

Skyview High School
1300 NW 139th Street
Vancouver, WA 98685

Principal: James Gray

Associate Principals: Luke LeCount
Jeremy Tortora
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Mission of Vancouver Public Schools
Excellence in Education

In partnership with home and community, Vancouver Public Schools provide an innovative learning environment that engages and empowers each student to develop the knowledge and essential skills to become a competent, responsible, and compassionate citizen.

[Message from the Vancouver School Board](#)

To promote a safe, nurturing and beneficial learning environment for each of our students, and to maintain order and discipline in classrooms, playgrounds, hallways, school buses, and school sponsored activities off campus, the Vancouver Board of Directors adopts policies and regulations for administering discipline within each school. These policies and regulations are developed with participation from parents and community. The policies and regulations are designed to involve the parent and student early in the resolution of discipline problems. Annually, the principal and the certificated staff of each school review these disciplinary procedures to ensure uniform enforcement.

[Notice of Nondiscriminatory Policy](#)

The Vancouver School District is an Equal Opportunity district in education programs, activities, services, and employment. Vancouver School District does not discriminate on the basis of race, creed, color, religion, sex, national origin, marital status, sexual orientation, including gender expression or identity, age, families with children, honorably discharged veteran or military status, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal. We comply with Section 504 of the Rehabilitation Act of 1973, Boys Scouts of America Equal Access Act, Section 402 of the Vietnam Era Veterans Readjustment Act of 1974, the Americans with Disabilities Act of 1990, the Civil Rights Act of 1964, the Age Discrimination in Employment Act, Older Worker Protection Act, and all other state, federal, and local equal opportunity laws.

If you have a physical or mental disability that causes you to need assistance to access school facilities, programs, or services, please notify the school principal. This district endeavors to maintain an atmosphere free from discrimination and harassment. Any person who believes he or she has been discriminated against should contact the school principal and complete the appropriate grievance or complaint form.

You may also contact any of the following people by writing to them at Vancouver School District, PO Box 8937, Vancouver, Washington 98668-8937 or by calling 360-313-1000: ADA – Kathy Everidge; Title VII, 504 and IDEA – Brenda Martinek; Affirmative Action – Kathy Everidge; Title IX Elementary, Debra Hale or Doug Hood; Title IX Secondary, Chris Olsen or Doug Hood; Athletic Equity, Albert Alcantar.

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WELCOME

FROM THE PRINCIPAL

Dear Skyview Students and Families:

Welcome to Skyview High School - Home of the Storm. We're excited for the 2017-18 school year and the opportunity to provide a positive experience for our students. Students at Skyview will experience some of the most rewarding moments of their life. Being a part of our school community means that you will be part of a student body that consistently ranks among the highest across the state in academics, athletics and the arts.

Our focus is quality instruction that results in optimal learning and performance for our students. The faculty at Skyview is dedicated to the mission of Vancouver Public schools. We aim to make college and career ready young adults by providing meaningful instruction that engages students and creates life long learners. Our hope is to see each and every one of our students succeed in high school and feel proud of their hard work and accomplishments.

Whether you are entering the first or the last year of your time at Skyview, we want you to know that you will make a difference here. Our diverse student body creates opportunities for new experiences. From Robotics to Orchestra to Football or Photography, there is a place for you. We encourage you to try new things, meet new people and broaden your world view.

As Skyview High School enters the 21st year of existence, we continue to model our core covenants of trust, integrity and excellence. Our staff remains committed to developing quality young men and women through the platform of a strong high school education. Your positive engagement and encouragement of students and staff will help make this a successful school year. We appreciate you playing a role in the positive experience of our students.

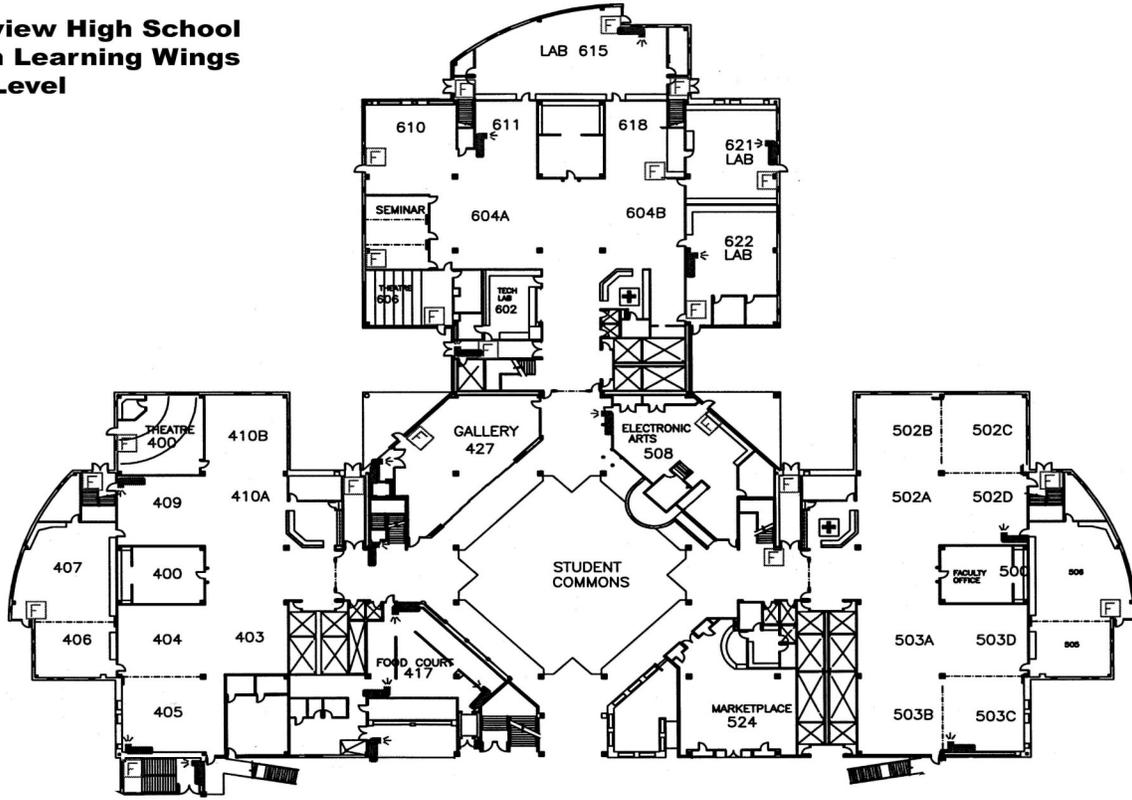
Good luck to all students attending Skyview this year, we hope it's memorable for all involved

Sincerely,

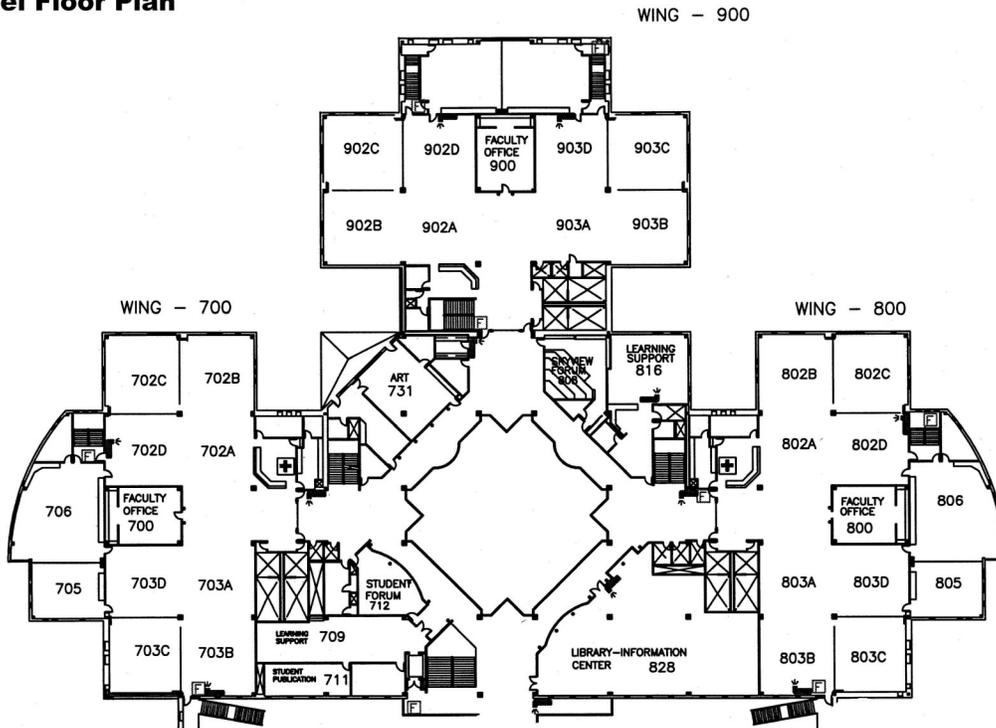
A handwritten signature in black ink, appearing to read 'J. Gray', with a stylized flourish at the end.

