



Westview High School
Home of the Wildcats

STUDENT & PARENT HANDBOOK 2017-18

4200 NW 185th Avenue Portland, OR 97229

503-356-3020

Attendance Line: 503-356-3021

Administrators:

Jon Franco, Ed.D, Principal

Cheryl Ashdown, Assistant Principal

Diane Fitzpatrick, Assistant Principal

Aki Mori, Assistant Principal

Jeannie Seamone, Student Management

Title II Officer: Dr. Carl Mead, 503.356.4311

Title IX Officer: Mike Chamberlain, 503.356.4429

District 504 Manager: Robin Day, 503.356.3900

For prompt and equitable resolution of student and employee complaints alleging discrimination based on sex or disability, please refer to Administrative Regulation AC. For information on harassment complaint procedures, refer to Administrative Regulations GBN/JBA, GBNA or JFCF.

The Beaverton School District recognizes the diversity and worth of all individuals and groups. It is the policy of the Beaverton School District that there will be no discrimination or harassment of individuals or groups based on race, color, religion, gender, sexual orientation, gender identity, gender expression, national origin, marital status, age, veteran status, genetic information or disability in any educational programs, activities or employment.

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What should you do if you.....

...are absent? Have your parent call the Attendance Line (503-356-3021) before 7:20 am the day of your absence. Consult the Attendance Office if you know you will be absent in the future for a reason other than illness.

...are late to school or need to leave early due to illness or Dr. appointment?

Check in at the Attendance Office.

...are late to school because you missed the bus or overslept? Go directly to class.

...have a locker problem? Notify the office and contact a custodian.

...want to obtain a parking permit? Seniors and Juniors may purchase permits during Wildcat Days in August; Sophomores may purchase remaining passes starting November 1. Students will be assigned a numbered parking space.

...need to report a theft? Contact the School Resource Officer or a Campus Supervisor.

...need a new student body card? Contact a media specialist in the library.

...feel ill? Report to the Health Room in the Attendance Office.

...need information and/or advice with your class schedule? Make an appointment and see your counselor.

...need academic, personal, or career advice? Make an appointment and see your counselor.

... want to get credit for paid or volunteer work? See the Career Center.

... need information on colleges or scholarships? Visit the Career Center.

Regular Bell Schedule (8 minute passing time)	Wednesday Early Release/Community Schedule Bell Schedule (6 min passing)
Period 1/2 7:45 - 9:11 Period 3/4 9:19 - 10:50 Period 5/6 1 st Lunch 10:50 - 11:25 Class 11:30 -12:56 Class 10:58 - 12:24 2 nd Lunch 12:24 - 12:59 Period 7/8 1:04 - 2:30	Period 1/2 7:45 – 8:43 Period 3/4 8:49 – 9:47 Community 9:53 – 10:22 Period 5/6 1 st Lunch 10:22 – 10:52 Class 10:58 – 11:56 Class 10:28 – 11:26 2 nd Lunch 11:26 – 11:56 Period 7/8 12:02 – 1:00
<p align="center"><i>**Lunch is assigned based on periods 5 and 6. See posted information throughout the building to determine your lunch assignment. Your assigned lunch may be different on A and B days.</i></p>	

WESTVIEW HIGH SCHOOL STUDENT AND PARENT HANDBOOK

The Westview High School Student Planner & Handbook contains important information that will guide students' success in school. Read in conjunction with the Beaverton School District Consistent Discipline Handbook, it will provide families with the expectations, rights, responsibilities, and services that form the educational program at Westview High School.

Students are expected to read and abide by the policies outlined. Parents have the responsibility and obligation to review both handbooks with their children.

COMMUNICATION

Email: Staff may be emailed using the following address: first name_last name@beaverton.k12.or.us

See staff list at: <https://www.beaverton.k12.or.us/schools/westview/contact-us/Pages/Staff-List.aspx>

Westview Website: <https://www.beaverton.k12.or.us/schools/westview/>

EXTRACURRICULAR ACTIVITIES

Westview students are encouraged to participate in the varied extracurricular activities sponsored by the school. Activity programs begin at the end of the regular day, with the exception of some assemblies and meetings that cannot be scheduled after school. Programs include athletics, play and speech rehearsals, music rehearsals, club meetings and work on school publications. Students interested in participating in Westview activities or athletics should contact Activities Director (Ben Prange) or Athletic Director (Troy Christensen).

Awareness to Action	Battle of the Books	Breakdancing	Computer Science
Crazy Catz Design	Fantasy Book Club	Green Team	Habitat for Humanity
Indian Cultural Club	Key Club	MEChA	Mock Trial
Model UN	National Honor Society	PAWS	Pokemon Club
Poetry Club	Pre-Med Association	Red Cross Club	Robotics
Science Bowl	Ski Club	Speech/Debate	Thespian/Drama
Video Game Wink	Young Life		

Westview Athletic Teams and Head Coaches

Baseball-TBD	Basketball (Boys): Pat Coons	Basketball (Girls): Tiffany Behary
Cross Country: Rebecca Martin	Football: Ryan Atkinson	Golf (Girls): Pat Baker
Golf(Boys): Forbes Robinson	Soccer (Boys): Jon Fresh	Soccer (Girls): Alyssa Rife
Softball: Ronda McKenzie	Swimming: Audra Gilman	Tennis (Boys): Gabor Muskat
Tennis (Girls): Tom Lefor	Track: Rebecca Martin	Volleyball: Janelle Brandt
Wrestling: Michael Delaney	WHS Trainer: Tina Garcia	

Community Athletic Teams

Lacrosse (Girls): Paige Stelling	Water Polo: Ian Bricken	Lacrosse(Boys): Bill Kirby
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EARLY RELEASE

This year beginning September 13th students district wide will have early release from school every Wednesday with classes ending at 1 PM. Teachers will NOT be available from 1:15-2:45 PM as they will be engaging in collaboration time. If your student(s) need to stay after school due to athletics or activities, we will have study halls available.

