



Student Handbook

2023 - 2024



Mount Vernon School District

Student Handbook

Welcome to Aspire. Bienvenidos a Aspire.

Table of Contents

School Information	4
Staff Directory & Email	4
Choice School	5
Mount Vernon School District Mission and Vision	5
Academics	6
Class Schedule	6
Graduation Requirements	7
Grading	7
High and Beyond Plan	8
Edgenuity	9
Project-Based Learning	9
Base Camp	9
Assessments	10
Attendance and Truancy	10
Leaving School Early	10
School Policies and State Laws	10
Racial Equity School District Policy	11
Alternative Learning	12
Student Support Services	12
Translation Support for Parents/Guardians	13
Counseling and Guidance	13
General Information	13
Transportation	13
School Boundaries	13
Aspire Academy Commencement Ceremony	13
Athletics and Activities	14
Change of Address/Contact Information	14
Closed Campus	14
Out of Bounds Areas	14

Student Handbook

Bathrooms	14
Driving and Parking	14
Other Forms of Personal Transportation	15
Eighteen Year Old Students	15
Family Educational Rights and Privacy Act (FERPA) Statement	15
Student Rights and Responsibilities	16
Students are expected to:	16
Being a Good Neighbor	16
Electronic Devices	16
Cell Phone Use	17
Academic Dishonesty	17
Students are entitled to a positive and productive learning environment.	17
Sexual Harassment	19
Display of Physical Affection	20
Dress and Appearance	20
Fighting or Assault	21
Gender Inclusive Schools	21
Harassment / Bullying / Discrimination / Intimidation / Threats / Extortion	21
Searches of Student and Personal Property	21
Substance Use Policy	22
Tobacco Policy	22
Weapons	22
School Safety and Health	23
Accident / Injury	23
Emergency Information	23
Medication at School	23
Video Security	24

Student Handbook

School Information

Phone	360-428-6216
Address	3302 Cedardale Road #B300 Mount Vernon, WA 98274
Office Hours	Monday - Friday 8:00 am - 3:30 pm

Staff Directory & Email

Principal	Kecia Fox; kfox@mvsd320.org
Assistant Principal	Denelle Devries; ddevries@mvsd320.org
Counselor	Nicole Chang; nchang@mvsd320.org
Secretary/Registrar	Denise Acosta; dacosta@mvsd320.org
Program Lead/CTE Teacher	Barb Tanis; btanis@mvsd320.org
English & Social Studies Teacher	Jennifer Vetter; jvetter@mvsd320.org
Math & Science Teacher	Taylor Latimore; tlatimore@mvsd320.org
Humanities Teacher	Alana Hunt; amiller@mvsd320.org
Social Worker	Brad Edwards bradedwards@mvsd320.org
IEP Case Manager	Jessica Hoyer; jhoyer@mvsd320.org
Custodian	Lorena Zazocotecco; lzazocotecco@mvsd320.org
Bilingual Liaison	

Student Handbook

Welcome to the 2023-24 school year! The staff at Aspire Academy is excited for the start of a new school year. We are here to assist you in making this year productive and enjoyable. Your education is our top priority and this handbook will familiarize you with our rules and policies that govern Aspire Academy High School.

Choice School

Aspire Academy is a Choice School in the Mount Vernon School District. We operate as an Alternative Learning Experience (ALE) school with a common mission, working with students, families, and the community of the Mount Vernon School District (MVSD) to provide a quality education that meets the unique needs of each student.

We operate with the direction and support of Mount Vernon School District and adherence to rules, policies and guidelines addressing [Alternative Learning Experience](#) through OSPI.

Mount Vernon School District Mission and Vision

100% of students will graduate with the knowledge and skills needed to be successful in post-secondary education, careers, and life.

Vision: To graduate inspired and critical thinkers who embrace diversity and are committed to the betterment of their own lives of others.

