items of value at home.

Our district's 'Student Discipline Policies and Procedures' can be obtained on the Sumner School District Web site ([www.sumner.wednet.edu](http://www.sumner.wednet.edu)), in our school's front office, or from the

Superintendent's Office. A summary of these policies was mailed to all homes in the back to school packet.

**\*\*DISCIPLINE SUMMARY\*\***

<b>INFRACTION</b>	<b>PROBABLE DISCIPLINE ACTION</b>
<b>Accumulation of Violations</b>	
	Short term to long term suspension
<b>Assault/Fighting/Near Fight/Instigating a Fight</b>	
1 <sup>st</sup> Offense	Short term suspension up to expulsion Possible legal action
<b>Computer Network Misuse (violation of AUP)</b>	
1 <sup>st</sup> Offense	Possible denial of all computer privileges for the remainder of the semester, Wednesday/Thursday School, &/or removal from class.
2 <sup>nd</sup> Offense	Short term suspension
3 <sup>rd</sup> (and above) Offense	Up to long term suspension
<b>Dangerous Behavior</b>	
1 <sup>st</sup> Offense	Up to expulsion. Possible legal action
<b>Dangerous Driving</b>	
1 <sup>st</sup> Offense	Up to loss of parking privileges for year, discipline and/or possible legal action.
<b>Disrespectful Behavior at School</b>	
1 <sup>st</sup> Offense	Lunch Detention to Short Term Suspension
2 <sup>nd</sup> Offense	Short Term Suspension to Expulsion
<b>INFRACTION</b>	
<b>PROBABLE DISCIPLINE ACTION</b>	
<b>Disruptive Behavior in Classroom</b>	
1 <sup>st</sup> Offense	Classroom discipline with parent contact (Level I)
2 <sup>nd</sup> Offense	Counselor intervention with parent contact (Level II)
3 <sup>rd</sup> (and above) Offense	Progressive discipline up to long term suspension. (Level III)
<b>Cell Phone and Electronic Devices</b>	
Each Offense	Seizure of device and removal to office for parent pick up
1 <sup>st</sup> Offense	Wednesday/Thursday School
2 <sup>nd</sup> Offense	Two (2) day out of school suspension
3 <sup>rd</sup> (and above) Offense	Four (4) days out of school suspension up to long term suspension
<b>Failure to Identify Oneself or Provide ID</b>	
1 <sup>st</sup> Offense	Three (3) day out of school suspension
2 <sup>nd</sup> Offense	Up to long term suspension
<b>Failure to Complete Detention (lunch or after school)</b>	
1 <sup>st</sup> Offense	Wednesday/Thursday School
2 <sup>nd</sup> Offense	Up to suspension
<b>Failure to Complete Wednesday/Thursday School</b>	
1 <sup>st</sup> Offense	One (1) day suspension
2 <sup>nd</sup> Offense	Three (3) day suspension
3 <sup>rd</sup> Offense	Five (5) day suspension
<b>INFRACTION</b>	
<b>PROBABLE DISCIPLINE ACTION</b>	
<b>Fire Extinguisher/Fire Alarms/Defibrillator</b>	

1 <sup>st</sup> Offense	Up to expulsion. Possible legal action
<b>Forgery</b>	
1 <sup>st</sup> (and above) Offense	Progressive discipline up to suspension and parent contact
<b>Harassment, Intimidation, and Bullying</b>	
	Students are subject to progressive disciplinary action.
Interventions could include	Counselor intervention with parent contact, or Administrative conference/warning up to and including long term suspension up to expulsion. Possible legal action
<b>Inappropriate Attire (Inappropriate attire must be changed)</b>	
1 <sup>st</sup> Offense	Written warning & review of dress code
2 <sup>nd</sup> Offense	Lunch Detention
3 <sup>rd</sup> Offense	Wednesday/Thursday School
4 <sup>th</sup> (and above) Offense	Up to long term suspension
<b>Insubordination</b>	
	Up to long term suspension
<b>Off Campus</b>	
1 <sup>st</sup> Offense	Wednesday/Thursday School and loss of parking privileges for 2 weeks
2 <sup>nd</sup> Offense	Three (3) days out of school suspension and loss of parking privileges for 90 days
3 <sup>rd</sup> (and above) Offense	Ten (10) days out of school suspension and loss of parking privileges
<b>Parking Violation</b>	
1 <sup>st</sup> Offense	Warning with parent contact
2 <sup>nd</sup> Offense	Wednesday/Thursday School and loss of parking privileges for 2 weeks.
3 <sup>rd</sup> Offense	One (1) day out of school suspension and loss of parking assignment for 90 days.
4 <sup>th</sup> (and above) Offense	Three (3) day suspension, loss of parking privileges
<b>Plagiarism/Cheating</b>	
1 <sup>st</sup> Offense	Loss of credit on assignment & Wednesday/Thursday School
2 <sup>nd</sup> Offense (same class)	Loss of credit in the class/Short Term Suspension
3 <sup>rd</sup> Offense (same class)	Progressive discipline (may include no graduation ceremony)
<b>Public Displays of Affection</b>	
1 <sup>st</sup> Offense	Warning and Parent Contact
2 <sup>nd</sup> Offense	Progressive discipline with parent contact
<b>Rail Safety</b>	
1 <sup>st</sup> Offense	Three (3) day out of school suspension
2 <sup>nd</sup> Offense	Short term suspension up to expulsion
<b>Substance/Possession/Use</b>	
1 <sup>st</sup> offense	Ten (10) day suspension w/referral to professional assessment. Possible legal action
2 <sup>nd</sup> offense	Up to 90 day suspension. Possible legal action
<b>INFRACTION</b>	<b>PROBABLE DISCIPLINE ACTION</b>
<b>Tardies (per semester)</b>	

