



Vista Middle School
6051 Vista Drive, Ferndale, WA 98203
(360) 383-9370 (Main Office)

STUDENT HANDBOOK 2018-2019

VISTA MIDDLE SCHOOL STUDENT HANDBOOK 2018-2019

Our mission is to cultivate an environment where students are creative and innovative, think critically and solve problems, communicate and collaborate with one another in order to be compassionate, contributing citizens in our world.

We believe that...

- ◆ All individuals have worth, dignity, and value; therefore, we shall treat each other with respect.
- ◆ All students need a safe and positive environment.
- ◆ All students need to be responsible, accountable, and to experience consequences.
- ◆ Our school will provide a quality education that prepares students academically, vocationally, and socially for a life of learning.
- ◆ Learning is enhanced when students are actively and creatively engaged.
- ◆ Staff members at Vista Middle School strive to be positive, caring, and professional.
- ◆ Our school community has high academic expectations and we are committed to helping students reach their maximum potential.
- ◆ Supportive parents and community members promote school and student success.
- ◆ Good communication among staff, students, parents, and community members is vital to the success of the school.

Our school is a place where:

- ◆ Students and staff are challenged on a daily basis to ask themselves, "What will you do for others today?"
- ◆ Students demonstrate a strong knowledge of basic skills necessary for success in school, the community, and the workplace.
- ◆ Students use problem solving skills to process information as they connect learning to the changing world and workplace.
- ◆ Students have access to current technology and learn the skills to use it effectively.
- ◆ Students communicate using appropriate modes for a variety of purposes.
- ◆ Students are accountable for responsible behavior, productive work, and positive social interaction.
- ◆ Staff, parents, and community members are eager to provide and participate in activities which support students.
- ◆ Creativity is fostered and seen as an opportunity for growth through a wide variety of courses and extracurricular activities.
- ◆ The staff receives support to grow through curriculum development, continuous education, and professional opportunities.

GENERAL SCHOOL POLICIES

The staff in the main office are here to help you address your specific needs when you visit VMS. A rough outline of the people you may need to interact with in any given situation is below:

- Mrs. Heather Leighton, Principal
- Mr. Joel Francik, Assistant Principal
- Mrs. Janine Randall, Lead Secretary
- Mrs. Suzette Carlson, Registrar, ASB
- Mrs. Angie Shores, Administrative Assistant - Attendance, athletics, student check-in/check-out and homework pick up
- Mrs. Diane Gillespie, Administrative Assistant – Main office, student check-in/check-out and homework pick up
- Mr. Mike Black, Counselor
- Mrs. Amber Edwards, Counselor
- Mrs. Jennifer Michaels, Nurse

Any of our office secretaries can help with any necessary tasks, or point you in the right direction.

ATTENDANCE - Regular, consistent, timely attendance is essential to school success, student learning and future employment habits. Students are expected to attend all assigned classes each day on time. The role of the parent or guardian is to ensure that his/her children attend school and to verify that a student's absence was for an excusable reason.

