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# Heritage High School Contact Information

7825 N.E. 130<sup>th</sup> Avenue, Vancouver, WA  98682  
Phone: (360)-604-3400  Fax: (360)-604-3402  
Website: [http://www.evergreenps.org/Schools/High-Schools/Heritage](http://www.evergreenps.org/Schools/High-Schools/Heritage)

**PRINCIPAL:**  
Derek Garrison  
604-3440

**ASSOCIATE PRINCIPALS:**  
Ebony Kee-McKenzie  
604-3408  
Justin Tanner  
604-3419  
Lamont Woods  
604-3438

**DEAN OF STUDENTS:**  
Meghan Thomson  
604-3403

**ATHLETIC COORDINATOR:**  
Erik Gonzalez  
604-3405

**IEP DEPARTMENT HEAD:**  
Dawn Johnson  
604-3424

**GUIDANCE COUNSELORS:**  
Trista Railsback (9th)  
604-3443  
Marion Lansdon (10<sup>th</sup>)  
604-3460  
Talayna Broselle (11<sup>th</sup>)  
604-3463  
Olivia Melin (12<sup>th</sup>)  
604-3461  
Jessica Greenwell (9<sup>th</sup>-11<sup>th</sup>)  
604-3453  
Jordan Rinta (ELL)  
604-3451  
Ryan Hovde (Other Programs)  
604-3462

**DRUG & ALCOHOL INTERVENTION SPECIALIST:**  
Nicole Skuzeski-Grimes  
604-3465  
Rachel Zavertnik  
604-3465

**SCHOOL PSYCHOLOGIST:**  
Theresa Wilson  
604-3425

**ASB COORDINATOR:**  
Brandon Angelo  
604-7891

**ACTIVITIES OFFICE:**  
Sherry Temple  
604-3410

**ATTENDANCE OFFICE:**  
Ginger Enbusk  
604-3420  
Kimberly Burris  
604-3420

**CAMPUS SECURITY:**  
Paul Fitzgerald  
9<sup>th</sup> Grade  
George St. Pierre  
10<sup>th</sup> Grade  
Jake Thomas  
11<sup>th</sup> Grade  
Debbie Marshall  
12<sup>th</sup> Grade

**SCHOOL RESOURCE OFFICER:**  
Brendan McCarthy  
604-3428

**CAREER GUIDANCE SPECIALIST:**  
Mary Thompson  
604-3433

**TRANSITION COACH:**  
604-7819  
Nesha Manirajd (12<sup>th</sup> Grade)  
Jessica Swink-Goin (9<sup>th</sup> Grade)  
Lynelle Thomsen (10<sup>th</sup> and 11<sup>th</sup> Grade)

**STUDENT ADVOCATE:**  
Colleen Brown  
604-3430
## Regular Schedule - Mon, Tues, Thurs, & Fri

<table>
<thead>
<tr>
<th>Period</th>
<th>Time</th>
<th>Period</th>
<th>Time</th>
</tr>
</thead>
<tbody>
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<tr>
<td>3</td>
<td>10:42 - 11:38</td>
<td>3</td>
<td>10:42 - 11:38</td>
</tr>
<tr>
<td>1st Lunch</td>
<td>11:38 - 12:08</td>
<td>4</td>
<td>11:43 - 12:38</td>
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<tr>
<td>4</td>
<td>12:13 - 1:08</td>
<td>2nd Lunch</td>
<td>12:38 - 1:08</td>
</tr>
<tr>
<td>6</td>
<td>2:14 - 3:10</td>
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<td>2:14 - 3:10</td>
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<tr>
<td>7</td>
<td>3:15 - 4:10</td>
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<td>3:15 - 4:10</td>
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## Early Release

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<tr>
<td>2</td>
<td>9:20 - 9:55</td>
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<tr>
<td>3</td>
<td>10:00 - 10:35</td>
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<tr>
<td>4</td>
<td>10:40 - 11:15</td>
</tr>
<tr>
<td>5</td>
<td>11:20 - 11:55</td>
</tr>
<tr>
<td>6</td>
<td>12:00 - 12:35</td>
</tr>
<tr>
<td>Lunch</td>
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## Wednesday Schedule

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<th>Time</th>
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<td>1</td>
<td>8:40 - 9:30</td>
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</tr>
<tr>
<td>SAT</td>
<td>10:30 - 11:00</td>
<td>SAT</td>
<td>10:30 - 11:00</td>
</tr>
<tr>
<td>3</td>
<td>11:05 - 11:55</td>
<td>3</td>
<td>11:05 - 11:55</td>
</tr>
<tr>
<td>Lunch</td>
<td>11:55 - 12:25</td>
<td>4</td>
<td>12:00 - 12:50</td>
</tr>
<tr>
<td>4</td>
<td>12:30 - 1:20</td>
<td>Lunch</td>
<td>12:50 - 1:20</td>
</tr>
<tr>
<td>5</td>
<td>1:25 - 2:15</td>
<td>5</td>
<td>1:25 - 2:15</td>
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<tr>
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<td>2:20 - 3:10</td>
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<tr>
<td>7</td>
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<td>7</td>
<td>3:15 - 4:10</td>
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## Finals Schedule

<table>
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</tr>
<tr>
<td>1/4</td>
<td>8:40-9:55</td>
</tr>
<tr>
<td>2/5</td>
<td>10:00-11:15</td>
</tr>
<tr>
<td>3/6</td>
<td>11:20-12:35</td>
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<td>Lunch</td>
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## Late Start Schedule

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<th>Period</th>
<th>Time</th>
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<td>10:40-11:15</td>
<td>1</td>
<td>10:40-11:15</td>
</tr>
<tr>
<td>3</td>
<td>12:00-12:35</td>
<td>3</td>
<td>12:00-12:35</td>
</tr>
<tr>
<td>Lunch</td>
<td>12:35-1:05</td>
<td>4</td>
<td>12:40-1:15</td>
</tr>
<tr>
<td>4</td>
<td>1:10-1:45</td>
<td>Lunch</td>
<td>1:15-1:45</td>
</tr>
<tr>
<td>5</td>
<td>1:50-2:25</td>
<td>5</td>
<td>1:50-2:25</td>
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<tr>
<td>6</td>
<td>2:30-3:10</td>
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<td>2:30-3:10</td>
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<tr>
<td>7</td>
<td>3:15-4:10</td>
<td>7</td>
<td>3:15-4:10</td>
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## Assembly Schedule