James Gray
Principal

**Skyview High School
Main Learning Wings
1st Level**



**Skyview High School
2nd Level Floor Plan**



STUDENT SERVICES

Business Office (360-313-3325 / 360-313-3324)

The Business Office is the hub of most school activities, and handles all student body funds. Students may buy an ASB card to attend school activities, pay fees, clear for athletic participation, buy athletic insurance and/or health insurance, and purchase tickets to some school functions.

Business Office Hours:

Monday-Thursday 7:00AM-2:30 PM (students may come in before/after school or during lunch and passing times)

Fridays– 7:00AM-1:30 PM

Counselors:

The Counselors at Skyview offer a variety of services to students and their families.

Counselors assist with:

- Course planning and scheduling;
- Providing information about graduation, college entrance requirements, credit recovery and other educational opportunities (i.e. district magnet programs, Running Start, and Clark County Vocational Skills Center);
- Post-secondary planning, including the completion of college and technical school applications, scholarship and financial aid forms, and letters of recommendation;
- Career and educational planning, in conjunction with the Career Center staff;
- Crisis and short-term counseling for issues such as conflict resolution, pregnancy, drug and alcohol concerns and depression;
- Referral to community agencies and other service providers as appropriate;
Conference facilitation among students, teachers, and parents as requested.

Career Center (360-313-4228/313-4227)

The Career Center is designed to serve students, staff, parents, and the community by disseminating information about post-secondary educational opportunities and careers. The Center is open during regular school hours and by appointment. The Career Center works with all students on post-high school planning, career exploration and research, off-campus learning experience, employment skills and resources, and also serves as a liaison for students enrolled in the Clark County Skills Center and VPS ½ day Magnet Programs.

Scholarship Information

The Career Center has scholarship information available to all students and parents. While the majority of scholarships are intended for seniors, opportunities do exist for underclassmen as well. Local scholarship opportunities are posted in the Career Center.

Financial Aid Information

Students who are planning on continuing their education beyond high school need to complete the FAFSA (Free Application for Federal Student Aid) after January 1 of their senior year. Information about the types of aid available and the process for applying is available in the Career Center.

Health Services—Nurse MaryAnn Beatty 313-4308

Located in the main office, the Health Room service is for students who require assistance. The services of the Health Room are primarily for **EMERGENCY PURPOSES** and for first aid. Students may not enter the Health Room except in an emergency, and must check in at the Main Office. Any student using the Health Room must sign the health room log. Before leaving the Health Room, students must obtain an admit to return to class from the main office personnel, an Associate Principal, or the school nurse.

Library Media Center

Students are welcome in the library media center on their own before school, during lunch, and after school. Passes are required from teachers for students to be in the library for any reason during class hours unless students are with their classroom teacher.

Hours:

Monday - Thursday 7:00 AM to 3:00 PM

Friday - 7:00 AM to 2:15 PM

Circulation Procedures

Students can borrow up to seven books for a period of one month with unlimited renewals unless materials are on hold. Faculty can borrow materials for a period of two months.

If a patron has overdue materials, the patron will be unable to borrow new materials or renew existing ones until overdue materials are returned. No overdue fines are assessed. The cost of materials not returned at the end of the year will be charged to students as fines. Damage to materials will result in appropriate fines up to and including replacement costs.

Computer use

Computers in the library media center are expressly for the instructional use of students and faculty. Recreational use of computers is not allowed in the library media center. Recreational use includes email, gaming, or non-educational web use. Priority for computers is generally given to pre-scheduled classes. A small number of computers are available for drop-in use. Students are encouraged to save or forward research materials vs. printing.

Media Center Copy Machine

The photocopier is for library media center use only. Students may copy pages from books, periodicals, and reference materials. No other use of the copier is allowed.

Special Education

Vancouver Public Schools provide appropriate educational opportunities for children and youth with disabilities from birth to 21 years of age. Students become eligible for special education classes or programs following an evaluation conducted by a team of professionals. Persons wanting information on the referral and evaluation process should contact the principal or school psychologist.

Basic programs established to assist students with disabilities may be provided in regular, learning support, or self-contained classrooms. A number of students are also served by a speech and language pathologist, nurse, occupational therapist and/or physical therapist. Learning support programs are located in every school. Self-contained programs for students needing a higher level of intervention are located at select sites throughout the district. Special early childhood programs are provided for children ages birth to five through the Vancouver Early Childhood Center. Fir Grove Children's Center and Vista Program provide day treatment for behaviorally disabled students in grades one to twelve. The center serves students from throughout the Southwest Washington region and is a collaborative effort between school districts and the county mental health system.

Each student in the district's special education program has an Individual Education Program (IEP) specifically designed in cooperation with parents/guardians to meet the student's unique needs. Student progress is shared with parents in written reports and conferences. Upon entering high school, all students and staff work collaboratively with the student and the parent/guardian to develop an individual transition plan designed to assist the student in developing skills they will need to be successful after high school.

Questions concerning the program may be direct to the Office of Special Education, PO Box 8937, Vancouver, WA 98668-8937: or call 360-313-1250.

Student Government and Activities

The Associated Student Body (student government) is an organization of students elected to represent their classes and the school. These leaders meet daily to organize a variety of school-related projects. Student government is responsible for all dances during the year as well as charity fund-raisers, blood drives, and many other services, social and recreational activities. Members provide invaluable service to the high school.

Executive Council

President

Vice President

Secretary

Treasurer

Communications

ASB/ID Cards

Students may purchase an ASB card that permits them free admission to all regularly scheduled home games and reduced prices at Skyview dances, theater and music events. Students without an ASB card must pay regular adult prices to these events. The ASB Card is \$30. Proceeds from the sale of ASB cards contribute to the financial support of the student activities program of Skyview High School. All students participating in extracurricular sports or activities must purchase an ASB card. There are no refunds. If a student does not purchase an ASB card, he/she will be given a student ID card free of charge. All students at Skyview must have a student ID card or and ASB card and show it upon request.

Clubs

All clubs shall be directly responsible to the Executive Council. All clubs must have a constitution, ratified by the Executive Council and a list of officers on file with the associate principal in charge of student activities. Some Clubs may have a \$35 fee. Any newly formed group with an advisor, a membership list, officers, and a constitution shall be classified as an organization of the school if approved by the Executive Council, associate principal and the School Board. The following is a list of the clubs at Skyview High School.

Curricular Clubs

American Sign Language: Learn ASL and how to socialize in ASL and sign in school events.

DECA: Hands on experience in marketing, business and entrepreneurship through conferences and competitions.

DivCom: Strive to provide a safe, friendly place for all students by meeting and working together to promote the "Skyview stands as 1" motto.

Drama Club: Act, sing and dance, or work on visual and light design through community outreach projects.

Equestrian Club: Your opportunity to ride a horse with a team. Members must have their own horse and parents are required to be at all practices and meets.

Non-Curricular Clubs (up for renewal each year)

Asian Culture Club: Learn Asian language, heritage and be introduced to Asian foods and traditions.

Be the Change: Help create a permanent culture of kindness through large and small acts of kindness.

Black Student Union: An open space for students of African American descent to make a difference and share experiences. Open and welcoming to all races and other ethnic backgrounds.

Chess Club: Promotes recreational play, study of the game, and participation in tournaments.

Creative Writing Club: Improve your writing skills and explore your creativity through writing and revision.

Fellowship of Christian Athletes: Provide a safe outlet for students to share their faith through worship, scripture reading, games and other activities.

Clubs (continued)

Curricular Clubs

French Club: Learn about and celebrate French culture.

Key Club: Service based club, assisting with community events.

Knowledge Bowl: Compete against other school on subjects like literature, history, math and science in a quiz show setting.

Math Team: Challenge yourself with tough problems including practice with problem-solving strategies.

