

MS/HS Handbook

2020-2021 School Year

Dayton Middle/High school

614 S 3rd St. Dayton WA 99328

Masks are required by everyone at all times while anywhere on campus during school hours, except while actively eating or drinking.

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**Dayton School District**

The mission of the Dayton School District is to promote academic excellence, active citizenship and provide all students with the opportunity to become productive members of society.

**BOARD OF DIRECTORS**

|  |  |  |
| --- | --- | --- |
| Fred White | Dave Bailey | Katie Leid |
| Justin Jaech |  Grant Griffen |  |

**DAYTON SCHOOL DISTRICT #2**

|  |  |
| --- | --- |
| Guy Strot  | Superintendent & Title IX Officer 382-2543 |
|  Kristina Brown | Secondary Principal & District Officer 504 382-4775 |
| Guy Strot  | Elementary Principal & Assessments 382-2507 |
| Paula Moisio | Public Records |
| Jana Eaton | Civil Rights Officer |

**Dayton High School**

*Connect* with students. *Engage* in learning. *Inspire* achievement.

**HIGH SCHOOL/MIDDLE SCHOOL STAFF**

|  |  |  |
| --- | --- | --- |
| Jon BoggsHeather ClarysMidge CrawfordJohn DelpTiger DieuKristen FrankieAudry FranklinBrenda HendersonShayna Hutchens | Angie JohnAshley KiltsTeresa KoppangKayla LewisNicki LuperBill MasseyJeff McCannDan NechodomTanya PattonTracy Pearson | Dave PhillipsClint ReserRenee SlaybaughClayton StrongScott SumnerShannon TurnerDanielle VeitenheimerKristine WarrenDoug Yenney |

**DAYTON HIGH SCHOOL ASB OFFICERS**

|  |
| --- |
| President                               |
| Vice-President       |
| Secretary                               |
| Treasurer                               |
| Public Relations Manager    |
| Assistant P.R. Manager  |

**DAYTON HIGH SCHOOL FIGHT SONG**

Oh when the Dayton High team falls in line,

We’re gonna boost that score another time.

For that High School that we love so well,

We’re gonna fight and yell and yell and yell and yell.

We’re gonna fight, fight, fight for every score,

We’re gonna break that line and win some more.

We’re right behind our team to victory,

Fight team, fight.

B - U - L - L - D - O - G - S

We’re gonna fight, fight, fight for every score,

We’re gonna break that line and win some more.

We’re right behind you team to victory,

Fight team, fight.

**FEE SCHEDULE**

|  |  |
| --- | --- |
| ASB Card | $40.00 |
| HS Yearbook | $40.00(price varies year-to-year) |
| High School Sport User Fee (*per sport,* *not to exceed $75 per family per season)* | N/A  |
| Middle School Sport User Fee (*per sport,* *not to exceed $75 per family per season)* | N/A |
| PE Uniform Fee 6-12 | $12.00 |
| Woodshop, Ag shop/metals, & Textile Arts | $15 class fee & Project dependent |
| Home Ec Culinary Class | $40.00 |
| Adult Breakfast/Lunch | $2.50/$4.00 |
| 6-12 Breakfast  |  $1.75 |
| 6-12 Lunch | $2.85 |
| 6-12 Reduced Breakfast/Lunch | Free/.40 |
|  |  |

**Student Conduct**

The student is responsible as a citizen to follow the laws of the United States, the state of Washington, and/or its subdivisions. While in the school, the student shall respect the rights of others. Students who involve themselves in criminal acts on school property, off school property at school-supervised events, or off school property – and which acts have a detrimental effect upon other students, staff, or the maintenance and operation of the schools or the Dayton School District – are subject to disciplinary action by the school and prosecution under the law.

**School Property**

 Furnished textbooks, computing devices, library books, athletic uniforms and equipment are the student’s responsibility. If school property issued to a student is lost or damaged, the student will be expected to pay for replacement. Even if the item is stolen, ***the student is ultimately responsible.***

**Memorandum of Understanding**

The Dayton School District, City of Dayton, and the Columbia County Sheriff’s Department agree to coordinate and cooperate in preventing student drug/alcohol and weapons possession/use, and any other illegal acts. The school will always notify parents/guardians and when appropriate law enforcement, of drug/alcohol or weapons possession/use at school, school functions, grounds, or transportation.

**SCHOOL BELL SCHEDULE**

 **Normal Day**

|  |  |
| --- | --- |
| ***Period***  | ***Time*** |
|  | **8:12 Warning Bell** |
| **1** | **8:16-9:06** |
| **2** | **9:10 -10:00** |
| **3** | **10:04-10:54** |
| **4** | **10:58-11:48** |
| **Lunch** | **11:48-12:18** |
| **5** | **12:22-1:12** |
| **6** | **1:16- 2:06** |
| **7** | **2:10 - 3:00** |

 **Late Start**

|  |  |
| --- | --- |
| ***Period*** | ***Time*** |
|  | **10:12 Warning Bell** |
| **1** | **10:15-10:43** |
| **2** | **10:47-11:15** |
| **3** | **11:19-11:47** |
| **Lunch** | **11:47-12:17** |
| **4** | **12:21-12:57** |
| **5** | **1:01-1:38** |
| **6** | **1:42-2:19** |
| **7** | **2:23-3:00** |

**Early Release**

|  |  |
| --- | --- |
| ***Period*** | ***Time*** |
|  | **8:12 Warning Bell** |
| **1** | **8:15-8:46** |
| **2** | **8:50-9:20** |
| **3** | **9:24-9:54** |
| **4** | **9:58-10:23** |
| **5** | **10:27-10:51** |
| **6** | **10:55-11:19** |
| **7** | **11:23-11:47** |
| **Lunch** | **11:47-12:19** |

**Middle School students must return to 7th period after lunch and will be**

**released at 12:30.**

**2020-21 School Calendar Dayton School Dist. #2**

 AUGUST SEPTEMBER OCTOBER

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  M |  T |  W |  T |  F |  |  M |  T |  W |  T |  F |  |  M |  T |  W |  T |  F |
| 3 | 4 | 5 | 6 | 7 |  |  | 1 | **B** | 3 | 4 |  |  |  |  | 1 | 2 |
| 10 | 11 | 12 | 13 | 14 |  | **V** | 8 | 9 | 10 | **V** |  | 5 | 6 | **B** | 8 | 9 |
| 17 | 18 | **B T** | **D** | **V** |  | 14 | 15 | **ER B** | 17 | 18 |  | 12 | 13 | 14 | 15 | 16 |
| **V** | **F** | 26 | 27 | 28 |  | 21 | 22 | 23 | 24 | 25 |  | 19 | 20 | **ER B** | 22 | 23 |
| 31 |  |  |  |  |  | 28 | 29 | 30 |  |  |  | 26 | 27 | **Q** | 29 | 30 |

 NOVEMBER DECEMBER JANUARY

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  M |  T |  W |  T |  F |  |  M |  T |  W |  T |  F |  |  M |  T |  W |  T |  F |
| 2 | 3 | **C B** | **C** | **C** |  |  | 1 | **B** | 3 | 4 |  |  |  |  |  | **V** |
| 9 | 10 | **V** | 12 | 13 |  | 7 | 8 | **ER** | 10 | 11 |  | 4 | 5 | **B** | 7 | 8 |
| 16 | 17 | **ER B** | 19 | 20 |  | 14 | 15 | **B** | 17 | **1/2** |  | 11 | 12 | **ER** | 14 | 15 |
| 23 | 24 | **V** | **V** | **V** |  | **V** | **V** | **V** | **V** | **V** |  | **V** | 19 | **S B** | 21 | 22 |
| 30 |  |  |  |  |  | **V** | **V** | **V** | **V** |  |  | 25 | 26 | 27 | 28 | 29 |

 FEBRUARY MARCH APRIL

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  M |  T |  W |  T |  F |  |  M |  T |  W |  T |  F |  |  M |  T |  W |  T |  F |
| 1 | 2 | **B** | 4 | 5 |  | 1 | 2 | **B** | 4 | **SN** |  |  |  |  | 1 | **1/2** |
| 8 | 9 | 10 | 11 | **1/2** |  | 8 | 9 | **ER** | 11 | 12 |  | **V** | **V** | **V** | **V** | **V** |
| **V** | **V** |  **B** | 18 | 19 |  | 15 | 16 | B | 18 | 19 |  | 12 | 13 | 14 | 15 | 16 |
| 22 | 23 | **ER** | 25 | 26 |  | 22 | 23 | **C** | 25 | 26 |  | 19 | 20 | **ER B** | 22 | 23 |
|  |  |  |  |  |  | **Q** | 30 | 31 |  |  |  | 26 | 27 | 28 | 29 | 30 |

 MAY JUNE JULY

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  M |  T |  W |  T |  F |  |  M |  T |  W |  T |  F |   |  M |  T |  W |  T |  F |
| 3 | 4 | **B** | 6 | 7 |  |  | 1 | **ER B** | 3 | 4 |  |  |  |  | 1 | 2 |
| 10 | 11 | 12 | 13 | 14 |  | 7 | **L** | 9 | 10 | 11 |   | 5 | 6 | **B** | 8 | 9 |
| 17 | 18 | **ER B** | 20 | 21 |  | 14 | 15 | **B** | 17 | 18 |  | 12 | 13 | 14 | 15 | 16 |
| 24 | 25 | 26 | 27 | **1/2** |  | 21 | 22 | 23 | 24 | 25 |  | 19 | 20 | **B** | 22 | 23 |
| **V** |  |  |  |  |  | 28 | 29 | 30 |  |  |  | 26 | 27 | 28 | 29 | 30 |

T- Teacher Work Day

D - All District Staff Day

F- First Student Day

V- Vacation/Holiday

SN - Possible Snow Make-up Day/ State B

C - K-12 Conference Days

 Nov 4 – 12:30 p.m. Student Release Afternoon/Evening Conferences 12:45-7:00 p.m.

