



OceanShores Elementary



Pacific Beach Elementary



North Beach Middle/High School

North Beach School District STUDENT/PARENT HANDBOOK 2021-2022

#riseABOVEtheTIDE

The North Beach School District is a school community that believes in the potential of each scholar. We know that our kids are the most precious commodity within our community and aspire to be an organization of service that ensures the success of our learners and the satisfaction of our parents and families.

I am honored to serve as your superintendent...but my first and most important job is that of father. It's my belief that our district will excel when each of us as adults aspire to the same high level of excellence and expectation that we demand for our own kids. I want what is best for the Kelly-Mejia kids. I want what is best for your son/daughter.

As we as a school community work to emerge from the COVID-19 pandemic with "lessons learned" and in response to the unique and diverse needs of each of our scholars we remain committed to five key building blocks that will position each of our sons/daughters for success.

- 1. Daily Attendance:** *The most important indicator for student success (and success in life) is "showing up." Teachers can't teach and kids can't learn if we're not all in the classroom together, working at it. We need your support and leadership as families to grow in this area! If your son/daughter is an "in person" learner, ensure that they are at school each and every day, on time and ready to learn. If your son/daughter is a "distance" learner, ensure that your scholar checks in/engages daily with their teachers distance learning platform, google classroom, and school email.*
- 2. Academic Engagement and Rigor:** *The school staff has a never-ending moral obligation to provide the best teaching and classroom environments possible for our kids. We are going to continue to work very hard to ensure that each and every classroom learning environment is focused, pushing towards grade-level standards and beyond, and striving to ensure at least one year's worth of academic growth for each scholar.*
- 3. Social and Emotional Supports for Kids:** *Our scholars' lives are complicated and sometimes stressful. The district will continue to grow daily rituals and resources within each of our buildings and classrooms to provide kids the counseling, nurturing, and interventions that will support them having the right "mental frame" to begin to approach the rigors of academic learning and experience of school. We know, in North Beach School District, that the social and emotional well-being of each of our scholars is equally if not more important as their academic progress.*
- 4. Student Safety, Behavior, Culture:** *WE, within the district, in partnership with parents and families, must consistently work to provide the safest learning environment possible. Excellent supervision, clear expectations/follow through, restorative justice and accountability are all essential to provide our kids the kind of learning environment they deserve.*
- 5. Family/Community Engagement:** *Each of our schools need YOU! Each of our kids need YOU! We need to continue to improve how we support families and engage with you and we need you reaching out and providing us feedback (both positive and constructive) about how we can better support you. I look forward to supporting the success of your daughters/sons and knowing and supporting each of our North Beach Families. I'm here to serve you. Don't hesitate to reach out directly at akelly@northbeachschools.org or 360-870-3321.*

For Kids,

Andrew E. Kelly
Superintendent

FACULTY AND STAFF

North Beach Schools District Office

Andrew E. Kelly (Andy)	Superintendent
Dr. Angela Lyte Crowther	Assistant Superintendent
Shelese McConnell	Business Manager
Heather Moodenbaugh	Student Management Systems Coordinator/Finance Assistant
Patrice Timpson	Executive Assistant
Angi Schreiber	Special Services Assistant
Stan Sturgeon	Maintenance and Grounds Director
Amy Butler	Transportation Director
Ann Allen	School Nurse

North Beach Middle/High School

Evans, Dr. Russell | Principal
McCoy, Wendy | Assistant Principal
Brown, Jodi | Head Secretary specializing in Principal's Secretary & Athletics/Activities Coordinator
Church, Laken | Secretary specializing in Scholar-in-Transition
Reither, Cassandra | Secretary specializing in Registrar, Attendance, ASB and Food Services
Carpenter, David | Paraeducator
Casey, Starlette | Special Education (MS/HS)
Casey, Terrence | Paraeducator
Christopherson, Erin | Special Education (Lifeskills)
Church, Daymon | Video Production
Dean, Meagan | Paraeducator
DeBoe, Mona | Paraeducator
Fry, Peter | PE/Health
Fry, Steven | English (HS)
Furth, Elizabeth | Paraeducator
Galeana, Santiago | Custodian
Hegg, Andrea | Paraeducator
Iloff, Shawn | Culinary Arts (CTE) - ASB/Leadership
Johnsen, Carolyn | Paraeducator
Johnson, Jane | Special Education (HS)
Jordan, Mitchell | Spanish
Lober, Christian | 6th Grade Teacher
Maine, Brandon | Art, Digital Media and Design (CTE)
Mattsen, Krista | Paraeducator
Moore, Larry | PE/Weights
Morgan, Kari | Gear Up Coordinator/CTE Director
Morgan, Kyle | Construction Trades (CTE)
Pack, Rachel | Choir
Peck, Christopher | ELA/New Beginnings featuring Apex
Polk, Leilani | Health Room Assistant
Preisinger, Jessica | Mathematics (MS)
Reiter, Rachel | Paraeducator
Reman, Caitlin | Social Studies (HS)
Richardson, Lauren | Science (MS)
Rockey, Beth | English (MS)
Schmidt, Skyler | Social Studies (MS)
Simmons, Jeffrey | Band
Simmons, Jennifer | Mental Health and Wellness Coordinator/McKinney-Vento Liaison
Swanger, Valerie | Mathematics (HS)
Traer, Kevin | Science (HS)
Vicente, Irvine | Custodian
Weinstein, Vicke | Special Education (MS)
Wittstruck, Dustin | Custodian

Ocean Shores Elementary School

Evans, Stephanie | Principal
McConnell, Curtis | Assistant Principal
Farmer, Megan | Secretary
McLean, Janet | Secretary
Ary, Jessica | Paraeducator
Bacon, Sandy | Title I/ LAP Specialist
Bolinger, Janel | Pre-K
Carmichael, Sabrina | Paraeducator
Cenci, Ana | Paraeducator
Chamberlain, Michele | 5th Grade Teacher
Chamberlain, Ted | 4th Grade Teacher
Church, Cheryl | Paraeducator
Conrad, Cassandra | Social/Emotional/Behavior Support/McKinney-Vento Liaison
Duncan, Joseph | Paraeducator
Duncan, Patty | Kindergarten Teacher
Ebling, Danielle | Paraeducator
Giraldo, Melissa | Transitional Kindergarten
Griss, Martin | Custodian
Hieronimus, Kristin | Paraeducator
Hobgood, Brandon | Custodian
Homa, Robyn | Paraeducator
Hutchins, Hollie | Paraeducator
Jevas, Jeannie | Paraeducator
Jordan, Francelle | 3rd Grade Teacher
King, Trisha | 2nd Grade Teacher
Leighty, Wendy | TOSA
Lomedico, Joe | Physical Education
Moore, Christy | 1st Grade Teacher
Nguyen, Kaylee | 2nd Grade Teacher
Nigam, Natalia | 1st Grade Teacher
Opel, Julie | 3rd Grade Teacher
Pack, Rachel | Choir
Roberts, Kim | Transitional Kindergarten
Simmons, Jeffrey | Band
Stoney, Haley | 4th Grade Teacher
Taylor, Frank | Paraeducator
Taylor, Kathy | Special Education Teacher
Walker, Deann | Paraeducator
Wilson, Alex | Kindergarten Teacher
Woods, Myranda | Paraeducator

Food Service

Klemetson, Mike | Head Cook
Stearns, JoAnn | Asst. Cook
Beach, Patty | Cook
Brown, Crystal | Cook
Guida, April | Cook
Jordan, Dennis | Cook

Transportation

Baxter, Norman | Bus Driver
Brandenburg, Ruby | Bus Driver
Carlson, Chris | Bus Driver
Cummins, Deloris | Bus Driver
Delu, Tammy | Bus Driver
Fox, Peggy (Margaret) | Bus Driver
VanGundy, Jo | Bus Driver

District-Wide Staff:

Butler, Eric | Program Facilitator
Chavez, Andrew | Maintenance
Church, Daymon | Technology Coordinator
Matthews, Carol | Speech/Language Pathologist
Pack, Rachel | Choir
Simmons, Jeffrey | Band

Pacific Beach Elementary School

Baggaley, Dionna | Paraeducator
Braden, Bailey | 5th Grade Teacher
Cadena, Christina | Paraeducator
Cameron, Ashley | Paraeducator
Colliers, Addie | Paraeducator
Cooper, John | Kindergarten
Cravens, Jodie | Pre-K/Transitional Kindergarten
Eide, Jennifer | 2nd Grade Teacher
Ellis, Jackie | Program Facilitator
Gladsjo, Todd | TOSA
Johnson, Kelly | Paraeducator
Lorton, Georgia | QIN Teacher/PB Volunteer
Martin, Marci | Special Education
McKown, John | Custodian
Mowitch, Candace | Paraeducator
Newman, Elizabeth | 4th Grade Teacher
Padron, Riel | Program Facilitator
Perez, Marlene | Principal
Ross, Heidi | Secretary
Saavedra, Cecilia | 1st Grade Teacher
Samson, Lisa | District Distance Learning Elem. Tchr.
Sanchez, Melissa | Paraeducator
Sem-Rodrigues, Lisa | Social/Emotional/Behavior Support/McKinney-Vento Liaison
Simmons, Jeffrey | Band
Swanger, Deanne | 3rd Grade Teacher
Terrell, Stephanie | QIN Teacher/PB Volunteer
Vicente, Irvin | Custodian
Zwolinski, Falisha | Montessori

MISSION STATEMENT

North Beach School District is committed to fostering an environment that will educate, nurture, motivate and graduate critical thinkers, who are respectful leaders, skillful communicators, and contributing members of the local and global community.