COMMUNITY

Community is an opportunity for students to build relationships with a small group of students in their same grade and with a staff member who will be with them for their entire high school career. Students will have many opportunities to engage in a rich dialogue around pertinent school and social issues while learning how to navigate high school. Students will complete the necessary requirements for their college and career high school credit and will be exposed to lessons that will provide glimpses into college and career life. Community meets once a week and students remain with their community teacher and class all four years.

ATTENDANCE

Every person having control of any child between the ages of 7 and 18 who has not completed the twelfth grade is required to send such a child to the public school and maintain such child in regular attendance during the entire school term. Oregon law charges the school – not the parent – with determining what kinds of absence, other than illness or family emergency, should be excused. Per Oregon law, eight unexcused one-half day absences in any four-week period during which the school is in session shall be considered irregular attendance and will result in a letter being sent home. Failure to improve attendance may result in a required meeting with school administration and School Resource Officer and/or a truancy citation.

Students who leave school during the school day must have parent permission and must sign out in the Attendance Office prior to leaving campus. Failure to do so will result in an unexcused absence. Students who are 18 years old may not sign themselves out of school unless this authority has been given to them by a parent or guardian. Students who misrepresent themselves as parents to clear absences will be subject to disciplinary action as a form of forgery.

Parents are notified of every unexcused absence through the auto dialer system. Phone calls will be made on the day of the absence beginning at 1:00 pm. After ten consecutive days of absence, excused or unexcused, the student will be withdrawn and a letter will be delivered to notify parents.

The following definitions apply to attendance at Westview:

Excused Absence: Absence caused by illness of student or family member (student presence at home s necessary); field trips and school approved activities; religious holidays; medical/dental appointments (confirmation may be required); emergency situations that require the student's absence; other reasons deemed appropriate by the administration.

Tardy: Arriving late to class during the first 10 minutes of the class period. Excused tardies (appointments, illness, emergencies) must be accompanied by a signed admit slip from the attendance office. Unexcused tardies may result in missed work that cannot be made up.

Unexcused absence or tardy/Truancy: Any reason that does not qualify as an excused absence or tardy (includes oversleeping, missing the bus, etc.) is considered unexcused.

Makeup work: Students who have been absent have the responsibility to request and make up all missed work. Teachers have the option to determine the length of time for completion of make up work; the general rule is a day for a day. Parents/student requests for homework related to absences of 3 or more days should be made to the Attendance Office and should allow for a 24-hour response time. The length of time for completion of make up work; the general rule is a day for a day.

Pre-Arranged Absence: This absence must be arranged in advance through the Attendance Office. The teacher may assign alternative activities in lieu of regular assignments.

Westview students will:

- Accept responsibility for good attendance.
- Have a parent (not student) call the Attendance Office (503-259-5234) prior to 7:20 am to report an absence for that day. The Attendance Line is available 24 hours a day. The Attendance Office also accepts notes signed by the parent or guardian.
- Accept responsibility for clearing unverified absences with the Attendance Office and his/her teachers within 24 hours of the absence.
- Check in at the Attendance Office if he/she arrives to school with an excused tardy or must leave early.

ACADEMIC EXPECTATIONS

Study Skills

Proper study skills and habits are very important steps in the learning process. The following suggestions are provided to assist you in developing a study routine.

- Know what is expected of you. Write down your assignments carefully. Read the directions before you leave class. Mentally start the assignment before you leave class. Ask the teacher for help if you are confused.
- Have the necessary materials. Be prepared with textbook, notes, paper, pencils, calculator, etc.
- Use extra resources. Know how to access the school or public library, Career Center, computer labs, etc.
- Know when your assignments are due. Study in advance for tests, projects, book reports, etc.
- Plan your study time. Do not wait until the last minute to study for an exam or to complete a project. Set aside at least 1 hour a day for study and classroom preparation. If you do not have written homework, spend time studying your notes, reading or giving yourself practice quizzes.
- Select a proper study area. Choose a relatively quiet place with a desk or table for writing with no distractions.
- Organize yourself. Use your planner every day. Keep a notebook or part of a binder for each subject. Keep a file at home with a place for each subject where you can file old reports, tests, notes, etc.
- Concentrate on the task at hand. Spend your study time concentrating on your assigned work. Do not get sidetracked by magazines, games, the phone, or your siblings. Take a short break between individual assignments or subjects.
- Write neatly. You will spend less time recopying if you do it neatly and carefully the first time. Always place your name, date, and the subject at the top of the paper.
- Share your schoolwork with your parents. Discuss what you have learned in school to reinforce

your learning. Show your parents your homework and ask if they have any suggestions.

