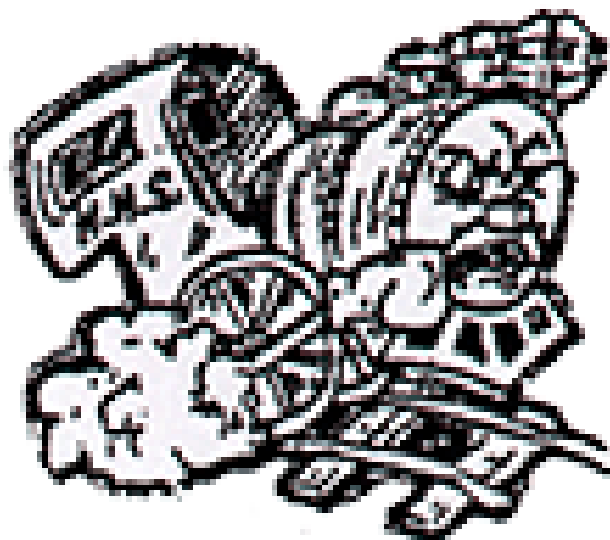




HUNTINGTON SCHOOL DISTRICT 16J

DORMITORY/EXCHANGE STUDENT RULES & REGULATIONS

2021-2022

Dormitory Regulations

In accordance with Oregon School laws, Board of Directors' Policies and Administrative Rules, the following rules and regulations are hereby in effect for all students who live in or visit the dormitory, including dormitory supervisors immediate and extended family.

Even though the parent(s), as the natural guardians of their children, have the right and responsibility for the custody, care and education of their minor children, parental authority is temporarily superseded by that of school authorities during the period of time that the children are in the charge of the school and dormitory. The legal principle of "in loco parentis" from the time the student arrives on campus and signs in until the student signs out. The school also assumes "in loco parentis" on all school activities for those students in its charge.

The dormitory supervisor will be in charge of the dormitory. All students will be expected to respect and obey all requests of the dorm supervisor in accordance with Board Policies and Administrative Rules and Guidelines.

Any rule or activity not covered in these policies will be left to the discretion of the dormitory staff for fair and necessary discipline.

All disciplinary measures shall be exercised with firmness, fairness and consistency in each individual case, and procedures shall be flexible enough to allow for the individual difference among students. However, the welfare of the group must be paramount and continuing. Exhaustive efforts of the school expended on one individual shall be terminated when these efforts fail to produce acceptable results.

The responsibility for the development of the discipline necessary to achieve intelligent, self-directed behavior on the part of the high school student shall belong to all those concerned with the education program—the student, the school personnel, the parents and the community.

Dormitory Hours

The dorm will be open at 3:30 PM on school days and will remain open to visitors until 9:00 PM on all nights except dormitory clean-up nights. On weekends the dormitory will be open to visitors from 10:00 AM until 10:00 PM. The hours may be changed without notice by the administration or dorm parent.

All students must personally check in or out with the dorm parents or school office if leaving the school campus for any reason, except school activities. The dorm parents must be

notified. Failure to do so will result in disciplinary action. Any dorm student leaving campus in a vehicle must have permission from the dorm parents before leaving.

All students are to be in bed at the specific time given by dorm parents, and are responsible for being in school on time. Exceptions may be made by the dorm parents.

All students are to be in bed by 10:00 PM on school nights. Thursday, Friday and Saturday nights students are to be in the dorm by 11:00 PM and in bed before midnight. Each student is personally responsible to be at school on time.

On regular school nights all activities are to end by 10:00 PM. The dorm parent may use personal judgment on nights that require special hours.

There will be a required one hour study time per day. (9:00 p.m. to 10:00 p.m.) The dorm parent may adjust this time to fit individual student differences.

Students are not allowed in the dormitory during school hours, including lunch time, without permission from the school office.

Pets

Only approved pets belonging to the dormitory supervisor are allowed in the dorm after they are fully housetrained. All pets are subject to expulsion if problems arise.

Personal Possessions

Mark everything you bring to the dormitory.

- The school will not be responsible for your personal effects. All personal items must be marked.
- Do not keep large amounts of money in your room.
- Turn documents, passports, and money into the school office for safekeeping.
- The dorm supervisor may keep it for you overnight if you bring it Sunday evening.
- The dormitory supervisor and/or school superintendent may at any time search through personal items in the dorm as deemed necessary.