VIDEO/SURVEILLANCE

Please be aware that audio and video surveillance is on all district properties and busses, per [Policy 6608](#) - Video Cameras on School Buses and - [Policy 6610](#) Video Surveillance.

SCHOOL DISTINCTIONS AND TRADITIONS

North Beach Middle/High School

School Colors

- ◆ Black, White and Gold

School Mascot

- ◆ Hyaks

SCHOOL FIGHT SONG

*“Fight, Fight, Fight for NBHS on to victory
Let’s win this game for the black and the white, come on North Beach let’s win tonight
Go, Go, Go, Go, fight till the end, honor and glory we will win (you will see)
Fight, Fight, Fight for NBHS and Hyak Victory
N.O.R.T.H. B.E.A.C.H.”*

Ocean Shores Elementary

School Colors

- ◆ Red and White

School Mascot

- ◆ Cougars

Pacific Beach Elementary

School Colors

- ◆ Blue and White

School Mascot

- ◆ Falcons

School Chant

“We will go to college!
We will succeed!
That’s our promise!
That’s our creed!
GO FALCONS!!”

Behavior Expectations for All

North Beach MS/HS High School, Ocean Shores Elementary School and Pacific Beach Elementary School are communities for growth and learning. All people on the campuses and at school activities, including students, families and visitors contribute to creating an environment for maximum student success by:

Demonstrating respect

- ◆ for self
- ◆ for others
- ◆ for the educational process
- ◆ for the environment

STUDENT ACTIVITIES

Student activities are a vibrant and important part of school culture. They must be sanctioned by an administrator and overseen by at least one staff member. Staff members in charge are responsible for making sure students are adhering to the school rules of respect for self, others and environment and for disallowing involvement by all students not adhering to school rules. Students and their families must arrange transportation to and from school activities.

GENERAL INFORMATION

SCHOOL HOURS

North Beach Middle/High School
Breakfast: 7:30 A.M.
Classes Begin: 7:50 A.M.
Dismissal: 2:30 P.M.

Pacific Beach Elementary School
Breakfast 8:30 A.M.
Class begins: 8:50 A.M.
Dismissal: 3:30 P.M.

Ocean Shores Elementary School
Breakfast: 8:30 A.M.
Class begins: 8:50 A.M.
Dismissal: 3:30 P.M.

**Wednesday Start times will
be an our later than normal.**

The North Beach MS/HS High School building is open from 7:20 A.M. until 3:00 P.M. and both OSE and PBE are open from 8:30 A.M. until 4:00 P.M. Students are allowed in the building before or after this time only when they are supervised by a faculty or staff member. All students are expected to be well-behaved in the hallways and classrooms. Behavior that does not respect the school environment or the conditions other people need to work, study, practice does not conform to North Beach School District expectations. Students who cannot behave with respect for self, others, and environment while on campus and at all school events, will work with administrators and others (which may include family) to identify the best method of addressing to ensure the success of everyone.

CHANGE OF ADDRESS OR PHONE

If at any time during the school year a student moves to a different address or his/her guardians change phone numbers, please report the change to the office immediately.

PARENT AND COMMUNITY INVOLVEMENT

North Beach Schools are a vital part of the North Beach community and the community is a vital part of North Beach Schools. Parents and community members are encouraged to work with teachers and administration to find ways of bringing volunteers, speakers, and teachers into the school and to find meaningful learning experiences for students outside of the community. Please volunteer in classrooms and ask about attending Parents In Education (PIE), and Booster Club meetings. Please contact your child's school for further information.

FAMILY/TEACHER CONFERENCES

Communication between teachers, students, and families must be frequent to ensure student success. Teachers will communicate about grades and assignments throughout the grading period. Families know

their student best and are a vital part of the academic support for their student. Often families can help teachers better support students by sharing information. If families have questions, want additional information, or want to share their perspective, they should ask for an appointment with the teacher, counselor, and/or principal. Students who wish to talk with a teacher should request a conference at a time convenient to both during the school day. Teachers may also request conferences with a student in order to give or arrange individual help, or to discuss behavior issues. Twice a year there are scheduled conferences that the school requests parents and students attend.

OPEN HOUSE

Open House is an opportunity for families to meet individual teachers and become familiar with classroom policies and requirements; all families and students are encouraged to attend. Families enhance the school community and student success.

LOST AND FOUND

All articles found in or near school should be turned in at the school office. The lost and found is located in a specified location in each building and lost items can be picked up there during the students' free time. Articles not claimed within 30 days will be donated to a charitable organization. Each student should write his/her name on all personal possessions.

Please don't bring valuables to school. We cannot guarantee their safe-keeping.

VISITORS

Community members, parents, and alumni are vital and integral parts of the campus community. They are encouraged to meet with school staff and administration about how they can be a part of teaching and learning at North Beach MS/HS High School, Ocean Shores Elementary School and Pacific Beach Elementary. To help ensure the safety of all students, adults who are not faculty or staff must sign in at the office and get a visitor's badge when they are visiting the school. To ensure the integrity of the instructional day, we ask that students not bring visitors to school with them. Background checks may be required upon district request.

PHONES/PERSONAL ELECTRONICS

At North Beach School District, we understand that your cell phones and other personal electronics are important connections to your family and community and are often ways of grounding yourself and giving yourself important brain breaks. **However, personal technology is never appropriate during instructional time and it should never be out or being used in a classroom without permission from your teacher.** Students should never take pictures of or record others without permission; this may constitute bullying.

Students that are caught using their cell phones during unauthorized times, will have the phone confiscated and held securely in the office. We have a progressive 3 Strike policy on cell phone usage:

1. **First offense:** The phone will be confiscated and held in the office for the remainder of the day.
2. **Second offense:** The phone will be confiscated and held until a parent/guardian can pick it up.
3. **Third offense:** The student will not be allowed to bring a phone to school.

By signing the code of conduct you agree to the above listed agreements pertaining to cell phones for all students attending in-person learning at North Beach School District

Phones in the office are available for students to use to communicate with families, employers, coaches and school-related activities before school, after school and at Middle/High lunch. Students and families will demonstrate respect for the educational process by not using school or personal phones during class time

SCHOOL COMPUTER NETWORK

Students using the North Beach School District networks and the Internet are expected to demonstrate respect for self, for others, for the educational process, for the school and community environment while

using either school or personal computers or electronics while on campus or at a school activity. District computers and internet access must always be used to access, use and create content that demonstrates respect for self, for others, for the educational process, for the school and community environment. System administrators will report inappropriate use to the school administration and may close an account that is not being used in accordance with school expectations.

ATHLETICS

Students are encouraged to participate in school sports. All athletes need a current physical examination, proof of insurance (or student insurance offered through the school),*(not required for elementary sports at this time but subject to change) and a consent form signed by a parent or guardian before they can participate in sports. All forms are available in the office or from the athletic director or can be found on the district website. All required forms must be turned in before a student will be cleared to participate.

STUDENT INSURANCE

Insurance is available for students to purchase. Only athletes are required to have insurance; however, you are encouraged to purchase it if not covered by any other insurance program. School district liability insurance will not automatically cover accidents occurring on school grounds. (not required for elementary sports at this time but subject to change)

BUS RIDING RULES

Students riding the bus will adhere to school rules for respecting self, others (including the driver, other riders and those not on the bus) and the environment (including the seats, windows and rest of the bus). Some guidelines to follow to demonstrate this respectful, responsible behavior:

- ◆ Speak in a normal voice, using appropriate language.
- ◆ Never sit in a driver's seat or touch the controls.
- ◆ Don't throw anything out the windows.
- ◆ Remain seated while the bus is moving.
- ◆ Always cross the roadway in front of the bus.
- ◆ Be careful at your bus stop and wait for the driver to signal you to cross the street.
- ◆ Be on time to your bus stop.
- ◆ Keep your bus clean and free of litter.
- ◆ Open windows only with the driver's permission.
- ◆ Never put part of your body outside an open window.
- ◆ You must get on and off at your scheduled bus stop unless you have a note from home.
- ◆ Inappropriate items are strictly prohibited. These items include: animals, matches, breakable containers, flammable liquids, cigarettes, weapons, or nuisance items. If in doubt, ask your driver.

