

**SILETZ VALLEY SCHOOL  
2024-2025 STUDENT FAMILY HANDBOOK**

**NON DISCRIMINATION POLICY**

The school prohibits discrimination and harassment on any basis protected by law, including but not limited to, an individual's perceived or actual race<sup>1</sup>, color, religion, sex, sexual orientation, national or ethnic origin, marital status, age, mental or physical disability, pregnancy, familial status, economic status, or veterans' status, or because of the perceived or actual race, color, religion, sex, sexual orientation, national or ethnic origin, marital status, age, mental or physical disability, pregnancy, familial status, economic status, or veterans' status of any other persons with whom the individual associates.

Students, employees and visitors are entitled to a school or educational environment that is free from discrimination or harassment. The school prohibits the use or display of any symbols of hate on school property or in an education program except where used in teaching curriculum that is aligned with state standards of education for public schools.

For more information, please refer to SVCS Policies: AC and ACB

**ACADEMICS**

**ALTERNATIVE PROGRAMS**

In addition to the regular curriculum and courses offered, it is possible for students, with prior administrative approval, to obtain credit from the following alternative instructional programs and activities:

1. Community college courses;
2. Correspondence courses;
3. Outdoor school;
4. Educational travel;
5. Challenge tests;
6. Independent study;
7. Online courses;
8. The Expanded Options Program;
9. Others approved by the Board.

For more information, please refer to SVCS Policy: IHGA

**EARLY GRADUATION**

A student who wishes to graduate from high school in less time than the ordinary grade 9-12 sequence may request permission to complete graduation requirements on an altered schedule. The student and his/her parents will consult with high school guidance personnel to develop a graduation plan. Their intention to accomplish this plan will be stated in writing to the superintendent.

For more information, please refer to SVCS Policy: IKHFA

## **GRADUATION EXERCISES**

Siletz Valley Charter School shall provide commencement ceremonies for graduating senior students. All students in good standing who have successfully completed the requirements for a senior high school diploma, a modified diploma, extended diploma or alternate certificate may participate in graduation exercises. These ceremonies shall be held during the final five days of school. Graduating seniors may be dismissed during the final five school days. These days shall be included on the annual school calendar.

### **Valedictorian/Salutatorian**

Students must meet all the requirements for an honors diploma in order to be eligible for Valedictorian and Salutatorian honors. Valedictorian: the student(s) in the graduating class with the highest cumulative grade point average with completion of at least one dual credit or college credit. Salutatorian: the student(s) in the graduating class with the second highest cumulative grade point average.

For more information, please refer to SVCS Policy: IKFB

## **GRADUATION REQUIREMENTS**

A high school diploma will be awarded to students in grades 9 through 12 who complete a minimum of 24 credits, which include at least:

- Three credits of mathematics (shall include one unit at the Algebra I level and two units that are at a level higher than Algebra I);
- Four credits of English language arts (shall include the equivalent of one unit in written composition);
- Three credits of science; 1As defined in ORS 30.297. Graduation Requirements – IKF 2-7
- Three credits of social sciences (including history, civics, geography and economics (including personal finance));
- One credit in health education;
- One credit in physical education; and
- Three credits in career and technical education, the arts or world languages (units shall be earned in any one or a combination).

To receive a diploma, in addition to credit requirements, outlined in OAR 581-022-2000, a student must: Demonstrate proficiency in the Essential Skills of reading, writing, and applying mathematics in a variety of settings.

For more information, please refer to SVCS Policy: IKF

### **PROMOTION, RETENTION & PLACEMENT OF STUDENTS**

In general, students shall be placed at the grade level to which they are best adjusted academically, socially and emotionally. The educational program shall provide for the continuous progress of students from grade to grade, with students spending one year in each grade. A small number of students, however, may benefit from staying another year in the same grade or being accelerated. Decisions to retain or accelerate will only be made after prior notification and explanation to the student's parents. The building administrator will make the final decision. Parents may appeal the administrator's decision to the superintendent or his/her designee.

For more information, please refer to SVCS Policy: IKE & IKE-AR

### **ATHLETICS**

For more information, please refer to the SVCS Athletic Handbook. For more information, please refer to SVCS Policy: IGD

### **ATTENDANCE**

Attendance matters for students at all grade levels. Students who attend school regularly are more likely to read at grade level and build a strong foundation that takes them all the way through high school graduation. SVCS aligns our attendance policies and procedures with guidance provided by the Oregon Department of Education and the Every Day Matters campaign. "Chronically absent" means missing 10% or more of the school year (18 days). SVCS aims to have all students attend school regularly (greater than 90% of school days), because School + You = Success!

### **COMPULSORY ATTENDANCE**

Except as provided in Oregon law all children between the ages of 6 and 18 years who have not completed the 12th grade are required to regularly attend a public full-time school during the entire school term. All students five years of age who have been enrolled in a public school are required to attend regularly while enrolled in the public school.