<table>
<thead>
<tr>
<th>Period</th>
<th>Time</th>
<th>Period</th>
<th>Time</th>
</tr>
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<tbody>
<tr>
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<td>7:45 - 8:35</td>
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<td>7:45 - 8:35</td>
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<tr>
<td>1</td>
<td>8:40 - 9:25</td>
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</tr>
<tr>
<td>Assembly</td>
<td>9:30 - 10:00</td>
<td>Assembly</td>
<td>9:30 - 10:00</td>
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<tr>
<td>2</td>
<td>10:05 - 10:55</td>
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<td>10:05 - 10:55</td>
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<tr>
<td>3</td>
<td>11:00-11:50</td>
<td>3</td>
<td>11:00-11:50</td>
</tr>
<tr>
<td>Lunch</td>
<td>11:55 - 12:25</td>
<td>4</td>
<td>11:55 - 12:45</td>
</tr>
<tr>
<td>4</td>
<td>12:30 - 1:20</td>
<td>Lunch</td>
<td>12:50 - 1:20</td>
</tr>
<tr>
<td>5</td>
<td>1:25 - 2:15</td>
<td>5</td>
<td>1:25 - 2:15</td>
</tr>
<tr>
<td>6</td>
<td>2:20 - 3:10</td>
<td>6</td>
<td>2:20 - 3:10</td>
</tr>
<tr>
<td>7</td>
<td>3:15 - 4:10</td>
<td>7</td>
<td>3:15 - 4:10</td>
</tr>
</tbody>
</table>
ACADEMIC AND GENERAL INFORMATION

Admissions and Enrollment
A student who lives with their parent or legal guardian and resides in the Heritage High School attendance area is eligible to attend HHS. A parent or legal guardian should accompany students who wish to enroll. Students requesting boundary exceptions to attend HHS must apply in writing to the District Attendance Office. Students requesting a boundary exception within the district to attend HHS must complete the “Request for in-district Boundary Exception.” The Dean of Students will review “Boundary Applications.” Students who do not meet criteria but are interested in attending Heritage High School should contact a counselor or administrator at 604-3400.

Student Records
Necessary student records are maintained for the educational welfare of students, for the orderly and efficient operation of the school, as required by law. All information related to individual students is treated in a confidential manner. Student records are the property of the district but are available in an orderly and timely manner to the student, parent, adoptive parent, or legal guardian. Any information in a student record believed inaccurate, misleading, or in violation of privacy or other rights of the student may be challenged. Should a student transfer to another school, Washington State Law requires student records, discipline files, to be transferred to that school. Parents must notify the school with any change of address and/or phone numbers in order for records to be updated.

Curriculum Offerings
The “Curriculum Guide” provides an up to date list of courses offered at Heritage High Schools and requirements approved by the Superintendent of Public Instruction. This guide is available in the Main Office (paper) and online through the Heritage website.

High School Credits
Credit is not earned when a student receives a grade of “F”, an “NC”, or “INC” in a course. (F = failure; NC = no-credit; and, INC = incomplete.) If a student is removed from class or drops a class after the 15th day in a semester, he/she will receive an “F” unless special arrangements have been approved by administration. A no-credit, (NC), may be given in cases of excessive absenteeism.

For more recent and frequently updated information about graduation requirements, visit The Office of the Superintendent of Public Instruction: http://www.k12.wa.us/

Grading System
Grades (progress reports and report cards) are issued every six (6) weeks. The semester grade is permanent; transcript grades will determine grade point average, (GPA). The grade point values are:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Grade Point Value</th>
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<tbody>
<tr>
<td>A</td>
<td>4.0</td>
</tr>
<tr>
<td>B+</td>
<td>3.3</td>
</tr>
<tr>
<td>C+</td>
<td>2.3</td>
</tr>
<tr>
<td>D+</td>
<td>1.3</td>
</tr>
<tr>
<td>F</td>
<td>0.0</td>
</tr>
<tr>
<td>A-</td>
<td>3.7</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
</tr>
<tr>
<td>C</td>
<td>2.0</td>
</tr>
<tr>
<td>D</td>
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<td>NC</td>
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<tr>
<td>B-</td>
<td>2.7</td>
</tr>
<tr>
<td>C-</td>
<td>1.7</td>
</tr>
<tr>
<td>INC</td>
<td>0.0</td>
</tr>
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</table>
Graduation Requirements and Post-Secondary Education

Due to recent Washington State legislation, Heritage High School, Evergreen Public Schools, and all students in the state of Washington graduating in 2019 or later will have to adhere to new graduation requirements. Listed below are the graduation requirements organized by graduating class. Every student should be prepared to continue their learning beyond high school. This learning may happen at a 4 year university, a community or technical college, certificate program or apprenticeship. It is important to understand what minimum requirements are necessary to complete in order to be considered for universities (in the state of Washington) - you will find these specifics in the far right column of the table below. For specific questions, please contact your counselor.

<table>
<thead>
<tr>
<th>Class of:</th>
<th>2018-2020</th>
<th>2021 and beyond</th>
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</thead>
<tbody>
<tr>
<td>Entering 9th grade after July 1 of:</td>
<td>2014</td>
<td>2017</td>
</tr>
<tr>
<td>English</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>Mathematics</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Science</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>Social Studies</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>HeLa Program of Study</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Arts</td>
<td>1</td>
<td>2, one may be PPR*</td>
</tr>
<tr>
<td>Health and Fitness</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Career and Tech Ed</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>STEM</td>
<td>1</td>
<td>-</td>
</tr>
<tr>
<td>World Language</td>
<td>-</td>
<td>2, both may be PPR*</td>
</tr>
<tr>
<td>Electives</td>
<td>5.5</td>
<td>4</td>
</tr>
<tr>
<td><strong>Total Requires Credits:</strong></td>
<td><strong>22.5</strong></td>
<td><strong>24</strong> **[Note: <strong>24 credits are required]</strong></td>
</tr>
</tbody>
</table>

Early Graduation

After consulting with their parents and a counselor, requests for early graduation shall be directed to the principal. Approval must be obtained in advance from the school principal at the end of the junior year.

Participation in Athletics and Co-Curricular Activities

The opportunity to participate in athletics is a privilege granted to all eligible students at Heritage High School who maintain a minimum GPA of 2.0 and also maintain passing grades in 5 of 6 classes. Since the athletic program is an extension of the “regular” school program, students are expected to abide by school, district and state rules / guidelines. Refer to the Athletic / Activity Handbook for the guidelines / requirements for participation in Heritage High School’s athletic program.