Mission: To expect, encourage, and facilitate the pursuit of excellence and life-long learning in our students, equipping them for future success and happiness.

Aspire Academy Mission and Vision

Vision: Aspire Academy is a learning community where students are supported to hone their skills, talents, and passions by challenging themselves at school and in their community.

Mission: At Aspire Academy, we create interdisciplinary pathways to students' best possible futures by investing in their passion and potential today.

Welcome to the Aspire family. We look forward to working with you and helping you achieve your academic goals. Please contact us if we can ever be of assistance.

Make it a fantastic year! *Aspire Academy Staff*

Student Handbook

Academics

Class Schedule

Morning Session	8:30 am - 11:30 am
Afternoon Session	12:00 pm - 3:00 pm

Students attend in person four days per week Monday, Tuesday, Thursday, Friday.
Students work independently for 6 hours each Wednesday.

Students are expected to work on their classwork 5-6 hours per day, five days a week in order to remain on track to graduate.

Morning Session:

8:30 am - 9:20 am	1st Period	50 minutes
9:25 am - 9:50 am	Basecamp	25 minutes
9:55 am - 10:40 am	2nd Period	45 minutes
10:45 am - 11:30 am	3rd period	45 minutes

Afternoon Session:

12:00 pm - 12:50 pm	1st Period	50 minutes
12:55 pm - 1:20 pm	Basecamp	25 minutes
1:25 pm - 2:10 pm	2nd Period	45 minutes
2:15 pm - 3:00 pm	3rd period	45 minutes

Student Handbook

Graduation Requirements

English	4.0 credits
Social Studies	3.0 credits
Mathematics	3.0 credits
Science (2 Lab)	3.0 credits
Physical Ed/Health	2.0 credits
Fine Arts (1 can be PPR)	2.0 credits
Career/Technology	1.0 credits
Electives	4.0 credits
World Language (or PPR)	2.0 credits
Total Credits	24.0 credits

Non-credit requirements include: A High School & Beyond Plan, a Certificate of Academic Achievement or Individual Achievement awarded to students who pass the required assessments, and Washington State History & Government.

Grading

To earn high school credits, students must earn 60% or higher in their courses. Teachers have the discretion to review academic concepts so students can demonstrate proficiency. The goal for students is to earn a minimum of 1.5 credits per quarter and 6 credits per school year. Students wishing to accelerate their learning have the option to earn more credits each quarter by enrolling in additional courses.

Student Handbook

High and Beyond Plan

The High School and Beyond Plan is a formal process designed to help students think about their future and select coursework that will best prepare them for their post high school goals. Students create their High School and Beyond Plans in cooperation with parents/guardians and school staff. Students write their plans in middle school and then continue to revise throughout high school to accommodate changing interests or goals.

Students should be encouraged to include the following elements in their plan:

- Their personal story – what experiences, interests and goals are shaping who they are now and who they want to become
- Their learning style
- Their goals for high school – what their four years of high school look like, including classes, extracurricular activities, sports, a job, etc.
- Their goals for immediately after high school – a student’s plan should include the classes needed in preparation for a 2- to 4- year college, vocational or technical school, certificate program or the workforce.

The High School and Beyond Plan is central to the graduation requirements. The Washington State Board of Education has approved adding the following elements to the High School and Beyond Plan to make the requirements more consistent across districts and more relevant to students:

- Personal interests, abilities, and relationship to current career goals.
- Four-year plan for course-taking that is related to graduation requirements and the student’s interests and goals, including consideration of dual credit opportunities within such a plan.
- Research on postsecondary training and education related to one’s career goals, including comparative information on the benefits and costs of the available choices.
- Budget for postsecondary education or training and life, based on potential education and training choices.
- Participation in a postsecondary site visit(s).
- Completion of an application for postsecondary education and training.
- Completion of a resume.
- Identify assessments that may assist in planning or are required to achieve educational/career goals and relate to the student’s Culminating Project.