 Nov 5 – 12:30 p.m. Student Release Afternoon Conferences 12:45-3:30 p.m. **\***

 Nov 6 – No School for Students Morning Conferences 7:45-11:30 a.m.

 Mar 24 – No School for Students Conferences 7:45 a.m. - 3:00 p.m.

Q - Quarter Ends

S - First Semester Ends

ER - 12:30 p.m. Release for Students

1/2 - Students and Staff Dismissed at 12:30 p.m.

L - Last Student Day (10:30 a.m. Release)

\* Evening Conferences by Appointment

**EXPECTATIONS**

**Students:**

* RESPECT your fellow students and staff.
* Conduct your affairs with INTEGRITY.
* COMMIT to being a student and being the best version of yourself.

**Staff:**

* RESPECT students and staff
* Conduct your affairs with INTEGRITY
* COMMIT to being the best version of yourself.

**Parents:**

* Support your student in learning.
* Provide a time and place for homework.
* Be involved in and communicate with the school.
* Know and support school rules and consequences.

**Rights and Responsibilities**

*Students:*

Students are expected to conduct themselves according to the highest standards of ethics, integrity and accountability. They are assured the right to obtain and make use of a free, appropriate public education by Washington state law. **It is up to students to take responsibility for their choices and report other students who are not conducting themselves appropriately.**

*Parents:*

Parents have the right to protest disciplinary decisions or register complaints with staff. **The staff person involved should be the first contact**. If the issue is not resolved, the Principal may become involved with a face-to-face meeting. If the dispute remains unresolved then a written complaint must be made to the Superintendent.

*Staff:*

Staff members have the right to expect that students will comply with school rules. Certificated staff have the right to exclude a student from class for all or any portion of a period as well as detain a student outside of school hours for up to 60 minutes with 24 hours’ prior notice.

**Family Educational Rights and Privacy Act**

FERPA gives custodial and noncustodial parents alike certain rights with respect to their children’s education records, unless a school is provided with evidence that there is a court order or State law that specifically provides to the contrary. Otherwise, both custodial and noncustodial parents have the right to access their children’s education records, the right to seek to have the records amended, the right to consent to disclosure of personally identifiable information from the records, and the right to file a complaint with the Department. When a student reaches 18 years of age or attends a postsecondary institution, he or she becomes an “eligible student,” and all rights under FERPA transfer from the parent to the student. The term “education records” is defined as those records that contain information directly related to a student and which are maintained by an educational agency or institution or by a party acting for the agency or institution.

**ACADEMIC PROGRAMS**

**Grading**

Grade point averages are computed as follows:  **A**: 4.0; **A-**: 3.7;

**B+**: 3.3; **B**: 3.0; **B-**: 2.7; **C+**: 2.3; **C**: 2.0; **C-:** 1.7; **D+**: 1.3; **D**: 1.0**; D-:** .3.

To qualify for the Honor Roll, a student must achieve 3.0 or above and cannot have any grade lower than a “C.”

Honor Rolls will be designated as: (1.) students with a full class load and no modification or adjustment to curriculum or grading, and (2.) students with an abbreviated schedule and/or modifications or adjustments to curriculum or grading.

Report Cards will be issued at the end of each semester. Progress reports will be issued at the end of each Quarter.

**Running Start**

Juniors and seniors are grade level eligible for the running start program. Participation in the running start program allows the student to earn dual credit in High School and College. Parents and students who are interested need to meet with school administration for more information. It is the **student’s** responsibility to check their e-mail and the DSD website for all activities and upcoming events.

**Alternative Schedules**

Dayton School District is dedicated to providing an appropriate educational program for all students. The traditional full day on-campus, in regular high school classrooms does not fit every student’s needs. Students and parents need to meet with the principal to determine accommodations that will meet their needs.

**State Assessments**

Students need to take and/or pass the appropriate State Assessments as identified by OSPI for their given class in order to graduate and receive their diploma. Please go to the Office of the Superintendent of Public Instruction website to view the specific graduation requirements for your class: [www.k12.wa.us/GraduationRequirements](http://www.k12.wa.us/GraduationRequirements)

Dayton High School Graduation requirements for each graduating class and what state assessments must be passed according to graduation year can be found:

<http://daytonsd.org/images/districtInfo/policies/2000_Series_Policies/2410.pdf>

**Changing Classes**

Students will have ***five class days*** after the start of a semester to change classes with no affect to their grade and GPA. Students who have an “F” in the class and withdraw after 5 days will have an “F” posted to their transcript. Changes made after the first five days will require a conference between the teacher, student, parent and principal.

**ABSENCES**

*A copy of policy 3122/3122P in its entirety is available at the district office or at the district website: www.daytonsd.org*

Students are expected to attend and be on time to all assigned classes each day. Teachers are responsible to submit absence and tardiness records to their building office(s) where such absence and tardiness records are transcribed into the student’s record. In grades 6-12 absences are counted each period, and 7 periods count as one day. Students are counted absent if they are more than ten minutes late to a class.

All sanctions imposed for failure to comply with the attendance policies and procedures shall be implemented in conformance with state and district regulations regarding corrective action or punishment.

**Excused Absences**

The following are valid excuses for absences and tardiness:  *Note-excused absences exceeding 10 days per semester will require a meeting with the principal or designee to discuss the impact of the absences on the student’s education and may require a signed attendance agreement. A letter will be sent home to notify parents of the excessive absences.*

1. **Participation in school-approved activity.** To be excused, this absence must be authorized by a staff member, and the affected teacher must be notified prior to the absence unless it is clearly impossible to do so.

2. **Absence due to illness, health condition, family emergency or religious purposes.** The parent is expected to notify the school office on the morning of the absence by phone or email which will excuse the absence if it is a valid reason. If a parent does not call then parents are to send a signed note of explanation with the student on his/her return to school (Appointments need to be specifically explained). *Extended absences (three days or more) due to health concerns will require a physician’s note*. Emancipated students (those over sixteen (16) who have been emancipated by court action) shall notify the school office of their absences with a signed legitimate note of explanation. Students fourteen (14) years old or older, who are absent from school due to testing or treatment for a sexually transmitted disease, shall notify the school of their absence with a signed note of explanation, which will be kept confidential. Students thirteen (13) years and older may do the same for mental health, drug or alcohol treatment; and all students have that right for family planning and abortion. A note from the Dr. Office where treated will be required upon return when parent note is not required. A parent may request that a student be excused from attending school in observance of a religious holiday. In addition, a student, upon the request of his/her parent, may be excused for a portion of a school day to participate in religious instruction provided such is not conducted on school property.

3**. Absence resulting from disciplinary actions or short-term suspension.** As required by law, students who are removed from a class or classes as a disciplinary measure, or students who have been placed on short-term suspension, shall have the right to make up assignments or exams missed during the time they were denied entry to the classroom.

**Unexcused Absences**

Failing to submit any type of excuse statement signed by the parent, guardian, or adult student within 30 days of being absent, or failure to pre-approve absences due to reasons other than illness, health related conditions, family emergencies, or religious purposes will constitute an unexcused absence. This type of absence is also defined as truancy. Seven (7) unexcused absences in one month or ten (10) unexcused absences per school year will result in a Truancy petition filed with the court as required by state law. Students who do not pre-approve absences for reasons other than illness, health related conditions, family emergencies, or religious purposes, will be assigned detention time ranging from four hours to double the number of hours of the truancy. Student may be referred to Columbia County Truancy Board. *Any truancy that discredits education or undermines the educational process is a serious offense, and will result in consequences. Students who are truant on the day(s) seniors are not required to attend school will be assigned consequences. Pre-trips for the day(s) seniors are not required to attend school will be approved only through a parent-student- principal face to face conference whereby the parent and student demonstrate the necessity for the student to be out of school.*

**Pre-Trip Requirement**

Students are required to complete a pre-trip form prior to any absences except illness, medical appointments, or family emergency. The student will need to fill out the necessary pre-trip form, available at the office or on our school website, stating the reason they will be gone and the date(s). A parent signature is also required. The student will then need to take the form to all their teachers to get an approval or denial signature. Do this early to ensure that you get all signatures on the form. Any class periods that are denied will be unexcused. Once the form is completed it will need to be approved and signed by the principal and then turned into the secretary the day before the first absence is to occur**. Some absences may not be approved in accordance with district policy or if it causes a serious adverse effect on the student’s educational progress.**

**Make Up Due to Absence**

Students who are absent due to an **excused absence** when new material is presented will have at least the number of school days absent to make up the work. Students who did not miss new material will be expected to have the work completed and/or take a test the day they return. Make-up time for extended absences can be arranged with a parent and/or student-teacher conference. Students need to be knowledgeable of their individual teacher’s make-up work policy.

**Tardiness**

Students that arrive to class late, but no more than ten (10) minutes late, will be recorded as tardy. Students arriving late to class in excess of 10 minutes will be recorded as absent. It is realized that in some situations tardiness is unavoidable. In this case, consequences for tardiness will be assigned at teacher/principal discretion. See each class syllabus for teacher tardy policy.

**Leaving Campus During the School Day**

 **At Lunch Break:**

* *9-12 Students*: 9-12 students may leave campus over the lunch break without signing out or in.
* *6 - 8 Students:* *6-8 students are not permitted to leave campus at lunch break unless parent/guardian signs them out and picks them up. Consequences will be enforced if students leave campus without permission.*

 **At Times Other Than Lunch Break:**

6-12 students may **NOT** leave campus during the school day without the office being provided parent permission ***prior*** to the student leaving. The student must sign out when they leave campus and sign in immediately when they return to campus. Students not following this policy will be assigned CATEGORY B consequences as deemed necessary by the principal.

**Special Programs and Assemblies**

Student attendance at assemblies and other special programs scheduled during the school day is a requirement and considered as class time. Absences will be dealt with per the district and building absence policy.