- **EXCUSED ABSENCES:** These are defined as absences due to illness or a health condition, approved pre-arranged activities, religious observance, school-sponsored activities, or emergency situations. If any absence is excused, the student is responsible for making up work missed or doing other work that will be accepted in lieu of the work missed. When a student misses class, the school will contact parents by phone using School Messenger, our Phone-Dialer system. Upon notification of the absence, the parent may either phone in or send a note to explain the student's absence. If a student is ill, a parent/guardian may phone the attendance office (360-383-9370) to have him/her excused (voicemail available 24 hrs/day), or a student may bring a note to school the next day signed by a parent stating the date(s) and reason for the absence. Students should check into the office with the note from home before going to class. Any absence not cleared within 48 hours will be considered an unexcused absence.
- **HOMEWORK REQUESTS:** Parents may request homework for their absent child if the student is absent from school for two or more days. If homework is requested by 10:00 a.m., teachers will be notified to have homework sent to the office to be available at the end of the day. Students are responsible to meet with their teachers upon returning from an absence to make arrangements for missing work including any tests, quizzes, or labs. It is also encouraged that students email their teachers for assignments or clarification or check their Canvas account.
- **PRE-ARRANGED ABSENCE POLICY:** Parents should contact the office as soon as it is known that the child will not be in attendance. Please contact our attendance secretary at 360-383-9370 to request a pre-excused absence form and to arrange for assignments. However, no amount of homework or alternative assignments can truly equal the in-class experience. As much as possible, we suggest these be kept at a minimum. The pre-arranged absence form must be returned to the attendance secretary 3 days before the first date of absence.
- **APPOINTMENTS:** If a student needs to miss school due to a doctor's appointment, the parent or guardian will need to come into the front office and sign their student out. When the student returns to school the parent or guardian will need to come into the front office and sign the student back into school. The office staff will then provide the student with a pass to return to class.
- **ILLNESS AT SCHOOL:** Students who are not feeling well should ask for teacher permission to visit the health room. Students who are too ill to return to class within 30 minutes must go home. A parent/guardian will be contacted to make arrangements to pick up the ill student. *Parents must come to the office and sign out their child.*
- **BECCA Bill:** (Truancy Law) Students who are truant from school with unexcused absences are in violation of Washington State Law (RCW 28A.225.010). By State law (RCW 28A.225.030), Ferndale School District is required to file a petition with the Whatcom County Juvenile Court System after students have accumulated five (5) unexcused absences in one month or ten (10) in a school year. Pursuant to RCW.28A.225.018 (BECCA Law), the school district shall schedule a conference or conferences with the parent and child at a time reasonably convenient for all persons included the for the purpose of identifying the barriers to the student's regular attendance, and the supports and resources that may be made available to the family so that the child is able to attend school regularly. If the parent does not attend the conference, the conference may be conducted with the student and school official.
- **TARDIES:** Students need to be seated with proper materials ready to begin work before the bell rings for class. If you are tardy due to an appointment with a teacher, counselor, or administrator, please ask for an excused tardy pass. Students who receive three unexcused tardies in a class during any quarter are subject to school detention. At Vista we expect that our students will be in class on time. (Teachers may also assign classroom consequences for tardies.)
- **TRUANCY:** Truancy may be defined as "not being where you are supposed to be, when you are supposed to be." For example, students wandering the hallway after receiving a hall pass to use the restroom may be subject to truancy. Truancy is an absence from your class or classes without a legitimate excuse. We will make every effort to contact parents or guardians by phone as soon as is possible. We may arrange a conference with parents or guardians, and we may take disciplinary steps according to our discipline plan. Students who are truant from school may lose the opportunity to make up missed work for credit.
- **ABSENCE DUE TO DISCIPLINARY ACTION:** Students who are absent from school due to discipline (e.g., suspension) have the right to make up all work missed from the absence. For students assigned to ISS (in-school suspension) the work will be sent to the In-school supervisor; for students who are suspended out of school, parents may pick up work in the office or request work be sent by email with teachers. Please see homework requests.

CLOSED CAMPUS

Vista Middle School is a closed campus. This means that we expect our students to stay on campus for the entire school day, including lunch. Students will not be allowed to leave school at any time without contacting parents and checking out through the office.

EMERGENCY CLOSURE OF BUILDING

In cases of severe weather school may be delayed or cancelled. The best way to determine the status is to visit the Ferndale School district website at www.ferndalesd.org, look at the Ferndale Facebook page, listen to the radio, or watch the news in the morning.

ADMINISTRATIVE OFFICE EXPECTATIONS - MAIN OFFICE (360-383-9370)

There are many reasons why you might want to visit the main office. Examples include: picking up forms (sports physical form, school insurance, free/reduced lunch application, volunteer form, etc.), picking up an ASB card, and paying fees and fines. The main office is where your parents will sign you out when you are leaving school early. Please do not ask the office to deliver non-school related items (e.g., flowers, balloons, etc.), these are disruptive to the learning environment and will not be delivered. Students who are referred to administration will check in at the office and be seated in a designated area. Attendance issues and payment of fees may be done at the counters. Please stay in organized lines and remember to be respectful to staff.

