



STAYTON HIGH SCHOOL

Main Office: 503-769-2171

Attendance: 503-769-7262

Principal

Vice-Principal

Vice-Principal/AD

Counselor

Counselor

Susanne Stefani

Vicky Storey

Darren Shryock

Tamra Rochetto (last names A-J)

Ashley Herndon-Debra (K-Z)

2019-20

PARENT-STUDENT HANDBOOK FOR GRADES 9-12



VISION

WE CHANGE KIDS' LIVES... THROUGH A COMMITMENT TO EXCELLENCE, INTEGRITY, EQUITY AND
COMMUNITY ENGAGEMENT

MISSION STATEMENT

ENSURE STUDENTS REACH THEIR HIGHEST ACADEMIC AND VOCATIONAL POTENTIAL AND DEVELOP INTO
PRODUCTIVE CITIZENS

GUIDING PRINCIPLE

DO WHAT IS BEST FOR ALL KIDS

GOALS

- ENSURE THAT EACH STUDENT HAS THE OPPORTUNITY TO ACHIEVE EXCELLENCE THROUGH MEASURABLE PROGRESS AND PERSONAL GROWTH EACH YEAR
- PROVIDE QUALITY, SUSTAINABLE FACILITIES AND PROMOTE POSITIVE SCHOOL CLIMATES
- PROMOTE STUDENT AND STAFF INVOLVEMENT IN THE COMMUNITY AND INVOLVE THE COMMUNITY IN OUR SCHOOLS
- RECRUIT, DEVELOP, VALUE, AND RETAIN HIGH QUALITY STAFF

The Parent-Student Handbook has been prepared to acquaint you with the basic policies and procedures of the North Santiam School District, inform you of the School's Code of Conduct and provide you with a reference for answering your general questions. Please contact the school if you have additional questions.



Laura Wipper
Tass Morrison
Alisha Oliver
Garrett Trott
Tod Nau
Mike Wagner
Erin Cramer

NORTH SANTIAM SCHOOL DISTRICT
Superintendent—Andy Gardner

District Office Information

County: Marion & Linn
Meetings: Third Thursday @ 6:00 PM
ESD Served by: Willamette ESD
District Web Page: www.nisantiam.k12.or.us
District Policy Page: <http://policy.osba.org/nsantiam/index.asp>

NORTH SANTIAM SD29J Enrollment: 2217
1155 North Third Avenue
Stayton OR 97383
Phone: 503-769-6924
FAX: 503-769-3578

Contact Information

Superintendent:	Andy Gardner	andy.gardner@nsantiam.k12.or.us
Associate Superintendent:	David Bolin	david.bolin@nsantiam.k12.or.us
Deputy Clerk/Business Manager:	Jane Nofziger	jane.nofziger@nsantiam.k12.or.us
Director of Human Resources:	Debi Brazelton	debi.brazelton@nsantiam.k12.or.us
Exec Assistant to Supt/ Board:	Tonia Whisman	tonia.whisman@nsantiam.k12.or.us
Director of Technology:	Dave Bolin	dave.bolin@nsantiam.k12.or.us

SCHOOLS IN THE NORTH SANTIAM SCHOOL DISTRICT

Stayton Elementary School (K-3)
Mari-Linn School (K-8)
Sublimity Elementary and Middle Schools (K-8)
Stayton Intermediate & Middle Schools (4-8)
Stayton High School (9-12)

Superintendent, Andy Gardner has been designated to coordinate compliance with the legal requirements of Title II, Title IX, and other civil rights or discrimination issues, the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973. The superintendent may be contacted at the District Office, 1155 North Third Avenue, Stayton, OR 97383, or at 503-769-4928 for additional information and/or compliance issues. Full policies are available through the policy website listed above or by contacting the Board Executive Assistant at 503-769-4928 or by Email at tonia.whisman@nsantiam.k12.or.us.

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[NSSD Parent/Student Handbook Table of Contents \(see previous page\)](#)

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ACADEMIC CONCERNS

Students experiencing substantial academic or social difficulty in school may need further evaluation. If a student requires such an evaluation, parents may request one by the Student Intervention Team; initiate that process by speaking to your child's counselor. The Student Intervention Team may also recommend an evaluation. Parents will be notified of any referral for an evaluation. During the pre-referral process, the team may discuss students on an individual basis to determine difficulties, interventions, and needs. This statement serves as prior notice to parents of the pre-referral process.

ACADEMIC DISHONESTY

Plagiarism has become more prevalent in academic settings with the increased use of the Internet, which has quick availability to multiple sources and papers for sale on most any topic needed. Some examples of academic dishonesty are listed below:

- Plagiarizing or representing the words, ideas or informing of another person as one's own and not offering proper documentation.
- Giving or receiving, prior to an examination, the content of that examination.
- Referring to or displaying any unauthorized materials inside or outside of the examination room during the course of an examination.
- Giving or receiving substantive aid during the course of an examination.
- Commencing an exam before the stipulated time or continuing to work on an exam after the announced conclusion of the exam period.
- Submitting the same written work to fulfill the requirements for more than one course.

Students caught cheating may receive a zero on the assignment or test and a referral to the office. If a student gets caught more than once the punishment will be progressive. In serious cases, loss of credit may result.

AGE OF MAJORITY

When a student reaches the age of majority (18 years old), they become legally responsible for their own educational records. The school will continue to send information to the parents until students provide written notification to the office that parents should no longer receive their school information. Students may extend the right to their educational records to include their parent(s) or guardian by notifying the office in writing.

ALTERNATIVE EDUCATION

Stayton High School provides students an alternative means to complete their education apart from the regular classroom program. District residents between the ages of **13 and 20** who have not completed a high school diploma or equivalent can enroll in Stayton High School's Alternative Education Program. Enrollment is limited and a waiting list has been arranged so others can be served on a space-available basis. Several different options exist for Alternative Education, so the first contact should be the Counseling Office at the high school.

Each student will have a personal education plan that will show (1) the courses needed, (2) vocational interests and plans, (3) post-high-school needs, and (4) assistance needed to complete their planned program. Expectations for each student will be appropriate to that student's ability and maturity. Attendance will be the responsibility of the student and parent. The Alternative Education Program is

designed to meet a student's scheduling needs and to set him/her up for success.

Alternative Education Program students are still a part of the student body of Stayton High School with all the rights, expectations, and opportunities of other students. Exceptions to this rule are students who attend Alternative Education following an expulsion. The Hearing Officer or Principal may limit their access to the building or other activities. To get the most updated information, please contact the Principal or Assistant Principal.

ASSEMBLY OF STUDENTS

As citizens, students have the right to meet on public property, with some parameters due to the nature of the public school setting.

1. All meetings must be scheduled in advance with a responsible adult volunteer or advisor, using a building use form.
2. When students gather for any purpose, they shall not disrupt the orderly operations of the school or violate the rights of other students.
3. Meetings and activities shall not be potentially dangerous or harmful to individuals or school property.

ATTENDANCE

Regular and consistent attendance to school is fundamental to student success and personal responsibility. A pattern of regular and punctual attendance reflects a positive work ethic and attitude that is desirable in the workplace. It is a responsibility of the school to promote good attendance and enforce the compulsory attendance laws of the State of Oregon.

If a student is absent, parents should notify the attendance office by phone on the day of the absence or with a written note upon the student's return. Any absence not cleared by a phone call or note before the third school day after that absence will remain unexcused on the permanent attendance record. **You may call the attendance line directly at 503-769-7262.**

As indicated in the NSSD Parent/Student Handbook, excused absences are defined by ODE as follows:

Excused Absences:

1. Sickness (physical or mental), injury, or hospitalization of a student
2. Medical or dental appointments (verification of appointments may be required);
3. Serious illness or hospitalization of an immediate family member;
4. Field trips and school sponsored activities;
5. Military-parent call to duty, leave from, or deployment to a combat zone/support post;
6. Planned religious instruction or observance of "legally" established religious holidays
7. Other activities or absences that have prior approval or acknowledgement of the administrative office including: fully executed planned absences, required lice treatment, etc.