Riding the bus is a privilege. Failure to follow minimum riding expectations may result in loss of transportation privileges.

FIELD TRIPS

Field trips within our community and to nearby points of interest are an exciting and important way to enrich curriculum and the school experience. Parents will receive notices of field trips, which must be signed and returned prior to the trip. Sometimes field trips will have fees to help defray transportation or facility use costs. Parents are always welcomed to school events and outings and are encouraged to attend field trip outings with their children. If you plan on attending a field trip with your student, a background check MUST be done two weeks PRIOR. Please visit your child's school office to fill out proper paperwork.

LOCKERS

Students attending Ocean Shores Elementary will be assigned a school locker. Students attending North Beach Middle/High school may request a locker per student request in the Front Office. School

administrators may search lockers and their contents at any time. School administrators may ask law enforcement to help search lockers and contents. Students may not use a lock other than their assigned lock. Students are advised not to store anything valuable in their lockers or backpacks. **Please don't bring valuables to school. We cannot guarantee their safe-keeping.**

SALE OF ITEMS ON CAMPUS

Fundraisers are a fun way of bringing activities and events to North Beach Schools. Students, staff, faculty, parents, and volunteers need to get permission from school administration or the Associated Student Body before holding any fundraiser. All fundraisers must benefit the school directly. Please refer to [Policy 6102](#)

SCHOOL MEAL PROGRAM

North Beach School District is participating in a federal program available to select schools as part of the National School Lunch and School Breakfast Program called Community Eligibility Provision (CEP). This means that all students attending North Beach School District are eligible to receive breakfast and lunch at no charge throughout the 2021-2022 school year, regardless of family or household income. However, some of the education programs the district provides are funded from state dollars that require our school to collect household information for all students attending CEP schools.

Please take a moment to complete the [Family Income Survey](#) and return it to your student's school.

Breakfast and lunch are served daily. Students who bring their lunch may purchase milk.

USDA NONDISCRIMINATION STATEMENT

In accordance with Federal Civil Rights law and U.S. Department of Agriculture (USDA) Civil Rights regulations and policies, the USDA, its agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior credible activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

USDA is an equal opportunity provider, employer, and lender.

SKATEBOARDS, ROLLERBLADES & SCOOTERS

Skateboard, rollerblades and scooters should either be kept locked up outside of school or in a locker, or kept in the front office. They may not be ridden or used on campus and they cannot be carried around school

CAFETERIA RULES

While in the cafeteria, please observe the North Beach School District rules of respecting self, others, and environment. In the cafeteria, this means, among other things: walking calmly, being patient, keeping tidy, and speaking quietly.

BEING PRESENT FOR EDUCATIONAL OPPORTUNITIES

During instructional time, it is important for students to be present in class and respectfully collaborating with teachers and classmates. Students who are not in class during instructional time miss out on educational experiences. Students should limit trips to the restroom and drinking fountain during class time and should always have a hall pass signed by a teacher when they are out of class. Students who are out of classes frequently will work with school administrators to design a plan to help get present and focused.

LUNCH/RECESS/BREAKS

Free time is a perfect time for students to practice being respectful of others and the school environment. Students will show respect for all students and people, present or not and will use all school facilities and playground equipment safely, respectfully and as they are intended to be used. Students will let all other students move about freely and safely and without risk of being hurt, bullied, having their movement impeded or receiving any unwanted attention.

TEXTBOOKS

Many teachers issue textbooks to students at the beginning of the school year. Please cover them as soon as possible. Issued textbooks are the responsibility of each student; loss or damage may result in fines.

WEBSITE

North Beach School District's website is <https://www.northbeachschools.org/>. Families and community members are encouraged to use the website and visit the district Facebook page frequently to learn what is happening at North Beach Schools and in classrooms. Please contact the district office to suggest items to add to the calendar or to share photos and content for the website.

HEALTH AND SAFETY INFORMATION

Emergency School Closures

On days when snow, power outages, and other such problems occur necessitating closures, delays, or bus route changes, local radio stations will be advised, as well as channels 4, 5, 7 and 13 out of Seattle. Such notifications are also posted at <https://www.northbeachschools.org> and on the North Beach School District's Facebook page.

Aberdeen KXRO 1320 KXXK 95.3 KDUX 104.7
Ocean Shores KOSW 91.3

ILLNESS OR EMERGENCY

Our schools are small communities, and viruses can spread rapidly through the school. Students who are not well because of a viral or bacterial infection must go home. If a student is ill, parents or guardians (or an emergency contact if parents/guardians can't be reached) will be contacted to arrange for the student to go home. Students will be sent home for the following:

1. Vomiting or Diarrhea
2. Fever of over 100.0-The office will call parents with any elevated temperature as you know your child best or that may be associated with a sore throat, cough, excessive sneezing or other symptoms that may present
3. Excessive coughing regardless of temperature
4. Other illness as deemed contagious or distracting by staff
5. COVID-19 symptoms including: fever greater than 100.4, cough, chills, loss of sense of taste or smell, shortness of breath, headache, fatigue, muscle aches or body aches, sore throat, runny nose or nasal congestion, nausea, vomiting, or diarrhea. Students with these symptoms should stay home until well. Students return to school will follow the North Beach School District symptom tracking algorithm and may require COVID-19 testing in certain circumstances.

In the case of an accident or emergency, the school will provide immediate first aid, and contact parents or guardians for further instructions. If the parents or guardians cannot be reached, the student may be taken to the nearest medical facility.

Head Lice-Head lice is an inconvenience, not a public health threat. The CDC no longer recommends that students be removed for head lice infestation. We as a district will inform parents when the problem arises that may possibly affect your child. Routine head checks, treatment and home care is the best way to prevent and treat any outbreak you may come in contact with. If you need help obtaining treatment, please contact the school office.

ACCIDENT REPORTING

Any accident in the school building, on the school grounds, at practice sessions, or at any event sponsored by the school must be reported immediately to the person in charge, who in turn must file a written report with the school office.

MEDICATION (WAC 180-38-005) (RCW 28A.210.080)

No student will be allowed to take any form of medication, even aspirin, while at school unless the school receives written notification from a licensed medical professional. Ideally, parents should give medication to children at home, not at school. However, if a student's medication program requires medication during school hours, parents must have on file an "**Authorization for Administration of Medication at School**" form completed by a physician and the parent or guardian. This includes both prescription and over-the-counter medications in this requirement. Forms are available from the school office and most local medical offices and can also be found on our district website: <https://www.northbeachschools.org/Page/4467>. The medicine to be dispensed must be in an original container with the child's name, dosage and frequency instructions.

For more information about medication at school, please refer to [Policy 3416](#)

HEALTH SCREENING (RCW 28A.210.180) (RCW 28A.210.030)

The law states that students in grades K, 1, 2, 3, 5 and 7, must have their hearing and vision screened. Additionally, a teacher at any grade level may request a student's health be screened. Parents or guardians, have the right to deny screening for their child. Parents not wishing to have their child's health screened this year must submit a written statement to the school's office stating your refusal. This should be prior to September 8th each year.

HEALTH INFORMATION (WAC 180-38-005)(RCW 28A.210.080)

Timely immunizations against infectious diseases are vital to a child's health, and are required prior to school entry. For information on specific immunization requirements please contact the school office.

For the protection of all students including your own student, please abide by the following guidelines:

- ◆ Never send an obviously ill child to school.
- ◆ A child with a sore throat, a severe cough, vomiting, or who has had a fever of 100.4 degrees or higher within the past 24 hours should not be sent to school.
- ◆ A child with a known communicable disease or infestation, such as chickenpox, impetigo, strep throat, scarlatina, scabies, conjunctivitis (pink eye) or ringworm should not be sent to school without the approval of a physician.
- ◆ A child with a skin rash must be cleared prior to entry to school.
- ◆ If your student has a special medical condition such as allergies, alert the school office in writing yearly.

Health forms are sent electronically each year. Parents are encouraged to make sure to keep this information up to date including emergency contact information and any changes in acute or chronic health conditions.

