Welcome to East Valley High School

Home of the Knights

Each student can have experiences that will inspire growth academically, socially, emotionally, and physically during the 2022 - 2023 school year. Take these chances to be a little bit better, try a little bit harder, and think more positively. The staff and administration are here to support you in these noble endeavors.

The Knights’ Code

**Excellence** - Always do your personal best. Inspire excellence in others.

**Value Everyone** - Show consideration, respect, appreciation and acceptance toward others.

**Honor** - Highest character and integrity are evident in the classroom, hallways and activities.

**Safety** - A positive learning environment which promotes service, security and citizenship.

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East Valley High School
15711 E Wellesley Ave
Spokane Valley, WA 99216

Reception: (509) 241-5000
Fax: (509) 921-6830
Attendance: (509) 241-5281
Athletics: (509) 241-5280
Counseling: (509) 241-5210

KNIGHT PRIDE
# Excellence • Value Everyone • Honor • Safety

| DEFINITIONS     | • Excellence: Always do your personal best. Inspire excellence in others.  
|                 | • Value Everyone: Show consideration, respect, appreciation and acceptance towards others.  
|                 | • Honor: Highest character and integrity are evident in the classroom, hallways, and activities.  
|                 | • Safety: A positive learning environment which promotes service, security and citizenship.  
| MISSION         | To create and maintain an effective learning environment by establishing behavioral supports and building the social culture needed to inspire all East Valley students to achieve social, emotional, academic success and become responsible citizens.  
| CLASSROOM       | • Attend daily and be on time  
|                 | • Be prepared with materials, including a charged laptop  
|                 | • Actively engage as a learner  
|                 | • Create a positive digital footprint  
|                 | • Address staff and peers with respect  
|                 | • Use appropriate language, in-person and online  
|                 | • Respect the ideas of others, in person and online  
|                 | • Do your own work, follow creative credit and copyright laws  
|                 | • Respect teacher guidelines  
| HALLWAYS        | • Monitor time to get to class  
|                 | • Keep areas free of trash and litter  
|                 | • Protect your device at all times, in all settings  
|                 | • Address staff and peers with respect  
|                 | • Monitor noise level  
|                 | • Use respectful and appropriate language  
|                 | • Be considerate of yours and others’ personal space (PDA)  
|                 | • Respect hallway displays  
|                 | • Have a hall pass when out of the room during class  
|                 | • Walk to the right  
|                 | • Ears free of earbuds/headphones  
|                 | • Heads free of hoods/sunglasses  
| COMMONS         | Return trays to the kitchen  
|                 | • Leave your area better than you found it  
|                 | • Address staff and peers with respect  
|                 | • Throw trash in the trash can and recycle bins  
|                 | • Use appropriate language  
|                 | • Follow directions and procedures  
|                 | • Clean up after yourself  
|                 | • Remain in the Commons, Courtyard, and tiled areas with food and drink  
|                 | • Protect your device at all times, in all settings  
|                 | • Use appropriate behavior and manners  
| AFTERSCHOOL ACTIVITIES | Respect the Knight’s Code  
|                     | • Use appropriate and positive language  
|                     | • Pick up after yourself  
|                     | • Use good sportsmanship  
|                     | • Represent EVHS at all times  
|                     | • Positively contribute to our culture  
|                     | • Leave a legacy  
|                     | • Be courteous  
|                     | • Be helpful to parents, officials, spectators, and classmates  
|                     | • Commit 100%  
|                     | • Get involved

Contacts
<table>
<thead>
<tr>
<th>Contact</th>
<th>Name</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>East Valley High School</td>
<td></td>
<td>509.927.3200</td>
</tr>
<tr>
<td>Principal</td>
<td>Matt Stevens</td>
<td>509.241.5273</td>
</tr>
<tr>
<td>Assistant Principal / Athletics</td>
<td>Alex Vermaire</td>
<td>509.241.5279</td>
</tr>
<tr>
<td>Assistant Principal / Assessment</td>
<td>Katie Himmerich</td>
<td>509.241.5276</td>
</tr>
<tr>
<td>Assistant Principal / Student Services</td>
<td>Jennifer Norman</td>
<td>509.241.5278</td>
</tr>
<tr>
<td>Counselors</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Student Last Name A-G)</td>
<td>Mariah Nepean</td>
<td>509.241.5212</td>
</tr>
<tr>
<td>(Student Last Name H-O)</td>
<td>Debbie Hill</td>
<td>509.241.5213</td>
</tr>
<tr>
<td>(Student Last Name P-Z)</td>
<td>Jamie Turner</td>
<td>509.241.5211</td>
</tr>
<tr>
<td>Admin Secretary</td>
<td>Erica Dedera</td>
<td>509.241.5287</td>
</tr>
<tr>
<td>Activities Secretary</td>
<td>Casey Whallon</td>
<td>509.241.5283</td>
</tr>
<tr>
<td>Attendance</td>
<td>Teddi Johnson</td>
<td>509.241.5281</td>
</tr>
<tr>
<td>Business Office</td>
<td>Sharon Alldritt</td>
<td>509.241.5284</td>
</tr>
<tr>
<td>Career/College Counselor</td>
<td>Dave Rovick</td>
<td>509.241.5272</td>
</tr>
<tr>
<td>Gear Up</td>
<td>David Morton</td>
<td>509.241.5220</td>
</tr>
<tr>
<td>FAAST Counselor</td>
<td>Taya Zavala</td>
<td>509.241.5263</td>
</tr>
<tr>
<td>Registrar/Secretary</td>
<td>Tricia Schade</td>
<td>509.241.5210</td>
</tr>
<tr>
<td>Student Support</td>
<td>Tina Pitsnogle</td>
<td>509.241.5274</td>
</tr>
<tr>
<td>Student Support - Behavior</td>
<td>Taylor Bowman</td>
<td>509.241.5052</td>
</tr>
<tr>
<td>School Resource Officer</td>
<td>Deputy Dayton Bruner</td>
<td>509.241.5285</td>
</tr>
<tr>
<td>School Security</td>
<td>Joe Salmon</td>
<td>509.241.5171</td>
</tr>
</tbody>
</table>

(A complete list of staff names and school number can be found at [https://evhs.evsd.org](https://evhs.evsd.org))

**EVHS Bell Schedule**
### Monday (Late Arrival)

<table>
<thead>
<tr>
<th>Class Period</th>
<th>Start Time</th>
<th>End Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st</td>
<td>9:30 AM</td>
<td>10:05 AM</td>
</tr>
<tr>
<td>2nd</td>
<td>10:10 AM</td>
<td>10:45 AM</td>
</tr>
<tr>
<td>1st Lunch - 3rd Period</td>
<td>10:45 AM (L)</td>
<td>11:15 AM (L)</td>
</tr>
<tr>
<td>3rd Period - 2nd Lunch</td>
<td>10:50 AM (C)</td>
<td>11:25 AM (C)</td>
</tr>
<tr>
<td>4th</td>
<td>12:00 PM</td>
<td>12:35 PM</td>
</tr>
<tr>
<td>Advisory</td>
<td>12:40 PM</td>
<td>1:10 PM</td>
</tr>
<tr>
<td>5th</td>
<td>1:15 PM</td>
<td>1:50 PM</td>
</tr>
<tr>
<td>6th</td>
<td>1:55 PM</td>
<td>2:30 PM</td>
</tr>
</tbody>
</table>

(L) = Lunch  (C) = Class

### Tuesday - Friday

<table>
<thead>
<tr>
<th>Class Period</th>
<th>Start Time</th>
<th>End Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 Hour</td>
<td>7:00 AM</td>
<td>7:55 AM</td>
</tr>
<tr>
<td>1st</td>
<td>8:00 AM</td>
<td>9:00 AM</td>
</tr>
<tr>
<td>2nd</td>
<td>9:05 AM</td>
<td>10:00 AM</td>
</tr>
<tr>
<td>3rd</td>
<td>10:05 AM</td>
<td>11:00 AM</td>
</tr>
<tr>
<td>First Lunch - 4th Period</td>
<td>11:00 AM (L)</td>
<td>11:30 AM (L)</td>
</tr>
<tr>
<td>4th Period - 2nd Lunch</td>
<td>11:05 AM (C)</td>
<td>12:00 PM (C)</td>
</tr>
<tr>
<td>5th</td>
<td>12:35 PM</td>
<td>1:30 PM</td>
</tr>
<tr>
<td>6th</td>
<td>1:35 PM</td>
<td>2:30 PM</td>
</tr>
</tbody>
</table>

