

*2024-2025*

**Glendale School  
District**

Student/Parent  
Handbook

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# School Calendar

GLENDALE SCHOOL DISTRICT #77

2024 - 2025

Student-Website Calendar

July							August							September							October						
Sun	Mon	Tues	Wed	Thu	Fri	Sat	Sun	Mon	Tues	Wed	Thu	Fri	Sat	Sun	Mon	Tues	Wed	Thu	Fri	Sat	Sun	Mon	Tues	Wed	Thu	Fri	Sat
	1	2	3	4	5	6					1	2	3	1	2	3	4	5	6	7			1	2	3	4	5
7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12
14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19
21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26
28	29	30	31				25	26	27	28	29	30	31	29	30						27	28	29	30	31		

  

November							December							January							February						
Sun	Mon	Tues	Wed	Thu	Fri	Sat	Sun	Mon	Tues	Wed	Thu	Fri	Sat	Sun	Mon	Tues	Wed	Thu	Fri	Sat	Sun	Mon	Tues	Wed	Thu	Fri	Sat
					1	2											1	2	3	4							1
3	4	5	6	7	8	9	1	2	3	4	5	6	7	5	6	7	8	9	10	11	2	3	4	5	6	7	8
10	11	12	13	14	15	16	8	9	10	11	12	13	14	12	13	14	15	16	17	18	9	10	11	12	13	14	15
17	18	19	20	21	22	23	15	16	17	18	19	20	21	19	20	21	22	23	24	25	16	17	18	19	20	21	22
24	25	26	27	28	29	30	22	23	24	25	26	27	28	26	27	28	29	30	31	23	24	25	26	27	28		
							29	30	31																		

  

March							April							May							June						
Sun	Mon	Tues	Wed	Thu	Fri	Sat	Sun	Mon	Tues	Wed	Thu	Fri	Sat	Sun	Mon	Tues	Wed	Thu	Fri	Sat	Sun	Mon	Tues	Wed	Thu	Fri	Sat
						1			1	2	3	4	5					1	2	3			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	1	2	3	4	5	6	7
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17	8	9	10	11	12	13	14
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	15	16	17	18	19	20	21
23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31	22	23	24	25	26	27	28
30	31																				29	30					

School Days	150
Parent Conf/Workday	2
Holidays	6
Make-up days (if needed)	2
	<b>158</b>

End of Quarter

1st Quarter ends October 24 (37 days)  
 2nd Quarter ends January 23 (38 days)  
 3rd Quarter ends April 3 (36 days)  
 4th Quarter ends June 12 (39 days)

9/2/24	Labor Day
11/11/24	Veterans Day (observed)
11/28/24	Thanksgiving Day
12/25/24	Christmas Day
1/1/25	New Year's Day
5/26/25	Memorial Day

## High School/Middle School Bell Schedules

High School		Middle School	
Monday & Tuesday		Monday & Tuesday	
Block 1 or 4	8:00 - 9:46	Block 1 or 4	8:00 - 9:46
Block 2 or 5	9:49 - 11:35	Block 2 or 5	9:49 - 11:35
HS Seminar	11:38 - 12:13	MS Lunch	11:35 - 12:10
HS Lunch	12:13 - 12:48	MS Seminar	12:13 - 12:48
Block 3 or 6	12:51 - 2:37	Block 3 or 6	12:51 - 2:37
Break	2:37 - 2:42	Break	2:37 - 2:42
Period 7	2:45 - 3:42	Period 7	2:45 - 3:42

High School		Middle School	
Wednesday & Thursday		Wednesday & Thursday	
Period 1	8:00 - 8:57	Period 1	8:00 - 8:57
Period 2	9:00 - 9:57	Period 2	9:00 - 9:57
Period 3	10:00 - 10:57	Period 3	10:00 - 10:57
Period 4	11:00 - 11:57	MS Lunch	10:57 - 11:32
HS Lunch	11:57 - 12:32	Period 4	11:35 - 12:32
Period 5	12:35 - 1:32	Period 5	12:35 - 1:32
Period 6	1:35 - 2:32	Period 6	1:35 - 2:32
Break	2:32 - 2:42	Break	2:32 - 2:42
Period 7	2:45 - 3:42	Period 7	2:45 - 3:42

# Staff Directory

The main school office numbers are (High School/Jr. High) 541-832-1801 and (Elementary) 541-832-1701, where you may reach us during school hours or leave a message after hours.

All administrators and faculty may be reached by email through a direct link from the school web page: [www.glendale.k12.or.us](http://www.glendale.k12.or.us). Use the following format to contact staff email accounts:

“firstname.lastname@glendale.k12.or.us”

## DISTRICT OFFICE

<b>Superintendent</b>	<b>Bridget McMillen</b> <a href="mailto:Bridget.mcmillen@Glendale.k12.or.us">Bridget.mcmillen@Glendale.k12.or.us</a>
<b>Executive Administrative Assistant</b>	Lizz Angier
<b>Athletic Director</b>	Devin Hunt
<b>Transportation Director</b>	Nena Stewart
<b>Maintenance Director</b>	Clinton Crites
<b>Food Service Director</b>	Shelly Martinez
<b>Counselor</b>	Susie Snelling
<b>Bus Drivers</b>	Amber Wright Nena Stewart Brian Duden

## HIGH SCHOOL & JUNIOR HIGH

<b>Principal</b>	<b>Alfredo Maldonado</b> <a href="mailto:Alfredo.maldonado@glendale.k12.or.us">Alfredo.maldonado@glendale.k12.or.us</a>
<b>Secretary</b>	Jasmine Fishburn
<b>HS English/Drama</b>	Mary Huls
<b>HS Science</b>	Tyler Long
<b>HS History/Social Studies</b>	John Stott
<b>HS Math</b>	Austin Lawrence
<b>Physical Education / Health</b>	Kyle Crane
<b>Special Education</b>	Lisa Schuh
<b>Electives</b>	Jack Marvin Ann Smith Susie Snelling
<b>Jr. High Math / Science</b>	Jason Haggard
<b>Jr. High English</b>	Leighila Burrows
<b>Jr High Social Studies</b>	Jeff Hall
<b>Instructional Assistants</b>	Megan Eldred Mehliiss Jensen Ann Smith
<b>Custodial Staff</b>	Millie Lawrence Toni DeMaggio Dave Harris
<b>Food Service</b>	Michelle Gonzales Dena Miller

## ELEMENTARY

<b>Principal</b>	<b>Devin Hunt</b> <a href="mailto:devin.hunt@glendale.k12.or.us">devin.hunt@glendale.k12.or.us</a>
<b>Secretary</b>	Sarah Boye
<b>Pre-K / Pre-school</b>	Nataley Ford
<b>Kindergarten</b>	Elise Halstead Amanda Lawrence
<b>1<sup>st</sup> Grade</b>	Tabitha Maldonado
<b>2<sup>nd</sup> Grade</b>	Angela Deere
<b>3<sup>rd</sup> Grade</b>	Lindsey Wilbur
<b>4<sup>th</sup> Grade</b>	Kristi France
<b>5<sup>th</sup> Grade</b>	Graziella Sherer-Mathiesen
<b>Special Education</b>	Olivia Orey
<b>PE / Health</b>	Randie Callahan
<b>Music</b>	Abigail Morningstar
<b>Title 1 Teacher</b>	Kate Bowers
<b>Library Assistant</b>	Nena Stewart
<b>Instructional Assistants</b>	Debbie Cast Debie Collins Maryjane Martin Pam Dietz Stacy Patryson Nena Stewart
<b>Custodial Staff</b>	Lenny Smith Belinda Smith
<b>Food Service</b>	Nancy Morningstar

## **District Beliefs**

The Glendale School District Board of Directors believe in respecting students enough to set high expectations for each one. In the value of the individual and the strength of teamwork That the future of our community, state and nation depends upon the success of each student.

