

# Renton High School

## 2007-2008 School Year

The *Renton High School Student Handbook* is written and issued by the Administrators at RHS. It is the school's official notification of RHS policies, rules, regulations, and standards of conduct. The student is responsible for knowledge of these policies, rules, regulations, and standards of conduct; signing below is considered as acceptance of all the conditions specified in this Student Handbook.

Since policies and procedures cannot be static in a changing environment, the information contained in this Student Handbook is subject to change by the school at any time. Accordingly, neither this Handbook nor any parts of it may be relied upon as a contract. The School may reproduce or modify this Handbook, or parts of it, for distribution in other formats (for example, on a web page or in other formats for computer access, or in school, or academic department publications). As a result, students, applicants, and other users of this Handbook should consult with appropriate school offices to verify the current text or status of the policies, procedures, or information contained in this Handbook and to determine whether information in this Handbook or other publications has been superseded or changed.

I, \_\_\_\_\_ (print name), acknowledge that I have received and read the RHS Student Handbook (including attendance policies/procedures and Student Discipline sections).

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Grade

For Office Use Only:

Form Returned: \_\_\_\_\_ Received by: \_\_\_\_\_



400 South Second Street  
Renton, Washington 98057  
425.204.3400  
425.204.3412 (fax)

## *Pride, Tradition and Excellence*

*This handbook belongs to:*

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_

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## **WELCOME**

Welcome to Renton High School! The education provided to you is more than just academic. The co-curricular and extra-curricular activities, world of work, and social life outside of the classroom all contribute to a rich high school experience. High school is also an opportunity to learn and grow through the respectful social interaction with everyone around you. You and your families are encouraged and invited to be active participants in the activities/athletics sponsored by Renton High School and the Renton School District.

To provide a safe and respectful environment where everyone can achieve and grow, standards and high expectations must exist. Knowing what is expected of you is essential. The information that follows will give our school the structure necessary for success.

This is your personal copy of the rules, regulations, and procedures that will govern student life here at Renton High School. It is your responsibility to know what is expected of you. Taking time to familiarize yourself with our standards will help make your experience here a success.

Again, welcome to Renton High School.

### RENTON HIGH SCHOOL CODE OF CONDUCT

We will come on time, prepared and ready to work.

We will be responsible for our actions and will accept the consequence for our behaviors.

We will begin each day with a positive attitude and give encouragement to others.

We will strive to maintain the highest character, integrity and honesty.

We will help each other achieve our personal, educational professional goals.

We will always demonstrate respect for ourselves and for the rights and property of others.

We will achieve these goals; we will not make excuses.

### ALMA MATER

Midst the leafy trees surrounding,  
'neath the spacious skies,  
Stands alone our Hall of Wisdom,  
Knowledge great and wise.

Sing her honors,  
praise her greatness,  
Shout them to the skies.  
Hail to thee our Alma Mater  
Hail to Renton High.

### SCHOOL FIGHT SONG

Go Renton High School  
on to victory!  
We will back you all the while  
if you will strive and fight.

We'll sing those glories of Renton  
as we down the foes.

Come on let's "show" 'em  
Renton Indians  
on to victory we'll go.