(L) = Lunch  (C) = Class

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**CAMPUS HOURS**

EVHS opens at 6:45 a.m. and closes at 2:50 p.m. No student should be in the building or on school grounds at any other time unless he/she are in an activity supervised by a teacher or coach.
<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
<th>Details</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Day of School</td>
<td>August 30th</td>
<td>Finals</td>
<td>Jan 19th – 20th</td>
</tr>
<tr>
<td>Open House</td>
<td>August 31st</td>
<td>First Semester Ends</td>
<td>January 20th</td>
</tr>
<tr>
<td>Labor Day – No school</td>
<td>September 5th</td>
<td>Second Semester Begins</td>
<td>January 23rd</td>
</tr>
<tr>
<td>School Pictures</td>
<td>September 8th</td>
<td>ACT Test Date</td>
<td>February 11th</td>
</tr>
<tr>
<td>ACT Test Date</td>
<td>September 10th</td>
<td>President’s Day – No school</td>
<td>February 20th</td>
</tr>
<tr>
<td>SAT Test Date</td>
<td>October 1st</td>
<td>Mid-Winter Break</td>
<td>Feb 21st – 24th</td>
</tr>
<tr>
<td>Picture Retakes</td>
<td>October 6th</td>
<td>Spring Sports Begin</td>
<td>February 27th</td>
</tr>
<tr>
<td>Homecoming Game</td>
<td>October 7th</td>
<td>SAT School Day</td>
<td>March 1st</td>
</tr>
<tr>
<td>Homecoming Dance</td>
<td>October 8th</td>
<td>SAT Test Date</td>
<td>March 11th</td>
</tr>
<tr>
<td>PSAT/T-2-4 Day</td>
<td>October 12th</td>
<td>Spring Break</td>
<td>April 3rd – 7th</td>
</tr>
<tr>
<td>Prof Dev Day - No school</td>
<td>October 17th</td>
<td>ACT Test Date</td>
<td>April 15th</td>
</tr>
<tr>
<td>Sr. Picture Deadlines</td>
<td>October 21st</td>
<td>AP Testing</td>
<td>May 1st – 12th</td>
</tr>
<tr>
<td>ACT Test Date</td>
<td>October 22nd</td>
<td>SAT Test Date</td>
<td>May 6th</td>
</tr>
<tr>
<td>SAT Test Date</td>
<td>November 5th</td>
<td>Prom</td>
<td>May</td>
</tr>
<tr>
<td>Veteran’s Day – No school</td>
<td>November 11th</td>
<td>Snow Make-Up Day – No school</td>
<td>May 26th</td>
</tr>
<tr>
<td>Winter Sports Begin</td>
<td>November 14th</td>
<td>Memorial Day</td>
<td>May 29th</td>
</tr>
<tr>
<td>FAFSA Night</td>
<td>November 16th</td>
<td>SAT Test Date</td>
<td>June 3rd</td>
</tr>
<tr>
<td>Early Dismissal K-12</td>
<td>November 23rd</td>
<td>Yearbook Day</td>
<td>June</td>
</tr>
<tr>
<td>Thanksgiving Break</td>
<td>Nov 24th- 25th</td>
<td>Senior Finals</td>
<td>June 7th – 8th</td>
</tr>
<tr>
<td>SAT Test Date</td>
<td>December 3rd</td>
<td>Sr. Laptop Return &amp; Grad Practice</td>
<td>June 9th</td>
</tr>
<tr>
<td>Golden Plunger</td>
<td>December 14th</td>
<td>ACT Test Date</td>
<td>June 10th</td>
</tr>
<tr>
<td>Winter Break</td>
<td>Dec 19th – Jan 2nd</td>
<td>Sr. Breakfast &amp; Graduation</td>
<td>June 12th</td>
</tr>
<tr>
<td>Golden Throne</td>
<td>January 13th</td>
<td>Finals</td>
<td>June 14th – 15th</td>
</tr>
<tr>
<td>MLK Jr. Holiday</td>
<td>January 19th</td>
<td>Last Day of School</td>
<td>June 16th</td>
</tr>
</tbody>
</table>

**KNIGHT PRIDE**
ACADEMICS

Progress Reports & Report Cards:
Progress reports are issued to each student to give a general approximation of progress and not an exact grade. Only semester grades are used to compute a cumulative grade point average (GPA). Letter grades are used to designate a student’s progress. **Parents should contact teachers directly or through email as achievement concerns arise.**

Washington State Graduation Requirements:
To have a College and Career Ready Transcript, EVSD strongly recommends that you exceed the minimum required courses and take classes that will prepare you for your post-high school experience. Each student must meet the following requirements to graduate:

- Complete 24 credits
- Pass all required state assessments or state-approved alternative assessments
- Complete a High School and Beyond Plan

**EVHS Counseling Staff:**

<table>
<thead>
<tr>
<th></th>
<th>Name</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students Last Name A – G</td>
<td>Mariah Nepean</td>
<td>241-5212</td>
<td><a href="mailto:nepeanm@evsd.org">nepeanm@evsd.org</a></td>
</tr>
<tr>
<td>Students Last Name H – O</td>
<td>Debbie Hill</td>
<td>241-5213</td>
<td><a href="mailto:hild@evsd.org">hild@evsd.org</a></td>
</tr>
<tr>
<td>Students Last Name P – Z</td>
<td>Jamie Turner</td>
<td>241-5211</td>
<td><a href="mailto:turnerjn@evsd.org">turnerjn@evsd.org</a></td>
</tr>
<tr>
<td>Special Ed</td>
<td>Tamara Schierman</td>
<td>241-5271</td>
<td><a href="mailto:schiermant@evsd.org">schiermant@evsd.org</a></td>
</tr>
<tr>
<td>College/Career Readiness</td>
<td>Dave Rovick</td>
<td>241-5272</td>
<td><a href="mailto:rovickd@evsd.org">rovickd@evsd.org</a></td>
</tr>
<tr>
<td>GearUp</td>
<td>David Morton</td>
<td>241-5220</td>
<td><a href="mailto:mortond@evsd.org">mortond@evsd.org</a></td>
</tr>
</tbody>
</table>

Counselors are available for every student in the school. Students wishing to visit a counselor should complete the Counseling Request Google Form using the QR code or the iPads in the counseling center. Arrangements for counselor/student visitations should be planned in advance except for extreme emergency conditions.

The College and Career Readiness (CCR) counselor and GearUp are located in room 220 at EVHS. Information about colleges, careers, college testing, FAFSA, interest inventories, vocational schools, financial aid, scholarships, etc. are available in these locations.

Additional Information:
East Valley School District expects all students to enroll in six (6) classes every semester. To be on track for graduation, students should have completed the following credits each year:

- Entering 10th grade, minimum of 6 credits
- Entering 11th grade, minimum of 12 credits
- Entering 12th grade, minimum of 18 credits
- Credit retrieval options are available, please see your counselor for more information.
Withdrawal From/Add a Class:
A student may DROP and/or ADD a class (if available) during the first two (2) weeks of a semester. If a student wishes to DROP a class after the end of the second week, the student will receive an “F” on the transcript provided they will still be enrolled in six (6) classes (must have parent permission and involvement). Please see your counselor for more information.

Running Start:
The application process/deadline for Running Start is in early spring. New applications will not be accepted after June 1st. Students will be released to participate based on certification of 11th/12th grade level placement and college admission requirements. Students should be on track to graduate with a minimum of a 3.0 GPA. Grade level placement is based on credits earned with a minimum of 10 credits for Juniors and 15 credits for Seniors.

Students interested in Running Start are requested to attend an informational night held in the spring. Home-based instruction students will be released by the high school for Running Start participation once the student has been determined to have achieved 11th grade status. Students and parents must meet with their counselor prior to enrollment in Running Start.

Alteration of Records and Cheating:
Alteration of records is defined as a student who falsifies, alters, destroys a school record or any communication between home and school.

Cheating is defined as any student who knowingly submits work of others represented as his/her own and/or aids and abets in the cheating of others.

Both offenses are subject to corrective action which includes receiving a zero (0) for the homework assignment, project, quiz, test, etc.; contact with the parent/guardian by the teacher; a referral to administration; and/or school discipline.

Advanced Placement Program:
Advanced Placement (AP) classes are offered at EVHS. Students enrolled in these classes have the option of taking the AP Exam in May. Registration and payment for all AP exams must be completed by mid-November each year. Please refer to the university admissions department for more information about receiving college credit.
ATTENDANCE

The EVHS Attendance Line is (509) 241-5281. Our Attendance Secretaries will gladly answer any questions our parents/guardians may have in regards to the EVSD Attendance Policy. If the secretary is unavailable when you call, please feel free to leave a message with the student’s first and last name, the caller’s first and last name including relation to the student, a good number to call back and the reason for the absence. Students are expected to attend all assigned classes each day. School staff will keep a record of absences and tardies to document a student’s excused absences.

Definition of Absence:
An absence is defined as when a student is not physically present on school grounds and is not participating in the following activities at an approved location:

- Instruction
- Any instruction-related activity
- Any other district or school approved activity regulated by an instructional/academic accountability system, such as participation in district-sponsored sports.

Students shall not be absent if they have been suspended, expelled, or emergency expelled and are receiving educational services or are enrolled in qualifying “course of study” activities.

A full-day absence is when a student is absent for fifty percent (50%) or more of their scheduled day. At the high school 3 missed class periods is equivalent to 1 full day absence. A school or school district shall not convert or combine tardies into absences that contribute to a truancy petition.

Attendance Policy:
Parents/guardians have the primary responsibility for keeping their student(s) in regular attendance and calling the Attendance Line when their student will be absent. Student absences must be cleared by a parent/guardian by note or phone call within three (72 hours) school days after the absence otherwise the absence will remain unexcused and considered a truancy. The computer phone system will attempt to call the home and leave a message as a reminder.