1 <sup>st</sup> Offense	Warning
2 <sup>nd</sup> Offense	Lunch Detention
3 <sup>rd</sup> Offense	2 Lunch Detentions
4 <sup>th</sup> Offense	Wednesday/Thursday School
5 <sup>th</sup> Offense	Up to Suspension
<b>Threats</b>	
1 <sup>st</sup> Offense	Up to expulsion
<b>Tobacco</b>	
1 <sup>st</sup> Offense	Counselor intervention with parent contact and completion of smoking cessation packet and Wednesday/Thursday School
2 <sup>nd</sup> Offense	Short Term (Three day) suspension with Parent contact
3 <sup>rd</sup> Offense	Up to Long term suspension
<b>Trafficking in Substances</b>	
1 <sup>st</sup> Offense	Up to expulsion Legal action
<b>Unexcused Absences (Truancy)</b>	
1 <sup>st</sup> Offense	Wednesday/Thursday School and parent contact
2 <sup>nd</sup> Offense	Progressive Discipline
3 <sup>rd</sup> Offense	Suspension and possible loss of credit Parent conference
<b>Vandalism/Theft</b>	
1 <sup>st</sup> Offense	Up to long term suspension, including restitution for loss and/or damages Possible legal action
<b>Weapons or Firearms</b>	
1 <sup>st</sup> Offense	Immediate expulsion for one year Parent contact Legal action

## **\*\*STUDENT ATHLETICS AND ACTIVITIES\*\***

### **• ASSOCIATED STUDENT BODY**

The ASB is the organization that coordinates all student organizations, activities, and affairs. Every regularly enrolled student is a member of ASB. The Executive Council is made up of the student body officers and Class Presidents. The Executive Council shall be entrusted with the management of the Bonney Lake High School ASB. The Executive Council shall implement the constitution and by-laws and give direction in cases not provided for therein. The Principal/designee of Bonney Lake High School has veto power over the ASB and its actions. Copies of the ASB Constitution are available for check out in the Library.

### **• IDENTIFICATION/ASB CARDS**

We encourage all students to take part in and/or attend school activities. ASB cards may be purchased for \$35.00 at the bookkeeping office before or after school. The revenue obtained from the sale of student ASB cards is used to support ASB activities. Benefits of holding ASB card are:

- \* Free student admission to all home athletic events (excluding post season).
- \* Reduced student admission prices at away athletic events (excluding post season).
- \* Admission to some school dances at reduced prices.
- \* Campus parking discount.

Students who are eligible for free/reduced lunch may purchase an ASB card at a reduced rate. Students who do not purchase an ASB card will be issued a school photo identification card. Students may replace their Identification/ASB card for \$5 from the bookkeeper.

### **• DANCES AND EVENTS**

Throughout the year, students will have a number of opportunities to attend school sponsored dances and events. Tickets for all dances will be sold through the Thursday before the dance. Students may be required to have all fees and detentions cleared before they can buy a dance ticket. Students are expected to conduct themselves under the same guidelines and rules as if they are in school. All school rules apply at these events, and appropriate dress will be required. Students must adhere to dance guidelines at all dances. Students must bring picture identification for entrance to a dance. Students will not be admitted to any dance 30 minutes after the dance start time or allowed to re-enter any dance or event. Students who leave the dance more than 30 minutes early are required to sign out. Students under school suspension may not attend any school activities, dances, or events. Guests who are currently enrolled in high school and in good standing are allowed at formal or specialty dances by filling out a form available in the CIC to get permission from a BLHS administrator at least 5 days in advance of the dance. Dance guests must be under 21 years of age. Students must attend school for a minimum of 1/2 day the day of an event or dance (or the day before Saturday events) in order to participate in a school sponsored event.