Student Responsibilities

The staff at Westview High School expects students to demonstrate PRIDE (Personal Responsibility, Respect, Integrity, Daily Effort, Embrace Community) in everything they do:

1. Follow school rules.
2. Follow the requests, instructions, and directions of all staff members.
3. Treat yourself and others with respect.
4. Arrive on time for all classes prepared to work with appropriate materials.
5. Follow class etiquette: listen attentively, follow directions, give every task your best effort, and remain in class until dismissed by the teacher.
6. Help keep a clean school environment that is free of litter and vandalism.
7. Attend all your classes on a regular basis. Make certain all absences are excused. Pre-arrange absences when possible. Be prepared to make up the time on a Saturday when you are truant.

Study Hall

Study Hall is a required preparation/study time for all 9th and 10th grade students (recommended but optional for 11th and 12th grade students who are on track for graduation). It is a vital part of academic success, providing students with an opportunity to work on class assignments, consult with teachers and use campus resources, retake exams, get tutoring, or utilize the library and technology. Study Hall is not a period for socialization. Students are assigned to a specific Study Hall classroom where they are expected to report each class period. Attendance in Study Hall is mandatory; truancy from Study Hall will carry the same consequences as truancy from class.

The Westview High School faculty has instituted a Silent Sustained Reading (SSR) Program that takes place during each Study Hall class. The program is designed to provide students with the opportunity for uninterrupted reading for pleasure during every Study Hall period. The Westview SSR program is part of an overall effort to improve student literacy and school achievement.

ACADEMIC HONESTY / INTEGRITY

Westview expects the highest standards of honesty and integrity. Students who cheat, plagiarize, turn in another's papers or projects, give their work to others, pass test information to others, misrepresent another's work as their own, or are found in possession of another's work risk loss of credit for the assignment, project or assessment and will not qualify for the Westview Honors Diploma. Plagiarizing may include as little as one sentence in an assignment that is copied from any source and not properly cited. In addition to potential loss of assignment credit, school consequences will also be imposed. See the Program Planning Guide for more specific details.

DISCIPLINE

The following is a partial summary of incidents and district-wide consequences; a complete list with detailed explanations can be found in the 2017-18 Consistent Discipline Handbook. This handbook will be provided electronically to each family in September 2017.

Code #1: Alcohol: Using, possessing, taking affirmative action to possess, selling, distribution, or being

under the influence of alcohol; or the use, possession, selling, distribution of any substance promoted as alcohol. Alcohol is a dangerous drug.

Consequences range from suspension to expulsion.

Code #4: Bullying/Harassment: Includes language or behavior which insults/ridicules/torments another person. Consequences range from administrative intervention to expulsion.

Code #6: Closed Campus: Leaving school property without approved prearranged permission on file in the school office. Consequences: Admin. Intervention to suspension.

Lunch/Afterschool Detention is the most common consequence.

Code #7: Dangerous Drugs: Using, possessing (drugs or paraphernalia), taking affirmative action to possess, selling, distribution, or being under the influence of drugs or other intoxicants.

Consequences range from suspension to expulsion.

Code #8: Defiance of Authority: Refusal to follow the reasonable requests of District personnel and/or designated authority.

Consequences: conference to expulsion.

Code #9: Disorderly or Disruptive Conduct: Language or behavior which disrupts and/or interferes with the educational environment or process.

Consequences range from administrative intervention to expulsion.

Code #12: Fighting: A hostile physical encounter between two or more individuals.

Consequences: suspension to expulsion.

Code #15: Forgery, Lying or Academic Integrity: Writing or giving false or misleading information to school officials by forging parents', guardians' or any other person's signature on any letter or other school document, cheating, plagiarizing, turning in another person's work, projects, computer programs, etc. as the student's own, and/or any other misrepresentation of the truth.

Consequences range from parent involvement to expulsion.

Code #20: Physical Altercation – Minor: Confrontation or physical aggression that does not result in injury.

Consequences range from parent involvement to expulsion.

Code #22: Secret Societies/Gangs: Participating in gang-related activities at school or school functions – includes possession or display of gang-related clothing or symbols, graffiti, harassment or intimidation of others, or recruitment for gang membership.

Consequences range from parent involvement to expulsion. Gang contracts may also be utilized (see below).

Code #26 Theft: Taking, giving or receiving property not belonging to you, or knowingly possessing any stolen property or property reported lost or missing.

Consequences: parent involvement to expulsion.

Gang Behavior

Gang behavior on campus breeds a climate of fear causing students to feel unsafe. Students engaging in gang-related behavior are at risk for violent attacks by rival gang members, both on campus and in the community. For these reasons, gang-related behavior will not be tolerated in any Beaverton school. If gang issues arise with individual students causing adults or other students in the building to become concerned, parents will be notified and students may be placed on a Gang Behavior Contract to protect the student's safety and the safety of others.

NUTRITION SERVICES

Breakfast and lunch menus for the current and succeeding month are posted on the Nutrition Services Website at:

<http://www.beaverton.k12.or.us/home/departments/nutrition-services/menus/>

Breakfast is served daily at 7:15 am. Prices for the 2017-18 school year have yet to be determined.