Unexcused Absences:

All other absences are considered unexcused. Parent notification to the school should not be confused with a parent "excusing" an absence. Only the reasons listed above can be accepted by school staff as cause to excuse an absence, according to the Oregon Dept of Education.

Absences and Make-up Work

Students are expected to keep up on their work when they are absent for any reason. Absences do not excuse the student from work missed in class. Upon returning to school, the student should contact their teachers and arrange for any appropriate make-up work. When students are absent, they may miss discussions, directions, videos, labs, classroom activities or pop quizzes which are extremely difficult, if not impossible, to make up in their original form.

The parent may make a request for homework after the student has been absent for **three (3) consecutive days** or more due to illness by calling the main office at 503-769-2171. Please allow 24 hours for the office to gather the work. Pre-arranged absences for vacations and other family matters require that a form be filled out and signed by teachers. This form is available in the main office and allows students to make up work they missed for such absences.

An **unexcused absence** may result in the denial of the student to make up work missed during the absence. Individual teachers will establish rules concerning late assignments or tests earning less than full credit. ***“Students on suspension will be allowed to make up final, mid-term and unit exams without academic penalty, but it is within the district’s discretion as to whether the students may be allowed to make up daily assignments, labs, class discussions, or presentations.”*** (OAR 581-21-065)

Please Note: Unexcused absences of one or more periods in a day may result in detention, suspension, community service, and/or Saturday School. Additional consequences may apply if a student is involved in a co-curricular sport or activity (see the athletic handbook section).

Parental Role in Attendance

Student attendance is a parental responsibility under the law. We will assist parents in the following ways:

1. Through the "School Messenger" system, parents will receive "same day" telephone messages when their students are reported with an unexcused absence by any of their teachers. The system may make these calls after the usual work and school hours as few parents are home during the school day.
2. A total report of students' excused and unexcused absences will accompany all scheduled academic reports. These reports are generated on 9-week progress reports as well as on the final report cards and transcripts.

BOOSTER CLUB

The Stayton Booster Club provides funds as needed to each team, and provides college scholarships. Each team has the opportunity to request funds from the Boosters to pay for needed equipment and supplies that their own team account may not have the funds to cover. This has become an essential service for all the teams and allows the coaches some level of flexibility with their spending. College scholarships are awarded each year to qualified senior student athletes. For more information, see the Stayton Boosters page on the SHS website.

CLASS SCHEDULE CHANGES

Students may not change classes after the first week of the semester. All schedule changes are

handled through the Counseling Department. After enrollment in a class, the only changes that will be made are:

- Improper level placement;
- Incomplete schedules; and/or
- A repeated course error

CLOSED CAMPUS

SHS has a "closed campus." Students caught off campus or in the parking lot between classes or at lunch will be considered truant and may be suspended. Students may also be cited for daytime curfew violation by the Stayton Police Department. Students caught returning to campus will be subject to search.

Occasionally there will be special schedules that allow for a single lunch period with open campus privileges. These are announced to students via daily announcements or the weekly calendar and are also available on the school website.

Once a student arrives at school or boards a bus to go to school, they must stay at school unless released by a parent or guardian. Parental or administrative permission must be obtained and verified prior to leaving campus. Students of majority age (18) may sign themselves out for illness, appointments, or other approved circumstances. A pass from the attendance office will be issued and should be shown upon request. Students may lose the right to leave campus if attendance or tardiness becomes an issue.

CO-CURRICULAR ACTIVITIES

Students are strongly encouraged to participate in school-sponsored clubs and organizations. Their interest and commitment is the lifeblood of student activities. It is well documented that students who participate in co-curricular programs achieve higher grades. For a list of clubs and activities, refer to the SHS website at <http://shs.nsantiam.k12.or.us/> and select "For Students" and then "Clubs and Programs."

Participation in co-curricular activities is a privilege. Stayton High School students involved in co-curricular activities and/or athletics are expected to conduct themselves in a manner which brings credit to Stayton High School. Students must be concerned with any behavior that might discredit themselves, their team, group, club, or Stayton High School.

COLLEGE ENTRANCE TESTING

PSAT – This is a practice test for the SAT and is also the qualifying test for the National Merit Scholar Program. Sign-ups are advertised in the spring for the assessment that is offered to 11th graders in the fall. This test is given to all 10th graders in Oregon high schools. At sophomore level it does not serve as a qualifier for the National Merit Scholar Program.

ASVAB – The Armed Services Vocational Aptitude Battery is given to all juniors in the fall. This assessment has a strong career-planning component, which is used to help students discover individual strengths. Scores are NOT released to the military unless released by the student.

SAT and ACT – Information about these college entrance exams is provided by the counselors to all juniors and seniors. Most four-year colleges require scores from one of these assessments for admittance. Registration is best done online. The website and deadlines for registration are posted on the counseling bulletin board and in the counseling office.

*SAT – register at www.collegeboard.org _____ *ACT – register at www.actstudent.org

COMMUNITY SERVICE

Stayton High School and the North Santiam School District recognize the importance of service to the community. This can also be an important factor to assist colleges in determining a student's worthiness for admission. It is required that students serve their community and/or school by volunteering **5** hours per year, a total of **20** hours for their high school career. Recognition will be given on the graduation program for those students that attain a minimum of 40 hours of verified community service. Guide Group teachers will collect and maintain a record of such hours and will report those hours to the counseling office near the end of the student's senior year.

CONTACTING STAFF

The staff at Stayton High School are dedicated to partnering with parents for students' success. If questions or concerns arise in regard to your student's experience in class, please contact the teacher directly to receive the most accurate and timely information. You may phone the school and ask for their voicemail or email them directly at firstname.lastname@nsantiam.k12.or.us.

COUNSELING

In our continued efforts to strive toward excellence, Stayton High School has a Counseling Department that is informed and ready to help. All students are assigned a counselor according to the first letter of their last name. The counseling mission is to assist and support student needs in the areas of academic, emotional, social, and overall well-being. Students wishing help in any of these areas for themselves are encouraged to meet with their counselor.

For personal crisis situations, students may drop in the Counseling Center at any time and the Counseling Secretary will notify a counselor. For other concerns that are not of an emergency nature, such as a request for a schedule change, students are requested to complete an "appointment request" and the counselors will contact the student when they are available.

CREDIT BY RECOVERY

Students who have failed a class by a few percentage points (between 55% and 60%) may request to make up the class via Credit by Recovery instead of repeating the entire class. This will be at the discretion of the classroom teacher. Credit by Recovery must be requested at the beginning of the next semester following the failure of the class. Under Credit by Recovery, a teacher will give the student a written list of assignments, projects or tests that must be completed in order to receive credit. The student will have six weeks to complete the assignments. When the work is completed, he/she will receive a grade of Pass (P) or No Pass (NP). It will be stated on the transcript that the work was completed through Credit by Recovery. The original grade of "F" will remain on the transcript.

CURRICULUM GUIDE

Details about course offerings and descriptions, graduation options, diploma options, pathways, and other curriculum questions can be found in the course description guide. This can be found in PDF format on the Stayton High School website under the [Counseling Menu](#).

DANCES

School rules and expectations of student conduct apply to all school-sponsored activities.