FIRE DRILL PROCEDURES

All faculty and staff, especially teachers, must take special care to keep students safe and to instruct students in the expected procedures for fire and safety drills. All students and adults in each building are responsible for knowing how and where to exit the building in an emergency. Fire drills are important to make sure all students and adults can get themselves and others to safety quickly in the event of a real emergency. False alarms can lead to confusion and/or recklessness in a real emergency. It is imperative that the fire alarm is only pulled during an emergency. Pulling a false alarm will have consequences commensurate with disregarding the safety of others.

SCHOOL EVACUATION

In certain emergencies, it may be necessary to evacuate students from the school. Such an emergency would be of great concern to the school community and to the greater Grays Harbor county community. In order to maintain student safety, students must remain with their assigned teachers until the situation is under control enough to ensure that students can be signed out to their parents without compromising the safety of others. Parents or guardians should talk with their children about what a child should do in the event of an early dismissal. Is there somewhere they should go to rendezvous with family?

EMERGENCY SCHOOL CLOSURE

In case of severe weather conditions, power outages or other emergencies please tune to local radio stations and channels 4, 5 and 7 out of Seattle or check the school website and district Facebook page for guidance. The district will also send out a notification through School Messenger. Families should have a plan in the event of early dismissal or an unexpected emergency during the school day.

EARTHQUAKE PROCEDURE

When you feel the ground shake, immediately take protective actions.

1. Drop, Cover, and Hold



DROP down to the floor in the room that you are. Don't try to run out of the building during the earthquake. More people are injured during quakes while trying to run outside the building than from staying inside.

Take **COVER** under something sturdy, a desk, table or other furniture that is not likely to tip over or easily crush. Crouch down on your knees and cover your head with your arms. If sturdy furniture is not available, crouch down on your knees near an interior wall and cover your head with your arms.

HOLD onto the furniture and be prepared to move with it. **HOLD** the position until the ground stops shaking. If possible, stay away from mirrors, tall furniture, and other things that might fall on you. Turn away from windows, light fixtures and suspended objects.

2. If the fire alarm sounds while the ground is still shaking, wait until the shaking stops before evacuating.
3. Since structural damage caused by the earthquake may mean that communications systems will stop working, be prepared to take independent actions without instructions from the principal.
4. If outside during an earthquake, try to move away from buildings into a clear open space. Stay away from utility poles and overhead wires, trees and other hazards. Drop, Cover and Hold until the shaking stops.
5. Be prepared for aftershocks. Drop, Cover and Hold if the ground shakes.
6. Await direction from building administrator

Pacific Beach Earthquake/Tsunami

After sheltering in place students and staff evacuate the building and walk to higher ground, North Beach Fire District #8.

Each October, Pacific Beach Elementary is an active participant in this annual drill, reviewing both Earthquake and Tsunami procedures with staff, students & guests

****Drills specific to North Beach MS/HS High School are located on the following pages, 11-13.***

EMERGENCY PROCEDURES

FIRE, EARTHQUAKE, TSUNAMI, AND OTHER EMERGENCY PROCEDURES

Procedures for the safety of children and personnel are planned and formulated in individual buildings. Required drills for the orderly evacuation of the building are the responsibility of building principals and staff. (Please see OSPI School Safety Center) Fire Procedures

Use exit plan posted near your classroom door to determine the nearest exit.

Evacuate immediately to your designated location. In the event of a Tsunami, follow Tsunami evacuation procedures.

In any event, the teacher must take roll and report missing students to administration. Lock Down Procedures in the Event of an Emergency are to be followed, per building designation.

FIRE EVACUATION PROCEDURE:

1. Upon alarm, exit room to the nearest exterior door.
 - a. Classrooms that face the football field (including the gym) exit to the football field and walk around, with class, to the fastpitch field at the front of the building (closest to the bank).
 - b. Classrooms upstairs, exit towards the flagpole and walk to the fastpitch field (do not use the stairs or elevator)
2. Once you have arrived at the fastpitch field:
 - a. Line your kids up in single file
 - b. The teacher will stand at the front of the line (facing the bank)
 - c. Hold up your red card (if you are missing someone from your roster) or green card (if you've got all kids)
3. District office, please go out the side entrance, towards the football field and evacuate to the softball field
4. Await direction from building administrator/fire chief

TSUNAMI PROCEDURE: Vertical Evacuation

When the impact of a Tsunami is within 30 minutes, students and staff will follow the procedures below for a vertical evacuation.

It is said that the impact of a Tsunami will be absorbed by the concrete wall of the school's gymnasium and that the following procedure places individuals, within the building, away from the majority of the impact and elevated as much as possible.

Guest/Substitute teachers, please take the role of the teacher below for which you are subbing.

Grade levels will be dismissed by intercom announcement to their advisory group locations below:

1. Upon announcement from the front office staff/administration, we will vertically evacuate to the following locations:
 - 12th grade to room 320
 - 11th grade to room 313
 - 10th grade to room 312
 - 9th grade to room 311
 - 8th grade to room 319
 - 7th grade to room 310
 - Front Office, District office staff & guests to room 305
2. Await direction from building administrator

***The Great Shakeout**

Each October, North Beach MS/HS High School is an active participant in this annual drill, reviewing both Earthquake and Tsunami procedures with staff, students & guests.

OTHER EMERGENCY PROCEDURES

Lockdown Procedure ALiCE Updated August 2018

- The Administration will make an announcement to engage in lockdown to ALERT staff/students of building concern. This ALERT may include what, where, when, who and how. The information provided will allow you to move into lockdown with information that will assist you on your next step, which may include fortifying your position or evacuate
- Quickly survey the hallway by your classroom. Order any students in the hall or restroom into your room.
- Engage in LOCKDOWN Lock your door, close window coverings and move students to out of sight of the room entry. Determine need for fortifying your position (secure door, block entry, consider the ways to disrupt the intruder's OODA loop
- EVACUATE; leave all belongings behind.
- If you do not evacuate, open door **ONLY** to law enforcement who can present four badges. Take your class list if you're told to evacuate.
- If students are outside and teacher receives "lockdown" alert, escort students to rally points.

Active Shooter

An Active Shooter on Campus involves one or more individuals on school grounds who is armed with a firearm and has already killed or wounded someone with the firearm AND at least one of the following applies:

- Continues to shoot others
- Actively seeks or attacks others
- Has access to additional victims
-

Procedure

1. Upon first indication of an active shooter, personnel should immediately notify the school administrator.
2. The school administrator will immediately ALERT and initiate Lockdown Procedures (as shown above).
3. The school administrator will call "911" and provide the exact location and nature of the incident; this is considered the "Who, What, When, Where" of the ALiCE protocol structure. The school administrator will designate a person to remain online with police if safe to do so.
 - a. The head secretary will notify the Superintendent who will prepare a message for parents to be sent through the district and school website.
4. The Attendance/Athletics secretary will prepare to communicate with classrooms using school phones, e-mail, cell phones or radios to establish a means of keeping all classrooms informed and begin the process of accounting for all students and staff.

The Administration will work the law enforcement upon arrival to:

1. Ensure that perimeter gates are secured and that all students, staff and visitors are accounted for and safe.
2. Encourage students and staff to quickly leave by any safe and available exit. If leaving campus, the established offsite relocation point is the preferred destination, if the route is safe. The Rally points include: Coast Communication building, Nan-Sea Stables, and Coldwell Banker
3. Calm students and create a perimeter to separate the school population from others who may be present, and re-establish Incident Command teams with available staff. The Reunification point will be Timberland Bank and Quinault Beach Resort and Casino.
4. Prepare a verified list of any wounded, and the locations to which they were transported.
5. Confer with the law enforcement to ensure notification of parents and family members of the wounded.

In response to the school's notification, law enforcement will:

1. Research the nature of the event and speak with the administration to determine what is known about the incident.
2. Dispatch officers and define a relocation point, as necessary.

3. Compile names and locations of those unable to get to the relocation point, and dispatch officers to facilitate rejoining the rest of the school population.
4. Provide point of contact for other District resources who need to know the location of the command post and open routes to the relocation point.
5. Provide guidance to the School Incident Commander about the ongoing threat level to students and staff.
6. Maintain a perimeter at the offsite relocation point between the school population and others.
7. Patrol the area near the school to find students and staff who may have become separated from the group. Officers will communicate to the administration, the names and locations of anyone found and assist in rejoining those separated with the rest of the school population.

Following the event of an Active Shooter, the Administration will:

1. Connect with support to provide resources that might include the following:
 - Assemble and dispatch a Crisis Team to the school relocation point.
 - Arrange for transportation assets and a second (receiving) school so the students can be moved to a safe location at another school.
 - Send out a message to parents/community with additional information.
 - Meet with parents at a safe staging location, outside the secured relocation point perimeter, and keep the parents informed using bilingual support staff as necessary.
 - Assist with reunification.
 - Work with local authorities to ensure injured students and staffs receive medical attention.

