

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

Principal: Andy Meyer

Associate Principals: Joseph– Accuardi-Gilliam
Alison Watson
Julian Williams
Troy Winzer

Dean of Students

Lindsey Hathaway

[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 procedures for administering discipline within each school. These policies and procedures are developed with participation from parents and community. The policies and procedures 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](#)

Vancouver Public Schools does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employees have been designated to handle questions and complaints of alleged discrimination: Civil Rights Coordinator, Janell Ephraim, 360-313-1000, janell.ephraim@vansd.org; and Title IX Coordinator, Jeff Fish, 360-313-1000, jeff.fish@vansd.org; and 504 Coordinator, Steve Vance, 360-313-1000, stephen.vance@vansd.org; or by mail to Vancouver Public Schools, PO Box 8937, Vancouver, Washington, 98668-8937.

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WELCOME

FROM THE PRINCIPAL

Dear Skyview Students and Families:

Welcome to Skyview High School and the 2023-2024 school year. We're excited for the opportunity to provide a positive educational experience for all of our students. Students at Skyview participate in rewarding learning experiences while they grow and develop. Being a part of our school community means you will be a member of a student body that consistently ranks among the highest across the state in academics, arts and extracurricular activities.

Our focus is on quality instructional experiences that result in optimal learning outcomes for our students. The faculty at Skyview is dedicated to the mission of Vancouver Public Schools and our building mission to ensure all students are prepared for life after high school when they graduate. We accomplish this by providing meaningful instruction that engages students and creates lifelong learners. Our students will succeed at Skyview and beyond, and we want them to feel a sense of pride for the growth and resiliency they demonstrate through the process.

Everyone can find a space to call home at Skyview. Our diverse student body creates opportunities for new experiences. There is a place for you from our SMT magnet to arts courses to intervention courses or honors and advanced placement opportunities. We encourage you to try new things, meet new people and broaden your worldview.

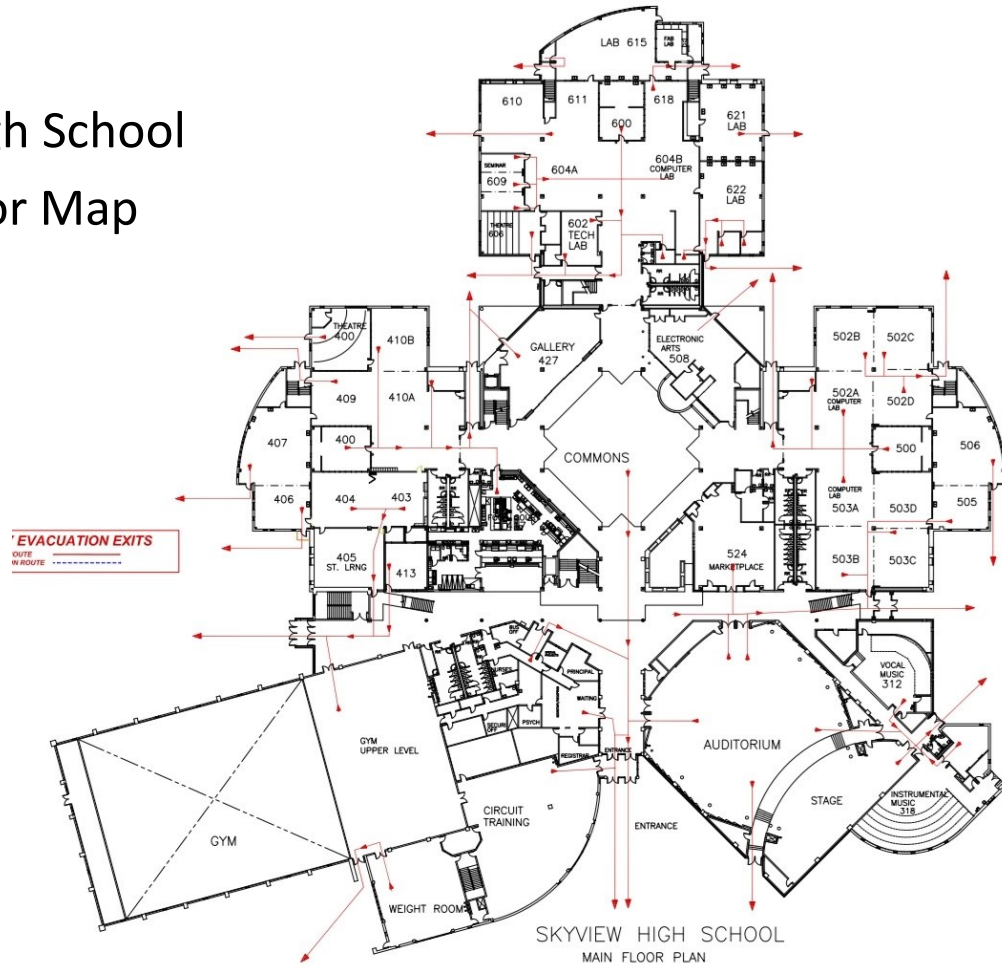
As Skyview High School enters the new school year, we will continue teaching, modeling and recognizing our core values of community, integrity, growth, resilience and dignity. Our staff remains committed to developing quality young adults through the platform of a strong comprehensive high school experience. Your positive engagement will help make it a successful year.