Cash and/or important documents may be secured in the dorm safe or in the district office vault. Cash or documents stored in the dorm safe may only be accessed by the dorm parent. The dorm parent and student shall develop a method of accounting for individual funds and documents stored in dorm safe. Access to funds and documents stored in dorm safe or district office vault are limited to authorized individuals and may not be readily available at all times.

Do not keep large amounts of money in your room. The dorm parents or school district will not be held responsible for lost or stolen money, documents, or personal items.

Suspension/Expulsion

There are times when a student's behavior at school or in the dormitory becomes so disruptive to himself/herself, and/or to other students, that it is necessary to remove him/her temporarily from the school situation. Should this happen, he/she will also be suspended from the dormitory. When a student has been suspended from school, he/she cannot return to school unless accompanied by his/her parent(s). Should there be a second offense, the student and parent(s) will have to meet with the Board of Directors before the student will be admitted back to school or back into the dormitory.

Any student who fails to follow school board policies and administrative rules will be subject to disciplinary action.

General Information

Dormitory meeting will be held according to need.

The use of profanity or obscene language shall be subject to discipline.

Breakage or damage to any part of the facility is unacceptable. All damage will be repaired and the costs billed to the student and their parents.

No candles are allowed in the dormitory.

All students are required to clean their rooms and make their own beds on a daily basis.

Activities

All off campus activities must be approved by the administration or the dorm parent.

Extracurricular Activities

The Huntington Charter School believes that student participation in extracurricular, school related, athletic, and community activities are a very important part in the educational process of our students. The Huntington Charter School **expects** that all students residing in the dorm participate in school related activities, community activities, school sponsored athletics, and other extracurricular activities.

Work Assignments

Work assignments are to be changed weekly. Dorm staff will see that all job assignments are completed in a timely manner. Assignments will be made as fair as possible. Any student that fails to do assigned duties will receive additional duties. Continual failure to complete assigned duties will result in termination.

When students are attending school sponsored activities jobs may be reassigned by the dorm parent. Students are required to complete their jobs prior to leaving if, in the dorm parent's opinion, there is time to complete the assignment.

Student Rooms

Parents, guardians and students are responsible for the condition of the room. Parents or guardians are also responsible for any and all damage to the assigned room.

Any willful breakages, damage or removal of screens may result in disciplinary action.

Rooms are to be inspected daily by the dorm supervisor. They must be kept clean and orderly at all times. Rooms are to be clean and beds made on a regular basis. Clothes are to be in drawers and closets. All beds must have sheets and one or more blankets.

No pornographic books, pictures, films, etc. will be allowed in the dorm.

Dress Code

Students coming from practice may wear their practice uniforms if time to change is not permitted.

Phones

Only approved (by dorm supervisor) collect long distance phone calls will be allowed by students.

Phone calls are limited to no more than fifteen (15) minutes to or from friends unless approved by dorm supervisor.

Abuse of the above rules may cause limiting of telephone privileges.

Personal Cell Phones

Personal Cell phones will be allowed in the dorm but must only be used within the appropriate time as approved by the dorm supervisor.

Cell phones will not be used during meals, study time, after 10:00 p.m., or at any other time specified by the dorm supervisor.

Students who abuse their cell phone privileges will be subject to disciplinary action.

Food and Meals

The evening and weekend meals will be served in the dormitory dinning area. The dorm should be considered closed at this time as the evening and weekend meal is for the dorm family only. Breakfast and lunch will be eaten at school during school days. Students who eat meals or visit the dormitory are subject to all rules and regulation. Arrangements may be made with the Superintendent for special occasions.

Lounge Area Rules

No feet on the furniture.

No cushions shall be removed from furniture.

You are expected to control your behavior. Roughhousing, wrestling and running are unacceptable and will be punished. Please treat the dorm as if it were your home.

Use of Tobacco

Students may not use tobacco in the dormitory, school buildings, or on the school grounds.

Students may not keep tobacco in the dormitory.

Violations will be dealt with by the superintendent.

Use of Alcohol

Alcohol is strictly forbidden.