1. Students must have a student identification card to be admitted to any school dance. Most dances require an ASB Card for admittance if sponsored by ASB funds.
2. Attendance to formal/semi-formal dances (such as Homecoming and Prom) is a privilege. In order to attend, students must be passing all classes at a grade check two days prior to the dance itself.
3. Students may lose the privilege to attend dances due to attendance or discipline concerns. This is at the discretion of school administration.
4. Guest passes may be issued to visiting students who are not members of the SHS student body. See the rules below on guest passes.
5. Once a student enters the dance and then leaves, he/she will not be readmitted to the dance.
6. Students must be enrolled in at least 4 classes at SHS or other SHS-sponsored programs.
7. Parents are encouraged to visit dances at any time as a chaperone or if approved by administration.
8. Guest passes are available for dances under the following stipulations:
 - Passes must be obtained for guests before admission to a school dance. Passes are picked up in the main office and must be approved by an assistant principal by 3 p.m. two days prior to the day of the event. The pass also requires the signature of an administrator at the guest's school. Background checks may be performed for guests over the age of 18.
 - Guests must be at least in the ninth grade and shall not be over age 19. Guests not currently enrolled in an accredited high school may not attend. Students who have dropped out of high school will not be issued guest passes. An administrator may make exceptions to these guidelines on an individual basis.

DETENTION

The "Nest" is a multi-purpose, quiet study space for students who need time to cool down after a behavior incident, serving detention or in-school suspension time, or those who have study hall on their class schedule. If assigned detention, students failing to serve on or by the assigned date may be suspended for failing to serve or given other consequences ranging from restorative justice to community service or Saturday School.

Students may be required to serve detention before participating in extracurricular activities or events, including practice sessions. While working in The Nest, students may study or work on school assignments; textbooks and Chromebooks are available. Sleeping and use of electronics is not allowed.

DRESS CODE

Stayton High School appreciates students choosing clothing that is appropriate for the school setting. Attire or grooming that is deemed disruptive to the educational environment must be corrected before a student is permitted to return to class or an extracurricular event. Distasteful, extreme, or unconventional dress that would interfere with the educational process and/or create safety hazards will not be allowed. The following should be considered before choosing what to wear to school.

- Slogans on clothing cannot contradict the district’s educational mission or policy. Clothing with words or logos with alcohol, tobacco products, drugs, vulgarity, gang-related activity or attire, violence, bigotry or sexual connotations, or those containing double meanings about the above listed items are not allowed.
- Clothing that creates a safety hazard, which may include oversized “saggy” pants or excessively high-heeled shoes that would prevent students to safely use stairs or exit the building quickly during an emergency are not allowed.
- Underwear should not show above the pant line.
- Stomachs, backs, breasts, and buttocks should be covered at all times.
- Sunglasses are not to be worn at school at any time unless a licensed physician prescribes them.
- Chains and accessories with spikes are not allowed for safety reasons.
- Hats may be worn, but students may be required to remove their hats in the classroom at the teacher’s discretion. Caps may be worn forwards or backwards, but not sideways. Hoods may not be worn in the building.

ELECTRONICS

Students are expected to engage and participate in the learning process in the classroom. Electronics use throughout the day interrupts teaching and learning, and it impacts students’ overall success in school. Parents, we ask that you please limit text messaging or calling your student to before- or after school or during lunch time. The constant buzzing of students’ phones is a distraction for your child and others nearby.

Teachers will indicate at the start of class, verbally and/or nonverbally, through use of red and green signs, whether or not phones will be used as a tool for learning in the classroom for that lesson. Phones, earbuds, and other electronics shall be stowed by students at all times when the sign is turned to red or unless the teacher has indicated that it is an appropriate time to have them available.

If students utilize phones or other electronics outside of being given explicit permission by teachers, they may experience the following:

- Teacher will place a “phonevelope” on the student’s desk. Student will stow phone in phonevelope for remainder of class period.
- If student refuses to stow their phone, they may be removed from class and/or the phone will be turned into the office for the remainder of the day. Parent/Guardian will be contacted.
- Failure to follow requests and guidelines in regard to electronics use could lead to detention or suspension.

ELIGIBILITY FOR CO-CURRICULAR EVENTS

Stayton High School is a competitive member of the **Oregon West Conference** and operates under the auspices of the Oregon School Activities Association (OSAA). Member schools in the Oregon West Conference are the: Cascade Cougars, Philomath Warriors, Newport Cubs, Sisters Outlaws, Sweet Home Huskies, Woodburn Bulldogs, and Stayton Eagles.

Students must meet all of the eligibility rules of the Oregon School Activities Association (OSAA) and must meet Stayton High School's academic eligibility policy as stated in the co-curricular section of this handbook.

FEES AND FINES

Fees may be paid in the main office between 7:30 a.m. and 3:30 p.m.

ASB Card/Activity Fee*	\$30
ASB Replacement Card	\$5
Golf Team Facilities Fee	\$40
Library Fines (see below)	
NSF Checks	Actual cost charged by school's financial institution
Photocopy fee	¢.05 per copy
Summer School Credit Recovery	\$50
Swim Team Facilities Fee	\$20
Yearbook	\$60

Note: There may be additional charges for elective class projects students may choose. Students will be advised of charges throughout the year. Please contact the front office for more information.

Library fines will be assessed as follows:

Damage (book/material can remain in circulation)

- Extent of damage will be assessed by the librarian
- All repairs will be made by the librarian.
 - 50% of cost of book
 - 25% of cost of book

Replacement (book/material cannot remain in circulation)

Fee will be for comparable replacement

Unable to Pay

Students may be provided alternatives to pay for fines and fees in the library.

- Library Support: 5 minutes = 1\$ of fine/fee
- Reading Time: 5 minutes = 1\$ of fine/fee

*Associated Student Body (ASB) card admits SHS students to all home athletic contests (except playoffs and endowment games) or school-sponsored activities, and entitles students to reduced admission prices and purchase prices for many items sold in fund-raising activities. An ASB card is also required for admission to most school dances. **Any student who participates in co-curricular programs of any type must purchase an ASB card each year.** The funds generated by the ASB card are used to support co-curricular activities and to create other activities for all students.

School Board Policy and Oregon Law (ORS 339.260) allows the District to withhold the grade reports, or other records of students who owe fees, fines, or damages until those fees, fines and damages are paid. This also includes school property, which is lost or willfully damaged. **Students who owe fines will not be able to pick up semester grades, transfer grades, diplomas, or participate in extra-curricular activities. Fines and fees must be cleared prior to each sports season or registration period.**

FIELD TRIPS

All school-sponsored field trips will use district transportation whenever possible. Transportation by private vehicles must meet additional conditions. Non-District transportation requires the completion of the "Student Transportation by a Private Vehicle" form, which includes a physical inspection of the vehicle, and a criminal background check of the driver.

No students may drive themselves or others to, or from, a field trip or school-sponsored activity in which they are taking part. Exceptions to this will be rare and only with the approval of the parents and principal. Written parent permission is required for a student to participate in a field trip. Students may be required to contribute financially for selected trips. Students may be excluded from field trips because of behavior or grades.

Parents and students will be able to sign a form allowing for district-sponsored and transported field trips during the school day, for the calendar year, at registration.

FREEDOM OF EXPRESSION

Appropriate freedom of expression is a right guaranteed within NSSD schools. All verbal, written and symbolic expression must be within the law and not disrupt the orderly operation of the school.

Students should seek the advice of their teachers or appointed advisors in the preparation of speeches and publications to insure that matters of libel, slander, obscenities and journalistic ethics are considered.

All posters and signs placed in the halls or classrooms by students need permission and approval by administration or the advisor. The authority for these rules and other school expectations and conditions concerning the freedom of expression in written or oral communications are based on NSSD board policies.

GRADES

There are two 18-week semesters, with 7 periods per day. Students have the opportunity to earn ½ of a credit per class, per semester or 7 credits per year.