Excused Absences:
Students may be absent from class due to the following reasons listed below:

- Illness, health condition or medical appointment (including, but not limited to, medical, counseling, dental, optometry, pregnancy, and in-patient or out-patient treatment for chemical dependency or mental health) for the student or person for whom the student is legally responsible
- Family emergency, including, but not limited to, a death or illness in the family
- Religious or cultural purpose including observance of a religious or cultural holiday or participation in religious or cultural instruction
- Court, judicial proceeding, court-ordered activity or jury service
- Post-secondary, technical school or apprenticeship program visitation, or scholarship interview
- State-recognized search and rescue activities consistent with RCW 28A.225.055
- Absence directly related to the student’s homeless or foster case/dependency status
- Absences related to deployment activities of a parent or legal guardian who is an active duty member consistent with RCW 28A.705.010
• Absences due to suspensions, expulsions or emergency expulsions imposed pursuant to chapter 392-400 WAC if the student is not receiving educational services and is not enrolled in qualifying “course of study” activities as defined in WAC 392-121-107
• Absences due to student safety concerns, including absences related to threats, assaults, or bullying
• Absences due to a student’s migrant status
• An approved activity that is consistent with district policy and is mutually agreed upon by the principal or designee and a parent, guardian or emancipated youth

A school principal or designee has the authority to determine if an absence meets the above criteria for an excused absence.

• If an absence is excused, the student will be permitted to make up all missed assignments outside of class under reasonable conditions and time limits established by the appropriate teacher. In participation-type classes, a student’s grade may be affected because of the student’s inability to make up the activities conducted during a class period.
• An excused absence will be verified by a parent/guardian or an adult, emancipated or appropriately aged student, or school authority responsible for the absence. If attendance is taken electronically, either for a course conducted online or for students physically within the district, an absence will default to unexcused until such time as an excused absence may be verified by a parent or other responsible adult. If a student is to be released for health care related to family planning or abortion, the student may require that the district keep the information confidential. Students thirteen and older have the right to keep information about drug, alcohol or mental health treatment confidential. Students fourteen and older have the same confidentiality rights regarding HIV and sexually transmitted diseases.

Unexcused Absences:

• Any absence from school for the majority of hours or periods in an average school day is unexcused unless it meets one of the criteria above for an excused absence. At the High School, missing 3 class periods = 1 day of unexcused absence.
• As a means of instilling values of responsibility and personal accountability, a student whose absence is not excused will experience the consequences of his/her absence. A student’s grade may be affected if a graded activity or assignment occurs during the period of time when the student is absent.

BECCA Bill – Mandatory Attendance Law:
Washington’s truancy law, called the BECCA Bill, is intended to stop truancy before it impacts a student’s education. The BECCA Bill requires schools to take steps to eliminate or reduce a student’s absences through interventions and resources to assist families in keeping their child in school.
If a student receives an unexcused absence, the parent/guardian will be notified by the school. After three (3) unexcused absence days, a letter will be sent home notifying the parent/guardian of the absences as well as to request a conference with the parent/guardian and student. At this time, a risk assessment will be completed to eliminate/reduce the student’s absences.
After five (5) unexcused absences in a month, the student will be referred to the Community Attendance Review Board (CARB) held at EVHS. During this meeting, the student and parent/guardian will be asked to explain the circumstances surrounding the attendance issues. The board, in conjunction with the
student and his/her family, will generate an agreement as to how to resolve the student’s attendance issues.

After seven (7) unexcused absences in a month/ten (10) within a school year, the school may file a “Stay Petition,” notifying the Juvenile Court that the student is continuing to have difficulty with attendance and to schedule a hearing with a truancy commissioner to further assist the school in reducing the student’s unexcused absences. The student will be court ordered to attend school every period, every day, on time. Should the student not follow this order, a Contempt Motion will be filed by the school requiring the student and parent/guardian to appear again before the truancy commissioner for sanctions.

Pre-Arranged Absences:
Students who will be absent for an extended period of time (3 or more days) should complete the following steps:

- Obtain a Pre-Arranged Absence form from the Attendance Desk on the 2nd floor
- Fill out the form and present it to each teacher to complete
- Return the form to the Attendance Desk – a copy will be made and placed in the student’s file for reference if needed (student keeps the original after copy is made)

Early Dismissal/Late Arrival/Tardies:
Students must check in and out through the Attendance Desk if they arrive late or need to be dismissed early. Students will be given a pass to give to their teacher.

A tardy occurs when a student is late for class without a written note from the attendance secretary or phone/note verification from a staff member. An unexcused tardy that is ten minutes past the start of the period may result in an unexcused absence or truancy. Students with excessive tardies are subject to corrective action (see below):

1. Teacher marks in attendance book, verbal warning, documents
2. Teacher marks in attendance book, contacts parent/guardian, documents
3. Teacher marks in attendance book, contacts parent/guardian, referral for lunch detention
4. Teacher marks in attendance book, referral for lunch detention, meeting with administrator – contact parents/guardians
5. Teacher marks in attendance book, referral for lunch detention, meeting with administrator – parents/guardians conference
6. Teacher marks in attendance book, referral for In-School Intervention, meeting with administrator – team conference with parents/guardians

Forgery:
Students involved in forging notes or passes, or using the phone system to excuse their own or other students’ absences will be subject to corrective action and will be placed on the “No Note” list. Any subsequent absences will then be verified by the parent/guardian. Repeated offenses may result in school discipline.

Closed Campus:
EVHS is a closed campus for all students. Once students arrive on campus, they are to stay on campus for the entire school day unless they have been checked out by a parent/guardian. By 2:50 pm, all
students must be off campus or be under the supervision of an adult. Failure to comply with this policy will result in corrective action.

**Hall Passes:**
Each student must have a pass from his/her teacher to be out of class during instructional time. Students found out of class without a pass will be redirected back to class as a warning and if the behavior continues, the student will be referred to administration for corrective action.

**Illness at School:**
Students who become ill at school must report to the nurse’s office and are allowed to stay in that area until parents are contacted to pick them up. The nurse’s office is located on the 2nd floor near the business office.

**Homework Requests:**
All homework/classwork is available for all students via their Google classrooms. If a student is absent for more than three (3) consecutive days, please contact the Attendance Office for EVHS at (509) 241-5281, for additional information.
STUDENT EXPECTATIONS

Introduction: The purpose of this section is to outline basic behaviors expected of all students at East Valley High School. These regulations apply to all persons, spectators and visitors during school hours and at all school-sponsored activities/athletic events at home and away.

Assembly Expectations:
Attendance is required. Students are expected to be respectful, attentive, courteous and well-mannered at all times. Students will be dismissed for assemblies through an “All Call” over the intercom and are required to leave all personal items in the classroom during assemblies. Teachers are required to lock classroom doors and after the assembly, students will return to their previous classroom to pick up their belongings and go to their next scheduled location. Students who have pre-arranged with administration for non-participation will be located in Mrs. Jacobsen’s Room 121.

Student ID Card:
All students will be issued a school picture ID card. These are to be in the students’ possession at all times during school and at all school activities. Student ID cards must be presented to any school authority who requests to see it (including teachers, administrators, security officers, resource officers, bus drivers, etc.). Student ID cards will be delivered through the student’s advisory period. There is a $5.00 replacement fee for a lost/stolen card which can be purchased through the Business Office at EVHS.

Student Dress:
A student’s dress shall not:

- 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
- Imply gang membership or affiliation by written communication, marks, drawing, painting, design, emblem upon any school or personal property or one’s person
- Prevent, interfere with or adversely affect the purpose, direction, or effort required for the activity to achieve its goals

In addition to the above, the expectation for all students is pants above the waist, no midriff shirts, no spaghetti straps or see-thru shirts.

If a student’s dress is deemed inappropriate, administrators will request the student to change clothes or contact a parent/guardian to request a change of clothes for the student. If the student fails to follow this policy they may be subject to corrective action.

Administration reserves the right to modify or expand this list as needed.
Bus Conduct/Information:
School bus riding is a privilege, therefore, any misconduct by a student that is detrimental to the safety and welfare of any other student or to the safe operation of the school bus will be sufficient cause for discipline and/or suspension of bus riding privileges. Transportation administrators will notify school administrators and a parent/guardian when a citation is issued to their student. Depending on the severity of the conduct, students may also be subject to school discipline. If a student is suspended from bus privileges, they shall continue to fulfill all school attendance requirements and parents are then solely responsible for the transportation of their student to and from school.

All students attending East Valley Schools must meet the eligibility requirements for bus transportation prescribed by the district. Bus Route information is available by calling your neighborhood school or the district transportation office at (509) 241-5901. School closures are announced on local news stations or by calling (509) 242-SNOW.

Lunches: Students are expected to follow all posted signs in the cafeteria. It is also expected that students will appropriately clean up after themselves, which includes clearing all trash and trays from their tables and ensuring that reusable trays are cleared and placed in the appropriate storage rack.