Thank you for choosing Skyview High School; it's going to be memorable and rewarding.

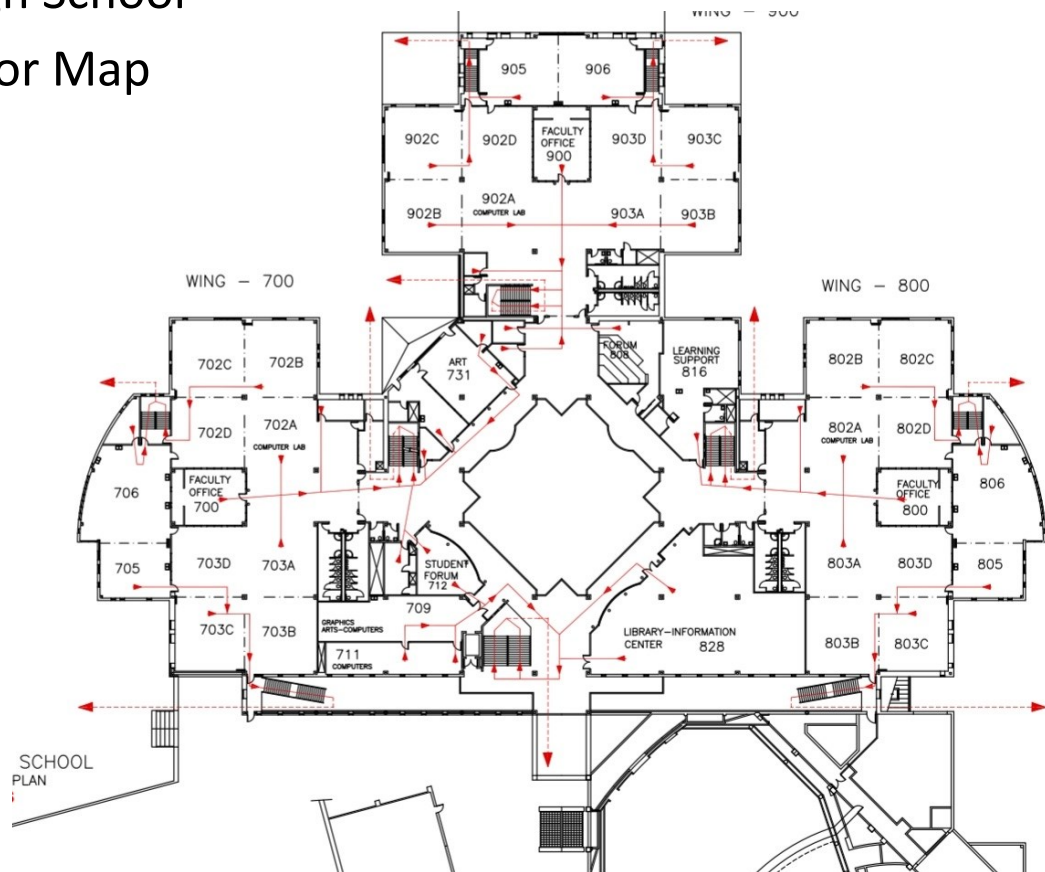
Sincerely,

Andy Meyer

Skyview High School Main Floor Map



Skyview High School Upper Floor Map



Skyview High School Lower Floor Map



Skyview High School

Bell Schedule – 2023-24



SEE SCHOOL WEBSITE

STUDENT SERVICES

Business Office (360-313-4225 / 360-313-4224)

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.