Free and Reduced Meal Benefits

If a family is experiencing financial need, then parents may complete one application for free or reduced price meals for all students in the family. Meal benefits applications and instructions are available in each student's "Back to School" packet, counseling office, cafeteria, or from the Nutrition Services Meal Benefits office. The application process and each student's meal benefit status are completely confidential. Families may apply for meal benefits at any time throughout the school year, even up to the last day of school. However, a new application is required for each school year. For more information, please call Nutrition Services Meal Benefits Office at 503.259.8425 or the ELL Welcome Center at 503.672.3715

Student Meal Accounts

Each student is assigned his or her own individual meal account that can be accessed using a Personal Identification Number (PIN), the student's ID number. The meal account is a debit account, so students eligible for full and reduced price meals must deposit money into their account before they can purchase meals. Parents may send cash or a check made out to the school cafeteria. When making a payment, please indicate your student's first and last name along with the PIN on the memo line of the check.

When account balances get low, students will receive a verbal reminder that they need to bring money. Although high school students will not be allowed to go into a negative balance in their account, students may be offered an opportunity to work for a complete meal. If your student transfers to another school within BSD, the account balance will transfer automatically.

GRADING PHILOSOPHY AND POLICY

Grades reflect the progress students are making toward the desired outcomes of each course. Progress reports are sent home multiple times each semester to give students and parents information about academic progress. These reports do not represent permanent grades. The semester grade, which is a cumulative record of the entire semester, determines credit and is part of the permanent record.

Grades

- A = Exemplary work
- B = Quality work, demonstrates mastery
- C = Competency
- D = Passing/Below Competency
- F = Failing
- S = Satisfactory
- U = Unsatisfactory
- P = Pass (restricted use – no impact on GPA)
- I = Incomplete
- WF = Withdraw/Failure (Student withdrew after the 10th school day of each semester.)

Incomplete Grades

An incomplete ("I") may be given for temporarily extenuating circumstances (i.e. Medical) It is the responsibility of the student to complete the necessary coursework. The "I" grade does not block a student from athletic or activity eligibility.

Progress Reports

Progress Reports will be mailed each quarter. Parents are expected to review reports and contact individual teachers if they have questions/concerns about their child's progress. Progress reports will be monitored to identify students experiencing academic difficulty.

Dropping Classes

Students can drop classes without penalty until the 10th day of school each semester. After this time, a grade of "Withdraw/Fail" will be given for the course. Dropped courses may only be replaced with Late Arrival, Early Release, or a Study Hall.

Homework

Homework is assigned to allow students to practice independently what has been presented in class and to extend classroom learning.

Homework is complementary to the classroom process. Westview teachers set high but reasonable standards including out-of-class assignments and study. Although students will have the opportunity to work on these assignments during study hall, students should expect to take work home. A general rule of thumb is 10 minutes of homework per grade level (9th grade = 90 minutes) each night.

Final Exams

Final exams will occur the final three days of each semester. The schedule and exam rules will be published in advance in the newsletter and on the school website. Rules governing final exams:

- All students are required to take semester exams during the scheduled time period.
- Parents through the principal in advance of the exam must petition any exceptions. Exceptions will not be granted to accommodate vacations.
- Students are expected to be on time. No time extensions are granted for students who are tardy.

STUDENT GUIDANCE AND COUNSELING

The Counseling Center houses the counseling staff and is located directly across from the main office. Counseling services include:

- Career guidance activities
- Post secondary planning activities
- Aspire/Plan/ACT test interpretation
- Academic intervention/support
- Alternative education program information and application
- Credit recovery options
- Graduation credit checks
- Letters of recommendation
- New student enrollment
- Class scheduling
- Personal/Crisis intervention

Class Schedule Changes

Schedule changes are made for specific reasons only, specifically:

- acceptance into a special program,
- already passed the class with a "C" or higher,
- incomplete schedule,
- missing a course required for graduation. Changes will not be made based on a student

changing his or her mind about taking a specific course. Students must obtain written permission from teachers, counselor, parents, and an administrator before schedule changes will be considered.

Schedule change forms may be obtained from the counseling receptionist. Students must continue to attend all scheduled classes until schedule changes are finalized.

College And Career Center

The College & Career Center, located in the Counseling Center, contains a wealth of information about post-high school options. Information on career choices, colleges and scholarships, SAT/ACT testing, etc. is available in a variety of printed and electronic formats. Hours of operation are posted on the door.

Graduation

In order to graduate from a district high school, a student must complete 24 credits, some of which are specified by the State of Oregon. Seniors will not be able to participate in the graduation ceremony if they do not have the minimum number of credits at the end of the second semester. Graduation requirements are listed in the Guide to Program Planning available on the Westview website. All fines and fees must be paid in order to participate in graduation exercises.

Student Assistance Program

Westview High School offers confidential help and information regarding alcohol/drug abuse through the Student Assistance Program. Students or others who would like more information or assistance may their regular counselor or an administrator. Students may refer themselves, or be referred by parents or school staff. All interviews with students and parents will be confidential and will be conducted in the best interests of the student. Support groups are available for those who want support for staying clean and helping friends do the same.

School-To-Work Program

Westview's School-to-Work Careers program aims to improve the way students are prepared for college, careers, and citizenship. The goal is to improve learning through interesting and relevant experiences that integrate school-based and work-based learning and foster real-world applications of principles and concepts. Students interested in school-to-work activities need to see Brenda Wilson, Westview's School-to-Work Coordinator, for more information and registration. The following opportunities are available to Westview students:

- **Community Service:** Students at any grade who would like to earn .5 elective credit for their volunteer experience have to complete some course requirements and 60 hours of community service. A total of 1.0 credit can be earned by through this activity.
- **Structured Work Experience:** A currently- employed junior or senior who would like to gain additional skills in the work force may receive .5 elective credit per semester after completing some specific requirements. A total of 1.0 credit can be earned through this activity. Registration must occur at the beginning of each semester.