There is a phone at the counter for emergency issues; you must check in with someone at the front office before using the phone. Non-emergency phone calls are allowed to be made before school and after school. These phones are a courtesy and they are not meant for long conversations. We expect that students will keep phone calls to a minimum of time, 1-2 minute conversations. Students who abuse the phone courtesy may find their privileges being taken away.

STUDENT SERVICES

Student services such as enrolling or withdrawing from school, obtaining a report card, paying fees, arranging for a pre-excused absence, signing up for an appointment with our counselors, or checking into the health room may be done at the front counter.

COUNSELORS

Our counselors provide many services for students, parents, and school staff. For many it is simply an answer to a scheduling question, but our counselors also help with friendship issues, peer mediation, and other problems that interfere with students performing well at school. Please make an appointment with your counselor instead of "hanging outside" the counselor's office. This respects your time and our counselors' time. If you would like to schedule an appointment, please fill out the appointment card at the front counter. We try to schedule appointments with students at times where you will not miss class.

LIBRARY SERVICES

Students are encouraged to check out books and materials to assist them in the pursuit of excellence at school.

LOST AND FOUND

Every year students leave bags and bags of unclaimed property. Most items are shirts, shoes, shorts, and hats. Please take the time to put your name on the label. When property is found with the student's name on the item, it makes it very easy for the property to be returned. If you lose something be sure and report the loss as soon as possible to Vista administration. We will do everything we can to help you locate the missing property. Check the lost and found often.

VISITORS

Parent visitors are welcome. Please check in at the office. You will receive a visitor's badge upon signing in at the front desk. (Please understand that we may ask for identification). If you are interested in meeting with one of our teachers, please arrange a time in advance of your visit. Due to teaching responsibilities, teachers are not available during class time. Our counseling staff may assist you in setting up an appointment to meet with your son or daughter's teacher(s). Student visitors will not be allowed at Vista during the school day.

MEDICATION AT SCHOOL

If a student must take prescription medication during the school day and/or at a school activity, guidelines below must be followed:

- Each medication a student needs to take at school requires a separate "Authorization for Medications at School" form which must be completed and signed by the parent/guardian and prescribing Health Care Provider (HCP).
- Medication authorization forms must be renewed each school year.
 - All forms are available in the school's Main Office or online at <http://ferndalesd.org/special-services/health-information/>
- Signed medication authorization forms are also required for a school-sponsored events or activities outside of regular school hours, e.g., field trips, athletic events.
- Medication must be delivered by the parent/guardian in the original container, properly labeled, and ready to administer to the student.
- Students that do not have proper medication authorization on file in the school office may be subject to disciplinary actions under FSD Board Policy #3200 P-1, Attachment 1 "Guidelines for Corrective Action Illegal Drugs/Alcohol".
- All medication left in the office is to be picked up at the end of the school year.
- Any student, who shares, gives, sells, etc. medication to another student for any reason will be subject to disciplinary action.

BEHAVIOR EXPECTATIONS FOR STUDENTS

CAFETERIA EXPECTATIONS

The Viking cafeteria is designed to accommodate the serving of meals to hundreds of Vista students each day. Our staff appreciates your efforts in keeping the lunchroom clean and tidy. Please pick up after yourself when you have finished eating. There are wash rags provided at each table to help with this. There are numerous trash containers for uneaten food and garbage. If there is an accidental spill, contact one of the lunch supervisors for help in cleaning up the spill. There is no tolerance for throwing food.

There is no running or horseplay in the cafeteria. Students will **WALK** to lunch—not run! Students are expected to stay in lines without pushing or taking "cuts." You are welcome (weather-permitting) to go outside and run off some steam. Student options of where you can go after lunch are posted on the cafeteria wall. There is no food allowed out of the lunchroom or in the hallways.

Students who violate the lunch expectations may receive detention or asked to help clean tables.

Vikings are welcome to meet in the cafeteria before school each morning when the bell rings at 7:40 AM. Breakfast is served between 7:30 am and 7:50 am each day. It is supervised and students will clean up after themselves.