**IMPORTANT PHONE NUMBERS**

**ADMINISTRATION**

<i>Principal</i>	Paul Apostle	425.204.3400
<i>Assistant Principals:</i>		
(M-Z) & Activities	Ed Crow	425.204.3461
(A-L) & Athletics	Charles James	425.204.3411
<i>Admin Specialist</i>	Wendy Yates	425.204.3401
<i>Activities Office/Bookkeeper</i>		
	TBD	425.204.3421
<i>Athletic Office</i>	Julie Hawkins	425.204.3418
<i>Attendance Office</i>	Angela Spates	425.204.3410
<i>Activities Coordinators</i>		
	Jeff Dowd	425.204.3468
	Athena Nadeau	425.204.3480
<i>Athletic Coordinator</i>	Jim Glockner	425.204.3417
<i>Registrar</i>	TBD	425.204.3434
<i>Counseling Office</i>		
	Rosetta Knight	425.204.3414
<i>Counselor (A-G)</i>	Lucile Carter-Perry	425.204.3432
<i>Counselor (H-O)</i>	Angela Lee-Pope	425.204.3430
<i>Counselor (P-Z)</i>	Tim White	425.204.3431
<i>School Librarian</i>	Bill Tobias	425.204.3406
<i>Career Center</i>	Debbie Atkins	425.204.3524
<i>Work Base Learning Coordinator</i>		
	Margie Rosbach	425.204.3523
<i>School Nurse</i>	Connie Narayanan	425.204.3402
<i>Psychologist</i>	Steve Cypher	425.204.2285
<i>Security</i>	Gerald Piper	425.204.3462
<i>School Resource Officer (SRO)</i>		
	Jeff Reynolds	425.204.3532
<i>Career Center</i>		
<i>School Kitchen</i>	Cia Gray	425.204.3205
<i>Head Custodian</i>	Jim Pullis	425.204.3404

**RENTON SCHOOL DISTRICT**

*Superintendent*

Dr. Mary Alice Heuschel	425.204.2340
<i>Secondary Education</i>	
Kathleen Bailey	425.204.2397
<i>Community Relations</i>	
Randy Matheson	425.204.2345
<i>Attendance Liaison</i>	
Marsha Linn	425.204.2359
<i>Transportation</i>	
	425.204.4455

**ASSISTANCE DIRECTORY**

**ACTIVITIES OFFICE**

- Associated Student Body
- ASB Budget and Finances
- Building Usage/Rentals
- Clubs and Activities
- Fundraisers
- School Calendar—Scheduling
- Fines – Athletics/ASB

**ATHLETIC OFFICE**

- Athletic Clearances
- Athletic Scheduling
- Parking Permits
- Student Insurance

**ATTENDANCE OFFICE**

- Attendance/Appeals
- Late Arrival (check-in)
- Leaving Campus (check out)
- Leave of Absence
- Lost and Found
- Withdrawals

**CAREER CENTER**

- Career Training
- Scholarships
- College-Financial Aid
- College Information
- Vocational Programs

**COUNSELING OFFICE**

- Graduation Requirements
- Report Cards
- Student Records
- Scheduling
- New Student Registration
- Running Start

**STUDENT FEES \***

<b>ASB Card</b>	30.00
Replacement ID Card	5.00
<b>Parking Permit</b>	
(with ASB card)	20.00
Parking Permit (w/o ASB card)	30.00
Senior Parking (with ASB card)	80.00
Senior Parking (without ASB Card) (see page 13 for explanation)	100.00
<b>Parking Fines</b>	
1 <sup>st</sup> Offense	20.00
2 <sup>nd</sup> Offense and Thereafter	30.00
<b>Yearbook</b>	
Before December 1, 2007	
with ASB	50.00
w/o ASB	65.00
On or after December 1, 2007	
with ASB	60.00
w/o ASB	75.00

A deposit of half down to reserve your yearbook **and** the other half paid by May 1 or lose the deposit.

**Food Services**

Student Breakfast	1.25
Student Lunch	2.00
Milk Only	.35
Adult Lunch	2.75

PSAT/SAT/ACT/AP Testing Information

Please visit: [www.collegeboard.com](http://www.collegeboard.com)

**ATHLETIC FEES\***

<b>Athletic Participation Fee</b> (for one school year)	
Per Sport	75.00
Maximum per student	150.00
Maximum per family	225.00
<b>Athletic Participation Fee</b> (for one school year) – Free/Reduced Lunch	
Per Sport	37.50
Maximum per student	75.00
Maximum per family	112.50
<b>Athletic Events</b> (admission to games)	
Adult	5.00
Student w/o ASB	4.00
Student with ASB (home game)	free
Student with ASB (away game)	3.00
Youth (5 – 12 years old)	3.00
Senior Citizen or Child under 5	free
Visiting Student with ASB	3.00
Visiting Student w/o ASB	5.00

**NOTE:** A student is one who has a current ASB card from an elementary, middle, or high school.

\*The above fees were current as of this printing; some fees may change without notice.