GENERAL INFORMATION

Balloons/Latex

Balloons are disruptive to the learning environment, and latex balloons pose a potential danger to students who are allergic. Students must leave mylar balloon bouquets in the attendance office until the end of the school day. Latex balloons are not allowed at any time. Balloons may not be transported on the school bus.

Closed Campus

Board of Education policy requires that district campuses be closed during the school day. Students are expected to remain on the campus from the time they arrive in the morning until they leave at the end of their scheduled day, including lunch. Leaving campus, or attempting to leave campus, will constitute violation of the closed campus policy. Students with permission from parents may leave school for medical appointments and/or to fulfill family obligations. Students are expected to check out with the Attendance Office when leaving and sign in upon return. The closed campus also means that visitors with proper business at Westview are required to sign in immediately at the Main Office. Trespassing or loitering by non-students will not be permitted. Students who drive off campus during the school day without prior approval of the Attendance Office will have their parking privileges revoked.

Directory Information

Parents/guardians shall be notified annually of their right to request that personal information (name, address, birth date, etc.) as well as photographs not be released for publication in student directories or given to outside agencies (such as the military). If a parent wishes to have his/her student's name and information excluded from release, the parent must submit a written request to the principal within 2 weeks of the start of the school year or following enrollment.

Electronic Devices

All electronic devices pose a potential disruption to the educational process. Further, these devices are often targets of student theft and are seldom recovered. Students are expected to follow school and classroom/teacher rules regarding these devices. Cell phones must be "off and away" during class time (this includes hallways, bathrooms, offices, etc.) Students must surrender the device to staff when it causes a disruption to the learning environment and/or when asked. A parent/guardian may be responsible for picking up the device for repeated offenses.

Telephones & Telephone Calls

Westview's "Off and Away" policy requires that cell phones must be turned OFF (not set to vibrate) and put AWAY (in a backpack or other location where they are not accessible) during instructional time or they may be confiscated and held until parents are able to pick them up from school. Parents should NOT call students during the day on cell phones. Emergency messages will be delivered to students if parents call the office staff.

Fines And Fees

Materials required for most classes are provided to students at no charge. Students have the responsibility to return materials promptly in acceptable condition. When materials must be repaired or replaced, students will be assessed appropriate fines. Outstanding fees and fines are payable throughout the year. Some special course fees will be assessed during the school year to cover cost of consumables. Unpaid fines and fees may result in diplomas being withheld or exclusion from non-academic school activities.

Food & Eating Areas

The Westview Cafeteria is open before school and during lunch. Students pay for meals using Mypaymentsplus, a computerized payment

system, or cash. Deposits to One source accounts may be made by bringing or mailing deposits to the Cafeteria Manager. Students access their accounts using student ID numbers. Free and reduced lunches are available for families who qualify on the basis of economic need. Please inquire in the Counseling Office.

In order to maintain an environment all of us can enjoy, students are expected to dispose of their lunch trays, garbage, and recyclable cans in the appropriate receptacles located throughout the school.

Graduation Honors

Valedictorian: In order to maintain the integrity and high standards for the valedictorian honor at Westview High School, the valedictorian will be the graduating senior with the highest cumulative weighted GPA and qualify as a Westview Scholar.

Westview Scholar:

- Earn a cumulative 4.0 or higher weighted GPA
- Complete a full load of courses in four years of high school (maintain at least 6 classes throughout the senior year for a total of at least 26 credits)
- Be an active participant in at least one co-curricular activity (athletics, clubs, leadership, etc) every year for 3 or more years
- Maintain a high level of personal and academic integrity
- Successfully earn an Honors Diploma or a Career Pathway Certificate
- 3.5 cumulative un-weighted GPA and other requirements. See the Program Planning Guide for details.

Head Lice

There has been a recent change to the Beaverton School District's Head Lice policy. Students with suspected cases of head lice will be referred to school staff for assessment. Students found with live lice will be excluded from school and they will only be readmitted after re-assessment confirms that no live lice are present. Students found with nits (lice eggs) only, will not be excluded, but will be checked periodically to confirm continuing

absence of live lice.

Successful treatment of head lice requires a coordinated approach. The Beaverton School District will continue to provide treatment information to parents of students found to have head lice. Your school nurse will continue to be available to support schools and families with the implementation of this policy. Our goal is to keep children in school, ready to learn, and follow safe, recognized health practices.

Health Services

The School Immunization Law (HB 2139) requires immunization for enrollment and continued attendance in public and private schools, grades kindergarten through grade 12. If you have questions, please call the Counseling Office. Students who become ill or are injured while attending school are referred to the health room where a secretary will attempt to contact parents to arrange for students to be taken home. Students will not be released without parent permission.

Late Arrival & Early Release Privileges

Seniors and juniors who are on track to graduate, maintain 90% or better attendance and earn no D or F grades in the semester prior to requesting Late Arrival or Early release can petition for these privileges. Schedules will not be changed to accommodate Late Arrival/Early Release. Students who are granted Late Arrival and/or Early Release may not arrive prior to 15 minutes before periods 3/4, and must leave promptly at the conclusion of their last class. This includes students who must then return for after school activities. Students must provide their own transportation. Students who violate these agreements will be rescheduled into Study Hall classes.