Exemptions from compulsory school attendance are detailed in SVCS Policy: JEA

### **EXCUSED & UNEXCUSED ABSENCES**

All absences, whether excused or unexcused, contribute to a student's attendance rate and affect his/her overall educational success. Parents and guardians are urged to

schedule appointments, family vacations, etc. on non-instructional days to minimize student absences.

For more information, including a list of approved reasons for excused absences, please refer to SVCS Policy: JEA-AR and Policy JED

### **GRADE REDUCTION & CREDIT DENIAL**

Regular attendance is valuable in school and work. The school may establish grading policies that permit teachers to consider a student's attendance in determining the student's grade, but student attendance may not be the sole criterion.

For more information, please refer to SVCS Policy: IKAD and IKAD-AR

### **NOTIFICATION OF ABSENCES**

Parents/Guardians are asked to contact the school to notify the attendance secretary of the reason for any student absence, regardless of the length of the absence.

Pre-Arranged Absence Forms can be found in the Family Resources section of the SVCS website, or at any school office. Schools will notify parents/guardians by the end of the school day if their child has an unplanned/unexplained absence. The notification may be in person, by telephone, email, text notification or another method.

For more information, please refer to SVCS Policy: JE

### **RE-ADMITTANCE AFTER ABSENCES**

After an absence, parents/guardians may be asked to provide documentation or an explanation of the reason for the absence. Students who are absent for 10 consecutive days (excused or unexcused) are by OAR withdrawn from school for state accounting purposes. This does not release them from the requirement to attend school. Upon return, these students may be required to re-enroll.

For more information, please refer to SVCS Policy: JEA-AR

### **TRUANCY & STATE LAW**

School officials will encourage regular student attendance, but compliance with Oregon laws, district, and building policy regarding attendance is the responsibility of the student and his/her parent/guardian. Failure to send a student and to maintain a student in regular attendance is a Class C violation. School teams will monitor attendance and take actions, up to and including activating truancy procedures when applicable, to encourage improved attendance.

For more information, please refer to SVCS Policy: JEA & JEA-AR

### **BEHAVIOR & DISCIPLINE**

Our behavior management system creates and fosters healthy relationships that enable students to develop self-discipline necessary to remain in school and to function

successfully in their educational and social environments. For more information, please refer to SVCS Policy: JG and JG-AR

In order to support both students and staff, Siletz Valley Charter School utilizes a combination of evidence-based approaches. Culturally Responsive Restorative Circles, Student Support Room interventions and classroom based traditional frameworks like PBIS to define, teach and support community focused individual and classroom student behaviors.

- Students are taught social emotional skills across all settings, reinforced throughout the year
- Staff regularly provide feedback to their classes and parents and student about student growth

## **CELL PHONES AND PERSONAL DEVICES**

Student possession or use of personal electronic devices and social media on public charter school property, in public charter school facilities during the school day and while the student is in attendance at public charter school-sponsored activities is prohibited.

Exceptions may be made with prior superintendent or designee approval for health, safety or emergency reasons or when use is provided for in a student's individualized education program (IEP). Students may not use public charter school equipment to access social media websites while on public charter school property or at public charter school-sponsored activities unless the posting is approved by a public charter school representative.

A "personal electronic device (PED)" is a device that is capable of electronically communicating, sending, receiving, storing, recording, reproducing and/or displaying information and data.

Devices attached to, or stored in a student vehicle parked on public charter school property will be exempt from this policy, provided the device is not removed from the vehicle while on public charter school property.

Students in violation of this policy will be subject to disciplinary action up to and including expulsion.

The public charter school administrators shall ensure that the Board's policy is communicated to staff, students and parents through building handbooks and other such means. The public charter school will not be liable for information or comments posted by students on social media websites when the student is not engaged in public charter school activities and not using public charter school equipment. (JFCEB)

## CODE OF CONDUCT

Students are subject to discipline for conduct while traveling to and from school, at the bus stop, at school-sponsored events, while at other schools in the school and while off campus, whenever such conduct causes a substantial and material disruption of the educational environment or the invasion of rights of others. The following conduct will constitute grounds for disciplinary action. This list is not intended to contain all conduct that may be grounds for disciplinary action. Students may engage in restorative circles to make amends, if those harmed agree to participate. Peace Circles/Healing Circles will be used to process harm to the classroom, or staff. The policies and procedures listed provide more information on specific behaviors.