**Drills specific to Ocean Shores Elementary School are located on the following page, 14*

LOCKDOWN

1. A lockdown situation occurs when a person or persons pose an immediate danger to the welfare of the students and staff. A lockdown will occur when any person has a weapon on campus, or if any person is suspected of having a weapon on campus.
2. Staff members are to contact the principal immediately if they suspect a person or persons pose an imminent danger.
3. Staff members should state their location, and the details of the situation when reporting to the administrator.
4. The school intercom will be used to indicate a lockdown must occur if possible; otherwise a text will be sent.
5. Window coverings will be closed if at all possible.
6. All classroom doors will be locked.
7. Students will be instructed to move to the floor in a section of the room away from windows or doors.
8. Everyone inside the locked rooms will be instructed to remain quiet.
9. A signal to indicate the end of the lockdown will be given.
10. A parent phone tree will be activated if necessary.
11. Should evacuation from the building be required, staff should direct students out the nearest door away from the danger. Evacuation should be out the north end of the grounds toward the Faith Community Church and beyond toward the city of Ocean Shores compound.
12. If a recess is in progress during the lockdown, staff and students are directed to follow the path in #11.

LOCK-IN

1. A lock-in will occur when a possible abduction warning or concern has been sounded.
2. In a lock-in situation, staff members will lock classroom doors and keep students in the classrooms.
3. Regular classroom studies will continue.
4. Office and custodial staff will lock and monitor the building exterior doors.

TSUNAMI/EARTHQUAKE

Due to recent information regarding impact of Earthquakes and Tsunamis in the beach area, we will be doing "**VERTICAL EVACUATION**". This will mean all students will Drop, Cover, and Hold on. When the shaking stops, students will be taken to the second floor of the school where survival kits will be

kept. Should there be a Tsunami, we will remain until the waters have subsided. At that time, students may be picked up by parents or guardians who have been designated by the parents. The staff will note those who come to retrieve the students.

If a tsunami is expected within a few hours, we expect parents/guardians to come to the school and collect their children. The children will be turned over only to parents/guardians or others specifically authorized to do so.

In these circumstances, it is important the form on the Disaster Preparedness kit be completed with the names of trusted family or friends living outside of the area affected by Tsunami.

If the earthquake is centered at a place where no damage is expected, we can continue with our school day.

POWER OUTAGE

In the event the power goes out, all students and teachers are to remain in their classroom until further notice. All phone lines must be kept open for office communication with emergency services. The principal or designee will notify you of directions and procedures should the outage be for an extended period of time.

Calls will be made by School Messenger if needed.

FIRE

Students evacuate to the baseball/softball fields.

*Please remember that if you are picking up your student due to an emergency or any other reason, you MUST check out your student at the office.

ATTENDANCE REQUIREMENTS

Our district-wide expectation of respecting the learning process can only be honored by students who attend regularly. Students must be present every day in order to learn and grow; missing days causes breaks in the learning process which can have dire consequences on the learning process and school success.

Parents/guardians: Please phone the school to excuse absences first thing in the morning.

Washington State's Compulsory School Attendance Law states the following:

1. The school is to inform the parent of any unexcused absences.
2. The school is to schedule a conference with parents after two unexcused absences in a given month.
3. After five or more unexcused absences in one month or a total of ten or more unexcused absences during the school year, the school will coordinate and find a solution with the family and other community supports to ensure daily attendance of the student.
4. Absence due to administration authorized field trips, co-curricular activities and administrative imposed suspensions do not count.

STUDENT PRIVACY AND SEARCHES

The North Beach School District follows RCW and Board Policy/Procedure related to student privacy and searches. Please refer to North Beach School District [Policy 3230](#) and [Procedure 3230](#) for detail.

DRESS CODE

The dress code within the North Beach School District should be focused on learning and safety. It's expected that all students dress ready to learn and refrain from wearing anything that distracts from the learning process. It's imperative that clothing NOT advertise drugs, alcohol, gang affiliation, or hate towards any group of people or individuals within our diverse community.

SIGN-IN AND SIGN-OUT PROCEDURE

Students must demonstrate respect for the educational process by remaining on campus throughout class time and throughout the school day. Families, please make appointments for after school and/or on weekends as you are able. If a student must leave school, please send a note or call the office to arrange for your child to leave. Students must make arrangements with the office before they can leave campus.

TARDINESS

Because breakfast is served at the beginning of the school day, it is important to be on campus by 7:45 for North Beach Middle/High and 8:50 for both elementary schools. Students who are late to class will be considered tardy. If you arrive late, please sign in at the office. Excessive tardies will be addressed in a conference with families.

TRUANCY

Truancy is defined as a student leaving or failing to report to the appropriate school area or activity or being gone without permission for any length of time from an assigned area without the approval of the teacher or other supervising personnel. Truancy is a problem that interferes with a student's ability to engage in learning and which isolates the student from the support of the school. Truancy will be addressed as an indicator of a greater problem and will result in conferences which may result in behavior management plans and referrals to outside agencies.

CLOSED CAMPUS

Our schools are closed campus.

STUDENT DRIVING POLICY

Students that have a current, State Issued Driver's License, are allowed to transport themselves and immediate family members to and from school. Student's may not leave campus with another student driver. In rare cases, an exception to this may need to be made but it must be approved by parent request to the Superintendent. **All students who will be driving to school must show proof of insurance and license at the front office.**

HOMEWORK POLICY

Because life-long learning cannot be confined to the classrooms within the school walls, school work also will not always fit tidily into the school day. Students may have work to do for projects or to prepare for classwork that will need to happen outside of school hours. Teachers, school administration, students and parents will work together to ensure that homework strengthens student learning and does not hinder a student's success. Guidelines for good homework goals and procedures can be found here:

http://www.teachit.so/index_htm_files/homeworkprotheroe.pdf

Homework benefits:

- ◆ Long-term academic benefits such as better study habits and skills;
- ◆ Non-academic benefits, including greater self-direction, greater self-discipline, better time organization, and more independent problem solving; and
- ◆ Greater parental appreciation of and involvement in schooling.

Teachers' responsibilities:

- ◆ Communicate clear expectations for each assignment;
- ◆ Assign developmentally appropriate homework—not busy work;
- ◆ Limit the amount of homework given to allow for independent reading time;
- ◆ Acknowledge an assignment's importance with corrections and feedback; and
- ◆ Periodically solicit feedback on assignment difficulty and completion time from parents and students

Parent Responsibilities

- ◆ Encourage and to support the student's efforts by being available for questions, but remembering that homework is the student's responsibility;
- ◆ Communicate with the teachers whenever the student has consistent difficulty with homework or assignments;
- ◆ Establish a regular "homework time" to help the students better organize their time;
- ◆ Provide a quiet, well-lighted place for the student to study;

Student Responsibilities

- ◆ Know the purpose, deadline, and instructions of the homework assignment;
- ◆ Take home any materials and information needed to complete assignments;
- ◆ Ask about and complete work missed during an absence from school;
- ◆ Develop good work and study habits;

School Wide Make-up & Late Work Guidelines

North Beach School District has established school-wide Make-up and Late Work guidelines in order to provide consistency across the school with regard to the acceptance and credit awarded for work that is turned in by students beyond a prescribed deadline.

The expectation is that all students turn their assignments in on time, prepared to the best of their ability.

If this doesn't occur, for any reason, we encourage students to show responsibility for their learning by completing the assignments.

- The teacher had a valid reason for assigning the work
- The assignment is standards aligned
- The assignment is designed to help inform the student and teacher of the students' level of mastery on course standards

We know that students all learn at different rates and in different ways. When a student struggles with an assignment or concept he/she still should try. Do as much as possible. Struggle is good. Teachers will work with students to re-teach, provide multiple opportunities for mastery, etc.

There is a tremendous difference between working hard and struggling with a concept and being unmotivated or apathetic. We're striving to create determined learners who persist in reaching grade level standards and beyond. When our students fail, our whole school community fails.

In North Beach School District, we are all working towards continual growth and success

STUDENT SERVICES

SPECIAL SERVICES

Special Services are available within the district for those students who qualify. Services available include: Special Education, Speech, Learning Disabilities Resource Room, Counseling and referral to outside services.

COUNSELING SERVICES

The primary goal of the counseling program is the personal development of the individual. By helping students explore available options and the possible outcomes resulting from these options, the counselor will help students feel more confident in making decisions concerning the following:

- ◆ Personal problems.
- ◆ Academic decisions.
- ◆ Social problems.
- ◆ Potential career choices.