Library Services

The library is open from 7:15am to 3:00pm Monday - Friday for quiet study, reading and research. Students must use their own, current student ID card for borrowing. Library materials receive heavy usage, and students must take care to observe library due dates and return materials on time.

Lockers

9th grade students will be assigned a locker. Students should:

- use only the locker assigned
- not leave valuable items in lockers
- not share their combinations with anyone
- report locker problems to the Main Office

Lockers remain under the jurisdiction of the district even when assigned to an individual student. The district reserves the right to inspect all lockers. Searches of lockers may be conducted at any time there is reasonable cause to do so, whether or not a student is present.

Lost & Found

Any articles found in the school or on school grounds should be turned in to the main office. Students who have lost items should check with the attendance office. Unclaimed articles will be disposed of at the end of each semester.

Medical Information

In order to achieve a healthy and safe school environment for all students the school follows these guidelines:

Emergencies: If your student is seriously injured or become ill, every effort will be made to contact you. Please keep your emergency information up to date, by contacting the school office with current phone numbers or other responsible adults to call in case you are not available.

Illness: A sick student needs to be at home to protect that child and prevent exposure to other students. A student with a fever greater than 100 may return when their temperature decreased without the use of fever reducing medicine. A student who does not feel well may have a difficult time concentrating and will not benefit from the instruction received during that time.

Health Problems: If your student has a health problem or medical condition that needs to have special consideration, please contact the school nurse.

Medications: If your student needs medication during school hours, please bring that medication in the original container and check it in with the school

secretary. For safety reasons, it is critical that you transport the medication and complete the necessary forms at school. Prescription and non-prescription medication must be in the original container. When requested, pharmacists are usually willing to provide two labeled containers, one each for home and school.

Under no circumstances will students share any form of medication with another student. Contact the Health Room for further information.

Motor Vehicles & Parking

Student driving/parking is a privilege limited to juniors and seniors. All cars driven to school by students must display the WHS permit (purchased for \$10) from the rearview mirror. Students will be assigned a numbered parking spot. Students who do not register vehicles may have vehicles affixed with a warning sticker, towed and/or lose driving privileges. Student parking in front of the school is prohibited. Students must park in designated areas in the south lot, between the white lines, or risk being ticketed.

As a condition of parking on district property, district officials may conduct searches of vehicles upon reasonable suspicion of a policy, rule and/or procedure violation.

Students should not leave valuables in cars. Neither Westview High School nor the Beaverton School District is responsible for loss/damage to vehicles or contents.

Students are prohibited from returning to vehicles during their school day. Students are expected to obey all traffic signage and striping, and are limited to 5mph while driving on school property or face loss of driving privileges.

Restricted Areas

Students have access to some outside areas during lunch. Those areas consist of the courtyards and the area inside the perimeter sidewalk on the north, west and south sides of the school, and the service road on the east. Parking lots and athletic fields are considered "restricted

areas” and are not open to students unless part of a regularly scheduled class. Students are expected to take what they need from their cars when they arrive at school. Students who need to access their vehicles during the day must first obtain permission from an administrator, campus supervisor or Attendance or risk consequences for violating the closed campus policy.

School Closure/Delayed Opening

In the event of bad weather, the district may either close schools or delay the start of school for 2 hours. Local radio/TV stations will carry weather closure/delayed opening information between 6:00-7:30am.

Searches

When there is a reasonable suspicion that a student is in possession of substance or item that is in violation of district policy or that may pose a safety risk to themselves or others, school officials may conduct a search of person or property. If a student refuses to allow a search, parents and/or school resource officer will be involved.

Skateboards and Rollerblades

Skateboards, rollerblades etc. are not to be used on school property (including parking lots, sidewalks and courtyards).

Student ID Cards / Activity Stickers

Students must have a current ID card to verify that they are members of the Westview Student Body. One card will be issued to each student free of charge. The replacement fee for lost or stolen cards is \$5.00.

Student ID cards must be shown:

- when withdrawing material from the library
- for admission to school events.
- when requested by any member of the school/district staff.
- testing center

A Student Activity Sticker may be purchased for \$20.00. It allows students to see many home athletic contests, plays and concerts at reduced or no cost.

Student Publications

Our student publication is a Yearbook. For additional information, contact Mr. Ken Bischoff, yearbook advisor. The principal’s authorization must be given for the distribution of any student-sponsored materials including posters, leaflets, or electronic publications. Flyers and/or community information to be distributed or posted at school must go through the District Flyer Review process. Please see the community tab on the BSD website for more information.

Technology

Thanks to your support of BSD's 2014 bond measure, Every student will continue to receive lightweight laptops called Chromebooks. Chromebooks facilitate increased collaboration among students and their teachers, and promote movement towards a paperless classroom. These devices will be checked out during Community the first

Westview offers students abundant opportunities to use state-of-the-art technology, including computers, video and other audiovisual equipment. The Westview staff expects responsible technology use. Guidelines for technology use are posted in all technology centers and detailed in the Consistent Discipline Handbook supplied to each family in September. Expectations for responsible use include:

- no food or drink allowed in computer labs
- personal email or social networking accounts shall not be visited during school
- personal computers may have access to the guest wireless service (no printing available)
- no downloading any application or program without explicit permission from the teacher

Valuables

Students should leave valuable items at home. Students who bring valuables to school do so at their own risk. Loss or theft should be reported to the school’s resource officer. Westview is not responsible for the theft of money, cell phones, iPods, DVD players, PSPs, or other expensive electronics.

