



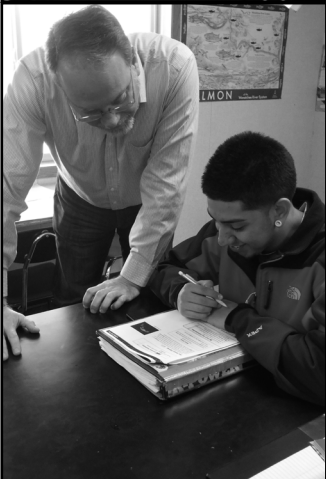
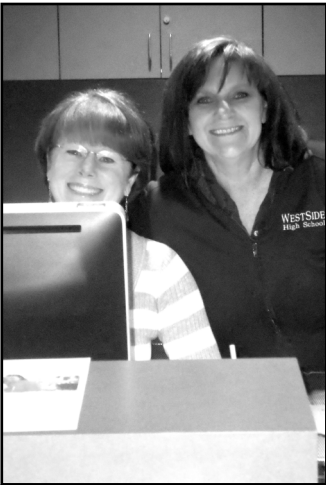
2015-2016

# Student/Parent Handbook





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# Welcome to WestSide High School



I personally want to take a moment to welcome you to WestSide High School, the home of the Eagles. WestSide High School was established in the Fall of 1985, with sixty-five students and five staff members. In the thirty years since our inception, we have grown to an enrollment of over three hundred students.

WestSide High School is a fully accredited high school and is unique in so many ways. Many of its graduates continue their education at colleges and universities, enter the armed forces, pursue vocational programs, while others directly enter the work force. We want to make sure your educational needs and career goals are aligned to create the best outcome for you. Best of luck and I look forward to working with you,

**Kory Kalahar**

Principal

**Changing Minds, Changing Lives, One at a Time**

WestSide High School  
1510 Ninth St.  
Wenatchee, Washington 98801

P (509) 663 – 7947  
F (509) 664 – 3005

## WESTSIDE STAFF MEMBERS 2015 – 2016

### Instructional Staff:

**Brandt, Frank:** Business  
**Danahey-Feil, Andrea:** CAP  
**Day-Koch, Tracy:** Family Sciences  
**Devereaux, Jennifer:** English  
**Garland, Brian:** Health/Fitness  
**Hartley, Mike:** English/Social Studies  
**Herling, Brian:** Math  
**Johnson, Brian:** Graphic Arts  
**Lynch, Tim:** Night Soc. St./Eng  
**Maynard, Tracy:** Night Science/Math  
**McElroy, Pat:** Science  
**Monroe, Heidi:** Foundations  
**Mugg, Patsy:** Reading  
**Ronhovde, Peg:** Math  
**Skalisky, Kevin:** Social Studies  
**Svilar, Jill:** Math  
**Zacherle, Sheena:** GEAR UP/JAG  
**TBA:** Core Success

### Special Education:

**Monroe, Heidi:** Teacher

### Counseling Staff:

**Bullock, Jan:** Counselor  
**Snyder, Nancy:** Counselor  
**Vasquez, Angelica:** Counselor Sec

### Office Staff:

**Mann, Gretchen:** Office Manager  
**Ward, Sandy:** Asst. Secretary

### Support Staff:

**Callison, Kristen:** Mental Health Interventionist  
**Dimmitt, Linda:** School Nurse  
**Golie, Elizabeth:** Learning Center  
**Harris, Jim:** Lead Custodian  
**Johnson, Brit:** Food Service  
**Port, Curt:** Evening Custodian  
**Royster, Marie:** Night School Para

### Additional WestSide Staff:

**Lindell, Michell:** Teacher, JDC  
**Miland, Anne:** Sec. JDC/SS  
**Perez, Melissa:** JDC Para

### WestSide Early Learning Center

**Cook, Kathren:** Assistant Pre-School (WestSide Early Learning)  
**Fitzpatrick, Jamie:** WestSide Early Learning Center Coordinator  
**McVeigh, Kellyn:** Infant Lead  
**Peterson, Ashley:** Pre-School Lead  
**Robinson, Tonianne:** Toddler Lead  
**Royster, Marie:** Lead Floater  
**Wick, Emmy:** Pre-school Assistant





# WESTSIDE

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## High School

Changing Minds, Changing Lives, One at a Time

## WestSide Pride

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*Remember that WestSide is our home away from home and we need to treat it that way. We do not leave a mess for others to clean up and we encourage each other to clean up too.*

- **Please make sure your hat is not on!**
- **Please help us not have cell phones disrupt learning**
- **Please only wear appropriate dress! Leave tanks, short shorts, LA team apparel, any drug, alcohol, or tobacco symbols at home**
- **Please be on campus all day unless you earn lunch privileges**
- **Please be good to each other and respect OUR school!**

*“Our School, Our Choice, WestSide Pride”*

## WestSide's Educational Programs

Listed below are four high school completion programs (Day Program, Night Program, and CAP) and one transitional program (Bridges).

### THE DAY PROGRAM

This is a high school completion program. Regular attendance and academic progress are required to remain in the program. With a maximum of one hundred and fifty students, our day program resembles the traditional high school program. Students are enrolled in six or seven classes that meet daily, five days a week. On Monday, classes start at 10:00 a.m. and end at 2:36 p.m. Tuesday through Friday classes run from 8:30 a.m. until 2:37 p.m. We offer English Language Learner support in our day program.