Model United Nations: Discuss, debate and practice in different forums on issues of international importance.

National Honor Society: Recognition and commitment to academic excellence, leadership and community service.

Red Cross: Organize student blood drives and relief efforts that take place throughout the year.

Robotics Club: Operate a small business managing the creation of a robot along with marketing to other FIRST teams in the community.

Science Team: Promote interest and passion for science.

Skills USA: National leadership and technical skills organization for students enrolled in Career and Technical Education courses.

Speech and Debate: Compete in individual or team debates and skits.

Non-Curricular Clubs (up for renewal each year)

Future Medical Professionals Club: For students interested in entering the medical field learn from guest speakers and develop ways to promote health and awareness.

Green Team: Examine and develop an action plan for environmental issue on campus, while striving for a Washington Green Schools certification.

H.E.R.O.S.: Promote an atmosphere of higher education readiness while advocating student leadership and improvement in the community.

JAWA: Provide a positive environment for students with similar interests through activities like playing games and watching movies.

MEChA: Promote higher education, culture and history of Chicano students.

Ping Pong: Learn the sport of ping-pong while promoting teamwork and cooperation with others.

STEAM Squad: Share and promote STORMspace in the library by creating projects around STEAM (Science, Technology, Engineering, Art and Math).

Performing Groups

Concert Choir *audition required

Vocal Jazz Choir *audition required.

Mens Choir

Womens Choir

Reign Dancers *tryouts

Concert Band

Jazz Band* audition required

Wind Ensemble *audition required

Percussion (piano experience preferred)

Orchestra

Marching Band (extra curricular)

Dances

**All dances begin at 8:00pm and end at 11:00pm.*

Homecoming

This dance traditionally occurs during football season and is on Saturday night preceded by the Friday night homecoming game. A Homecoming Court is elected by the student body.

Winter Formal

Sponsored by ASB, and held after winter break.

Junior-Senior Prom

This is sponsored by the Junior class and is given for the Seniors. Sophomores/Freshmen are not allowed to attend unless accompanied by an upper classman. Dress is formal.

Assemblies

Assemblies may be held during the school year for a variety of reasons, including promoting school spirit, observing special occasions or honoring school students or staff. Students are expected to attend school assemblies, conduct themselves appropriately, and may not leave campus during assemblies.

Athletics

Skyview High School is a member of the Greater St. Helen's League, division 4-A. Member schools are Skyview, Mountain View, Camas, Union, Battle Ground, Evergreen, and Heritage.

Athletic Eligibility

1. SHS is a member of the Washington Interscholastic Athletic Association, and is obliged to abide by all rules of the WIAA. WIAA eligibility rules are available via the Internet at WIAA.com. Any question regarding these rules should be referred to the coach or the Athletic Director.
2. In order to participate in practice or a contest, the participant must be in attendance at least 3 classes during the school day and have an excused absence for the other three periods
3. A student, in order to participate in the athletic programs of the Vancouver Public Schools, must be passing 5 of 6 classes as per WIAA guidelines. If the student is taking less than 6 classes then the student must be passing ALL of them. Grades are checked every 5 weeks to ensure eligibility.

Turning Out

The following requirements must be fulfilled by each prospective athlete prior to turning out for athletics at Skyview High School:

1. Must be in boundary for Skyview High School and must have been enrolled in classes the previous semester either at the high school or middle school level. Boundary Transfer students must verify eligibility through the Athletic Director. Transfers from other school districts are usually only eligible for the JV level.
2. The student must be under 20 years of age on September 1st for the fall sports season, on December 1st for the winter season and on March 1st for the spring sports season.
3. Maintain grades in accordance with the VPS and WIAA requirements.
4. Complete and return all paperwork to the Business Office. A student athlete may not practice until the clearance process is completed. This includes:
5. a valid physical exam (good for 24 months)
6. purchase ASB card
7. pay athletic fee of \$50
8. sign and return clearance packet
9. report dental and medical insurance providers

Include a copy of previous semester's grades

Requirements of Athletes after Clearing

- Attend all practices and games unless you are ill – then call or email to notify the coach or special arrangements are made with the coach.
- Be on time to all practices and games.
- Listen to and follow directions of coaches.
- Athletes are representatives of Skyview High School. Their behavior should reflect positive leadership in competition, in the classroom and in the community.
- The athlete shall follow the codes of conduct rules and regulations as outlined in this handbook, the athletic clearance packet, District policy, and the rules of the WIAA.

Fall

Boys/Girls Cross Country (V, JV)
Football (V, JV, 9)
Boys Golf (V, JV)
Boys Soccer (V, JV, C)
Girls Swimming (V, JV)
Boys Tennis (V, JV)
Volleyball (V, JV, 9)
Girls Slowpitch (V)
Cheer (V, JV, 9)

Winter

Boys/Girls Basketball (V, JV, 9)
Boys Swimming (V, JV)
Girls Gymnastics (V, JV)
Boys/Girls Wrestling (V, JV)
Girls Bowling (V, JV, 9)
Cheer (V, JV, 9)

Spring

Baseball (V, JV, 9)
Girls Golf (V, JV)
Boys Soccer (V, JV, C)
Softball (V, JV, 9)
Girls Tennis (V, JV)
Boys/Girls Track (V, JV)

Testing Information

PSAT/NMSQT (Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test) *

The PSAT is designed to prepare students for the SAT and is therefore a recommended test for all college bound juniors. This is also the assessment instrument used to qualify students for National Merit Scholarship Program. This test may be taken both in the sophomore and the junior years, but only the junior test results are used for National Merit Scholarship purposes. The PSAT is free to all Sophomores and Juniors who register through the school to test and the exam is given on a school day.

SAT (Scholastic Aptitude Reasoning Test) *

The SAT is a globally recognized college admission test that lets you show colleges what you know and how well you can apply that knowledge. It tests your knowledge of reading, writing and math — subjects that are taught every day in high school classrooms. Most students take the SAT during their junior or senior year of high school, and almost all colleges and universities use the SAT to make admission decisions. The SAT is free for all Juniors who register through the school to take the exam on the SAT School Day.

SAT Subject Tests

The College Board offers 20 SAT Subject Tests in five general subject areas: English, history, languages, mathematics and science. Each test is designed to measure knowledge in one subject area and the ability to apply that knowledge. Those colleges requiring subject tests use them in selecting students for admission and/or for course placement. Some colleges specify the subject area tests to be taken, but others allow applicants to choose those tests they feel best qualified to take. Students can take up to three subject area tests in one test setting. These tests are not offered by Skyview High School but can registered for through the College Board website.

SAT Test Dates and Registration

Test dates and registration for the 2017-2018 school year are available at www.collegeboard.org

Information is also available in the Career Center or from your counselor.

ACT (American College Testing Program)

The ACT[®] college readiness assessment is a curriculum- and standards-based educational and career planning tool that assesses students' academic readiness for college. The ACT (No Writing) consists of four multiple-choice tests: English, Mathematics, Reading, and Science. The ACT Plus Writing includes the four multiple-choice tests and a [Writing Test](#). Most colleges and universities require either the SAT or ACT and will accept either for admission purposes.

ACT Test Dates and Registration

Test dates and registration can be found at www.actstudent.org

Information is also available in the Career Center or from your guidance counselor.

Many students choose to take a combination of the ACT and the SAT, begin testing in the spring of their junior year, and retest again in the fall of their senior year.

Advanced Placement Exams*

These exams are offered in the spring. The students enrolled in Advanced Placement courses can register to take the exam through the school. If student scores at a high level then they can earn college credit. (See pg. 12 for further information.) The district has chosen to pay for all AP exams for students enrolled in the AP course that corresponds to that exam.

***these tests are paid for by Vancouver Public Schools at no cost to student**

Washington High School Assessments and Assessment Graduation Requirements *In high school, students are tested on their proficiency of basic skills and content knowledge and must pass specific assessments, as well as complete the required 24 diploma credits, to be eligible to graduate.