LUNCH OPTIONS

The kitchen staff serve a variety of lunches on a daily basis. Vista participates in the federally subsidized free and reduced lunch program. Forms are available in the office. Please ask for assistance in filling these out if needed.

FOOD & DRINK

Vista students are not allowed to bring food and drink into the classrooms, halls, or labs. Students are expected to eat their breakfast and lunches in the cafeteria.

BELL SCHEDULE

Students are expected to wait in the outside foyer until 7:40 AM, at which time they may enter the gym, hallways or the cafeteria. Students getting breakfast may enter the building starting at 7:30AM. At the end of the day, students are expected to leave the campus by 2:45 PM unless involved in a supervised activity.

LOCKERS

Lockers will be assigned to students in their advisory class the first week of school. If students choose to have a locker or want to request a specific locker partner a locker request form must be completed and submitted to their advisory teacher. Students should not share their combination with ANYONE (including friends)! The majority of lost items from lockers are due to sharing the combination with someone. Do not leave money or valuables in lockers. Vista students are welcome to decorate the inside of the lockers door but all decorations must be removable without damaging the paint and must be appropriate for a middle school (stickers, tape and other adhesives are a problem—avoid using these items on your locker). We recommend using magnets. Lockers are subject to inspection by administrators.

BOOKBAGS/BACKPACKS

We expect our Vista students to carry classroom materials to each class. Backpacks will be allowed in classrooms. Students who have athletic gear that will not fit in their locker will need to make arrangements with their coach for storage.

EMERGENCY DRILLS & LOCKDOWNS

We take our drills very seriously. We expect students will follow directions and comply with teachers' instructions. We hold periodic evacuation drills and we expect that our students will, when instructed, evacuate the building in an orderly process. Our lockdown drills will keep students in the classrooms. There should be no talking, horseplay, or misbehavior. In the event of a real emergency we must be prepared.

DRESS CODE

Ferndale High School is committed to developing students that are READY, RESPONSIBLE, and RESPECTFUL community members. Students are expected to present themselves in a manner that is appropriate for school and a workplace setting. While we encourage individuality, the dress code aims to foster a positive and healthy environment.

1. Students should dress casually and comfortable for school. Wearing clothing that is well-suited for a school environment.
2. Clothing will cover torso, midriff and backside, and have sleeves or straps.
3. Clothing, drawings, tattoos and accessories which carry a vulgar or offensive message, are not permitted. These include references of hate, violence, drugs, alcohol or tobacco-related information, gangs, weapons, or sexual innuendo.

Violation of the dress code will require a change of clothing. Special circumstances will be considered on a case-by-case basis.

BUS CONDUCT

Students will be SAFE, RESPONSIBLE, and RESPECTFUL on the school bus. All school policies apply to conduct on school buses. Failure to follow them may result in the suspension of District bus-riding privileges. For specific school bus safety rules and consequences, refer to the "Ferndale School District Guidelines and Rules for Students Riding Buses" available on the Ferndale District website.

<https://www.ferndalesd.org/transportation/school-bus-rules>

FREEDOM OF EXPRESSION

Freedom of expression is an important part of education in a democratic society. Students' appropriate verbal and written expression of opinion is encouraged. District policy prohibits verbal or written expression (including clothes) that is libelous, obscene or profane; causes a disruption of school procedures or processes, or invades the privacy of others; demeans any race, religion, gender, or ethnic group; advocates a violation of the law; or advertises cigarettes, liquor, illegal drugs, or drug paraphernalia. Any clothing that is deemed gang-related is prohibited.

PUBLIC DISPLAYS OF AFFECTION

In the interest of creating and maintaining a safe and secure environment for all students, public displays of affection are not allowed on the Vista campus.

FORGERY & MISREPRESENTING

Altering notes or documents, impersonating a parent on the telephone, signing a note for a parent, or signing a note for a school employee (or medical provider) are examples of forgery and/or misrepresentation. This also includes copying another student's work or representing another student's work as your own. These offenses will be dealt with accordingly.

