

Dear Families,

My experiences at Naches Trail during the past two years have confirmed my belief that we are a great school community. Clearly, your children are the highest priority for all of the adults who serve within our walls. We offer a high quality educational program, and are dedicated to developing students to be lifelong learners and productive citizens. We also nurture and care for all of our students. We are well on our way to becoming the highest achieving elementary school in the State of Washington!

As instructional leader for this community, my beliefs are captured in the following quote from Dennis Sparks. "I believe the quality of our teaching is the most important thing in determining the quality of learning students experience in this school. I believe that the quality of relationships that we, as adults, have with one another has a profound effect on the quality of relationships students experience here, both with us and with other students. I want every student to experience quality teaching in every classroom and be surrounded and supported by quality relationships with adults and peers."

I look forward to continuing a quality relationship and powerful partnership with each of you!

Warmly,

Sean McKenzie

Vision and Mission

We are the Trailblazers; students, parents, teachers, support staff, and volunteers of the Naches Trail community. Through an inspiring, high-quality education, Trailblazers will be successful citizens and lifelong learners, prepared to flourish in the 21st century.

We work together to blaze a trail toward success.

We intentionally work to unite home and school.

We deliberately communicate our unique knowledge, experiences, influences, and perspectives.

We make and honor commitments to support each other.

We are learners.

We are participants not spectators.

We accept responsibility for our choices, learning and growing when we make mistakes.

We value every person and seek opportunities to encourage, appreciate, and strengthen others.

We are the Trailblazers of Naches Trail, blazing a trail toward success.

Reminder Regarding Enhanced security systems

During school hours, all school doors will remain locked and access will only be available through the main entrances. To gain access, parents and visitors will have to press a buzzer outside the school. School staff will then use a camera and intercom system to help identify visitors and grant access to the facility. The system is designed to better protect students and staff from potential threats and intruders.

ATTENDANCE

School Hours: 8:15 a.m. - arrival for breakfast or student supervision

8:25 a.m. - first bell

8:30 a.m. - school begins (tardy bell)

Absences and Excuses

Attending school every day and coming to school on time are the first steps to school success. Arrival on the school grounds should be **no earlier** than 8:15 a.m. Many times it is impossible to make-up "missed" learning experiences since active participation and group involvement during the regular class day is an integral part of the educational experience. Bethel Public Schools accepts the following as excused absences: **illness, medical or dental appointments, bereavement, and unforeseen emergencies**. Students with a fever should stay at home until they are fever free for 24 hours. Any other absences must be checked with the principal before the absence. Do your best to have your child attend school daily, but when your child is absent, please have a parent telephone the office at **683-8793 by 11:00 a.m.** to let us know or you will receive an automated message. **When your child does return to school, remember to send an excuse note signed by parent or guardian to the teacher or the office. State law requires a written excuse for absences or tardiness.** In accordance with the Becca Bill law, students with two or more unexcused absences in a 30-day period will conference with the principal or assistant principal. If a child has five or more unexcused absences in a month or ten in a year, a petition will be filed with the state's Prosecuting Attorney's Office. It is your child's responsibility to complete "missed" work due to the absences.

Tardiness

Late arrivals interrupt everyone's education. Therefore, we expect you to be on time to school each day. If you are late, **go immediately to the health room to receive an admit slip**. If a student is late to class, he/she is required to make up all work missed. The only excused reasons for tardies are doctor and dental appointments or family emergencies. Tardies due to oversleeping and/or missing the bus will **not be excused**. Our tardy policy is as follows:

TARDIES AND ABSENCES / HOW THEY WILL BE RECORDED - REGULAR SCHOOL DAY

| | | |
|---------------------|-------------|-----------------|
| If arriving between | 8:30-10:00 | Tardy for a.m. |
| If arriving between | 10:01-12:56 | Absent for a.m. |
| If arriving after | 12:57 | Absent all day |
| | | |
| If leaving between | 8:30-10:00 | Absent all day |
| If leaving between | 10:01-12:56 | Absent for p.m. |
| If leaving after | 12:57 | Tardy for p.m. |

Your child will be allowed 3 tardies/early releases before they count against your child's perfect attendance. When your child is absent, please call 683-8793 and send a note the following day to verify the absence.

TARDIES AND ABSENCES / HOW THEY WILL BE RECORDED - EARLY DISMISSAL DAYS

| | | |
|---------------------|-----------|-----------------|
| If arriving between | 8:30-9:05 | Tardy for a.m. |
| If arriving between | 9:06-9:54 | Absent for a.m. |
| If arriving after | 9:55 | Absent all day |
| | | |
| If leaving between | 8:30-9:05 | Absent all day |
| If leaving between | 9:06-9:54 | Absent for p.m. |
| If leaving after | 9:55 | Tardy for p.m. |

TARDIES AND ABSENCES / HOW THEY WILL BE RECORDED - LATE ARRIVAL DAYS

| | | |
|---------------------|--------------|-----------------|
| If arriving between | 10:30-11:30 | Tardy for a.m. |
| If arriving between | 11:31-1:30 | Absent for a.m. |
| If arriving after | 1:31 | Absent all day |
| | | |
| If leaving between | 10:30 -11:30 | Absent all day |
| If leaving between | 11:31-1:30 | Absent for p.m. |
| If leaving after | 1:31 | Tardy for p.m. |

The Bethel District has put an automatic dial system in place for student absences. If you do not call the school office before 11:00 a.m. to report an absence, you will be called at home to let you know your student is not at school.