**Student Withdrawal**

Before a student moves from the Dayton School District he/she is to come to the office and pick up a withdrawal slip. The student must contact teachers before or after school and turn in the slip either before or after school, not during the school day. The student must have their current teachers complete and sign the withdrawal slip. The withdrawal slip must then be turned in to the office. The student transcript will be released when all fines are paid and books and materials are returned.

**TRUANCY**

**School Policies and State Law**

It is important that you understand our school policies and procedures, as well as Washington State Law, to ensure you are successful in school. State law for mandatory attendance, called the Becca Bill, requires children from age 8 to 17 to attend a public school, private school, or a district-approved home school program. Youth who are 16 or older may be excused from attending public school if they meet certain requirements. <http://apps.leg.wa.gov/rcw/default.aspx?cite=28A.225>

The school is required to take daily attendance and notify your parents when you have an unexcused day. An unexcused day is defined as a single day or 7 unexcused periods.

If you have **three** unexcused absences (or 21 unexcused periods) in one month, state law (RCW 28A.225.020) requires we schedule a conference with you and your parent to identify the barriers and supports available to ensure regular attendance. The district is obligated to develop a plan that requires an assessment to determine how to best meet the needs of your student and reduce absenteeism if they are in middle or high school.

After **five** unexcused absences (or 35 unexcused periods) in the school year, the school district is required to contact you to schedule a conference and/or Truancy Board at a mutually agreeable, reasonable time with at least one district employee, to identify the barriers and supports available to you and your parent. A conference is not required if you have provided a doctor’s note, or pre-arranged the absence in writing, and the parent, student and school have made plan so you do not fall behind academically. If you have an Individualized Education Plan or a 504 Plan, the team that created the plan must meet to discuss the absences.

If you have **seven** unexcused absences in any month or **ten** unexcused absences (70 unexcused periods) within the school year, we are required to file a petition with the Juvenile court, alleging a violation of RCW 28A.225.010, the mandatory attendance laws. The petition will be automatically stayed and you and your parent will be referred to a Community Truancy Board. If you continue to be truant you may need to go to court.

**STUDENT CONDUCT**

**Harassment**

Harassment, intimidation or bullying is an intentional electronic, written, verbal, or physical act that:

* Physically harms a student or damages the student’s property.
* Has the effect of substantially interfering with a student’s education.
* Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment.
* Has the effect of substantially disrupting the orderly operation of the school.

Conduct that may rise to the level of harassment, intimidation and bullying may take many forms, including, but not limited to: slurs, rumors, jokes, innuendoes, demeaning comments, drawings, cartoons, pranks, ostracism, physical attacks or threats, gestures, or acts relating to an individual or group whether electronic, written, oral, or physically transmitted messages or images. There is no requirement that the targeted student actually possess the characteristic that is the basis for the harassment, intimidation or bullying.

Incident Reporting Forms may be used by students, families, or staff to report incidents of harassment, intimidation or bullying. Forms are available online as well as in the HS office.

Any student who believes he or she has been the target of unresolved, severe, or persistent harassment, intimidation or bullying, or any other person in the school community who observes or receives notice that a student has or may have been the target of unresolved, severe, or persistent harassment, intimidation or bullying may report incidents verbally or in writing to any staff member.

**Step 1: Filing an Incident Reporting Form:** In order to protect a targeted student from retaliation, a student need not reveal his identity on an Incident Reporting Form. The form may be filed anonymously, confidentially, or the student may choose to disclose his or her identity (non-confidential).

*Anonymous* Individuals may file a report without revealing their identity. No disciplinary action will be taken against an alleged aggressor based solely on an anonymous report. Schools may identify complaint boxes or develop other methods for receiving anonymous, unsigned reports. Possible responses to an anonymous report include enhanced monitoring of specific locations at certain times of day or increased monitoring of specific students.

*Confidential* Individuals may ask that their identities be kept secret from the accused and other students. Like anonymous reports, no disciplinary action will be taken against an alleged aggressor based solely on a confidential report.

*Non-confidential* Individuals may agree to file a report non-confidentially. Complainants agreeing to make their complaint non-confidential will be informed that due process requirements may require that the district release all of the information that it has regarding the complaint to any individuals involved in the incident, but that even then, information will still be restricted to those with a need to know, both during and after the investigation. The district will, however, fully implement the anti-retaliation provision of policy and procedure to protect complainants and witnesses.

**Step 2: Receiving an Incident Reporting Form:** All staff are responsible for receiving oral and written reports. Whenever possible staff who initially receive an oral or written report of harassment, intimidation or bullying shall attempt to resolve the incident immediately. If the incident is resolved to the satisfaction of the parties involved, or if the incident does not meet the definition of harassment, intimidation or bullying, no further action may be necessary under this procedure. All reports of unresolved, severe, or persistent harassment, intimidation or bullying will be recorded on a district Incident Reporting Form and submitted to the principal or designee, unless the principal or designee is the subject of the complaint.

**Step 3: Investigations of Unresolved, Severe, or Persistent Harassment, Intimidation and Bullying:** All reports of unresolved, severe, or persistent harassment, intimidation or bullying will be investigated with reasonable promptness. Any student may have a trusted adult with them throughout the report and investigation process.

1. Upon receipt of the Incident Reporting Form that alleges unresolved, severe, or persistent harassment, intimidation or bullying, the school or district designee will begin the investigation. If there is potential for clear and immediate physical harm to the complainant, the district will immediately contact law enforcement and inform the parent/guardian.
2. During the course of the investigation, the district will take reasonable measures to ensure that no further incidents of harassment, intimidation or bullying occur between the complainant and the alleged aggressor. If necessary, the district will implement a safety plan for the student(s) involved. The plan may include changing seating arrangements for the complainant and/or the alleged aggressor in the classroom, at lunch, or on the bus; identifying a staff member who will act as a safe person for the complainant; altering the alleged aggressor’s schedule and access to the complainant, and other measures.
3. Within two (2) school days after receiving the Incident Reporting Form, the school designee will notify the families of the students involved that a complaint was received and direct the families to the district’s policy and procedure on harassment, intimidation and bullying.
4. In rare cases, where after consultation with the student and appropriate staff, the district has evidence that it would threaten the health and safety of the complainant or the alleged aggressor to involve his or her parent/guardian, the district may initially refrain from contacting the parent/guardian in its investigation of harassment, intimidation and bullying. If professional school personnel suspect that a student is subject to abuse and neglect, they must follow district policy for reporting suspected cases to Child Protective Services.
5. The investigation shall include, at a minimum:
	1. An interview with the complainant;
	2. An interview with the alleged aggressor;
	3. A review of any previous complaints involving either the complainant or the alleged aggressor; and
	4. Interviews with other students or staff members who may have knowledge of the alleged incident.
6. The principal or designee may determine that other steps must be taken before the investigation is complete.
7. The investigation will be completed as soon as practicable but generally no later than five (5) school days from the initial complaint or report. If more time is needed to complete an investigation, the district will provide the parent/guardian and/or the student with weekly updates.
8. No later than two (2) school days after the investigation has been completed and submitted to the compliance officer, the principal or designee shall respond in writing or in person to the parent/guardian of the complainant and the alleged aggressor stating:
	1. The results of the investigation;
	2. Whether the allegations were found to be factual;
	3. Whether there was a violation of policy
	4. The process for the complainant to file an appeal if the complainant disagrees with results.

If the incident cannot be resolved at the school level, the principal or designee shall request assistance from the district superintendent.

**Dress Code**

(Rules are slightly different for Elementary School)

***Parents should supervise what students wear to school. Administrators have the final say on what distracts from education.***

The dress code is not all-inclusive, it addresses only the most common factors. Instances not specifically addressed will be enforced within the spirit of the dress code, focusing on disruption of, interference with, or distraction from the learning environment.

* Clothing or other articles of apparel should not interfere with or disrupt the learning environment.
* Students are expected to wear clean, neat, weather appropriate attire.
* Clothing should be within the bounds of decency, health, and safety.
* Students will not wear clothing or other articles that promote gangs, drugs, alcohol or tobacco use or products, or are revealing, vulgar, obscene, sexually suggestive, or contain profanity.
* Hoods cannot be worn over the head.
* Bandannas, hairnets, and chains are not allowed.
* Pajamas and/or slippers are not acceptable attire at school.

**Underwear must be covered regardless of clothing style or gender.**

***Skirts and Dresses:***

If a student wears a skirt or dress to school, it must reach either:

a) Past fingertips when student is standing with arms at her side, or:

b) Past midway between the hip bone and kneecap.

***Shorts:***

If a student wears shorts to school, the above rule will apply.  If a student wishes to wear shorts that are "athletic cut" or otherwise shorter than the above rules, spandex or spanx must be worn underneath.  Shorts that are cut so short as to be excessively revealing are also unacceptable even with spandex underneath.

***Shirts:***

Tank-tops with straps wider than 1" may be worn as long as underwear is covered and neckline is at or above armpit level and the shoulder blades are covered. Spaghetti strap and strapless shirts or dresses are not allowed. Stomach area must be covered, with tops below the edge of shorts, pants, shirts, when wearer’s arms are extended over the head and when wearer is seated. Excessively scooped necklines or armholes are not allowed.  Chest area should be covered. Thin fabric, mesh or lace shirts that are see-through are not allowed.

***Shoes:***

Students must wear shoes to school---no bare feet. Slippers traditionally worn around the home are not permitted.

Sunglasses may not be worn in class or during school activities.

***Tattoos:***

Inappropriate tattoos must be covered at all times. Tattoos that promote gangs, drugs, alcohol, or tobacco products, or are revealing, vulgar, obscene, sexually suggestive, or contain profanity are considered inappropriate.

***Dress in special classes:***

Teachers and advisors of Physical Education, Metals/Ag Shop, and Wood Shop are to establish a defined dress code for their discipline. The Dress Code for each discipline should demonstrate consideration for safety, neatness, and professionalism as it applies to the department.