Students should not leave class to talk with the counselor unless they have a signed appointment slip.

The counselor will use individual and group counseling attempting to promote interpersonal growth by (1) helping the student understand and accept himself/herself as an individual developing an awareness of unique ideas, feelings, values, and needs in a complex society; (2) furnishing various forms of information and resources to deal with a particular student's needs; and (3) providing an opportunity to learn how to interact positively with fellow students through communication, listening, understanding, and accepting others.

SCHEDULE CHANGES

Changes in a secondary student's schedule may be made with the administrator/secretary within the first three days of each semester, based on the student's need for the parent's input and the space available in the class.

MIDTERM AND PROGRESS REPORTS

Midterm reports are sent home near the middle of each grading period to let parents know the grade status of their student. If at any time during the term a student's grade falls below acceptable standards due to poor study habits, poor effort, or a student is in jeopardy of failing a class, a progress report will be sent home. Parents will be encouraged to discuss the situation with their student and the teacher to work on possible solutions for improvement.

REPORT CARDS

Report cards are issued for Middle/High school students at the end of each semester. Elementary students are issued report cards at the end of each quarter.

SECONDARY GRADING SYSTEM

The evaluation of student achievement is one of the most important functions of the teacher. The accepted grading scale is as follows:

Letter	Scale	Percent
A	4.0	93% - 100%
A-	3.7	90% - 92%
B+	3.3	87% - 89%
B	3.0	83% - 86%
B-	2.7	80% - 82%
C+	2.3	77% - 79%
C	2.0	73% - 76%
C-	1.7	70% - 72%
D+	1.3	67% - 69%
D	1.0	60% - 66%
F	0.0	59%>

An incomplete is given only in those cases where illness, emergency, or by pre-arrangement if the student has not been able to complete the requirements of a course. A student has two weeks following the date an incomplete is issued to complete the course requirements or the incomplete will convert to an "F" grade on the official transcript and the student will not receive credit for the course.

SECONDARY HONOR ROLL

Students attending North Beach Middle/High School who achieve high grade point averages on their report cards will be placed on the honor roll of academic performance. Grade point averages (GPA) will be computed on a 4.0 scale.

Grand Honor Roll	4.0 GPA
Principal's Honor Roll	3.5 - 3.99 GPA
Hyak Honor Roll	3.0 - 3.49 GPA

Honor roll students will be recognized at academic awards assemblies and will be publicized in the local news media.

NORTH BEACH SCHOOL DISTRICT GRADUATION REQUIREMENTS

A senior of the Class of 2022 will need a minimum of **24** credits from the required subject areas and must meet all of the Washington State and North Beach School District additional requirements to receive a diploma or to participate in any senior activities including the graduation ceremony.

One (1) credit equals one year of study in a class that meets daily for a full school year. Therefore, a passing grade in a semester class equals 0.5 credit.

Subject	NBSD Min. Grad. Reqs	Min. reqs for public, 4-year colleges and universities	Rec. courses for selective colleges and universities
English	4 credits	4 years	4 years
Math	3 credits	3 years***	3-4 years***
Algebra I	1.0		
Geometry	1.0		
Algebra II	1.0		
Science	3 credits	2 years	3-4 years
Lab Science	2.0		
Science Elect.	1.0		
Social Studies	3 credits	3 years	3-4 years
Geography/Elective	1.0		
US History	1.0		
CWP	0.5		
Civics	0.5		
Health & Fitness	2 credits		
Health	0.5		
PE	1.5		
World language (same language)	2 credits	2 years	3-4 years
Career & Technical Education	1 credits		
The Arts	2 credits		
Electives	4 credits		
Total	24 credits		

WASHINGTON STATE REQUIREMENTS

For the Class of 2022 and beyond, students will need to complete a High School and Beyond Plan, required credits, and a graduation pathway.

- **High School and Beyond plan:** Within the first year of high school enrollment, each student shall develop a plan for satisfying the District’s high school graduation requirements and for his/her first year after high school completion. The plan shall be developed in collaboration with the student, parent/guardian and District staff. The plan shall include how the student will satisfy the District’s academic credit requirement, preparation for successfully completing the Washington Assessment of Student Learning, a description of the student’s Graduation Project and the student’s goals for the year following graduation.

For more information on state required graduation requirements, please visit OSPI:

<https://www.k12.wa.us/student-success/graduation/graduation-requirements/multiple-pathways-graduation-house-bill-1599>

GRADUATION

It is an honor to walk in the graduation ceremony. Students must have met **all** graduation requirements completed and be certified by the principal as having met all of the North Beach School District and Washington State requirements before receiving a diploma. **Diplomas and transcripts will be withheld by the school until all student fees or fines are paid in full and all school district issued equipment is returned by the student.**

HONOR CORDS AT GRADUATION

Students that have met the following minimum requirements for subject area honors will be recognized with an honor cord to be worn at graduation. (All GPA's are cumulative for all classes taken during high school.)

Academics Honors – Gold Cord
3.5 GPA or above

North Beach School District Conduct and Conflict Policy

Statement of Purpose

North Beach Middle/High School, Ocean Shores Elementary School and Pacific Beach Elementary School are small communities. The students of these communities, their physical and emotional safety, their growth and their learning are the top priority of every adult in North Beach School District. In order to help students learn and refine pro-social behaviors and non-cognitive skills, faculty and staff will work with students and families to help students understand their role in the community and their impact on it. Students, teachers, administrators, school staff and families will work together with each child to understand and foster the healthiest behaviors for each child in the North Beach School District.

Behavior Expectations for All

North Beach Middle/High School, Ocean Shores Elementary school and Pacific Beach Elementary school are communities for growth and learning. All people in the building, including students, families and visitor contribute to creating an environment for maximum student success by:

- ◆ Demonstrating respect
 - ◆ for self
 - ◆ for others
 - ◆ for the educational process
 - ◆ for the environment

Should conflicts arise, restorative justice practices will be used to educate, empower, heal and make sure that all parties are allowed dignity and are physically safe.

Restorative Justice

In North Beach School District classes and schools will use restorative justice practices to promote healing and growth in response to conflict. Schools may involve a wide range of people in the restorative justice process, including the victims (who may be teachers), school staff, bystanders, and other students, and the school community.

The three main goals of Restorative Justice focus on:

- ◆ **Accountability.** Restorative justice strategies provide opportunities for wrongdoers to be accountable to those they have harmed, and enable them to repair the harm they caused to the extent possible.
- ◆ **Community safety.** Restorative justice recognizes the need to keep the community safe through strategies that build relationships and empower the community to take responsibility for the well-being of its members.
- ◆ **Competency development.** Restorative justice seeks to increase the pro-social skills of those who have harmed others, address underlying factors that lead youth to engage in delinquent behavior, and build on strengths in each young person.

Information about restorative justice is readily available online. One resource for schools is: <http://www.icjia.state.il.us/public/pdf/BARJ/SCHOOL%20BARJ%20GUIDEBOOK.pdf>

Staff

Classroom Environment & Culture	Use of Physical Environment	<ul style="list-style-type: none"> • The physical arrangement of the room (e.g., meeting area, resources, student seating, etc.) is conducive to student learning. • The teacher uses the physical space of the classroom to assess student understanding and support learning (e.g., teacher moves around the room to observe and confer with students). • Students have access to resources in the physical environment to support learning and independence (e.g., libraries, materials, charts, technology, etc.).
	Classroom Routines and Rituals	<ul style="list-style-type: none"> • Classroom systems and routines facilitate student responsibility, ownership and independence. • Available time is maximized in service of learning.
	Classroom Culture	<ul style="list-style-type: none"> • Classroom discourse and interactions reflect high expectations and beliefs about all students’ intellectual capabilities and create a culture of inclusivity, equity and accountability for learning. • Classroom norms encourage risk-taking, collaboration and respect for thinking.

The Danielson Instructional teacher evaluation framework outlines expectations for how teachers will manage the environment in the classroom to maximize learner safety and engagement.

Teachers will communicate regularly with learners and parents in written, oral and/or digital form about procedures and expectations for classroom learning. Reteaching and modeling expectations will be built into classroom activities.

Non-productive class periods

When a student and teacher cannot find a way to work productively together for a class period, the student may be given a new place to work for the class period.

Students and teachers will have an opportunity to work together in a restorative conversation, which may include the student’s family, parent/guardian, and which will include an administrator.

Conduct Corrections

Students who violate school or classroom rules may be assigned after school detention, lunch detention, in-school suspension, out-of-school-suspension, or a consequence designed to help the student understand the negative impact of his/her behavior and give him/her an opportunity to mitigate this impact and reflect on making better choices in the future. Consequences will be decided upon through a restorative justice process, which may include the student’s family, may include other students, and which will include an administrator.