LEAVING DURING SCHOOL HOURS

Parents requesting to pick up their child prior to the end of each day will be required to sign their child out from the office and **present picture identification**. The child will then be called from his/her classroom to meet with the parent/guardian in the office area only. Please send a note with your child if someone other than the parent will be picking up your child and make sure that person has picture identification with him/her. **The office will not release any student to an unauthorized person.** You can give the office written permission to release your child at any time to any person you wish. The person you designate to pick up your child must come to the office and present picture identification.

EARLY DISMISSAL DAYS

During Conference Weeks, our students will begin the day at the regular time and be dismissed at 11:05 a.m. We will serve breakfast, but there will be no lunch served on these days. Bethel Public Schools may schedule other half days to be used by all building staff for in-service activities. Please check the student calendar for those possible dates.

EMERGENCY DISMISSAL

In the event of a sustained power failure or other unusual circumstances, it may be necessary to dismiss school early. Parents and students should formulate emergency plans in the event school closes early and there is no adult at home. Parents will want to make sure their child knows what to do and where to go in advance. **Please make sure your child's enrollment form stays current with emergency names and phone numbers.**

VOLUNTEERS and VISITORS

Parents are encouraged to become active participants at school. **According to Washington State law, all parents MUST fill out a volunteer application to visit or assist in the classroom.** The volunteer application forms are in the office. The forms grant permission for a Washington State Patrol Criminal History check. This safety check is good for two years. When visiting your child's classroom, please make prior arrangements with the teacher. **For safety reasons, authorized volunteers, as well as visitors and parents, are not allowed on the playground.** All

volunteers and visitors must report to the office to "sign in" and pick up a badge to wear. The badge indicates to staff members that it is okay for you to be here, and assists the staff in maintaining a safe learning environment. So, please come to the office and check in, even if you have been here many times or you are just having lunch. If you ever have a concern regarding a student who is not your child, please do not confront that student. Instead, make arrangements to meet with administration to discuss the situation. We never mean to offend or to discourage your visits; we just want to make sure we can account for anyone who comes to the school on any day. Please do not bring animals or pets of ANY kind to school for "show and tell" or to visit. For the health and safety of all students, the administration asks your consideration in this matter.

SCHOOL BREAKFAST AND LUNCH

Naches Trail Elementary operates a breakfast and lunch program as part of our educational program. Both meals are important in the life of the child not only from the obvious nutritional value, but also as a means of helping teach your child acceptable behavior at mealtime. You may purchase lunch and breakfast credits daily for whatever number of days you prefer. You may also pay online via the Departments link to the Child Nutrition webpage from the district webpage listed below. The price of breakfast and lunch includes milk. Students bringing their lunch may purchase milk. Please mark lunch boxes and sack lunches with your child's name. Breakfast is served from 8:10-8:25 a.m. Students must go directly to breakfast before going to the playground. Menus are sent home monthly; also, you may view them on our website (click the Child Nutrition link) at <http://www.bethelsd.org>

Your family may qualify for reduced or free lunch based on family income. You may apply at <https://emealapps.bethelsd.org>. The following information can also be found on the district website:

| Breakfast | Lunch |
|---------------------------------------|---|
| Free - with approved meal application | Free - with approved meal application |
| Reduced price - no charge | Reduced price (K-3) - no charge |
| Elementary student price - \$1.60 | Reduced price (4-12) - \$.40 |
| Secondary student price - \$1.75 | Regular Price (Elementary Level) - \$2.50 |
| Adult price - \$2.50 | Regular Price (Secondary Level) - \$3.00 |
| | Adult price (all schools) - \$3.75 |
| | Milk - \$.55 |

HEALTH AND SAFETY

Our school has a registered nurse who visits on a regular schedule. A health clerk is present on a daily basis. Screening tests are given to students for hearing and vision throughout the school year as needed. The health of your child is important to us. Illness adversely affects a child's ability to learn.

Emergencies and First Aid:

State law limits the first aid we can give your child here at school. In case your child becomes ill, you will be notified. If your child appears to be ill in the morning, please do not send him/her to school. **PLEASE KEEP YOUR TELEPHONE NUMBER(S) AND EMERGENCY CONTACT(S) CURRENT IN OUR FILES.**

Medication:

No medications are allowed at school without a doctor's signed order. This includes over-the-counter drugs such as cough drops, cough syrup, chapstick, pain relievers and all prescription medications. Parents who wish to arrange for the application of medications at school should contact the school nurse or health clerk for procedural directions. Unused medications **MUST** be picked up the last day of school, or they will be destroyed.