Please use your Skyward account to pay all fines and **www.familyID.com** for all sports & activity clearance

Business Office Hours:

Monday-Thursday TBD (students may come in before/after school or during lunch and passing times)

Fridays– TBD

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 Cascadia Tech Center (formerly Skills Center) and VPS ½ day Magnet Programs. Also available in the Career Center is a schedule of College visits, volunteer opportunities, job postings, internships and various trainings for students.

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 October 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 Brent McCaskill 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 using the iPad located at the Main Office front desk. 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 and sign out of the iPad.

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 - TBD

Friday - TBD

Circulation Procedures

Students can check out 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.

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 periodicals, and reference materials. No other use of the copier is allowed. Refer to teacher librarian to ensure copyright laws are not being violated.

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, 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 K 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, and many other services, social and recreational activities. Members provide invaluable service to the high school.

Executive Council

President:	Sarah Phommadoung
Vice President:	Ryan Lee
Secretary:	Ali Morris
Treasurer:	Carly Vazquez
Communications:	Caleb Anderson
School Board Rep:	Luisa Grande

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 \$35.** 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 an ASB card and show it upon request. A lost ASB or ID card can be replaced at the Business office for a \$3 Fee

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 \$40 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

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.

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

Knowledge Bowl: Compete against other schools 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.

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

Dances

**Dances typically 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.

GLOLO Dance

This dance happens in March and is themed as a Neon glow in the dark theme. Students often wear neon colors and the gym is filled with black lights.

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, Camas, Union, and Battle Ground.

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 Monday starting after the first progress report in the fall. Students may be notified by their coach and have the opportunity to improve their grades before the next official contest in order to be eligible.

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 for the first year, but Can apply for an eligibility appeal with the WIAA
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 the entire clearance process through www.familyid.com. A student athlete may not practice until the clearance process is completed. This includes:
5. a valid physical exam (good for 24 months) - approved by the school nurse
6. Sign and agree to the VPS athletic code of conduct
7. Purchase ASB Card (\$35) and pay athletic fee of \$60 (discounted for students on Free or Reduced lunch)
8. 100% Completion of www.familyID.com clearance packet online
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)
Girls Soccer (V, JV, C)
Girls Swimming (V, JV)
Boys Tennis (V, JV, C)
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)
Unified Basketball (v)

Spring

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

****We want to ensure the every student has the opportunity to participate in athletics at Skyview HS. If you are in any need of financial assistance please contact the business office**

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 invited junior test results are used for National Merit Scholarship purposes. The PSAT/NMSQT is no longer offered during the school day; however, interested students may register for the exams, which will be administered on a Saturday.

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, as many colleges and universities use the SAT to make admission decisions. The SAT is available to 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 2023-2024 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. 14 for further information.) The registration fee for each AP Exam is \$97.00. To register for an AP Exam, students will pay a \$40 deposit for each exam, to the business office, by November 15th, with a final payment due in March. Students that fail to sit for an AP Exam will forfeit the \$40 deposit.

ASVAB (Armed Services Vocational Aptitude Battery)

The **Armed Services Vocational Aptitude Battery (ASVAB)** is multiple choice test, administered by the United States Military Entrance Processing Command to determine qualification for enlistment in the United States Armed Forces. It is often offered to U.S. high school students when they are in the 10th, 11th and 12th grade.

AVANT

Avant STAMP stands for Standards-Based Measure of Proficiency and is a web-based test that assesses language proficiency. An Avant STAMP 4S test has four sections – Reading, Writing, Listening and Speaking, and the results of this test inform test takers and educators about learning progress and program effectiveness. Avant STAMP 4S test items are based on real-world, everyday situations. Avant STAMP 4S measures a test taker’s language ability according to Benchmark Levels that are based on national standards. Depending on the score received students will receive high school credits.