- Arson/Possession of Combustibles (JFCM, JFCJ, JFCJ-AR, ECAB & ECAB-AR)
- Defiance
- Disruption
- Dress code violations (JFCA)
- Gang Affiliation (JFCEA)
- Hazing/Harassment, Intimidation, Bullying, Menacing/Cyberbullying, Teen Dating Violence, and Domestic Violence (JFCF, JFCF-AR(1), JFCF-AR(2), ACB, ACB-AR(1) & ACB-AR(2))
- Inappropriate display of affection/Sexual Harassment (JBA/GBN, JBA/GBN-AR(1), JBA/GBN-AR(2) & JBA/GBN-AR(3))
- Inappropriate language, (obscene, profane, libelous, discriminatory or abusive) gestures or materials (JFCF, JFCF-AR(1) & JFCF-AR(2) & ACB, ACB-AR(1) & ACB-AR(2))
- Lying/Cheating/Plagiarism (JFCEB & JFCEB-AR)
- Personal Electronic Devices (JFCEB)
- Physical Aggression/Assault/Fighting
- Property Misuse/Damage/Vandalism (ECAB & ECAB-AR)
- Technology violation (JFCEB, JFCEB-AR & IIBGA)
- Theft (ECAB & ECAB-AR)
- Threats (JFCM)
- Truancy (JEA & JEA-AR)
- Use/Possession of Alcohol/Drugs, imitations, or paraphernalia (JFCH, JFCH-AR, JFCI, JFCI-AR, JFC-AR)
- Use/Possession of Combustibles, imitations, or paraphernalia (JFCM, JFCJ, ECAB)
- Use/Possession of Tobacco, imitations, or paraphernalia (JFCG/KGC/GBK, JFCG/KGC/GBK-AR)

- Use/Possession of Weapons (JFCJ & JFCJ-AR)
- Vehicular rule violations (JHFD)

For information regarding student conduct on school buses, see Policy: EEACC and EEACC-AR

## **DISCIPLINARY PROCEDURES**

If a student violates the Student Code of Conduct, individual school rules, Board policy, or local, state, or federal law, appropriate disciplinary procedures may be taken, depending upon the student's discipline history, maturity of the student, severity of the infraction, and disability (Board policy JGDA/JGEA & JGDA/JGEA-AR: Discipline of Students with Disabilities).

Examples include, but are not limited to, reprimands, in-class consequences, parent contact/conferences, detention, law enforcement contact, denial of participation in co-curricular and extracurricular activities, suspension, and in rare cases, expulsion, etc. For more information, please refer to SVCS Policy: JFC-AR

**Due Process:** Students have the right to due process of law with respect to suspension, expulsion and decisions which the student believes injure his/her rights. Students have the right to know the behavior standards expected of them as well as to know the consequences of misbehavior. For more information, please refer to SVCS Policy: JF/JFA

**Suspension:** Suspension temporarily denies the student attendance at school or school activities in any district school. The principal or designee shall have the authority to suspend a student for up to 10 days. In special circumstances a suspension may be continued until some specific pending action occurs, such as a physical or mental examination, drug assessment, completion of expulsion proceedings or incarceration by court action. For more information, please refer to SVCS Policy: JFC-AR and JGD-AR

**Expulsion:** Expulsion denies the student attendance at school and school activities in any district school. Expulsion may be for any length of time up to one calendar year. the school may deny enrollment to a student who has been expelled by another district. the school shall deny enrollment to a student who has been expelled from another district because of firearm or dangerous weapons possession. For more information, please refer to SVCS Policy: JFC-AR and JGE-AR

**Discipline of Students with Disabilities:** When considering student disciplinary procedures that may result in removal of the student, the school follows all special education and 504 plan procedures and ensures the parent and the student are

afforded the procedural safeguards of the Individuals with Disabilities Education Act (IDEA) if:

- The student is receiving individualized education program (IEP) services;
- The student has not yet been identified as a student with a disability but the district had knowledge that the student had a disability and needed special education.

For more information, please refer to SVCS Policy: JGDA/JGEA & JGDA/JGEA-AR

Use of Physical Force/Corporal Punishment: No teacher, administrator, other school personnel or school volunteer will subject a student to corporal punishment or condone the use of corporal punishment by any person under his/her supervision or control. A staff member is authorized to employ physical force when, in his/her professional judgment, the physical force is necessary to prevent a student from harming self, others or doing harm to district property. Physical force shall not be used to discipline or punish a student. For more information, please refer to SVCS Policy: JGA

## **HARASSMENT/INTIMIDATION/BULLYING/CYBERBULLYING & SEXUAL HARASSMENT POLICIES, COMPLAINTS & INVESTIGATIONS**

Hazing, harassment (including sexual harassment), intimidation, menacing or bullying and acts of cyberbullying by students, staff, or third parties towards students is strictly prohibited. Teen dating violence is unacceptable behavior and prohibited. Students whose behavior is found to be in violation of this policy will be subject to consequences and appropriate remedial action which may include discipline, up to and including expulsion.