### THE NIGHT PROGRAM/CBE PROGRAM

CBE stands for Contract Based Education. This is a high school completion program for students who cannot attend during the regular school day. Only Juniors and Seniors are eligible for this program. Students attend classes for five hours each week according to a schedule determined with the teachers. The student and his/her teachers establish a contract, which is the basis of the student's program. The contract specifies the work to be done and the time lines. Students are required to spend a total of twenty-five hours a week on school work, which includes at least five hours at school and the remaining hours working independently on their course work. We offer English Language Support in our night program.

### CAP

This program is for students who are enrolled or planning on enrolling in the Wenatchee Valley Technical Skills Center. Students will earn their core academic credit through the CAP in the morning or afternoon and take vocational courses during the opposite time. Regular attendance is necessary through this program and leads to a WestSide High School diploma.

### THE BRIDGES PROGRAM

This program is designed as a school re-entry program and each student is placed on a performance contract as part of his or her educational plan. The Bridges program is a Contract Based Educational program with students attending class Monday through Friday from 1:00 to 2:30 and completing 20 hours of homework outside of class.

## STUDENT ELIGIBILITY

WestSide High School is a school of choice with limited enrollment. Because of facility limitations we are not able to accept more than 150 students into the day program, 70 students into the CBE Bridges and Night School program, or 30 students in the English Language Learners High School Program. There is usually a waiting list, and students are admitted monthly as space becomes available.

To enroll, students must be age and grade appropriate. Students must be between fourteen and twenty-one years of age, and enrolled in grades nine through twelve.

Students who have been suspended or expelled are not eligible to enroll until the suspension or expulsion has been lifted.

## ENROLLMENT PROCESS

It is important that you fill out the application completely and accurately as they are carefully screened and used to help determine the order in which students will be admitted to school.

1. Contact the school to pick up a WestSide High School Application Packet.
2. Return the completed Application Packet and all of the forms requested. Be sure to include a copy of your Certificate of Immunization Status, a copy of your Birth Certificate and a copy of your Transcript.
3. Generally, students with freshman or sophomore standing will be given an achievement test for placement in Math and Reading.

An appeal process is available for students who are denied admission.

## SCHOOL OF CHOICE

WestSide is a school of choice. When you enroll you are entering into a contract with the school that you will meet the schools' behavioral, academic, and attendance expectations as requirements to remain in school.

*Please keep in mind that students who do not meet the terms of this contract will be dropped from school. Specific behavioral, attendance and academic requirements are found on the pages of this handbook*

# THE DAY PROGRAM SCHEDULE

Monday	
Period One	9:50 – 10:25
Period Two	10:28 – 11:03
Period Three	11:06 – 11:41
Lunch	11:41 – 12:13
Period Four	12:16 – 12:51
Period Five	12:54 – 1:29
Period Six	1:32 – 2:07
Period Seven	2:10 – 2:45
Passing	2:45 – 2:50

Tues, Thurs, Friday	
Period One	8:20 – 9:07
Period Two	9:10 – 9:57
Period Three	10:00 – 10:47
Period Four	10:50 – 11:37
Lunch	11:37 – 12:12
Period Five	12:15 – 1:03
Period Six	1:06 – 1:54
Period Seven	1:57 – 2:45
Passing	2:45 – 2:50

Wednesday	
Period One	8:20 – 9:03
Period Two	9:06 – 9:49
Grad Class	9:52 – 10:22
Period Three	10:25 – 11:09
Period Four	11:12 – 11:55
Lunch	11:55 – 12:27
Period Five	12:30 – 1:13
Period Six	1:16 – 1:59
Period Seven	2:02 – 2:45
Passing	2:45 – 2:50

## THE NIGHT PROGRAM

*(This program operates Monday – Thursday)*

**The Night Program**  
with English Language Learner support

Session 1 . . . . . 3:00 – 5:30

Session 2 . . . . . 5:00 – 7:30

## THE BRIDGES PROGRAM

Enrollment by Principal's permission only

*(This program operates Monday – Thursday)*

Bridges is Contract Based Educational program designed as a school re-entry path for students. All students enrolled, are on a performance contract and are only allowed on campus from 1:00 to 2:30 p.m.

### Bridges

Math/Science . . . 1:00 – 2:30

— OR —

English . . . . . 1:00 – 2:30



# WestSide High School Graduation Requirements

Academics	2013/14	2015 - 2020	2021 and on
English	4	4	4
Math	3*	3*	3
Science	2.5	2.5	3
World History	.5	.5	.5
US History	1	1	1
Citizen Washington	.5	.5	.5
CWP	1	1	1
Vocational Education	1	1	1
Physical Education	1.5	1.5	1.5
Health	.5	.5	.5
Fine Arts	1	1	2
Electives	5.5	5.5	6
<b>Total Credits Required</b>	<b>22</b>	<b>22</b>	<b>24</b>
Meet Standard on HSPE Reading/English Language Arts (ELA) SBA	Required	Required	Required
Meet Standard on HSPE Writing/ELA SBA	Required	Required	Required
Meet Standard on Algebra or Geometry EoC/Math SBA	One is Required*	One is Required*	Both are Required
Meet Standard on the Biology EoC	Not Required	Required**	Required
High School and Beyond Plan***	Required	Required	Required

Students who do not meet standard on the state assessments listed above will have access to the Certificate of Academic Achievement options: Collection of Evidence (CoE) and the SAT/ACT testing. The alternative assessments may used to show competency in the above areas.