Grade Calculations

Teachers will calculate grades by the following after they have rounded the percentage to the nearest whole number:

A	90% - 100%
B	80% - 89%
C	70% - 79%
D	60% - 69%
F	Up to 59%

Grade Designations

INC (Incomplete) - This indicates there are unfinished requirements that need to be completed before a final grade is earned. A student will be issued an incomplete grade only if there are health issues that necessitate a long absence or other personal issues. The counselors will notify the teacher if an incomplete grade is to be given. Incomplete grades are not designed to provide additional time to students who choose not to complete course requirements in a

timely fashion. If the unfinished requirement is not completed within the next grading period, the incomplete grade will be replaced with the letter grade earned on the official transcript.

P (Pass) - This grade indicates that the student receives credit for a course, but no letter grade. This credit is not computed in the GPA.

NP (No Pass) - This mark indicates that the student receives no credit for a course, and no letter grade. This credit is not computed in the GPA.

NG (No Grade) - This mark indicates that the student receives no credit for a course, and no letter grade. This credit is not computed in the GPA. An example of this would be for Academic Guide Group.

Honor Roll

A student must be enrolled in at least five graded classes. Any classes that award credit with a "P" (Pass) designation, such as teacher aides do not qualify towards the Honor Roll. Students in each category of honor roll are posted following semester grades.

Honor Roll	3.5 – 4.0
Honorable Mention	3.0 – 3.49

GRADEBOOK ACCESS

Parents and students are able to track grades, academic progress, attendance, and registration information by logging in to Pinnacle Gradebook. This is a valuable tool in keeping open and up-to-date communication between home and school. Your login and password information are available through the counseling or main office. Please feel free to call Stayton High School at 503-769-2171 if you have any questions or trouble logging in.

The academic success of students is a primary goal of Stayton High School and as such, special assistance is available to those students experiencing a lack of success. Parents wishing to monitor the weekly progress can set up automatic grade reports through the NSSD app.

GRADUATION REQUIREMENTS

Graduation requirements can be found in the Curriculum Guide which is available online by clicking [HERE](#) to be referred to the Stayton HS website. A hard copy may be obtained in the SHS counseling office. Parents may request a copy of their child's transcript at any time. To be on track to graduate with a Stayton High School Diploma (26 credits), students must have the following credits at the end of each of the following years:

Freshman:	6.5 credits
Sophomore:	13.0 credits
Junior:	19.0 credits
Senior/Graduate:	26.0 credits

ILLEGAL SUBSTANCES

Illegal substances include alcohol, illegal drugs, prescription drugs intended for another person, drug paraphernalia, tobacco in any form, and substance look-a-likes, fake substances etc. Any student found to be in possession will face disciplinary action, up to and including expulsion. Students that leave campus during school time and use drugs and/ or alcohol will find all school rules apply, on or off campus during school hours. Tobacco use or possession will result in a suspension. All possessions of illegal substances will result in referral to law enforcement. Lockers and other school property are subject to search at all times and without prior notification. Searches may include law enforcement and/or drug dogs.

LATE START

Each Monday, school starts one hour later for students to allow our teachers time to meet in Professional Learning Communities (PLCs) and engage in professional development. PLCs are groups of educators collaborating on instructional strategies, aligning their assessments, and analyzing student data. Many teachers attend additional meetings after school as well, but Monday mornings are pre-planned; therefore, they are not available to assist students during that time.

LINK PROGRAM

LINK is a program designed to help freshmen throughout the first year at Stayton High School. The LINK program provides upperclassmen as mentors to facilitate smooth transitions and assist in the adjustment to a new school. The upperclassmen have been selected to represent a wide variety of interests and affiliations at Stayton High School. The freshmen begin the school year meeting their LINK mentors on Orientation Day. Throughout the year, these upperclassmen remain as a contact and guide to freshmen.

NATIONAL HONOR SOCIETY

The following criteria have been established for membership in the National Honor Society:

- Students must be juniors or seniors.
- Membership is based on a minimum of 3.50 cumulative GPA.
- Students must be on track to earn the SHS diploma (26 credits) and must take 5 graded classes per term.
- Students must have taken five (5) college preparatory or honors courses.
- Students must pass screening for disciplinary & attendance referrals from the beginning of their 9th grade
- Students must earn a total of 12 points. At least one point must be for service or leadership to the school and community. Points will be assigned according to the following criteria:

GPA	3.86 - 4.00	10 points
	3.71 - 3.85	9 points
	3.60 - 3.70	8 points
	3.50 - 3.59	7 points

Maximum of one point each for participation in the following, at the discretion of the selection committee:

- Service in school such as participation in Pep Band, Science Club, Key Club, Link Crew, Drama,

- VICA, FBLA, Athletics, etc.
- ❑ Leadership in school such as being a class officer, ASB officer, club officer, captain of athletic team, editor of publications, etc.
 - ❑ Service and Leadership in Community

Active members must maintain a commitment to scholarship, leadership, service and high standards of character, by participating in service and leadership activities. The cumulative GPA must not drop below a 3.40. Students must continue to maintain the requirements of NHS membership to have that designation listed at graduation.

PARENTAL INVOLVEMENT

The staff and administration of Stayton High School want parents involved by attending parent conferences, open houses, and co-curricular events. Parents are welcome to come to the school at any time during school hours to schedule a time to meet with teachers and administrators about all aspects of our educational program. Teachers are only available during their preparation periods for extended conferences, so prior appointments are needed. Please check in at the main office for a visitor's pass between the hours of 7:30 am - 3:00 pm.

PETITIONS BY STUDENTS

Petitions are routinely used in student government elections and have been positively used by students in seeking to change various school rules. When the usual avenues of representative student government are not successful, the petition is the best formal and legitimate process for request and appeal. However, the school has an obligation to protect the rights of staff and students. It also will preserve the rights of students to be heard and ensure their protection in the process. As a result, the following is required:

1. All petitions should be routed through the Associated Student Body (ASB) advisor for review.
2. All petitions must have principal approval prior to circulation. Failure to do so may result in disciplinary action.
3. The process shall not disrupt classes or other school routines. The administration will inform the petitioner as to location and times for signatures to be acquired.
4. Petitions from outside the school and seeking to capitalize on the "captive audience of students" will not be allowed.

ROOTER BUS TRIPS

Guidelines for riding a rooter bus are as follows:

1. A student must be in good standing (no suspensions or expulsions) to be allowed "field trip" rights for rooter buses.
2. Any teacher can deny a student the ability to go on the trip if he/she presently is not passing his/her class.
3. If a student goes on a rooter bus trip and does not stay in the athletic participation area to watch the event, he/she will be banned from all trips during his/her entire high school career.
4. All fees for rooter buses are required prior to departure.

SPECIALIZED COURSES

Specialized courses exist in many areas of the curriculum. See the [course description guide](#) for a comprehensive list of classes where college credit may be earned.

GED (General Education Diploma)

Stayton High School offers a GED preparation course through an Alternative Education Program at Chemeketa Community College.

TAG (Talented and Gifted)

If your student is identified as TAG, counselors will suggest more challenging college prep coursework as part of their daily schedule.

College Credit Coursework

All community college classes must be pre-approved by a SHS counselor before high school credit is granted.

Academic Honors

Students who would like to pursue a challenging academic course of study should consider the Academic Honors program. Students who meet the rigorous guidelines are well prepared for college. Academic Honors recipients wear gold honor cords at graduation. To graduate with Academic Honors, students must:

1. Have 10 credits from a pool of courses designated College Prep (CP) earned during grades 9-12.
2. Have a Grade Point Average (GPA) of 3.50 after 3 ½ years.
3. Have a minimum of 5 “graded” courses each semester for four years.
4. Take English, language arts or a writing class every term.
5. Attend high school for eight complete semesters.