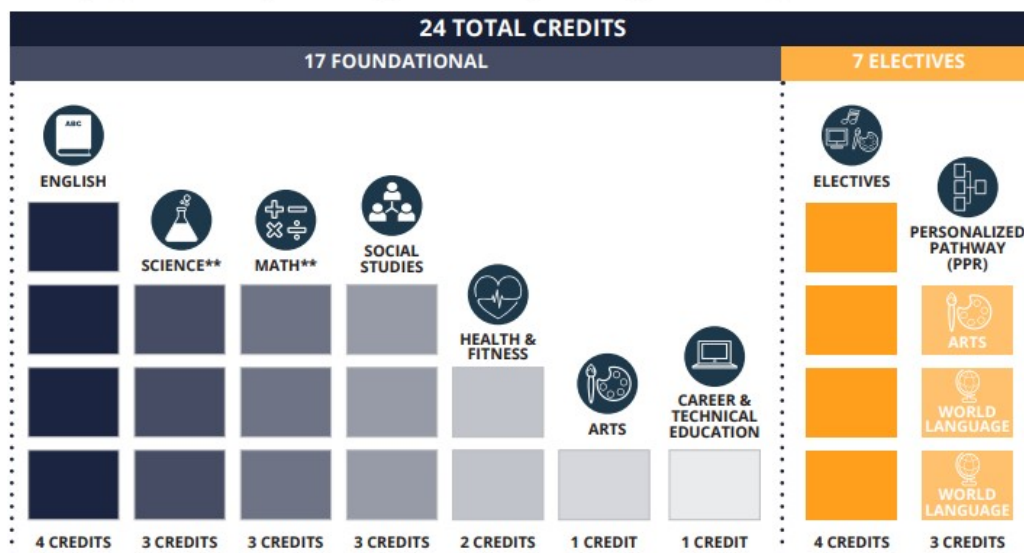
Graduation Pathway Options

The State Board of Education (SBE) sets state graduation requirements. In 2019, new legislation (House Bill 1599) removed the testing requirement and replaced it with a set of pathway options. Beginning with the Class of 2020, students must meet at least one of these pathway options to graduate.



Graduation Pathway Options - Class of 2020 Forward:

- Meet or exceed the graduation scores in the **Washington State Assessments** in English language arts (English) and mathematics.
- Earn at least one high school credit in English and one credit in math through a **Running Start, College in the High School, or Career and Technical Education Dual Credit** course. Students do not have to pay fees or claim college credit to meet this pathway, they must be able to earn college credit at the level 100 or higher by meeting local district program requirements.
- For both English and math, earn a 3 or higher on certain **Advanced Placement** exams or a 4 or higher on certain **International Baccalaureate** exams or an E on certain **Cambridge International** exams, or pass the course with at least a C+.
- Meet or exceed the graduation scores set by SBE in the math and English portions of the **SAT or ACT**.
- Pass a **transition course** in English and math (for example, a [Bridge to College](#) course) which allows a student to place directly into a college level course for credit. This pathway includes transition courses identified through local agreements between colleges and school districts.
- Meet any **combination** of at least one English and one math option of those options listed previously.
- Meet standard on the **ASVAB (Armed Services Vocational Aptitude Battery)** by meeting the lowest score established by the military for eligibility to serve in the armed forces.
- Complete a sequence of **Career and Technical Education (CTE)** courses: two or more high school credits of CTE courses in a progression tailored to the student’s goals and relevant to the postsecondary pathway(s) outlined in the student’s High School and Beyond Plan. The sequence may be two courses within the same CTE program area. Sequences made up of courses within more than one CTE program area require local approval and expedited approval through OSPI.



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. You can also earn college credit through University of Washington for Computer Science and French 4. 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.

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 the end of the year will be included on the Honor Roll and celebrated at the end of 1st semester Honor Roll Ceremony.

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 procedures 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 procedures 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.