**Public Display of Affection**

Public Displays of Affection (PDA) are prohibited. Students should use common sense when interacting with boyfriends/girlfriends - *acceptable behavior is limited to holding hands*. Prohibited behaviors include, but are not limited to, embracing, snuggling or kissing. Consequences for PDA will be handled through the discipline plan.

**Electronic Resources and Internet Safety**

Students and staff may use district electronic devices and the district network to further the educational and research mission of the district. All use of district resources must support education and be consistent with the district mission.

Unacceptable network use by students includes but is not limited to:

* Personal gain, commercial solicitation and compensation of any kind
* Actions that result in liability or cost incurred by the district
* Taking a photo or video of another person and posting it to the internet
* Downloading, installing and use of non-school audio files, video files, games or other applications (including shareware or freeware) without permission or approval from the network Administrators
* Support for or opposition to ballot measures, candidates and any other political activity
* Hacking, cracking, vandalizing, the introduction of viruses, worms, Trojan horses, time bombs and changes to hardware, software and monitoring tools
* Unauthorized access to other district computers, networks and information systems
* Cyberbullying, hate mail, defamation, harassment of any kind, discriminatory jokes and remarks
* Information posted, sent or stored online that could endanger others
* Accessing, uploading, downloading, storage and distribution of obscene, pornographic or sexually explicit material
* Attaching unauthorized devices to the district network.

The district will not be responsible for any damages suffered by any user, including but not limited to loss of data. The district will not be responsible for unauthorized financial obligations resulting from the use of, or access to, the district’s computer network or the Internet.

**Personal Electronic Devices**

Teachers have professional discretion with regard to determining if a personal electronic device is appropriate for a given activity or assignment.  Personal electronic use during the school day is a privilege.

Middle and High School students in grades six through twelve may use personal electronic devices at their own discretion outside of class time. Apart from the aforementioned, they are to be out of sight, out of sound at any time during the school day. The student who elects to bring these items to school takes full responsibility for their safekeeping.  Under no circumstance may a student use a cell phone in any manner that interferes with the educational process, provides for or promotes an illegal activity, cheating, or endangers the health and safety of themselves or others.

**Student Cell Phone Policy**

I. Cell phones are to remain in student backpacks while students are in classrooms (not in their pockets, etc.).  Cell phone "warnings" are intended to be when students are notified by teachers about the school cell phone policy at the beginning of the school year and also via the school handbook.

II. If a student is observed using a cell phone in the classroom, the teacher takes the phone and keeps the phone for the duration of the school day.  Note: if a student refuses to hand over the cell phone, then a call is made to the office and the principal comes to get the phone; additional consequences, such as a referral, applies.

III. If a student is observed using a cell phone a 2nd time (or additional times), the phone is taken to the office and parents are notified by the student to come to the school to get the phone.

IV. Repeated occurrences of inappropriate cell phone use may result in the student and parent meeting with the principal and additional consequences deemed appropriate at the discretion of the principal.

**Headphone Policy:**

As with Personal Electronic Devices, headphones can present a challenge to learning.  More importantly, headphones can present a challenge to student’s ability to interact with their peers.  Headphones will only be allowed upon teacher discretion for certain activities.  This means that headphones should be out of sight between classes and in classrooms unless a teacher invites their use.  Headphones may be used during lunch period, outside of the lunchroom and before or after school.

**Student Vehicles**

Students assume responsibility for the safekeeping of their own vehicle. The school will investigate any complaints of vandalism or theft. However, the school is not responsible for damage or replacement costs.

Scooters and bicycles are to be parked in the bike rack. Rollerblades and skateboards are to be stored in a student locker or at the bike rack. *Students may not ride bicycles, scooters, rollerblades or skateboards on school property during the time the general student body is coming to school, at school, or leaving school at the end of the day* – doing so will result in disciplinary action. Motor vehicles are to be parked in designated parking areas.

Students may drive their own motor vehicle to school. All parking rules apply to all motor vehicles. Parking at the Ag Shop or woodshop is not allowed. *Student may not drive from one area of campus to another during the AM or PM classes* – doing so will result in disciplinary action. Students who park in an unauthorized area will be fined and may lose the privilege of parking on school grounds. Parking between established parking bumpers is considered parking in an unauthorized area.

**Lunchroom Behavior**

Students who throw food, consistently leave trash/trays, or otherwise disrupt the cafeteria will be subject to the consequences of the district discipline plan. In order for serving staff to meet the food service needs of all students in the district, students must arrive to the MPR within ten (10) minutes of breakfast/lunch dismissal time. Students will not be served breakfast after 8 am and lunch if they arrive past 12:00 pm.

**Backpacks and Bags**

Backpacks and/or Bags are to be taken home or stored in a student’s individual locker at the end of the day ***NOT*** left on the floors of the high school or middle school. If Backpacks and/or Bags are found in the hallways AT ANY TIME of the school day they will be removed. Students have the sole responsibility for the safety and security of their backpacks and bags.

**School Telephones**

Students will not be called out of class for telephone use unless it is an emergency. No messages will be delivered to students unless it is from a parent/guardian. The telephone is not to be used for social calls. Student business with the office should be conducted before and after school, ***not*** during class. The telephone may be used during class time with staff approval or in an emergency.

**Student Flyers**

Students, who wish to display or circulate information announcing an activity sponsored by an outside organization, must first have permission from the principal before distributing such information through school announcements or posted flyers. Advertisement for commercial and/or private business whose product or service was not sought by Dayton High School or Dayton Middle School is not allowed. Additionally, students who create petitions must have the petition pre-approved by the principal. The petition must not be a disruption to class and can only be passed around before and after school, or lunch.

**Visitors**

Visiting parents, guardians and patrons are welcome to visit campus. **All** visitors must check in at the building office and get a guest pass. No student guests are allowed to attend middle school classes. Student guests are allowed at the high school before or after school, or lunch only with teacher and **principal approval** at least one day ahead of time.

**Medication**

No student may be administered prescription or non-prescription medication by self or staff without having a form signed by parent and physician on file in the office.

**Prohibited Substances**

Sunflower seeds, glitter and glass bottles are not allowed in any buildings or on school transportation. See page 28, Category D: Criminal Acts

**Student Handbook**

A student *Handbook and Planner* is issued to each student and is the property of the Dayton School District. Students are required to have their *Handbook and Planner* with them at all times during the school day. The replacement cost for the *Handbook and Planner* is $5. Staff will work with students to reduce the need for the fine or replacement.

**Library**

Dayton High School/Middle School library uses a Follett Circulation Plus program for checking in and out library books. Each student is responsible for the books they check out. Return books at the library counter or in the drop box.

Dayton High School loan policy is as follows:

* Books are checked out for a one month period.
* If a book is not turned in by the end of the year then a student will be fined the cost of replacing the book.
* When using the library for purposes other than checking in and out of books, the student must have a note from his/her teacher stating why the student is to be in the library, and when he/she is to return to class.
* Damaged or lost books will be fined in full.
* Headphones may be checked out for the day.
* The library is open to HS/MS Students before and after school.
* Computers may be used for school work and approved sites only.
* Bullying is not tolerated in the library!
* Google and Desktop passwords can be reset in the library.

**Notification of Toxic Substance**

Students and staff will be pre-notified in writing at least 48 hours in advance of the application of a “pesticide.” The 48-hour notification is not required if students will not occupy the building for two days following the application. Notification will also be posted at the school building and on grounds in which the pesticide application will take place.

**Gymnasium**

All people who use the high school gymnasium for any activity must wear shoes that will protect the surface of the floor. Acceptable footwear is a type of athletic shoe that has a soft rubber sole, preferable white, but is not black. The shoes must be clean and are to be worn only inside the gymnasium. Students must wear the PE uniform to class. Sweat suits can be worn for outside activities or with teacher permission for inside activities.

**District Property**

Locks, books and other items issued by the school to the students are property of Dayton School District and are on loan to the student. The student who receives the items takes full responsibility for their safekeeping. The cost to replace lost or stolen items is the responsibility of the student who received the item(s). The student will be assessed a $12.00 fine for a lost, stolen, or damaged lock.

**Lockers**

A locker is assigned to each middle & high school student at their request. Middle school students will be assigned a locker the first week of the school year. The student is to use only the locker assigned to them. Lockers are to be kept clean. No stickers, etc. are to be put in/on any locker. Lockers may be searched at any given time.

Students may check out up to 2 combination locks from the high school office. The lock must be turned in by the last day of school or a $12 fine will be charged.

The student must have their locker cleaned, emptied, and their lock(s) checked in by the end of the *last full day of school*. **Any items** left in lockers will be discarded or donated.

**EXTRACURRICULAR ACTIVITIES**

**National Honor Society** **Selection Procedures:** Dayton High School

Membership in National Honor Society is an honor bestowed upon students by the faculty in accordance with the national charter. Faculty, by that charter, must consider the following four components: grade point average (GPA), character, leadership, and service. In accordance with this requirement the following procedures will be followed.

At the end of the first grading period each year all students in grades 10-12 who have attended Dayton High School for at least one year and have earned a cumulative GPA of 3.60 or higher will be eligible for consideration of having the honor bestowed upon them of membership in National Honor Society.

Next, the entire 9-12 staff will then be polled on the character of each student receiving a 3.60 or higher. The question they will be asked is: Does this person demonstrate (possess) the character you would expect of someone in National Honor Society. Qualities that staff may consider are, but not limited to: classroom behavior, interactions with peers, faculty and other adults, integrity, honesty, referrals, and work ethic. The faculty input will be obtained by secret ballot and returned to the faculty council. The faculty council after weighing input from the entire faculty will vote on whether each student demonstrates (possesses) the character expected of someone in National Honor Society. This vote will also be done by secret ballot and a majority vote (3-2 or better) is required. No averaging of votes will be allowed.

Those students who have both a 3.60 and a vote of yes by the faculty council to the question of character will be selected to have the honor bestowed upon them of membership into National Honor Society - provided they meet the conditions set forth on the Leadership and Service Documentation page.