The Washington State Board of Education established the High School and Beyond Plan as a graduation requirement in 2000. The requirement is effective for students in the graduating class of 2008 and beyond, through WAC 180-51-061, WAC 180-51-066, and WAC 180-51-067.

Student Handbook

Project-Based Learning

In Project Based Learning, teachers make learning come alive for students.

Students work on a project over an extended period of time – from a week up to a semester – that engages them in solving a real-world problem or answering a complex question. They demonstrate their knowledge and skills by creating a public product or presentation for a real audience.

Project Based Learning allows students to develop deep content knowledge as well as critical thinking and communication skills by working for an extended period of time to investigate and respond to an authentic, engaging, and complex question, problem, or challenge.

Base Camp

Basecamp is our Advisory program led by teacher Advisors. During Basecamp students work on:

- High School and Beyond Plans to prepare for this graduation requirement
- Social and emotional learning curriculum
- Advisors review students' Written Learning Plans, monthly progress, and possible interventions with students
- Basecamp is a time to build school and classroom community

Edgenuity

Edgenuity is our digital curriculum that may be used for students to work on classes that earn credit toward a high school diploma.

Student Handbook

Assessments

Students participate in state required testing in English Language Arts, Math, and Science. Aspire also participates in STAR testing along with all students in the Mount Vernon School District. Testing aids schools and teachers in knowing the necessary support and instruction best suited to students.

Attendance and Truancy

DID YOU KNOW?

- Missing 10 percent (or about 18 days) increases the chance that your student will not read or master math at the same level as their peers.
- Students can still fall behind if they miss just a day or two days every few weeks.
- Being late to school may lead to poor attendance.
- By 6th grade, absenteeism is one of three signs that a student may drop out of high school.
- By 9th grade, regular and high attendance is a better predictor of graduation rates than 8th grade test scores.

WHAT WE NEED FROM YOU

We would like you to help ensure that your student attends regularly and is successful in school. If your student is going to be absent, please contact our secretary to excuse the absence and have our student contact their teachers.

Leaving School Early

Leaving school for appointments or illness during the school day requires that the student's parent/guardian submit a written or verbal excuse prior to the absence or it will be considered unexcused.

School Policies and State Laws

It is important that you understand our school policies and procedures, as well as Washington State Law, to ensure your child is successful in school. State law for mandatory attendance, called the Becca Bill, requires children from age 8 to 17 to attend school, or a district-approved home school program.

We, the school, are required to take daily attendance and notify you when your student has an unexcused absence.

Student Handbook

The district is obligated to develop a plan that requires an assessment to determine how to best meet the needs of your student and reduce absenteeism if they are in middle or high school.

WHAT YOU CAN DO

- Set a regular bedtime and morning routine.
- Prepare for school the night before, finishing homework and getting a good night's sleep.
- Find out what day school starts and make sure your child has the required immunizations.
- Don't let your student stay home unless they are truly sick with a temperature of 100.4 . Keep in mind complaints of a stomach ache or headache can be a sign of anxiety and not a reason to stay home. During COVID, please follow current protocols.
- Avoid appointments and extended trips when school is in session.
- Develop back-up plans for getting to school if something comes up.
- Keep track of your student's attendance. Missing more than 9 days could put your student at risk of falling behind.
- Talk to your student about the importance of attendance.

Excessive absences will result in an intervention plan and an attendance contract. A student may be referred for Truancy court if attendance issues continue.

Racial Equity School District Policy

Mount Vernon School District defines equity as providing every student what they need to be successful. When students engage in meaningful cross-cultural exchanges, when race is no longer a predictor of student performance, and when each student and family feel a sense of community within the Mount Vernon Schools, we are closer to this goal.

Mount Vernon School District (MVSD) seeks to graduate inspired critical thinkers who honor diversity and are committed to the betterment of their own lives and the lives of others. When coupled with our strategic goal of 100% of our students graduating with the knowledge and skills necessary to be successful in post- secondary education, careers and life, we become accountable for the achievement of each student's fullest potential.