Since co-curricular programs are an extension of the “regular” school program, students are expected to abide by school, district and state rules / guidelines. In addition, participants in these voluntary programs are expected to follow the specific standards of conduct established by the administration, program / club leaders and parent organizations.
Revising Classes and Changing Your Schedule

Dropping a Class
Students who wish to drop a class must contact a counselor.

1. Parent approval is required to drop a class.
2. If you drop a class(es), resulting in a late start or early exit, you must provide your own transportation. School buses only provide transportation before and after school. Your options include driving your own car if you drive to school, C-Tran; parents dropping you off/picking you up, and/or, walking.
3. If the above guidelines are not agreeable, then you must remain in class and behave. If you are disruptive, defiant, or generally prevent others from learning, disciplinary action will result. In this case, you will be dropped from the class due to misconduct and your school day schedule reduced, perhaps to a half-day schedule.

A student who drops/withdraws from a class after the 15th day of the semester will receive an “F” grade posted to transcript unless there is a documented counselor/administrative approved reason in which case the student will receive a “NC”.

Schedule Changes
Heritage High School’s master schedule is built upon students registering for classes as part of their career path/educational goals. Changing a student’s schedule has an impact on the entire program. Parent/guardian permission is always required for any schedule change. Schedule changes may be considered during the first five days of the start of the semester for the following reasons:

• The student needs to take a required course.
• The student was placed in an inappropriate class/skill level.
• The student lacked the required prerequisite.
• The student had previously received credit in that class.
• The student previously failed the class/course with the same teacher.
• The student’s schedule had an obvious programming error/“glitch”
Student Rights, Responsibilities, and Conduct

The rules are meant to regulate student conduct at school, conduct at all school-sponsored activities, and other off-campus conduct that adversely affects the school’s learning climate. Some of these rules contain recommended penalties. In compliance with state law, the Revised Code of Washington (RCW), the Washington Administrative Code (WAC), and the guidelines of Evergreen Public Schools, may impose discipline, short-term suspension, long-term suspension or expulsion.

District policy and rules of conduct shall be applicable to all students in any program or activity conducted by the Evergreen Public Schools. Any student who willfully violates or fails to follow district or individual school rules or regulations, or performs any act which materially interferes with or is detrimental to the orderly operation of a classroom or school, a school sponsored activity, or any other aspect of the educational process in the Evergreen schools, shall be subject to discipline, suspension, or expulsion. In the case of suspension, the nature and circumstances of the violation must reasonably warrant a suspension and the length of the suspension imposed.

Student Conduct - Students have the right to:
- Citizenship as delineated in the United States Constitution.
- Present petitions, complaints, or grievances to school authorities and the right to prompt authoritative replies subject to reasonable limitations upon the time, place and manner of exercising such right.
- Equal educational opportunity and freedom from discrimination because of race, religion, sex, national origin, economic status, marital status, pregnancy, previous arrest or incarceration, or a physical, mental, or sensory handicap.
- Consult with teachers, counselors, administrators, and other school personnel.
- View the contents of their Cumulative Academic Record and to be apprised, with parental permission, of the contents of the Supplemental Record at reasonable times during school hours upon request.
- Be involved in school activities provided they meet the reasonable qualifications of the sponsoring organizations.
- Procedural due processes whenever they are subject to disciplinary action, suspension, or expulsion by school authorities.
- Physical safety and protection of personal property.

Student Responsibility - Students have the responsibility to:
- Attend school daily, be on time to all classes, and pursue their course of studies.
- Be aware of all rules governing student behavior and to conduct themselves accordingly.
- Submit to reasonable corrective action or punishment imposed by school authorities.
- Express their opinions and ideas in a respectful manner so as not to libel or slander others.
- Dress in a manner that is not disruptive to the educational process.
- Behave in a manner that will not disrupt their education nor disrupt or deprive others of their education.
- Exercise self-discipline in adhering to established rules and regulations so as not to limit or impede the due process rights of others.
- Follow established procedures in seeking changes in those policies, rules, or regulations which affect them and with which they disagree.
- Comply with the lawful instructions of school employees in the performance of their duties.
- Identify themselves, upon request, to any school district personnel or authorities in the school building, on school grounds, at school sponsored events, or on school buses.
General Rules and Regulations

Disciplinary action may result if the following rules and regulations are violated:

Misconduct and General Behavior

Students are expected to behave in a manner that is conducive to the learning environment while at school. Behavior detrimental to a positive learning environment shall constitute cause for disciplinary action. During the last month of school, seniors involved in incidents, which are considered poor citizenship while under the school jurisdiction, or involving school property may be denied participation in school activities such as Commencement Exercises and Senior Awards.

Nexus to the School

The jurisdiction of school sanctions may extend beyond the school doors / immediate properties when student and/or staff safety, health, and welfare are impacted. Examples of nexus include students smoking across the street / within the vicinity of the school, misconduct at bus stops, damage to staff property away from school, and traversing to and from school.

Off-Limits Areas

For student safety and welfare, certain areas of campus are restricted. Unless you have specific permission from school officials or are directly supervised by school staff, you are to remain away from off limit / unauthorized areas during the school day. It is your responsibility to remain in a supervised area and not out of the vision of school staff. Some areas inside the school are restricted to congregating and/or loitering, such as stairways. Failure to comply will result in disciplinary action. It is your responsibility to know the guidelines. See campus security if you have questions.

The following defined areas are restricted from student access / use and are considered off limits to students unless they have specific permission from school officials or are directly supervised by school staff:

- North of the school building: student parking lot, dug outs, and sports fields.
- South of the school building: staff park lot, south gate
- East of the school building: tennis courts, track, soccer and baseball fields, bleachers, portables and containers.
- West of the school building: visitor parking lot/passenger loading area, and N.E. 130th Avenue.

ONCE STUDENTS ARE ON SCHOOL GROUNDS THEY MAY NOT LEAVE AT ANY TIME WITHOUT AN OFF-CAMPUS PERMIT, REGARDLESS AS TO WHETHER THE SCHOOL DAY HAS BEGUN OR NOT.

During lunchtime, students may access these areas: the Den, Media Center, supervised classrooms, the Career Center, counselor offices, Senior Hall, Technology Hall, Music Hall, and paved sidewalk areas directly adjacent to the building. Students may only eat in the Den, paved sidewalk areas directly adjacent to the building, and in Senior Hall. Upper St. Helens, Lower St. Helens, and Upper Hood pods will be closed during lunch. Lower Hood will be open to students as long as the environment is treated with respect and trash is picked up on a daily basis.