\* The graduating class of 2014 is required to meet the state's reading, writing, and one math standard to graduate. Check with the school counselor for specific math requirements.

\*\*The graduating class of 2017 will be the first class required to meet the state's reading, writing, one math requirement, AND science standards to graduate. Class of 2015 and 2016 are no longer required to pass the science assessment.

**Note: A student's graduation requirements are determined by the date they start ninth grade. Graduation requirements remain the same for the student regardless of whether they graduate early or need more than four years to graduate.**

\*\*\*Your 5<sup>th</sup> Year Plan can be completed through coursework at WestSide High School or through the guidance of the counselors upon completion of credits and state assessments.

## ACADEMIC REQUIREMENTS

WestSide High School is a fully accredited high school. Our program meets all of the requirements for a student to earn a high school diploma. **Twenty-two credits are required for graduation:**

*For more specifics related to each graduating class please refer to page 9 of this handbook.*

### Academic Progress

School is organized on a non-graded continuous progress concept. This means that students can work and earn credit at their own pace. Students earn credit in .25 increments by completing their work with a “80% = C “ or better average as outlined in their student responsibility contracts.

It is not unusual for students to complete more than a year’s work during the year. The school closely monitors each student’s progress and makes every effort to work with students and keep parents well informed. Students are expected to earn .25 in each class they are enrolled in a quarter’ time (45 school days) as a minimum standard.



**State law requires that students, who do not make “reasonable progress,” be dropped from our program.**

**They are not eligible to re-enroll for at least one quarter.**

### Academic Concern/Probation Process (Bridges and Night School)

Students are expected to make satisfactory progress as outlined on their Student Responsibility Contracts. Students’ academic progress, behavior, and attendance are monitored and unsatisfactory progress is dealt with in the following manner.


Students who fail to make satisfactory progress will be referred to our Academic Probation plan. If students are unable to make academic progress, behave appropriately, or attend school regularly, they will be subject to a program change, academic suspension, reduced schedule, or dropped from the program entirely. 80% attendance is required to earn credit and making up time with the teacher is a customary practice. Students who are earning less than 1.0 credit at any given time are considered not meeting academic standard.



## Concern, Probation, and Re-Assessment (CPR)

CPR is our day academic and behavioral intervention program. This program is based on classroom behavior and work ethic. If a teacher has a concern with a student's behavior, attendance, or academic progress based on the rubric below, they place the student on Concern. If the student improves they will be removed from Concern. However, if the student does not improve with the Concern, they move to Probation and work with a Counselor and the Principal to improve. Once a student is on Probation and they do not show improvement in the area of Concern, they may be moved to Re-Assessment and potentially moved to a more appropriate program or referred to SkillSource. CPR is serious at WestSide and we encourage all students to work up to their full potential to avoid this intervention and remain in good standing.

- **Concern:** When a student is not working up to their potential academically, behaviorally, or in their attendance, they earn Concern. One to many weeks duration.
- **Probation:** When the Concern process does not help the situation, the student moves to Probation. One to three weeks duration.
- **Re-Assessment:** At any time during the Probation period that a student does not do what is needed or expected its time for a Re-Assessment of placement.

 <h2>WestSide High School Performance Scales</h2>		
4	Exceeds	I exceeded standard because I <u>participated</u> more than the teacher expected.
3	Meets	I met standard because I <u>participated</u> just as the teacher expected.
2	Below	I am below standard because I <u>participated</u> with a few reminders.
1	Unproductive	I unproductive because I only <u>participated</u> with multiple reminders.
0	Disruptive/Absent	I did not <u>participate</u> (meet standard). I was disruptive or I was absent.

## Student Conduct

You cannot interfere with the learning opportunities of others or act or dress in such a way that it threatens or intimidates others. The WSD Dress Code Policy is enclosed in the student handbook. You cannot engage in activities that are harmful or dangerous to yourself or others. You must follow the rules established by the Wenatchee School Board. Failure to do so will lead to disciplinary action that may include suspension or expulsion from school.

## Positive Behavioral Interventions and Supports (PBIS):

PBIS is a framework that has been adopted by the Wenatchee School District to assist schools in creating proactive behavioral expectations into a continuum to help increase academics and social awareness throughout the school. The purpose of PBIS is to establish a framework of positive interactions and preventative teaching strategies to minimize the amount of behaviors that result in punitive consequences. The following steps will be necessary in order for WestSide to reach full implementation over the course of the next few years.

- Identify Common Purpose
- Define a clear set of positive expectations and behaviors
- Implement procedures for teaching expected behaviors
- Differentiate supports for encouraging expected behavior
- Differentiate supports for discouraging inappropriate behavior
- Implement ongoing monitoring and evaluation

The WestSide staff and students have adopted the 3Cs as our School-Wide Expectations and our goal will be to keep them in front of the constituents of the greater WestSide family. The 3Cs are Courage, Compassion, and Commitment. We look forward to continuing the work necessary to making WestSide the best school it can possibly be.

## Attendance

Students are expected to be in class during class time. It is important that you arrive on time so that class attendance is accurate. If you are late you must check in with the office and obtain a tardy slip that you will then give to your classroom teacher for the class you are assigned. If you are 10 or more minutes late, you will be marked absent for that class period and parents/guardians should expect a phone call home. If you choose to not attend your assigned class there will be consequences for your actions (see interventions list below). Please realize that attendance has the most direct correlation to success in school.