Head Lice "No Nit" Policy

In Bethel Public Schools, we maintain a "no nit" policy in an effort to control the spread of head lice among classmates. This means that students will not be admitted to school if there is any visible sign of lice (nits). If evidence of lice is discovered while a student is at school, a parent or guardian will be called and asked to take the child home from school. The child will be excluded from class and may not ride the school bus home. Students may return to school when they have been properly treated for the lice problem (information and assistance is available through the health clerk), when "no nits" are visible in the hair, and when they have been checked and released by our health clerk to return to class. When head lice is discovered at school, additional family members and the student's classmates may be checked.

Immunizations

Children under 18 years of age are required to be immunized against certain vaccine-preventable diseases as a condition for attending public and non-public schools and licensed day care centers in Washington. State law requires parents to submit proof of immunization status to the school by the first day of attendance. Those children who are not in compliance with the law will not be allowed to enroll or participate in school until evidence of compliance is presented. Once proof of full immunization has been presented, no further proof shall be required.

PARENT/TEACHER CONFERENCES AND REPORT CARDS

The school year is divided into two reporting periods. Parent/Teacher conferences are in October and March. Parents are expected to attend conferences for the purpose of exchanging and sharing ideas about their child's progress in school and personal development.

PTA

The Naches Trail Elementary PTA exists for the benefit of our children at school, at home, and in our community. By offering volunteer assistance at school, working for improved school facilities, offering special programs for children, working for adequate laws for the care and protection of our children, and developing parent enrichment programs, the PTA seeks to work for the betterment of the Naches Trail Elementary Community. We also try to have some fun, and help parents become acquainted with the other parents in the school community.

Membership in the PTA is open to all parents or guardians of students attending Naches Trail Elementary, all staff members, and any other members of the community. The PTA Membership Drive takes place in the fall of the school year, but memberships can be purchased at anytime. Dues paying members have a vote and a voice in the direction and activities of the Naches Trail Elementary PTA. PTA membership also supports the State and National PTA in lobbying for legislation, positively affecting our children and school. All parents, guardians, and staff, regardless of whether annual dues have been paid, are invited and encouraged to help or participate in any or all PTA activities. ***Together we can make a difference.***

We hope each of you will decide to become involved in the Naches Trail Elementary PTA this year. If you would like further information about our programs and goals for the year, please call the school and we will connect you with one of our PTA board members. We'll look forward to hearing from you!

TRAIL BLAZER PRIDE: Under Construction.

(In other communications we've mentioned that we recently began a move to a Positive Behavior Intervention System. This section of rules and procedures will be modified as we move through the year, but are the ones we are operating by now. Any changes will be properly communicated to our students.)

In the interest of providing a common message, please review these expectations with your child. Our staff will also teach these expected behaviors during the first weeks of school.

Naches Trail Elementary students are the BEST! They are proud to be Trail Blazers and they display it in all they do:

- in their behavior
- in their learning
- in their participation
- in their attitudes

Our students try to make Naches Trail Elementary a better place each day. We are sure you will want to do this, too! Our staff seeks to provide an atmosphere conducive to learning for all. We believe discipline is the process of teaching positive expectations with an emphasis on respect and empathy.

Our discipline plan strives to be fair, consistent, and clear. Our staff teaches, models, and reinforces routines and appropriate behaviors. To promote a safe, orderly, and productive learning environment, we expect students to be cooperative and respectful. Cooperation and respect include, among others, the following essential behaviors:

- Be polite and attentive when someone speaks to you.
- Keep your hands, feet, and objects to yourself.
- Avoid inappropriate language (i.e., name calling, swearing), put-downs, and disruptive behavior.
- Respect of and care for all school materials and property.

Code of Conduct

In the classroom, the students will:

1. Obey their teachers and abide by the classroom rules.

In the hallways, breezeways, and sidewalks between the portables, the students will:

1. Use a 0 (zero) voice level.
2. Keep hands and feet to oneself.
3. Walk in a single file.
4. Face forward.
5. Walk on the right side of the hall.

In the bathrooms, the students will:

1. Use the appropriate receptacle correctly.
2. Put wastepaper in the garbage can.
3. Use reasonable amount of supplies (soap, tissue, water).
4. Demonstrate appropriate behavior; not play in the bathrooms, and not tolerate any vandalism.
5. Use a 0 (zero) voice level.

In the cafeteria, students will:

1. Stand and wait quietly in line, enter and leave the cafeteria quietly, walk in the cafeteria, stay seated during meals, and keep hands and feet to oneself.
2. Clean up after eating and eat his/her own food--**no sharing of food.**
3. Use good manners, follow directions, and listen to lunch supervisors.
4. Use a **0-1 voice level**, respect others around us, avoid wasting food, and work to have a pleasant and healthy lunch.