Student Handbook

We believe every student can achieve this goal; and yet, longstanding inequitable practices have hindered some students from attaining academic parity with their peers, leading to disproportionate student outcomes. In order to ensure race, ethnicity and culture cease to be a predictor of student performance in MVSD, we must eliminate systems, structures, practices and behaviors contributing to discrepancies in student learning and graduation outcomes. Therefore, MVSD commits to eliminate all forms of discrimination and inequity in order to provide safe, inclusive, and productive learning opportunities for every student.

Alternative Learning

Students must demonstrate adequate monthly progress. If a student does not earn a passing grade in each course in a month, an intervention plan will be developed within 5 school days, with the student and teacher to address concerns.

Interventions may include:

- Increase in frequency/duration of contact with a certificated teacher for the purposes of enhancing the ability of the certificated teacher to improve student learning
- Modifying the manner in which contact with a teacher is accomplished
- Modifying the student's learning goals or performance objectives
- Modifying the number or scope of courses or the content included in the learning plan

Satisfactory Monthly Progress

- Passing at least one class at 60%
- Basecamp is not included
- After two terms with only passing one class, consideration needs to be given to progress towards graduation

Student Support Services

The Mount Vernon School District website offers many [Support Services](#). Students who qualify for special education services will be provided with an Individualized Education Plan (IEP). Specially designed instruction (SDI) is arranged through our special education teacher.

Students who qualify for Section will be provided with a 504 plan designed to meet individual needs, providing accommodations to access their education. Please contact the school counselor for more information.

Student Handbook

Translation Support for Parents/Guardians

Our school district offers translation services for meetings. Our office can assist with scheduling this service.

Counseling and Guidance

Our full time school counselor offers academic counseling, post high school planning and guidance, social emotional health support, and referrals for additional counseling.

General Information

Transportation

Mount Vernon School District students may sign up to receive transportation services. Please contact the main office to request school bus transportation.

School Boundaries

Although our unique school is located in a non-traditional setting, our school boundaries are defined as the interior of the building and surrounding areas, including the business park property.

Aspire Academy Commencement Ceremony

Our Commencement ceremony is an opportunity for students, parents, relatives and friends to recognize our students' successful completion of Aspire Academy's High School graduation requirements. Only those students who are in good standing, and have fulfilled the graduation requirements by the specified date (to be determined) will be allowed to participate in the ceremony.

Participation in graduation is not a requirement for receiving a diploma. A student graduates when they have met all district and State requirements. Commencement is a celebration of meeting those requirements. Students who are unable to participate in the commencement ceremony will receive their diplomas through another means. Graduates must be cleared of all fines and fees.

Student Handbook

Athletics and Activities

Aspire Academy students are encouraged to participate in the many athletic and extracurricular programs available at Mount Vernon High School. Eligibility is determined by the Washington Interscholastic Activities Association (WIAA) and the Mount Vernon High School Athletic Department.

Change of Address / Contact Information

It is the student's and parent's responsibility to advise our secretary of a change in address or contact information. We would like to have e-mail addresses for the student and parents whenever possible.

Closed Campus

Aspire Academy is a closed campus. Student visitors are not allowed without staff/administrative approval. Students should not remain on campus grounds before or after their assigned time of study unless they are in a supervised activity. Students shall remain on school grounds from time of arrival until the end of their school day, unless officially excused.

Out of Bounds Areas

Shared areas for students include classrooms, the front foyer, and the student restrooms. Students may be in common outdoor areas only with staff approval.

Other areas are for *staff use only*. This includes the staff restroom, the kitchen, and the utility room.

Bathrooms

Our bathrooms are on a septic system. Please dispose feminine hygiene products, disposable wipes, and paper towels in the garbage.