### Reporting and Absences

Whether your student is in any of our programs (Day, Night, CAP, ELL, or Bridges), attendance is critical to their success. If the student is absent from school, please have a parent or guardian call the school office by 9:00 a.m. on the day of the absence. If the absence is due to illness, appointment, or family emergency, the absence will be excused. If you do not call, please bring a note from a parent or guardian when you return to school.

### Pre-Arranged Absences

Please contact the office to pre-arrange absences from school.

### Class Attendance

Students are expected to be in class during class time. It is important that you arrive on time so that class attendance is accurate. After you have checked in, you may check out to another class or study area with teacher permission. If you choose not to attend class there will be consequences. Please realize that attendance has the most direct correlation to success in school.

## Rewards for Attendance

Students at WestSide High School are rewarded for good attendance in two distinct ways: Open Campus lunches and 6 to 5 Club. Students in good standing with regard to attendance or academic performance will earn the ability to leave campus during lunch. This is a privilege reserved to those students in good standing. In addition, those students with 100% attendance throughout the week, will earn membership in the 6 to 5 Club. This club rewards students for their stellar attendance with Screaming Eagle bucks to be redeemed for snacks in the ASB School Store.

## Consequences for Poor Attendance

Students who choose to miss school or certain classes do face consequences for their actions. Students who are not in school and are not excused through their parents or guardians will receive a phone call on the day of the absence. Students who have multiple or chronic absences will be subject to the Truancy Process (Court and Juvenile System), CPR (see page 11), or school interventions.

### Weekly Interventions

- 1-2 unexcused absences: Teacher conversation with student and phone call home to parent/guardian
- 3 unexcused absences: Wednesday detention with administrator
- 8 unexcused absences per class: Loss of credit earning ability
- 10 or more unexcused absences overall: Re-assessment of placement at WestSide

### Progressive Interventions

1. Detention (after 3 to 5 detentions – move to step two)
2. Parent Conference/Attendance Contract
3. In-house suspension whole school day
4. Re-assessment of program placement

## Attendance Intervention Guide (Teacher Responsibility)

1. Prevention- Establishing expectations and positive school climate
  - a. Greeting students at the door
  - b. Graded/meaningful entry task
  - c. Engaging content and activities
  - d. Encouraging and wanting students to be there
2. Early Intervention- reducing barriers to attendance
  - a. Inviting atmosphere
  - b. Rewards – 6 to 5 Club
  - c. Encouragement and praise for job well done
3. Progressive Interventions- consequences for poor attendance
  - a. Phone calls home
  - b. Detention
  - c. Attendance contract
  - d. In-school suspension
4. Legal Intervention- enforcing laws
  - a. Truancy petition
  - b. Loss of credit
  - c. Contempt of Court
  - d. Re-Assessment of WestSide placement

## **Open/Closed Campus**

Our campus is closed during the school day, except during lunch when students may leave. Once you arrive at school you must check out in the office if you are going to leave, except during lunch. Visitors are allowed on school grounds for school business only and must check in at the office when they arrive on campus.

## **Campus Upkeep**

WSHS students and staff take pride in the condition of our facility. It is our responsibility to maintain the campus and classrooms. Please use the trash can and recycle bins that have been placed on campus. The custodian is not your mother and is not responsible to pick up after you.

## **Tobacco Products**

The use and possession of tobacco products by students is prohibited by law on school property or in school facilities. Students who leave the campus to use tobacco during the school day, except during lunch, or who congregate or loiter adjacent to school property before school, during lunch or after school are in violation of District Policy. The penalty for the first offense is five days suspension, ten days for the second offense and ninety days for the third offense. Minors will be charged and prosecuted according to the law.

### **Student Activities**

Students are encouraged to participate in co-curricular activities which are available to all students. Students may participate in activities at Wenatchee High School provided that they meet eligibility requirements, are in good standing at WestSide and have purchased a WHS Activity Card.

### **Student Government**

WestSide High School is your school. All students are eligible to participate in student government through the leadership class. This class makes decisions about school activities, the student ASB budget, and community projects.

### **Lunch Program**

The Wenatchee School District lunch program is available to students. Free or reduced lunches are available to students who qualify. Forms are provided when you enroll in school or available at the office. Lunch is \$2.30 full price and \$.40 reduced price. Milk is \$.25, and adult lunches are \$3.25. Prices are subject to change.

### **Day Care**

Childcare is provided for students with children between the ages of one month to five years of age through our WestSide Early Learning Center. Mothers and/or fathers who utilize the day care program are required to enroll in the Parenting Class. The program is staffed by Wenatchee School District Childcare Professionals with early childhood degrees.

### **Transportation**

School bus transportation is provided for all students living in the Wenatchee School District. Parking is provided for students who wish to drive to school. Students under 18 years of age must have written permission to ride with students during the school day. Cars in the parking lot are off limits during the school day.

### **Health Information**

As required by State Law, students who do not comply with immunization requirements may not attend school. All prescription medications must be housed in the school office and can be administered only with written permission from the student's parent or guardian. This also applies to non-prescription medication.

### **Communicable Diseases**

For the well being of all, parents are expected to notify the school when their children have contracted a communicable disease, in accordance to school board procedure 3414.

### **Emancipated Student**

The school is responsible to report your attendance and academic progress to your parent or guardian. At age 18 you and your parent may file a form with the school that eliminates the school's responsibility to report to the parent.

### **Student Records**

The Family Rights and Privacy Act of 1974 establishes the parent's right to inspect, review and correct their child's educational records. Parents should make the request to review their child's records through the Principal.