Searches

North Beach school district may, in certain circumstances search a student, the student’s possessions, the student’s desk and/or the student’s locker, if the administrator or designee has reasonable suspicion that the search may yield evidence of the student’s violation of the law or school rules.

The sanctions below do not prohibit administrators from considering approved alternatives to out-of-school suspension or expulsion, including in-school suspension. The standard range for each offense does not prohibit a school administrator from exceeding the range, up to and including expulsion, if sufficient aggravating factors warrant such corrective action or if the threat of danger or substantial disruption supports an emergency expulsion under WAC 392-400-295.

The full 3241 policy and procedure can be read in its entirety on the district website.
[Student Discipline Policy 3241](#)

Student Discipline Procedure

The District will implement culturally responsive discipline that provides every student the opportunity to achieve personal and academic success. The administration of other forms of discipline may involve the use of best practices and strategies included in the state menu for behavior available online at: <https://www.k12.wa.us/student-success/support-programs/learning-assistance-program-lap/menus-bestpractices-strategies/behavior-menu-best-practices-strategies>. Each District school will take into consideration the skills of school personnel and needs of students when identifying a continuum of best practices and strategies school personnel should use to support students in meeting behavioral expectations.

The District will ensure schools receive adequate support to effectively implement a continuum of identified best practices and strategies that:

1. Focus on prevention to reduce the use of exclusionary discipline practices;
2. Allow the exercise of professional judgment and skill sets; and
3. May be adapted to individual student needs in a culturally responsive manner.

Additional consequences and charges may be brought by law enforcement, and in all proven cases, students will have to abide by all juvenile justice and court sanctions.

Students who are found to be selling drugs, alcohol, tobacco, or inhalants on campus or at school activities may be expelled from North Beach School District, as well as be subject to law enforcement consequences.

NOTIFICATIONS REQUIRED BY LAW

Vaccines Required for School Attendance

Children have received fewer vaccines this year due to the COVID-19 pandemic and may be missing doctor's appointments. We encourage parents and guardians to vaccinate their children on time to protect them from vaccine preventable diseases.

As of August 1, 2020, revised rules went into effect for children to be in compliance with vaccination laws. Children may begin school only if they have received all of the required immunizations they are due to receive and have medically verified records on file with the school on or before the first day of attendance OR have provided the school with a Certificate of Exemption.

- If your child received vaccinations in Washington state, you can get a Certificate of Immunization online at <https://wa.myir.net>. If your records differ from what is in the MyIIR, please contact the school nurse who will be able to help you get the records in MyIIR updated.
- If your child received vaccinations in a different state, you need to provide the school with a medically verified shot record. Please contact the school nurse for more information.
- Some parents and guardians elect not to have their children vaccinated. These children are still in compliance with vaccination law as long as a Certificate of Exemption is provided to the school. Just be advised that in the case of an outbreak of a vaccine preventable disease, such as measles, these children would be excluded from school during the outbreak. There are three types of exemptions: 1) Personal/Philosophical, 2) Religious, and 3) Religious Membership. The first two requires the signature of a healthcare provider. Only the religious membership exemption does not require a healthcare provider signature. You can get a copy of the exemption form at https://www.doh.wa.gov/Portals/1/Documents/Pubs/348-106_CertificateofExemption.pdf.

Child-find Notification

The North Beach School District provides many programs for the children in our school district at no cost to you. The district offers special programs such as speech therapy, physical and occupational therapy. Developmental screenings and/or comprehensive assessments for children who are suspected of having a disability that could adversely affect their educational development are available at no cost to you. These services are available for persons between the ages of birth and 21 years of age.

An appointment for further information is available from the district at 360-289-5835.

<https://www.northbeachschools.org/domain/25>

Family Educational Rights of Privacy Act (FERPA)

The North Beach School District provides the following notification to parents of students currently in attendance and eligible students currently in attendance, of their right under the Act and this part.

Specifically, the parent of an eligible student has the right to:

- ◆ Inspect and review the student's education record
- ◆ Request an amendment of the student's education record to ensure that they are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights.
- ◆ Consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that the ACT and the regulations in the part authorize disclosure without consent.
- ◆ File with the U.S. Department of Education a complaint under Sec. 99.64 concerning alleged failures by the North Beach School District to comply with the requirements of the act and this part; and obtain a copy of the policy adopted under Sec. 66.64. Copies of the policy are located in the district office at 336 State Route 115, Ocean Shores, WA 98569.

Teacher Qualifications

Parents/Guardians may request teacher professional qualifications at any time during the school year.

Please submit a request in writing to the district office.

Drug-Free, Weapon Free Schools

North Beach Schools maintain all school district facilities in compliance with state law as drug-free and weapon-free facilities. No alcohol, tobacco consumption, or weaponry is allowed on district property.

The following persons may carry firearms into school buildings, as necessary, although students engaged in these activities are restricted to the possession of rifles on school premises:

- A. Persons engaged in military, law enforcement, or school district security activities;
- B. Persons involved in a school authorized convention, showing, demonstration, lecture or firearm safety course;
- C. Persons competing in school authorized firearm or air gun competitions; and
- D. Any federal, state or local law enforcement officer.

The following persons over eighteen years of age and not enrolled as students may have firearms in their possession on school property outside of school buildings:

- A. Persons with concealed weapons permits issued pursuant to RCW 9.41.070 who are picking up or dropping off students; and
- B. Persons conducting legitimate business at the school and in lawful possession of a firearm or dangerous weapon if the weapon is secured within an attended vehicle, is unloaded and secured in a vehicle, or is concealed from view in a locked, unattended vehicle.

Persons may bring dangerous weapons, other than firearms, onto school premises if the weapons are lawfully within the person's possession and are to be used in a school-authorized martial arts class.

Personal Protection Spray

Persons over eighteen years of age, and persons between fourteen and eighteen years of age with written parental or guardian permission, may possess personal protection spray devices on school property. No one under eighteen years of age may deliver such devices. No one eighteen years or older may deliver a spray device to anyone under fourteen, or to anyone between fourteen and eighteen who does not have parental permission.

Personal protection spray devices may not be used other than in self-defense as defined by state law. Possession, transmission or use of personal protection spray devices under any other circumstances is a violation of district policy.

***Possession of firearms on school property will result in a one-year mandatory expulsion, subject to appeal with notification to parents and law enforcement.**

Please refer to [Policy 4210](#)

BUS RULES

Code 5 Means: Danger/Listen-Up

Stay Seated, Facing Forward
Keep Hands and Feet to Yourself
Talk Quietly
No Pets, Glass Containers or Aerosol Cans
No Eating, Drinking or Gum Chewing
No Fighting, Bullying or Harassment
Obey Driver
Be a Good Citizen

DISCRIMINATION

North Beach 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, gender 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 employee(s) has been designated to handle questions and complaints of alleged discrimination: Civil Rights, Title IX, and Section 504

Coordinator: Andrew Kelly, akelly@northbeachschools.org, 336 St. Rt. 115, Ocean Shores, WA 98569, 360-289-2447.

You can report discrimination and discriminatory harassment to any school staff member or to the district's Civil Rights Coordinator, listed above. You also have the right to file a complaint (see below). For a copy of your district's nondiscrimination policy and procedure, contact your school or district office.

SEXUAL HARASSMENT

Students and staff are protected against sexual harassment by anyone in any school program or activity, including on the school campus, on the school bus, or off-campus during a school-sponsored activity.

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

- A student or employee is led to believe that he or she must submit to unwelcome sexual conduct or communications in order to gain something in return, such as a grade, a promotion, a place on a sports team, or any educational or employment decision, or

- The conduct substantially interferes with a student's educational performance, or creates an intimidating or hostile educational or employment environment.

Examples of Sexual Harassment:

- Pressuring a person for sexual favors
- Unwelcome touching of a sexual nature
- Writing graffiti of a sexual nature
- Distributing sexually explicit texts, emails, or pictures
- Making sexual jokes, rumors, or suggestive remarks
- Physical violence, including rape and sexual assault

You can report sexual harassment to any school staff member or to the district's Title IX Officer, who is listed above. You also have the right to file a complaint (see below). For a copy of your district's sexual harassment policy and procedure, contact your school or district office.

COMPLAINT OPTIONS: DISCRIMINATION, SEXUAL HARASSMENT, 504, TITLE I, TITLE IX, ETC

If you believe that you or your child have experienced unlawful discrimination, discriminatory harassment, or sexual harassment at school, you have the right to file a complaint.