The hallway should be clear of students. To support this policy, one student at a time may leave class to use the bathroom. Limit bathroom use to ensure you maximize learning time. If you have additional needs, please talk to your teacher or counselor.

Driving and Parking

Students are encouraged to carpool or use alternative methods of transportation whenever possible. Students who drive to school and park on school grounds are expected to enter the building or they will be marked absent. The school board

Student Handbook

regards the use of motor vehicles and bicycles for travel to and from school as an assumption of responsibility and risk by students and their parents/guardians. Parking on or near school property is AT YOUR OWN RISK.

Student usage of school/district parking facilities is a privilege, not a right. Students are expected to comply with the procedures developed for usage of all transportation vehicles on and near school district grounds and traveling to and from school sponsored events. Failure to comply may result in loss of parking privileges and the towing of your vehicle.

Students who drive to school will need to submit a parking form that provides information about vehicles driven, insurance and driver's license.

Other Forms of Personal Transportation

Bicycles, skateboards, scooters etc. should be operated in a safe and responsible manner. Aspire and Mount Vernon School District cannot be responsible for loss, damage or theft.

Eighteen Year Old Students

Students who are 18 years of age or older who are self-supporting and independent may take responsibility for their own education. Administration will verify information prior to approval.

Family Educational Rights and Privacy Act (FERPA) Statement

The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. Upon request, the District discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.

If a parent or adult student does not wish, information such as student's name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and

Student Handbook

other similar information, to be released, they should advise the principal of their school by September year old students.

Student Rights and Responsibilities

Students are expected to:

- Follow reasonable standards of socially acceptable behavior
- Respect the rights, person and property of others
- Pursue the required course of study
- Maintain the degree of order necessary for a positive climate for learning
- Comply with school and district behavior expectations and rules
- Comply with the lawful authority of staff and reasonable corrective action imposed by school employees.

Being a Good Neighbor

At the request of our neighbors and at the encouragement of representatives of the community, Aspire Academy will enforce school rules not only on campus but also in areas around the campus.

Electronic Devices

Computers, along with the Mount Vernon School District network, are to be used for coursework only. The use of district technology for anything other than coursework during the school day may result in loss of technology privileges. Instant messaging, the streaming of audio/video, accessing unapproved internet sites are not allowed as they interfere with classroom work time. These behaviors may result in the loss of classroom and computer privileges. Since our curriculum relies upon the use of computers, this will result in limiting your ability to earn credit at Aspire.

To protect yourself and maintain computer privileges, we recommend the following:

- Follow the school district technology use policy.
- If you accidentally go to a website that contains questionable or inappropriate content, leave the site immediately and inform school staff.
- Keep your district log-in and password protected at all times. Log off when you leave the computer at the end of the day.

Student Handbook

[Mount Vernon School District Technology Agreement](#)

Personal electronic devices

It is important to manage your time and attention so you have the best opportunity to be successful at school. Limiting use of cell phones at school and during times when you are doing school work will help you be successful. Cell phone use at school should be limited to passing periods. Classroom teachers may have additional policies regarding use of cell phones during class. Personal music players are not permitted. Earbuds should not be worn at school.

Step 1: verbal warning / reminder

Step 2: turn personal device in to the office and the student can pick it up at after their session

Step 3: the student loses the right to have their phone with them. A parent / guardian will be notified to pick up the phone and a conference with the administrator/program lead or advisor, parent/guardian and student will occur before the phone can return to school. See Cell Phone contract for further steps.

[Aspire Academy Cell Phone Contract](#)

Academic Dishonesty

Students are responsible for their own work, created and intended for the particular class in which the student is enrolled and from which the assignment is given. Academic Dishonesty is defined as cheating, plagiarism, collusion, etc. and is contrary to the principles of personal responsibility and integrity.