Students who have been selected by the faculty council for membership in National Honor Society will be given the Leadership and Service Documentation page in a letter sent home to their parents and handed out personally by the Honor Society advisor. If students demonstrate that they meet the requirements as spelled out on that page and submit their documentation to the Honor Society advisor by the deadline on the page (no late documentation will be accepted) they will be inducted into the National Honor Society. Students who do not meet the service and leadership requirements will not be inducted in the current year, but are again eligible for consideration the following year.

Students who chose not to accept the honor bestowed on them should notify the advisor of their decision.

Once students are inducted into the National Honor Society they are required to maintain the same elements that initially led to their induction. This includes maintaining a cumulative GPA of 3.60 or higher, displaying character consistent with membership in National Honor Society and being involved in service projects as required by the Dayton Chapter of National Honor Society. Anyone found lacking in any area, placed on school suspension, or facing legal issues is subject to dismissal according to the Dayton High School National Honor Society constitution.

Non-selected students may appeal their non-selection within five days from the time it has been announced that honorees have been selected.

**Formal Events**

Students attending Homecoming and/or Prom are to dress in formal dress attire (i.e. t-shirts, jeans are not acceptable).

**Exclusions**

If a student is on Homecoming Court this year, they will not be able to be a part of Homecoming Court again. If a student is part of Homecoming Court as a senior, they will not be able to be a part of the Prom Court as a senior.

**Homecoming**

Each class elects their own Homecoming court:

1 prince and 1 princess each for freshmen, sophomores and juniors;

3 princes, and 3 princesses for seniors.

Voting process: Each 9-12 student privately writes a nomination at random.  The top nomination is prince/princess unless a tie.

If a student is unwilling to be a part of the Homecoming court, they can decline the nomination.  Declining the nomination once means a student will not be given another chance to be part of the Homecoming Court.

Homecoming Queen and King are only open to seniors. Queen and King will be voted on by the high school students. All ballots must be turned in to the ASB office and secured until that school year.

**Prom**

The junior class, under the direction of their Advisor(s) is responsible for the selection of the Prom Court. The selection of the court will take place in a junior class meeting arranged by the junior class officers under the direction of their advisor. It is generally recommended that the Court consist of six female members of the senior class and six male members of the senior class. If the junior class and their advisor(s) determine it is appropriate to have a different number of Court members, they must present their reasoning to the ASB Executive Officers for approval. All Dayton High student attendees at prom are to have the opportunity to cast their ballot for the election of Prom Queen and King. The election of Queen and King will take place at the dance and be voted on by students who attend the dance. All ballots must be turned in to the ASB office and secured until that school year.

**Exclusions**

If a student is on Homecoming Court this year, they will not be able to be a part of Homecoming Court again. If a student is part of Homecoming Court as a senior, they will not be able to be a part of the Prom Court as a senior.

**Dance Rules and Procedures**

* Music must be pre-approved by the principal and ASB officers
* Twerking, grinding, or other dance movements that raise the question of decency are not allowed. A warning will be given prior to being asked to leave for such behavior (2nd time). Student shall call guardian and inform them of leaving dance.
* School behavior rules apply.
* Lighting must be adjusted appropriately with designated switches in the interest of fire safety.
* Since hearing loss is possible, volume of equipment may be monitored.
* Students who leave the dance are not permitted re-entry. Students may go to a designated area outside of building, assigned by dance supervisors, if supervised.
* Dance supervisors are responsible for all activities and actions performed at school affiliated dances. They are the enforcers to the rules stated and have the right to remove anyone from the dance at any time for refusal to follow rules. If student and/or parent of a removed student feel as though the student was wrongfully removed from a dance, they can make an appointment with the superintendent/principal and the staff member who removed the student to work out the issue.

*NOTE: Parents reserve the right to NOT allow their student to attend if they feel the above mentioned protocols are unreasonable.*

**Dance Guests**

Dayton Middle School students are not allowed to bring a guest to middle school dances.

Dayton High School students may bring *one* (1) guest to a Dayton High School dance provided that:

* Guest passes a character check with their school administration. Form requires Principal’s signature the last school day BEFORE dance.
* For **ALL** High School dances, the guest must be a high school student or graduate and not older than 20.
* All students must demonstrate appropriate behavior and cooperate with the dance chaperones. Failure to do so will result in dismissal from the dance. DHS students are responsible for the behavior of their guests.

**ASSOCIATED STUDENT BODY**

**Participation in ASB activities**

In order to be a member of any ASB club or sport, the student must purchase an ASB activity card, and pay any related club or sport fees or dues. ASB card fees are nonrefundable. Students who withdraw from Dayton High School or Dayton Middle School, forfeit their ASB card. They will lose all privileges and rights that previously went to them as holder of the card while a student of Dayton High School or Dayton Middle School. Continued participation is dependent upon the student’s academic performance, attendance, school conduct, and refraining from illegal activity. It is the responsibility of the Coach/Advisor(s) of the ASB club to monitor eligibility for participation of the members. Students who are not passing a class at the time of a weekly progress check are placed on activity probation for one week. If after one week, the student is not passing all classes, the student is suspended from participation in the activity until the next weekly grade report that indicates the student is passing all of their classes. **Students must be in school all day the day of a school day activity or have a Dr. note or pre-trip form in order to participate.** If a student is suspended from school for discipline reasons, the student may not participate in any school-sponsored activity until their suspension is lifted. Any student involved in a criminal violation will be declared ineligible for participation in ASB activities. Treatment assessment may be required to return if a controlled substance is involved.

**Transportation for ASB Events**

Students are expected to ride school transportation to and from school-sponsored activities. In the event circumstances necessitate an alternate means of transportation the student and parent must complete the Transportation Release Form. The form must be presented by the student to the principal prior to leaving for the activity or *by the parent* to the advisor of the activity.

**ASB Purchasing Procedure**

* Obtain a purchase order request from the ASB office or on Skyward.
* Complete purchase order request form and have the advisor sign it.
* This form must be approved and noted in ASB minutes.
* Verify that the information is correct and submit purchase order request to the ASB office for approval. *Caution – do NOT* purchase anything for the school or your activity without an approved purchase order – you *will NOT* be reimbursed.

**SENIOR CLASS**

**College Entrance Requirements:**

Dayton High School graduation requirements do not necessarily meet the entry requirement of every college or post-secondary program. Students must check the individual college entry requirements they wish to attend, and then take and pass Dayton High School classes that fulfill the requirement.

**Additional Graduation requirements for seniors**

The State Board of Education requires a High School and Beyond /13th Year Plan. This plan must have a clear link to a student’s lifelong goals and post high school plan. Students will also need to accumulate a minimum of 25 hours of community service work / volunteerism, beginning on Dayton Days weekend of the year they will enroll as seniors. These are tracked by the academic counselor for 13th year & school administration (with pre-approval) and must be completed by April 30 of graduation year.

**Senior Parking Spaces**

A minimal number of parking spaces are available to seniors to rent for their personal use for $25.00 per school year. Students who park in a rented parking space, with or without permission of the senior who rented the parking space, will be charged a $5.00 fine, payable to Dayton School District. After seniors have graduated and no longer attend high school, all parking spaces are available to all students.

**Cap and Gown**

Seniors have both the right and the responsibility to select a graduation cap and gown color that shows uniformity and respect for Dayton High School. Graduates may use no more than two different colors for the cap and gown of their graduating class. The cap worn by any individual must be of the same color as the gown worn by the same person. Graduates may decorate graduation caps according to rules and guidelines that are stated in the contract that will be signed by graduate and parent.

**If one color cap and gown is used by the class:**

A stole of a different color may adorn the cap and gown. If a stole is desired, all graduates must wear a stole of the same color. The stole must be purchased by the student.

**If two colors for cap and gown are used by the class:**

Females will wear one color cap and gown and males will wear the other color cap and gown. If a stole is desired, all graduates must wear a stole. The stole must be the color of the other gender’s cap and gown. The stole must be purchased by the student.

Honor graduates will wear the appropriate school-issued Honor Cord and/or Medallion. School clubs and organizations will not be represented by attire at the graduation ceremony.

**Graduation Ceremony Attire**

Color denim pants are discouraged and blue denim is prohibited. Shirts should have a collar, and ties are strongly encouraged. Graduates are to wear dress shoes. Soiled shoes, athletic shoes, sport sandals and flip flops are not acceptable. Graduates may not alter gown in any way. Students who do not comply with the dress requirements may be denied the privilege of participating in the graduation ceremony, and/or other disciplinary consequences may be imposed.

**Seating for Graduation Program**

There is reserved seating for School Board members, administration, faculty, and scholarship presenters. Family members and friends of the graduates may not reserve or “save” seating. Seating is on a “first come, first serve” basis.

**Selection of Honor Graduates**

Selection of Valedictorian, Salutatorian, and Honor Graduate is determined by the student's cumulative GPA at the conclusion of the next to last grading period of the senior year. Students in running start will have their winter quarter grades be their grades included in this determination. Grades from the final grading period are not considered in making the determination. GPA's are calculated to the thousandth place. The student with the highest GPA is the Valedictorian. The student with the second highest GPA is the Salutatorian. If a tie exists for either and/or Valedictorian or Salutatorian, the honor will be shared.  "Students must have at least 2 full years of attendance at an accredited public or private high school to be considered." Honor Graduates must have a minimum of a 3.50 cumulative GPA. Students who have a modified or adapted academic program, and the minimum Honor Graduate GPA, will be noted in the graduation program.

**Senior Street Painting**

 Street Painting activities are not Dayton High School functions. Street Painting is in cooperation with the local community authorities.

**STUDENT DISCIPLINE**

**Disruptive Classroom Behavior**

Students with negative behavior that is disruptive to the educational process will be removed from class.