Open Campus for Lunch:
11th and 12th grade students are allowed to leave campus during their scheduled lunchtime. Students will be expected to exit/enter from the front doors only. Students will be expected to provide their Student ID card upon exit from the building. Students are expected to retrieve their Student ID card as they return from being off campus. If weather or security conditions indicate a concern for student safety, administrators may suspend off-campus lunches until conditions improve. If a student is unable to observe the school policies and procedures, he/she will not be allowed to leave campus during lunch.

Self-Discipline:
Students should become familiar with school rules, regulations and policies and make every effort to abide by them at all times. Be courteous to those who teach you as well as to each other. Classroom expectations will be provided by each individual teacher at the beginning of each semester. School staff may send students to the administrative office for continued discipline offenses which may result in corrective action.

Intervention Policy:
Positive Behavioral Interventions and Supports (PBIS) will be utilized at East Valley High. Unless a student’s behavior warrants immediate removal from class with a referral to the office, the following procedure will be used for issues that merit discipline:

1st Level: Teacher will discuss the issue with the student and provide interventions within the classroom as needed.

2nd Level: Teacher will discuss the issue with the student and contact parents/guardians informing them of the behavior issue. Teacher should conference with the student and may assign classroom corrective action.
3rd Level: Teacher will contact an administrator regarding the student’s behavior, remove the student from the classroom, and complete a referral. Parents/Guardians will be contacted to discuss the behavior of the student and school discipline will be assigned.

4th Level: Teacher will contact an administrator, remove the student from the classroom, and complete a referral. An Administrator will meet with the student to discuss the issues, contact the parents/guardians, and assign school discipline.

Student Recognitions:
One of the ways that staff at EVHS recognize students is through our partnership with Partners Advancing Character Education (PACE). With the goal of bringing character to light by promoting the importance of good character through partnerships with schools, businesses, public agencies, residents, faith-based organizations and community service groups, each month students are recognized for demonstration the following traits:

★ September - Respect - Recognizing, considering and properly honoring the worth of one’s self and others
★ October - Responsibility - Being accountable, the pursuit of excellence, and the exercise of self-control
★ November - Citizenship - Positively contributing to society and community as well as dutifully respecting authority and the law
★ December - Caring - Showing a genuine concern for the welfare of others and being a kind, supportive helper
★ January - Fairness - Treating people and ideas with justice and impartiality
★ February - Honesty - Sincerity and reverence or love for the truth
★ March - Diligence - Persistence, dedication and hard work
★ April - Trustworthiness - Inspiring complete reliability and confidence in his/her truthfulness, integrity and discretion
★ May - Courage - Displaying integrity in spite of obstacles and challenges
★ June - Integrity - Living a set of values which includes honesty, respect for others and a sense of personal responsibility
★ July - Generosity - Unselfish giving and sharing of resources, time and talents with others
★ August - Gratitude - Feeling and expressing thankful appreciation for benefits received
Student Conduct:

EVSD believes in maintaining the safety of all students and staff while preserving the learning environment. In order to do so, school discipline will be utilized. We will first try to correct the student’s behavior using restorative practices then move toward school discipline based on the severity of the situation.

Students will be subject to school discipline when committing offenses or violations of rules as defined in written district policy and/or state and federal laws and regulations while on school property, at school-sponsored events and activities, in school vehicles or any other place while under the authority of school personnel or when the student’s conduct has an adverse effect on the educational process. This may include off-campus behavior which carries over to the school.

When considering the level of school discipline to be implemented, school authorities consider several factors including the student’s attitude, severity of the conduct, student’s intent, effect on other students/staff, safety of student and other students/staff, mitigating circumstances, and student’s discipline history. The District may also suspend students for one full year if a student acts with malice and displays an instrument that appears to be a firearm on public school property, transportation or other facility when being used exclusively by public schools (RCW 9.41.250, RCW 9.41.280).

Lunch Detention:
Students need to serve lunch detention as assigned by an administrator. Students will be notified of their lunch detention. After two reminders and the student still has not completed the lunch detention, an administrator will contact the parent/guardian to discuss next steps which may include additional lunch detention time or time in the reset room during the day.

Students must arrive promptly, bring materials for study, and maintain appropriate conduct. During this time, students may not sleep, use iPods, headphones, cell phones, etc.

Classroom Exclusions:
A student may be removed from the classroom for any portion of the school day for disrupting the educational process. The teacher or other school staff will first attempt one or more forms of discipline to support the student in meeting behavioral expectations unless the student is an imminent danger or a continued threat of substantial disruption. A student must be provided an opportunity to make up missed assignments and tests. Parents must be notified of the classroom exclusion as soon as reasonably possible.

Suspensions:
A suspension may be In-School, Short-Term or Long-Term. During any suspension, students will be allowed to get all school work and make up any quizzes or tests. During a short-term or long-term suspension, students are not allowed to attend any classes or school activities. In addition, a re-engagement meeting with the student, parents/guardians, and an administrator is required before the student may return to school.
Emergency Expulsions/Expulsions:
Students who are emergency expelled may not attend class until the emergency expulsion is converted to another form of discipline or rescinded. A re-engagement meeting with the student, parents/guardians, and an administrator is required. If a student is expelled, they are not permitted on the school campus and may not attend any extra-curricular activities.

Informal Conference:
Before any school discipline is administered, an informal conference with the student is required. The purpose of this conference is to hear the student’s perspective regarding the behavior violation. In addition, an administrator will provide the student with notice of the behavior violation, an explanation of the evidence, and an explanation of the discipline that may be administered. Following the conference, the student must be informed of the decision, including the start and end date of the school discipline. Students will be provided an opportunity to contact their parents/guardians when a short-term or in-school suspension is being considered. If a long-term suspension or expulsion is being considered, an administrator must make a reasonable attempt to contact the student’s parents/guardians to provide an opportunity for them to participate in the conference in person or via phone.

School Discipline Descriptions:
The following list contains common offenses and is not exclusive of other behaviors for which a student may be disciplined, up to and including expulsion and notification to non-school agencies.

Adherence to District Rules: A student shall obey the lawful instruction of school district personnel in a respectful and responsible manner.

Alteration of Records: A student shall not falsify, alter, or destroy any school record or any communication between school and home.

Arson: A student shall not intentionally set or attempt to set a fire or cause an explosion on any school district grounds. Emergency Expulsion - Referral to Law Enforcement.

Assault, Threats, or Abuse of District Personnel: A student shall not threaten, intentionally cause, or attempt to cause physical injury or interfere with the discharge of the official duties of district personnel by intimidation, force or violence. Emergency Expulsion – Threat Assessment and Referral to Law Enforcement.

Assault or Threats: A student shall not intentionally contact another person that would be harmful or offensive to an ordinary person who is not unduly sensitive; or act with unlawful force, with intent to inflict bodily injury or cause fear of such injury, even if no injury is inflicted. Emergency Expulsion – Threat Assessment and Referral to Law Enforcement.

Assault/Threats on Students (Grievous): A student shall not assault or threaten a person with intent to inflict substantial or great bodily harm or knowingly inflict substantial or great bodily harm by any means. Emergency Expulsion – Threat Assessment and Referral to Law Enforcement.
Bomb Threat: A student shall not falsely indicate verbally or in writing that a bomb or other incendiary device is on school property. *Emergency Expulsion – Includes Referral to Law Enforcement.*

Burglary: A student shall not enter school grounds with the intent to remove property or remove property which is not his/her own. *Emergency Expulsion - Includes Referral to Law Enforcement.*

Bus Conduct: A student shall follow all rules and regulations for all school district transportation. Transportation and/or school administrators may impose the denial of riding privileges.

Closed Campus/Restricted Areas: A student shall remain on school grounds and out of restricted areas from the time of arrival till the time students are excused.

Controlled Substances: A student shall not sell, distribute, possess or with the intent to distribute, allege to possess, use or be under the influence of any alcoholic beverages, illegal drugs, inhalants, unauthorized or controlled substances, prescription and/or over-the-counter medications or in the possession of drug paraphernalia. *Emergency Expulsion – Includes Referral to Law Enforcement.*

Defiance: A student shall not be disrespectful or defy (verbally or nonverbally) the lawful instructions of school personnel or policies. *Emergency Expulsion if incident involves refusal/interference of a search.*

Disruptive Behavior: A student shall not exhibit conduct, which materially and substantially interferes with the educational process.

Public Display of Affection: A student shall not physically display affection-oriented behavior at school, on transportation or during school-sponsored activities or events.

Extortion/Blackmail/Coercion: A student shall not frighten with threats or attempt to obtain power, money, services, or property from another using force, fear or threat.

False Alarm: Fire alarms and 911 calls are for emergency purposes only. *Emergency Expulsion – Includes Referral to Law Enforcement.*

Firearms, Air Gun, Dangerous Weapons and Explosives: Unauthorized use or possession of any object that is or reasonably can be considered or viewed as a firearm, air gun, dangerous weapon, or explosive; students carrying dangerous weapons other than firearms and including nunchaku sticks, throwing stars, air guns, including air pistol or air rifle, may be expelled or subject to other disciplinary action. Law enforcement will be notified. (RCW 9.41.250, RCW 9.41.280). *Emergency Expulsion - Includes Referral to Law Enforcement.*

Fireworks: A student shall not possess, transmit, use, distribute or sell firecrackers or other fireworks on school property or at school activities.