### **VISION STATEMENT**

Our vision is to successfully educate all students, provide our staff and students with a venue that is safe and supportive, serve as an anchor for the community, and be a beacon of light to those who seek to learn.

### **MISSION STATEMENT**

We aspire to be a district that successfully educates all students by unleashing their potential and empowering them to be their best. We are a district that values our educators and staff through fairness and respect, freeing them to accomplish their assigned tasks. We will work endlessly to produce college and work-ready adults who contribute to society with confidence, compassion, and knowledge. Our collective efforts will inspire those, both from within and outside our district, to seek a safe harbor in our ocean of knowledge.

### **STUDENT POLICIES, GOALS & OBJECTIVES**

Through its student policies, the Board of Directors seeks to advance these goals:

- To enhance equal educational opportunities for all students;
- To promote regular attendance;
- To ensure that the constitutional rights of all students as citizens in a democracy have practical meaning and application;
- To develop, in students, a sense of personal responsibility for their actions;
- To assure student safety, health and welfare;
- To deal justly and constructively with all students in matters of discipline;
- To help students feel that they are valued as individual people in the school environment.

### **GOAL-BASED EDUCATION**

Glendale School District No. 77 has adopted a Goal Based Curriculum in all grades K-12. The goals in each subject area and course are based on the adopted Oregon State Department of Education's Common Curriculum Goals (CCG's) and Essential Learning Skills (ELS). If a parent would like to review any of the goals for any grade or subject, an appointment may be set up through the office.

# **District Policies**

## **STUDENT RIGHTS & RESPONSIBILITIES**

Students are expected to:

- Be safe with self and others.
- Show respect and courtesy for others and their property.
- Be responsible for their own behavior.
- Be present, prompt, and prepared.
- Listen to and follow directions.
- Do their best.

The Glendale School District is responsible for affording students their rights by virtue of guarantees offered under federal and state constitutions and statutes. In connection with rights are responsibilities that must be assumed by students. Among these student rights and responsibilities are the following:

- Civil rights, including the rights to equal educational opportunity and freedom from discrimination; the responsibility not to discriminate against others.
- The right to attend free public schools; the responsibility to attend school regularly and to observe school rules essential for permitting themselves and others to learn at school.
- The right to due process of law with respect to suspension, expulsion, and decisions which the student believes may injure their rights; the responsibility to respond to the process with cooperation and respect for all parties involved.
- The right to free inquiry and expression; the responsibility to observe reasonable rules regarding these rights so that the rights of others to a safe and harassment-free learning environment are not compromised.
- The right to privacy, which includes privacy in respect to the student's school records; the responsibility to use school lockers, classrooms and facilities for their legal and intended purposes only.
- Students have the right to know the standards of behavior expected of them and the consequences of misbehavior. The standards of conduct will be available within this document.

## **ACADEMIC EXEMPTIONS**

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

## **ATTENDANCE**

Students and parents are responsible for school attendance. Excessive absences may result in loss of credit, failing grades, removal from classes, and/or other alternatives.

A student who is to leave school during the day must have a parent/guardian notify the office. A student who becomes ill during the school day should, after notifying their teacher, report to the office.

Absence from school or class may be excused under the following circumstances:

- Illness of the student;
- Illness of an immediate family member when the student's presence at home is necessary;
- Emergency situations that require the student's absence;

- Field trips and school-approved activities;
- Medical or dental appointments (confirmation of appointments may be required);
- Other reasons deemed appropriate by the school administrator when satisfactory arrangements have been made in advance of the absence.
- Students will be considered absent if they fail to report to class within the first 10 minutes of the class period.

Parents are responsible for clearing absences within three days after the student returns. This may be done by:

- Parents call the school office when students are absent.
- Parents send the school secretary an email.
- The student brings in a note when they return to school. Students are responsible for giving the note to the office upon their return to school.

Students of legal age (18 years old) may, if approved by administration, be permitted to write their own absence excuse notes. This privilege may be revoked if excessive absences occur.

### **Tardiness**

Students who arrive to class after the period has started are considered tardy. If they arrive to class after 10 minutes, they are considered Absent. Multiple tardies can result in consequences as specified in the disciplinary procedures section outlined in this handbook. A student's tardiness may be excused with an explanatory note from their parent or another teacher, which will be verified before being entered into the student's attendance record.

### **Exemption From Compulsory Attendance**

The school may grant an exemption from compulsory attendance to the parent of a student who is 16 or 17 years of age or an emancipated minor, provided the student is:

- Employed full time;
- Employed part-time and enrolled in school part-time;
- Enrolled in a community college or other state-registered alternative education program.

All such requests must be submitted in writing to the principal and include documentation of the student's employment by the employer or enrollment status by the other school they are attending. The school requires notification should the student's employment or enrollment status change.

Requests will be considered only following a conference with the student and parent (or emancipated student) and a review of credits earned for graduation, grades, disability (if applicable), standardized assessment results, teacher evaluations, counselor appraisal, immediate plans, short-range and career goals and any other pertinent information.

Approved exemptions will be granted for a limited time only, must be renewed on a semiannual basis and will be reviewed by the school no later than the second week of each semester.

Parents/students will be notified of the need to reapply for an exemption no later than the second week of each semester or return the student to school until a high school diploma or GED is earned or until the student reaches age 18.

### **CLASS STANDING**

Students shall be advanced in title (Freshman, Sophomore, Junior, Senior) along with the cohort with whom they started high school; however, only students with the appropriate number of credits are considered on track for graduation. Only students in good academic standing will be eligible for certain honors and activities, or to represent their class in leadership positions.



## **COLLEGE CREDIT**

Upper-level courses offered in partnership with a community college give students the advantage of earning dual college and high school credit. For the purpose of determining credit equivalency, three college quarter credits/hours are equal to 0.5 high school credit.