On the bus, students will:

1. **Obey** the driver and assistant.
2. **Use a 1 voice level.** No profanity or vulgarity.
3. **Keep** your body and possessions to yourself.
4. **Stay** seated and face forward.
5. **Loading and unloading** procedures.
 - a. Cross the road in front of the bus, never behind.
 - b. Pushing, shoving or crowding while loading is not appropriate.
 - c. Be on time, the bus cannot wait for tardy students.
 - d. Leave the bus only at school or your regular stop. Follow authorized procedures for exceptions.
6. **Prohibited items:** sharp objects, weapons, skateboards, breakable and aerosol containers, live animals (except guide dogs), reptiles, insects, fish and fowl. (Laser pointers are considered weapons.) Some orchestra/band instruments, which take up a full seat, will need to be picked up by the student's parent.
7. **No eating or drinking.**
8. **Athletic equipment** must be contained in a closed bag.
9. **One balloon** permitted in a closed bag.
10. **Driver** has the right to assign seat

**Failure to obey these rules may result in the loss of bus riding privileges. Rules are in accordance with Washington State Law: WAC 392-145-035.*

Bicycle Riders:

Only students in grade 4-5 may ride bicycles to school (School Board Policy#3243.3).

Bike riders must obtain a permission form from our office and have it signed by a parent/guardian to ride their bike to and from school.

For student safety:

1. Students who ride a bicycle to school must park the bike at the bike rack.
2. School officials will not be responsible for the care or custody of bicycles.
3. It is recommended that all bicycles be locked with a chain and lock.
4. Bike riders **MUST** wear helmets (School Board Policy #3243.3). If a student chooses not to wear a helmet, parents will be notified and the student will no longer be allowed to ride a bicycle to school.
5. Bike riders must obey all bicycle safety rules.

Walkers

1. Walkers must obtain a permission form from our office and have it signed by a parent/guardian to walk home from school.
2. Walkers must walk on safe walking routes and must cross in marked crosswalks.
3. Walkers must obey all walking safety rules.

SPECIFIC BEHAVIOR EXPECTATIONS

1. Show respect.
2. Use appropriate language. **At Naches Trail Elementary, we have zero tolerance for cursing, vulgar words and sexual or racial harassment.**
3. Students will keep all body parts and objects to themselves. Fighting is not allowed. If a student is hit or treated in a disrespectful manner, that student is expected to walk away and get adult help. Hitting back is not acceptable and will result in consequences for that student.
4. Students will treat the school building and property with respect and care. We ask you to help keep our school clean and free of vandalism. Please report any instances of vandalism to the nearest adult.
5. To avoid germs and/or allergic reactions, food should not be shared/traded. Food (including candy) will be eaten only in designated eating areas, demonstrating appropriate manners. **For the safety of students and maintenance of the school building and campus, gum chewing is not allowed at Naches Trail.**
6. At all times during an assembly, including entering and leaving, students will demonstrate appropriate, respectful audience behavior.
7. Makeup on the face of any kind is not allowed, nor should it be brought to school.
8. Toys of any kind are not allowed at school. This includes trading cards (i.e., sports, Pokemon, etc.), electronic devices, scooters, roller blades, skates, or skateboards. Heelies or shoes with built-in wheels are not allowed, according to District Policy. Please adhere to classroom instructions regarding "show and tell" requirements. When in doubt of what to bring to school, please contact the school or the teacher. "Show and tell" of animals is not allowed due to the safety and health concerns of others.
9. Electronic devices such as cell phones, cd/dvd players, hand-held video games, mp3 players, pagers, cameras, etc. are not allowed out of a backpack at school. **No calls, text messages, or pictures are allowed to be made on a cell phone while a student is at school.** Bus drivers occasionally allow students to use cd players or mp3 players while riding on the bus. If kept in a backpack, all devices must be turned off. **If a staff member hears or sees a device, it will be confiscated. Naches Trail is not responsible for any of the above items.**

DRESS CODE:

The process of learning is best served when students dress appropriately for school and have a neat and clean appearance. Dress and appearance that cause disruption of the educational process or present health or safety concerns, will not be permitted. The most appropriate school clothes are items such as: jeans, sweatshirts, t-shirts, long pants, dresses, skirts, blouses, sweaters, and dress shirts. Shoes should be sturdy and enable students to participate in physical education. Flipflops, high heels and "light up" shoes are not recommended for school. Shoes that are "cleated" or that have "wheels" on them are not allowed. Clothing items **unacceptable** for school include: half shirts, torn clothing, short shorts (**shorts should be no higher than the fingers when arms are at the sides of the body**), and sagging pants. Belts are to be worn properly through pant loops (end of the belt not hanging down). Also, "do-rags", hair nets, bandanas, chains hanging from pants, and unsafe jewelry are not permitted at school. Logos seem to be very popular. Students may not wear clothing with inappropriate language, such as those that promote anger and violence or demeaning and offensive messages. Also, clothing items showing alcohol, tobacco, or illegal drug messages will not be worn at Naches Trail. If an a student wears clothing with an inappropriate message, he/she will be asked to turn it inside out or to put on donated clean clothing from the health room. Hats may be worn to school. Hats must be worn in an appropriate manner with the bill facing forward, and they must be removed in the building. Hats that cause a problem at school will be confiscated until the problem is resolved. Clothing that is gang related will not be allowed. Students are not allowed to wear makeup at school. If makeup is worn to school, a student will be asked to wash his/her face in the health room. School is a place to learn, not to make a fashion statement. Dress and appearance are a shared responsibility of parents and students. Naches Trail Elementary administration reserves the right to define what is acceptable (as allowed by the Supreme Court). Take pride in your appearance. Your dress reflects who you are as a person.