## BELL SCHEDULES

### Schedule for M, Tuesday, Friday (Full Day)

First Bell	7:20
Period 1	7:35 – 8:28
Period 2	8:33 – 9:23
Period 3	9:28 – 10:48
SSR	9:28 – 9:48
Announcements	9:48 – 9:58
Class	9:58 – 10:48
Period 4	10:53 – 11:43
Lunch	11:43 – 12:13
Period 5	12:18 – 1:08
Period 6	1:13 – 2:03

### Schedule for Wednesday, Thursday (Block)

First Bell	7:20
Period 1 or 2	7:35 – 9:13
Power Hour	9:18 – 10:13
SSR	9:18 – 9:38
Announcements	9:38 – 9:48
Periods 3 or 4	10:18 – 11:53
Lunch	11:53 – 12:23
Periods 5 or 6	12:28 – 2:03

### Friday – Late Start

First Bell	8:50
Period 1 (Announcements)	9:00 – 9:48
Period 2	9:53 – 10:33
Period 3	10:38 – 11:18
Period 4	11:23 – 12:03
Lunch	12:03 – 12:33
Period 5	12:38 – 1:18
Period 6	1:23 – 2:03

### Early Dismissal

First Bell (No Announcements)	7:15
Period 1	7:20 – 7:45
Period 2	7:50 – 8:15
Period 3	8:20 – 8:45
Period 4	8:50 – 9:15
Period 5	9:20 – 9:45
Period 6	9:50 – 10:15

### Assembly (end of day)

First Bell	7:20
Period 1 (Announcements)	7:35 – 8:23
Period 2	8:28 – 9:13
Period 3	9:18 – 10:03
Period 4	10:08 – 10:53
Period 5	10:58 – 11:43
Lunch	11:43 – 12:13
Period 6	12:18 – 1:03
Assembly	1:13 – 2:03

### Two-Hour Late Start

First Bell	9:20
Period 1 (Announcements)	9:30 – 10:10
Period 2	10:15 – 10:50
Period 3	10:55 – 11:30
Lunch	11:30 – 12:00
Period 4	12:05 – 12:40
Period 5	12:45 – 1:20
Period 6	1:25 – 2:00

## **ATTENDANCE POLICY**

Renton scholars are high achievers who see the importance of being in class each day. Renton teachers are quality professionals who begin each class with a greeting, roll call, and important instructions promptly at the bell. Students will arrive on time to class with appropriate materials in order to participate fully and experience success each day. The first and last 10 minutes of each class are crucial to the learning of the lesson. Therefore, passes will not be issued at that time.

**DAILY ATTENDANCE** - Daily attendance is a vital part of the learning process. **It is imperative to maintain good attendance.** Regular daily attendance is required in accordance with state law and Renton School District Policy #3122P. Students will attend all scheduled classes unless officially excused by a school authority.

Washington State Codes WAC 180-40-235 and RCW 28A 600.030 establishes responsibility for attendance at school as resting primarily with the students; however, parents/guardians and the school also share responsibility for promoting and encouraging positive attendance habits in students. The successful completion of a class is greatly dependent upon a student's punctuality and regular attendance. While a limited number of absences may not substantially affect student achievement, there comes a point when absences from daily instruction will have a harmful effect on student achievement.

*An **extra-curricular activity** is defined as a school sponsored sport, activity or event that is provided for the enrichment and enjoyment of students, but is in addition to academic classes.*

Attendance at or participation in co-curricular and/or extra curricular activities is not permitted if students have been absent during the school day. The Washington Interscholastic Athletic Association specifically requires that for students to be eligible to participate in interscholastic athletic contests, they must be "in regular attendance" as defined in rules #18.8.0 through 18.8.2. The Renton School District further defines eligibility under "Rules for Interscholastic Athletic Participation" (rule #5a); "Students who are absent all or part of a school day are not eligible to compete or practice that day unless permission is granted by the building assistant principal and/or the principal." At Renton High School, this policy includes participation in all school-sponsored activities.