## **COMPLAINT OR CONCERN**

It is the philosophy of Glendale School District that students have an inherent right to express their personal grievances and that the school has a responsibility to address itself to those expressed grievances. The student should discuss any complaints with a teacher, counselor, or administrator of their choosing. If the results are not satisfactory, the student should report the matter to the principal, and the principal may arrange for a meeting to review the complaint. The hearing procedures are described in District policy BIDE-AR (8). If the complaint is based on gender discrimination or disability, the student can make a report to the district's Title IX coordinator.

## **CREDIT FOR WORK EXPERIENCE**

Off-campus experiences are defined as learning experiences in which the majority of learning is supervised by adults other than district employees. Work experience is a type of off campus learning which is eligible for credit under certain conditions. Prior release and approval by the school is necessary.

130 work experience hours, verified by a pay stub or the equivalent, are required to earn 0.5 credit. Students may earn no more than 4 credits off-campus during their high school years. Only 0.5 credit will be awarded for off-campus work experience per semester. On-campus work experience shall carry 0.5 credit per class per semester. No more than 1 credit may be allowed under any job description per semester.

Pass/No Pass will be given for off-campus experiences. Letter grades may be given instead for on-campus experiences but require pre-approval by the principal.

## **CREDIT RETRIEVAL**

Students who receive a grade of "F" for a high school credit-earning class may retrieve the lost credit using one of the following methods:

- Retake the class at its next availability or using the school's online learning platform, subject to administrator approval.
- Obtain administrator approval to "test out" of the class by passing a summative assessment to demonstrate content mastery.
- Adequately complete prescribed coursework in the relevant summer school class, if available.

## **DROPPING, ADDING, OR CHANGING CLASSES**

Students may not drop, discontinue, or add classes without permission of the principal and are subject to the following conditions:

- Students will be allowed to change their schedule only during the first two weeks of the semester unless it causes undue class size imbalances. Any changes beyond the first two weeks require special administrative approval.
- Students must complete a schedule change form and include signature agreement from both teachers and a school administrator, as well as parent confirmation prior to approval.
- Classes dropped after the completion of the 9th week of a semester will result in an automatic failing grade for that semester.

## EMANCIPATED MINORS

An emancipated minor living in the district is considered a resident of the district. A minor claiming to be emancipated should submit proof as required by law.

## GRADING SYSTEM

### (3<sup>rd</sup>-12<sup>th</sup> Grade)

Letter	Meaning	High School Grade Point Average (GPA)
A	Excellent	Credit = 4 points in GPA formula
B	Above average	Credit = 3 points in GPA formula
C	Average	Credit = 2 points in GPA formula
D	Below average	Credit = 1 point in GPA formula
F	Failure to meet grade requirement	No Credit = 0 in GPA formula
P	Pass	With credit = not counted in GPA formula
NP	No pass	No credit = not counted in GPA formula
NG	Not graded	No credit = not counted in GPA formula
I	Incomplete or In Progress	No credit = zero until grade change approved

*Under ORS 339.280, teachers are permitted to consider a student's attendance in determining the student's grade, although a student's attendance shall not be the sole criterion for the reduction of a student's grade.*

### K-2<sup>nd</sup> Grade

Letter	Meaning
E	Excellent
S+	Above Average
S	Average
S-	Below Average
N	Needs Improvement

## INCOMPLETE CREDITS

Students who receive a grade of Incomplete for a quarter class will be given one week to finish missing or incomplete work. After one week, their grade will be finalized with a standard grade.

## LATE ENTRANTS

Students who have not been attending any school before the middle of a quarter (5th week) will receive grades based on work completed from the time of entry. Such students who enter after mid-quarter will not receive credit or grades for the quarter.

## MAKE-UP WORK

Make-up work will be allowed for all absences except expulsions.

It is the student's responsibility to get missed assignments and turn in make-up work on time. Students who are suspended will be allowed to make up unit examinations, midterms, and finals, especially when that work reflects achievement over a greater period of time than the length of suspension.

If students are absent for more than three consecutive days, parents should contact the school and make a request for schoolwork. Teachers will need at least one day to get to work together before it can be available.

## **MARRIED STUDENTS**

Married students residing in the district are considered to be of legal age. The district encourages married students to complete requirements for their high school diploma and to participate in school activities under the same terms and conditions as other students.

## **OPEN PERIODS, LATE START, & EARLY RELEASE**

Students are not allowed to schedule open periods without permission from administration. Open periods are defined as blank periods that are between two scheduled classes.

Late start and early release periods are periods at the start or end of the school day, respectively. Students in their senior year may have a late start or early release if their credits allow. Late start or early release students are expected to be off campus or in a designated area during these periods.

## **PREGNANT STUDENTS**

A pregnant student is encouraged to remain in school and to participate in all school-sponsored activities unless physically unable. The school district shall provide special services to pregnant individuals as needed.

## **RECOGNITION OF STUDENT ACHIEVEMENT**

In the event any student is to be recognized orally or in writing for school achievement(s) by a designated school official, that student has the right to refuse recognition. Students wanting to refuse recognition of student achievement must indicate such intent (in writing to a school counselor or administrator prior to September 15th of the current school year).

### **Honor Roll**

An honor roll may be published at the end of each quarter for students that have earned a 3.50 GPA or better in that quarter. The student must be enrolled in a minimum of 5 letter-graded classes (not Pass/No Pass).

### **Dean's List**

A list of students who meet certain attendance and behavioral standards may be published.

## **STATE ASSESSMENT TESTS**

The State of Oregon requires all 3<sup>rd</sup>-8<sup>th</sup> and 11<sup>th</sup> grade students to take the Oregon state adopted standardized tests to meet their Essential Skills requirements. Students will take tests in Reading/Literature, Writing, and Mathematics, as well as Science and Social Studies as applicable. These tests cover the benchmarks defined by the state-adopted content standards.

High school students may also meet the Essential Skills requirements by demonstrating their knowledge and skills on work samples in the areas of Mathematics and Writing. Students who do not pass all the tests during 11th grade are given additional instruction and opportunities to pass work samples during their senior year.

Students may opt out of the statewide assessments as provided by state law. The district shall provide the required notice and necessary forms to the student, as well as supervised study time for students who are excused from participating in the assessment.

## **TRANSFER STUDENTS**

Transfer students seeking to graduate from Glendale High School are required to meet the minimum graduation requirements adopted by the Glendale School District. New students entering the school will have their transcripts evaluated by the principal or designee and acceptance of transfer credits will be determined at the discretion of the district.

Credits and attendance from accredited secondary schools will be accepted as though they have been completed in the district. Some classes may not be awarded the same credit designation but will still be

awarded elective credit. It is possible that some of these requirements could transfer from other Oregon high school career programs.

Attendance credit and value of prior classroom credits for students transferring from private schools, alternative schools, nonstandard schools or programs, or foreign schools are determined solely by Glendale School District. Credit earned through home schooling will not be accepted toward satisfying graduation requirements of Glendale High School unless the credits are awarded by a program recognized and accredited by the State of Oregon.