**Discrimination, Harassment, Intimidation and Bullying (Policy #3207)**

*(Policy #3207- Prohibition of Harassment, Intimidation and Bullying) Dayton School District is committed to a safe and civil educational environment for ALL students, employees, parents/legal guardians, volunteers, and patrons and does not tolerate any acts of harassment, racism, intimidation, or bullying. Students who feel they are harassed, intimidated, or bullied should report the situation immediately to a staff member as well as fill out the appropriate form found in the school office.*

**SafeSchools Alert: Reporting unsafe behavior or conditions**

**Safety is one of our district’s top priorities,** that’s why we are now using Safeschools Alert, a tip reporting system that allows students, staff, and parents to submit safety concerns t our administration five different ways:

1. **App: Search for “SafeSchools Alert” in the App Store to download for free.**
2. **Phone: 509.399.7002**
3. **Text: Text your tip to 509.399.7002**
4. **Email:** **1660@alert1.us**
5. **Web: http://1660.alert1.us**

**Fighting and Hazing**

Fighting, hazing, hate crimes and harassment on school grounds and/or at school activities is not allowed. Students who are at the scene of a fight, and act as a spectator, may be considered to be involved in the fight. Infractions will follow the district discipline plan. Seek a staff member to talk to before a conflict escalates into a fight. Students who do not disperse when directed shall be subject to disciplinary action. Cyber bullying will not be tolerated and may result in disciplinary action if it is preventing a student the right to feel safe to receive an education. Harassment complaint form is available in the office. Law enforcement will be notified of serious offenses and repeated behaviors. Student may not be allowed to participate in school activities and/or sporting events while school or law enforcement investigation is active or concluded. Parent may request meeting with school administration to hear why participation would be disruptive or unsafe to the school function.

**Category A Infractions\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* Lunchroom misbehavior
* Failure to follow classroom, building, campus, transportation rules

**Category A Consequences**

*Classroom rules*

1. Corrective action by staff (i.e.: reminder, detention)
2. Parent contact/conference with teacher
3. Discipline referral to Principal

*Lunchroom / Campus / Building Rules*

1. Corrective action by staff
2. Discipline referral to Principal

*Transportation Rules*

1. Corrective action by staff/parent contact and/or conference
2. Conduct report – 5 days removal from bus
3. 2nd Conduct report – removal from bus for the remainder of school year

**Category B Infractions\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* Fighting - Play Fighting – Rough Housing
* Assault
* Physical Aggression
* Indecent exposure
* Racism, Sexism
* Threats, intimidation, bullying (verbal, physical, cyber), harassment
* Inappropriate clothing, objects, or other material items

**Category B Consequences**

 Parent conference and/or

 Lunch detention and/or

 Saturday school and/or

 1 - 10 days out of school suspension and/or

 Long-term suspension and/or

 Removal from school – alternative educational program

**Category C Infractions\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* Vulgarity, profanity, academic dishonesty/cheating
* Severe defiance and/or disrespect of staff
* Failure to properly respond to corrective action
* Willful and repeated failure to follow school rules
* Excessive, continued, or habitual lack of meaningful participation in learning activities

**Category C Consequences**

 Parent conference and/or

 Detention, and/or

 Suspension and/or

 Removal from school depending on severity of negative response and number of referrals.

 *\* Cheating* or helping others cheat is unacceptable and will be addressed by classroom policy.

**Category D Infractions CRIMINAL ACTS**

* Vandalism
* Hate Crimes
* Pornography
* Possession, use of or transport/supply of Tobacco, Drugs, Alcohol, and other illegal substances
* Tobacco, Drug, Alcohol, and other illegal substances paraphernalia
* Recreational human target projectiles (Example: darts, soft-air, paintball)

**Category D Consequences**

 Parent contact and/or

 Detention and/or

 Suspension and/or

 Police contact

**Category E Infractions EXTREME SAFETY THREATS**

* Guns/Firearms
* Weapons
* Assault of a staff member

*(No guns or weapons of any kind are allowed on school district property or at school activities held off school property.)*

**Category E Consequences**

 Police contact and

 Suspension and/or

 Expulsion. (1 year mandatory expulsion for firearms)

**Additional Conditions**

1. While suspended or expelled, students **may not** at any time of day be on campus or attend school activities.

2. In-school supervision begins at the start of the regular school day and ends with dismissal from staff.

3. Students assigned in-school supervision will eat their lunch in the in-school supervision area.

4. In addition to the discipline consequence, clothing, hats, backpacks, notebooks, or any other items that address sex, drugs, alcohol, weapons, or any other inappropriate behavior or condition may be confiscated from the student and not returned to the student.

5. Students receiving referrals numbering 3 or more may be suspended from school.

6. The administrator responsible for final enforcement of the consequences may use discretion for exactness of the consequence. Administration will make an effort to contact parent(s) prior to a student being interviewed by law enforcement personnel. For time sensitive investigations involving law enforcement personnel, interviews will be conducted and parents notified of the interview.

7. Consequences can be increased by the current principal if found necessary due to extraordinary circumstances.

8. If a parent or student believes the consequence wasn't the correct punishment, he/she can schedule a meeting with the school superintendent to discuss the matter. If a parent or a student wants to appeal a consequence decision, they should contact Dayton School District Superintendent, Guy Strot, at the District Office.

**Responsibilities, Rights and Limitations**

**Family Educational Rights and Protection Act**

FERPA affords parents and students over eighteen years of age the right to inspect and review the student’s educational record, the right to request an amendment to the records believed inaccurate or misleading, and the right to consent to disclosures of personally identifiable information. The complete FERPA document is available at the district office and the high school office.

**Criminal Acts**

Any act occurring on school premises or at school sponsored events, which is contrary to the law of the State of Washington, the ordinances of the city or the county is prohibited by these regulations. Some specific criminal acts are defined:

A person shall not cause or attempt to cause physical injury or behave in such a way, as could reasonably cause physical injury to any person.

*Drugs (Controlled Substances)* – A student shall not possess, use, sell, transmit, be under the influence of, or show evidence of having used any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage intoxicant, or any other controlled substance. Use of a drug authorized by a medical prescription by a registered physician shall not be a violation of the rule.

*Damage or Theft* – A student shall not intentionally or negligently cause or attempt to cause damage to school or private property while under the school’s jurisdiction. Restitution may be required.

*Extortion, Blackmail, or Coercion* – A student shall not obtain money, property, or procure any act by extortion, blackmail, or coercion, (to force someone to do something against his/her will by force, threat of force, or intimidation).

*Dangerous weapons* are defined in RCW 9.41.250 and 9.41.280 as: instrument or weapon of the kind usually known as a sling shot, sand club, or metal knuckles; or spring blade knife, or any knife with a blade which automatically releases by a spring mechanism or other mechanical device, or any knife having a blade which opens, or falls or is ejected into position by the force of gravity, or by an outward, downward, or centrifugal thrust or movement; who shall furtively carry with intent to conceal any dagger, dirk, pistol, or other dangerous weapon; or who shall use any contrivance or device for suppressing the noise of any firearm. Any device commonly known as “nun-chukas,” consisting of two or more lengths of wood, metal, plastic, or similar substance connected with wire, rope, or other means; or any device commonly known as “ throwing stars,” which are multi-pointed, metal objects designed to embed upon impact from any aspect; or any air gun, including any air pistol or air rifle designed to propel a BB, pellet, or other projectile by the discharge of compressed air, carbon dioxide, or other gas. Violators are guilty of a gross misdemeanor. Dayton School District Policy Number 3233 defines any knife, which is a cutting, or stabbing instrument with a sharp blade set in a handle, as a dangerous weapon.

*Tobacco –* The use and/or possession of tobacco (all tobacco products including e-cigarettes) is not permitted on school property, including modes of transportation, at any time during school, or at afternoon, evening, and/or weekend school activities.

*Disruptive Conduct –* A student shall not be in use of violence, defiance, disobedience, force, noise, coercion, threat, intimidation, fear, passive resistance, cheating, or any other conduct which causes the substantial and material disruption or obstruction of any lawful mission, process, or function of the school; neither shall he/she urge other students to engage in such conduct. Students shall not threaten to use firearms, explosives or other weapons including use by an unauthorized student of a personal protection spray device, or use such device in other than self-defense as defined by state law. Any such interference by threat of force or violence committed by a student shall be grounds for immediate suspension or expulsion of the student. Students 18 years old or older, who carry a personal protection spray device, must have the device registered at the high school office.

*Cooperation with School Personnel –* Refusal to comply with such written rules and regulations or to follow such reasonable directions of school authorities shall constitute cause for discipline, suspension, or expulsion. Refusing to complete assignments will also fall into this category.

*Food and Drink -*Food and drinks for high school students are allowed in the high school commons area only. No food or drinks are allowed in the computer labs or auditorium. Food and drinks may be allowed in the classroom for special situations, under the teacher approval and supervision through the school district Wellness Policy.

Food and drinks for middle school students are not allowed in the middle school classrooms, commons, or in the middle school areas outside of the buildings before school or during school. Food and drinks may be allowed in the classroom for special situations and under the teacher approval and supervision.

*Refusal to Identify Self –* Upon request, all students must correctly identify themselves and/or provide the name of other parties to school employees in the school building, on school grounds, or at school sponsored events.

*Speech and Assembly –* Students are entitled to verbally express their personal opinions in such a manner and at such times as it does not disrupt or interfere with the educational process or with the freedom of others to express themselves. All student meetings on school district property may function only as scheduled and may be regulated by school authorities as to time, place, and manner.

*Vandalism -* Students vandalizing school property or the property of any staff member or student may be subject to short term out of school suspension, may be required to make restitution, and may be reported to the appropriate law enforcement agency.

*Withholding Records –* The school district may withhold the responsible student’s grades, diploma, and transcripts until the student or parent/guardian pays for any fines, damages, or serves discipline consequences.

*Due Process–* No pupil shall be deprived of educational opportunities by the school district without due process of law. These include rights of appeal. See student board policies 3202 and 3316.