Off-Campus Passes

If you are at least a junior in good standing, (minimum 10.5 credits earned for 11th grade students, 16.5 for 12th grade students), you are eligible for an off-campus pass with parent permission. Freshmen and sophomores are not eligible for an off-campus pass. The off-campus permit is appropriately used by leaving the school and surrounding area during lunchtime. Simply “hanging out” near the school is truancy; you must have an appropriate destination.
Poor driving, littering in the community, or attendance concerns are valid reasons for revocation of a lunchtime exit. Security, Administrators or the Dean may revoke your exit at any time. If you have fines you will not be allowed to have an off campus permit.

**Student Motor Vehicles**

Due to limited parking space, only juniors and seniors are eligible to drive and park on Heritage High School grounds during regular school hours. (Sophomores will be considered for driving privilege if there are enough parking spaces.) Juniors and seniors may drive motor vehicles to school if they follow all of the State, school district, and high school regulations. Juniors and seniors must register their vehicle and display the placard on their rearview mirror.

**Parking Rules and General Vehicle Operations:**

1. Vehicles parked on any school grounds are done at the student’s own risk. Heritage High School and/or Evergreen School District accept no liability or responsibility for damaged or stolen vehicles while on school grounds.
2. All vehicles parked on school property must be registered and display a current parking permit in the rear window or rear bumper. One vehicle registration is $5.00 with ASB Card purchase. Juniors and seniors without an ASB Card will be charged $10.00 to register and park a car on campus. Any vehicle not displaying a parking permit and parked on school grounds is subject to being impounded at the owner’s expense.
3. Student parking is permitted in the student **North lot only**. Cars are to be parked front end first to facilitate identification, and in designated marked spaces only. Students are not permitted to park in the staff lot.
4. Vehicles parked on school grounds during school hours without a parking permit displayed will be tagged and issued a $5.00 fine. If the vehicle is tagged again further discipline will occur.
5. All vehicles must follow all of the laws of the state of Washington while driving on campus and should be in control of their vehicles at times.
6. Failure to follow parking rules could result in removal of parking privileges.

**Search, Seizure and Inspection**

If there is reasonable suspicion to believe that school policies and regulations have been violated, school authorities may search students or their property. School officials may take into custody any objects which could disturb or interfere with the educational process; are illegal; which present a threat to the safety or security of others; or, are in violation of school policy. Group searches will not be conducted.

Lockers are the property of Evergreen Public Schools and are made available for student use. Lockers will be subject to inspection on a periodic basis for the purpose of maintaining safety and cleanliness. Students should not expect a reasonable right of privacy to prevent school officials from opening lockers. Vandalism, writing on or in, and applying stickers are subject to the student being fined. Personal combination/key locks on book lockers are not permitted and will be cut off without prior notice. ONLY designated school officials have the right to inspect and/or search lockers at any time.

**Campus Drug Deterrent**

Drug sniffing dogs may be used in Evergreen Public Schools parking areas, on lockers, and other school property as a deterrent to students bringing illegal drugs onto district property.
Dress Code

Preserving a beneficial learning environment and assuring the safety and well-being of all students are primary concerns of the Evergreen Public Schools. The District Dress Code policy applies to all schools in Evergreen Public Schools grades PK-12.

Allowable Dress & Grooming

- Students must wear clothing including both a shirt with pants or a skirt, or the equivalent and shoes.
- Shirts and dresses must have fabric in the front and on the sides.
- Clothing must cover undergarments, waistbands and bra straps excluded.
- Fabric covering all private parts must not be see through.
- Hats and other headwear must allow the face to be visible and not interfere with the line of sight to any student or staff. Hoodies must allow the student face and ears to be visible to staff.
- Clothing must be suitable for all scheduled classroom activities including physical education, science labs, shop, and other activities where unique hazards exist.
- Specialized courses may require specialized attire, such as sports uniforms or safety gear.

Non-Allowable Dress & Grooming

- Clothing may not depict, advertise or advocate the use of alcohol, tobacco, marijuana, or other controlled substances.
- Clothing may not depict pornography, nudity, or sexual acts.
- Clothing may not use or depict hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation or any other protected groups.
- Clothing including gang identifiers, must not threaten the health or safety of any other student or staff.
- If the student’s attire or grooming threatens the health or safety of any other person, then discipline for dress or grooming violations should be consistent with discipline policies for similar violations.

A material and substantial disruption of the educational process may be found to exist when a student’s conduct is inconsistent with any part of the educational mission of the school district. Prohibited conduct includes the use of lewd, sexual, drug, tobacco, or alcohol-related messages, or gang-related apparel. The uniforms of nationally recognized youth organizations, and clothing worn in observance of a student’s religion, are not subject to this policy.

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

A. Lead school officials to reasonably believe that such dress or grooming will disrupt, interfere with, disturb, or detract from the school environment or activity and/or educational objectives;
B. Create a health or other hazard to the student’s safety or to the safety of others;
C. Create an atmosphere in which a student, staff, or other person’s well-being is hindered by undue pressure, behavior, intimidation, overt gesture or threat of violence; or
D. Imply gang membership or affiliation by written communication, marks, drawing, painting, design or emblem upon any school or personal property or one’s person.
The principal, in connection with the sponsor, coach, or other person in charge of an extracurricular activity, may regulate the dress and grooming of students who participate in the activity if the principal reasonably believes that the student’s dress or grooming:

A. Creates a hazard to the student’s safety or to the safety of others; or
B. Will prevent, interfere with or adversely affect the purpose, direction, or effort required for the activity to achieve its goals.

If the student’s dress or grooming is objectionable under these provisions, the principal will request that the student make appropriate corrections. If the student refuses, the principal will notify the parent, if reasonably possible, and request that the parent make the necessary correction. If both the student and parent refuse, the principal will take appropriate disciplinary action. Students may be suspended, if circumstances so warrant. Students who violate provisions of the dress code relating to extracurricular activities may be removed or excluded from the extracurricular activity for such period as the principal may determine. All students will be accorded due process safeguards before any corrective action may be taken.

Students identified as being gang involved, influenced or affiliated will be provided assistance and/or programs which discourage gang involvement or affiliation, enhance self-esteem, encourage interest and participation in school or other positive activities and promote membership in authorized school organizations.

**Bus Behavior**

Students riding buses to and from school shall comply with the rules and conduct set forth in this policy in addition to those rules adopted by the Board of Directors and authorized by the Superintendent under policy No. 8123. School bus drivers shall possess the authority to discipline students for misconduct that violates such rules.