	School Year 2016 - 17	School Year 2017 - 18	School Year 2018 - 19	School Year 2019-20
Tests Given	Smarter Balanced ELA– Gr.10, 11 Smarter Balanced Math – Gr.10, 11 Smarter Balanced Retakes – Gr.11, 12 EOC Exit Exam Alg 1, Geom – Gr.11, 12 EOC Exit Exam Biology – Gr.9-12	Smarter Balanced ELA– Gr.10, 11 Smarter Balanced Math – Gr.10, 11 Smarter Balanced Retakes – Gr.11, 12 EOC Exit Exam Alg 1, Geom – Gr.12 EOC Exit Exam Biology – Gr.10-12 Next Generation Science – Gr.11	Smarter Balanced ELA– Gr.10, 11 Smarter Balanced Math – Gr.10, 11 Smarter Balanced Retakes – Gr.11, 12 EOC Exit Exam Biology – Gr.11-12 Next Generation Science – Gr.11, 12	Smarter Balanced ELA– Gr.10, 11 Smarter Balanced Math – Gr.10, 11 Smarter Balanced Retakes – Gr.11, 12 EOC Exit Exam Biology – Gr.12 Next Generation Science – Gr.11, 12
Tests that Fulfill Grad Reqs by Class*	Class of 2017: ELA – SBA by Exit Exam cut score Math – SBA by Exit Exam cut score or Alg 1 or Geom EOC Exit Exam Science – Biology EOC Exit Exam	Class of 2018: ELA – SBA by Exit Exam cut score Math – SBA by Exit Exam cut score or Alg 1 or Geom EOC Exit Exam Science – Biology EOC Exit Exam	Class of 2019: ELA – SBA by Exit Exam cut score Math – SBA by Exit Exam cut score Science – Biology EOC Exit Exam or Next Gen Science Exam	Class of 2020: ELA – SBA by Exit Exam cut score Math – SBA by Exit Exam cut score Science – Biology EOC Exit Exam or Next Gen Science Exam
Tests by Grade and Class				
Grade 12	Class of 2017: ELA – Smarter Balanced ELA (grad) Math – Smarter Balanced Math (grad) or Alg 1/Geom EOC Exit Exam (grad) Science – Biology EOC exam (grad)	Class of 2018: ELA – Smarter Balanced ELA (grad) Math – Smarter Balanced Math (grad) or Alg 1/Geom EOC Exit Exam (grad) Science – Biology EOC exam (grad)	Class of 2019: ELA – Smarter Balanced ELA (grad) Math – Smarter Balanced Math (grad) Science – Biology EOC exam (grad) or Next Gen Science (grad)	Class of 2020: ELA – Smarter Balanced ELA (grad/acct'y) Math – Smarter Balanced Math (grad) Science – Biology EOC exam (grad) or Next Gen Science (grad)
Grade 11	Class of 2018: ELA – Smarter Balanced ELA (grad/acct'y) Math – Smarter Bal Math (grad/acct'y) and Alg 1/Geom EOC Exit Exam (grad) Science – Biology EOC Exam (grad)	Class of 2019: ELA – Smarter Balanced ELA (grad/acct'y) Math – Smarter Balanced Math (grad/acct'y) Science – Biology EOC exam (grad) and Next Gen Science (grad/acct'y)	Class of 2020: ELA – Smarter Balanced ELA (grad/acct'y) Math – Smarter Balanced Math (grad/acct'y) Science – Biology EOC Exam (grad) and Next Gen Science (grad/acct'y)	Class of 2021: ELA – Smarter Balanced ELA (grad/acct'y) Math – Smarter Balanced Math (grad/acct'y) Science – (to be determined)
Grade 10	Class of 2019: ELA – Smarter Balanced ELA (grad) Math – Smarter Balanced Math (grad) Science – Biology EOC Exam (grad/acct'y)	Class of 2020: ELA – Smarter Balanced ELA (grad) Math – Smarter Balanced Math (grad) Science – Biology EOC Exam (grad)	Class of 2021: ELA – Smarter Balanced ELA (grad) Math – Smarter Balanced Math (grad)	* State-approved alternatives CAA for all students Collection of Evidence (COE) ACT/AP/SAT/IB exams GPA Comparison CIA for students with an IEP Level 2: EOC, SBA, COE Off Grade Level: ELA, Math, Sci WA-AIM: ELA, Math, Science LDA: ELA, Math, Science
Grade 9	Class of 2020: Science – Biology EOC Exam (grad)		(acct'y) – test taken for state and federal accountability (grad) – test taken if needed to meet state graduation requirements	

College Credit in High School

RCW 28A.300.118 requires each senior high school to publish annually and deliver to each parent with students enrolled in ninth through twelfth grades, information concerning the entrance requirements and the availability of programs in the local area that lead to college credit, including classes such as advanced placement, running start, tech-prep, skill centers, college in the high school, and international baccalaureate programs.

Advanced Placement

Students and parents should be aware that any courses denoted in course descriptions by an 'AP' (Advanced Placement) at Vancouver School for Arts and Academics, or at Skyview, Fort Vancouver, and Hudson's Bay High Schools are courses designed to be the equivalent of college level work. This also applies to courses indicating as 'IB' (International Baccalaureate) at Columbia River High School. Studies have shown that students who take AP or IB classes are better prepared for college than students who have not participated. The completion of AP or IB courses receives favorable consideration by college admissions offices. Students who successfully pass an AP or IB test may receive college credit at most colleges and universities. Such testing traditionally takes place during May. Students interested in enrolling in AP classes should consult with their school counselor

Running Start

"Running Start" is another program which can lead to college credit, and it is operated in conjunction with Clark College. Students have the opportunity as juniors and seniors to take courses at both their home school and Clark College. Credits earned count toward both high school graduation and community college degree programs. Anyone interested in enrolling in classes at Clark through this program should consult the Running Start program guidelines available from the high school counselor within the Vancouver School District.

College in the High School

"College in the High School" is a way for students to earn college credits at a discounted price while taking their regular high school classes. Vancouver Public schools partners with Central Washington University to offer college credits for Upper Level English, Pre-Calculus, and Calculus courses. For more information speak to your counselor to make sure you are enrolled into the correct sections to earn this college credit. Students could earn up to 25 college credits when they graduate from high school.

Tech Prep

The Tech Prep program puts high schools students on the pathway to earning a degree from Clark College by allowing them to complete selected Career & Technical Education classes while still in high school. Tech Prep is a partnership between Clark College and Vancouver Public Schools high schools allowing students to simultaneously earn high school and college credits that have been approved through a formal articulation agreement. The following Vancouver Public Schools Career and Technical Education (CTE) courses are articulated with Clark College: Tech Tools for your Future (Columbia River, Fort Vancouver, Hudson's Bay and Skyview) Child Development/ Tutoring (Columbia River, Fort Vancouver, Hudson's Bay and Skyview), Graphic Design, (full year at Columbia River, Fort Vancouver, Hudson's Bay, Skyview), Culinary Arts (Fort Vancouver), Horticulture, Horticulture Science (Hudson's Bay, Columbia River, Fort Vancouver) and Medical Terminology and Practice (Fort Vancouver). Career Specialists at each high school serve as the Site Coordinators to work with CTE instructors to encourage students to complete the necessary paperwork to apply for and potentially earn college credit while taking high school courses.

Why Take Tech Prep classes?

- Tech Prep students get a "jump start" on their college education and career plans.
- Tech Prep students save time and money by fulfilling degree requirements while still in high school.
- Tech Prep students are able to bypass entry level college courses when they register at a community college.
- Tech Prep students can use their credits at Clark College or another community college and as an elective or transfer credit to a university. Or, they can enter the military at a higher rank.

How Can A Student Get College Credit Now?

- Enroll in a Tech Prep course and earn a grade of “B” or better.
- During or after completing the Tech Prep course, students are encouraged to register online at: www.techprepwa.org/wa/clark. Students should talk with the Career Center for more information.

Tech Prep/Direct Credit is also available for students enrolling in Clark County Skills Center programs. Articulation agreements between the Clark County Skills Center and Clark College include Applied Medical Sciences, Automotive Technology, Construction Technology, Diesel Technology, Electro-Digital Technology, Financial Customer Services, Legal/Medical Office Applications, and Pre-Engineering/Design Technology. Additional local articulation agreements between the Clark County Skills Center and other local colleges include Criminal Justice at Portland Community College, Dental Assisting at Columbia Basin College, Fire Science at Lower Columbia College, and Travel Hotel Management at Mt. Hood Community College.

Awards and Honors

Honor Roll

Students who earn a 3.5 or better at semester grading time will be included on the Honor Roll and celebrated in the spring at the Honor Roll Dessert.