Visitors/Guests

All visitors are required to check in at the Main Office. To minimize interruptions to learning, and because of issues relating to overcrowding and

student safety, student guests are not allowed during the school day. Additionally, Westview High School does not allow potential or future

students to shadow current students. The building may be visited after 3:00 for self-guided tours as an alternative to shadowing.

ACTIVITIES AND ATHLETICS

School Dances

All rules and district policies are in effect at school dances held at Westview High School or away from campus. Students are expected to dress in appropriate attire. For girls, all dresses for dances must be a minimum of mid-thigh length (below fingertips when arms are held at the side), or students will be asked to return home to change clothing. The following rules apply:

- Student ID cards/driver's licenses must be shown for admittance to all dances.
- Guests must apply for a guest pass. Applications available from the Activities Office or from an administrator. Guests may not be older than 20 years of age.
- Students who leave dances will not be re-admitted.
- Students who engage in inappropriate or sexually explicit dancing will be asked to leave school dances and will not be refunded the price of admission.

The school administration reserves the right to require students to take a breath alcohol test (breathalyzer) prior to being admitted to a dance.

Student/Spectator Conduct

Westview High School is a member of the Metro League. Students must follow the league rules as well as all school rules and policies when attending athletic events, even during non-league contests. Violations of these rules may result in suspension from attending future contests as well as other disciplinary actions. Athletic contests and activity programs are conducted in an atmosphere that places maximum emphasis on good sportsmanship, positive relationships between schools, and the educational benefits of competition and participation. According to the *Metro League Code of Conduct*, students will:

- provide positive support to their team
- never be abusive with language or action toward any player, official, supervisor, team, or fellow fan.
- never interrupt the play or endanger others by throwing any object.
- appropriate attire required (specifically shirts and shoes)
- abide by the league rule which prohibits artificial noisemakers, banners, or posters at contests.
- abide by all other OSAA/Metro League rules published in the Athletic section of the Westview website.

Only participants (players, coaches, managers, cheerleaders in uniform, and bands) are allowed on athletic playing surfaces. All others in attendance are to remain in areas identified for spectators.

Athletic/Activity Eligibility

All Westview students must meet the following OSAA requirements in order to participate in athletics and/or activities (BSD requirements more stringent – see Academic Improvement Program):

- Students must attend all classes each day in order to participate in practice, an event, game or activity.

- Pass at least 5 classes, each with .5 credits attached.
- Demonstrate good citizenship in the school and in the community
- Adhere to school rules and the training rules of the school
- Have a parent-signed participation form
- All 9th and 11th graders will be required to have physicals and any students new to the district who have not had a physical within the last two years. BSD will accept physicals dated after May 1, 2015, recorded on OSAA Physical form (available at www.metroleague.org)
- Indicate emergency medical treatment approval.
- Travel by school authorized transportation only.
- Demonstrate adequate progress toward graduation with the following number of credits earned by the start of the school year: Sophomores – 4.5 credits, Juniors - 10 credits, Seniors - 17 credits

In addition, students must meet the Oregon School Activities Association (OSAA) requirement to reside in the attendance area of the school district he/she represents in competition to participate in athletics and/or activities.

Academic Improvement Program

The Beaverton School District enforces an Academic Improvement Program for all students involved in athletics or activities that compete or perform. These students must be passing all classes during their participation.

There will be four grade checks each school year. The first report occurs at five weeks; the others at the end of the first quarter, first semester and third quarter. Students receiving an F grade and/or falling below a 2.0 GPA will be placed on academic ineligibility until academic status is reinstated. They may be allowed to practice with the team or group during the ineligibility period but not allowed to compete in games, matches, or meets, or perform. The ineligibility will continue if grades are not improved. If a student's academic performance has been impacted by circumstances beyond his or her control, a hardship process may be initiated through the athletic department. This process must be initiated at least 48 hours before a competition. For additional details contact Troy Christensen, Athletic Director (503.356.3056), or Kim Masukawa, Athletics/Activities Assistant (503.356.3057).

Attendance

In order to participate in practices or contests, the student must be in school attendance the full day of such practice or contest. Any exceptions must be cleared through the building Athletic Director.

Team Practices

A student must practice with his/her team in order to represent Westview on that interscholastic team.

Each student must attend all practices unless excused by the coach/advisor. If special practice schedules are requested, the school Athletic Director, Robert Casteel, must approve them. Three days practice per week is the minimum requirement allowed under any circumstances.

In order to participate in practice or contest, the participant must attend school the full day of such practice or contest. Any exceptions must be cleared through the Athletic Director or an administrator. All athletic practices will begin at 3:15 p.m. Athletes are expected to use the time between dismissal and the start of practice for homework, academic assistance, make-up work, etc. Practice for fall sports begins Monday, August 14, for winter sports on Monday, November 20, and for spring sports on Monday, February 26.