### **Teacher Assistance**

Teachers are available for conference and to provide help for students before and after school.

### **Student Supplies**

Students are expected to arrive to class prepared with paper, pen, pencil, and other supplies as needed.

### **Student Schedules**

Schedules are arranged by the student's counselor when the student enrolls in school. Schedules may be reviewed and changed at the end of each quarter or when the student has earned at least .25 credits or completed the graduation requirement for that particular subject.

### **Animals**

Students may not bring pets or animals on or near campus, unless authorized by the principal.

## Cell phones at WestSide High School

Because cell phones are widely used by everyone today, including our students, WestSide follows a common-sense approach to their use. Students are allowed to bring their phones into the classroom under the following conditions:

1. Phones are to be put away (meaning out of sight) while in the classroom. However, use may be permitted only if the teacher has given prior permission to use a smartphone as a research tool or for classroom activity for that period. It is the student's responsibility to request permission and to restrict their cell phone use to this purpose only.
2. The phone must be on silent or vibrate at all times in class.
3. No non-academic uses are permitted during class: Facebook, Snapchat, texting, etc.
4. Parents, friends or family: Please do not call a student during class. If there is an emergency, the parent may call the school and their student will be immediately contacted by office staff.
5. Students may not leave the classroom to make or receive a phone call. Again, if there is an emergency, the student or parent may make contact through the school office.
6. Phones may be used unrestricted before or after class (between classes) and during lunch.
7. If the above rules are violated, the student will be asked to place their phone with their teacher for the remainder of the period.
8. If the above rules are violated more than once, the student will be required to leave the phone at the office to be returned at the end of the day.

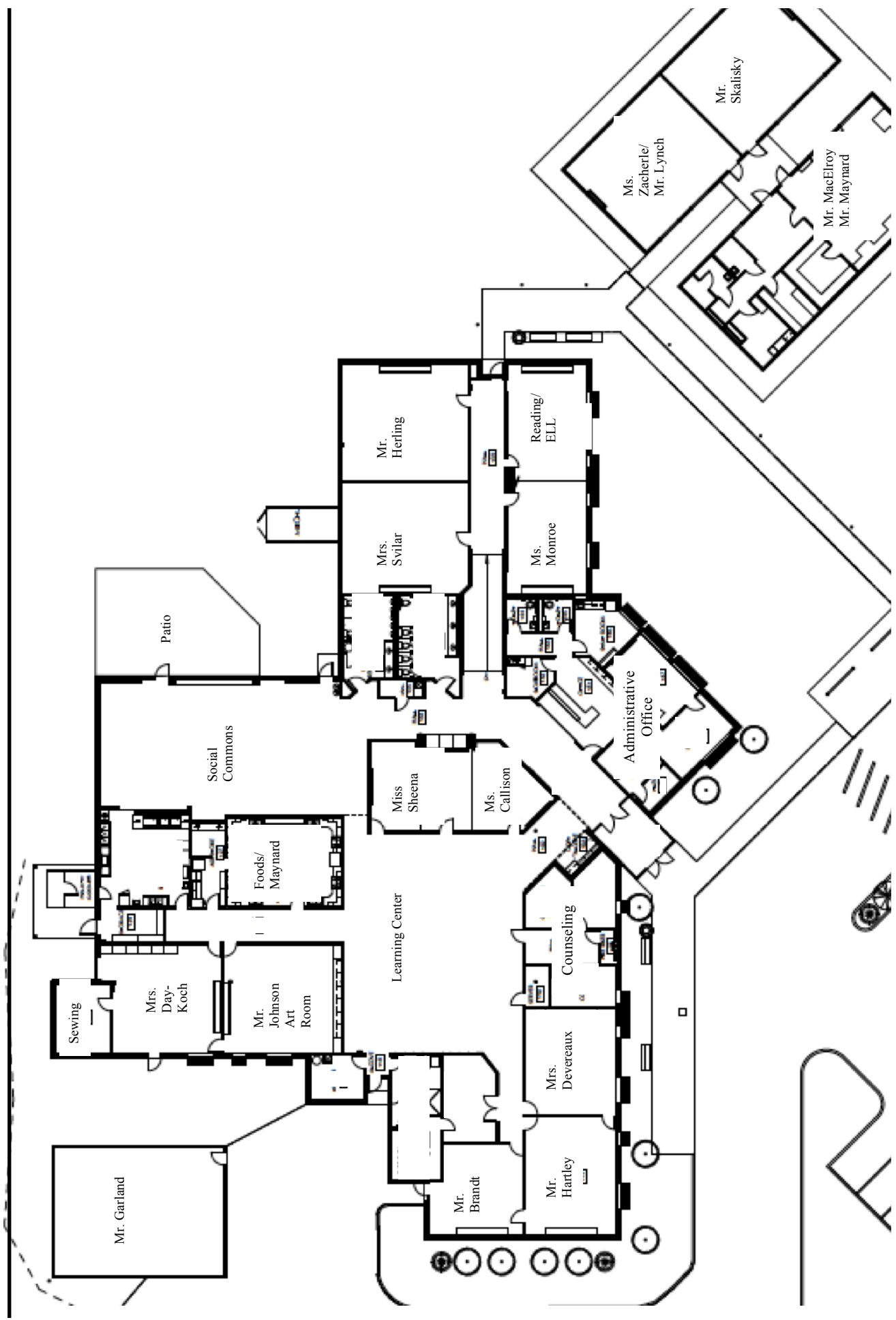
**Progressive Interventions:** if cell phone use becomes problematic or disrupts the learning of the student or other students, the following steps will take place...