### **USE OF PASS/NO PASS FOR ACADEMIC CLASSES**

The PASS/NO PASS grade is used as a class grade by agreement between the parent, student, teacher, and principal as a means of encouraging study in elective courses only. The decision to take that grading alternative must be made prior to the beginning of the class. A pass/no pass agreement paper must be signed by the student, parent, teacher and principal and be on file in the school office. Pass/No Pass grades will not be accepted for any classes required for the Honors Diploma (if available).

### **WITHDRAWAL FROM SCHOOL**

A parent or guardian must contact the office in order to request a permanent withdrawal from school. A withdrawal slip must be signed by all of the student's teachers and returned to the office listing any fees or refunds to avoid delays in credit transfers.

# **Graduation Requirements**

All seniors must pass their Senior Paper and Senior Speech in order to graduate; each of these requirements may be completed within the context of the senior English classes or other classes. They may also satisfy these requirements by completing an alternative assessment. They must also pass the state assessment/essential skills requirements prior to graduation as required by the State of Oregon.

## **GHS DIPLOMA TYPES**

Students at GHS may receive one of the following:

### **Glendale High School Standard Diploma**

Granted to a senior student who has successfully completed all of the school and state requirements for graduation.

### **Glendale High School Modified Diploma**

Granted to certain senior students as determined by their Individualized Education Plan (IEP) upon completing the specified school and state requirements for graduation below.

### **Certificate of Achievement**

Granted to certain senior students as determined by their IEP upon completing all required coursework and attendance standards stipulated in the IEP.

## **OREGON DIPLOMA REQUIREMENTS**

Requirements or Credits by Subject	Standard Diploma	Modified Diploma (IEP only)
English/Language Arts	4	3
Mathematics	3	2
Science	3	2
Social Science	3	2
Physical Education (PE)	1	1
Health	1	1
Fine Arts, Second Language, or Career/Technical Education (CTE)	3	1
Electives	6	12
Must Pass State Tests/Essential Skills	Reading, Writing, Math	Same as Standard Diploma. Tests may be modified
<b>TOTAL CREDITS</b>	<b>24 Credits</b>	<b>24 credits</b>

## **GRADUATION EXERCISES**

Any high school student eligible for a diploma or alternate certificate may participate in graduation exercises. Only students who have met the requirements of one of the approved diploma or certificate types will be allowed to "walk" in the formal graduation exercises. A voluntary baccalaureate exercise may be scheduled at the discretion of the graduating senior class.

Senior students who have not attained the required credits by the beginning of their senior year will be required to meet with the principal by October 1<sup>st</sup> to establish a plan of credit retrieval by the end of the first semester and will meet again prior to February 15<sup>th</sup> to evaluate student progress. Final determination of graduation eligibility will be made by mid-May prior to the May school board meeting. The student may petition the superintendent and Board for a final decision at that time.

## **EARLY GRADUATION**

Early graduation refers to the completion of all requirements for graduation in less than 12 years. Parents must submit a letter of intent to the principal, usually one year prior to graduation, stating the purpose for the request with the student's plan. The principal, parents, and students will then meet to evaluate and adjust the plan. The student's Grade Point Average (GPA) must be 2.0 or better by the end of the 1<sup>st</sup> semester of their junior year. All state and school requirements must be completed.

## **DELAYED GRADUATION**

Delayed graduation refers to the completion of all requirements for graduation in more than 12 years. Delayed graduation may be allowed when the student has not met the minimum requirements and the student desires to further their education. Students delaying graduation shall be placed in courses on the basis of credits to be earned.

## **WITHHOLDING OF RECORDS**

Pursuant to ORS 339.260, the district may withhold the grade reports, diploma, or other records of students who owe fees, fines or damages they must pay. Records requested by another school district in order to determine a student's appropriate placement may not be withheld.

# **School Activities**

## **ATHLETICS & EXTRA-CURRICULAR ACTIVITIES**

Glendale School District is a member of the Oregon School Activities Association (OSAA). A student who participates in any inter-school contest must conform to the eligibility requirements of the association and the school. OSAA Rule 8.1 Academic Eligibility – An Eligible student must be enrolled full time and making satisfactory progress towards graduation as defined by this rule and the athletic handbook. Students must maintain a minimum 2.0 GPA.

Athletes and other participants must be in school all day on the day of the activity, or in school all day the day before if the sporting/extra-curricular event is on a non-school day, in order to participate. Any student with an unexcused absence may not attend a school event on that day. An exception is made in the case of a student who brings a dated note from a medical appointment on that day. Also, athletes must be in school all day following an activity if the activity was on a school day.

## **ASSEMBLIES**

Assemblies are considered a vital part of the educational program in which all or part of the student body participate in special presentations or activities. Attendance at assemblies is mandatory unless otherwise arranged.

## **CLUBS**

A club is a type of student group within a school which is formed for the purpose of sharing common interests, performing service, or recognizing achievements. Clubs are an integral part of the educational program of the Glendale school system. All clubs shall operate according to democratic procedures and shall not discriminate on the basis of race, sex, religion, or national origin.

All clubs must be approved, chartered, and regulated by the Superintendent. Clubs must have a staff advisor and meet according to established regulations. Clubs must submit an updated list of current officers as well as a statement of purpose to the Superintendent at the start of each school year.

## **EVENT BEHAVIOR**

Students and parents are reminded that they represent the school as fans at athletics or other events. We urge them to set an example for all those around them by showing pride in our school and being enthusiastic. Sporting event spectators must abide by school guidelines and OSAA rules governing fan behavior.

## **GANGS & UNAPPROVED STUDENT GROUPS**

Any student desiring to start a student group or club must first seek approval from the school administration. No unapproved student organization of any kind will be permitted. No hazing of any student is permitted. The Administration may order the suspension or expulsion of any pupil who belongs to an unapproved student organization or hazes another student.

No student on District property or at any District activity shall wear, possess, use, distribute, display or sell any clothing, jewelry, emblem, badge or any other such symbol evidencing gang membership or affiliation.

No student shall use any speech or non-verbal (gestures, handshake, etc.) signifying gang membership or affiliation. No student shall solicit other students for membership in any gangs.

## **STUDENT ACTIVITY FUNDS**

Student activity funds are funds raised or collected by and/or for school-approved student groups (clubs, sporting teams, classes, etc.) excluding those funds budgeted in the general school district fund. Student activity funds will be collected and expended for the purpose of supporting the school's co-curricular activities programs.

The district will be responsible for administering student activity funds.

All student activity funds will be receipted and deposited according to District policy and acceptable accounting procedures. All activity accounts will be audited. All student activity fund expenditures must be approved by the administration.

Fund-raising projects involving the sale of products must be approved by a student group advisor and by the administration before the activity is initiated.