- **STUDENT ACTIVITIES/ATHLETIC ELIGIBILITY**

The Sumner School District supports and acknowledges the value of extracurricular activities and believes these activities work hand in hand with the basic educational program to insure a total quality education for students.

- 1. Eligibility Standards**

Students in all extracurricular activities must have at least 2.0 GPA (C average) and pass all classes each quarter prior to being eligible. Previous quarter grades are used to determine eligibility. Approved courses taken outside the regular Sumner School District secondary curriculum may be applied towards helping a student meet the 2.0 GPA standard. In addition, students participating in extra-curricular activities MUST purchase an ASB card. Students must have all fines/fees paid or have made arrangements for payment with an administrator to be eligible. Athletic activities require a completed physical form, with appropriate signatures. Physicals are valid for 24 months from date of issue. Students **will not be cleared unless physical remains current the entire season.**

- 2. Requirements for Maintaining Eligibility**

Grades are to be officially checked mid-quarter and at the end of the quarter. Students not meeting the requirements of academic eligibility will be placed on probation per the district co-curricular code of conduct. Students will lose one week of competition. Student will remain on probation until the next official grade check. However, the student must complete weekly grade checks to remain eligible until this official grade check takes place. Students must continue to meet all requirements set in the district co-curricular code of conduct.

- 3. WIAA Standards**

In addition to the above, all students in extracurricular activities must meet all other eligibility standards as set forth by the Washington Interscholastic Activities Association.

- 4. Appeal of Eligibility Standards** Students wishing to appeal the eligibility standards based on a hardship may do so in writing to the District Athletic Director, Building Athletic Coordinator and/or Assistant Principal.

- **CLUBS AND ORGANIZATION**

A complete list of clubs and organizations is available in the Career and Information Center.

**\*\*STUDENT SUPPORT SERVICES\*\***

- **ACCESSING COUNSELORS**

Parents or guardians are welcome at any time to review all of their student's records with the counseling and/or administrative staff. Please call for an appointment. If a student wants to see a counselor, he/she should leave a request form with their designated wing secretary, who will schedule an appointment and call the student out of class at the appropriate time.

- **COURSE CATALOG**

Students are urged to review their course catalog for detailed information on constructing a four-year schedule of classes that meet high school graduation requirements and entrance requirements to programs and college beyond high school. The catalog is available on the district web site.

- **GRADING (Standardized High School Transcripts)**

Grade Point Average (G.P.A.) is computed on the following basis:

The standardized high school transcript shall be based on a marking/grading system that reports the marks/grades earned by students in courses as follows:

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

The minimal passing mark/grade is a D = 1.0. Pass/fail, credit/no credit, and satisfactory/unsatisfactory marks may also be used; but these marks are excluded from the calculation of grade point average.

**G.P.A.** is computed using all grades and credits from grades 9 through 12. A grade of "I" stands for Incomplete and must be completed within ten (10) school days after the semester end, or the grade reverts to an "F."

- **DROPPING COURSES**

Students who drop a course after the first ten days of the semester will receive a failing grade in the course.

- **REPEATED COURSES**

If a course is repeated to improve the grade, the student transcript will show a NC (no credit) for the course the first time it was taken, and a grade when it is repeated.

- **FAST START CREDITS**

All students must claim fast start credits no later than the end of their junior year.

- **ON-LINE OR CORRESPONDENCE COURSE WORK**

Prior approval from a Counselor or Administrator is needed prior to enrolling in any course offered outside of BLHS if the course is to be added to the student's high school transcript. This includes courses offered on the web, correspondence, and other credit make-up options.

- **RUNNING START STUDENTS**

Running Start students must sign and follow the Running Start contract. They may not be on campus without an appointment. When they are on campus, they must sign in and out through the main office and adhere to all school rules.

- **STUDENT ASSISTANCE PROGRAM**

Drug and alcohol counseling and assessment services are available for our students through the Student Service Office or counselor.

### **OTHER STUDENT SUPPORT SERVICES**

- **BOOKKEEPING**

Students can access the bookkeeper before and after school as well as during lunches. Students may not access the bookkeeper during class time. The bookkeeper is open at 7AM and closes at 3PM daily.