**Conduct at Extra, Co-Curricular, and Athletic Events**

The educational process includes all activities carried out during the school day and any educational program or activity authorized by the district whether during the school day or at some other time.

**Acceptable Behavior**

- Applauding during introduction of players, coaches and officials.
- If opponents are penalized / foul out, fans recognize player’s performance with applause.
- Accepting decisions of officials.
- Fans respond to cheerleaders positive school yells in a positive manner.
- Applauding at end of contest for performances of all participants.
- Showing concern and respect for injured player, regardless of team.
- Encouraging other people to display only sportsmanlike conduct.

**Unacceptable Behavior**

- Yelling or waving arms to distract an athletic participant from performing to their best.
- Use disrespectful or derogatory yells, chants, songs, gestures, signage, clothing appliqués, or body markings / paintings.
- Criticizing officials in any way, such as displaying bad temper following an official’s call.
- Mocking opponents.
- Taunting opponents and other participants on basis of ethnic background, gender, handicap, religion, sexual orientation, physical appearance, economic status, special needs or personal matters.
- Using profanity or displaying anger that draws attention away from the game.
- Performing actions that interfere with safety and welfare of others before, during and after contests.
- Performing your own yells instead of following the lead of cheerleaders.
**Evergreen Public Schools Technology Use Agreement**

Evergreen Public Schools is able to enhance educational opportunities for youth through the use of wifi, classroom computers, and e-mail. Students are expected to use all technology responsibly and adhere to Heritage High School expectations as follows:

1. All use of the system must be in support of education and research and be consistent with the mission of the District. The District reserves the right to prioritize use and access of the system.
2. Any use of the system must be in conformity to state and federal law, network provider policies and licenses and District policy. Use of the system for commercial solicitation is prohibited. The Superintendent or designee must approve use of the system for charitable purposes in advance.
3. The system constitutes public facilities and may not be used to support or oppose political candidates, ballot measures, nor personal commercial purposes.
4. No use of the system shall serve to disrupt the operation of the system by others; system components including hardware or software shall not be destroyed, modified, or abused in any way.
5. Malicious use of the system to develop programs that harass other users or gain unauthorized access to any computer or computing system and/or damage the components of a computer or computing system is prohibited.
6. Users are responsible for the appropriateness and content of material they store, transmit, or publish on the system. Hate mail, harassment, discriminatory remarks, defamation, lewd or vulgar language, and other antisocial behaviors are expressly prohibited.
7. Use of the system to access, store or distribute obscene or pornographic material is prohibited.
8. System accounts are to be used only by the authorized owner of the account for the authorized purpose. Users may not share their account number or password with another person or leave an open file or session unattended or unsupervised. Individual account owners are ultimately responsible for all the activity under their account.
9. Users shall not seek information on, obtain copies of, or modify files, other data, or passwords belonging to other users, or misrepresent other users on the system, or attempt to gain unauthorized access to the system.
10. Communication may not be encrypted so as to avoid security review.
11. Users should change passwords regularly and avoid easily guessed passwords.
12. The unauthorized installation, use, storage or distribution of copyrighted software or materials on District computers is prohibited.
13. Nothing in these regulations is intended to preclude the use of the system in conformity with District policy and procedure.

From time to time, the District will make a determination on whether specific uses of the system are consistent with the regulations stated above. For security and administrative purposes the District reserves the right for authorized personnel to review system use and file content. The District reserves the right to remove a user account on the system to prevent further unauthorized activity.Misuse or abuse of Internet access or network accounts will result in disciplinary action, including loss of credit in class(es).

**Harassment, Intimidation, and Bullying (HIB)**

The district is committed to a safe and civil educational environment for all students, employees, volunteers and patrons that is free from harassment, intimidation or bullying. Board Policy 3207 defines harassment, intimidation, or bullying as “any intentionally written message or image, including those that are electronically transmitted, a verbal, or physical act, including but not limited to one shown to be motivated by race, color, religion, ancestry, national origin, gender, sexual orientation, including gender expression or identity, mental or physical disability, or other distinguishing characteristics, when the act:
Physical harms a student or damages the student’s property; or
Has the effect of substantially interfering with a student’s education; or
Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
Has the effect of “substantially disrupting the orderly operation of the school.”
If you, your student, or a member of the Evergreen Public Schools community is being subjected to harassment, intimidation, or bullying, please report your concern by one of the following methods:
- Contact SafeSchools Alert at 1-866-548-3847 x1002
- Use https://egreen-wa.safeschoolsalert.com/ to report your concern via the internet. Click on the bullying/harassment link and fill out the web based form.
- Send an e-mail to tips@egreen-wa.safeschoolsalert.com; please reference district code 1002 and the name of the school involved in the e-mail.
- Send a text message to #1002 @tip + your tip to (513) 655-7173
- Contact any employee of Evergreen Public Schools.

The concern will be forwarded to the appropriate person at your student’s school for follow-up. If you provide your contact information, your student’s school will contact you for follow-up and will let you know when the investigation is complete. The building will share you their findings and any interventions that have been taken. If you file a concern anonymously, the building administrator will investigate the concern, take appropriate actions if necessary but will be unable to follow-up with you once the investigation has concluded. Please understand that if discipline is involved, federal and state privacy laws prohibit the school district from sharing this information with you.

The district’s policy on bullying and harassment is 3207. The district’s procedure is 3207P. Copies are available at your student’s school for your review.

This school’s designated contact to receive concerns regarding harassment, intimidation and bullying is Meghan Thomson: Meghan.thomson@evergreenps.org

If the concern of harassment, intimidation, or bullying is not resolved to your satisfaction, please contact the district’s compliance officer, Reuben Dohrendorf. Reuben can be contacted via phone at (360) 604-4204 or via e-mail at reuben.dohrendorf@evergreenps.org.

**Harassment and Religious Orientation**

Under RCW 28A.600.025, students are guaranteed the right to freely express and incorporate the student’s religious beliefs and opinions where relevant or appropriate in any and all class work, homework, evaluations or tests. Instructors may grade the student’s performance on scholastic content such as spelling, sentence structure, and grammar, and the degree to which the student’s performance reflects the instruction.

**Electronic Harassment “Cyber-Bullying”**

Cyber bullying is verbal harassment that occurs during online activities. It can take many forms including a threatening email, nasty instant messaging, repeated notes sent to a cell phone, a website set up to mock others, “borrowing” someone’s screen name and pretending to be them while posting a message, and forwarding supposedly private messages, pictures, or video to others.