HALLS

We expect our hallways to be safe zones. Hundreds of Vista students use the hallways daily to move from class to class. Inappropriate behavior in our hallways is not tolerated, and students who do not behave appropriately in Vista hallways may be assigned detention or other appropriate consequences.

Do your part to avoid congestion in Vista hallways. Walk on the right side of the hall, no more than two people side-by-side and avoid large gatherings in the middle of the hall to discuss the day's news! We expect that you will keep your hands and feet to yourself as you move in the halls. Kicking, shoving, and other horseplay in the halls is unsafe. Students in the halls during class periods are required to be accompanied by a teacher (or staff member), have a pass signed by an authorized staff member, or be using an approved hall/bathroom pass. During lunch hallways are off-limits.

ELECTRONICS, SKATEBOARDS, AND OTHER DISRUPTIVE EQUIPMENT/MATERIALS

Radios, MP3 players, iPods, CD players, pagers, cell phones, headphones, and electronic games should not be brought to school. If they are brought to school, **they must remain off and in backpacks or lockers from the time students enter the building until they leave the building at the end of the day.** Exceptions for cell phone use may be made on a case-by-case basis when an emergency situation exists and should be approved by a building administrator.

Skateboards, rollerblades, and Heelys should remain at home. If a student brings a skateboard to school, it is NOT BE USED ON SCHOOL PROPERTY. We do not have the space to store skateboards at school. If the skateboard will not fit in the locker or if the student cannot resist the urge to "SK8" on the school's property—it is better to leave the board at home.

Students who violate the above policies will find the following consequence plan in effect:

First Violation: Item confiscated and turned in to the office. A parent/guardian must pick up the item from the school.

Future Violations: Item confiscated and turned in to the office. A parent/guardian must pick up the item from the school. Detention will be assigned for the third offense and discipline will progress with future violations.

SUBSTITUTE TEACHER POLICY

Vista students respect our guest teachers. Substitute teachers enjoy teaching at Vista because our students treat them with respect. Substitute teachers provide an important service to the school, and we appreciate their efforts. We also hold our students accountable for any disrespect shown to our guest teachers. The students will not misrepresent their names, the seating chart, assignments, or exhibit other deceitful behavior. Students will be cooperative and respectful at all times.

ACADEMIC EXPECTATIONS

REPORT CARDS AND PROGRESS REPORTS

We will mail report cards home to parents or guardians at the end of each semester. In some cases we have found that students and parents need more formal communication of the student's progress. The majority of these concerns can be addressed by using Skyward. Skyward provides parents/guardians access to their student's demographic information, assignments, grades, discipline, and attendance, along with the ability to communicate with teachers via e-mail. Many teachers also begin utilizing Canvas (an online learning platform), which is another tool for families to use to support students. Please don't hesitate to ask VMS staff if you have questions or need help with these tools.

SCHOOLWORK AND PROJECTS

Students should expect schoolwork from their classes. While some classes will offer in-class time to complete some of the assigned work, not all work can be completed during class. If experiencing difficulties in class, please first contact your student's teacher. With further concerns, contact either your student's counselor or an administrator.

STUDENT DEVICES AND TEXTBOOKS

Students are responsible for the tablet/laptop and textbooks they are issued. Students must adhere to the technology agreement signed at the beginning of the year. Students will be charged for damage or lost devices and or books in their care.

https://campussuite-storage.s3.amazonaws.com/prod/1530651/06c11be8-7bab-11e7-bf32-1247febbf4a/1653027/58710f64-c0c3-11e7-8335-0a75c94e7eae/file/Student-Parent_Technology_Handbook-ada.pdf

CHROMEBOOKS/CLASSROOM MATERIALS

Students will be issued a chromebook or laptop to be used for educational purposes. Prior to receiving the chromebook or laptop, parents and students must review and sign the FSD Technology Resources Use Agreement which can be found on the students Skyward account under "2018-2019 Annual Student Information Update." Tab. Chromebooks, laptops and all related materials are the student's responsibility and can be taken home. Students should plan to charge their devices regularly to ensure it is ready when needed at school. If issued a textbook, we ask students to write their names and their teacher's names in the appropriate spaces in the books (please use ink). Students will be charged for damaging or losing books or technology assigned to them. In addition, students are responsible for any other materials checked out to them during the course of the school year (e.g. library books, music, etc.).