- **FOOD SERVICE**

Food service is available in the morning during the hours of 7:15 AM to 7:30 AM. Food service is available during regularly scheduled lunch times. Free and reduced lunch information can be picked up in the main office.

- **HEALTH CENTER AND MEDICATIONS AT SCHOOL**

The school health center, located inside the Student Services office, is a service for students who become ill or cannot attend class due to a medical problem. Students must have the teacher's permission to leave class to come to the Health Center, and must sign in and out of the Health Center, or they will be considered truant. Students who are too ill to remain at school must have permission from their parent or an administrator to leave school, and must follow school attendance policy. Students will not be allowed to stay in the health room longer than 10 minutes; those who need to stay longer will be sent home. Students are not allowed to carry any nonprescription or prescription medication at school. District and state laws and policies dictate that the medication must be documented on a form provided by the district (available on the district Web site) and stored in the original container in the Health Center. The Health Center technician will administer it. Failure to follow medication policy will result in disciplinary action.

- **LOCKERS**

Lockers, including PE lockers, are the property of the school and may be searched by authorized school personnel. Lockers are provided as a convenience for student use. Students are responsible for the care and contents of lockers. Locker assignments are handled in the student's

designated SLC office. If your locker does not operate properly or has been damaged, contact the main office immediately, as you may be held responsible. Lockers damaged or in need of cleaning will result in fines to the student. Do not use lockers to store valuable items, which can be stolen, as the school cannot be responsible for damaged or stolen items. Keep lockers locked at all times and spin the dial when closing it. Only school issued or approved locks are to be used on lockers.

- **LOST AND FOUND**

Lost and found items are collected in the Career and Information Center as a service to students. Items are kept for one month, and then given to charity. BLHS cannot be responsible for lost, damaged or stolen items.

- **MESSAGES TO STUDENTS 253-891-5700**

To prevent interruptions in the teaching/learning process, ONLY EMERGENCY MESSAGES FROM PARENTS WILL BE DELIVERED TO STUDENTS DURING CLASS TIME.

- **SCHOOL PICTURES**

School pictures of individual students are taken during the first weeks of school. Everyone must get a picture taken to be used for the student ID card. Identification card photos will be used as back-up photos for seniors who do not have portraits submitted by October 15th.

- **SENIOR PICTURES**

SENIORS may have senior pictures taken at the studio of their choice. Pictures must be school appropriate in dress, setting and props and must be submitted to the yearbook staff no later than October 15<sup>th</sup>.

- **STUDENT HANDBOOK AND PLANNER**

The handbook & planner is a resource for each student at Bonney Lake High School. Students are expected to follow the guidelines and expectations detailed in the handbook. The handbook also serves as the student's hall pass. It is the expectation that students will keep the handbook intact in order for it to be a valid hall pass. Cost for the handbook & planner is \$4. Students who do not have a planner will be issued a copy of the student handbook.

- **TELEPHONE USE**

No classroom telephones are to be used for student personal business. Students may use the main office phone between classes, before and after school and during lunch.

- **TEXTBOOK USE**

Students will check out textbooks through the LRC. The student is then responsible to turn the same book back in at the end of the term. If the book is not returned, if the wrong book or is returned, or if the book is damaged, the student will be subject to fines through the bookkeeper's office. Students owing outstanding debts or fines may be subject to delayed delivery of yearbooks and/or withholding of report cards, transcripts, and diplomas. Students may also be denied the privilege of participating in athletic or other activities. Submission to debt collections may also result from outstanding debts or fines.

- **VISITOR/GUEST PASSES**

**Students may not bring visitors to school.** Parents are encouraged to visit the school; however, they must make an appointment through the principal or designee 24 hours in advance before visiting classes. Graduates are included in the no pass policy. Due to seating capacity visitors are not allowed at lunches.

**\*\*ACADEMIC SERVICES\*\***

- **COMPUTERS**

Students must have an Acceptable Use Policy on file and must present their ID/ASB card with AUP in order to use any school computers.

- **DISABILITY SERVICES**

If you are a student with a disability, there are support services available to assist you with reducing barriers. Please make an appointment with a counselor to access or learn more about the services provided. If accommodations are also needed for college admissions or entrance tests such as ACT, PSAT, or the SAT, the school psychologist and counselor can assist you in accessing those accommodations.

- **GRADUATION POLICY**

Senior students who have failed to graduate because of insufficient credits will be allowed to participate in senior activities during the last week of school. They will not be excused from class