- Teacher reminder to put phone away
- Teacher confiscation of phone – call home
- Student and phone are sent to the office
- Parent/administrator meeting
- Phone checked in at the office daily

*For more information or questions, please see School Board policy 3245 referencing Students and Telecommunication Devices*



# CAMPUS MAP





# **What is the difference between traditional programs and WestSide High School?**

## **Curriculum**

### **Traditional**

State and Board approved with a focus on Washington State Essential Academic Learning Requirements and Grade Level Equivalencies. In addition, a variety of elective choices like band, foreign language, and many vocational offerings. Higher level electives like advanced placement offerings, calculus, physics, etc.

### **WestSide**

State and Board approved with a focus on Washington State Essential Academic Learning Requirements and Grade Level Equivalencies. In addition, many elective choices individualized with instructors. Not as many higher academic level electives.

## **Instruction**

### **Traditional**

Students are scheduled into classes according what they need to graduate, ability levels and if they have passed the prerequisite class. Instruction is delivered primarily in front of students with all students on the same page at the same time.

### **WestSide**

Students are scheduled into classes according to what courses they need in order to graduate. The instructor assesses the student's ability and develops an individualized Student Responsibility Contract (SRC) with each student, that outlines learning objectives, estimated contact time with the teacher in order time to complete the contract, assessment standards (80% minimum), and specific student responsibilities. Instruction is delivered primarily one on one with the teacher.

## **Grading**

### **Traditional**

Grading is based on how the student scores in comparison to others, daily work, test scores, attendance and extra credit work. Grades are marked in compliance to the state-wide high school academic transcripts regulations (marks A through F, GPA calculations 0.0 - 4.0) Students can pass a course with a minimum of 60% proficiency of learning objectives and they receive a mark of a "D."

### **WestSide**

Grades are based on the student meeting standard (80%) on each learning objective according to their Student Responsibility Contract (SRC) including daily work and test scores. WestSide uses a Standards Based Learning approach so students master standards and earn their grades accordingly for each content area. Grades are marked in compliance to the state-wide high school academic transcripts regulations. However, a mark of "P" passing is the default grade mark for WestSide. Students must indicate with their teachers when setting up their SRC's that they are working towards a letter grade. "P" for passing means the student has mastered the material with an 80% proficiency rate. "P" for passing is equivalent to a "B-" standardized grade mark. Students pass a course when they have met standard on all learning objectives for each SRC. A student may not pass a course with less than 80% proficiency. Students are simply allotted more time and the teacher works with the student to adjust learning activities.

# **What is the difference between traditional programs and WestSide High School?**

## **Attendance**

### **Traditional**

Traditional schools calculate high school credit according to how much time a student spends in a classroom chair (seat time). It is based on the “Carnegie Unit.” A Carnegie Unit is 160 hours of instruction which equals one high school credit. It has been used since the early 1900’s and is still being used in our high schools today to determine state funding and credit attainment. Since credit is based on both passing course objectives and mandatory attendance requirements, seat time is extremely important in a traditional system. Students earn credit based on semester hours (approximately 80 hours of seat time). That is one reason why students who miss school or enroll late in the year, are in danger of not passing a class.

### **WestSide**

Alternative programs do not assume that if a student is sitting in a classroom chair they are learning. Although attendance is important, in this system learning is what drives state funding and credit attainment. At WestSide, attendance is slightly different in all the three primary programs we deliver. In our contract based programs (Night School) students must not fall behind in their teacher contact time, or five hours per week (with 20 hours a week contracted outside of school). In our day program, 80% attendance is mandatory to earn credit. If students miss teacher contact time, this time must be made up through after-school or lunch tutoring sessions. Credit is not earned after a set number of hours of instruction as some students may master their learning objectives sooner and some may need longer than the Carnegie unit suggests. Alternative programs are performance based not seat time based and students earn credits as they demonstrate their learning. That is one reason why so many students come to WestSide to “catch up on credits” before they go back to the traditional program. If students attend all classes in any given week they earn membership in our “6 to 5 Club” and earn school store bucks to spend in the school store! (Please see “Attendance” section on page 11).

## **Discipline**

### **Traditional**

Traditional schools follow the local school board approved discipline policies and procedures. The range of sanctions are reviewed yearly and communicated to parents through a student/parent handbook.

### **WestSide**

WestSide also follows the local school board approved discipline policies and procedures. The range of sanctions are reviewed yearly and communicated to parents through a student/parent handbook. However, we differ slightly on some dress code issues. Students are allowed to have cell phones in school as long as it does not interfere with anyone’s learning. This is because so many of our parents want to be able to contact their students whenever they need to. Students are required to have their phone on silent ringing or voice mail mode and not allowed to talk on them during class. Students can also use mp3 players or iPods as long as it does not interfere with anyone’s learning. Not many students use this option but those that do appreciate the fact it helps limit distractions.

# What is the difference between traditional programs and WestSide High School?

## Progress Reports and Student Monitoring

### Traditional

This is in the process of changing to a web based student information system that will post grades in real time. Traditionally, progress reports come out every five weeks. It is simply a summary of your student's progress in each course they are enrolled at the end of a five-week period. Progress reports are not mandatory and not all teachers use them.

### WestSide

Student progress is monitored weekly by staff. If a student is falling behind all programs we communicate with parents and students as soon as possible. In the same five weeks it takes to get a progress report in a traditional school this is what happens at WestSide ...