All complaints about behavior that may violate this policy shall be promptly investigated. Any students, staff members or third parties who have knowledge of conduct in violation of this policy or feels they are a victim of harassment must immediately report their concerns to the principal, compliance officer or superintendent, who has overall responsibility for all investigations. Students may also report concerns to a teacher, counselor or school nurse, who will promptly notify the appropriate district official. For more information, please see the following SVCS Policies and Administrative Regulations:

JFCF, JFCF-AR(1) & JFCF-AR(2): Hazing/Harassment, Intimidation, Bullying, Menacing/Cyberbullying, Teen Dating Violence, and Domestic Violence – Student  
JBA/GBN, JBA/GBN-AR(1), JBA/GBN-AR(2) & JBA/GBN-AR(3): Sexual Harassment  
JB: Equal Educational Opportunity  
ACB, ACB-AR(1) & ACB-AR(2): Every Student Belongs

## **DISTRIBUTION OF MATERIALS**

Requests by individuals or groups to distribute pamphlets, booklets, flyers, brochures and other similar materials to students for classroom use or to take home shall be submitted to the school administration. Materials and the proposed method of distribution shall be subject to review.

Materials shall be reviewed based on legitimate educational concerns. Such concerns include: the material is or may be defamatory; the material is inappropriate based on the age, grade level and/or maturity of the reading audience; the material is poorly written, inadequately researched, biased or prejudiced; the material contains information that is not factual; the material is not free of racial, ethnic, religious or sexual bias; or the material contains advertising that violates public school laws, rules and/or policy, is deemed inappropriate for students or that the public might reasonably perceive to bear the sanction or approval of the school.

For more information, please refer to SVCS Policy: KJA

## **DRILLS: FIRE, EVACUATION, SAFETY & OTHER**

All schools are required to instruct and drill students on emergency procedures so that students may respond to an emergency without confusion and panic. The emergency procedures shall include drills and instruction on fires, earthquakes, which shall include tsunami procedures in a coastal zone and safety threats.

For more information, please refer to SVCS Policy: EBCB

## **EMERGENCY SCHOOL CLOSURES**

The Board authorizes the superintendent or designee to close schools or other facilities, or to cancel or postpone activities, in the event of hazardous weather or other emergencies which present threats to the safety of students, school staff members or school property. Siletz Valley Charter School will communicate with the public of all delayed openings, closures, early dismissals, or cancellation of activities.

For more information, please refer to SVCS Policy: EBCD

## **FIELD TRIPS**

The Board recognizes that first-hand experiences are an effective and worthwhile means of learning. In planning and authorizing field trips, primary consideration shall be given to the educational values derived and the safety and welfare of students involved. Active consideration should also be given to equitable access for all students and a realistic cost/benefit ratio given limited funds of the school and the communities to support these trips. Within these contexts, it is the desire of the Board to facilitate field trips as an integral part of each school's educational and activities program.

For more information, please refer to SVCS Policy: IICA & IICA-AR

## COMPLAINTS

If your complaint addresses one or more of the issues identified below, you may use the complaint process available in any of the following policies and administrative regulations (AR):

- Discrimination or harassment on any basis protected by law: Board policy AC, AC-AR;
- Sexual harassment: Board policy GBN/JBA, GBN/JBA-AR;
- Hazing, harassment, intimidation, bullying, menacing or cyberbullying (staff): Board policy GBNA, GBNA-AR;
- Hazing, harassment, intimidation, bullying, menacing, cyberbullying, teen dating violence or domestic violence (student): Board policy JFCF, JFCF-AR;
- Sexual conduct with a student: Board policy JHFF, JHFF-AR;
- Instructional resources or instructional materials: Board policy IIA, IIA-AR.

Any complaint about school personnel other than the superintendent will be investigated by the administration before consideration and action by the Board. The Board will not hear complaints against employees in a session open to the public unless an employee requests an open session.

A complaint of retaliation against a student or a student's parent who in good faith reported information that the student believes is evidence of a violation of state and federal law, rule or regulation, should be reported to the administrator. Complaints against the principal may be filed with the superintendent. Complaints against the superintendent should be referred to the Board chair on behalf of the Board. Complaints against the Board as a whole or against an individual Board member should be made to the Board chair on behalf of the Board.

Warrior Heart

For more information, please refer to SVCS Policy: KL & KL-AR

## HEALTH

Although the school's primary responsibility is to educate students, the students' health and general welfare is also a major Board concern. The Board believes school programs should be conducted in a manner that protects and enhances student and employee health and is consistent with good health practices. The nurse(s) employed by the school shall be licensed to practice as a registered nurse or nurse practitioner in Oregon and will function as an integral member of the instructional staff, serving as a resource person to teachers in securing appropriate information and materials on health-related topics.

Related Policies:

- Prescription Medications Policy: JHCDA
  - Nonprescription Medication Policy: JHCD
  - Medications Policy: JHCD/JHCDA-AR
- For more information, please refer to SVCS Policy: JHC

## **COMMUNICABLE DISEASES**

The school shall provide reasonable protection against the risk of exposure to communicable disease for students. Reasonable protection from communicable disease is generally attained through immunization, exclusion or other measures as provided by Oregon law, by the local health department or in the Communicable Disease Guidance published by the Oregon Department of Education (ODE) and the Oregon Health Authority (OHA). Services will be provided to students as required by law.