Students who have been academically dishonest will be subject to the following:

- The first incident results in a 0 for the assignment and a warning in Skyward.
- The second incident will be documented online in Skyward as Forgery/Cheating/Plagiarism. The student will receive no credit on the assignment and a student/parent conference with school staff will take place. This will likely result in the Counseling Department reporting the offense to college admissions. Teachers may have additional consequences and requirements.
- The third incident results in the above consequences as well as a student/parent/administration conference, denial of credit, or removal from the course with a failing grade. This will automatically result in the counseling office reporting the academic misconduct to college admissions.
- This policy applies for the entire time a student is enrolled at Aspire Academy

Student Handbook

Students are entitled to a positive and productive learning environment.

The following actions can disrupt and interfere with learning:

- Defiance
- Disruption in the classroom
- Forgery
- Harassment, intimidation and/or bullying of others
- Vandalism, destruction, damage, or theft of school property or property of others
- Inappropriate display of public affection
- Skipping Class
- Gambling
- Inappropriate exchange of class materials/information
- Littering/Cafeteria mess
- Misuse of internet and/or electronic policy violation

Consequences may include, but are not limited to:

- First Offense—Counseling, parent contact, loss of privileges
- Second Offense—Additional counseling, student and parent conference, loss of privileges, and/or behavior/attendance contracts.
- Repeat Offenses- Additional counseling, student and parent conference, loss of privileges, and/or behavior/attendance contracts, lack of school success.

More Serious Misconduct includes, but is not limited to:

- Drugs and Alcohol (possession, use, sale, or under the influence of)
- Possession of drug paraphernalia including, but not limited to, vaporizers and e-cigarettes
- Arson
- Burglary
- Commission of any criminal act while under school jurisdiction
- Continued Forgery
- Explosive devices and weapons (use or possession)
- Extortion
- Failure, in an active or intimidating manner, to follow reasonable direction, corrective action or punishment imposed by a school employee, such as refusing to reveal name, follow to office, etc.
- False alarms
- Fighting/Assault
- Continued electronics policy violations or technology user violations
- Vandalism, destruction, damage, or theft of school property or property of others that is greater than \$50.
- The possession, handling or transmission of any object which can reasonably be considered a weapon.

Student Handbook

- Any lewd, indecent, obscene conduct or expression which interferes with the educational process.
- Tobacco possession, sale, or use
- Malicious mischief
- A student shall not repeatedly fail to comply with school district policies or school rules or with the lawful directions of school personnel acting in the performance of their duties.

Consequences may include, but are not limited to:

- Student/parent conference
- In school suspension
- Out of school suspension
- Referral to another school or support program

Sexual Harassment

Students and staff are protected against sexual harassment by anyone in any school program or activity, including on the school campus, on the school bus, or off-campus during a school-sponsored activity. (policy 3206).

Sexual harassment can occur adult to student, student to student or can be carried out by a group of students or adults and will be investigated by the District even if the alleged harasser is not a part of the school staff or student body. The district prohibits sexual harassment of students by other students, employees or third parties involved in school district activities. Under federal and state law, the term "sexual harassment" may include: acts of sexual violence; unwelcome sexual or gender-directed conduct or communication that interferes with an individual's educational performance or creates an intimidating, hostile, or offensive environment; unwelcome sexual advances; unwelcome requests for sexual favors; sexual demands when submission is a stated or implied condition of obtaining an educational benefit; sexual demands where submission or rejection is a factor in an academic, or other school-related decision affecting an individual. A "hostile environment" has been created for a student when sexual harassment is sufficiently serious to interfere with or limit the student's ability to participate in or benefit from the school's program. The more severe the conduct, the less need there is to demonstrate a repetitive series of incidents. In fact, a single or isolated incident of sexual harassment may create a hostile environment if the incident is sufficiently severe, violent, or egregious.

You can report sexual harassment to any school staff member or to the district's Title IX Officer. You also have the right to file a complaint. For a copy of your district's sexual harassment policy and procedure, contact your school or district office.