Avoid bullies online: Don’t give out private information. Don’t exchange pictures or email addresses with people you meet on the Internet. Don’t send a message when you are angry. Delete messages from people you don’t
know, or those from people who seem angry or mean. Realize that online conversations are not private. Others can copy, print, and share what you say or any pictures you send. Be careful!

When cyber-bullying occurs: Tell a trusted adult and keep telling them. Never open, read or respond to messages from cyber bullies. If it is school related, tell a teacher. Do not erase the messages. They may be needed to take action. If bullied through chat or IM, the bully can often be blocked. If you are threatened with harm, call the police.

**Weapons on Campus**

It is prohibited for any person to carry onto school premises, school transportation, or areas or facilities being used for school purposes, any firearms, dangerous weapons as defined by RCW 9.41.250, devices commonly known as “nun-chuka sticks”, devices commonly known as “throwing stars,” or any air gun. All school district premises, and areas in reasonable proximity and/or within 1000 feet to those premises, shall be considered a “GUN FREE ZONE”.

**Firearm** – Mandatory one-year expulsion

Carrying a firearm onto, or possessing a firearm on, school property, district provided transportation, areas of facilities being used exclusively as school district property, or at school-sponsored events or activities.

“Firearm” is defined as a weapon from which a projectile or projectiles may be fired by an explosive such as gunpowder. It also includes an explosive, incendiary, or poison gas bomb, grenade, rocket, missile or mine.

**Dangerous Weapons** – Mandatory suspension; No mandatory expulsion

Carrying a dangerous weapon onto, or possessing a dangerous weapon on, school property, district provided transportation, areas of facilities being used exclusively a school district property, or school-sponsored event or activities.

“Dangerous weapons” include: nun-chucka sticks; throwing stars; air gun; sling shot; sand club; metal knuckles; any knife having a blade which opens, or falls, or is thrust or movement; any dagger, BB gun or any type pellet gun, “soft air” gun or any weapon that shoots pellets of any kind, hand club, Chaco-sticks, metal pipe or bar used or intended for use as a club, Billy club, black jack, blowgun, taser, bullets and pepper spray. This definition also includes any object that can reasonably be used to inflict serious bodily injury when a student used such an object with intent to harm or intimidate someone or when there is no other reasonable purpose for possessing the object except as a weapon.

For possession of a dangerous weapon, the normal discipline for a first-time offense is a long term suspension. The administrator can elect to give a lesser corrective action because of the particular facts or circumstances.

**Fireworks, Explosives, and Chemicals**

Possessing or using fireworks, or explosives, chemical or incendiary device on school property, district provided transportation or at a school sponsored event or activity.

Possession or use of explosives on school property or provided transportation may result in long term suspension or expulsion. Expulsion may occur if the act resulted in injury to student or staff member; the device was used in an intimidating manner, creating widespread fear or substantial disturbance by having the device on school district property.
**Gang Activity and Association**

A gang, as defined by Evergreen Public Schools, is a group of 2 or more people who interact among themselves to the exclusion of other individuals, have a group name, may claim a neighborhood or territory, and engage in criminal or antisocial behavior. Gang activity impairs or threatens the health, safety, and/or well being of persons and property, and it disrupts the school learning environment and the educational process. To claim membership, be associated/affiliated with, participate in, a gang member at school, during school related functions, or on any school district property will be considered exceptional misconduct and will result in exceptional misconduct discipline. Gang behaviors will not be tolerated and could lead to expulsion from Evergreen Public Schools.

**Level 1 and Level 2 Misconduct:**

Level 1 misconduct is normally minor misbehavior, such as being late, littering, and minor classroom behavior issues. Typically classroom disruptions that may be corrected with consequences ranging from an informal conference (student/teacher/parent) to in-school suspension (redirection room).

Level 2 misconduct is a serious matter and a student may be suspended, temporarily removed, or expelled from school for these violations. This level of misconduct includes fights, assaults, theft, harassment, weapon possession, criminal acts, drug / alcohol issues, threat of violence, and more. Level 2 misconduct, as determined by school officials, will result in a 10-day suspension or expulsion with the possibility of reduction (administration discretion) based on a successful student/parent meeting and signing of a behavior contract with school authorities. Students violating drug and alcohol policies will also be required to attend evening classes and obtain an outside agency assessment as a condition of their suspension reduction.

A student committing more than one episode of Level 2 misconduct in their career at Heritage High School (freshman through senior years) can expect to be removed/expelled. Consideration for re-admittance may require successful completion of a program of learning called “Re-Entry” at the 49th Administrative Service Center located at 13501 NE 28th Street, Vancouver, WA 98682. (Phone: 360-604-4253)

**Level-2 Misconduct Examples**

- **Possession and/or use of alcohol, narcotics, stimulants, drugs or controlled substances.**
  - Minimum: Short-Term Suspension
  - Maximum: Long-Term Suspension/Expulsion

- **Possession of illegal drug or related paraphernalia**
  - Minimum: Short-Term Suspension
  - Maximum: Long-Term Suspension/Expulsion

- **Selling a controlled or illegal substance or a substance purported to be a controlled or illegal substance.**
  - Minimum: Long-Term Suspension
  - Maximum: Expulsion/Change of Placement

- **Arson, vandalism, theft, damage of property, or computer “hacking”**
  - Minimum: Short-Term Suspension
  - Maximum: Long-Term Suspension/Expulsion

- **Possession and/or using weapons or explosive devices**
  - Minimum: Short-Term Suspension
  - Maximum: Long-Term Suspension/Expulsion

- **Threatening, participating, encouraging, inciting physical**
  - Minimum: Short-Term Suspension
  - Maximum: Long-Term Suspension/Expulsion

- **Gang Membership, Activities, or Association**
  - Minimum: Short-Term Suspension
  - Maximum: Long-Term Suspension/Expulsion
Building administrators of the secondary schools have the authority to reduce suspensions to a shorter duration provided the building administrator is convinced that a plan is in progress which will result in elimination of future incidents.

**Exceptional Misconduct**

Exceptional misconduct is a violation of Evergreen Public Schools rules for student conduct, which is so serious in nature and/or is so serious in terms of disruptive effect upon the operation of the school(s) as to warrant an immediate resort to suspension. Any of the acts outlined in board policy as constituting sufficient cause for discipline, suspension, or expulsion may, under given circumstances, constitute exceptional misconduct in the judgment of the administrator based upon the type and severity of the act and the age of the student.