Gambling: A student shall not play cards, dice, or games of chance for money or other things of value.

Gangs: A student shall not knowingly engage in gang and/or gang-like activities on school property or during school events/activities. *Emergency Expulsion – Includes Referral to Law Enforcement.*
**Harassment, Intimidation, Bullying:** Any intentional written, verbal, electronically transmitted messages or images or physical act motivated by any characteristic in RCW 28A.300.285, or any other distinguishing characteristic that substantially disrupts the orderly operation of the school.

**Harassment, Sexual—Students/Adults:** A student shall not sexually harass another student or an adult. Sexual harassment means unwelcome sexual advances, requests for sexual favors, sexually motivated physical contact or other’s verbal or physical conduct or communication of a sexual nature between two or more individuals.

**Indecent Liberties/Exposure:** A student shall not take indecent liberties with another student or intentionally make any open and obscene exposure of self or others.

**Lewd Conduct:** A student shall not display behavior that is indecent or obscene. A student shall not knowingly possess, disseminate, exchange, etc. printed matter of acts of sexually explicit conduct e.g., body parts normally covered by underwear. Law enforcement may be notified.

**Malicious Mischief/Vandalism:** A student shall not intentionally cause damage to any school district, contractor, school employee, or another student’s property. Restitution for the cost of repair/replacement shall be the responsibility of the student and/or his/her parent/guardian. 

*Emergency Expulsion – Includes Referral to Law Enforcement*

**Misrepresentation:** A student shall not deliberately make untruthful statements with the knowledge that they are untrue and with the intent to deceive including aiding and/or abetting others in a misrepresentation. Lying, fraudulently using verbally or in writing the name of another person, or falsifying times, dates, grades, addresses or other dates is prohibited.

**Obscenity, Profanity and Vulgarity:** Students shall not use obscene, vulgar, or profane language, writings, pictures, or make such signs or acts, including on computer terminals.

**Participating in an Incident:** A student shall not participate in an incident by inciting or encouraging misconduct or by being a spectator who is actively inciting or encouraging such conduct by words, actions, or presence.

**Possession of Stolen Property:** A student shall not knowingly receive, retain, possess, conceal, or dispose of stolen property.

**Robbery:** A student shall not take another’s property by force or threat of force. *Emergency Expulsion – Includes Referral to Law Enforcement.*

**Technology Misuse:** A student shall abide by the Internet/Network Usage Agreement, see the [Student and Parent Mobile Device Handbook](#) for more information.

**Theft:** A student shall not unlawfully remove school or others' personal property. *Emergency Expulsion – Includes Referral to Law Enforcement.*
**Tobacco Products:** A student, including those of legal age, shall not possess, use, transmit, sell, or distribute tobacco products on school property, including but not limited to parking lots, sports fields, etc. Tobacco includes cigarettes, chewing tobacco, cigars, snuff, smoking tobacco, smokeless tobacco, and any other tobacco innovation.

**Trespass/Loitering:** A student shall not enter or remain unlawfully in school buildings or on any part of school grounds.

**Vape Devices, E-Juice, and E-Liquid:** A student shall not possess, use, transmit, sell, or distribute vapor devices, e-juice and/or e-liquid on school property.

**Violence with/without Major Injury:** Students shall not participate in mutual physical contact involving anger or hostility. Students who provoke other students to fight will also be disciplined. This includes students watching the fight, cheering on students they see fighting, filming a fight or pressuring another student to fight. If a student sees a fight about to erupt or is in progress, the student should find a staff member or adult to help. *Short Term Suspension (1-10 days).*

**Weapons/Dangerous Items:** A student shall not possess, transmit or use items that are used as weapons, or in a threatening manner, that are not legally defined as “dangerous weapons” in RCW 9.41.250 and RCW 9.41.280 (knife, lead pipe, laser, etc.). *Emergency Expulsion – Includes Referral to Law Enforcement.*
STUDENT RIGHTS

The opportunity to receive an education is a basic right of all students. The conduct of one student cannot impair the rights of other students. Consequences imposed for student misconduct must be fairly administered to protect all students’ rights to an education. East Valley School District promotes in all students a sense of civic rights and responsibilities. Therefore, the Board of Directors has adopted policies related to student conduct. These rules and regulations govern the rights and responsibilities of students, teachers and administrators and are outlined in the following pages. East Valley School District’s policies and procedures concerning student rights and responsibilities (behavior, attendance, discipline, etc.) are available from each school principal and can also be viewed on the district website at www.evsd.org. Policy Series 3000/Students.

Freedom of Expression, Student Publications, Distribution of Materials: The free expression of student opinion is an important part of education in a democratic society. Students’ verbal and written expression of opinion on school premises is to be encouraged so long as it does not substantially disrupt the operation of the school. Students are expressly prohibited from the use of vulgar and/or offensive terms in classroom or assembly settings. Please refer to Board Policy 3220 for information pertaining to Student Publications and Distribution of Materials.

Freedom of Assembly: Individual students and student organizations may meet in school rooms or auditoriums, or at outdoor locations on school grounds, to discuss, pass resolutions and take other lawful action respecting any matter which directly concerns or affects them, whether it relates to school or not. Such activities shall not be permitted to interfere with normal operation of the school. Reference Board Policy 3223 Freedom of Assembly.

Harassment: The district is committed to a safe and civil educational environment for all students, employees, parents/legal guardians, volunteers and community members that is free from harassment, intimidation or bullying. Harassment, intimidation or bullying means any intentional electronic, written, verbal or physical act, including but not limited to one shown to be motivated by race, creed, religion, color, national origin, honorably discharged veteran or military status, sex, sexual orientation including gender expression or identity, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal by a person with a disability, when the act physically harms a student or person, or damages their property, has the effect of substantially interfering with a student’s education, is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment, or has the effect of substantially disrupting the orderly operation of the school. Complaints regarding harassment, intimidation or bullying are addressed through Policy and Procedure No. 3207. Individuals who believe they have been the victim of harassment, intimidation or bullying, or know of such an incident, may report these incidents verbally or in writing to any staff member, school administrator or compliance officer. Complaint forms are available at each school site, and if not resolved following an investigation, the staff member will forward the complaint to Jane Stencil, the District Compliance Officer, for further investigation.
Sexual Harassment:
Sexual harassment is unwelcome conduct or communication of a sexual nature. Sexual harassment can occur adult to student, student to student or can be carried out by a group of students or adults and will be investigated by the District even if the alleged harasser is not a part of the school staff or student body. The district prohibits sexual harassment of students by other students, employees or third parties involved in school district activities.

Under federal and state law, the term “sexual harassment” may include:
- Acts of sexual violence;
- Unwelcome sexual or gender-directed conduct or communication that interferes with an individual’s educational performance or creates an intimidating, hostile, or offensive environment;
- Unwelcome sexual advances;
- Unwelcome requests for sexual favors;
- Sexual demands when submission is a stated or implied condition of obtaining an educational benefit;
- Sexual demands where submission or rejection is a factor in an academic, or other school-related decision affecting an individual.

How do I report Sexual Harassment?
Individuals who believe they have been the victim of sexual harassment, or who know of such an incident, may report these incidents verbally or in writing to any staff member, school administrator or the District Title IX Officer, Brian Talbott, 509-241-5003, talbottb@ebsd.org Formal and informal procedures for reporting, receiving, investigating and resolving complaints or reports of sexual harassment are described in school board procedures 3205.

Student Privacy: A student is subject to search by district staff if reasonable grounds exist to suspect that evidence of a violation of the law or school rules will be uncovered. School staff shall report a student's suspicious activity to the principal prior to initiating a search, except in emergency situations. A search is required when there are reasonable grounds to suspect a student has a firearm on school grounds, transportation or at school events. Reasonable grounds must be established and include identifying the student’s suspicious conduct, behavior or activity; the source of the information; and the reliability of the source of the information. Additionally, if suspicion is confirmed, is the conduct, behavior or activity a violation of the law or school rules and is the student likely to possess or have concealed any item, material, or substance which is itself prohibited or which would be evidence of a violation of the law or a school rule?

If reasonable grounds exist to search a student’s clothing, personal effects, desk, locker, assigned storage area or automobile, the search will be conducted as follows:
- If evidence of criminal activity is suspected to be present, and prosecution by civil authorities will be recommended if confirmed by the search, consult law enforcement officials regarding the appropriateness of a search by a law enforcement officer.
- If evidence of violation of a school rule is suspected, and if confirmed by the search will be handled solely as a student discipline action, proceed to search by asking the student to remove all items from pockets, purses, handbags, backpacks, gym bags, etc.
• If the student refuses to cooperate in a personal search, the student should be held until the student's parent or guardian is available to consent to the search. If a parent or guardian cannot be reached in a reasonable time, the principal or designee may conduct the search without the student's consent.

**Locker Searches:**
Lockers, desks, and storage areas are the property of the school district. When assigned a locker, desk, or storage area, a student shall be responsible for its proper care. A student may be subject to a fine for any willful damage to school property. Students are encouraged to keep their assigned lockers closed and locked. A student's locker, desk, or storage area may be searched by district staff if reasonable grounds exist to suspect that evidence of a violation of the law or school rules will be uncovered. School staff shall report a student's suspicious activity to the principal prior to initiating a search, except in emergency situations when the risk of harm to students or staff demands immediate action.