## **STUDENT PUBLICATIONS**

Students are required to submit any school-sponsored publications for approval prior to distribution. School administrators must make available to students the standards for approval and distribution.

Some publications, such as the yearbook and school newspaper may be educational devices developed as part of the curriculum to benefit primarily those who compile, edit and publish them. Faculty advisors will be assigned to guide students engaged in these activities. Any commercial advertisements in such publications will conform to Board regulations.

## **STUDENT ROYALTY COURTS**

High school students may participate in student royalty courts to be selected by the student body for Homecoming and Prom only.

Specific rules for each court may be determined by the Associated Student Body (ASB)/Leadership class with approval by the school administration. All students selected for courts must be full-time students, have maintained a minimum 2.0 GPA in the previous grading period, be enrolled in at least 5 classes, and be passing all current classes according to the student's latest progress report. No student may repeat a specific court.

## **TRANSPORTATION (ATHLETICS/ACTIVITIES)**

The school district will provide transportation for most co-curricular activities and all school-sponsored athletic trips. Private transportation may be used for small groups when school vehicles are not available or when this would prove economical. Private transportation may only be used upon approval by school administration and a school-approved adult must be the driver.



## **DANCES**

All individuals attending school-sponsored dances are expected to conduct themselves in a manner consistent with school rules and regulations. Inappropriate behavior and infractions will be reported to the dance chaperones and/or administration and may be reported to local law enforcement.

The following applies to all school dances:

- No student may leave the dance and return, unless approved by the designated gate chaperone.
- Students must arrive during the first hour of the dance and will not be admitted thereafter.
- Dances must conclude no later than 10:30 pm.
- Proper dress and hygiene for some dances consists of what is normally acceptable for school dress attire. Formal dances (Winter Formal and Prom) call for special attire which will be announced prior to the dance.

### **Guests**

- Guests are defined as high school students who do not attend Glendale schools or non-students. No persons not currently enrolled in an Oregon public/private school will be allowed to attend school dances.
- All guests will be required to show a photo I.D. proving their age and/or student status.
- No guest passes will be issued for dances other than Homecoming, Winter Formal, and Prom.
- Dance guests must obtain prior approval by having a Glendale student complete the guest pass approval process beforehand in order to attend. Applications must be submitted to the school office at least 3 days prior to the dance. Guest passes will not be issued at the dance and applications that are filled out late may be denied.
- School staff reserves the right to refuse admittance to any student or guest. Dance attendees will be required to leave if their behavior is inappropriate.

### **After-Game Dances**

After-game dances will start promptly following the game. Admittance for students is open for the first 30 minutes after the game. Game participants may be allowed in after that time. Other late arrivals must have prior administrative approval.

# **Behavioral Procedures**

## **ALCOHOL/TOBACCO/DRUGS**

Glendale schools are Tobacco Free Zones. The possession, use, or distribution of tobacco, e-cigarettes, or vapor pens on campus is prohibited. Lighters of any kind are prohibited on school district property.

In accordance with Oregon law, any person under 18 possessing a tobacco product commits a Class D violation (minor in possession) subject to a court-imposed fine, as provided by ORS 167.785. Any person who distributes, sells or causes tobacco to be sold in any form or a tobacco-burning device to a person under 18 years of age commits a Class A violation subject to a fine, as provided by ORS 163.575.

An unlawful drug is any drug not prescribed by a licensed medical practitioner. Unlawful delivery of a controlled substance to a student or minor within 1,000 feet of district property is a Class A felony, as provided by ORS 475.999.

Per District policy (JFCG/KGC/GBK) violation of this policy will lead to appropriate disciplinary action up to and including expulsion for students.

## **ARTIFICIAL INTELLIGENCE (AI) USAGE**

Students and staff will abide by any applicable district policies and laws concerning proper usage of artificial intelligence (AI) tools.

## **AUTOMOBILE MISUSE**

Misusing an automobile on school property or within the school zone (speeding, unsafe driving, violating parking or vehicle use regulations) are subject to disciplinary and/or legal consequences. These regulations include:

- Students must have a valid driver's license issued by the state of Oregon.
- Students must show proof of liability insurance.
- Students must obey all traffic laws and drive in a safe manner on and around the high school campus.
- Once students arrive at school, they are expected to attend class and must obtain permission from the office to access their vehicles.

## **BICYCLES & SKATEBOARDS**

Bicycles ridden to school by students must be parked in a designated area on school grounds and should be locked. Because of safety and liability issues, bikes and skateboards may not be ridden anywhere on campus during the school day. Students under the age of 16 must wear a helmet as required by law.

## **BUILDING SECURITY**

To ensure that the building remains a safe and secure place for students and staff, the following procedures will be enforced:

- Visitors must check into the office as the first order of business.
- Visitor tags will be issued and visibly worn by visitors to help students and staff members recognize them as authorized visitors.
- Staff will question unknown people on school property if they do not have a visitor's nametag.
- Visitors, including parents, may be denied access to school property if their conduct, in the judgment of a building administrator, is disruptive and interferes with the educational process.

## BUS CONDUCT

- Students being transported are under the authority of the bus driver.
- A time schedule will be posted on the bus, and it shall be followed.
- Students must be on time for the bus.
- Students must remain seated while the bus is in motion.
- The bus driver may assign seats.
- Students must not extend their hands, arms, or heads through the bus windows.
- Students need written permission from parents to leave the bus at locations other than home or school.
- Loud or vulgar language is prohibited.
- Students must not open or close windows without the permission of the driver.
- Students must be courteous to the driver, fellow students, and passers-by.
- Students must keep the bus clean and undamaged.
- Students who refuse to promptly obey the directions of the driver, or refuse to obey regulations, could forfeit their right to ride the bus.

## COMPUTER USE & INTERNET ACCESS

Students should not bring CDs or flash drives to use on any computer within the Glendale system without appropriate screening by a staff member. If outside work needs to be imported into the Glendale system only a teacher may do so.

E-mail access is allowed only through the school provider and is made available to students as needed for educational purposes. Chat rooms and other networking sites are prohibited unless set up by a teacher for educational purposes.

## DRESS CODE

In the interest of promoting a safe, united, and orderly learning environment, all students are expected to adhere to common practices of modesty, cleanliness, and neatness, and to dress in such a manner as to not detract from the academic atmosphere. Any clothing, object, or writing on clothing that refers to alcohol, tobacco, drugs, gangs, sexual innuendos, foul language, or is otherwise disruptive to the educational process is prohibited.

The school administration shall have the right to evaluate any clothing to determine its acceptability within the guidelines of the dress code. Administrators shall also have the right to make an interpretation on the decency and appropriateness of any garment. Administrators, teachers, and other certified support personnel are responsible for enforcing the dress code.