Schools have the legal authority to impose exceptional misconduct discipline when a student substantially creates distractions that inhibits learning, disrupts the learning environment, welfare, and/or general safety of the school, its students, its staff, and/or the student him- or herself when on school grounds and/or at school sponsored events. The following is a Level 2, Exceptional Misconduct guideline.
# EVERGREEN SCHOOL DISTRICT NO. 114

## Guidelines for Secondary School Sanctions

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*Educational or treatment programs may be offered in lieu of a portion of a suspension or expulsion.

**LEGEND:**
- Secondary [ ]
- Middle School - MS [ ]
- Ten Days Suspension - 10 [ ]

Adopted by the Board: 11/96 Rev. 10/91 Rev. 8/95 Rev. 9/95 Rev. 7/96 Rev. 1/99
 Attendance
Absence from School

The attendance office will contact parent / guardian, using the home calling machine whenever a student is tardy or misses at least one period during the day.

Unexcused Absences

Security staff members will have conversations with students that have accrued 1 or more unexcused absences on a given day. At first, students will have a brief conversation about why they were absent, yet a second occurrence and each occurrence after will result in a lunch detention. Parent / guardian contact will occur when a student has a predetermined number of unexcused absences and/or excessive absences. At (2) unexcused absences, an attendance letter will be sent to the home address on file. The parent/guardian shall also receive a phone call from a staff member. At (5) unexcused absences, the student will be required to sign an attendance agreement and a (5) day letter will be mailed home. At (7) unexcused absences, an attendance letter will be sent home to the home address on file. At (10) unexcused absences, the student will be referred, as required by state law, to the court system to address attendance issues.

Court Ordered Appearance for Truancy

As required by law, schools in Washington State are required to report excessive absenteeism to an Attendance Officer. If a student has 7 unexcused absences in a given month and/or 10 unexcused absences in a school year, the Attendance Officer is required by law to report this information to the Juvenile Court system for legal action.

Daily Attendance

Teachers will mark a student absent in Skyward/WesPac when students are not present for class. To excuse the absence, students will need a note from a parent or guardian with a legitimate excuse or a parent phone call to excuse the absence. Students have 3 days to clear an absence. If an absence is excused, the student will be allowed to make-up the missed work. It is the student’s responsibility to ask each teacher for make-up work.

Doctor’s Note

Absences of 5 or more days, for health reasons, will require a doctor’s note to excuse your absences and/or permit you to make up and earn credit for missed work.

Early Dismissal Exits/Partial Day Absences

You must always sign in at the attendance office when coming onto campus late or returning from an early exit. You must also sign out when leaving campus. Please remember that you still need a note or parent/guardian phone call to excuse your absence.

JUNIOR and SENIOR students, who must leave school early for appointments, need to bring a note signed by parent/guardian to the attendance office (BEFORE SCHOOL STARTS), stating the date, time and reason for the early dismissal. Students must sign out in the attendance office for the time leaving campus. The early dismissal pass should be only shown to the teacher for exiting their classroom and held onto by the student to show security if needed when leaving campus. Upon returning from the absence, you must sign back in through the attendance office. The dismissal pass will be signed and used as the student’s pass to class.

FRESHMEN and SOPHOMORES who must leave school early for appointments need to have their parent or guardian come into attendance to sign them out. Heritage is a closed campus for 9th and 10th graders.
**Excused Absences**

Excused absences include: Verified illness, School-related (field trips, musicals, athletics, suspension, etc.); Doctor Appointments; Pre-arranged (parent requests); and Emergencies. Unjustified absences and/or unexcused notes may result in the student not being allowed to make-up missed work. Teachers’ classroom policy will determine whether a student will be allowed make-up missed work in these cases.

**Extended Absences / Home Tutor**

For long-term illnesses resulting in a student being absent 4 or more weeks, a home tutor may be available by contacting a school counselor.

**Make Up Work**

All absences can affect your attendance grade. However, students with excused absences will be given opportunity to make up work. Excused absences must be verified in writing by a parent or guardian, and must be turned in to the attendance office within 3 days upon returning to school from the absence. If a student’s absence is excused, it is the student’s responsibility to see his/her teachers on the day they return to class concerning make-up work. Students participating in out-of-class, school-related activities such as musicals, field trips, etc., are responsible for the work that goes on in each class the day they are absent. Students are also responsible for assignment deadlines and test dates. If, in the judgment of the teacher, the absence would not affect the completion of an assignment or the preparedness for an exam, the student is responsible to meet the assignment due date or test date. For example: An assignment given on Monday is due on Friday. Even though the student is absent on Wednesday, the assignment may still be due on Friday.

**Pre-Arranged Absences**

These absences include vacations or any pre-planned extended absences. The student’s responsibility is to bring a note from parent / guardian to the attendance office stating the date and reason for the absence, and the time to be dismissed. Homework may be requested through email contact with teachers on Skyward/WesPac or through the attendance office. If a student will miss more than five days of school for an extended pre-arranged absence, the school will only supply homework to the student for 5 days at a time. When homework is submitted more homework can be requested.

**School-Related Absences**

In certain cases, lists of names will be given to teachers to indicate students will be absent for school-related reasons. The student is responsible for notifying teachers of the classes to be missed prior to the absence. Before the absence occurs, it is the student’s responsibility to ask for the make-up work and complete it in a timely manner.

**Tardies**

Punctuality is a good work habit! Being tardy is defined as arriving to class after the tardy (second) bell has rung. In order to excuse a tardy, check into the attendance office and provide a parent/guardian note. For the purpose of attendance, 5 unexcused tardies will equal 1 unexcused absence. Arriving to class 10 minutes late after the bell without a parent/guardian note or phone call will be considered an unexcused absence.

**Truancy/Skipping Class**

A student is truant when a parent / guardian are unaware of an absence, or the absence is not justified. Skipping is being absent from part or all of a required school activity or class. Students will not be allowed to make up work when skipping or truant. Disciplinary action will occur if a student is skipping or truant. Truancy examples include:

1. Leaving school without signing out in the attendance office (even before school begins).
2. Leaving school at lunch without a pass.
3. Absent from school without pre-arranged permission.
4. Absent from class without permission.
5. Obtaining a pass to go to a certain place and not reporting there directly.
6. When ill, going home or staying in the restroom instead of reporting to the health room.
7. On school district grounds but not attending class.
8. Failure to attend a required assembly or activity.