National Honor Society

National Honor Society is an organization which originated in 1921. The purpose of this organization is to honor students who are outstanding in the areas of Scholarship, Leadership, Service and Character. Candidates are selected **in the spring** based upon the following criteria:

- Students must be in the 2nd semester of their sophomore or junior year.
- Students must have attended Skyview for at least one semester.
- **Students must have a 3.5 cumulative GPA or above.**
- Sophomores must be currently enrolled in at least one (1) Pre AP level class.
- Juniors must be currently enrolled in at least one (1) AP level class.
- 10 or more tardies and/or 2 days of truancies will be a basis for denial.
- Students must have a minimum of 10 hours of community service to document for the current school year.

Once candidates are selected they are expected to maintain the same standards under which they were admitted.

Honor Cords

Any senior who has an accumulated grade point average of 3.5 or better at the end of first semester of the senior year is eligible to wear the navy blue and silver honor cord at commencement. Any member of the National Honor Society will be awarded the gold honor cord. There is special recognition on the graduation program as well as at the Senior Awards Night celebration.

Senior Awards Night

Just prior to graduation, Senior Awards Night will be held to honor seniors who have won a variety of awards. Included are department awards from the faculty. The criteria for each award is developed and maintained by the curricular areas. The recipients of the department awards receive an engraved plaque. The top 5% medallions are handed out as well as the gold NHS cord that can be worn at graduation.

Citizenship Award

This is the highest award given to two graduating seniors by the faculty. Winners of this award are given a plaque and have their names engraved on the perpetual plaque. Their names are announced at graduation.

Senior Class – Highest 5% Recognition

Every year the highest 5% scholastically in the senior class are recognized at graduation. The highest 5% in a senior class is determined by using the cumulative grade point average (GPA) rank. The GPA rank is calculated at the end of the first semester of the senior's high school career.

Graduation Speakers

The three graduation speakers are selected from the highest 5% in the senior class. One speaker from the highest 5% will be selected by the senior class. One speaker from the highest 5% will be selected by the teaching and administrative faculty. The third speaker is the Senior Class President. The selected graduation speakers will work with the building associate principal to write and deliver an approved graduation speech.

Student Management System

The Vancouver Public School Board of Directors has a strong belief that parents and community be involved in school district programs.

State Statute requires that parents and the community be involved in the development of written procedures for student management at each school within the district. These procedures shall be reviewed at least annually by principals and respective staffs. They will assure that all staff work cooperatively toward consistent enforcement and/or reinforcement of student behavior throughout each school as well as within each classroom.

A. Responsibilities of Administrative Staff

The administrative staff of Skyview High School will work cooperatively with staff, students, and parents to ensure consistent enforcement and support of the student management system.

B. Responsibilities of Parents*

It shall be the parents' responsibility to cooperate with the school to reinforce efforts to change inappropriate behavior. Parent support is believed to be of the utmost importance. A committee of parents meets annually to review and evaluate the student management system.

* The term "parent" is used to mean a parent, guardian or person having legal custody of a child.

C. Responsibilities of Staff

All staff members have the responsibility of enforcing all regulations of Vancouver Public Schools and Skyview High School while at any school activity on or off campus. Staff takes an active part in evaluation and development of the student management system.

D. Responsibilities and Expectation of Students

It shall be the students' responsibility to maintain a favorable learning atmosphere that encompasses the whole campus. They will respect the rights and property of others, and will follow the rules and regulations of Skyview High School and the Vancouver Public Schools.

E. Review of Student Management System

On an annual basis, staff, parents, and students will review the student management system.

Rules and Regulations of Skyview High School

Closed Campus (School District Regulation 5113.2)

Any student who leaves the school campus unauthorized shall be considered truant and shall be subject to discipline, suspension, or expulsion. A student may be permitted to leave the campus during the regular school hours only under the following conditions:

- A. The student has prior written approval from his/her parent or guardian and clears through the attendance office **before leaving.**
- B. The student has the prior approval of the principal or designee.
- C. A student 18 years or older or legally emancipated may be permitted to leave the campus during regular hours of the school day provided there is valid reason. He/She must check out at the attendance office prior to leaving campus.

Visitors

Students are not allowed to bring visitors to school. Visitors, by law, are not allowed to go on campus. Parents are always welcome but must check in at the main office first in order to receive a visitor's pass.

Off Campus Lunch Passes

Eleventh and twelve graders can obtain off-campus passes for the purpose of leaving campus to eat lunch. These passes can be obtained in the Attendance Office or on the student check-in day in August. These passes require written parent approval. **Students who are truant or consistently late getting back from lunch or taking other students with them that are not authorized to leave will be subject to disciplinary action and/or have their off-campus pass revoked for the rest of the semester.**

Campus Restricted Areas

Students are restricted from the following areas unless they have permission from a staff member or an administrator and/or are supervised by an adult:

- Parking lots
- Baseball, track, soccer and football fields
- Tennis Courts
- PE locker rooms and the gym areas
- Neighborhoods
- Alki campus and parking lot (if you have an off campus pass, you may access your car during the school day to leave via the sidewalk in the front of the school.) If you are a sophomore and park there, you may NOT access your car during the school day.

Building and Classroom Climate (P5146.1)

Vancouver Public Schools are committed to maintaining a safe school learning environment to ensure an optimum "learning environment." It is, therefore, the policy of the board of directors that:

- A. In cases where student misconduct jeopardizes the safety and welfare of students, personnel, and/or the educational process, appropriate measures shall be used by building administrators to maintain a safe school learning environment. Law enforcement officials shall be contacted in order to assist school administrators when appropriate.
- B. Organizations, groups, or individuals that initiate or advocate activities which threaten the safety and well-being of persons or property on school facilities or at school-sponsored events will not be tolerated. Individuals involved in such activities are subject to suspension or expulsion and/or arrest by law enforcement officials.

Items Prohibited at School

Squirt guns	Choker chains	Anything that has to do with gangs and/or drugs	
Water balloons	Pepper spray	Weapons of any kind	Bandanas (western print)
Snowballs	Handcuffs	Lasers	
Stink bombs	Stun guns/tasers	Pointed Studs	
Masks	Firecrackers/pop its	Skateboards (must be put in rack for storage during school)	

Tobacco: No tobacco products of any kind are allowed (i.e., cigarettes, vape pens, hookahs) neither are lighters, matches, pipes or any other related paraphernalia.

Drugs: Illegal substances, controlled substances and related paraphernalia are strictly prohibited and could result in expulsion and arrest.

Any items used in a way that is dangerous or disruptive are also prohibited. Any item that disrupts the educational process will be confiscated and discipline will follow.

Prohibition of Firearms and Dangerous Weapons (P/R 4390 & P/R 5160)

Guns, look alike guns, any kind of knives, laser pointers, or other weapons are never to be brought to school by anyone. If a student does bring them to school or to a school event, it could result in emergency expulsion, suspension, expulsion, and/or arrest.

Disruptive Conduct (P5159.2)

Conduct which materially and substantially interferes with the educational process is prohibited. Appropriate corrective action (discipline) will be taken by the principal or designee to nullify such conduct.

Bullying, Harassment or Intimidation (p5159.6)

Please see the extensive Vancouver Public Schools policy on bullying, p5159.6, which is in the back of this book in the District section.

Profanity and Vulgarity (R5155)

Any student who uses profane, lewd or obscene speech or engages in vulgar behavior on school property or at school-sponsored activities or events may be subject to disciplinary action, suspension or expulsion.

Behavior includes:

- A. Action
- B. Speech: (written, spoken or symbolic)
- C. Inappropriate displays of affection

Damage and Destruction of School Property (P5158)

Whenever necessary and feasible in order to assure financial restitution for damage to or loss of school property, or willful vandalism or theft, including interruption of electronic services, the school shall withhold the diploma and official transcripts of the responsible student from:

- A. the student,
- B. the student's parent(s),
- C. post-secondary educational institutions,
- D. the student's employer or prospective employer,

When the student and parent(s) are unable to pay for the damages, the school district shall provide a program of voluntary work for the student in lieu of the payment of monetary damages. Upon completion of voluntary work the grades, diploma, and transcripts of the student shall be released.

Sexual Harassment (P5161)

Sexual harassment is any unwelcome and sexually oriented verbal, written or physical advances or conduct received by one student from another person (student or adult) in school, on the bus, or at school-sponsored/related activities. Conduct is viewed as sexual harassment when it has the purpose or effect of interfering with a student's school performance or creates an intimidating, hostile or offensive environment as perceived by the victim.