Discipline Process for Non-Egregious Offenses

Tier 1 Class Managed

All students will be taught building behavior exceptions through daily instruction, building-wide social & emotional lessons, building-wide storm time lessons.

MINOR INCIDENTS

Teacher - verbal warning.

Teachers will follow the list of behavior modifications below:

- Conversation with student
- Re-teaching of expectations
- Parent contact via phone/email
- Restorative Conference with student/teacher

Tier 2 Office Managed

PATTERNS of MINOR INCIDENTS

Teacher - verbal warning and documentation of offense via electronic referral system. Students are referred to school administrators.

Administrators may choose from the following options to modify behavior:

- Document discipline referral in Skyward
- Behavior Improvement Plan or Restorative Agreement
- After school detention
- Lunch detention
- Assign Positive Alternative to Classroom Exclusion (PACE) curriculum
- Restorative or reengagement conference with student/teacher/parents

Tier 3 Office Managed

Problematic Pattern of MINOR OFFENSES/MAJOR OFFENSE

Teacher - verbal warning and documentation of offense via electronic referral system.

Administrators may choose from the following options to modify behavior:

- Document discipline referral in Skyward
- Assign Positive Alternative to Classroom Exclusion (PACE) curriculum
- Parent contact
- Lunch Detention
- After School Detention
- Restorative or reengagement conference with student/teacher/parents
- Exclusion from school, activities, or events.
- Referral to the school's intervention team where a Tier 3 action plan is developed.
- Behavior agreements and/or safety plans

Rules and Regulations of Skyview High School

Building and Classroom Climate

Vancouver Public Schools is committed to maintaining a safe and supportive 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 and supportive 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.

Closed Campus (School District Regulation)

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 or oral approval from their parent or guardian and checks out through the attendance office **prior to leaving campus.**
- 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. Students must excuse the absence at the attendance office prior to leaving campus.

Visitors

While we urge parents/guardians to visit our school, other visitors may not come on campus. Exceptions may be made where there is an educational reason for visiting. These visits require 24-hour notice to the teachers involved, a conference with an administrator, and a call from parents.

Off Campus Lunch Passes

Only eleventh and twelve grader students may obtain off-campus passes for the purpose of leaving campus to eat lunch. These passes may be obtained from the Attendance Office or on the student check-in day in August-require written parent approval. Students who are truant, consistently late returning from lunch, or taking other unauthorized students with them will be subject to disciplinary action and/or have their off-campus pass revoked.

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.

Items Prohibited at School

Balloons	Lasers	Squirt guns	Weapons of any kind
Masks covering the students eyes and/or hiding their identity	Snowballs	Water balloons	Anything that has to do with gangs and/or drugs
Choker chains	Pepper spray	Stink bombs	Handcuffs
Firecrackers/pop its	Pointed Studs	Stun guns/tasers	
Skateboards (must be put in rack for storage during school)	Any item school administration deems as potentially dangerous or disruptive to the learning environment	Items or apparel that indicates gang affiliation as reported by the Gang Task Force or law enforcement agencies	

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 that disrupt the educational process, a school administrator's investigation of misconduct, or items that create a safety concern, may be confiscated by an administrator, and appropriate student discipline may be imposed. See district Policy 3241, Student Discipline and Policy 2022 Electronic Resources and Internet Safety. A confiscated item will be disposed of if it is not retrieved by the end of the semester.

Prohibition of Firearms and Dangerous Weapons

Guns, look alike guns (including SplatRBall 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

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

Please see the extensive Vancouver Public Schools policy on bullying, (VPS Board Policy 3207), which is in the back of this book in the District section.

Profanity and Vulgarity

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.

Behavior includes:

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

Damage and Destruction of School Property

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 of the responsible student from:

- A. the student,
- B. the student's parent(s),

Sexual Harassment

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' procedure regarding sexual harassment are included in the back of this book in the District section -

Attendance

All students enrolled in Vancouver Public Schools are expected to be at school and in class on time.