ACADEMIC NON-COMPLIANCE: Students at VMS are expected to work to achieve high standards. Students who are intentionally choosing not to perform daily tasks or homework could be redirected into an intervention and/or be assigned school discipline depending on the situation.

STUDENT CONDUCT EXPECTATIONS

PROHIBITION OF HARASSMENT, INTIMIDATION, AND BULLYING

"Harassment, intimidation, or bullying" means any intentional written, verbal, or physical act, including, but not limited to, one shown to be motivated by any characteristic as listed in RCW 9A.36.080(3), (race, color, religion, ancestry, national origin, gender, sexual orientation, or mental, physical, or sensory disability), or other distinguishing characteristics, when the intentional written, verbal, or physical act, including all forms of electronic harassment, intimidation, and/or bullying:

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

"Other distinguishing characteristics" can include but are not limited to: physical appearance, clothing or other apparel, socioeconomic status, gender identity, and marital status. Harassment, intimidation, or bullying can take many forms including: slurs, rumors, jokes, innuendos, demeaning comments, drawings, cartoons, pranks, gestures, physical attacks, threats, or other written, oral, or physical actions. "Intentional acts" refers to the individual's choice to engage in the act rather than the ultimate impact of the action(s).

This policy is not intended to prohibit expression of religious, philosophical, or political views, provided that the expression does not substantially disrupt the educational environment. Many behaviors that do not rise to the level of harassment, intimidation, or bullying may still be prohibited by other District policies or building, classroom, or program rules. Depending upon the frequency and severity of the conduct, intervention, counseling, correction, discipline and/or referral to law enforcement will be used to remediate the impact on the victim and the climate and change the behavior of the perpetrator. This includes appropriate intervention, restoration of a positive climate, and support for victims and others impacted by the violation. False reports or retaliation for harassment, intimidation, or bullying also constitute violations of this policy. Sexting is prohibited. See also section on Sexting for further details.

PROMOTION A SAFE SCHOOL

Authority to Conduct a Safety Check Pursuant to RCW 28A.600.230, school authorities may search a student, student's possessions, student's locker, or student's vehicle if the school authority has reasonable grounds to suspect that the search will yield evidence of the student's violation of the law or a violation of the conduct standards contained in the Student Rights & Responsibilities.

LOCKER AND STORAGE AREA INSPECTIONS

Hall and PE lockers and other storage areas are a convenience provided for student use on school premises and remain property of the school and are subject to inspection, access for maintenance, and search at any time without notice, without student consent, and without search warrant. No student shall lock or otherwise impede access to any locker or storage area except with a lock provided by, or approved by, school authorities. Unapproved locks shall be removed and destroyed without notification.

PERSONAL SEARCHES A student's person and/or personal effects (purse, book bag, etc.) may be searched when a school authority has reasonable grounds to believe that the student is in possession of illegal, unauthorized, or contraband items.

SEXTING

Taking, sending, viewing, and/or possessing nude, semi-nude or other sexually explicit images, videos, text messages, or other digital content, also known as "sexting" is not permitted on any school district property or at any school district event. Underage sexting, even when consensual and even if you took the pictures of yourself, is illegal under Washington State child pornography laws. Violators may be charged with a felony and, if convicted, may be forced to register as a convicted sex offender for the rest of their life. Forwarding/keeping images, videos, texts, or other digitally sexted content may result in discipline including Emergency Expulsion as well as police notification.