The school district is responsible for seeing that student attire does not interfere with the health or safety of any student, that student attire does not contribute to a hostile or intimidating atmosphere for any student, and that dress code enforcement does not reinforce or increase marginalization or oppression of any group based on race, sex, gender identity, gender expression, sexual orientation, ethnicity, religious/cultural observance, household income, or body type/size.

**Basic Principle: Certain body parts must be covered for all students at all times.** Clothes must be worn in a way such that genitals, buttocks, and nipples are fully covered with opaque fabric. However, cleavage will not have coverage requirements. All items listed in the “must wear” and “may wear” categories below must meet this basic principle.

1. Students **Must Wear**,\* while following the basic principle above:
  - **Shirt** (with fabric in the front, back, and on the sides under the arms), **AND**
  - **Pants/jeans or the equivalent** (for example, a skirt, sweatpants, leggings, a dress or shorts), **AND**
  - **Shoes**

*\*Courses that include attire as part of the curriculum (for example, professionalism, public speaking, and job readiness) may include assignment-specific dress, but should not focus on covering bodies in a particular way or promoting culturally-specific attire. Activity-specific shoes requirements are permitted (for example, athletic shoes for PE).*

2. Students **May Wear**, as long as these items do not violate Section 1 above:

- Hats if allowed by the classroom teacher. Hats must allow the face to be visible to staff, and not interfere with the line of sight of any student or staff.
- Religious headwear
- Hoodie sweatshirts (wearing the hood overhead might not be allowed at teacher discretion, in which case the face and ears must be visible to school staff).
- Fitted pants, including opaque leggings, yoga pants and “skinny jeans”
- Pajamas
- Ripped jeans, as long as underwear and buttocks are not exposed.
- Tank tops, including spaghetti straps; (no halter tops)
- Athletic attire
- Visible waistbands on undergarments or visible straps on undergarments worn under other clothing (as long as this is done in a way that does not violate Section 1 above).

3. Students **Cannot Wear**:

- Violent language or images.
- Images or language depicting/suggesting drugs, alcohol, vaping or paraphernalia (or any illegal item or activity).
- Bulletproof vest, body armor, tactical gear, or facsimile.
- Hate speech, profanity, pornography.
- Images or language that creates a hostile or intimidating environment based on any protected class or consistently marginalized groups.
- Any clothing that reveals visible undergarments (visible waistbands and visible straps are allowed)
- Swimsuits (except as required for a class).
- Accessories that could be considered dangerous or could be used as a weapon.
- Any item that obscures the face or ears (except as a religious observance) which may include hoods at the discretion of the teacher.

### **Dress Code Enforcement**

School staff shall not enforce the school’s dress code more strictly against any gender, or nonconforming students than other students.

Students should not be shamed or required to display their body in front of others (students, parents, or staff) in school. “Shaming” includes, but is not limited to:

- Kneeling or bending over to check attire fit;
- Measuring straps or skirt length;
- Asking students to account for their attire in the classroom or in hallways in front of others;
- Calling out students in spaces, in hallways, or in classrooms about perceived dress code violations in front of others; in particular, directing students to correct sagged pants that do not expose the entire undergarment, or confronting students about visible bra straps, since visible waistbands and straps on undergarments are permitted; and, or accusing students of “distracting” other students with their clothing.

## **FOOD/DRINK**

Food and drink are allowed in the cafeteria and common areas. Food and drink may be allowed in classrooms or the office at staff discretion but are not allowed in the library, computer room, or gymnasium except from concessions during games or as part of special events under supervision (such as assemblies). Students with special needs regarding the consumption of food or drink should check in with the main office.

## **GIFTS**

Students and their parents are discouraged from giving gifts to District employees. The Board welcomes the writing of letters by students or their parents to staff members expressing gratitude and appreciation.

## **INTERNET/STUDENT ACCOUNT**

The district has created policies on acceptable use of electronic mail and the Internet. It is required that a completed, signed Student Internet Use Agreement be returned prior to your student being allowed access to the internet. Permission must be renewed annually.

A parent/guardian may revoke this permission at any time with written notification to the school.

## **INTERROGATION & SEARCHES**

If probable cause is established, school officials may search the personal property, including the facility, locker, or property provided by the school, and seize any property deemed injurious or detrimental to the safety and welfare of students and personnel.

Search of a student's belongings may be conducted when there is probable cause to believe that the particular student is concealing evidence of an illegal act or school violation. Search of student's person may be conducted by a law enforcement official.

Illegal items (firearms, weapons, narcotics, etc.) or other possessions determined to be a threat to the safety or security of others may be seized by school officials and turned over to the proper authorities.

At the time school equipment is assigned to students for their use, students will be informed of conditions for the use of such equipment and of the intent of the school personnel to conduct routine searches.

When law enforcement officials find it necessary to question students during the school day or during periods of extracurricular activities, the school principal or designer will be present when possible. An effort will be made to contact the parent/guardian/custodian so that the responsible adult may be notified of the situation.

If custody and/or arrest are involved, the principal will request that all procedural safeguards prescribed by law be observed by law enforcement officials.

## **OFF-CAMPUS LUNCH**

Students will not be allowed to leave campus for lunch without meeting requirements established by their school, if any. If they don't meet the requirements, once a student arrives on campus, they will not be permitted to leave until school is over or a guardian signs them out.

## **PERSONAL ELECTRONIC DEVICES**

Students are not allowed to use personal electronic devices during the class period without staff direction. Students are required to store electronic devices before class begins per faculty instructions. There is a phone located in the main office that students are allowed to use. Every classroom also has a telephone that students can use in case of emergency.

Messages must be delivered to students through the main office. Parents should not contact their child during school hours expecting them to answer. If you need to contact your child, please call the school building office and we will contact them for you.

Students may be allowed to use their personal electronic devices before and after school, as well as during lunch and passing periods; otherwise, they are to be put away during class time. Students may not leave class to use their devices. If teachers see or hear personal electronic devices, it is considered an infraction of this policy and disciplinary action may be taken including:

**Violation #1:** Device will be confiscated from the student and returned to student at the end of the period for the first violation.

**Violation #2:** The device will be locked in the office until the end of the day and returned to the student.

**Violation #3:** The device will be returned to the Parent/Guardian of the student. Only those listed on the student's contact list can be contacted to pick up the electronic device. Students may be assigned detention.

**Violation #4:** Behavior Contract – Student must abide by restrictions established in a Behavior Contract and may be required turn in their electronic device to Administration daily.

All violations shall be documented by staff in the school's information system. Students will not be called out of class for phone calls except for emergencies. Students must show respect at all times and not abuse this privilege, or it may be revoked.

## **PUBLIC DISPLAY OF AFFECTION**

School is not the place for a public or physical display of affection. Intimate displays of affection that disrupt the school environment are not appropriate. Unwanted displays of affection are in violation of sexual harassment protocols and subject to disciplinary actions.