Excusing an Absences

1. Physical health or mental health symptoms, illness, health condition, or a medical appointment. A doctor's note 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.
2. Emergencies, including but not limited to a death or illness in the family;
3. Religious or cultural activities, including observance of a religious or cultural holiday or participation in religious or cultural instruction;
4. Participation in a district or school approved activity or instructional program as approved by the principal;
5. Court, a judicial proceeding, or serving on a jury;
6. Absence related to the deployment activities of an active duty military parent or guardian;
7. Absences related to a student's homeless status;
8. State recognized search and rescue activities;
9. Absences related to visitations for apprenticeships, technical school, post-secondary education, or scholarship interviews;
10. Absences resulting from a disciplinary or corrective action (short or long term suspension or expulsion); and
11. The principal (or designee) and parent or emancipated student mutually agree upon an 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 may be excused for the following reasons (VPS Board Policy 3122):

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

- A. Call the attendance line at 360-313-4220; or
- B. Send an email to skyview.attendance@vansd.org; or
- C. Send written note to the attendance office; or
- D. Enter the absence into Skyward Family Access

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-Unexcused Absence **T**-Tardy **V**-Student arrived more than 15 min late or departed more than 15 min early

D-Departed Early **I**-In-school suspension **O**-Discipline related absence **S**-School excused absence

E-Excused absence

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/guardian. Parents/guardians 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/Guardians will be contacted to ensure the safety of the student.

Truancy

Children 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 three (3) unexcused absences in one month, state law (RCW 28A.225.020) requires that we contact parent to identify barriers and supports available to ensure regular attendance.
- 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.

Tardy Policy

A student is tardy when they enter the classroom after the tardy bell and within the first fifteen (15) minutes of class time. It is considered an unexcused absence if the student is more than fifteen (15) late to class. Teachers will address the first four tardies before referring to administration for disciplinary action.

<u>First Tardy</u>	Verbal warning.
<u>Second Tardy</u>	Verbal warning. Parent will be notified.
<u>Third Tardy</u>	Detention will be assigned. Parent will be notified.
<u>Fourth Tardy</u>	Student will be referred to school administrators. Detention may be assigned based on tardy record in other classes. Parent will be notified.
<u>Fifth Tardy</u>	When a student reaches 5 tardies to one class, they will be assigned After School Detention.
<u>Ten Tardies</u>	When a student reaches 10 total tardies for all classes in a Trimester, they will be assigned After School Detention.

Attendance at Assemblies

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

In an assembly the following guidelines are to be followed:

- A. All students are to be seated.
- B. Respectful attention to performers and speakers must be given at all times.
- C. No one will be allowed to enter late.
- D. No one will be allowed to leave the assembly once it has begun (except in emergencies).

Students must have a pre-arranged excused absence in order to leave before an assembly. The attendance office will not accept "check outs" right before an assembly.

Attendance at Extracurricular Activities

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 procedures 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 at extra curricular or school sponsored events may result in school discipline and/or Immediate removal from the activity and suspension from attending extracurricular school activities.

The school administration reserves the right to assign school discipline they determine is warranted based on the nature of the student misconduct.

Dress & Grooming Guidelines

The following guidelines for student dress and grooming are in alignment with the VPS policy on student dress and provided to ensure a positive, safe and non-disruptive school climate, thereby enhancing learning.

VPS Procedure – Student Dress

I. Determination of Student's Dress and Grooming Standards

The student and parent may determine the student's personal dress and grooming standards, provided that the student's dress and grooming does not:

- Lead school officials to reasonably believe that such dress or grooming will disrupt, interfere with, disturb, or detract from the school environment or activity and/or educational objectives;
- Create a health or other hazard to the student's safety or to the safety of others;
- Create an atmosphere in which a student, staff, or other person's well-being is hindered by undue pressure, behavior, intimidation, overt gesture or threat of violence; or
- Imply gang membership or affiliation by written communication, marks, drawing, painting, design or emblem upon any school or personal property or one's person.