ALCOHOL, ILLEGAL DRUGS, AND OTHER SUBSTANCES/ ABUSE POLICY

A student shall not knowingly possess, attempt to possess or use, manufacture, be under the influence of, except where authorized by medical prescription, or shall not offer for sale, barter, transfer to other persons in the school, on school premises or at school-sponsored events/activities or in district vehicles:

1. Any controlled substance as defined by Washington state statute (RCW 69.50, Uniform Controlled Substances Act.)
2. Any drug which applicable federal or state law states must be obtained by prescription only (RCW 69.41, Legend Drugs).
3. Any drug not properly labeled for use by the person in possession of the drug.
4. Any "look alike" drug or substance believed or represented as being a drug or controlled substance.
5. Drug paraphernalia.
6. Inhalants.
7. Anabolic steroids.
8. Alcohol or other intoxicant of any kind.

Any student who displays indicators of consumption of alcohol, intoxicants, drugs (illegal or illegally used drugs), and/or any other controlled substances is subject to discipline. Any student who possesses drug paraphernalia is subject to the same consequences as drug possession or usage.

WEAPONS AND LOOK-ALIKE WEAPONS

No person shall have a firearm or other weapon on school premises, at a school sponsored event, on school-provided transportation, at any official school bus stop, or in other areas of other facilities being used exclusively for school activities. Under the RCW 28A.600.420 and 28A.600.010 provide that any student, regardless of age, who is determined to have possessed a firearm on school grounds, school transportation, or facilities used exclusively by a school, shall be expelled from school for not less than one year.

VANDALISM

Vandalism is the intentional destruction or defacement of public property or property belonging to others, and is not tolerated at Vista. Vista Vikings treat all school property (and all others' property) with respect. (This includes desks, chairs, tables, bathroom walls, lockers, etc.).

THEFT

Theft is not tolerated and may result in disciplinary action, police notification, and possible criminal prosecution.

TRESPASS

(RCW 28A.635.020) Students are not to be on any Ferndale School District property without proper authorization. A charge of trespass, with notice to police authorities, may be given to any person who creates a disturbance on school property and whose continued or reoccurring presence may result in a real and substantial disruption to the school environment or pose a threat to the safety and well-being of property or person. Violators may be subject to disciplinary action, Suspension, Expulsion, and/or arrest for criminal trespass. Students on campus or at school-sponsored activities while on Suspension and/or Expulsion are subject to additional disciplinary action and arrest for criminal trespass.

VALUABLES AT SCHOOL

The Ferndale School District and Vista Middle School assume no responsibility for loss, theft, or damage of personal property.

VISTA PROGRESSIVE DISCIPLINE PLAN

Although the classroom rules may vary slightly from classroom to classroom, remember these three simple rules:

1. Be safe;
2. Be respectful
3. Be responsible

Students may be disciplined if they fail to fulfill any of their responsibilities while at school; on school grounds; on District-sponsored transportation; at any school-sponsored event; or in any other setting having a real and substantial relationship to the operation of the District. Disciplinary actions may include restorative justice; oral or written reprimands; notification to parents; suspension; expulsion; loss of privileges to attend District-sponsored activities; loss of riding privileges on District-sponsored transportation; and loss of privileges to publicly represent the district. Students who are suspended or trespassed are not permitted to access FHS. Student property is subject to search if reasonable suspicion exists.

CLASSROOM DISCIPLINE

All teachers hold their students to the highest expectations in their classroom. Behavior concerns in the classroom will be addressed as follows (unless the behavior warrants immediate removal from class):

1. Teacher conference with student.
2. Teacher conference with student and contact with parent/guardian.

3. counselor, and administrator will be contacted regarding the issue.
4. Administration will be contacted for progressive discipline/support/intervention.

RESTORATIVE PRACTICES

It is important to restore/repair relationships or at least come to a common understanding to avoid future escalations. Restorative practices may be appropriate in situations where relationships and/or trust has been broken (e.g. two students have escalated verbal interaction in the hallway or a student tells a teacher "I hate you," in the middle of class).

PROGRESSIVE DISCIPLINE

VMS follows a matrix of progressive discipline. Depending on the severity and frequency of the behavior, the following discipline options are used:

1. Lunch Detention (LD) – 30 minutes
2. After School Detention (ASD) – 1 hour
3. In-School Suspension (ISS) – 1-2 days
4. Short-Term Suspension (STS) – up to 10 days
5. Long-Term Suspension (LTS) – 11+ days
6. Expulsion – remainder of the semester.