Student Handbook

If you believe that you have experienced unlawful discrimination, discriminatory harassment, or sexual harassment at school, you have the right to file a complaint.

Before filing a complaint, you can discuss your concerns with your principal or with the school district's Section 504 Coordinator, Title IX Officer, or Civil Rights Coordinator. This is often the fastest way to resolve your concerns.

Aspire Academy Principal

Kecia Fox, Principal of Choice Schools
kfox@mvsd320.org
(360) 428-6216

Civil Rights/Title IX Compliance Officer

Jon Ronngren, Director/Personnel
jronngren@mvsd320.org
Telephone (360) 428-6110; Fax (360) 428-6172

Display of Physical Affection

School is a work-site for students and staff. Therefore, inappropriate displays of physical affection are not acceptable and may contribute to a "hostile environment." We ask for student cooperation and self control in this area. Multiple offenses may result in disciplinary measures.

Dress and Appearance

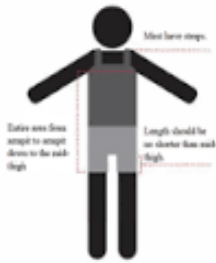
The School District along with parents/guardians and community are responsible for encouraging all students to develop habits of proper dress. These standards are based on respect for one another and the need to establish a safe, orderly, caring, and work-like learning environment.

We strive to develop students and graduates who are respectful and compassionate humans. We want students to respect themselves and others. While we encourage individuality, the district's dress code aims to foster a positive and healthy environment. Students should dress comfortably for school, while wearing clothing that is well-suited for a school environment. Clothing must cover areas from one armpit to the other armpit, down to mid-thigh. Tops must have shoulder straps and be long enough to adequately cover the waistline and not expose the midriff.

- Clothing, drawings, tattoos and accessories that display or promote negative or harmful messages are not permitted. These could include drug, gang, weapon, alcohol or tobacco-related information, obscenities, put-downs, stereotypes, sexual innuendo, prejudiced or offensive words or graphics.

Student Handbook

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



ALL STUDENTS

Clothing must cover areas from one armpit to the other armpit, down to the mid-thigh. Tops must have shoulder straps and be long enough to adequately cover the waistline and not expose the midriff.

Fighting or Assault

Students who physically assault one another will be suspended from school. This applies whether you hit first or hit back. We will solve problems and end conflicts with our minds not our fists. If someone strikes out at you, YOU are expected to first block then leave the scene, then report directly to an adult for intervention. Altercations that occur off campus and/or not during school hours still may cause disruption to the educational environment which then may be cause for action by Administration.

Gender Inclusive Schools

In order to foster an educational environment that is safe and free of discrimination for all students, regardless of gender expression, gender identity, or sex, our school and the school board recognizes the importance of an inclusive approach toward transgender and gender-expansive students with regard to key terms, communication, restroom and locker room use and accessibility, sports and physical education, dress codes, and other school activities, in order to provide these students with an equal educational opportunity (policy 3211).

Harassment / Bullying / Discrimination / Intimidation / Threats / Extortion

It is the policy of Aspire Academy and the Mount Vernon School District to maintain a safe, respectful, and secure learning environment for all students that is free from harassment, intimidation and bullying. Harassment, intimidation and bullying of students by other students, staff members, volunteers, parents or guardians are prohibited (policy 3207).

Harassment, intimidation or bullying (HIB) means any intentional electronic, written, verbal or physical act, including but not limited to one shown to be motivated by race, color, religion, ancestry, national origin, gender, sexual orientation, including gender expression or identity, mental, sensory, or physical

Student Handbook

disability or other distinguishing characteristics, when the intentional electronic, written, verbal or physical act: physically harms a student or damages the student's property; or has the effect of substantially interfering with a student's education; or is so severe, persistent, or pervasive that it creates an intimidating, embarrassing or threatening educational environment; or has the effect of substantially disrupting the orderly operation of the school.