II. Regulation of Student Dress and Grooming

- The principal, in connection with the sponsor, coach, or other person in charge of an extracurricular activity, may regulate the dress and grooming of students who participate in the activity if the principal reasonably believes that the student's dress or grooming:
 - Creates a hazard to the student's safety or to the safety of others; or
 - Will prevent, interfere with or adversely affect the purpose, direction, or effort required for the activity to achieve its goals.
- If the student's dress or grooming is objectionable under these provisions, the principal will request that the student make appropriate corrections. If the student refuses, the principal will notify the parent, if reasonably possible, and request that the parent make the necessary correction. If both the student and parent refuse, the principal will take appropriate action, which may include discipline. Students may be suspended, if circumstances so warrant. Students who violate provisions of the dress code relating to extracurricular activities may be removed or excluded from the extracurricular activity for such period as the principal may determine. All students will be accorded due process safeguards before any discipline may be taken.
- Students identified as being gang involved, influenced or affiliated will be provided assistance and/or programs which discourage gang involvement or affiliation, enhance self-esteem, encourage interest and participation in school or other positive activities and promote membership in authorized school organizations. If an adult staff member determines that a student's choice of attire is inappropriate for the school setting, the staff member may have a conversation with the student and/or consult with school administration.

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 lap dance or floor dance.
Not straddle front-to-front.
Not "mosh pit" dancing, shoving, pushing or lifting students into the air.
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 Hall Pass from that teacher. Students using the restroom are not permitted to leave their wing unless the restroom in their wing is closed. 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, visit with friends, leave the building or make phone calls.**

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.

Students with permits may park in the large lot to the West of the school and in the side lot on the South side.

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.
- Students who qualify and have purchased a select spot through ASB will be given a opportunity to decorate their spot in alignment with the guidelines established by ASB and school administration. NO other students are permitted to park in spots marked with a name at any time during or before school hours.
- Paid-for parking spots may be revoked by school administration as a part of school discipline. No refunds will be given if this happens.

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 seek safety in the closest room, but may return to their most recent class if they can safely make it to that location. If an emergency occurs during lunch, students are find their 4th period teacher after the evacuation. Students arriving or departing for magnets or Cascadia tech should report to any wing clerk and will be accounted for.

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

3. In the event the school goes into lockdown and students are outside of the building they should follow the directions of school staff and/or first responders nearby. If school staff are not immediately present, students should seek safety and know they will not be let back into the building once the exterior doors have been secured.

Flowers, Gifts, Food/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.

Any items being dropped off for a students will only be accepted if the person dropping off the items is on the students' emergency contact list.

Electronic Devices (Cell Phones & Games)

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 and or is disruptive could face school discipline.* Text messaging is not allowed during classroom or other instructional time. We ask that parents refrain from calling students 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:

Hardware:

Conserve School Resources- Agree to do your part to conserve paper, printer supplies and network file space. Never send chain letters or bulk email through the school network without first getting approval of a Skyview administrator.

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.

Software

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

Executable files- 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. Any restricted files will be deleted without notice.

Online:

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.

Proxy servers- Students are not allowed to use proxy servers or to otherwise use technology to bypass district rules.

Behavior

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.

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.

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 technology to produce or find work 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," and/or personal devices.

School is one of many places where students should learn to act with integrity. Because words and ideas are the "products" created in schools, plagiarism and cheating is not tolerated. 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 or cheating are subject to the following:

1st Offense

After it is established that plagiarism or cheating has occurred.

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

Additional Offenses

After it is established that plagiarism or cheating has occurred.

- No credit for the assignment or test in which plagiarism or cheating occurred.
- Teacher confers with student.
- Student has the option to demonstrate mastery through the same assignment and/or an alternative assignment for credit.
- Teacher contacts parent explaining specifics of incident
- Teacher notifies Administration

VPS 1:1 TECHNOLOGY RESPONSIBLE USE AND SAFETY AGREEMENT



PURPOSE: Vancouver Public Schools (VPS) may issue students a one-to-one (1:1) technology device, cords, charging brick, and stylus (for Chromebooks) that can be used both at school and at home as a means to promote achievement and provide flexible learning opportunities.

VPS expects that students will use district-issued equipment responsibly and only for school purposes. This agreement is required for students to be issued a device for school purposes and represents the student and parent's commitment to holding accountable the student to using the district technology resources as expected and to care for the equipment in order to keep it in good working order, avoid damage, loss, or theft.