The Academic Honors Board, consisting of two counselors, the principal and two department chairs, will designate college prep classes. The courses will be reviewed each year and will change as curriculum dictates*. The Academic Board will review the curriculum of transfer students to determine eligibility.

The most current list of approved courses is always available in the counseling office. College Prep will not be given for any regularly scheduled class taken on an independent study basis, or if significant portions of the course are done independently, or for any class taken before ninth grade. College Prep credit can be authorized for certain classes that are taken at an accredited college or university with prior consent of a counselor as long as all above requirements (1-5) are also met.

SPORTSMANSHIP

SHS is a member of OSAA and participates under its rules. Students and parents shall be aware that each school is evaluated on their sportsmanship during competitions, and Stayton High School has a long-standing tradition of high expectations of good sportsmanship. Positive support of our teams can lead to great memories and bring pride to our school and community. This includes the rally and spectators. Examples of the criteria used in evaluating sportsmanship are outlined in the co-curricular

section at the end of this handbook.

STUDENT AIDES

In order for a student to be considered for a student aide position, he/she must have good attendance, no discipline issues, and be on track for graduation. Only juniors and seniors will be allowed to be teacher- or office aides.

STUDENT CONDUCT

Discipline follows a progressive format. Multiple referrals may result in an increased level of discipline. Proper student conduct is not only necessary to an orderly operation of the school, but progressive discipline reinforces positive behavior that will serve the student later in life. It is the effort and intent of Stayton High School to discipline students without malice or favoritism and with full observance of both the spirit and letter of the law regarding student rights, due process, the laws of the State of Oregon, and the administrative rules governing the operation of schools.

Disciplinary action will be recommended for a student who is found to have been dishonest concerning their involvement in, or knowledge of, incidents that compromise the health and safety of others, damage or vandalism to school property, or the disruption of the orderly process of school.

There will be assessments for damages and extra costs to the District in cases of vandalism and disruption of school. This may also include the value of monetary rewards given in the course of investigations. The cost of rewards given for information leading to the identification of someone calling in a false fire alarm or bomb threat, for example, would be part of a damage assessment on the person who committed the act.

Minor Infractions

Teachers will discipline students exhibiting minor misconduct. Continued disruptive behavior or violation of class rules will lead to the parents being contacted by the teacher. Students who continue to be disruptive or who do not follow class rules can expect other interventions, including administrative referral.

Major Infractions

Serious misconduct is defined as any act that is considered criminal under Oregon law, violates the civil rights of people, or creates a substantial disruption to the learning environment. Past practice and current intentions of the District have established the following guidelines for some of these infractions. An attempt to contact the student's parent(s) or guardian by phone is made in the case of all serious infractions. Any serious infraction may call for a recommendation for expulsion without preliminary actions and/or the involvement of law enforcement authorities.

When the police find need to question a student, the office will attempt to make a courtesy call to the parent or guardian before questioning begins. The police have the authority to question students in a school setting without getting the parent's permission. In some cases, the law requires the school not call parents during an investigation. Police may, at their discretion, question a student even if a parent cannot be located. An administrator will be available during the questioning if the student requests his/her presence.

STUDENT RECORDS

When parents are no longer together in the same household, they both still have full opportunity to inspect student records, unless the custodial parent provides the school a court document denying access to school records by the non- custodial parent.

The principal or designated representative may withhold the report cards or diploma of the pupil who owes a fee, or has lost or willfully damaged district property, until the fee has been paid (see Board Policy JO - Student Records and Oregon Law, ORS 339.260). For students who move and still have fees to pay, unofficial transcripts will be mailed or faxed within 10 working days of the request from a receiving school district for placement purposes only.

Student academic and behavioral records, the district student record policy and associated forms may be examined through the SHS Counseling Center. Requests for copies of these records and documents may be obtained at a cost of ten cents per sheet and will be available within 10 days.

STUDENT VEHICLES

Any student wishing to drive their vehicle to school and park in the parking lot at Stayton High School must have the license plate, proof of insurance, make and model of the vehicle and their ODL to purchase a parking permit. Each student will be required to sign a parking agreement regarding vehicle search before the sticker is issued.

1. Students who drive to school may be permitted to park on campus by obtaining a valid parking permit.
2. Parking stickers should be attached to the bottom left rear window.
3. Students are to park in student parking areas only—**not** in the staff parking or visitor parking.
4. Students may not occupy vehicles when in parking lots during the instructional day.
5. Vehicles should be properly secured and locked (SHS is not responsible for vandalism to vehicles).
6. Reckless or speedy driving on the school grounds will be considered a violation of driving policy for students and dealt with accordingly.
7. Stayton Police have the right to enforce traffic regulations on school grounds including illegally parking in fire lanes or in handicapped parking spaces.
8. Vehicles that are illegally/improperly parked or without proper sticker may be towed at the expense of the owner.
9. Whenever a student car is parked on campus, it is subject to being searched.
10. If a student uses the vehicle to leave campus for an unauthorized reason, he/she will lose parking privileges.
11. Violations of the above policies can result in restriction or revocation of driving and parking privileges.

TARDIES

Tardiness occurs when a student is not in their scheduled class when the bell rings. Tardies will be recorded for each student on a daily basis and the school will monitor student tardy trends and patterns. Consequences for tardiness will occur as follows:

1. Students who are tardy to class(es) will receive a lunch detention or other similar form of consequence.
2. Students who are chronically tardy will meet with Student Intervention Coach (SIC) or administration to discuss and implement additional intervention plans.

TRAVEL FOR CO-CURRICULAR EVENTS

The Athletic Director or Activities Advisor will make arrangements for athletic and activity travel. School buses and/or approved private transportation will be used for team travel for road contests. Scheduling of bus times will be done with the goal of balancing team preparation needs against the student-athletes' lost class time. See the co-curricular/athletic sections of this handbook for more travel rules.

VALEDICTORIANS/SALUTATORIANS

The valedictorian and salutatorian are the top two ranking students in the Academic Honors program. In order to be eligible for valedictorian or salutatorian, a student must have attended Stayton High School for two full years. Valedictorian, salutatorian and other class standings will be determined after semester seven for the purposes of graduation. In the event of a tie, multiple students may be recognized as valedictorians. Academic Top Ten are selected after semester seven as well.

VISITING STUDENTS AND GUESTS

Stayton High School has a closed campus policy. **Students are not allowed to have guests during the school day.** Having guests in the building can be a disruption to the educational process. Special educational visits will be allowed when approved by an administrator. All parental visitors are required to stop by the office when visiting during the day, check in, and pick up a visitor's pass.

WEAPONS

Weapons in schools are not tolerated. If a student brings a weapon to school or is in possession of one at school, he/she may be recommended for expulsion. This includes, but is not limited to, guns, knives, explosives, firecrackers, look-a-like weapons, etc. Other objects that may be used to hurt or threaten people may also result in expulsion including mace, pepper spray, bats, etc.

ADDENDUM

STAYTON HIGH SCHOOL REGULAR BELL SCHEDULES 2019 – 2020



MONDAY

Period 1 9:00 - 9:42
 Period 2 9:48 - 10:30
 Period 3 10:36 - 11:18
 Period 4 11:24 - 12:06

A Lunch 12:06 - 12:36

Period 5 12:42 - 1:24

or

Period 5 12:12 - 12:54

B Lunch 12:54 - 1:24

Period 6 1:30 - 2:12

Period 7 2:18 - 3:00

TUESDAY - FRIDAY

Period 1 8:00 - 8:45

Period 2 8:51 - 9:36

Period 3 9:42 - 10:27

TUES/THURS	GUIDE GROUP	10:33 - 11:06
WED/FRI	EAGLE TIME	

Period 4 11:12 - 11:57

A Lunch 11:57 - 12:27

Period 5 12:33 - 1:18

or

Period 5 12:03 - 12:48

B Lunch 12:48 - 1:18

Period 6 1:24 - 2:09

Period 7 2:15 - 3:00

SHS
Athletic
Handbook

2019-20



We, at Stayton High School, would like to welcome you into the Co-Curricular program. Stayton High School has a long-standing tradition of excellence and high levels of student participation. We are confident that will continue in the future, and are pleased that you have chosen to be a part of it.