PLAYGROUND RULES AND REGULATIONS

1. Students will demonstrate good sportsmanship and good conduct while participating and observing all games and activities.
2. Students will demonstrate and practice common sense and courtesy at all times.
3. Students will respect others and their property by not fighting, teasing, spitting, littering, using inappropriate language (such as name calling or swearing), harassment or threats.
4. Students will use the equipment properly, stay on hard topped areas in bad weather, and be quiet near classrooms that are in session.
5. Students will listen to and obey all instructions/directions from the playground supervisors, stay in areas as directed, line up properly and promptly when recess is over.
6. There will be no profanity, pushing, shoving, fighting, kicking, high kicks, or karate-type moves.
7. Stay outside unless you have a pass for the bathroom or health room.
8. Stay out of and away from puddles, mud, etc., and from under drain spouts.
9. When the bell rings and recess is over, stop what you are doing immediately; return any equipment, and line-up by your classroom.
10. You must play appropriate games and activities. The following are some examples:
Wall ball, tips, new playground equipment, Tetherball, Basketball, Soccer, Four Square, Swings, Jump rope, Hula Hoops, Frisbee, and Kickball.
11. The following should not be played at school:
 - Tackle type games such as tackle football (**touch football ONLY is allowed**)
 - "Piling on" games
 - Rough play
 - Merit ball
12. Leave rocks on the ground. You are allowed to throw only playground balls. **YOU ARE NOT ALLOWED TO THROW ROCKS, SNOWBALLS, GRASS, ETC.**
13. Students will share and take turns with equipment.
14. Students will not chew gum or eat candy on the playground.
15. Students will show pride in their school by keeping the building and grounds free of litter.
16. Students will settle differences peacefully.
17. If a problem arises, report it to the playground supervisors or teacher.
18. Students should always obey the playground supervisors.
19. Visitors and parents are not allowed on the playground area.

Swings:

1. One person on a swing at a time.
2. No pushing others on the swings.
3. Forward motion only; no side-to-side swinging.
4. No jumping off the swings.
5. No holding hands while swinging.
6. If a line is waiting, the student must give up the swing after counting 60 swings (back and forth = one swing).
7. No climbing on the swing poles.

Playground Equipment:

1. No chasing or playing tag on the playground equipment.
2. No jumping off the equipment.
3. No pushing or shoving.
4. Feet first, bottom down on the slides.

Wallball Rules:

1. School rules must be followed at all times.
2. The line votes and majority rules in all disputes.

3. Games are open to **all** students; no one can be excluded.

Jump Ropes and Hula Hoops:

1. May be used on the black top only.
2. Used in an appropriate manner.

Basketball Rules:

1. Share the courts.
2. Stay within the designated lines.
3. No intentional contact (pushing, hitting, etc.).
4. Games are open to **all** students; no one can be excluded.

Soccer Rules:

1. No intentional contact (pushing, hitting, etc.).
2. Games are open to all students (unless otherwise stipulated by staff).
3. Games are to be held in grassy areas only.
4. No "heading" the ball.

Football Rules:

1. Flag football rules apply; no tackling, shoving or piling on is allowed.
2. Only soft or "nerf" footballs are used in recess play for safety.

GUIDELINES FOR DISCIPLINE/CONSEQUENCES

When students do not choose to follow the Naches Trail Elementary Code of Conduct or the Specific Behavior Expectations, the supervising adult will handle the situation and the student will be encouraged to problem solve. When serious or repeated infractions of the school rules occur, students may receive a discipline citation (see example below) and/or be referred to the office. If a student is referred to the office, an administrator will work with the student to problem solve and may impose consequences for such behavior. If a discipline citation is issued to a student, the staff will conference with the student(s) involved, complete the form, communicate with all parties regarding the consequences, and distribute copies to the parents and classroom teacher. Parents should sign the form and have their child return it the following day to the office. **If the citation is not returned the following day, your child will remain in lunch detention until the citation is returned.**

1) Weapons Policy: Possession of Weapons by Students

Bethel School District Policy Number: 3249

It is unlawful for any student to carry onto any school premises, school provided transportation, or areas with facilities being used exclusively by public school:

1. any firearms; or
2. any dangerous weapon as defined in RCW 9.41.250; or
3. any device commonly known as "num-chu-ka sticks," consisting of two or more lengths of wood, metal, plastic, or similar substances connected with wire, rope, or other means; or
4. any device, commonly known as "throwing stars," which are multi-pointed metal objects designed to embed upon impact from any aspect; or
5. any air gun, including any air pistol or air rifle designed to propel a BB, pellets, or other projectile by discharge of compressed air, carbon dioxide, or other gas; or
6. any device or instrument that is used in a manner which under the circumstances, manifests an intent to intimidate, harm, harass or warrants alarm for the safety of others; or
7. any explosives or incendiary components which by themselves or in conjunction with other items can result in an explosion or fire, such as explosive materials, blasting caps, fireworks, gasoline, other flammable liquids, ammunition, or any combination of these items generally referred to as a bomb; or
8. any object used in a threatening manner and/or used as a weapon which could reasonably be perceived, given the circumstances, as having the ability to cause bodily harm even though not commonly thought of as a deadly or dangerous weapon, such as a starter pistol, flare gun, laser device, cayenne pepper, ice pick, elongated scissors, or straight razor; or
9. any object which looks like a weapon, such as a toy or "dummy" gun, knife or grenade.

Students who violate subsection (1) of this policy will be expelled from school for a minimum of one calendar year in accordance with RCW 9.41.280.

Students who violate subsection (2) through (9) of this policy will be subject to discipline up to and including expulsion.

The school district may authorize students to participate in officially sanctioned activities where firearms and martial arts equipment is used in a demonstration, safety or learning activity.

See Also: BSD Policy 6608, 3247, 3241

Legal References: RCW 9.41.070
RCW 9.41.250
RCW 9.41.280

Revision Dates: Policy Revised January 26, 1999
Policy Revised June 13, 1995
Policy Revised June 28, 1994
Policy Adopted January 14, 1999

2) Bullying and Intimidation Policy:

Bethel School District Policy Number: 3207

Policy Title: PROHIBITION OF HARASSMENT, INTIMIDATION AND BULLYING

The district is committed to a safe and civil educational environment for all students, employees, volunteers and patrons, free from harassment, intimidation or bullying. "Harassment, intimidation or bullying" means any intentional written, verbal, or physical act, including but not limited to one shown to be motivated by any

characteristic in RCW 9A.36.080(3), (race, color, religion, ancestry, national origin, gender, sexual orientation or mental or physical disability), or other distinguishing characteristics, when the intentional written, verbal, or physical act:

- * physically harms a student or damages the student's property; or
- * has the effect of substantially interfering with a student's education; or
- * is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
- * has the effect of substantially disrupting the orderly operation of the school.

Nothing in this section requires the affected student to actually possess a characteristic that is a basis for the harassment, intimidation, or bullying. "Other distinguishing characteristics" can include but are not limited to: physical appearance, clothing or other apparel, socioeconomic status, gender identity and marital status. Harassment, intimidation or bullying can take many forms including, but not limited to: slurs, rumors, jokes, innuendoes, demeaning comments, drawings, cartoons, pranks, gestures, physical attacks, symbols (such as the Confederate flag, swastikas, KKK, etc.) threats or other written, oral or physical actions. "Intentional acts" refers to the individual's choice to engage in the act rather than the ultimate impact of the action(s).

This policy is not intended to prohibit expression of religious, philosophical or political views, provided that the expression does not substantially disrupt the educational environment. Many behaviors that do not rise to the level of harassment, intimidation or bullying may still be prohibited by other district policies or building, classroom or program rules.

This policy is a component of the district's responsibility to create and maintain a safe, civil, respectful and inclusive learning community and is to be implemented in conjunction with comprehensive training of staff and volunteers, including the education of students in partnership with families and the community. The policy is to be implemented in conjunction with the Comprehensive Safe Schools Plan that includes prevention, intervention, crisis response, recovery and annual review. Employees, in particular, are expected to support the dignity and safety of all members of the school community.

Depending upon the frequency and severity of the conduct, intervention, counseling, correction, discipline and/or referral to law enforcement will be used to remediate the impact on the victim and the climate and change the behavior of the perpetrator. This includes appropriate intervention, restoration of a positive climate, and support for victims and others impacted by the violation. False reports or retaliation for harassment, intimidation or bullying also constitute violations of this policy.

The superintendent is authorized to direct the development and implementation of procedures addressing the elements of this policy, consistent with the complaint and investigation components of procedure 6590, Sexual Harassment.

Legal References: WAC 180-40-215
Revision Dates: Policy Revised March 23, 2004
Policy Adopted January 28, 2003

11. Behaviors such as (but not limited to) fighting or threats, theft, vandalism, insubordination, disruptive conduct are cause for disciplinary action that may include suspension. Behaviors which are illegal or pose a serious threat to self or others which include but are not limited to: assault, arson, robbery, firearm or weapons possession (actual firearm, weapons or anything that may be construed as a weapon including toys are all considered weapons), possession of illegal drugs including tobacco or alcohol, bomb threats, gang activity, possession of explosives, bullying, harassment or intimidation are cause for disciplinary action which may include suspension or expulsion.