Corrective Action - If a student believes he/she is the victim of sexual harassment, he/she has the right to tell the offender to stop. If the victim is uncomfortable with taking this step or cannot initiate this action or if the offender persists, the student should report this to a school administrator. The student will be asked to complete a Harassment Report Form available in the main office. An investigation will be promptly conducted. Vancouver Public Schools' regulations regarding sexual harassment are included in another section of this handbook,

Attendance (P5113)

All student enrolled in the Vancouver Public Schools shall be punctual and regular in attendance because good scholarship and citizenship are dependent upon regular and punctual attendance. Please read the compulsory attendance law in detail which is in the District Policies section in the last half of this handbook.

- Absences may be excused for the following reasons:
- Illness, a doctor's not is required if a student is ill for five (5) or more days in a month, unless the principal, for good cause, waives the requirement;
- Health care appointments;
- Emergencies, including but not limited to a death or illness in the family;
- Religious or cultural activities, including observance of a religious or cultural holiday or participation in religious or cultural instruction;
- Participation in a district or school approved activity or instructional program as approved by the principal;
- Deployment activities of an active duty military parent or guardian;
- Visitations for apprenticeships, technical school, post-secondary education, or scholarship interview;
- Prearranged absences that the principal (or designee) and parent agree upon on approved activity.

The school cannot excuse absences for trips taken by students unless these trips involve direct supervision by the school or the family.

Absences must be excused by a parent within three days after the student absence in one of the following ways:

- Send an e-mail to shs.attendance@vansd.org; or
- Enter the absence into Skyward Family Access; or
- Send a written note to the attendance office

If a student is eighteen (18) years or older, or is legally emancipated, the procedures for the parent in this regulation may be exercised by the student.

It is the responsibility of the student or parent to arrange for any needed make-up work.

Unexcused absences will result in an automated phone call notifying the parents of the absence.

Attendance Codes:

U or W-Unexcused Absence **T or L**-Tardy **D**-Departed Early **O**-Discipline related absence

I-In-school suspension

Departing Early

Students are expected to remain on campus from the time of arrival until excused. Students who ride the bus are to remain on campus once they arrive.

Students who need to check out early for illness or appointments must report to the attendance office BEFORE leaving campus. Failure to do so will result in truancy, regardless of later returning to school with a note from a parent. Parents coming to pick students up from school must check in at the main office.

Students who are eighteen (18) may sign themselves out, but unless they are legally emancipated, parents will be contacted to ensure the safety of the student.

Again-

IF A STUDENT LEAVES CAMPUS AT ANY TIME DURING THE DAY WITHOUT CHECKING OUT THROUGH THE ATTENDANCE OFFICE, THEY WILL BE DEEMED TRUANT AND AN EXCUSE AFTER WILL NOT BE ACCEPTED.

Students 18 and over (R5117)

Students 18 and over: Regulation 5117 states that "If the student is eighteen (18) years or older, or is legally emancipated, the procedures for the parent in this regulation may be exercised by the student."

Students who are 18 may sign themselves out, but unless they are legally emancipated, parents will be contacted to ensure safety of the student. Regulation R5117 will be followed to determine whether the absence is excused or not.

Truancies (R5113)

Students between the ages of 8 and 18 years of age are required to attend school. Truancy is when a student is not in school and the absence is unexcused.

After two (2) unexcused absences, the school will schedule a conference with the student and parent.

After five (5) unexcused absences, school officials will enter into an attendance agreement and plan with the student and parent.

After seven (7) unexcused absences in a month, or ten (10) in a year, the student will be referred to the Office of Student Welfare and Attendance to file an initial petition with the court.

Tardies

1. A student is tardy when he/she is not ready to start class at the published start time for each class period.
2. A student is considered tardy when the student has missed 15 minutes or less of class time. Over 15 minutes is an absence.
3. Disciplinary action may be taken for tardiness.

Attendance at Assemblies

Assemblies are held regularly and attendance is mandatory for all students.

In an assembly the following guidelines are to be followed:

All students are to be seated.

Respectful attention to performers and speakers must be given at all times.

No one will be allowed to enter late.

No one will be allowed to leave the assembly once it has begun (except in emergencies).

Attendance at Extracurricular Activities (P5154)

Extracurricular activities are experiences that occur outside of school time and may or may not be held on the school campus. Examples are athletic contests, dances, field trips, and out-of-town trips. Students at school-sponsored on and off campus events shall be governed by school district rules and regulations and are subject to the authority of school district officials. Participating students agree to:

- Display appropriate behavior at all times.
- Use appropriate language or gestures
- Act as an ambassador for his/her home school and community.
- Refrain from misconduct while traveling to and from conferences/competition.
- For breaches of conduct, disciplinary action will be administered.

Consequences for not following guidelines:

First Offense: Immediate removal from the activity and/or suspension from attending all extracurricular school activities for up to 20 school days.

Second Offense: Immediate removal from the activity and/or suspended from attending all extracurricular school activities for the remainder of the school year.

The school administration reserves the right, in certain instances, to immediately move to step 2 if warranted, depending on the serious nature of the student misconduct.

Dress & Appearance Guidelines (R5157)

The following guidelines for student dress and appearance are provided to ensure a positive, safe and non-disruptive school climate, thereby enhancing learning.

The guidelines are in addition to R5157 Dress and Physical Appearance, which states that if a student's dress and/or physical appearance disrupts the educational process or threatens the health and/or safety of the student or others, the designated building administrator will ask the student to refrain from wearing such apparel, jewelry, accessories or using such manner of grooming while at school or school-sponsored events.

Vancouver Public Schools prohibited dress or physical appearance specifically includes, but is not limited to:

- **Displaying lewd, sexual, drug, tobacco or alcohol-related messages in clothing and head gear.**
- **Wearing apparel that indicates gang affiliation as reported by the Gang Task Force or law enforcement agencies (students may not wear bandanas).**
- ***Exhibiting a bare midriff or underwear.***
- ***Wearing shorts/skirts that are shorter than the wearer's fingertips when arms are hanging down.***
- **Writing or designs on clothing or body that discriminate on basis of sex, race, religion, national origin, disability, or gender orientation.**

Any student wearing, carrying or displaying gang-related apparel or exhibiting behavior or gestures which symbolize gang membership, or causing and/or participating in activities which intimidate or otherwise place other students in fear of personal safety shall be subject to discipline.

The Vancouver School Board expects the Skyview staff to monitor and supervise student behavior and dress. If an adult staff member determines that a student's choice of attire is inappropriate for the school setting, the student will be expected to change or alter their attire. A decision not to comply with an adult staff member's request will result in an immediate referral to the Principal or the Principal's designee.

Dance Conduct

1. Appropriate dancing is expected of all students. Vulgar and sexually suggestive behavior will not be tolerated. When dancing, students must...
Dance face-to-face with space
Not freak dance
Not lap dance or floor dance.
Not straddle front-to-front .
Not "mosh pit" dance, or shove, push or flail.
2. Excessive displays of affection are not permitted including inappropriate fondling or touching.
3. Removal of any necessary articles of clothing (shirts, pants) is not permitted. Any student or guest that is dressed inappropriately will be asked to change or be removed from the dance. No refund will be given.
4. For dance admission, EVERYONE MUST HAVE PICTURE ID. Current school ID, passport, or driver's license will be the only forms of ID accepted.
5. No re-entry to the dance is permitted once a student leaves.
6. Students who bring a guest to a school dance are required to have the appropriate dance pass completed and signed before purchasing tickets.
7. Students may NOT bring a guest that is a middle school student, nor 21 years or older.
8. If a student or guest is asked to leave a dance, both parties will be required to leave. Parents will be called and asked to pick up each student if necessary.

Hall Passes

Students who request to leave class for any reason must have an official school hall pass signed by the teacher which indicates the date, the time they left the class and their destination. Students may be asked to show a hall pass to any staff member as verification they have the appropriate permission to be out of class. Students without proper permission to be out of class will be deemed truant. Students may NOT use a hall pass to visit the vending machines.

Parking Rules

All students who drive and park on Skyview's campus must register their car and obtain a parking permit. This is done in the Attendance Office during student check-in in August.

Parking permits will not be issued until the permit form is completely filled out and any applicable fees are paid.