Our goal is to prepare our students for success as adults, and we firmly believe that our athletics are an important part of our overall program. They offer students, parents, faculty, alumni and community members the opportunity to be to come together as one entity, routing for a common purpose.

PHILOSOPHY FOR ATHLETIC PROGRAMS

We believe strongly our co-curricular programs are a place where our young people develop the qualities of teamwork, communication, commitment, selflessness, the pursuit of excellence, and leadership. We also believe that a sport can be the greatest teacher of one of life's hardest, yet most important lessons - overcoming adversity. One of the most important opportunities in which to learn these lessons is during athletic games. Competition at the high school level can offer a powerful learning environment for our students and it is the goal of Stayton High School to guide our student athletes to pursue excellence and meet high expectations.

We ask all of our students and parents to remember that sports are a slice of life. This means that sports, like life, have equal portions of hard work to go along with the fun. They have equal portions of adversity to go along with the successes. It is not easy to engage in a sport; it is challenging and sometimes difficult. As your child faces these challenges, we urge you to assist your student athlete in working through their adversity in productive ways.

Our general philosophy is that our freshman and JV teams will, at some level, be participatory but our varsity teams will strive to be competitive. This means that not all athletes can expect an equal amount of playing time.

GENERAL EXPECTATIONS OF STAYTON HIGH SCHOOL STUDENT-ATHLETES

Student-Athletes are expected to conduct themselves, both on and off-campus, in a manner, which brings credit to Stayton High School. Student-athletes must be concerned with any behavior, which might discredit themselves, their team, or Stayton High School.

SPORTSMANSHIP EXPECTATIONS

Student-Athletes are ambassadors of Stayton High School and enjoy many privileges of such a role. However, they also bear the important responsibilities of such a position. Student-Athletes must behave

with dignity and good sportsmanship, and must exhibit honesty and fairness during all competitive interactions. These should reflect positively on Stayton High School both on and off the field of play.

PARTICIPATION REQUIREMENTS

All students, in order to be able to participate in athletics, are required to:

1. Have a current physical on file in the athletic office. Athletes may not practice until the physical is on file. A current physical is defined as having been conducted within the last two academic years not calendar years.
2. Have a signed participation form on file with the athletic office.
3. Have insurance that covers athletic participation with a copy of the insurance card on file. The school offers a policy for those without coverage. The information on this policy can be obtained in the main office.
4. Be in school on a full-time basis as indicated under the OSAA Eligibility section (taking at least three “graded” classes each day). Students who skip a class will be unable to practice or participate in any contest that day. Saturday will be considered an extension of Friday.
5. Have returned all gear from any previous sport in order to compete in the next sport.
6. Have paid the participation fee AND Associated Student Body (ASB) Fee. Students may be able to participate if they have not paid fees but have turned in a signed OSAA Financial Need Application, or made arrangements through the athletic office for payment.
7. Have met all OSAA and Stayton High School eligibility requirements.
8. Have no outstanding fines, fees, or other school property including: textbooks or other class materials. If fines do exist, a monthly payment plan should be set up with the office before a student participates.

Oregon Revised Statute recognizes the following reasons as the ONLY valid excuses for missing school:

- Sickness of student (physical or mental)
- Medical appointments (verification of appointments may be required in some cases)
- Sickness of immediate family member
- Field trips and school sponsored activities
- Parent call to military duty
- Planned religious instruction or observance of legally established religious holiday
- Other activities that have prior approval of the administration

The School administrators or designee determines if an absence will be listed as excused or unexcused, not the parent or guardian. The school administrators also reserve the right to make judgments (which are in the student/athletes best interest) on other cases as they see fit.

ACADEMIC ELIGIBILITY REQUIREMENTS

Stayton High School Student Athletes are expected to set as their primary goal the acquisition of a high school diploma. Student-Athletes will attend class regularly and punctually.

Stayton High School is a member of the Oregon Schools Activities Association, and falls under the rules that the OSAA has established for the eligibility of athletes.

OSAA ELIGIBILITY

The purpose of Rule 8 is to preserve harmony among member schools and school districts by preventing not only actual proselytizing, professionalism and participation by other than regular students in good standing, but conduct or circumstances, which may give rise to the appearance thereof. Exceptions to the general rules herein will be narrowly construed to serve that purpose.

Academic Eligibility: An eligible student must be enrolled full time and making satisfactory progress as defined in this rule.

Full Time Enrollment: For purposes of this rule, a full time student is one who is enrolled in high school, attending regularly and passing in courses offered by a high school, college, work experience or other school-approved educational activities (including summer school or night school) equivalent to at least the quantity listed on the appropriate line of the chart below. In addition, a full time student shall have been enrolled in school, attended regularly and passed subjects equivalent to at least the quantity listed on the appropriate line of the chart below during the immediate preceding semester grading period.

Number of Classes Offered	Minimum Number Passed
4	3
5	4
6	5
7	5
8	5

**STAYTON HIGH SCHOOL
ATHLETIC CODE OF CONDUCT
CONTRACT-AGREEMENT**

Name: _____ Date: _____

Sports: _____ Grade: _____ Sex: M / F

Vision Statement

We promote the physical, emotional, and mental wellbeing of all students through athletics, while educating student-athletes in the areas of effort, leadership and teamwork.

Athletic activities can be an important component of a student’s school experience.

Participation in these activities is a privilege and offers an opportunity for the students to make a commitment towards self-improvement. Because students who participate in athletic activities are viewed as leaders and representatives of their schools, they are held to a high standard of academic and behavioral achievement.

The intent of the Athletic Code of Conduct Contract is to encourage positive character growth and promote integrity. The intent is also to protect the health and safety of each student-athlete, those with and against whom the student competes, and others the student may be in contact with while participating. The stated rules and outcomes are designed to promote accountability through ownership of one’s own actions. Our goal is to foster behaviors that prepare a student for a successful and productive future.

GENERAL RESPONSIBILITIES

The undersigned agrees to:

1. Behave in a manner that brings respect to one’s self, school and community.
2. Ride to and from all school-sponsored activities in school approved transportation. Students not riding home in school approved transportation must ride home with a parent or a pre-approved adult whose vehicle has been cleared through school procedures. Athletes must be signed out to ride home with anyone other than school approved transportation.
3. Return all school equipment and clothing in good condition. Lost or stolen items must be paid for at the replacement cost. Participation in future school activities is based on the return of issued equipment and clothing.
4. Abide by all OSAA, North Santiam School District and Stayton High School policies and rules. Any athlete ejected from a contest will pay the OSAA fine before they can return to competition. The OSAA requires that athletes representing SHS live within the NSSD boundaries with the appropriate guardian, or be cleared by the Director of Athletics prior to participation.
5. Clear or pay “Pay to Play” fees, fines, and/or outstanding balances or arrange for an approved payment plan, before participating in contests.
6. Meet the North Santiam School District eligibility standards as based on the OSAA standard of being enrolled in, as well as passing, at least five (5) credited classes. Furthermore, students must meet the OSAA minimum graduation credits each year.

A student must earn an indicated number of credits yearly to be eligible to participate.