Miscellaneous Policies

Visitors at Heritage & Guest Dance Passes
Only staff, students, and “approved” guests carrying on school business are permitted to be on school grounds during regular hours. ALL GUESTS MUST CHECK IN AT THE MAIN OFFICE FOR A GUEST PASS. Tours are available on a pre-scheduled basis for those who want to “visit” HHS after 3:10 with a HHS counselor or student ambassador.

If you wish to have a non-Heritage student as a guest for a dance, assembly or a school related special event, HHS Guest Passes are available and required. No guests over 20 (twenty) years old may attend a Heritage dance (at any location).

Students 18 and over
Students 18 years of age and older are still required to have parent signatures. One cannot sign themselves in and out of school upon turning 18.

The HUB
The HUB is available as an extra academic support for all students. The HUB hours are 8:40 a.m. – 4:00 p.m. Any Heritage student who wishes to may access the HUB. In fact, many students have reported that they appreciate this extra support and often use the time to catch up, work on assignments and projects, improve their grades and make up work and tests due to absences.

Sports/Activity Participation Eligibility
Students must be in attendance for at least 1/2 of the school day to participate in that day’s practices, activities, and or athletic events. Please refer to the Athletic and Club Handbooks for specifics on this guideline. Coaches and advisors will inform their students of the importance of attending school everyday in order to participate in programs.

Sports/Activity Equipment at School
Students bringing, balls, bats and other sports equipment to school must put them in their lockers at the beginning of the day. They must remain there until after school when they are needed for your participation in a sport or activity.

Medications at School / Use of the Health Room
If you become ill or injured during the school day you may go to the health room for assistance. The health room is located behind the attendance office and across from the nurse’s office. Students must have a pass to go to the health room. We can not provide any medication that has not pre-approved by your doctor and parent/guardian. All medications either over the counter or prescription require a medical authorization to be carried at school. Forms can be found in the health room and available in most doctors’ offices. Possession of unauthorized medications can result in confiscation and lead to school discipline.
Fees and Fines Assessed by the School
Students are responsible for all fines and fees assessed by the school. Texts books checked out to the student are the responsibility of the student. The student will be responsible for all fines issued for missing texts they have checked out. A student’s grades, transcripts or diploma may be held until restitution is made. Please refer to board policy #3519 for further information. Copies of this policy are available in the activities office and the bookroom. All fines must be paid before students will have access to clubs, sports, or off campus driving permits.

Classroom Deliveries and Messages
Deliveries and or messages to students will only take place during passing times between classes. Classrooms will not be disrupted for any deliveries and or messages (except in the case of an emergency).

Storage of Large Items
For the safety of all students please leave all large items at home. Musical instruments and cases, sports equipment including baseball bats, hockey sticks, skateboards and sports balls should be secured in lockers at all times. If the item is too large it can be secured in the main office. There are special, skateboard lockers available on the south side of the foyer. Please provide your own lock if you are planning on using these.

Cell Phone Policy - “Off and Away”
While in class, students are expected to have their cell phones off and away so as to not interfere nor distract from classroom learning activities. The classroom teacher has the discretion to allow a student access to their phone in order to enhance the effects of a lesson. You still have access to your cell phones during passing time and at lunch. In the case of an emergency, please have parents/guardians contact the main office and we will get you connected immediately.

FAST - Free After School Tutoring
This year, students have access to the HUB (room 512/513) after school until 4:45 for assistance with academics through tutoring. This service is available Mondays through Fridays every week and is FREE for all Heritage students. Students accessing FAST can access a free activities bus home as long as they live within the boundary of Heritage High School.
## WHERE TO TURN

### PHONE NUMBERS FOR HELP

**Crisis Line:**
- Clark County: 696-9560
- Outside Clark County: 1-800-626-8137

**Alcohol/Drug:**
- Alateen: 693-5781
- Columbia River: 695-3416
- Kaiser Adolescent Residential Care: 503-281-1755
- Recovery Northwest: 695-1297
- Daybreak Youth Services: 750-9588
- Alcoholics Anonymous: 694-3870
- Community Drug/Alcohol Center: 696-1631
- Narcotics Anonymous: 690-1144
- Sundown M Ranch: 1-800-326-7444

**Counseling:**
- Children's Center: 699-2244
- Counseling Center: 694-7046
- YWCA: 696-0167
- Crisis Intervention: 696-5232
- SEAMAR: 566-4432
- NAMI: 695-2823
- Children's Home Society: 695-1325
- Oak Bridge Youth Shelter: 891-2634
- YMCA: 695-3414
- Parents Anonymous: 687-7126
- Family Solutions: 695-1014

**Family Planning:**
- Crisis Pregnancy Center: 699-5433
- Family Planning - SWHD: 696-8089
- Dept. of Social and Health Services: 260-6400
- Planned Parenthood: 694-1188

**Abuse:**
- Child Abuse Intervention Center: 737-6002
- YWCA: 696-0167
- Families & Friends of Violent Crime: 1-800-346-7555
- Child Protective Services: 696-6678
- Domestic Violence: 695-0501
**Nondiscrimination Statement:**

Evergreen Public Schools does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employees have been designated to handle questions and complaints of alleged discrimination.

<table>
<thead>
<tr>
<th>Cale Piland</th>
<th>Holly Long</th>
<th>Tracy Thompson</th>
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<tbody>
<tr>
<td>Title IX Coordinator</td>
<td>Section 504/ADA Coordinator</td>
<td>Civil Rights Compliance Coordinator</td>
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<tr>
<td>Director of Athletics/Activities</td>
<td>Health Services Manager</td>
<td>Director of Personnel</td>
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<tr>
<td>13501 NE 28th Street</td>
<td>13501 NE 28th Street</td>
<td>13501 NE 28th Street</td>
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<tr>
<td>P.O. Box 8910 Vancouver, WA</td>
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<td>98668-8910</td>
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<tr>
<td>Telephone: (360) 604-4431</td>
<td>Telephone: (360) 604-6711</td>
<td>Telephone: (360) 604-4010</td>
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If you have a disability that requires you to need assistance to access school facilities, programs or services, please notify the school principal.
Please sign below, indicating that you and your parent/guardian have reviewed and are aware of the policies and expectations listed in the Heritage High School Student Handbook. If you have any questions or need clarification, please do not hesitate to contact Meghan Thomson, Dean of Students at 360-604-3403.

x______________________________________________________  ________________________
Student Signature                                    Date

______________________________________________________
Student Printed Name

x______________________________________________________  ________________________
Parent/Guardian Signature                           Date

______________________________________________________
Parent/Guardian Printed Name

Return this page only to your second period teacher by September 29th, 2019

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