*Self Defense and Retaliation –* The following guideline is used to distinguish between “self-defense” and “retaliation.” Students are said to be defending themselves when they are placed in a position where they cannot escape the physical aggression of another and they use physical aggression to protect themselves. Students are said to use retaliation when they are placed in a position where they can escape the physical aggression of another, and they use physical aggression in retaliation to the physical aggression of another.

*Harassment and Retaliation –* The following guideline is used to distinguish between “harassment” and “retaliation.” Students are said to being harassed when they have told the harasser they do not welcome the behavior, they have told the harasser to stop the behavior, and the harasser continues with the behavior. Students are said to be retaliating if they respond to the behavior they do not welcome with like behavior.

*Defiance -* Students are said to be “defiant” when they have been told by a supervising adult to perform an action or to discontinue an action, and the student refuses to comply. Defiance is a serious inappropriate behavior. Defiant students may be suspended from school.

*Failure to Report and Failure to Cooperate With an Investigation-* Students who are knowledgeable of any illegal activity, knowledgeable of an intent to perform an illegal activity, knowledgeable of possession of an illegal substances or weapon, and/or knowledgeable of an intent to possess an illegal substance or weapon, and do not report their knowledge to a school official, may be held responsible for events related to the activity, substance, or weapon. Students who fail to report their knowledge will be subject to disciplinary actions. Students who withhold information during an investigation by school officials will be subject to disciplinary actions.

## **DISCRIMINATION**

The Dayton 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:

Jana Eaton, Civil Rights Coordinator, janae@daytonsd.org 609 S 2nd St. Dayton 509-382-2543

Guy Strot, Title IX Officer, guys@daytonsd.org 609 S 2nd St. Dayton 509-382-2543

Kristina Brown, 504 Coordinator, kristinab@daytonsd.org 614 S 3rd St 509-382-4775

**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 or view it online here: <https://www.daytonsd.org/o/district/browse/40077>. (3205)

## **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, e-mails, 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, or view it online here: <https://www.daytonsd.org/o/district/browse/40077> (Policy & Procedure 3205)

## COMPLAINT OPTIONS: DISCRIMINATION AND SEXUAL HARASSMENT

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 revolve your concerns.

**Complaint to the School District**

***Step 1:*** *Write Our 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.

You have 20 calendar days to file a complaint to OSPI from the day you received the decision on your appeal. You can send your written complaint to the Equity and Civil Rights Office at OSPI:

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

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

For more information, visit our [website](http://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 ǀ TDD: 1-800-877-8339 ǀ OCR.Seattle@ed.gov ǀ [OCR Website](http://www.ed.gov/ocr)

*Washington State Human Rights Commission*
1-800-233-3247 ǀ TTY: 1-800-300-7525 ǀ [Human Rights Commission Website](http://www.hum.wa.gov/)

**ATHLETICS**

Dayton School District policy will be applied to participation requirements, behavior expectations and consequences for co-curricular activities. See Board Policy for details.

**Participation**

1. Prior to a student athlete participating on any athletic team or being issued any athletic equipment, he/she is responsible for having on file with school officials a record of the following:

* Physical examination with a physician’s signature
* Assumption of Risk form
* Student fees paid
* School insurance or a waiver form signed by a parent or guardian
* Signature of parent/guardian and the athlete signifying they have read and accepted the regulations of the athletic code
* Current ASB card

2. Student athletes may not turn out for more than one interscholastic sport at a time. (WIAA rule)

3. Student athletes will not be allowed to participate in an athletic contest or practice if they are not in attendance for all scheduled classes the day of the contest. An exception to this rule is permission granted by the principal or athletic director. The coach should also agree.

4. Any student athlete with an unexcused absence from school the day of an athletic event will be ineligible to participate in the event that day.

5. A student athlete is expected to be at every practice and contest on time unless excused by the coach.

6. Students, who are not eligible to participate in an athletic contest due to academic probation, not enough practices, or behavior, will not miss school time to attend the contest. Student may not be allowed to participate in school activities and/or sporting events while school or law enforcement investigation is active or concluded for severe unsafe behaviors. Parent may request meeting with school administration to hear why participation would be disruptive or unsafe to the school function.

**Issued Equipment**

1. School equipment checked out by the student athlete is his/her responsibility. He/She is expected to keep it clean and in good condition.

2. Loss of issued equipment or damage to issued equipment will be the student’s financial obligation.

3. Grades will be withheld should equipment not be returned.

4. No athlete will be cleared for subsequent sports until all equipment from a previous sport is returned or paid for.

**Uniforms**

1. Uniforms and Equipment are to be worn only while participating with the team in practice, a scheduled contest or during another team event. *Uniforms are not regular clothes and should only be worn to athletic activities and on specific school days.*

2. Uniforms are to be worn in the manner in which they were constructed and designed. Students may not add to or detract from the uniform.

3. The WIAA prohibits the use of school issued equipment while participating in any event outside the yearly school program or activities not sponsored by the WIAA.

**School Facilities**

1. The school district provides students with facilities for athletics at great expense in the form of taxes. Therefore, it is important that students exercise care and personal regard for these facilities.

2. Misuse of dressing room facilities, lockers, towels, benches, and gymnasium or field facilities will not be permitted. Failure to comply with this regulation may result in denial of their use.

**Travel to Activities**

Transportation to and from curricular and extracurricular activities held off the district property will be provided by the Dayton School District.

1. All students must travel to and from the activity with the school group and in transportation provided for this purpose. (Only upon request by the parent/guardian in writing and in person to the principal or designee prior to the event will this be waived. (See School Transportation page 10.)

2. Each student will remain with the group and under the supervision of the coach or advisor when attending away activities.

3. Each student while traveling to and from events will obey all school and bus regulations.

4. The student will be conscious of what constitutes appropriate dress for home and away events. Appropriate dress promotes pride in the team and club and in Dayton High School.

**High School Activities Awards**

An activities award is a symbol of activities participation and accomplishment. Each advisor will create, implement, and monitor a system of recognition for participation and accomplishment in their respective club.

**Co-curricular Activities Code**

***Philosophy***

The main goal of the co-curricular program is to contribute to the intellectual, physical, social and emotional growth of students. To accomplish this goal, the school district will provide clubs, activities, and an extra-curricular athletic program within the limits of the district’s financial position.

The first line of attention by the student is to their academic work. Academic performance should not be compromised in order to participate in co-curricular activities, but rather should serve as motivation to do well in the classroom. Participation in extracurricular activities should be enjoyed by the student in a manner whereby the student gains pleasure from competing and doing their personal best while being part of a larger unit (team, club, or activity) that does its best.

An additional goal of the interscholastic athletic program is to have competitive high school varsity teams. To accomplish this goal there will be no cutting of athletes on the middle school teams. It may be necessary to add additional opportunities for students to play at the middle school level. The decision to add additional opportunities for students to play will be made by the superintendent.

Each coach at the junior high school and junior varsity level must develop a minimum playing time plan. The plan is to be presented to the Athletic Director, and Principal. It is also to be presented to parents at the pre-season meeting. On high school teams, cuts may be necessary to maintain competitive teams. The varsity coach determines playing time at the high school varsity level.

***Code of Ethics***

It is the duty of all concerned with school athletics/activities:

* To emphasize the proper ideals of sportsmanship, ethical conduct and fair play.
* To eliminate all possibilities which tend to destroy the best values of the activity.
* To stress the values derived from competing fairly.
* To show cordial courtesy to visitors and officials.
* To establish a positive relationship between visitors and hosts.
* To respect the integrity and judgment of officials.
* To achieve a thorough understanding and acceptance of the rules of the activity and the standards of eligibility.
* To encourage leadership, initiative and good judgment by the participants on the team.
* To recognize that the purpose of athletics and other school activities is to promote the physical, mental, moral, social and emotional well-being of each individual.
* To remember that co-curricular activity is not a matter of life or death for participant, coach, school, officials, fan, community, state or nation.

***Process Rules and Regulations***

Dayton students must conform to rules set by the Dayton School District, the activities district and league, and the Washington Interscholastic Activities Association (WIAA).

There must be on-going teaching of the policy, especially the rules for participation and consequences. Coaches and club advisors must teach the rules and regulations, along with consequences for violation, to students and parents at the first meeting of the season. This must be an on-going educational process with instruction to students throughout the entire season or length of the co-curricular activity. The rules and regulations address both behavior and academic performance expectations.

Students and parents must sign a statement acknowledging they know and understand the rules, regulations, and consequences for violation.

Each non-athletic activity/club will develop their own bylaws addressing violations and consequences that are equitable to those for athletics. These procedures must be turned into the high school principal for review and or approval.

***Participation Rules and Regulations***

**Rule 1:** Each co-curricular student participant will abstain from the use or possession of alcoholic beverages, smoke and smokeless tobacco, drugs, drug paraphernalia, and narcotics during the entire school year. This includes the first day of fall practice until the last day of school has been completed or when representing the school district.

**Rule 2**: Students participating in co-curricular activities will not attend functions where alcohol, tobacco, marijuana, e-cigarettes or other illegal substances are being used. If a friend needs help or a ride, an adult should be contacted. Any length of time is too long to be in attendance at the function. *If a student attends a function and becomes aware that there are illegal substances or alcohol, s/he should leave the function immediately and notify the athletic director, principal or club/activity advisor. By taking this responsible action, no consequence will be imposed.*

**Rule 3:** Any student convicted of a criminal violation at any time of the calendar year, including summer and out of season, confirmed by legal action with written documentation from law enforcement may be declared ineligible for interscholastic activities. (Please see page 3 for violations). Student may not be allowed to participate in school activities and/or sporting events while school or law enforcement investigation is active or concluded. Parent may request meeting with school administration to hear why participation would be disruptive or unsafe to the school function. Treatment assessment for controlled substance use will be required if violation of such substances occurred.

**Rule 4:** Each respective coach and/or advisor will establish his/her own good grooming standards, game day/activity day dress requirements, and curfew hours. Attire expectations must be at the minimum of the school dress code. Tattoos cannot be exposed. Uniforms must be worn according to their manufacture and design for contest participation.