The following are highlights of things to consider when using your school issued equipment:

- Charge your device at home every night and bring it to school each day with a full charge.
- Remember the device, cords, charging brick, and stylus (for Chromebooks) are your responsibility so do not share these items. It is also recommended that you avoid leaving your technology in a vehicle or unattended to avoid it being stolen.
- Be a responsible Digital Citizen: Recognize the rights, responsibilities, and opportunities of living, learning, and working in an interconnected digital world, and act and model in ways that are safe, legal, and ethical. Communication on district devices must be used for educational use only while maintaining appropriate language at all times.
- Back up important files regularly. VPS maintains 1:1 devices with periodic updates. Students should save files in online storage to avoid accidental loss of data. *VPS cannot guarantee data loss will not occur and is not liable for such loss. Ask for assistance if you do not know how to back up your files.*
- Follow copyright laws and fair use guidelines. Students critically curate a variety of resources using digital tools to construct knowledge, produce creative artifacts and make meaningful learning experiences for themselves and others. Only download/save music and related to specific assignments.
- Make your 1:1 device available for inspection by any administrator or teacher upon request.
- Keep the device in its school issued case (if applicable). Do not personalize your device with the addition of stickers or tape to any area of the device or case.
- Return the device to school promptly if you un-enroll from the district.

Expectations:

1. Do not use devices near food or drink and if damaged return as soon as possible. Devices should be closed and secure during transport and used on a stationary surface unless directed by school staff.
2. Always remember that student-issued accounts are to be used only with programs made available by the school or district. School Gmail or other accounts should only be used for applications and resources approved by the district. Use these accounts only for intended purposes.
3. Do not attempt to access systems beyond your authorized access or bypass district filters. This includes sharing your account password for any system with others or using another person's account and/or password.
4. Do not attempt to locate, view, share, or store materials that are unacceptable in an academic setting. This includes, but is not limited to, pornographic, obscene, racist, 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 in the district provided learning materials & resources.
5. No taking pictures or videos of other students or staff without their permission.
6. No Hacking: "hacking" of any type, including the intentional introduction of malicious software (viruses), attempts to gain unauthorized network or system access, or attempts to disrupt normal network traffic, will result in district discipline and may lead to criminal charges

On-Line Safety:

- Students should not intentionally reveal or post identifying personal information, files, or communications to unknown persons through email or other means.
- Bullying or harassment, including personal attacks or threats toward anyone using online resources, is strictly prohibited and could result in discipline or lead to criminal charges. *If you are aware of bullying or harassment, please report it to responsible school personnel.*

Notice:

All student 1:1 computing devices are configured to filter internet content and communications at school, at home, and on any other network. While internet filtering is intended to restrict access to inappropriate or non-educational content, the district cannot guarantee that students will not intentionally or unintentionally access content that may be deemed unacceptable. If you access inappropriate content on your device, report it to school staff immediately.

The electronic communications, activities, and files created and/or accessed on district technology are not private and are subject to being viewed, monitored, and/or archived by the district at any time.

Parental/Guardian Monitoring Responsibility:

Despite the filtering measures detailed above, parents and/or guardians assume responsibility for monitoring their student's activity on district-issued devices and accounts during non-school hours and on non-student attendance days. Users are responsible for the appropriate use of the device and all accounts, applications, and services.

If information is collected that indicates activity outside of the acceptable use, that information will be reviewed with the student and/or parent/guardian during normal school business hours.

IMPORTANT SAFETY NOTE: information obtained by school district officials, after school business hours, suggesting or indicating imminent danger to a person(s) will initiate a 911 report upon receiving that information. The Building administration will contact the parents/guardians on the next school business day regarding the matter.

Fiscal Responsibility: The district strives to limit the financial responsibility for families of students issued 1:1 devices. In cases of accidental damage, a 1:1 device will be repaired one time per year at no cost to the family. Other damages will be assessed and a fine assigned to support the repair or replacement of the device. If the device is lost or stolen, and the school determines that the student is not at fault, the replacement fine is a flat fee of \$99.00 iPads, Chromebooks, and \$199 for laptops. If a device is damaged, lost, or stolen due to willful negligence, the family will be responsible for the full cost to repair or replace the 1:1 device. A police report must be filed by the family for all devices stolen when off campus.