**MISSED SCHOOL WORK** - Per Renton School District Policy #3122, "If an absence is excused, the student shall be permitted to make up all missed assignments outside of class, under reasonable conditions and time limits established by the teacher(s), except in classes with a high degree of in-class participation where a student's grade may be affected because of the student's inability to make up the activities conducted during a class period." Students shall contact their teachers to obtain make-up work for time missed due to excused absences. **Teachers are not required to accept or give credit for assignments that are late, or tests that are missed due to truancy (unexcused absences).**

**TRUANCY (Unexcused Absences)** - Absence from school or class without the knowledge or consent of the parent(s)/guardian; or absence from school or class after arriving on campus, without the knowledge and consent of school authorities, is defined as truancy. **Teachers are not required to accept or give credit for assignments that are late, or tests that are missed, due to truancy (unexcused absences).** Truancy will be cause for disciplinary action per Renton School District Policy 3400. Consequences for truancy will be progressive in nature and will include interventions such as, but not limited to, administrative conference, detention, in-school suspension, short-term suspension, and long-term suspension.

Students have two (2) school days to report an absence to the Attendance Office. This should be done before or after school or during lunch. Students should not leave class or arrive late to class to take care of absences. The Attendance Office will verify and issue a "status of absence slip" for the absence. Teachers will mark an absence excused or unexcused based on these slips. After two (2) days, all absences will be marked as unexcused.

In the event of a tardy, a student reports directly to class. **There is no reason to report to the Attendance Office for a tardy as it only further delays a student from class.**

## ATTENDANCE REGULATIONS

1. Students are expected to be regular and punctual in their attendance in all classes.
2. Attendance will be reported to the Attendance Office daily.
3. Teachers will state in writing in their syllabus or class rules how participation will affect a student's grade.

The teacher's attendance record is the official school record for attendance. The teacher will be responsible for:

1. Maintaining an accurate documentation of student absences, both excused and unexcused, in the grade book and in the student records on the computer
2. Communicating all attendance information to the Attendance Office
3. Maintaining an accurate accounting of tardies and implementing a plan to deal with tardies as indicated in the tardy policy
4. Notifying parents when a student has excessive absences and/or excessive tardies during the semester
5. If a student becomes ill while at school, he/she must report to the Nurse or Attendance Office for permission to leave school. ***Under no circumstance is a student to leave campus without prior permission from the Attendance Office.*** Students leaving campus without authorized permission will be subject to disciplinary action.
6. **School Activities** - The advisor or coach for approved school activities will provide the teachers with an alphabetical list of all participants at least *two* days prior to the event. Students are encouraged to obtain their homework assignments in advance. If a student is failing the class or has a significant number of absences, the teacher should notify the coach or advisor that the student will be unable to participate.
7. **Passes will not be issued during the first and last 10 minutes of class.** It is during this time that teachers are taking attendance, giving opening instructions, providing summary reviews and explaining homework. Regular attendance is the first step toward academic success. RHS scholars are bright and committed students. Therefore, they are expected to be prepared for each class session with all necessary materials.

## PROCEDURES TO FOLLOW WHEN ABSENT

1. After returning from an absence, the student will obtain a status slip from the Attendance Office (**before the start of school**). Parents are to call the Attendance Office everyday the student is absent. For a doctor/dentist appointment, a note from the doctor/dentist is needed. In order to get an absence excused, the student must submit a note from his/her parent/guardian by the second day back or the absence will remain unexcused. The note from a parent or guardian must contain the following:
  - (a) Name of the student
  - (b) Day(s) of absences
  - (c) Reason
  - (d) Parent/guardian's signature
  - (e) A daytime phone number
2. Students have two school days to excuse an absence. The only place an absence can be excused is in the Attendance Office (in order for it to be recorded in the attendance computer).
3. It is the student's responsibility to share the status slip with each teacher.
4. After two school days, if the absence is not cleared (excused) or if a discrepancy in attendance in any class is discovered, the student will not be allowed to make up the missed work. ***The greatest consequence of absences is the loss of learning for the student and their classmates. Participation in rigorous academics is a meaningful way to meet personal goals. Your active involvement in classroom activities is the key to creating a dynamic learning environment.***
5. Any student in need of an early dismissal for a given day must present a note to the Attendance Office ***upon arrival to school.*** A parent or guardian can also call the Attendance Office. The note must specify the time the student is to leave, the date, the reason, a parent/guardian's signature and a phone number.