## **RELUCTANT LEARNER**

Pursuing the prescribed course of study shall be interpreted as being diligent in study. To be diligent in study, a student shall make a reasonable effort to do the following:

- Complete assigned work on time.
- Be courteous and attentive to the teacher and fellow students.
- Perform work consistent with their ability.
- Be regular and punctual in attendance.

Parent and student attention is directed particularly to the foregoing. Failure to comply with diligence in study will mean that a student may be expelled from the regular school and lose the privilege of attending school or getting credit for class.

1. Students may be considered for the Reluctant Learner Policy if they receive three or more failing grades at the end of any grading period, or upon written request for investigation submitted by a teacher to the Principal or designated representative.
2. The Principal or designated representative will confer with all of the student's teachers, with the counselor, and the student's parents or guardian.
3. If the findings of the Principal's investigation indicate the school has made every possible effort to assist the student to accept the responsibility for earning an education, the Principal will then inform

the student and parents/guardian of the student's status. The student will be placed on probation pending a marked improvement in all aspects of his/her schoolwork.

4. If during the probation period, the student has not improved his/her grades and associated performance in classes, the parents/guardian may be notified in writing and the student will be suspended from school pending an expulsion hearing.
5. At the expulsion hearing the student may petition for reinstatement. The District Superintendent shall determine reinstatement conditions.
6. If the Superintendent, upon reviewing the facts, determines that the student should be permanently excluded from school, all facts will be presented to the Board of Education for their action.

## **STUDENT VISITORS**

Glendale School District does not allow visitations by students from out-of-district, except with prior permission from school administration.

## **USE OF PRESCRIBED MEDICINE AT SCHOOL**

Ideally, all medicine should be given at home; however, any student who is required to take prescribed medication at school should comply with the following procedures:

- The school must receive written orders from a physician indicating the name of the student, name of the drug, dosage, time interval that the medication is to be taken.
- Written permission from the parent or guardian requesting that the school district comply with physician's orders also must be received.
- Medication brought to school by the parents shall be kept in a container appropriately labeled by the pharmacy or physician.
- One member of the staff shall be designated to secure the safety of student medications. A locked cabinet shall be provided for the storage of medication.
- Opportunities shall be provided for communication between the parent, school personnel, and physician regarding the necessity for assisting the student to take the medication during school hours. The parent or guardian will be notified by a designated member of the school staff as quickly as possible after an emergency occurs. The parents' current telephone number must be made available to the school.

## **VANDALISM**

Any student caught or proven to be guilty of vandalizing school property shall be subject to a parent conference, suspension from school, and restitution of the damages. Further disciplinary measures may also include loss of student activities or other discipline (for example, a "service project"). Law enforcement agencies may be contacted.

Students and citizens are urged to cooperate in reporting any incidents of vandalism/malicious mischief and the name(s) of the person(s) believed to be responsible to the appropriate school personnel. If the vandal being reported is not a student at the Glendale School District, the police will be contacted immediately.

If the principal requests such a parent conference, the student may be suspended awaiting the time of the parent conference, not to exceed five school days. If the parent conference does not result in a satisfactory solution to the question of the student involvement in the vandalism act and appropriate restitution, the principal will notify the superintendent and will also request police involvement in the matter.

If in the principal's best judgment, the matter cannot be processed in the above prescribed manner without jeopardizing the opportunity to determine the vandal and rectify the problem, then the police can be called in immediately but not before the parent(s)/guardian(s) has been contacted.

As a conclusion to the incident, the building principal will submit a report of the vandalism and the resultant remedy to the superintendent, who will report such matters to the school Board.

## **WEAPONS**

Possessing a dangerous weapon or using any object to inflict bodily injury to another person. No snowballs, squirt guns, or other water devices are allowed to be used in an aggressive manner toward other students, staff or property.

Weapons and replicas of weapons are forbidden on school property. Under Oregon law, "dangerous weapon" means any weapon, devise, instrument, material or substance, animated or inanimate, which under the circumstances in which it is used, attempted to be used, or threatened to be used is readily capable of causing death or serious physical injury. The act of intentionally bringing a weapon within 1,000 feet of a school is a felony and is punishable by up to five (5) years imprisonment and/or a fine of up to \$100,000.

A student bringing a weapon onto school grounds (including in an automobile) is in violation of this statute. A student found in violation will be suspended from school. The incident will be reported to the student's parents and may be reported to the local law enforcement agency. The administration will consider and may pursue the expulsion process.



# Disciplinary Procedures

## DISCIPLINARY ACTIONS

School officials may find it necessary to discipline a student or even remove the student from the formal learning environment for a period of time.

The following guidelines will be adhered to by the district:

- Fair treatment for each student shall be such as to protect them from arbitrary and unreasonable decisions.
- All decisions affecting students shall be based on careful and reasoned investigation of the facts and the consistent application of school policies as well as student rights and responsibilities.
- All students shall be afforded the opportunity to familiarize themselves with the district rules and procedures by which the schools are governed and processes by which discipline may be involved.

## Definitions of Consequences

- Detention - The assignment of the student to an alternate learning environment for a specific period of time as determined by school staff. Students will be assigned to community service or an appropriate restorative practice.
- Suspensions:
  - In-school - The assignment of the student to an alternate learning environment for part or all of the school day for a specific number of days as determined by school staff. May also prohibit participation in extracurricular activities.
  - Out-of-school - The prohibition of the student from school grounds for a specific number of days as determined by school staff, including extracurricular activities.
- Expulsion - Removal of the student from in-person education for up to one calendar year.

The infractions below may be subject to the given consequences. In all cases, parents/guardians will be notified. Students may also be referred to the School Counselor with parent permission.

Since some of these infractions also violate state laws, school officials may need to notify the appropriate law enforcement authorities. If the police authorities are notified, legal guardians will be contacted. Any action taken by the police authorities will be in addition to action by the school.

Use of the word “suspension” below may be implemented as “in-school” or “out-of-school” at the discretion of school administration.

The following consequences may be implemented by school officials at their discretion based on investigation of incident. Administration has the right to determine consequences they deem appropriate regarding mitigating circumstances – At any time the administration may implement level 1- 3 discipline if behaviors warrant.