Before filing a complaint, you can discuss your concerns with your child's principal or with the school district's Section 504 Coordinator, Title IX Officer, or Civil Rights Coordinator, who are listed above. This is often the fastest way to resolve your concerns.

Complaint to the School District

Step 1. Write Out Your Complaint

In most cases, complaints must be filed within one year from the date of the incident or conduct that is the subject of the complaint. A complaint must be in writing. Be sure to describe the conduct or incident, explain why you believe discrimination, discriminatory harassment, or sexual harassment has taken place, and describe what actions you believe the district should take to resolve the problem. Send your written complaint—by mail, fax, email, or hand delivery—to the district superintendent or civil rights compliance coordinator.

Step 2: School District Investigates Your Complaint

Once the district receives your written complaint, the coordinator will give you a copy of the complaint procedure and make sure a prompt and thorough investigation takes place. The superintendent or designee will respond to you in writing within 30 calendar days—unless you agree on a different time period. If your complaint involves exceptional circumstances that demand a lengthier investigation, the district will notify you in writing to explain why staff need a time extension and the new date for their written response.

Step 3: School District Responds to Your Complaint

In its written response, the district will include a summary of the results of the investigation, a determination of whether or not the district failed to comply with civil rights laws, notification that you can appeal this determination, and any measures necessary to bring the district into compliance with civil rights laws. Corrective measures will be put into effect within 30 calendar days after this written response—unless you agree to a different time period.

Appeal to the School District

If you disagree with the school district's decision, you may appeal to the school district's board of directors. You must file a notice of appeal in writing to the secretary of the school board within 10 calendar days after you received the school district's response to your complaint. The school board will schedule a hearing within 20 calendar days after they received your appeal, unless you agree on a different timeline. The school board will send you a written decision within 30 calendar days after the district received your notice of appeal. The school board's decision will include information about how to file a complaint with the Office of Superintendent of Public Instruction (OSPI).

Complaint to OSPI

If you do not agree with the school district's appeal decision, state law provides the option to file a formal complaint with the Office of Superintendent of Public Instruction (OSPI). This is a separate complaint process that can take place if one of these two conditions has occurred: (1) you have completed the district's complaint and appeal process, or (2) the district has not followed the complaint and appeal process correctly.

To file a complaint related to discrimination, you can send your written complaint to the Equity and Civil Rights Office at OSPI:

Email: Equity@k12.wa.us | **Fax:** 360-664-2967

Mail or hand deliver: PO Box 47200, 600 Washington St. S.E., Olympia, WA 98504-7200

For more information, visit www.k12.wa.us/Equity/Complaints.aspx, or contact OSPI's Equity and Civil Rights Office at 360-725-6162/TTY: 360-664-3631 or by e-mail at equity@k12.wa.us.

Other Discrimination Complaint Options

Office for Civil Rights, U.S. Department of Education

206-607-1600 | TDD: 1-800-877-8339 | OCR.Seattle@ed.gov | www.ed.gov/ocr

Washington State Human Rights Commission

1-800-233-3247 | TTY: 1-800-300-7525 | www.hum.wa.gov

To file a complaint related to services provided through **federal programs**, you can send your written complaint to:

Mail: Citizen Complaint- Title I, Part A, PO Box 47200 Olympia, WA 98504-7200

Fax: (360) 586-3305

For additional information see:

<http://www.k12.wa.us/TitleI/FamilyInvolvement/pubdocs/HandoutCitizenComplaintSchoolDistrictESDSubgrantee.pdf>

North Beach Public Schools Report Card

Like all school districts in Washington state, North Beach Public Schools has a report card. It includes our state test scores and other information about our students, our teachers and our progress as a school district in providing all students an equitable and high-quality education. This information can be found on the district website or by going to <https://www.northbeachschools.org/Page/1112>. If you do not have access to the Internet, or prefer to have a paper copy, contact the school office and we will get a printed copy to you.

District Policies

District Policies are located on the district website <https://www.northbeachschools.org/Page/1103>. They can be found by clicking "Our District"/"Board of Directors"/"Board Policies"

Teacher-Parent-Student-Success Compact

As North Beach School District strives to achieve academic excellence for all students K-12, we encourage you to join us in our commitment to ensure that every child succeeds.

Ocean Shores and Pacific Beach Elementary-Pre-K through 5th grade:

As a teacher I will strive to:

- Provide a quality, rigorous education to all students
- Provide daily reading and math instruction to meet the needs of individual students. This will be provided in a group and one-on-one settings
- Teach current standards and check for understanding through innovative and researched based techniques
- Support positive behavior

- Model appropriate behavior
- Maintain open lines of communication with students and their parents/guardians through various routes, including phone calls and email

As a parent I will strive to:

- Establish a home routine that includes time for my child(ren) to work on becoming a successful student
- Work daily on reading and math skills. Some examples of this are:
 - Review daily school work with my child and provide time for any corrections or home assignments as needed
 - Math games
 - Baking and cooking
 - Counting money
 - Reading to another household member
 - Reading silently to themselves
 - Creating arts and crafts
- See that my child has regular attendance and is at school on time
- Communicate concerns with teachers and staff

As a student I will strive to:

- Work to become a successful student. Some examples of how I can achieve this goal are:
 - Listen and focus on what I am being taught
 - Participate in my class and do the work the teacher is presenting to me
 - Ask questions when I don't understand what is being taught
 - Review my classwork with my parents/guardians and do any homework needed to be completed.
- Do fun things that help increase my understanding of math and my reading ability. Some ways I can do this are:
 - Play math games
 - Read to myself or to other members of my family
 - Write letters or email
 - Bake or cook
 - Create arts and crafts

North Beach Middle School - 6th through 8th Grades

As a teacher I will strive to:

- Provide a quality, rigorous education to all students
- Teach current standards and check for understanding through innovative and researched based techniques
- Make myself available to students that have questions or need help
- Keep Skyward current so that students and parents can check and monitor student progress
- Support positive behavior
- Model appropriate behavior
- Maintain open lines of communication with students and their parents/guardians through various routes, including phone calls and email

As a parent I will strive to:

- Establish a home routine that includes time for my child(ren) to work on being a successful student
- Work daily on reading and math skills. Some examples of this are:
 - Review daily school work with my child and provide time for any corrections or home assignments as needed

- Look for and/or create opportunities to involve my child in math activities such as games, shopping, budgets, etc.
- Baking and cooking
- Counting money
- Encourage reading
- Regularly check Skyward to monitor my child's progress
- See that my child has regular attendance and is at school on time
- Communicate concerns with teachers and staff

As a student I will strive to:

- Work to become a successful student. Some examples of how I can achieve this goal are:
 - Listen and focus on what I am being taught
 - Participate in my class and do the work the teacher is presenting to me
 - Ask questions when I don't understand what is being taught
 - Review my classwork with my parents/guardians and do any homework needed to be completed.
- Do fun things that help increase my understanding of math and my reading ability. Some ways I can do this are:
 - Play math games
 - Read to myself or to other members of my family
 - Write letters or email
 - Bake or cook
 - Create arts and crafts

North Beach High School - 9th through 12th grade

As a teacher I will strive to:

- Provide a quality, rigorous education to all students
- Teach current standards and check for understanding through innovative and researched based techniques
- Make myself available to students that have questions or need help
- Keep Skyward current so that students and parents can check and monitor student progress
- Work with students to ensure that every student passes mandatory state testing requirements for graduation
- Work with students to create career, college and life goals and ensure that to the best of my ability, students are taught the skills to achieve these goals
- Support positive behavior
- Model appropriate behavior
- Maintain open lines of communication with students and their parents/guardians through various routes, including phone calls and email

As a parent I will strive to:

- Establish a home routine that includes time for my youth to work on being a successful student and responsible adult
- Provide real life opportunities for my youth to have real world experience that will enrich their understanding in math and reading. This could include:
 - Banking
 - Shopping for household items
 - Home repair
 - Baking and cooking
 - Driving and car maintenance as appropriate

- Appropriate use of technology such as the internet, social media and email
- Regularly check Skyward to monitor my youth's progress
- See that my youth has regular attendance and is at school on time
- Communicate concerns with teachers and staff

As a student I will strive to:

- Work to become a successful student and young adult. Some examples of how I can achieve this goal are:
 - Listen and focus on what I am being taught
 - Use my knowledge and skills to pass and perform well on state mandated tests
 - Participate in my classes and do the work the teacher is presenting to me
 - Ask questions when I don't understand what is being taught and/or seek help outside of the normal instruction time
 - Create college and career goals for myself and continue to pursue them

Please fill out and return to your student's school.

I have received a copy of the 2021-2022 North Beach School District Handbook and have reviewed its contents with my student.

Student Signature

Date

Parent/Guardian Signature

Date