VIKING ATHLETICS & ACTIVITIES

ATHLETICS

We welcome and encourage all students to become involved in Wildcat athletics and activities. Athletes must have appropriate accident and health insurance, a doctor's physical, ASB membership, appropriate grades maintained, and fees paid. Parents are required to sign up for each sport the athlete participates in through Skyward. Please visit our website, www.ferndalesd.org/vistamiddle/athletics for more information. You will find team rules, schedules, policies, and other useful information (such as physical forms and participation agreements.) We have four sports seasons: Fall, Winter I, Winter II, and Spring.

- | | | |
|---------------------|--------------------------|--|
| 1. Fall | August through October | Cross country, Softball, Boys Soccer, Football |
| 2. Winter I | October through December | Boys and Girls Basketball |
| 3. Winter II | January through March | Girls Volleyball, Boys and Girls Wrestling |
| 4. Spring | March through May | Girls Soccer, Track |

ATHLETIC ELIGIBILITY POLICY

Student-Athletes are encouraged to participate in the interscholastic athletic program as seventh and eighth graders, but students must be **passing at least five of six classes** to be eligible to participate.

ATHLETIC EVENTS EXPECTATIONS

Vista Vikings are good sports. We expect our students to demonstrate excellent behavior and to positively represent VMS at all athletic events. This is true whether the student is in the audience or on the field/court. Students who choose to behave inappropriately will be asked to leave the premises and are subject to additional school consequences. Remember, all school rules are in effect at every athletic event.

Students who are in the audience are expected to remain seated, treat the opposing team with respect, and to treat the officials with respect. Students who insult other teams or officials will find themselves removed from the athletic event (and perhaps for the rest of the season) and may have additional school consequences. Be a good sport and host.

ASSEMBLY EXPECTATIONS

Assemblies are an important part of life and education at Vista. The same expectations that are in place in the classroom are in effect at all assemblies. Students are expected to stay with their teacher, exhibit respectful behavior, and enter/exit the assembly safely. Students who choose to disrupt or misbehave during our assemblies will receive consequences.

PRIVACY ACT

The Family Education Rights and Privacy Act of 1974 requires a school district to notify parents that schools maintain official records regarding their child, which include information deemed necessary to the welfare of students and the orderly operation of schools, or information required by law regulation.

Student records are the property of the school district; however, parents and/or students eighteen years of age or older may inspect the records by contacting the school counselor for an appointment. Copies of school records are provided upon request for a charge of ten cents per sheet. Parents may challenge the inclusion in their student's records of any information they believe inaccurate, misleading, or in violation of the student's privacy or other rights. Parents may request modification of the records, or enter their own statements of explanation. Concerns about the information included in the student's records are to be discussed with the principal. If the concern cannot be resolved between the parents and principal, a fair and impartial hearing, upon the parent's written request, will be convened to review the matter.

With very few exceptions, the school will not release information regarding your child to other persons or organizations except with your written, signed consent. However, the District does specify certain directory information, which may be released by the District for non-commercial use without the parent's permission. Such information is limited to the following: name, address, and telephone number, date and place of birth, grade level, major field of study, records of participation in school activities and sports, weight and height of team members, dates of attendance, awards and honors received, and the most recent previous school attended. If you do not want the school to disclose directory information from your child's educational records without your prior written consent, you must notify the school in writing at the beginning of each school year. This form may be obtained from the VMS front office.

NON-DISCRIMINATION

Ferndale 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 or identity, disability, or the use of a trained guide dog or service animal and provides equal access to the Boy Scouts and other designated youth groups. Inquiries regarding compliance and/or grievance procedures may be directed to the school district's Title IX/RCW 28A.640 Officer, P.O. Box 698, Ferndale, WA 98248, (360) 383-9206 and/or Section 504/ADA Coordinator, P.O. Box 698, Ferndale, WA 98248, (360) 383-9221.