When an administrator has reason to suspect that a student has or has been exposed to any restrictable disease for which the student is required to be excluded, the administrator involved shall exclude the student from school and if the disease is a reportable disease, will report the occurrence to the local health department. The administrator will also take whatever reasonable steps it considers necessary to organize and operate its programs in a way which both furthers the education and protects the health of students and others.

In cases when a restrictable or reportable disease is diagnosed and confirmed for a student, the administrator shall inform the appropriate employees with a legitimate educational interest to protect against the risk of exposure.

For more information, please refer to SVCS Policy: JHCC & JHCC-AR

## **FIRST AID**

In cases of sudden illness or injury to a student or staff member, first aid will be given by school staff. Further medical attention to students is the parents' responsibility, or of someone the parents designate in case of emergency. Each principal is charged with providing for the immediate care of ill or injured persons within his/her area of responsibility. Staff members shall report self-administered first-aid treatment to an immediate supervisor.

For more information, please refer to SVCS Policy: EBBA

## **PROGRAMS**

### **EDUCATION OPTIONS/PROGRAMS**

Alternative education programs implemented by the school are to maintain learning options that are flexible with regard to environment, time, structure and pedagogy for students who are unable to succeed in the regular programs because of erratic attendance or behavioral problems;

The superintendent or designee will develop alternative education program options in compliance with Oregon Administrative Rules and Oregon Revised Statutes. For students who have not met or who have exceeded all of Oregon's academic content standards.

For more information, please refer to SVCS Policy: IGBHA & IGBHB

### **MULTILINGUAL STUDENTS**

Students whose primary language is a language other than English will be provided appropriate assistance until they are able to use English in a manner that allows effective, relevant participation in regular classroom instruction. Parents who are not able to use English in a manner that allows effective, relevant participation in educational planning for their student will be provided with relevant written, verbal, or signed communication in a language they can understand.

For more information, please refer to SVCS Policy: IGBI

### **COUNSELING**

The school's counseling and guidance program focuses on the developmental needs of all students, K-12, based on the Oregon Department of Education's Framework for Comprehensive Guidance and Counseling Programs for Pre-kindergarten through Twelfth Grade. Counselors or principal's designees coordinate the school guidance program and involve all staff members in designing and implementing plans to meet four major goals:

1. Personal/Social Development – Students will develop appropriate interpersonal and communication skills for a variety of social and work settings; students will develop self-advocacy and decision making skills, and confidence in their own abilities;
2. Community involvement – Students will demonstrate the importance of making an individual contribution to the community.

Post-secondary planning is handled by career preparation staff. For more information, please refer to SVCS Policy: IJ

### **EXPANDED OPTIONS PROGRAMS**

The Board is committed to providing additional options to students enrolled in grades 11 and 12 to continue or complete their education, to earn concurrent high school and college credits and to gain early entry into post-secondary education. The school's Expanded Options Program (EOP) will comply with all requirements of Oregon law (ORS 340) and give priority status to "at-risk" students.

For more information, please refer to SVCS Policy: IGBHE

## **HOMELESS STUDENTS**

Homeless students in the school will have access to the education and other services needed to ensure that an opportunity is available to meet the same academic achievement standards to which all students are held. A liaison for students in homeless situations will be designated by the school to carry out duties as required by law. The school will ensure that homeless students are not stigmatized nor segregated on the basis of their status as homeless. A homeless student will be admitted, in accordance with the student's best interest, to the student's school of origin or enroll the student in a district school in the attendance area in which the homeless student is actually living, unless contrary to the request of the parent or unaccompanied student. Transportation will be provided in accordance with law.

Each homeless student shall be provided with services comparable to services offered to other students, including the following:

Transportation services; Homeless Students\*\* - JECBD-AR 2-4 Education services for which the student is eligible, such as: Title 1-A; Special Education; Programs for English Learners; Career and technical education; Talented and gifted programs.

School nutrition programs.

For more information, please refer to SVCS Policy: JECBD & JECBD-AR

## **ONLINE LEARNING**

See Alternative Instructional Programs

For more information, please refer to SVCS Policy: IHGA

## **STUDENTS WITH DISABILITIES**

The school implements an ongoing system to locate, identify and evaluate all children birth to age 21 residing within its jurisdiction who have disabilities and need early intervention, early childhood special education or special education services (EI/ECSE). For preschool children the school is responsible for the evaluation(s) used to determine eligibility; the designated referral and evaluation agency is responsible for determining the eligibility of children for EI/ECSE services in accordance with Oregon Administrative Rule (OAR) 581-015-2100.