**TARDIES** - If a student comes into class after the bell has rung, the student is tardy. If the teacher has already taken attendance, it is the student's responsibility to make sure the teacher changes the absence to a tardy. **A student who enters class more than 10 minutes late will be considered absent for the period.**

**R.O.A. (Responsible for Own Attendance)** - Students 18 years of age may with parent/guardian's permission apply for R.O.A. A completed form must be turned in for administrative approval. Misuse of this permission will result in disciplinary action.

**LEAVE OF ABSENCE** - Leave of absence forms can be obtained from the Attendance Office for those extended absences that are foreseeable, such as planned hospital stays. Students requesting a "leave of absence" should realize that excessive absences may affect the academic grade in each class and therefore should request work prior to their leaving. Absences caused by an LOA count towards a student's 12 absences.

### **EXCESSIVE ABSENCE POLICY**

1. Twelve days of absence (excused or unexcused) from any class will mean a loss of credit in that class. The absences will not include approved school related activities (i.e. field trips) or suspensions. Students must appeal for credit to be reinstated.
2. A warning letter will be sent home at six (6) absences by the teacher.
3. Ten minutes late to class will be marked as an absence.
4. The first ten minutes after the class bell rings will be marked as a tardy. Three (3) tardies = one (1) unexcused absence—absence from a "block" period equals two (2) absences.
5. Students have only two school days to excuse an absence. Students will bring to each class missed an "Admit to Class" slip showing that the absences are excused. Teachers will return the slip to students. Students are required to clear absences on their time, not on class time.
6. Daily attendance will be reported to the Attendance Office each period.
7. Students who find themselves losing credit due to twelve (12) absences may appeal their losses to the Attendance Appeals Committee at the end of each semester.

### **WITHDRAWAL OR TRANSFER FROM SCHOOL -**

A parent/guardian must accompany their student when withdrawing or transferring to another school. A written request is also needed. This process is done in the Attendance Office. Obtain a check-out form and have it signed by all your teachers. Present the completed form to the secretary in the Counseling Office for final signature.

**CHANGE OF ADDRESS** - Parent or guardian must provide a written request for a change of address. Proof of address is also required.

**BECCA (Truancy)** - In 1995, the Washington State legislature enacted a law which provides support to parents of children who have run away and/or are out of control. After the first and second truancy, the parent/guardian will be notified by school personnel by mail. If the absence was excused, the parent will need to provide the reason for the absence at that time and the record will be corrected. Within one month after the second truancy, a parent conference is required to develop a plan to prevent further truantries. After the fifth truancy within one month or the tenth truancy in a school year, the School District is required to file a petition with juvenile court.

**TRUANCY INTERVENTIONS** – include family notification by phone and/or letter, required check-ins with School Counselor, weekly progress reports signed by each teacher, and attendance contracts.

**ATTENDANCE APPEAL PROCESS** - Student and parent/guardian will be sent a (12) Day Loss of Credit Notification letter announcing the accumulation of twelve absences in one or more of the student's classes. Student will receive notification of the appeal date at the end of the semester. **The student must continue to attend class.** Should the pattern of absences continue, appeals will likely be denied. If students are able to show outstanding improvement in their attendance, the Appeals Committee will take this into account when considering reinstating credit. Therefore, students should always make every effort to attend classes regularly and complete assignments to the best of their ability. When necessary, return-to-class contracts will be used as well as any other appropriate educational intervention.

**EXCESSIVE ABSENCE PROCEDURES** - If an appeals hearing is scheduled, students need to bring verification of their absences according to the following categories:

1. **Emergency:** (examples are illness or death of family or friend) requires a signed verification of parent/guardian.
2. **Legal:** (examples are court appearance, traffic ticket, parole officer, etc.) requires a signed verification from the appropriate officer or court official.
3. **Medical:** Non-continuous absences need signed verification of parent/guardian. Continuous absences

(greater than three days) require a signed verification from a medical doctor. Eye, dental, and orthodontist appointments (routine) should be made **outside** of school time. Try to schedule at least 90 days in advance to give your caregiver flexibility in scheduling your appointment. If it is **impossible** to avoid school time, schedule to miss a minimum portion of the school day.