Discipline for violation:

Will result in the student being suspended from school and expelled from the dormitory pending review of the case by school authorities.

Sale, use or possession of illegal drugs or narcotics in any form on or about school premises or at any school activity is illegal and a violation of school policies.

Use of Drugs

In the event narcotics, hallucinatory drugs, illegally obtained stimulants or depressant drugs are used by or are in the possession of any student while under the jurisdiction of the school, the parent(s) and/or appropriate authorities will be informed immediately. The student will be expelled from the dormitory immediately. The student will be expelled from the dormitory pending the disposition of the case by authorities. All prescription drugs are to be registered with the school administration.

Use or Possession of a Weapon or Firearm

The dormitory will be subject to following Huntington School District Policy JFCJ. Any exceptions to this must be approved by the superintendent and be in a locked location.

Visitors and Non-Dormitory Students

Students who attend Huntington High School may visit the dormitory after school, and in the evenings during regular dormitory hours.

All guests are subject to dormitory and campus rules. Anyone violating these rules may be asked to leave the dorm.

Overnight guests must be approved by the dormitory administrator and the superintendent.

Administering Medication

Medications requiring special skills or techniques will not be administered by school personnel unless the medication is for emergency purposes. Such medications will be administered only after the proper instructions have been provided by the physician for administration of the medication.

For medications that must be administered by school personnel, the following procedures will be followed:

1. Any prescription medication would be accompanied by a signed request from the physician and/or parent for the school district to comply with the physician's order to assist the student in the management of the medication.
2. The medication will be in a container properly labeled with the student's name, time and amount of dosage, the name of the medication and the prescribing physician.
3. The medication will be kept by the school, preferably in a locked drawer or cabinet, and assistance provided to the student at the time of consumption by the student. The dorm supervisor is not responsible for the actual consumption of the medication or notification to the student that the medication should be taken.

Motorized and Non-Motorized Vehicles

Students using vehicles to reach Huntington must park at the dorm and the student must turn keys into the office.

No riding in any car with another student will be permitted.

Types of Discipline

1. Extra dormitory duties
2. Dorming – Confined to dorm except during class time or school activities.
3. Rooming – Confined to room except during class time, school activities, or assigned jobs.
4. Suspension – Up to five days by dorm administrator.
5. Removal – Permanent removal from the dorm program. Students who have been removed from dormitory may appeal to School Board and reapply to dorm at the start of the next school year.

Causes for Immediate Suspension or Removal

1. Alcohol or drug violation
2. Violent behavior
3. Other actions as determined by the dorm supervisor
4. Repeated unwillingness to follow rules
5. Unwillingness to follow directions

Academic Eligibility

Students must retain eligibility to live in the dormitory. Students must maintain a minimum grade point average of 2.0, with no “F”s “ for each grading period. Students must be making progress toward graduation. Failure to do so will result in termination.

Any student may petition a committee designated by the Board of Directors for a waiver of this standard if the student can demonstrate extreme circumstances which prevented the student from reaching the standard.

The student may reside in the dormitory until their petition is heard.

The dormitory committee shall consist of the following:

- One Board Member
- One Teacher
- One Administrator
- One Dormitory Parent

Responsibilities of the designated Dormitory Committee shall include, but are not limited to:

1. Hear academic petitions
2. Recommend rules adjustments
3. Screen prospective dorm residents
4. Hear grievances for dorm residents

All recommendations are subject to review and approval by the Board of Directors.

Exchange Student Graduation Requirements

The Huntington School District 16J allows foreign exchange students to graduate with a Huntington High School Diploma if **ALL** state and district requirements are met. All foreign exchange students wanting to receive a Huntington School District Diploma must state their intent by the end of second full week of the school year. Students failing to state their intent by this date will not be allowed to receive a diploma. The exchange student educational record will be reviewed by Huntington teachers selected by the superintendent. The superintendent will make all final determinations based on teacher evaluations of the student's educational records.

Graduation Credit Requirements

Exchange students receiving a Huntington High School diploma must have a minimum of twenty-six (26) credits in the curriculum areas listed below at the completion the school year to receive a diploma.