Juniors and Seniors with permits may park in the large lot to the west of the school and in the side lot on the south side. **Sophomores will not be allowed to park on any part of campus.**

The following guidelines are to be followed by students using parking areas provided by the school.

- Have car insurance
- Register with the Attendance Office
- Permit must be clearly visible
- Park ONLY in assigned student parking lot
- Observe the 10 mph speed limit while driving on school grounds
- Squealing or smoking tires, leaving rubber on the blacktop, or other displays of reckless driving will result in disciplinary action and possible loss of parking privileges
- Parking in red fire lanes at any time will result in discipline and could also subject the driver to a \$250 fine by the county sheriff
- No one may ride in the back of a pickup or on the body of an auto while on school property
- Students will be asked to move their cars if they park in staff parking or where it is not allowed. If this continues, loss of parking privileges could occur.

All vehicles are subject to search with a reasonable cause.

All cars should be locked, and no items of value should be left in cars. The school will not assume responsibility for damage to a car or theft of personal property. When a student registers a car with the school, the student is agreeing to follow all of these guidelines and rules. All cars driven to school need to be registered.

Violations of Parking Rules:

First Violation: Citation and Warning

Further violations may result in progressive discipline including but not limited to loss of parking privileges.

Additional Information

Valuables

Valuables and money are brought to school at a student's own risk. We recommend that valuables are not brought to school. This includes expensive jewelry and clothing, large amounts of money, **cell phones**, and electronic games. *The school is not responsible for the loss of these items.*

Lost & Found

Any lost and found items are put in a bin in the 400 wing. Check periodically for your lost items as items found may not be turned in immediately. Articles not claimed through the school year will be periodically donated to a charitable organization. Phones, small electronics, keys, jewelry, wallets, glasses are in the lost and found in the main office.

Emergencies

In the event of any emergencies, the following will hold true unless otherwise informed. The signal used for emergencies is an announcement or computer alarm. An announcement will be made with appropriate instructions.

Students:

1. Follow the directions of teacher and administrators.
2. Stay with the class or group. If an emergency occurs during passing time or Storm Time students are to return to their most recent class. If an emergency occurs during lunch, students are find their 4th period teacher.

Do not leave campus at any time during emergencies unless told to do so.

Flowers, Gifts or Balloon Deliveries

We realize the importance of showing someone you care, but please do not have flowers/gifts or balloons sent to students at school. They will **not** be delivered to classrooms and school bus drivers **will not allow** students on the bus with balloons or any glass containers.

Electronic Devices (Cell Phones & Games) (P5165)

These items can only be used during lunch, before school, and after school. They can only be used or visible during class time at a teacher's discretion. *A student who does not cooperate may have his or her electronic device confiscated and returned either to the student or to the parent (at administration's discretion).* Text messaging is not allowed during classroom or other instructional time. We ask that parents refrain from calling your student(s) during school hours. If there is an emergency, the main office should be contacted.

Technology Access

Before being allowed to use Skyview High School's computer system all students must first agree to, and comply with the following rules:

Conserve School Resources- Agree to do your part to conserve paper, printer supplies and network file space. Print only one page at a time. Delete all files from your network home directory that you no longer need. Never send chain letters or bulk e-mail through the school network without first getting approval of a Skyview administrator.

No Games at School- Computer games do not belong at school. Do not use school E-mail to forward games to others. Delete games that others send to you. Never use the school Internet connections to download games.

Copyright Law- Under no circumstances are you to install, store or e-mail executable programs using the school's computers without authorization from the school system manager. This restriction extends to all executable files, including those with: exe, zip, scr, com, bat or pif extension.

Vandalism- Attempts to modify or crash the school network or a workstation will be treated as acts of vandalism. Damaging any school property is a crime and may involve criminal prosecution. Deliberately and maliciously deleting the files of any other user will be grounds for disciplinary action.

Respecting Others- Never use Skyview computers to convey profanity, abusive language, derision, threats, racial or sexual innuendoes. Don't use someone else's school account and never allow others to use yours. Keep all passwords private and don't snoop on others. Students that share their accounts and passwords with others may lose their account and may be subject to disciplinary action.

Pornography- Despite Vancouver Public Schools attempts to block all pornographic or graphically violent sites on the Internet; new sites appear all the time. If students encounter an inappropriate site, report it to a teacher immediately. Under no circumstances are students to seek out these sites on the Internet; store files from them on the school network, or send those files through the school network.

Chat rooms- Do not enter chat rooms or any other interactive sites without the explicit permission of a Skyview teacher or administrator.

Computer use during class- During class time you must obtain a teacher's permission before using the computer, browsing the Internet or sending e-mail.

ACADEMIC INTEGRITY

PLAGIARISM AND CHEATING

Plagiarism occurs when a student uses another writer's work without giving credit for the source. The word plagiarism comes from the Latin word for "kidnapping," and it is indeed considered to be theft. In fact, plagiarism of copyrighted material is against federal law and school district policy.

Plagiarism typically occurs in school situations in the following ways:

- A student uses the author's words without using quotation marks around the material.
- A student uses the author's ideas or information without giving credit for the material (known in the academic world as "citing the source").
- A student does both—uses the author's words *and* ideas without citing the source.

Cheating can take many forms but always involves taking information from another student, individual or source. Examples of cheating can include but are not limited to:

- taking answers on a test, homework, or quiz from another student or other source, with or without his/her knowledge;
- collaboration on assignments such as taking or sharing answers without teacher permission;
- obtaining test answers and/or questions from other students in advance of an exam;
- stealing test materials from a teacher's belongings;
- using translating devices or websites in world language classes when your own work is expected
- falsifying grade reports or changing a grade book.

Cheating can be accomplished by several means, including but not limited to: deception, theft, talking, signs, gestures, copying, use of unpermitted study aids such as "cheat sheets," or cell phones and threats to other students.

School is one of many places where students should learn to lead an ethical life. Because words and ideas are the "product" created in schools, plagiarism and cheating are the greatest academic crimes a student can commit. It is the intention of the SHS staff to respect and value the work of others by (1) creating a climate in which plagiarism and cheating is never acceptable and (2) teaching students how to properly cite sources to avoid plagiarism.

The ultimate loser when cheating or plagiarism occurs is the student. Students who plagiarize or cheat deny themselves the opportunity to fully develop their own ideas and thoughts and to learn the value of a complete exploration of an issue. They also prevent a teacher from accurately evaluating areas where a student might need help.

Students who engage in plagiarism are subject to the following:

1st Offense

- No credit for the assignment or test in which plagiarism occurred. Teacher confers with student.
- Student has the option to redo the assignment for credit.
- Teacher contacts parent explaining specifics of incident after it is established that plagiarism has occurred.

Additional Offenses

- Zero on assignment. Teacher confers with student.
- Student **does not** have the option to redo the assignment for credit.
- Teacher contacts parent.

Students who engage in cheating are subject to the following:

All Offenses

- No credit for the assignment or test in which cheating occurred. Teacher confers with student.
- Student has **no option** to redo the assignment.
- Teacher contacts parent explaining specifics of incident after it is established that cheating has occurred.

Tiered Discipline Process

Non-Egregious Behavior

Progressive Discipline Steps for Non-Egregious Offenses	
Tier 1	<p>Teacher = verbal warning and submit offense via Google form link</p> <p>2nd Teacher=additional conversation with student, contact parents via phone/email; submit offense via Google form link</p> <p>Teacher=additional parent contact and Restorative Conference with student/teacher; submit offense via Google form link</p>
Tier 2	<p>*Student is referred to the iTeam after 3rd offense; Tier 2 action plan is developed</p> <p>4th- Teacher=submit offense via Google form link Administration=complete formal discipline referral and assign discipline Discipline/Intervention=Tuesday/Thursday School</p> <p>5th- Teacher=submit offense via Google form link Administration=complete formal discipline referral and assign discipline Discipline/Intervention= In-School Suspension (2 days); restorative conference with student/teacher/parent</p> <p>6th- Teacher=submit offense via Google form link Administration=complete formal discipline referral and assign discipline Discipline/Intervention=additional In-School Suspension (2 days)</p>
Tier 3	<p>*Student is referred to the iTeam after 6th offense; Tier 3 action plan is developed</p> <p>7th- Teacher=submit offense via Google form link Administration=complete formal discipline referral and assign discipline Discipline/Intervention = 4-day intervention focused on expectation matrix (during tutorial); parent contact</p> <p>8th- Teacher=submit offense via Google form link Administration=complete formal discipline referral and assign discipline Discipline/Intervention = Tuesday <u>and</u> Thursday school in one week; parent contact</p> <p>9th- Teacher=submit offense via Google form link Administration=complete formal discipline referral and assign discipline Discipline/Intervention = repeat Tier 3 steps; restorative conference with parents prior to student returning to class</p>
	<p>Non-Egregious Offenses:</p> <p>Off campus violations, tardies, dress code violation, profanity and vulgarity, classroom disruptions</p>

VPS 1:1 TECHNOLOGY RESPONSIBLE USE AND SAFETY AGREEMENT

PURPOSE: Vancouver Public Schools (VPS) may provide and assign students an iPad or laptop computer for use at school and at home as a means to promote achievement and provide flexible learning opportunities. This agreement provides guidelines and information about expectations for students and families who are being issued these one-to-one (1:1) devices. In addition to this agreement, the use of district-provided technology also requires students to abide by the VPS Technology Use Guidelines as stated in the Student Code of Conduct. Additional rules may be added as necessary and will become a part of this agreement.