## **Infractions and Consequences**

<i>Infraction</i>	<i>1st</i>	<i>2nd</i>	<i>3rd</i>
Arson/Possession of Weapon	1-4 Day Suspension Possible Expulsion Hearing	Suspension Pending Expulsion Hearing	
Assault/Fighting	1-4 Day Suspension Threat Assessment Possible Expulsion Hearing	4-8 Day Suspension Threat Assessment Possible Expulsion Hearing	Suspension Pending Expulsion Hearing
Bullying (including Cyberbullying), Extortion	1-4 Day Suspension Threat Assessment	4-8 Day Suspension Threat Assessment Possible Expulsion Hearing	Suspension Pending Expulsion Hearing
Cheating/Plagiarism Including Improper Use of AI	No Credit on the Assignment	No Credit on the Assignment Detention or Other Consequence	Possible Failure and Removal from Class
Defiance, Disrespect, or Insubordination	Detention or Other Consequence	1-3 Day Suspension - In school	2-4 Day Suspension out of school
Disruptive Behavior	Possible Detention or Other Consequence Behavior Contract	Detention or Other Consequence	Suspension
Disruptive/Inappropriate Usage of Personal Electronic Device (including Cell Phone)	Warning The phone is confiscated and returned the same day.	The phone is given to school administration and parent/guardian must pick it up.	The phone is given to school administration and parent/guardian must pick it up.  Behavior Contract – possibly no phone allowed.
False Fire Alarm	Detention or Other Consequence Possible Suspension	1-4 Day Suspension	Suspension Pending Expulsion Hearing
Forgery/Lying	Parent Contact Possible Detention or Other Consequence	Detention or Other Consequence Possible 1-2 Day Suspension	2-4 Day Suspension
Harassment	Detention Removal from class Possible suspension	2-4 days Suspension	4-8 Day Suspension Threat Assessment Possible Expulsion Hearing

<b><i>Infraction</i></b>	<b><i>1st</i></b>	<b><i>2nd</i></b>	<b><i>3rd</i></b>
Possession, Use, or Distribution of Alcohol/Tobacco/Drugs or Related Paraphernalia, including Vaping	1–2-day Suspension	2-4 Day Suspension Possible Expulsion Hearing	Suspension Pending Expulsion Hearing
Skipping Class/Excessive Tardiness	Parent Contact Possible Detention or Other Consequence	Detention or Other Consequence	Attendance Contract with Parent Conference
Theft/Burglary	Restitution 1-4 Day Suspension Possible Expulsion Hearing	Restitution 4-8 Day Suspension Possible Expulsion Hearing	Restitution Suspension Pending Expulsion Hearing
Threatening Others – Including Verbal or Cyber	Detention Possible Suspension	2-4 days Suspension Behavior contract upon return	Suspension Pending Expulsion Hearing
Use of Profane, Offensive, or Obscene Language or Actions	Detention or Other Consequence If directed at school staff – Suspension	Detention Removal from activities 1-4 Day Suspension	Suspension - In school
Vandalism/Destruction of Property	Restitution Detention 1-3 Day Suspension	Restitution 2-4 Day Suspension	Suspension 3-7 days  Possible Expulsion Hearing
Other Infractions	A student shall comply with directions of school personnel during any period of time when they are under the authority of the school. Students who do not respond to guidance or minor discipline, or are consistently at odds with school discipline, may be subject to further disciplinary action.		

## **GLOSSARY OF DISCIPLINARY TERMS**

**ALCOHOL/TOBACCO/DRUGS/VAPING** – Using, possessing, distributing or being under the influence of alcohol, drugs, or other intoxicants or possessing drug paraphernalia (including facsimile) are strictly prohibited. *See Paraphernalia below.*

**ARSON** – Using fire to destroy or attempting to destroy property.

**ASSAULT** – A physical or verbal attack by one person or a group of persons on another who does not wish to engage in the conflict.

**BULLYING** – The repeated use of a behavior that creates an imbalance of power by a student or group of students to intimidate, ridicule, or abuse an individual.

**BURGLARY** – Entry into a building without permission with intent to commit a crime, especially theft.

**CHEATING/PLAGIARISM** – Deliberately attempting to achieve academic success or victory through deception; for example, copying work which was not your own, using instructional materials without permission, or allowing someone to copy or utilize your materials. The use of notes, outside sources, inappropriate forms of communication (visual or verbal signals, text messaging, talking, etc.) which are not permitted by the instructor during quizzes, tests, assignments, or exams is strictly prohibited. This may also include the use of a translator, artificial intelligence (AI), or other sources not specified by the instructor.

**CYBERBULLYING** – Cyberbullying is the use of electronic information and communication devices to willfully harm either a person or persons through the medium of electronic text, photos, audio, or videos.

**DEFIANCE/INSUBORDINATION** – Refusing to follow the reasonable request of school personnel in the classroom, on campus, or at an activity. This may also include failing to identify oneself, provide requested information, or showing disrespect.

**DESTRUCTION OF PROPERTY** – Intentionally damaging or destroying the property of the school or other persons, including through negligence or carelessness.

**DISRESPECT** – Lack of regard for the feelings, wishes, or rights of others.

**DISRUPTIVE BEHAVIOR** – Actions which interfere with the learning environment or functioning of the school.

**EXCESSIVE TARDINESS** – Being late to school/class repeatedly to the degree that it significantly disrupts the student's access to their education, as determined by school staff and administration.

**EXTORTION** – Demanding money, or something of value (e.g., lunches) from another in return for protection from violence or threat of violence.

**FALSE FIRE ALARM** – Activating the fire alarm system through deliberate means outside of an emergency.

**FIGHTING** – Having or threatening physical contact with another person with the intent to inflict harm, even in self-defense.

**FORGERY/LYING** – Writing or giving false or misleading information to school officials.

**HARASSMENT** – Harassment includes, but is not limited to, repeated harmful actions against an individual, as well as discrimination on the basis of race, religion, sex, gender identity, sexual orientation, national origin, disability, parental or marital status, or age. Sexual harassment includes any unwanted inappropriate displays of affection, comments of a sexual nature, or other unwanted sexual words, gestures, physical contact, etc.

**IMPROPER USE OF AI** – The use of artificial intelligence (AI) tools beyond what is allowed by school staff and policy.

**INAPPROPRIATE USAGE OF PERSONAL ELECTRONIC DEVICE** – Use of personal electronic devices (such as cell phones) beyond what is allowed by school staff and policy.

**PARAPHERNALIA** – Any piece of equipment, product, or accessory intended or modified for making, using, or concealing alcohol, tobacco, vapes, drugs, or other banned substances.

**PROFANITY** - Profanity is obscene, vulgar, or disrespectful language (such as curse words, slurs, or hate speech). This also includes profane materials, gestures, actions, or decorations on clothing or personal belongings.

**SKIPPING CLASS** – Being absent from class without permission or knowledge of school staff or parents, especially without supervision.

**THEFT** – Taking, giving, or receiving property not belonging to you.

**THREATENING OTHERS** – Making statements or acting in ways that intimidate another person(s) or assert intent to cause them harm.

**VANDALISM** – Intentionally destroying objects or materials belonging to the school, students, staff, or other persons.

**WEAPON** – Any object designed or modified to be used for inflicting bodily harm or physical damage to a person or their property.

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## Signature Page

Student Name (print) \_\_\_\_\_ Grade \_\_\_\_\_

I acknowledge I have read the Glendale School District Student/Parent Handbook and agree to support the school rights and responsibilities as stated therein.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

*These will be filed in the office to verify that the school rules have been read and understood by all students.*