**Reminder:** All absences must be verified by either a note from a parent/guardian or other appropriate agent (doctor, judge, etc.) in order for an appeal to be granted. **Students with no verification of absence as indicated above will be denied credit.** Failure to show for hearing on time will be grounds for denying appeal.

## STUDENT INFORMATION

**ACCIDENTS** – All accidents are to be reported immediately to a teacher or staff member. All accidents occurring in the school building, on school property, or at any school sponsored activity must be reported to the School Nurse and/or to the Secretary in the Main Office as soon as possible. When necessary, parents will be contacted using the information provided on the “Emergency Contact Sheet”. As contact information changes, please notify the School Registrar.

**BUS TRANSPORTATION** – Students are to ride regularly scheduled buses unless special arrangements are made ahead of time with the bus supervisor. The driver is in full charge of the bus and students. Students must obey the driver promptly and willingly. Rules for riding school buses will be made available to bus riders and must be followed. Questions or concerns, please contact the District Transportation Office at 425.204.4455.

**CAFETERIA** – Food must be consumed in the Recreation Building ONLY. Please clean-up after yourself. The Cafeteria will be open from 6:50 a.m. to 7:20 a.m. for breakfast and lunch as according to the schedule. The academic (main) building is closed at lunch time.

Renton High School's cafeteria has been set up to serve a wide variety of choices daily.

- *Line 1 (Hot Choice)* features two different hot entrees each day, served with fries and milk
- *Line 2 (Pizza)* features a variety of pizzas served with fries and milk
- *Line 3 (Hot Express)* features a complete hot meal served with fruits and milk
- *Line 4 (Grab n' Go)* offers a variety of cold deli sandwiches and salads served with chips, fruits, and milk

A prepayment plan (check or cash) is offered or students can pay as they go. **Students will be allowed to charge one meal (breakfast or lunch) after which they will be required to pay their debt in full before being allowed to charge again.**

Each student will have their own individual PIN# and this PIN # should not be shared.

**Reminder: Debts from the previous year from any Renton School will show up on a student's account.**

**COMMONS** – The Commons is available to all students before school, during lunch, and after school until 2:30 p.m. Respecting and maintaining a clean Commons is the responsibility of every Renton student and staff member. By opening the Commons, the expectation is that no students will be in the hallways and stairwells during lunch.

**COMPUTER LABS** – Renton has five computer labs. Labs are available for student use daily from 7:45 a.m. to 2:45 p.m. During class time, student access is restricted by availability and teacher consent.

All students entering Renton must sign a *RSD Internet User Agreement* (with Parental/Guardian permission if under 18) before being allowed Internet access.

Inappropriate computer usage could result in the immediate suspension of student Internet access and/or student account pending a parent-teacher conference. School computers are intended for school-related activities. Repeat offenses will result a 45-day suspension of school-wide computer privileges. On the third offense, all computer privileges will be revoked for the remainder of the school year. Inappropriate computer usage may also result in more severe disciplinary consequences.

**DAILY STUDENT BULLETIN** – Forms for daily bulletin and public address (PA) system announcement can be found in

the Main Office. Announcements will be daily. Announcements for the following day should be placed in the box in the Main Office by 12:00 noon the preceding day. Please keep announcement brief and to the point and do not ask that they run for more than three (3) days in a row. *Staff/advisor must approve all bulletin requests.*

**EMERGENCY DRILLS** – Fire drills are held monthly to assure safety procedures. Earthquake and lockdown drills are conducted twice a year. Students must follow teacher's instructions and leave the building according to the designated route for each room and gather in their designated location. Students who do not report to the designated location will be marked absent for the period. Students must keep away from the building during the evacuation period for safety and to allow emergency workers and vehicles access to all areas.