Huntington SD 16J Graduation Requirements 2017-2018	Grade 12 Class of 2018 Senior	Grade 11 Class of 2019 Junior	Grade 10 Class of 2020 Sophomore	Grade 9 Class of 2021 Freshman	Class of 2022 and beyond
English (English I, II, III, IV)	4	4	4	4	4
Math (Beginning Class of 2014, 3 credits Algebra I or higher)	3	3	3	3	3
Science (Biology, Phys. Science, Environmental Science)	3	3	3	3	3
Social Studies (US History, Civics, Global Studies)	3	3	3	3	3
Modern Problems	½	½	½	½	½
Economics	½	½	½	½	½
Physical Education	1	1	1	1	1
Career & Technical Education (Senior Portfolio)	1	1	1	1	1
Health	1	1	1	1	1
Fine Arts or World Language (Drama, Poetry, Art, Humanities, Improve, Music, German, Spanish)	3	3	3	3	3
Electives	6	6	6	6	6
¹ Meet district proficiency for Oregon's Essential skill (ES) standards:	Reading Writing Math	Reading Writing Math	Reading Writing Math	Reading Writing Math	Reading Writing Math
² Develop a Personal Education Plan	X	X	X	X	X
³ Participate in Career Related Learning Experiences	X	X	X	X	X
⁴ Demonstrate Career Related Knowledge and Skills	X	X	X	X	X
⁵ Complete an Extended Application	X	X	X	X	X
TOTAL CREDITS	26	26	26	26	26

¹ Essential Skills: Read, write, speak/listen, think critically, apply math, use technology, civic and community engagement, global literacy, personal management and teamwork.

² Personal Education Plan: Helps to guide students in pursuing their personal, academic and career interests and post-high school goals.

³ Career Related Learning Experiences: Educational experiences that connect learning to the world beyond the classroom.

⁴ Career Related Learning Standards: Problem solving, personal management, teamwork, employment foundations, communication and career development.

⁵ Extended Application: The application of academic and specialized knowledge and skills within the context of a student's personal and career interests and post-high school goals.

Essential Skills Requirement

Exchange students must meet the Essential Skills requirement of the Oregon Department of Education (ODE) as part of the graduation requirement. Beginning in 2012, students

must demonstrate proficiency in identified Essential Skills (ES). These are 21st century skills needed for success in college, the workplace, and civic life. The State Board of Education approved three assessment options for students to demonstrate Essential Skills proficiency:

1. State test, or
2. local assessments consistent with state criteria, or
3. approved national standardized test.

Essential Skills Options

Essential Skills are process skills that cross academic disciplines and are embedded in the content standards. The skills are not content specific and can be applied in a variety of courses, subjects and settings.

Essential Skill	Assessment Options	Achievement Standard
Read and comprehend a variety of texts	SMARTER BALANCED	To be determined by the Oregon Department of Education.
	Work Sample	Two (2) work samples, at least one (1) on an informal reading selection, total score for each must be 12 or higher (across 3 traits on a 6 point scale).
	ACT/PLAN	18
	Work Keys	5
	Compass	81
	ASSET	42
	SAT	440
	PSAT	44
Write clearly and accurately	SMARTER BALANCED	To be determined by the Oregon Department of Education.
	Work Samples	Two (2) writing samples (one (1) must be expository or persuasive). One (1) in any approved modes (expository, persuasive, and narrative). Scores of four (4) on each of the four (4) required traits for each work samples.
	Other Standardized Assessments	SAT Writing 460 ACT Writing 19
Applying mathematics in a variety of settings.	SMARTER BALANCED	To be determined by the Oregon Department of Education.
	Work Samples	Two (2) math work samples (one (1) each for two (2) of the following: geometry, algebraic relationships, and statistics/probability). Scores of four (4) on each of the four (4) standards plus accuracy.
	ACT/PLAN	19
	Work Keys	5
	Compass Test	66 (Intermediate Algebra Test)
	ASSET	41 (Intermediate Algebra Test)
	SAT	450
	PSAT	45

Dormitory Rules and Contract

☐ I have read and agree to abide by the terms of the 2018-2019 Huntington Dormitory Rules and Regulations and other District Policies regulating the behavior and conduct of students. I understand that by violating any rules, regulations, or district policies I will be subject to disciplinary action and possible expulsion from the dormitory.

Student Signature

Date

Dorm Parent/Guardian Signature

Date