**Non Discrimination:**
East Valley School District 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: Title IX Coordinator: Brian Talbott, talbottb@evsd.org; ADA/Civil Rights Compliance Coordinator: Jane Stencel, stencelj@evsd.org; Section 504 Coordinator: Heather Awbery, awberyh@evsd.org.
STUDENT SAFETY

Accidents:
Every accident in the school building, on the school grounds, at practice sessions, or at any athletic event sponsored by the school must be reported immediately to the person in charge. An accident report must be filled out and returned to the Administrative Office at EVHS. You are responsible for requesting an insurance claim form.

First Aid:
School personnel are trained to handle first aid for minor injuries. If a serious injury or illness occurs, parents/guardians will be notified immediately. If a parent/guardian cannot be reached and emergency treatment is needed, the student will be taken by ambulance to a hospital. Please make sure emergency numbers are on file.

Harassment, Intimidation, and Bullying:
In order to ensure respect and prevent harm, it is a violation of district operational procedure (3207) for a student to be harassed, intimidated or bullied by others in the school community, at school-sponsored events, or when such actions create a substantial disruption to the educational process. The school community includes all students, school employees, school board members, contractors, unpaid volunteers, families, patrons and other visitors. Student(s) will not be harassed, intimidated or bullied because of their race, color, religion, ancestry, national origin, gender, sexual orientation, including gender expression or identity, mental or physical disability, or other distinguishing characteristics.

“Harassment, intimidation or bullying” means any intentional electronic, written, verbal or physical act that:
- physically harms a student or damages the student’s property;
- has the effect of substantially interfering with a student’s education;
- is so severe, persistent or pervasive that it creates an intimidating or threatening educational environment;
- and/or has the effect of substantially disrupting the orderly operation of the school.

How to prevent being a target:
Learn how to speak out and stick up for yourself:
If it feels safe, look the bully in the eye and say strongly and calmly, ‘Leave me alone.’
Walk (don’t run) away from the bully.
Running away may strengthen a feeling of power in the bully.
Tell an adult about the experience. If you see another student being bullied, seek help from an adult right away.
Stay near adults and other kids. Most bullying occurs when adults are not around. Stay away from places where bullying occurs.

How to report bullying:
If you see someone being bullied, tell someone you trust. You can report bullying to any school staff member or the District Compliance Officer: Jane Stencil, (509) 241-5025. Reports can be filed anonymously. Complaints regarding harassment, intimidation or bullying are addressed through Policy and Procedure No. 3207. Individuals who believe they have been the victim of harassment, intimidation or bullying, or know of such an incident, may report these incidents verbally or in writing to any staff.
member, school administrator or compliance officer. Complaint forms are available at each school site, and if not resolved following an investigation, the staff member will forward the complaint to Jane Stencel, the District Compliance Officer, for further investigation.

Life Threatening Health Conditions:
Washington State Law (RCW 28.10 Section 1) requires that all students with life threatening health conditions have the needed medical orders, medication/equipment and a nursing care plan on file and in place prior to the child attending school. Forms can be found in the nurse’s office.

Medication:
Students may have an illness that does not prevent them from attending school but does require medication during the school day.

Students are not allowed to self-administer any medications during the school day, pursuant to the State of Washington laws. High school students can self-administer over-the-counter medications with a written request by a parent/guardian and with approval of the principal and/or school nurse. All medication forms may be obtained from the school nurse’s office. Administration of oral medications by school personnel may be provided if the following criteria are met:

1. An authorization form must be completed by the student’s physician
2. The medication must be brought to school by the parent/student in the original container/package
3. Permission to dispense medication must be renewed annually
4. Please inquire at the nurse’s station, located in the student service area, for more information and forms

Elevators:
The school elevators are for students who may need assistance due to physical handicap or disability. If a student develops a health condition that restricts school activities, such as broken bones, sprains, or other short-term disabilities, the attendance office and student’s counselor should be notified immediately, followed by written instructions from the doctor. The student requiring elevator access may have one classmate accompany them in the elevator to assist with carrying school materials. This student needs to be designated in advance and the attendance office notified.
GENERAL INFORMATION

Book Fines:
Students are responsible for the care and return of all books. At the time of check out, if the student finds that a book has been damaged, the book needs to be returned the same day for repair or the student will be charged for the damage. Fees vary depending on the severity of the damage.

Breakfast, Lunch, Food/Drink Policy:
Breakfast and lunch are free to all students for the 2022/23 school year.

* EVSD is still encouraging families to fill out the free/reduced lunch application for the year as it may qualify families for additional programs and fee waivers in class fees, testing and other school participation costs. Our Nutrition Services Department will be sending more information to families in the mail.

Food and drink are to be consumed in the non-carpeted areas of the school. Water in clear water bottles is acceptable in "no food or drink" areas. Students are responsible for the cleanliness of the table or the place at which he/she eats and for the surrounding area. Trays and silverware should be returned to the dishwashing area after use.

Business Office:
The Business Office is open to students before and after school, during lunch, and all passing time between classes. The Business Office handles all school district funds from such organizations as athletics, clubs, ASB, books, band, orchestra, choir, etc. Students can also deposit lunch account monies, pay fees and fines, purchase ASB Cards, yearbooks, t-shirts, etc. from the Business Office. If you have any questions, please contact the Business Office at 241-5283 or 241-5284.

Cell Phone and Electronic Device Use:
Cell phone usage by students may not interrupt teaching and learning. Therefore, no cell phones may be on during class time without teacher permission. Cell phones may be used before school, during passing times, at lunch, after school or when allowed by a teacher. Each teacher may have expectations regarding cell phone use. Infractions for their classroom may include the collection/holding of a phone for a class period or the phone being taken to administration. Corrective action may be administered and the phone owner's parent/guardian may need to contact the Student Services Administrator to make arrangements for the parent/guardian to pick up the phone from the administration office for continued violations of classroom/teacher expectations.

Dances:
EVHS hosts date dances throughout the school year. EVHS Student ID is required with a ticket for admission to all dances. Students wishing to bring a guest to one of the date dances must complete a dance form available in the Business Office. The deadline for turning in the form is one week prior to the scheduled dance. Guests must be between 9th grade and 20 years old. Prom is for EVHS juniors and seniors only. Underclassmen may attend as a date of a junior or senior only.
All school policies must be followed as any violations will be handled through corrective action. Students are to refrain from dancing in a sexual nature and those who exhibit inappropriate dancing behaviors during a dance will be asked to leave without a refund. Students will also not be re-admitted to a dance after leaving the assigned area.

**Deliveries/Messages to Students:**
We try to keep interruptions to a minimum therefore, items and messages will be delivered to students during class only if it is an emergency. All other messages will be given to the student between classes. **Food cannot be delivered to students during the school day by food delivery establishments, including but not limited to Uber Eats, DoorDash or GrubHub.** Please remember that only parents and immediate family members in the computer system can deliver food to students during the school day. This is to better ensure the security of the school as well as to minimize disruptions to the school day. Food delivered to students by outside delivery companies will be confiscated.

**Fees:**
Fees may be paid at the business office before school, at passing times, during lunch, or after school. The business office is located in the student services area. All student fees need to be cleared before the student may participate in any EVHS sport or have his/her transcript released. Typical fees include purchasing an ASB Card, a yearbook, a parking pass, etc. Students will automatically be charged a fee if they are scheduled for an Art/Ceramics, Materials (Wood/Metal Shop) or Sewing class.

*EVSD is still encouraging families to fill out and return the family income survey for the year as it may qualify families for additional programs and fee waivers in class fees, testing and other school participation costs. The form is on the last page of this handbook.*

**Library:**
Library hours are from 7:30 a.m. until 2:30 p.m. Students can use the library for reference work, leisure reading of books, magazines, and newspapers, as well as book checkout and return. All library books and periodicals can be checked out for two weeks while reference books may only be checked out overnight.

**Lockers:**
All lockers are the property of EVSD. Students can request a locker using the Locker request form in their grade level Uknighed Google Classroom. Students are responsible for the contents/condition of the locker. The school is not responsible for misplaced/stolen items. Lockers will not be shared by two or more students. Locks are provided by the school. Each athlete/P.E. student will be assigned to a P.E. locker. Long lockers will only be assigned to athletes during their sport season.

**Loss or Damage of Property, Lost & Found:**
A student is responsible for the cost of school property that is lost or damaged. A student’s grades, transcript, and diploma may be withheld until restitution is made. The student may appeal the imposition of the charge of damages to the principal in accordance with due process policies.

Unfortunately, incidents do occur which can result in the loss or damage of personal property owned by or in the possession of a student. Please remember that EVHS cannot be responsible for loss or damage to personal property brought to school by students. Any personal belongings brought to school are at the student’s own risk. If the value of the item is such that you cannot afford its loss, please make
certain it is not an item that is brought to school. The school does not assume liability for lost or stolen articles.