HARASSMENT, BULLYING, OR SEXUAL HARASSMENT (Policy 3206 and 3207)

The district is committed to a safe and civil educational environment for all students, employees, parents/legal guardians, volunteers and patrons that is free from harassment, intimidation or bullying. "Harassment, intimidation or bullying" means any intentional written message or image – including those that are electronically transmitted – verbal, or physical act, including but not limited to one shown to be motivated by race, color, religion, ancestry, national origin, gender, sexual orientation including gender expression or identity, mental or physical disability, or other distinguishing characteristics, when an act:

- physically harms a student or damages the student's property; or
- has the effect of substantially interfering with a student's education; or
- is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
- has the effect of substantially disrupting the orderly operation of the school.

Sexual Harassment—Students and staff are protected against sexual harassment by anyone in any school program or activity, including on the school campus, on the school bus, or off-campus, such as at school-sponsored field trips.

Sexual harassment is unwelcome behavior or communication that is sexual in nature when:

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

Sexual harassment as defined below includes conduct and communication of a sexual nature. Sexual harassment is unacceptable and will not be tolerated. It is a violation of district policy for a student to harass any other student, employee, volunteer, or agent of the district. Violations will be subject to discipline. (Policy 3206)

Student to Staff Sexual Harassment—Sexually harassing behaviors may include, but are not limited to, the following actions: remarks to or about a person with a sexual or demeaning implication, spreading sexual rumors, cornering or blocking a person's movement, using the telephone to harass, following, stalking, or any other conduct that creates a hostile environment for staff. Violations will be subject to discipline. (Policy 3206)

Student to Student Sexual Harassment—Student to student sexual harassment is defined as any **unwanted** sexual behavior, such as sexually explicit gestures with hands or through body movements, sexual teasing or jokes, pressure for dates, sexually demeaning comments, deliberate touching or pinching, cornering or blocking a student's movement, pulling at clothing, attempts to fondle or kiss, pressure for sex or any other conduct designed to embarrass or to intimidate whenever such harassment occurs on school property or at a school-sponsored event. Sexual assault and/or rape is also a form of sexual harassment and is a criminal act that will be reported to law enforcement immediately for investigation and possible prosecution. Violations will be subject to discipline. (Policy 3206)

Racial Harassment—Slurs are the most common form of discrimination. A slur is defined as an insulting or disparaging remark or innuendo such as a word, phrase, or joke directed at or to any individual or group(s) which is based on perceived differences within our diverse population. Students should be taught to appreciate individual differences and staff should model appropriate behaviors. It is appropriate for public schools to teach these values not only as part of the curriculum but also by precluding slurs which demean others. Slurs, in the context of a school setting, constitute a disruptive influence and students or staff who make a slur shall be subject to appropriate disciplinary action. (Policy 5013)

How do I report harassment or sexual harassment? You can report harassment or sexual harassment to any school staff member or to the district Title IX Compliance Officer- Bryan Strelski, Director of Athletics & Security at [253-683-6056](tel:253-683-6056) or bstrelski@bethelsd.org

SECTION 504

(Policy 2161 and 2162)

Section 504 of the Rehabilitation Act of 1973, commonly called "Section 504," is a federal law that protects students from discrimination based on disability. Section 504 assures that students with disabilities have educational opportunities and benefits equal to those provided to students without disabilities. To be eligible, a student must have a physical or mental impairment that substantially limits one or more major life activity.

Under Section 504, your child has the right to:

- Receive a free and appropriate public education.
- Participate in and benefit from the district's educational programs without discrimination.

- Be provided an equal opportunity to participate in the district's nonacademic and extracurricular activities.
- Be educated with students who do not have disabilities to the maximum extent appropriate.
- Be educated in facilities and receive services that are comparable to those provided to students without disabilities.
- Receive accommodations and/or related aids and services to allow your child an equal opportunity to participate in school activities.
- Receive educational and related aids and services without cost, except for those fees imposed on the parents of children without disabilities.
- Receive special education services if needed.

Under Section 504, parent/guardian has the right to:

- Review your child's educational records and to receive copies at a reasonable cost. You will not be charged if the cost would keep you from reviewing the records.
- Ask the district to change your child's education records if you believe that they are wrong, misleading, or are otherwise in violation of your child's privacy rights. If the district refuses this request, you have the right to challenge the refusal by requesting an impartial hearing.
- A response to your reasonable requests for explanations and interpretations of your child's education records.

THE SECTION 504 PROCESS

Your child has the right to an evaluation before the school determines if he or she is eligible under Section 504. You have the right to:

- Receive notice before the district takes any action regarding the identification, evaluation, and placement of your child.
- Have evaluation and placement decisions made by a group of persons, often called a "504 team", including persons who know your child, the meaning of the evaluation information, and the placement options available.
- Have evaluation decisions based on a variety of sources, such as aptitude and achievement tests, teacher recommendations, physical conditions, medical records, and parental observations.
- Refuse consent for the initial evaluation and initial placement of your child.