7. Obtain permission from the Athletic Director and two head coaches before dropping an in- season sport and transferring to another in-season or out-of-season sport. An in-season sport is defined as a sport occurring within OSAA-sanctioned calendar. An out-of-season is an activity, club, or sport that occurs outside the OSAA-sanctioned calendar. If the student is released or cut from a team, the student may participate in another sport.
8. Attend all practices and report an absence to the coach prior to missing a practice or contest. Examples of ways to report a student-athlete’s absence may include: a phone message, text message, email, etc. Additionally, the student-athlete, or their parents, may report their absence to a coach, the office staff, or an administrator. Unexcused absences from practice or contests will impact playing time and may result in consequences up to and including removal from the team.
9. Comply with the North Santiam School District attendance policy, which requires athletes to attend all classes in order to participate in practice or a contest. The only exception to this rule is pre-excused or planned absences (dr. appointments, field trips, testing, meetings with counselors or administrators, etc.) or emergency situations as cleared by the Athletic Director. Students who are absent due to illness may not participate in a practice or contest that day.

MINIMUM SATISFACTORY PROGRESS REQUIREMENTS

In addition to maintaining OSAA eligibility requirements, in-season students involved in co- curricular activities need to maintain a 2.0 G.P.A. and not be failing more than one class. Students who fall below this standard will be held out of competition until their grades improve to meet the minimum requirements for Stayton High School. Coaches will check grades for students every three weeks to maintain these academic standards. Coaching may appeal this suspension from contests on behalf of their athletes to the athletic director. Grounds for an appeal include exemplary attendance, work ethic, lack of missing work, and attitude in class.

Credits to Graduate	24	25	26
Credits per Year	6	6	6.5
Required Prior to Year 2	4.5	4.5	4.5
Required Prior to Year 3	10	10.5	11
Required Prior to Year 4	17	17.5	18.5

SECTION ONE

Behavior and Conduct:

In order to realize the vision and meet the goals of the Stayton Athletic Department, student- athletes agree to not participate in nor be associated with activities that are unlawful or are connected with acts that bring disrespect to the individual, school, and community.

Students also need to avoid a pattern of negative or inappropriate behavior at school. Students found to be involved in these behaviors can expect consequences as follows:

Consequences May Include:

- Loss of a percentage of the season or equivalent period of time in a subsequent season
- Loss of a full season or equivalent period of time in a subsequent season
- Termination of high school athletic/activity career
- Youth Service Team Counseling
- Coaches Plan of Action for restitution, ownership of actions, and reinstatement

SECTION TWO

Attendance at Parties and/or Use of Drugs, Alcohol, or Tobacco:

A primary focus of Stayton High School is the development of a drug free lifestyle for our students. In keeping with that objective, the undersigned student agrees not to possess or use alcohol, drugs, and illegal muscle/performance enhancing substances, any form of tobacco or tobacco look-alike products at any time. In addition, students are not to misuse or abuse prescription drugs.

Furthermore, students are expected to avoid environments where inappropriate/unlawful behaviors are taking place. If a student-athlete is attending a gathering and alcohol or drugs appear, the student-athlete must begin to leave with urgency and purpose within 5 minutes and self-report the incident to a coach or administrator in-person, by telephone, voicemail, text, and/or email within 12 hours of the gathering. If athletes contact a coach, the coach must then contact an administrator immediately.

Violators of policy JFCG/JFCH/JFCI-Use of Tobacco, Alcohol or Drugs and this contract will comply with the consequences listed below. The following consequences listed are “minimums,” Stayton High School reserves the right to render harsher consequences which, at its sole discretion, believes are warranted under the circumstances.

FIRST OFFENCE: Suspended for 25% of the total season’s contests

SECOND OFFENCE: Suspended from contests for ONE FULL sports’ season and required Drug and Alcohol counseling

THIRD OFFENCE: Ineligible for the remainder of the student-athlete’s high school career

In addition to the Ineligibility Consequence and at parent/guardian expense, the student may be required to participate in the following:

- Peer Court;
- Youth Service Team Counseling;
- Drug and /or Alcohol Assessment through the student’s designated counselor, sign a release of information form, and follow recommendations from the assessment at parent/guardian expense; and/or
- Follow the Coaches Plan of Action for restitution, ownership of actions, and reinstatement.

The student-athlete recognizes that any violation of the above Code of Conduct and Drug/Alcohol/Tobacco policies may result in immediate suspension and/or dismissal from the team. Students and parents must understand that coaches reserve the right to establish team rules, or sport-specific rules, in addition to those described in the Athletic Code of Conduct. Team specific rules will be approved by the athletic director. Consequences that cannot be satisfied during the immediate season will carry over to a subsequent season. In order to satisfy ineligibility consequences, student-athletes who participate in a sport must complete the season in good standing. If the student-athlete does not complete the season in good standing, the suspension/ineligibility consequence will not be recognized.

NOTICE OF CONSEQUENCE OF VIOLATION

The Athletic Director or designee will notify the student-athlete in writing of the consequence for contract violation using the Stayton High School Athletic/Activities Discipline Form. The student-athlete's signature on this form indicates only the receipt of consequence and violation. In addition, the student-athlete's parent/guardian will be notified by phone and a copy of the form will be mailed to the student athlete's address on file in the main office. A principal may find it necessary to bring a student to an expulsion hearing for violations of district policy. A hearing consistent with policy JGE- Expulsions will be held. If the decision is to expel, participation in co-curricular activities will be stated in the final hearing officer's decision letter.

HONESTY AND INTEGRITY CLAUSE

In order to promote and encourage accountability and character maturation, the student-athlete may have the consequences for violation of the Athletic Code of Conduct reduced based on their honesty, integrity, and cooperation during the investigation. Examples of honesty, integrity, and cooperation include:

- Taking immediate ownership of behavior, participation and/or association;
- Compliance to disciplinary action; and/or
- Projecting a positive attitude and having positive behavior during practice, in contests, and in the classroom prior to the infraction.

ATHLETIC APPEALS PROCESS

Before an Appeals Hearing is held, the student-athlete or their parent/guardian must submit in writing to the Athletic Director or designee the intent to appeal. The intent to appeal must include the reason(s) for the appeal. The Athletic Director or designee must receive the written request within five (5) school days following the issuance of the Stayton High School Athletic/Activities Discipline Form to the student-athlete.

The Appeals Committee will meet within five (5) school days from the date the appeal is filed with the SHS Athletic Director or designee. Upon receipt of a student-athlete's appeal, the student-athlete will be once again informed of the charges against him or her, be advised of the hearing date, and be given an opportunity to be present and submit relevant evidence, witness testimony, and arguments. The decision of the Appeals Committee may uphold, modify, or withdraw the disciplinary action imposed by the Athletic Director. The committee will render its decision within three (3) school days of the conclusion of the hearing. During the appeals process the student-athlete will be suspended from the sport. The suspension time will be included as part of any decision made by the committee.

The Athletic Appeals Committee will consist of a North Santiam building administrator, three head coaches (coaches may not be an athlete's current in-season coach), and an assistant coach who is not the athlete's current in-season coach. The high school principal will select the Appeals Committee.

The criteria primarily utilized to consider reinstatement of the athlete will be:

- The general attitude of the athlete during the time of the suspension;
- The academic record of the athlete, and its compliance with participation standards;
- The behavioral record of the athlete, including referrals, if any, for disciplinary action regarding any violation of district, state, and/or federal law or rules; and
- The reasons provided by the athlete in support of the appeal, and the ability of the athlete to defend the reasons why he/she should be reinstated into the SHS athletic program or why the length of the suspension should be reduced.

If the appeal is for a second or third violation, the length of time between the first violation and the second and third violations, as well as the nature and severity of the violations will also be considered.