If you have lost or found an item, contact the EVHS Reception Desk at 241-5000 or the Security Officer at 241-5171 immediately. The staff will assist you in locating your lost item or will provide you a location to drop off the found item.

Parking:
Students may drive automobiles to and from school. They may not drive during the school day without consent of their parent/guardian and the principal. Students may not transport other students during the school day unless consent has been granted by the student’s parent and is on file at the school. Student parking will be on a first-come-first-served basis with no assigned spots. Students may park in the lot in front of the high school or in the West parking lot. Parking in any other lot, other than the gravel lot by the tennis courts, or in Visitor Parking spots is not permitted.

A student may use the designated student parking lots subject to the following conditions:
1. A student must register the car in the Business Office and provide proof of a valid Washington driver’s license (see below – parking pass).
2. Students may not occupy a vehicle during the school day.
3. Possession of alcoholic beverages, illegal chemical substances or opiates, firearms or a dangerous weapon shall also extend to a student’s vehicle.
4. A student who does not conform to the above rules of conduct shall be subject to corrective action and may have his/her parking privileges revoked.
5. Students will drive safely and courteously at all times and park in assigned areas.
6. Students loitering in the parking lot during school hours, including lunch time, may forfeit on-campus parking privileges.

Parking Pass Information:
1. Complete the parking pass form and pay the $10.00 fee at the business office.
2. Upon receipt of the signed contract and payment, a student’s car will be registered and issued a parking pass to be placed on the rear-view mirror facing out. This hanger must be displayed while parked on campus.
3. The student parking lot is open Monday – Friday from 6:30 a.m. to 2:30 p.m. only.
4. The lot will be checked daily for cars without parking passes. School security may issue citations to owners of those vehicles without a parking pass ($15.00 fee - $10 will go to a parking pass, $5.00 fee)
5. Parking in disabled, staff, visitor, sheriff, fire lane or any other unauthorized spaces will result in fines and/or towing.
6. The bus zone in front of the school is for buses only.

Skyward:
EVHS utilizes Skyward as an online student information system to provide real-time access to a student’s schedule, attendance and grades. Skyward is Internet-based so you can login from any place you have Internet access. Incoming 9th graders will use the same username and password created during middle school. If you have lost your password, please stop by the library or contact them at 241-5166.
Visitors:
The school only accepts adult visitors who have legitimate business at the school. Visitors are expected to enter through the main entrance and obtain a Visitor’s Badge at the Reception Desk. When business is completed, the visitor should return the badge to the Reception Desk and promptly leave the campus through the main entrance. Guests or visitors of students are not allowed at school.

Wheels on Campus:
EVHS does not allow any wheels on the school campus. Skateboards, roller blades, roller skates, etc. that are used for transportation to and from EVHS will need to be stored in the student’s locker during the entire school day. Bikes will need to be walked while on campus and stored at one of the bike racks located on the campus.
EVSD has over 40 clubs and activities that are school sponsored and supported. We encourage students to participate in multiple activities that fulfill their interests and develop their citizenship, school spirit and well-being. Please see the list below showing our clubs and activities and the staff member to contact for participation:

<table>
<thead>
<tr>
<th>Club/Activities</th>
<th>Contact</th>
<th>Athletics</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASB Leadership</td>
<td>Brenda Gaver</td>
<td>Baseball</td>
<td>Justin Sinn</td>
</tr>
<tr>
<td>ASL Club</td>
<td>Travis Neves</td>
<td>Basketball (Boys)</td>
<td>Ty Fowler</td>
</tr>
<tr>
<td>Marching Band</td>
<td>Garry LaPlante</td>
<td>Basketball (Girls)</td>
<td>James Henry</td>
</tr>
<tr>
<td>CHAOS</td>
<td>Tammy Hovren</td>
<td>Cross Country (Boys)</td>
<td>Brandon Blize</td>
</tr>
<tr>
<td>Cheerleading</td>
<td>Maria Panzeri</td>
<td>Cross Country (Girls)</td>
<td>Lauren Bergam</td>
</tr>
<tr>
<td>Strolling Strings</td>
<td>Kit Lane</td>
<td>Fast-Pitch Softball</td>
<td>Kelli Peckham</td>
</tr>
<tr>
<td>Debate</td>
<td>Kelli Hennessey</td>
<td>Football</td>
<td>Tom Griggs</td>
</tr>
<tr>
<td>DECA</td>
<td>Nicole Talbert</td>
<td>Golf (Boys)</td>
<td>Adam Fisher</td>
</tr>
<tr>
<td>Drama Club</td>
<td>TBD</td>
<td>Golf (Girls)</td>
<td>TBD</td>
</tr>
<tr>
<td>FBLA</td>
<td>Bret Kiefer</td>
<td>Slow-Pitch Softball</td>
<td>Ashley Doyle</td>
</tr>
<tr>
<td>FFA</td>
<td>Leah Lucero</td>
<td>Soccer (Boys)</td>
<td>Logan Georgeadis</td>
</tr>
<tr>
<td>GSA</td>
<td>Avery Mead</td>
<td>Soccer (Girls)</td>
<td>Rick Robles</td>
</tr>
<tr>
<td>Link Crew</td>
<td>Debbie Hill</td>
<td>Tennis (Boys)</td>
<td>Kevin Trim</td>
</tr>
<tr>
<td>Honor Society</td>
<td>Matt Stewart</td>
<td>Tennis (Girls)</td>
<td>Tom Griner</td>
</tr>
<tr>
<td>Key Club</td>
<td>Mariah Nepean</td>
<td>Track (Boys)</td>
<td>Brandon Blize</td>
</tr>
<tr>
<td>History Bowl</td>
<td>Lori Jacobsen</td>
<td>Track (Girls)</td>
<td>Shane Toy</td>
</tr>
<tr>
<td>Knowledge Bowl</td>
<td>Lori Jacobsen</td>
<td>Volleyball</td>
<td>Chad Coupland</td>
</tr>
<tr>
<td>Skills USA</td>
<td>TBD</td>
<td>Wrestling</td>
<td>Tim Ervin</td>
</tr>
<tr>
<td>Knight Writers</td>
<td>Lissa Humphreys</td>
<td>TBD</td>
<td>Keith Larson</td>
</tr>
<tr>
<td>Spanish Club</td>
<td>Jessica Ruiz</td>
<td>TBD</td>
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<tr>
<td>Freshman Class</td>
<td>Georgina Redmond</td>
<td>TBD</td>
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<tr>
<td>Sophomore Class</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Junior Class</td>
<td>Debbie Hill</td>
<td>TBD</td>
<td></td>
</tr>
<tr>
<td>Senior Class</td>
<td>Lori Merkel</td>
<td>TBD</td>
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</tbody>
</table>
Eligibility:
Student activities may include any club, sport, or organization which is an extension of the school day or classroom and sponsored by the ASB. If a student is interested in participating they should contact the Athletic Director at (509) 241-5279 or stop by the Activities/Athletics office on the second floor. Participation in these activities is a privilege, therefore students must meet the following eligibility requirements to participate:

1. The student is under 20 years of age prior to the beginning of the sport season
2. The student has passing grades in at least five full-time subjects
3. The parents/guardian are residents of the attendance area and the student has been in attendance the previous semester
4. The student and parents have completed all forms in FinalForms and has a current physical examination on file at EVHS. By signing these documents, the student agrees to not use, provide others, or possess a controlled substance or illicit drug, and cannot have violated the school’s policies on alcohol, tobacco, or social media
5. The student has purchased an ASB Card. If you qualify for free or reduced-price meals you may be eligible for decreased/waived fees for extracurricular school programs. Completion of the Consent to Share form or Financial Survey is needed in order to decrease or waive fees.

Conduct Violation:
Conduct in violation of the rules and regulations may be the basis for discipline, suspension, or expulsion from curricular subjects and/or activities. A student removed from an activity/sport shall be entitled to use the appeal process for discipline action as outlined in School Board Policy 2151. This request must be in written form and within five (5) school days of the disciplinary action. Falsifying signatures on any required activity forms will be cause for loss of eligibility for that activity season.

Equipment Responsibility:
Students are responsible for all equipment that has been checked out to them by their coach/advisor. Students who fail to return equipment to their coach/advisor at the end of the sport season will be subject to a fine. Unresolved fees and fines may jeopardize the student’s right to participate in other sports or activities.
2022-23 Family Income Survey

Dear Parent/Guardian:

Schools receive certain federal and state funding (Learning Assistance Program, teacher incentives, etc.) based on the number of children from households that are at or below the federal poverty level. This Family Income Survey provides your child’s school a way to collect household income information. This information makes sure your child’s school receives the full amount of federal and state funding and makes sure your child receives services they are entitled to when free/reduced price applications are not collected.

It is important that you complete this survey. Please complete and return this form to EVSD Nutrition Services Department - 22300 E Wellesley Avenue, Otis Orchards, WA 99027 or to your student’s school.

Part 1. ELIGIBILITY: Figure out your total household income. Then look at the income chart below. Find your household size. If your total household income is equal to or less than the amount listed for your household size, check the box.