In the day program student progress is monitored in an all staff meeting each Friday. We use a process referred to as CPR (Concern, Probation, Re-Assessment) to monitor and check our students academic and behavioral progress each week. Students and parents are notified when a student earns a place on Probation for behavior in class, lack of responsible work ethic, or lack of progress. (Please see CPR section on page ?)

In the Night, ELL, and Bridges programs there are Academic Concern, Academic Probation, Academic Suspension and Academic Drops that happen throughout each quarter.

**Week two** — As soon as a student falls behind in two or more of their classes the student is placed on an "Academic Concern" list and a letter goes home to parents explaining where the student is falling behind. The student has until the four and half week mark to find their way back on track academically.

**Four and half weeks** — If the student has not remedied the academic situation that led to the Academic Concern placement by the four and half week mark, they will be placed on Academic Probation. A letter will be sent home informing the parent of this situation and the student will have to earn credit in a minimum of four classes by the end of the quarter to be removed from Academic Probation.

**End of Quarter** — If a student on Academic Probation at the end of the quarter does not earn a minimum of a 1.0 credit, they will have either an Academic Suspension or program change (Academic Drop) as the WestSide model is not appropriate for them to be successful. Options include our Bridges Program, our Night Program (if qualified), or SkillSource. Students will not be sent back to Wenatchee High School if they are unsuccessful at WestSide.

# What is the difference between traditional programs and WestSide High School?

## Enrollment

### Traditional

Traditional schools are considered residential schools, meaning if you live in close proximity then that school is your designated school of attendance. As a high school aged student the closest traditional high school in your district, located near your home, would be the school that you are suppose to attend. All that is needed is proof of residency, immunization record, a transcript from your last school, contact information, parent approval and you are enrolled.

### WestSide

WestSide is a school of choice, meaning enrollment is optional. You must fill out an application and be selected in order to be enrolled. Enrollment is limited as our program and building capacity is limited. Many students wait for a couple of months before they are selected. It is always good to contact our counselor to find out more information or share your concerns.

## Scheduling

### Traditional

Scheduling is a complex thing in most traditional programs. This is due to trying to get all students set up to meet the Carnegie unit (160 hours = 1 credit) requirement. Once students are enrolled in a class they must continue until the semester ends. If they start another class after the semester begins then they will not have enough hours to earn credit. This does not allow for flexible scheduling. Year long, or one-credit courses, are set up to be continuously taught all year (160 hours). If a student fails the first semester then they cannot take the first semester again until the following year. In this situation, it is not likely they will pass the second semester as well.

### WestSide

Since credit attainment is not tied to the Carnegie unit (160 hours of seat time = 1 credit), scheduling is very flexible. Students can change classes at any time for a variety of reasons, mainly because they have passed their current course. However, parents must also agree the change is needed and each new course demands a new student responsibility contract.



# **What is the difference between traditional programs and WestSide High School?**

## **Counseling Services**

### **Traditional**

Traditional programs typically staff counselors at a 500 students to 1 counselor ratio. That is because that is the state's school accreditation minimum standard. Counselors in this setting are usually so busy they are difficult to reach. It is understandable that their primary focus is getting students in the right classes to meet the graduation requirements. This alone takes up most of their time. Students seldom see their counselors one on one unless there is a scheduling problem.

### **WestSide**

WestSide provides a much smaller ratio, 250 students to 1.5 counselors. This is due the program's emphasis on low class sizes and high student supervision.

The school district is supportive of this ratio (funding) as they know many of these students need additional support after failing to meet standard in the traditional setting. With this ratio, counselor access is very easy for both parents and students. WestSide also utilizes ESD supported drug/alcohol intervention specialists on site. These folks are very active in our school program both with student support groups and with school-wide activities.

## **Early Childhood Learning Center**

### **Traditional**

Traditional programs do not offer any form of day care services for their teen parents.

### **WestSide**

WestSide has an on site, state licensed and nationally accredited, child care program that provides a quality early learning center program for both high school and college students. This program works with both the child and teen parent with hopes of better preparing both for school. Our teen parents receive parenting classes and counseling, while the child is in a stimulating pre-school setting. Both college students and WestSide students take advantage of this program, however WestSide students are given priority for enrollment.

## **Co - Curricular Activities**

### **Traditional**

There is a very successful and welcoming co-curricular program in place at Wenatchee High School. Many activities such as sports, academic clubs, music programs, and much more provide student the opportunity to explore and participate in fun and healthy activities.

### **WestSide**

As Wenatchee School District students, WestSide student are free to participate in any of the co-curricular activities offered at Wenatchee High School. Many of our students take advantage of this. It is one reason why WestSide dismisses day program students at 2:37 pm, in order to get to these activities, which mostly start at 3:00 pm.