Related Policies:

- Students with Disabilities – Child Identification Procedures Policy: IGBA & IGBA-AR
- Educational Records for Students with Disabilities Policy: IGBAB/JO & IGBAB/JO-AR
- Participation in Regular Education Programs Policy: IGBAE & IGBAE-AR
- Procedural Safeguards Policy: IGBAG & IGBAG-AR
- Evaluation Procedures Policy: IGBAH & IGBAH-AR

- Free Appropriate Public Education (FAPE) Policy: IGBAJ & IGBAJ-AR

## **TALENTED AND GIFTED**

The school is committed to an educational program that recognizes, identifies and serves the unique needs of talented and gifted students. Talented and gifted students are those who have been identified as academically talented and/or intellectually gifted. In order to serve academically talented and intellectually gifted students in grades K-12, the school directs the superintendent to establish a written identification process. This process of identification shall include as a minimum:

1. Use of evidence-based practices that include a variety of tools and procedures to determine if a student demonstrates a pattern of exceptional performance and/or achievement that is relevant to the identification of TAG students under ORS 343.395.
2. Collection and use of multiple modes and methods of qualitative and quantitative evidence to allow appropriate members of a student's identification team to make a determination about the identification and eligibility of the students for TAG services, supports and/or programs; with no single test or piece of evidence eliminating a student from eligibility.
3. Use of methods and practices that minimize or seek to eliminate the effects of bias in assessment and identification of students from historically underrepresented populations including, but not limited to:
  - Students who are racially/ethnically diverse;
  - Students experiencing disability;
  - Students who are culturally and/or linguistically diverse;
  - Students experiencing poverty; and
  - Students experiencing high mobility.
4. Incorporate assessments, tools and procedures that will inform the development of an appropriate plan of instruction for students who are identified as TAG and describe how information from the assessments, tools and procedures used in the identification for TAG students will be used to support development of the plan of instruction.
5. Identify how the educational record under ORS 326.565 of the student being considered will document and reflect the record of the team's decision and the procedures and data used by the team to make the decision.

For more information, please refer to SVCS Policy: IGBB & IGBBA

## **REGISTRATION**

The Board recognizes the need for student fees to fund certain school activities, which are not sufficiently funded by the school. No student will be denied an education

because of his/her inability to pay supplementary fees. No student, however, is exempt from charges for lost or damaged books, locks, materials, supplies, and equipment.

All student fees and charges, both optional and required, will be listed and described annually in the student/parent handbook, or in some other written form, and distributed to each student. Students will be advised of the due dates for such fees and charges as well as of possible penalties for failure to pay them. Information and notices regarding student fines, fees and charges may also be listed in detail in our registration materials.

The criteria listed below shall be used in developing budget needs for programs and activities and the fees where a maximum has not been set:

1. Schools will comply with adopted statutes, specifically Oregon Revised Statute (ORS) 339.141 and ORS 337.150
2. Schools will treat all students fairly and equally, complying with District equity policies.
3. All schools will follow this standard set of procedures for assessing student fees.
4. No fees shall be charged for required and elective courses for which grades and/or credit is earned, even if supplies may eventually become the property of the student.
  - Students wishing maximum freedom of creativity, self-expression and personal choice may choose to select and purchase/provide their own supplies.
  - Interested students who do not purchase their own supplies should enroll in these courses anyway. Supplies will be made available for them by the school to complete the course requirements.
5. No fee will be charged for required field trips.
6. No fees shall be charged for textbooks that are required in the regular full-time day program.
7. Should future fee schedules be imposed due to financial difficulties, the maximum fee that may be charged for the specified item/activity must be based on the activity budget and needs of a school.
8. Yearbook/Annual fees are assessed on the basis of actual cost to produce an Annual. A budget is prepared which allows for operating costs and future replacement of equipment used in Yearbook/Annual preparation.
9. Lock/hasp and locker fees are assessed to repair and replace equipment.
10. Student Body Activity Card fees may be assessed to fund student activities within the school and may not be required for participation in any school activity.
11. A family that believes that payment of school fees/fines creates a severe hardship may request to waive the payment of fees or apply for available "scholarships" when eligible.

## **STUDENT RIGHTS & RESPONSIBILITIES**

The Board has the responsibility to afford students the rights that are theirs by virtue of guarantees offered under federal and state constitutions and statutes. In connection with these rights are responsibilities that must be assumed by students.