Income Chart
Effective from July 1, 2022 through June 30, 2023

<table>
<thead>
<tr>
<th>Check box that applies</th>
<th>Household Size</th>
<th>How Often Payment is Received</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Annual</td>
</tr>
<tr>
<td>1</td>
<td></td>
<td>$25,142</td>
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<tr>
<td>2</td>
<td></td>
<td>$33,874</td>
</tr>
<tr>
<td>3</td>
<td></td>
<td>$42,606</td>
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<tr>
<td>4</td>
<td></td>
<td>$51,338</td>
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<tr>
<td>5</td>
<td></td>
<td>$60,070</td>
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<tr>
<td>6</td>
<td></td>
<td>$68,802</td>
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<tr>
<td>7</td>
<td></td>
<td>$77,534</td>
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<tr>
<td>8</td>
<td></td>
<td>$86,266</td>
</tr>
</tbody>
</table>

For each additional household member:

|                          |               | $8,732 | $728    | $364           | $336          | $168   |

HOUSEHOLD is defined as all persons, including parents, children, grandparents, and all people related or unrelated who live in your home and share living expenses. If you’re applying for a household with a foster child, you may include the foster child in the total household size.

HOUSEHOLD INCOME is considered to be any taxable income each household member received before taxes. This includes wages, social security, pension, unemployment, welfare, child support, alimony, and any other cash income. If including a foster child as part of the household, you must also include the foster child’s personal income. Do not count foster payments as income.
**2022-23 Family Income Survey**

**Part 2. STUDENTS:** Please fill in the following information for all children living with you that are attending school.

<table>
<thead>
<tr>
<th>Student’s Last Name</th>
<th>Student’s First Name</th>
<th>MI</th>
<th>Date of Birth</th>
<th>School</th>
<th>Grade</th>
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</table>

**Part 3. SIGNATURE:** I certify (promise) that all information on this application is true and that all income is reported. I understand that the school will get state and federal funds based on the information I give. I understand that school officials may verify (check) this information. I understand if I purposely give false information that I may be prosecuted. I understand my child’s status may be shared with other programs/agencies as allowed by law.

Signature: ___________________________ Print Name: ___________________________

Date: _______________ Phone: _______________ Email: ___________________________

Address: __________________________________ City: _______________ State: ___ Zip: _____

OSPI provides equal access to all programs and services without discrimination based on sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual orientation, gender expression, gender identity, disability, or the use of a trained dog guide or service animal by a person with a disability. Questions and complaints of alleged discrimination should be directed to the Director of the Office of Equity and Civil Rights at 360-725-6162/TTY: 360-664-3631; or P.O. Box 47200, Olympia, WA 98504-7200; or equity@k12.wa.us.
Consent to Share Child Nutrition Program Eligibility Information

If you qualify for free or reduced-price meals, you may be eligible for decreased/waived fees to participate in other school programs. Answering yes or no will not affect your child’s eligibility for free or reduced-price meals, or milk. Your answer authorizes release of name and eligibility status only, no other information or demographics is allowed to be shared. Individuals or programs receiving the information you authorize for release on this form will not share the information with any other entity or program. This information will be utilized to determine your access to decreased/waived fees for extra-curricular school programs. Your consent to share this information expires at the end of each school year. If you wish to change your consent before the end of the school year, please notify the East Valley School District (Spokane) Nutrition Services Office at (509) 241-5905.

Do you consent to share Child Nutrition Program eligibility information?

☐ Yes

☐ No

Students Name: (please print): ____________________________________________

Parent/Guardian Signature: ______________________________________________

Date: ____________________________

This institution is an equal opportunity provider.
Dear Parent/Guardian,

This year, East Valley High School is making a special effort to ensure that all students fully benefit from their education by attending school regularly. Attending school regularly helps children feel better about school—and themselves. Your student can start building this habit in preschool, so they learn right away that going to school on time, every day is important. Consistent attendance will help children do well in high school, college, and at work.

**DID YOU KNOW?**
- Starting in kindergarten, too many absences (excused and unexcused) can cause children to fall behind in school.
- Missing 10 percent (or about 18 days) increases the chance that your student will not read or master math at the same level as their peers.
- Students can still fall behind if they miss just a day or two days every few weeks.
- Being late to school may lead to poor attendance.
- Absences can affect the whole classroom if the teacher has to slow down learning to help children catch up.
- By 6th grade, absenteeism is one of three signs that a student may drop out of high school.
- By being present at school, your child learns valuable social skills and has the opportunity to develop meaningful relationships with other students and school staff.
- Absences can be a sign that a student is losing interest in school, struggling with schoolwork, dealing with a bully or facing some other potentially serious difficulty.
- By 9th grade, regular and high attendance is a better predictor of graduation rates than 8th grade test scores.

**WHAT WE NEED FROM YOU**
We miss your student when they are gone, and we value their contributions to our school. We would like you to help ensure that your student attends regularly and is successful in school. If your student is going to be absent, please contact Teddi Johnson at (509) 241-5281 or by email at johnson@esvd.org. If the secretary is unavailable when you call, please feel free to leave a message with the student’s first and last name, the caller’s first and last name including relation to the student, a good number to call back and the reason for the absence.

**OUR PROMISE TO YOU**
We know that there are a wide variety of reasons that students are absent from school, from health concerns to transportation challenges. There are many people in our building prepared to help you if you or your student face challenges in getting to school regularly or on time. We promise to track attendance daily, to notice when your student is missing from class, communicate with you to understand why they were absent, and to identify barriers and supports available to overcome challenges you may face in helping your student attend school.

**SCHOOL POLICIES AND STATE LAWS**
It is important that you understand our school policies and procedures, as well as Washington State Law, to ensure your child is successful in school. State law for mandatory attendance, called the Becca Bill, requires children from age 8 to 17 to attend a public school, private school, or a district-approved home school program. Children that are 6- or 7-years-old are not required to be enrolled in school. However, if parents enroll their 6- or 7-year-old, the student must attend full-time. Youth who are 16 or older may be excused from attending public school if they meet certain requirements.


We, the school, are required to take daily attendance and notify you when your student has an unexcused absence.

If your student has two unexcused absences in one month, state law (RCW 28A.225.020) requires we schedule a conference with you and your student to identify the barriers and supports available to ensure regular attendance. The district is obligated to develop a plan that may require an assessment to determine how to best meet the needs of your student and reduce absenteeism.

In high school after five excused absences in any month, or ten or more excused absences in the school year, the school district is required to contact you to schedule a conference at a mutually agreeable, reasonable time with at least one district employee, to identify the barriers and supports available to you and your student. A conference is not required if your student has provided a

Portions of this letter are attributable to Attendance Works http://www.attendanceworks.org/
doctor’s note, or pre-arranged the absence in writing, and the parent, student and school have made a plan so your student does not fall behind academically. If your student has an Individualized Education Plan or a 504 Plan the team that created the plan needs to reconvene.

If your student has seven unexcused absences in any month or ten unexcused absences within the school year, we are required to file a petition with the Juvenile court, alleging a violation of RCW 28A.225.010, the mandatory attendance laws. The petition may be automatically stayed, and your student and family may be referred to a Community Truancy Board, or you and your student may need to appear in Juvenile Court. If your student continues to be truant, you may need to go to court.

At East Valley High School, we have established the following rules on attendance that will help you ensure your student is attending regularly.

Definition of Absence:
An absence is defined as when a student is not physically present on school grounds and is not participating in the following activities at an approved location:

- Instruction
- Any instruction-related activity
- Any other district or school approved activity regulated by an instructional/academic accountability system, such as participation in district-sponsored sports.

Students shall not be absent if they have been suspended, expelled, or emergency expelled and are receiving educational services or are enrolled in qualifying “course of study” activities.

A full-day absence is when a student is absent for fifty percent (50%) or more of their scheduled day. A school or school district shall not convert or combine tardies into absences that contribute to a truancy petition.

Attendance Policy:
Parents/guardians have the primary responsibility for keeping their student(s) in regular attendance and calling the Attendance Line when their student will be absent. Student absences must be cleared by a parent/guardian by note or phone call within two (2) school days after the absence otherwise the absence will remain unexcused and considered a truancy. The computer phone system will attempt to call the home and leave a message as a reminder.

Additional information regarding school attendance and processes can be found in the EVHS Student Handbook, located in your student’s U knighted Google Classroom or on the district website at https://evhs.evsd.org.

WHAT YOU CAN DO
- Set a regular bedtime and morning routine.
- Prepare for school the night before, finishing homework and getting a good night’s sleep.
- Find out what day school starts and make sure your child has the required immunizations.
- Don’t let your student stay home unless they are truly sick. Keep in mind complaints of a stomachache or headache can be a sign of anxiety and not a reason to stay home.
- Avoid appointments and extended trips when school is in session.
- Develop back-up plans for getting to school if something comes up. Call on a family member, a neighbor, or another parent.
- Keep track of your student’s attendance. Missing more than 9 days could put your student at risk of falling behind.
- Talk to your student about the importance of attendance.
- Talk to your students’ teachers if you notice sudden changes in behavior. These could be tied to something going on at school.
- Encourage meaningful afterschool activities, including sports and clubs.

Sincerely,

Matthew Stevens
Principal

Portions of this letter are attributable to Attendance Works http://www.attendanceworks.org/