Fees

Participation fees and all paperwork described in the Eligibility Section of this document must be in prior to the first practice session for each activity.
 Prorated refunds will be provided to the first competition for each activity upon recommendation of the coach/advisor.

May be subject to change.

2017-18 WESTVIEW HS CALENDAR/IMPORTANT DATES

2017

September 5	First day of school for 9th graders
September 6	First day of school for 10th, 11th, 12th graders
September 7	Picture Make-Up Day/Staff Picture Day
September 27	Back to School Night 6:30-8:30
September 30	Homecoming
November 3	NO SCHOOL (Grading Day)
November 10	Veteran's Day SCHOOLS CLOSED
November 22-24	Thanksgiving SCHOOLS CLOSED
December 21-January 3	WINTER BREAK SCHOOLS CLOSED

2018

January 15	Dr. Martin Luther King's Birthday (observed) SCHOOLS CLOSED
February 2	NO SCHOOL (Grading Day)
February 5	2nd Semester Starts
February X	MORP
February 19	Presidents Day SCHOOLS CLOSED
February 21	Curriculum Night
	Forecasting
March 21-23	SBAC testing (Juniors only)
March 26-30	Spring Break
April 3	ACT/PreACT/Aspire District Testing
April 5	District College Night
April 13	NO SCHOOL (Grading Day)
May	Prom
May 28	Memorial Day SCHOOLS CLOSED
June 6	Seniors Last Day

June 7
June 19

Graduation at Chiles Center 7:30pm
Last Day of School

2017-2018 BEAVERTON SCHOOL DISTRICT CALENDAR

Calendar is subject to change based on resource availability.

After the first 2 days of Inclement weather/emergency closure, each subsequent day thereafter will be restored in June.

JULY 2017				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

AUGUST 2017				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
PS	PS	SD	SD	

SEPTEMBER 2017				
M	T	W	T	F
				PS
SC	F/L	6(A)	7(B)	8(A)
11(B)	12(A)	13(B)	14(A)	15(B)
18(A)	19(B)	20(A)	21(B)	22(A)
25(B)	26(A)	27(B)	28(A)	29(B)
				(19)

OCTOBER 2017				
M	T	W	T	F
2(A)	3(B)	4(A)	5(B)	6(A)
9(B)	10(A)	11(B)	12(A)	13(B)
16(A)	17(B)	18(A)	19(B)	20(A)
23(B)	24(A)	25(B)	26(A)	27(B)
30(A)	31(B)			
				(22)

NOVEMBER 2017				
M	T	W	T	F
		1(A)	2(B)	G
6(A)	7(B)	8(A)	9(B)	SC
13(A)	14(B)	15(A)	16(B)	17(A)
20(B)	21(A)	SC	SC	SC
27(B)	28(A)	29(B)	30(A)	
				(17)

DECEMBER 2017				
M	T	W	T	F
				1(B)
4(A)	5(B)	6(A)	7(B)	8(A)
11(B)	12(A)	13(B)	14(A)	15(B)
18(A)	19(B)	20(A)	SC	SC
SC	SC	SC	SC	SC
				(14)

JANUARY 2018				
M	T	W	T	F
SC	SC	SC	4(B)	5(A)
8(B)	9(A)	10(B)	11(A)	12(B)
SC	16(A)	17(B)	18(A)	19(B)
22(A)	23(B)	24(A)	25(B)	26(A)
29(B)	30(F)	31(F)		
				(19)

FEBRUARY 2018				
M	T	W	T	F
			1(F)	G
5(A)	6(B)	7(A)	8(B)	9(A)
12(B)	13(A)	14(B)	15(A)	16(B)
SC	20(A)	21(B)	22(A)	23(B)
26(A)	27(B)	28(A)		
				(18)

MARCH 2018				
M	T	W	T	F
			1(B)	2(A)
5(B)	6(A)	7(B)	8(A)	9(B)
12(A)	13(B)	14(A)	15(B)	16(A)
19(B)	20(A)	21(B)	22(A)	23(B)
SC	SC	SC	SC	SC
				(17)

APRIL 2018				
M	T	W	T	F
2(A)	3(B)	4(A)	5(B)	6(A)
9(B)	10(A)	11(B)	12(A)	G
16(B)	17(A)	18(B)	19(A)	20(B)
23(A)	24(B)	25(A)	26(B)	27(A)
30(B)				
				(20)

MAY 2018				
M	T	W	T	F
	1(A)	2(B)	3(A)	4(B)
7(A)	8(B)	9(A)	10(B)	11(A)
14(B)	15(A)	16(B)	17(A)	18(B)
21(A)	22(B)	23(A)	24(B)	25(A)
SC	29(B)	30(A)	31(B)	
				(22)

JUNE 2018				
M	T	W	T	F
				1(A)
4(B)	5(A)	SLD(B)	7(A)	8(B)
11(A)	12(B)	13(A)	14(B)	15(F)
18(F)	F/L(F)	G	21	22
25	26	27	28	29
				(13)

- G** Grading all schools/no students (4)
- SC** Schools closed due to holiday or break periods (23)
- F/L** First/last day for students. Note: First day dates may be modified for some grade levels (2)
- SLD** Seniors' last day (1)
- SD** Staff dev/workday/no students (2)
- PS** Pre-service/no students (3)
- ()** Total student contact days per month
Student days: Semester 1 = 92; Semester 2 = 89

July 2017