Among these student rights and responsibilities are the following:

- Civil rights — including the rights to equal educational opportunity and freedom from discrimination; the responsibility not to discriminate against others;
- The right to attend free public schools; the responsibility to attend school regularly and to observe school rules essential for permitting others to learn at school;
- The right to due process of law with respect to suspension, expulsion and decisions which the student believes injure his/her rights;
- any time on district property or when the student is under the jurisdiction of the school at school-sponsored activities.
- All student searches conducted by the school shall be subject to the following requirements:
  - The school official shall have individualized, “reasonable suspicion” based upon specific and articulated facts to believe that the student personally poses or is in possession of some item that poses an immediate risk or serious harm to the student, school officials and/or others at the school;
  - The search shall be “reasonable in scope.” That is, the measures used are reasonably related to the objectives of the search, the unique features of the official’s responsibilities, and the area(s) which could contain the item(s) sought and not excessively intrusive in light of the age, sex, maturity of the student and nature of the infraction.
- Routine inspections of district property assigned to students may be conducted at any time. For more information, please refer to SVCS Policy: JFG & JFG-AR(1)

## **USE OF RESTRAINT OR SECLUSION**

Restraint or seclusion may not be used for discipline, punishment, retaliation or convenience of staff, contractors, or volunteers of the school. Restraint may be imposed on a student in the school only under the following circumstances:

- The student’s behavior imposes a reasonable risk of imminent and substantial physical or bodily injury to the student or others; and
  - Less restrictive interventions would not be effective.
- Seclusion may be used on a student in the school only under the following circumstances:
- The student’s behavior imposes a reasonable risk of imminent and serious bodily injury to the student or others; and

- Less restrictive interventions would not be effective.

If restraint or seclusion is used on a student, by trained staff or other staff available in the case of an emergency when trained staff are not immediately available due to the unforeseeable nature of the emergency, e.g., teacher, administrator, or volunteer, it will be used only for as long as the student's behavior poses a reasonable risk of imminent and substantial physical or bodily injury to the student or others and less restrictive interventions would not be effective. Students will be continuously monitored by staff for the duration of the restraint or seclusion.

For more information, please refer to SVCS Policy: JGAB & JGAB-AR(1)

## **TRANSPORTATION**

School transportation services will be provided for students to and from school and for transporting students to and from curricular and extracurricular activities sponsored by the school, transporting from one school or facility to another and school-sponsored field trips that are extensions of classroom learning experiences. Transportation will be provided for homeless students to and from the student's school of origin as required by the Every Student Succeeds Act (ESSA). Services shall be provided throughout the regularly scheduled year and during the regular school day as determined by the Superintendent.

For more information, please refer to SVCS Policy: EEA

## **BUS SAFETY PROGRAM**

Instruction in school bus safety and emergency evacuation procedures and behavioral expectations is provided yearly for all students. This instruction includes:

- Safe school bus riding procedures, including but not limited to loading, unloading, crossing etc;
- Use of emergency exits and evacuation of the school bus in case of emergency, including participation in actual evacuation drills;
- Instruction on the bus behavioral expectations. For more information, please refer to SVCS Policy: EEAC

## **STUDENT CONDUCT & DISCIPLINE ON BUSES**

While riding the school bus, a student's conduct will be subject to all SVCS policies and rules, including the Student Code of Conduct (See Board Policy JFC-AR) and Student Conduct on School Buses (See Board Policy EEACC). Expectations for student conduct on school buses will be posted in a conspicuous place in all buses. Penalties and disciplinary procedures for violations of bus expectations are included in the Student Code of Conduct (See Board Policy JFC-AR) and may also include suspension and/or expulsion from district-approved transportation services. "Suspension" means any

disciplinary removal, other than expulsion, for up to 10 school days. “Expulsion” means any disciplinary removal beyond 10 school days up to one calendar year.

For more information, please refer to SVCS Policy: EEACC-AR

### **VIDEO CAMERAS ON TRANSPORTATION VEHICLES**

Video cameras may be used on district transportation vehicles transporting students to and from curricular and extracurricular activities. The school will comply with provisions of state and federal law regarding education record requirements including the Family Educational Rights and Privacy Act and the Individuals with Disabilities Education Act as applicable to the school’s use of video recordings.

For more information, please refer to SVCS Policy: EEACCA & EEACCA-AR

### **STUDENT VEHICLE USE**

All students who drive vehicles to school are subject to parking and driving rules developed by the principal. Parking privileges, including driving on district property, may be revoked by the principal for violations of Board policies, administrative regulations or school rules.

Except in unusual circumstances, when transportation to an event is provided by the school, student participants shall not be transported in any other manner. If unusual circumstances do exist: Patrons and staff members may use their privately-owned vehicles to transport students to a school-sponsored event when the principal has given written permission prior to the event and all precautions have been addressed.

Students may, at times, be permitted to transport themselves in their private vehicles to co-curricular activities when the principal has given permission prior to the co-curricular activity. Participation in the co-curricular activity is voluntary and Siletz Valley Charter School is not always directly supervising, controlling, providing the student's transportation. All applicable precautions must be addressed. Students may only provide transportation for themselves (no passengers) to any co-curricular activity within the school day. The Co-Curricular Permission Form and the Co-Curricular Activity List must be used as parent/guardian notification of co-curricular activities.