**Rule 5**: In order to participate in activities, practices, or contests, students need to attend *all classes* held prior to the dismissal for the game, practice, or activity. (Students must be in attendance the day following an activity unless absent for excusable reasons as defined in the school attendance policy in order to be eligible for the next activity.) The exception to these regulations is an excuse from the principal or athletic director. Excuses include medical appointments, funerals, and family emergencies.

**Rule 6:** The use of profane or obscene language and/or acts of vulgarity is not appropriate.

**Rule 7**: Each parent and student participant representing Dayton High School will exemplify the highest standards of good citizenship and sportsmanship consisting of courteousness, fairness, and respect to officials, teammates, opponents, coaches and others associated with the activity.

**Rule 8**: Each student athlete will strive to maintain an appropriate diet.

**Rule 9**: Each student athlete must be performing adequately in academic classes in order to maintain athletic participation.  Grade checks will be made weekly.  If the weekly grade check reveals a student is receiving a “D” in any classes, the student will have a one-week probationary period whereby they may continue to participate in activities.  Students on Athletic Probation will be expected to participate in study sessions before school, after school, or at lunch in order to receive assistance with struggling grades.  If a student’s grade drops below 60% (F) either at a weekly grade check or upon notification by a teacher, the student athlete will be ineligible to participate in the next athletic contest.  Suspension from athletic contests will continue until the grade is above 60%.  Student athletes with grades below 60% may not miss any classes for sporting events or travel with the team to away contests.  If one or more grades remain below 60% for a period of three weeks (21 days) then the student athlete will only be allowed to participate in a manager’s capacity with the team for the remainder of the season.

**Rule 10:** Report Card Grades -When a student athlete receives a failing report card grade in any class, from the most recent grading period, he/she will not be eligible for contest participation in the current season or the immediately following season for one (1) game (football, track) or two (2) games all other sports, and they will be suspended from participation in their club activities. Special Education students achieving IEP goals will not be subject to these eligibility requirements. Special Education students not achieving IEP goals will be subject to the eligibility requirements.

**PROCEDURES FOR ATHLETIC CODE VIOLATIONS**

(RCW’s 69.41.020-050 and RCW 69.50)

***1st Violation of Rule #1***

Law enforcement will be notified. Treatment assessment may be required to return. The student in violation will not be allowed to participate in co-curricular contests for twenty-five (25) percent of the current co-curricular season. If the season is nearing its end and the time remaining in the season will not allow the student to meet the 25 percent requirement, the percent that is unmet will be applied to the next co-curricular season for which the student turns out. A student may serve their consequence in a co-curricular activity in which they were not involved with at the time of their violation if the student turns out for the activity the first day of practice and remains as an active participant in the activity for the duration of the co-curricular season. While serving the consequence, the student must attend all practices, meetings, and contests during this time period. The student in violation will be required to complete a minimum of a three-page (12 font, double spaced, one inch margins) research paper relative to the topic of their violation. The content will be presented to an audience approved by the Athletic Director and Principal. The presentation must be completed before the student is allowed to resume participation in contests.

The student in violation will be placed on probation for one calendar year. If the student violates Rule #1 within the probationary period, the student will advance to the consequence for Subsequent Violation of Rule # 1.

The student and their parent will meet with the Athletic Director, and both the student and parent will sign a statement acknowledging that they understand the established guidelines and the terms of the student’s present and future consequences.

***2nd Violation of Rule #1***

Law enforcement will be notified. Treatment assessment may be required to return. The student in violation will not be allowed to participate in co-curricular contests for fifty (50) percent of the current co-curricular season. If the season is nearing its end and the time remaining in the season will not allow the student to meet the 50 percent requirement, the percent that is unmet will be applied to the next co-curricular season for which the student turns out. A student may serve their consequence in a co-curricular activity in which they were not involved with at the time of their violation if the student turns out for the activity the first day of practice and remains as an active participant in the activity for the duration of the co-curricular season. While serving the consequence, the student must attend all practices, meetings, and contest during this time period. The student in violation will be required to participate in a 20-hour community or school service program. The service program must be submitted to and approved by the Athletic Director or Principal. At the completion of the service, the student must give an oral presentation of their service experience to an audience approved by the Athletic Director and Principal. An outline of the content must be presented to the Athletic Director and Principal prior to the presentation. The presentation must be completed before the student is allowed to resume participation in contests.

The student in violation must participate in a substance abuse evaluation by a certified chemical dependency counselor and if deemed needed, participate in an appropriate treatment program. Participation must be initiated and attendance must be on going in order to be allowed to participate in contests.

The student and their parent will meet with the Athletic Director, and both the student and parent will sign a statement acknowledging that they understand the established guidelines and the terms of the student’s present and future consequences.

***3rd Violation of Rule #1***

The student, who violates Rule # 1 a third time within one calendar year, will be suspended from participating any co-curricular activity for a period of one calendar year.

***1st Violation of Rule #2***

Law enforcement will be notified. Treatment assessment may be required to return. If a student attends a function and becomes aware that there are illegal substances or alcohol, s/he should leave the function immediately and report only on him/herself. Reports should be made to the Athletic Director, Principal, coach, or club/activity advisor within 24 hours of violation. By taking this responsible action, no consequences will be imposed.

The student in violation who does not self-report will be placed on probation for one calendar year.

***Subsequent Violation of Rule # 2***

Law enforcement will be notified. Treatment assessment may be required to return. The student in violation will not be allowed to participate in co-curricular contests for twenty-five (25) percent of the current co-curricular season. If the season is nearing its end and the time remaining in the season will not allow the student to meet the 25 percent requirement, the percent that is unmet will be applied to the next co-curricular season for which the student turns out. A student may serve their consequence in a co-curricular activity in which they were not involved with at the time of their violation if the student turns out for the activity the first day of practice and remains as an active participant in the activity for the duration of the co-curricular season. While serving the consequence, the student must attend all practices, meetings, and contests during this time period.

The student in violation will be required to complete a research paper relative to the topic of their violation. The paper needs to be a minimum of a three-page (12 font, double spaced, one inch margins) research paper relative to the topic of their violation. The content will be presented to an audience approved by the Athletic Director and Principal. The presentation must be completed before the student is allowed to resume participation in contests.

The student in violation will be placed on probation for one calendar year. If the student violates Rule #1 within the probationary period, the student will advance to the consequence for Third Violation of Rule # 1.

The student and their parent will meet with the Athletic Director, and both the student and parent will sign a statement acknowledging that they understand the established guidelines and the terms of the student’s present and future consequences.

***Violations of Rule # 3-10***

It is agreed that student participation depends upon his/her following the rules listed, but not limited to, for conduct and training, along with eligibility standards established by the Washington Interscholastic Activities Association, the Dayton School District, and/or the specific activity. Any student athlete or other extracurricular activity participant in violation of Dayton School District rules and student conduct, Board Policy No. 3240A, will be subject to disciplinary action and/or exclusion from participation according to WAC 180-40 due process procedure of the Washington Administrative Code and RCW’s 69.41.020; RCW 69.41.050; or RCW 69.50.

Violations of rules #4-#9 will be dealt with directly by the coach, activity advisor, and/or the athletic director. Violation of Rule #3 will be dealt with in consultation with local law enforcement. Treatment assessment required to return.

***Special Considerations for Procedures Regarding Violation***

If after one calendar year, the student does not violate Rule #1 or Rule #2, the student is given a “clean slate” and is at zero violation.

A student who violates Rule # 1 or Rule #2 and self-reports, may be granted a lesser consequence. Reports should be made to the Athletic Director Principal, coach, or club/activity advisor within 24 hours of violation.

A student serving a suspension, may make an appeal for their eligibility to be reinstated provided the student has served a minimum of half of their activity suspension, received an evaluation and appropriate treatment from a chemical dependency professional, have a clean record proving no use of tobacco, drugs, or alcohol, and have a record of positive citizenship, social behavior and academic performance. Appeals are made to an appeal board created by the Athletic Director. Members of the board include students, parents, administrators, coaches, and community members.

Students will be given consideration for leniency of their consequence if the student reveals the name of the provider of the drugs and/or alcohol.

***Appeal Process for Disciplinary Action***

The student may appeal any consequence assigned to them. Appeals for athletic situations should be made to the high school principal/school eligibility board. Appeals for clubs or other activities should be made to the club advisor and the high school principal. The next level of appeal is to the Dayton School District Superintendent.

The student may participate in all practices, contests, and meetings during the appeal process; however, the coach/advisor will determine whether the student participates in a game/contest.

Any parent or student who is aggrieved by the imposition of discipline shall have the right to an informal conference with the principal for the purpose of resolving the grievance. At such conference the student and parent shall be subject to questioning by the principal and shall be entitled to question staff involved in the matter being grieved. This informal conference must take place within three (3) days of the imposition of the consequence.

The parent and student after exhausting this remedy shall have the right, no later than two (2) school business days’, to present a written grievance to the superintendent. If the grievance is not resolved, the parent and student may continue the appeal to the disciplinary appeal council. A written request must be submitted to the Superintendent within two (2) school business days. The parent or student will present a written grievance to the disciplinary appeal council during its next regular meeting, or at the meeting held within thirty (30) calendar days, whichever is earlier. A closed meeting may be held for the purpose of considering the grievance. The council shall notify the parent and student of its response to the grievance within ten (10) school business days after the date when the grievance was presented. The disciplinary action shall continue notwithstanding implementation of the grievance procedure unless the Principal, Superintendent or Board elects to postpone such action.

**Investigation**

There will be an investigation of any reported incident that shows a reasonable probability of a student in violation of Rule # 1 or Rule # 2.

Reports should be given to the Athletic Director either in person, in writing, or through a telephone call. Reports should include the names(s) or students in violation, date and time, and the location.

The Athletic Director or club advisor and a staff member of the opposite gender will conduct all initial investigations of violations of Rule #1 and Rule #2.