Our expectation is that students will responsibly use district technology and that they understand the appropriate and acceptable use of both the technology and district network resources. We also expect that students will make a good faith effort to keep their district-issued devices safe, secure and in good working order. This agreement includes the following specific responsibilities and restrictions.

RESPONSIBILITIES - The student will:

1. Charge their 1:1 device at home nightly, bringing it to school each day with a full charge.
2. Communicate Responsibly! Electronic communication should be conducted in a polite manner, using appropriate language and avoiding profanity and offensive or inflammatory speech. Cyber bullying, including personal attacks or threats toward anyone made while using district owned or personally owned technology, should be reported to responsible school personnel!
3. Back up important data files regularly. VPS may update and maintain 1:1 devices by periodically imaging them. Students will be notified of this maintenance in advance when possible, however all student files should be saved to on-line storage space regularly to insure data is not lost when maintenance is required. Ask for assistance if you do not know how to back-up files.
4. Use technology for school-related purposes during the school day. Use for commercial or political purposes is prohibited.
5. Follow copyright laws and fair use guidelines and only download/save music, video or other content that are related to specific assignments. District technology is not provided to house personal music or video libraries
6. Make the 1:1 device available for inspection by any administrator or teacher upon request. All electronic communication, activities and files accessed on district technology are not private and may be viewed, monitored or archived by the district at any time.

RESTRICTIONS - The student will not:

1. Mark, deface, or place stickers on the iPad, laptop, or district-issued cases.
2. Reveal or post identifying personal information, files or communications to unknown persons through email or other means.
3. Attempt to override, bypass or otherwise change the Internet filtering software, device settings, or network configurations. All student 1:1 computing devices are configured so that Internet content is filtered both at school and when on any other network.
4. Attempt access to networks and other technologies beyond their authorized access. This includes attempts to use another person's account and/or password or access secured wireless networks.
5. Share passwords or attempt to discover passwords. Sharing a password is not permitted and could make you subject to disciplinary action and liable for the actions of others if problems arise with unauthorized use.
6. Download or install any unauthorized programs, files, or games from the Internet or other sources onto any district-owned technology. This includes the intentional introduction of computer viruses and other malicious software.
7. Download and/or install multimedia content (music, movies, etc.) that is not related to the research or completion of assignments.
8. Use a district-created iTunes account to access apps or other content on personally owned devices.
9. Tamper with computer hardware or software, attempt unauthorized entry into computers, and/or vandalize or destroy the computer or computer files. Intentional or negligent damage to computers or software may result in criminal charges.
10. Attempt to locate, view, share, or store any materials that are unacceptable in a school setting. This includes but is not limited to pornographic, obscene, graphically violent, or vulgar images, sounds, music, language, video or other materials. The criteria for acceptability is demonstrated in the types of material made available to students by staff and the school media center.

Despite these restrictions, students sometimes choose to tamper with the security and software settings on their devices in order to get around various restrictions. In addition to the workload placed on district staff to restore these devices, this misbehavior directly impacts student learning, as students who tamper with their devices are often unable

to do assigned classwork both in the classroom and at home. As a result, a **\$5.00 fee will be assessed to a student who has willfully tampered with the security settings or restrictions on any 1:1 device per incident.**

In addition to the specific requirements and restrictions detailed above, it is expected that students and families will apply common sense to the care and maintenance of district-provided 1:1 technology. In order to keep iPads and laptops secure and damage free, please do not loan your 1:1 device or charger and cords to anyone else, leave the 1:1 device in a vehicle or leave it unattended at any time, or eat/drink while using the 1:1 device.

VPS is not responsible for any loss resulting from use of district-issued technology and makes no guarantees that the technology or the district network systems that support student use will be available at all times. By signing this agreement you agree to abide by the conditions listed above and assume responsibility for the care and proper use of VPS district-issued technology. You understand that should you fail to honor all the terms of this agreement, access to 1:1 technology, the Internet, and other electronic media may be denied in the future. Furthermore, students may be subject to disciplinary action outlined in the VPS Student Code of Conduct.

As the parent/guardian, my signature indicates I have read and understand this Responsible Use and Safety Agreement, including the \$5.00 tampering fee, and give my permission for my child to have access to and use district-issued technology.

Parent/Guardian –

Printed Name: _____ Signature: _____ Date: _____

As the student, my signature indicates I have read or had explained to me and understand this Required Use and Safety Agreement, including the \$5.00 tampering fee, and accept responsibility for abiding by the terms and conditions outlined and using these resources for educational purposes.

Student –

Printed Name: _____ Signature: _____ Date: _____

VPS Assurance for iPads (VAPi) Enrollment

While following the Responsible Use Guidelines detailed on the reverse of this document should help insure that your student's iPad is safe and secure, we understand that accidents can and do occur, and that both students and parents are concerned about the financial risks they are accepting along with their iPad. State laws as well as district policies, regulations and practices require that a fine be levied to cover the repair or replacement cost of district property. With iPads, the cost of loss or damage can be significant.

To respond to this concern, the district has developed the VPS Assurance Program for iPads (VAPi) as a way for families to reduce the financial risk if an iPad is damaged or lost. This plan is completely voluntary. The VPS Assurance Program for iPads works as follows:

- Prior to iPad distribution, parents make a payment of **\$35.00** to enroll in VAPi.
 - The payment is reduced to **\$20** if a student qualifies for reduced lunch prices
 - The payment is reduced to **\$10** if a student qualifies for free lunch
- In the event a student iPad is accidentally damaged, the normal fine for repair costs (typically between \$50.00 and the full \$479 value of the iPad) will be waived, and the iPad will be repaired at no cost to the family (the number of free repairs per year is capped at two). Willful damage will still result in a fine.
- In the event an iPad is lost or stolen, the normal fine for the full replacement value of \$479.00 will be reduced to **\$150.00**. Upon payment of this fine (or creation of an approved payment plan), the student will be issued a replacement iPad. However, the parent will not be eligible to enroll in VAPi for a second time in the same school year and will be financially responsible for replacement or repair costs associated with this second iPad. **(If the iPad is stolen off-campus, file a police report within 24 hrs and bring a copy to school)**
- In the event the lost or stolen iPad is recovered in working condition, the fine will be refunded.
- Families who choose to enroll and have more than two children receiving 1:1 devices will only be required to pay for two VAPi enrollments to cover all devices per school year.
- Exclusions - The iPad charger, cable, protective case and other peripherals issued with the iPad are NOT covered by the VAPi program. If these items are lost or damaged, a fine will be issued for replacement cost.
- If a family leaves the District, but does not return the iPad, they will be fined for the full replacement costs, and standard rules for the restriction of records and transcripts would apply. Law enforcement may be involved for the purpose of recovering district property.

In order for your child to receive an iPad, you must either Sign-up for the program or decline participation. Please make your selection here:

Yes, I would like to participate in the VPS Assurance Program for iPads (VAPi). I understand that this is a voluntary program which will reduce the fines and replacement cost that I may be subject to if the iPad on loan to my student is damaged, lost or stolen as described above.

Payment Selection (Please select your appropriate payment amount as described above):

Standard Payment of \$35.00

My child is currently eligible for reduced lunch benefits - \$20.00

My child is currently eligible for free lunch benefits - \$10.00

I have already made VAPi (or VAPL) payments for two other students in my household - \$0.00

Names of students already enrolled: _____