For more information, please refer to the following policies:

- JFC-AR: Student Code of Conduct
- JHFD: Student Vehicle Use
- JFG & JFG-AR: Student Searches
- EEAE & EEAE-AR(1): Student Transportation in Private Owned Vehicles

## **VISITORS**

The Board encourages parents and other district citizens to visit the school and classrooms to observe the work of students, teachers and other employees. Such visitations should be prearranged. To ensure that no unauthorized persons enter a school, all visitors will report to the school office when entering and will receive authorization to visit elsewhere in the building.

For more information, please refer to SVCS Policy: KK

## **VOLUNTEERS**

Siletz Valley Charter School is blessed with an abundance of volunteers who bring their enthusiasm, great ideas, and expertise into our schools each day. Parents, grandparents, elders and community volunteers have long been important figures in our schools. Sharing their time and talents with students. Lending a helping hand to teachers and school staff. Our volunteers help in countless ways!

To volunteer in our schools, you must fill out an online application, pass a criminal background check, and successfully complete the online SafeSchools training course. Visit or call your neighborhood school today to find out how you can become a valuable member of the SVCS Volunteer Team!

For more information, please refer to SVCS Policy: IICC-AR or SVCS Website

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## APPENDIX

### SVS Student Code of Conduct 2024-25

**A student, while at school, on school property, including parking lots, or at school-sponsored activities shall:**

- a. Follow and comply with the instructions and directions of school employee(s) and official school volunteers;
- b. Attend school regularly and punctually (See Board policy JEA – Truancy/Compulsory School Attendance);
- c. Follow all school rules;
- d. Not damage school property (See Board policy ECAB – Vandalism/Malicious Mischief/Theft);
- e. **The following requirement applies to ALL people - school employees, students, and others like visitors on campus.** Not use obscene, profane or libelous language (harmful to another person's character), and not use racially, ethnically, sexually or religiously discriminatory or abusive language; nor shall the student distribute, hand out or display material containing such language, caricatures or representations;
- f. Not disrupt or attempt to disrupt the orderly operation of the school, its offices, classes, assemblies or co-curricular activities;
- g. Comply with Oregon Revised Statutes which make it illegal for children under the age of 18 to possess any form of tobacco and with Board policy JFCG/KGC/GBK -Prohibited Use, Possession, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems, which includes all tobacco products, nicotine and nicotine delivery devices and inhalant delivery systems (Vaping of any form);
- h. Not possess, solicit, use or be under the influence of alcohol, non-prescribed drugs or illegal substances, or possess any form of drug, narcotic, imitation illegal substance or related paraphernalia (See Board policies JFCH - Alcohol and JFCI - Substance/Drug Use);
- i. Not possess, store or carry real or replica firearms, destructive devices, dangerous or deadly weapons, dangerous chemicals, stolen property or contraband (See Board policy JFCJ - Weapons in the Schools);
- j. Not loiter, litter, trespass or create nuisances, including while the student is coming to or going from school;
- k. Comply with school rules regarding operation of vehicles on school property during school hours and comply with school traffic rules, and local and state traffic laws (See Board policy JHFD - Student Vehicle Use);
- l. Not steal or rob (See Board policy ECAB – Vandalism/Malicious Mischief/Theft);

- m. Not dress or groom in a manner that disrupts the educational process or climate, or be unclean, or threaten the health or safety of the student or others, including dress, signing or paraphernalia which reflects gang activity (See Board policy JFCA - Student Attire and Grooming);
- n. Not intimidate, threaten, bully, fight, harass, roughhouse, haze, engage in horseplay or injure any student or staff member (See Board policy JFCF - Hazing /Harassment Intimidation/Bullying/Menacing/Cyberbullying/Teen Dating Violence/Domestic Violence – JFCM – Threats of Violence, and ACB - Every Student Belongs)
- o. Not engage in various forms of cheating or academic dishonesty (See Board policy IKI – Academic Integrity);
- p. Comply with the established rules and the bus driver’s directives when riding buses (See Board policy EEACC - Student Conduct on School Buses); Student Code of Conduct\*\* - JFC-AR
- q. **Not initiate or participate in sexual or other types of harassment** (See Board policies JBA/GBN- Sexual Harassment and JFCF Hazing/Harassment/Intimidation/ Bullying/Menacing/ Cyberbullying/Teen Dating Violence/Domestic Violence - Student);
- r. Not assault or menace another student or school employee. “Menace” any act intended to place a district employee, student, or third party in fear of imminent serious physical injury. “Physical injury” means impairment of physical condition or substantial pain (See Board policy JFCF Hazing/Harassment/Intimidation/Bullying/Menacing/ Cyberbullying/Teen Dating Violence/Domestic Violence - Student, JFCM – Threats of Violence, and ACB - Every Student Belongs);
- s. Comply with district and school rules when using electronic technology, including the Internet (See Board policies JFCEB - Personal Electronic Devices and Social Media and IIBGA - Electronic Communications System).

Warrior Heart