If your child is eligible under Section 504, your child has a right to periodic re-evaluations, including re-evaluations before any significant change is made in your child's placement.

IF YOU DISAGREE WITH THE DISTRICT'S DECISION

If you disagree with the district's decisions regarding your child's identification, evaluation, educational program, or placement under Section 504, you may request mediation or an impartial due process hearing. You and your child have the right to take part in the hearing and have an attorney represent you. Hearing requests and other concerns can be made to your district's Section 504 Coordinator:

Lori Haugen
 516 – 176th Street East
 Spanaway WA, 98856
[\[253-683-6920\], lhaugen@bethelsd.org](mailto:lhaugen@bethelsd.org)

You have the right to file a complaint of discrimination with the U.S. Department of Education's Office for Civil Rights (OCR), or to file a complaint in federal court. Generally, an OCR complaint may be filed within 180 calendar days of the act that you believe was discriminatory. The regional office is located at 915 Second Ave, Room 3310, Seattle, WA 98174-1099.

Phone: [206-607-1600](tel:206-607-1600)/TDD: [206-607-1647](tel:206-607-1647)

Website: www.ed.gov/OCR.

Bethel School District is an Equal Opportunity Employer and complies with all federal rules and regulations, including Title IX, RCW 28A.640, RCW 28A.642 and Section 504. Bethel does not discriminate on the basis of sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual orientation including gender expression or identity, the presence of any disability, or use of a trained service animal by a person with a disability in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. Please contact Title IX officer Bryan Stresleski, Director of Athletics and Security at [253.683.6055](tel:253.683.6055), Section 504 coordinator Lori Haugen, Executive Director of Special Education at [253.683.6920](tel:253.683.6920) or Civil Rights coordinator Debbie Carlman, Director of Equity and Achievement at [253.683.6035](tel:253.683.6035) with any questions or complaints.

Under the Open Records Act, the public is afforded full access to information concerning the administration and operations of the school district (policy 4040). This information is limited to records not protected by state and federal privacy laws. For more information on access to school district records, call the records custodian Kathryn Kemp at [253.683.6000](tel:253.683.6000).

Important Websites/links

You are our educational partners! The staff of Naches Trail wants to provide you with supports to help every child experience success throughout his or her elementary school journey. This page contains educational websites full of games, videos, lessons, and homework help. We hope you find it valuable. Feel free to tear out this page and bookmark these websites in your phone or electronic device. Together we can help all of our children learn and grow!

The following websites are directly tied to our curriculum. This YouTube link will allow you to access specific grade levels, modules, and lessons within each module. When you click on a lesson, you will be given specific examples of work and opportunities to practice. This is an invaluable resource as you and your children learn the Eureka Math curriculum.

https://www.youtube.com/channel/UCMb3b2_-4jDpi2Mvac_pAMA

Sometimes math homework can feel frustrating. This website was created by Oakdale Elementary school as a way to review lessons and give students step-by-step instructions to successfully complete their homework. Simply click on the desired grade level, module, and lesson.

http://www.oakdale.k12.ca.us/cms/page_view?d=x&piid=&vpid=1391596408603

ReadyGen, our ELA curriculum, provides parents and students with digital tools designed to support and extend the work completed in the classroom. Most importantly, students can access all of the stories read in class and practice reading these at home. Parents and students can log in through student accounts at the following address: <https://goo.gl/6rPxxe>. Once you enter this site the login will be the student's 6-digit ID number and the password is the first three letters of birth month, a dash, and then the birth date. Example: feb-05. If you are having problems accessing this site, please contact your child's teacher.

Sincerely,

Your Naches Trail Staff

| Website | Description | Website | Description |
|---|---|---|---------------------------------|
| http://library.bethelsd.org | Make sure you scroll to Naches Trail Library for academic supports. | www.funbrain.com/ | Math, Grammar, Science, History |
| www.bethelsd.org | Community Resources From the <i>Bethel Home Page</i> , select <i>Resources</i> . From the pull-down menu, select <i>For Community</i> . | https://greatminds.org/math/parents | Eureka Math |
| https://www.ixl.com/signin/naches | Math and ELA Practice | www.starfall.com | Reading |
| https://khanacademy.org | Math Videos | www.coolmath.com | Math |
| www.education.com | Math and ELA games and activities to download | | |
| https://xtramath.org | Math | https://www.bigbrainz.com/Cool-Math-Games.php | Multiplication |

Please sign, detach and return to school as soon as possible.

I have read all the information in this handbook. I have spoken with my child about the Naches Trail Elementary School standards, rules, and expectations for the school year.

For the safety of my child, I understand that a note must be sent to school when: someone other than me will be picking up my child from school, someone other than me will be eating lunch at school with my child, my child's transportation has changed, or my child was absent. **I understand my child cannot be at school before 8:15 a.m. or later than 3:00 p.m.**

Child's Name _____ Teacher _____
(please print)

Parent/Guardian _____
(please print)

Parent/Guardian Signature _____ Date _____

Comments _____