# Wenatchee School District #246

## 2015 - 2016 STUDENT CALENDAR

JULY 0 School Days					Significant Dates		JANUARY 19 School Days				
M	T	W	T	F			M	T	W	T	F
		1	2	3	August 17	New Employee Orientation					1
6	7	8	9	10	August 25 - 28	Principals' & District PD Day, Aug. 28 trade day for Oct. 16 & Jan. 29th (half days)	4	5	6	7	8
13	14	15	16	17	August 26	Welcome Back/Vendor Fair	11	12	13	14	15
20	21	22	23	24	<b>September 2</b>	<b>First Day of School</b>	18	19	20	21	22
27	28	29	30	31	September 7	Labor Day	25	26	27	28	29
<b>AUGUST</b> 0 School Days					October 16	Early Release/records day - 1/2 PD Day in August	<b>FEBRUARY</b> 20 School Days				
M	T	W	T	F	October 19 - 23	Fall Conferences - early release all week	M	T	W	T	F
3	4	5	6	7	November	HSPE Retake (Writing: Nov. 3 & 4, Reading: Nov. 5)	1	2	3	4	5
10	11	12	13	14	November 2 - 20	Smarter Balance Retake (HS only)	8	9	10	11	12
17	18	19	20	21	November 2 - 20	Off-Grade WASS	15	16	17	18	19
24	25	26	27	28	November 11	Veterans' Day Observed	22	23	24	25	26
31					November 25	*Students dismissed 3 hrs. earlier than their regular dismissal time	29				
<b>SEPTEMBER</b> 20 School Days					November 26 - 27	Thanksgiving Break	<b>MARCH</b> 23 School Days				
M	T	W	T	F	December 4	No School for Students- TEACHER TRAINING K-12	M	T	W	T	F
	1	2	3	4	Dec 21 - Jan 1	Winter Break		1	2	3	4
7	8	9	10	11	January 1	New Year's Day	7	8	9	10	11
14	15	16	17	18	January 18	Martin Luther King Day	14	15	16	17	18
21	22	23	24	25	January 29	Early Release/records day - 1/2 PD Day in August	21	22	23	24	25
28	29	30			January 4 - February 5	Winter EOC	28	29	30	31	
<b>OCTOBER</b> 22 School Days					February - March	WELPA (TBA)	<b>APRIL</b> 16 School Days				
M	T	W	T	F	February 15	Presidents' Day	M	T	W	T	F
			1	2	March	State Testing for Grades 9-12 (TBA)					1
5	6	7	8	9	March 2	Spring Conference Day	4	5	6	7	8
12	13	14	15	16	March 14 - 18	Classified Employees Recognition Week	11	12	13	14	15
19	20	21	22	23	March - May	Smarter Balance Grades 3-8	18	19	20	21	22
26	27	28	29	30	April 4 - 8	Spring Break	25	26	27	28	29
<b>NOVEMBER</b> 18 School Days					April 18 - 22	Kindergarten Registration	<b>MAY</b> 21 School Days				
M	T	W	T	F	April - May	Smarter Balance Grade 11	M	T	W	T	F
2	3	4	5	6	April - June	MSP for Grades 5 & 8	2	3	4	5	6
9	10	11	12	13	May 2 - 6	Teacher Appreciation Week	9	10	11	12	13
16	17	18	19	20	May 30	Memorial Day	16	17	18	19	20
23	24	25	26	27	May - June	Spring EOC	23	24	25	26	27
30					<b>June 3</b>	WHS Graduation	30	31			
<b>DECEMBER</b> 13 School Days					<b>June 7</b>	WSHS Graduation	<b>JUNE</b> 8 School Days				
M	T	W	T	F	<b>June 10</b>	<b>Last Day of School</b> (students dismissed 3 hrs. earlier than their regular dismissal time)	M	T	W	T	F
	1	2	3	4	June 13 & 14	Possible Weather Make-up Days			1	2	3
7	8	9	10	11	<b>Elementary Grading Period</b>		6	7	8	9	10
14	15	16	17	18	<b>September 2 - November 30</b> . . . . .	First Trimester (60 days)	13	14	15	16	17
21											





**NONDISCRIMINATION STATEMENT  
FOR SCHOOL PUBLICATIONS AND PUBLIC ANNOUNCEMENTS**

The Wenatchee School District complies with all federal and state rules and regulations and does not discriminate on the basis of sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual orientation, gender expression or identity, marital status, the presence of any sensory, mental, or physical disability, or the use of a trained guide dog or service animal by a person with a disability, in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. This holds true for all staff and for students who are interested in participating in educational programs and/or extracurricular school activities.

Inquiries may be directed to RCW Officer/ADA Coordinator and Executive Director of Human Resources, Lisa Turner.  
Issues related to 504 and Title IX should be directed to Mark Helm, Executive Director of Student Services.

**DECLARACIÓN DE NO DISCRIMINACIÓN  
PARA PUBLICACIONES ESCOLARES Y ANUNCIOS PÚBLICOS**

El Distrito Escolar de Wenatchee cumple con todas las normas federales y estatales y no discrimina basado en sexo, raza, credo, religión, color, origen nacional, edad, si ha sido dado de baja honorablemente como veterano o estado militar, orientación sexual, expresión de género, estado civil, u identidad, la presencia de cualquier incapacidad sensorial, mental o física, o el uso de un perro entrenado como guía o un animal de servicio por una persona con una incapacidad en los programas y actividades y brinda igualdad de acceso a los Boy Scouts y a otros grupos de jóvenes designados. Esto es cierto para todo el personal y los estudiantes que estén interesados en participar en programas educativos o actividades extracurriculares de la escuela.

Las consultas pueden ser dirigidas al Oficial de RCW/Coordinadora de ADA y Directora Ejecutiva de Recursos Humanos Lisa Turner.  
Asuntos relacionados con 504 y Título IX deben ser dirigidos a Mark Helm, Director Ejecutivo de Servicios Estudiantil.

**Lisa Turner, Executive Director of Human Resources  
RCW Officer and ADA Coordinator**

**Mark Helm, Executive Director of Student Services  
504 & Title IX Coordinator**

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