Searches of Student and Personal Property

Personal privacy is a fundamental aspect of individual liberty. All students possess the constitutional right to be secure in their persons, papers, and effects against unreasonable searches and seizures. Staff shall take particular care to respect students' privacy. School officials have authority to maintain order and discipline in the schools and to protect students from exposure to illegal drugs, weapons, and contraband. The superintendent, the principal, and other staff designated by the superintendent shall have the authority to conduct reasonable searches on school property as provided by board policy (Policy 3230).

Substance Use Policy

School and district policy prohibits the use, possession, and/or sale of alcohol, other drugs or drug paraphernalia **on or near the campus** and at school sponsored events. Students found to be violating the substance use policy near the school are subject to discipline. This includes:

- Any controlled substance as defined by WA state statute (RCW 69.50).
- Any drug (applicable to federal or state law) that must be obtained by prescription.
- Any drug not properly labeled for use by the person in possession of the drug (including "baggies" of vitamins or over the counter medication). See **Medication at School** for proper permission procedures.
- Any "look alike" drug or substance believed or represented as being a drug or controlled substance.
- Alcohol or other intoxicants of any kind.

Consequences may include:

Conference with students and staff, suspension or expulsion from school, behavior agreements, and other consequences related to the offense and maintaining educational continuity. Sale or Distribution of substances can result in referral to law enforcement.

Tobacco Policy

Possession or use of any tobacco products is prohibited on or near school district property. This shall include district buildings, grounds, etc. Student's use of tobacco

Student Handbook

products is not permitted within sight of school property. For example, students found to be smoking across the street or down the alley from the school are subject to discipline.

Weapons

State law and school district policy prohibits any student from possessing a weapon or weapon look-alike on school district property or at any school related event. Violating this policy will result in immediate referral to legal authorities, parent notification, and emergency expulsion from school. The expulsion terms may be modified by District Superintendent or designee. Parents have the right to appeal.

School Safety and Health

Accident / Injury

- Report the incident immediately to an Aspire school staff member.
- Student(s) and staff will fill out an incident report the day of the accident or injury and parents will be notified.

Emergency Information

- Fire/Earthquake/Lockdown Drills at regular intervals are required by law and are an important safety precaution. It is essential that when the first signal is given, everyone obeys orders promptly and when directed clears the building by the prescribed route as quickly as possible. If we evacuate, students are to follow school staff in an orderly fashion.
- Emergency Conditions/Cancellations: Weather conditions may require a change in school schedules or the cancellation of school. Notice will be given to local radio stations for such announcements and posted on our website. Anyone turning in a false alarm is in violation of Washington state law and is subject to criminal charges.

Medication at School

Every effort should be made to assure that all medication, prescribed or non-prescribed, be administered before and/or after school hours under the supervision of a parent/guardian. If medication is to be given at school, the following procedures must be followed: *This procedure covers prescription and nonprescription medications given at school.*

Student Handbook

- An [Authorization for Administration of Medication at School](#) form is to be completed for each medication. See school nurse for form, details and/or questions.
- Parent/guardian and physician, through the form, will provide the District with a written request for the dispensing of medication during the school day.
- The medication must be furnished in an original container from the pharmacy with the student's name, name of medication, and amount to be given. Non-prescription medication must be furnished in the original container from the manufacturer.
- It should be indicated on the Authorization for Administration of Medication at School form if a student is to self-medicate. This needs to be discussed on an individual basis with the school nurse.

Complete details of the procedure can be found in School Board Policy. Any student found with medication who fails to complete the form and/or follow the Board Policy regarding medication may be subject to the school substance use policy.

Video Security

School district grounds, buildings, and property, including buses used for district purposes may be equipped with video security cameras. Equipment may be placed in areas where there is not a reasonable expectation of privacy, such as parking lots, entrances, exits, hallways, offices, gymnasiums, cafeterias, libraries, and other public shared or common spaces.