Following the Appeals Committee hearing, parents will be notified by phone within three (3) school days, and in writing within five (5) school days of the Appeals Committee's decision. The decision of the Appeals Committee may be appealed to the Superintendent by contacting the Superintendent within five (5) school days after the Appeals Committee's decision. Students appealing to the Superintendent will be ineligible to participate in competitions pending the Superintendent's decision. **The Superintendent's decision will be final.**

ALCOHOL/DRUG COUNSELING

A student athlete who has concern about his/her own drug and/or alcohol use should speak with the Athletic Director or another Administrator to be referred for counseling and/or treatment services. Provided the athlete is not in jeopardy of facing consequences for a violation of this athletic contract, the athlete will not receive consequences for this type of self-reporting. However, an athlete who is found in violation of the athletic contract, whether receiving treatment or not, will be held accountable and be assigned consequences as deemed appropriate.

Although this contract will be renewed and signed annually, I/we understand that this code, once signed, **will be in effect for the entire time period the student is attending Stayton High School, including out-of-season and during the summer.** I/We further understand that infractions are cumulative throughout the student's enrollment at Stayton High School.

Stayton High School reserves the right to hold athletes accountable for their actions 365 days per year if the actions involved serious misconduct on or off school grounds, including but not limited to assault, robbery, drunk driving, or the use, possession, and/or distribution of alcohol/ drugs/tobacco.

***Please Note:** Any violations of the previous athletic code will be carried over cumulatively to the current athletic code.

I/We have read, understand, and support the above contract **FOR THE TERM OF ONE FULL CALENDAR YEAR**. I/We understand that the undersigned student's compliance with the above terms is a condition of his/her participation in athletics within the North Santiam School District. This document constitutes a contract, and the undersigned student agrees to abide by it **FOR ONE FULL CALENDAR YEAR FROM THE DATE SIGNED**.

Parent Signature Date

Student Signature Date

Legal Reference(s):

- ORS 326.051
- ORS 332.107 (1) (e)
- ORS 332.107
- ORS 339.430
- OAR 581-021-0034 to -0035
- OAR 581-021-0045 to -0049
- OAR 581-022-1680
- Title IX of the Education Amendments of 1972, 20 U.S.C. Sections 1681-1683; 34 CFR Part 106 (200). OSAA Handbook, Oregon School Activities Association

Policy Reference(s)

- JFCG/JFCH/JFCI-Use of Tobacco, Alcohol or Drugs
- JFCG/KGC/GBK-Tobacco Free Environment
- JG-Expulsions

Training Rules and Regulations

2019-20

Training is the key to individual and team success. It means getting into condition physically and mentally by means of common sense living and intelligent, hard work. Athletes representing the District must at all times display behavior which is complimentary to the school, must make a consistent effort in the academic program, and have good attendance and behavior records.

It is the athlete's responsibility to be aware of and abide by all training rules and the rules contained in the athletic agreement. Training rules apply to all athletes, those involved in OSAA activities (dance, rally, etc.), student body officers, and Link Crew members. Training rules apply to all athletes from the first day of practice through the last day of the season. In addition, infractions, which occur late in one sport season, may impact the student-athlete's participation in the next season.

Training rules infractions and their consequences are listed below:

1. Any athlete found using or in possession of tobacco in any form at any time during their season shall be suspended from participation.
2. Any student involved in malicious mischief on or off campus shall be suspended from all participation.
3. Any student who finds himself or herself in the presence of any person illegally consuming, possessing, or transmitting alcohol, illegal drugs, or performance enhancing will be suspended from all participation. Students who find themselves in this situation must make an effort to leave within a reasonable period of time. In the investigation of a possible violation, the administration will look at what the athlete did immediately after his or her discovery of the activity, who he/she called, where he/she went, and the approximate time period that elapsed before leaving. No athlete will be disciplined if it is determined that they did everything within their control to leave in a reasonable period of time.
4. Any athlete found in possession or consumption of alcoholic beverages at any time during their season shall be immediately suspended from all participation.
5. Students involved in criminal-related activities shall be suspended from all participation.
6. Violations are cumulative and do not necessarily have to be the exact same offense in order to count as a second violation. For example, a student caught for a tobacco violation that is then later caught for an alcohol violation would face the second offense penalty.
7. Any student who is expelled for any reason may be ineligible to participate in co-curricular activities for the period of the expulsion.
8. Any student athlete who is suspended from participation due to drug or alcohol use must undergo a drug and alcohol assessment at parent/guardian expense before the student athlete may return to play. If the student and guardian have trouble with funding of the drug and alcohol assessment they need to make an appointment with administration.

Training Rules/Athletic Agreement Infractions

1. First offense of the school year, the student/athlete will be suspended for 25% of the season's contests.
2. Second offense of the school year, the student/athlete will be suspended from participation for one full sports' season and required to have drug and alcohol counseling.
3. Third offense, the student/athlete will be ineligible for the remainder of the student-athlete's high school career.

In addition to the ineligibility consequences and at the parent's expense, the student may be required to participate in the following:

- Peer Court;
- Youth Service Team Counseling;
- Drug and/or Alcohol Assessment through the student's designated counselor, sign a release form and follow the recommendations from the assessment; and/or

- Follow the Coach's Plan of Action for restitution, ownership of actions, and reinstatement.

Any athlete found in possession of or attempting to transmit or deal illegal substances, prescription medication not prescribed to them, performance-enhancing drugs, and/or hallucinogenic compounds will be suspended from all participation for a time determined by the Athletic Director, the Principal, and the Expulsion Hearing Officer.

Suspension from participation shall mean that the suspended student-athlete shall not participate in any games for the period described. Suspensions take place immediately, there is no negotiation based on where the student/athlete is in their season. The student-athlete may participate in practice during the period of the suspension.

The number of games that shall be missed shall be determined by taking the total number of regularly-scheduled contests, multiplying that number by the percentage, then rounding up to the nearest number of contests.

Policy administration will be handled by the school administrator, Athletic Director, and the coach involved. Their judgment will be intended to serve the best interests of the student and the school. The student's past record and the nature of the discipline problem may require modifications of the policy (leniency or restrictions).

The procedures listed above are for athletics and activities. If students/athletes are in violation of substances on campus or at a school activity, the student/athlete will be held accountable under normal school policies.

The athlete and/or their parents may request a conference for further clarification of athletic policies. Signing the attached permission slip indicates that you have read, understand, and will uphold the training rules.

Academic Eligibility Requirements

District athletes are expected to set working toward a diploma and academic success as their primary goal. Student-Athletes will attend class regularly and punctually. The District is a member of the Oregon School Activities Association (OSAA) and as such falls under their rules established for the eligibility of athletes.

Ejection from Contests

Any student-athlete who is ejected from an athletic contest will be fined according to OSAA and District policy by the Athletic Director. This is designed to offset OSAA fines, which the school must pay for each student or coach that is ejected.

The student may continue to practice, but may not participate in any further contests until the fine is paid. This suspension shall continue into another sport or school year as needed.

Students have the right to appeal the ejection. The appeal should be made to the Athletic Director and the Commissioner of Officials of the particular sport.

North Santiam School District 29J 1155 N. Third Avenue, Stayton, Oregon 97383 Phone (503) 769-6924 Fax (503) 769-3578

*Equal employment opportunity and treatment shall be practiced by the North Santiam School District regardless of race, color, national origin, religion, sex, age, marital status, and disability if the employee, with or without reasonable accommodation, is able to perform the essential functions of the position. Superintendent, **Andrew Gardner** has been designated to coordinate compliance with these legal requirements, including Title VI, Title VII, Title IX, and other civil rights or discrimination issues, the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973. The superintendent may be contacted at the District Office at 503-769-4928 for additional information and/or compliance issues.*