**FINES AND OBLIGATIONS** – Notices regarding fines and/or obligations due to Renton High School are issued periodically throughout the school year and at the end of each semester. Fines and/or obligations should be cleared on a semester basis or a student's registration will be delayed. All District and book fines may be paid in the Main Office and all ASB related activities and sports fines may be paid at the Cashier's Window. Students will not be allowed to participate in activities until all fines are cleared (i.e., cheerleading, sports, class officers, etc.). ***No checks for fines/fees will be accepted after May 16, 2008.***

***Seniors:*** All fines and/or obligations must be cleared prior to graduation practice in order for the graduate to receive his/her commencement tickets and/or diploma.

**HEALTH SERVICES** – The primary emphasis of school health services on campus is to provide health appraisal, health counseling, and health education. Many types of resources are available. The Health Services Office is a wellness center. You do not need to be ill to drop by and may do so before or after school or during lunch. Emergency first aid will be given if illness or injury occurs after arrival at school; however, medical diagnosis and medication are not provided.

Assistance is given by the Nurse to students needing services such as completion of accident reports, dental, visual, and hearing screening, and arrangements for academic or physical education limitations related to health problems.

Except in emergency situations, check in with your teacher before coming to the Health Services Office. A pass from

your teacher is necessary to go to the Health Services Office. Sign in upon arrival. It is considered an absence if you are in the Health Services Office longer than half of the class time. It is considered a class cut if you are in the Health Services Office without permission. If you need assistance at a time when the clinic is closed, you need to report to the Attendance Office.

**Medication:** School personnel cannot provide students with any medications. If a student is required to take medication at school, the following requirements must be met:

- You must bring written permission from both a parent and the prescribing physician;
- Instructions from the physician including the dosage and duration of use;
- The medication must be in its original container;
- The medication must be cleared and recorded by the Nurse and will be kept in a secure cabinet.

If the Nurse is unavailable, you must check in at the Attendance Office. This procedure needs to be followed for ALL medication including inhalers and non-prescriptive medicines, such as Tylenol, aspirin, cough syrup, etc. NO medicine is to be in the building without instruction from your physician and a school clearance.

We are sorry for this inconvenience, but a recent ruling from the Washington State Attorney General's Office has required this procedure for all Washington State schools.

*Nurse schedule is as follows:* Monday, Tuesday, Wednesday and every other Friday 7:00 a.m. – 2:30 p.m.

**IDENTIFICATION CARDS:** To ensure the safety of all staff and students at Renton High School, you may be asked to show your student identification card upon request. If you do not comply, disciplinary action may be taken by an administrator. If lost, students should replace their ID card in the Athletic Office for \$5.00.

**IMMUNIZATIONS:** State law requires students to be immunized against certain preventable diseases. Proof of immunization status must be presented to the school prior to the student attending school. Exemptions are available for medical, personal or religious reasons. Students attending school with an immunization exemption will be required to stay out of school should there be an outbreak of a vaccine-preventable disease for which they are not immunized.

**INTERVENTION AND PREVENTION SERVICES:** An intervention/prevention counselor is on-sight weekly. Students who have questions or concerns relating to drug and/or alcohol use, its effects on self or others, or are in need of assistance are welcome to meet with this Counselor. Referrals and inquiries may be made through the School Nurse and are kept strictly confidential. Services include:

- Assessments and evaluations
- Group counseling
- Referrals to outside agencies
- Information and resources

**INSURANCE** – School insurance is available at a minimum cost. School-time coverage is generally \$13-\$43 (price and type of coverage varies from year-to-year). Full-time coverage is also available. Students enrolled in sports **MUST** purchase school insurance if they are not sufficiently covered through another policy. Application forms are available in the Athletic Office.

**LIBRARY** – Students are welcome to use the Library before or after school, during lunch or during their class time with the teacher's permission and a written pass.

All library materials are available for check-out with an RHS identification card. Books are due at the end of every month; magazines and pamphlets can be borrowed for a week at a time, and reference books may be used overnight. All media, other than printed material, will be loaned on a time-needed basis.

Students are asked to return books as soon as they are finished with them so others can use them. If a book is lost or damaged, the borrower is charged the replacement cost of the book.

**LOCKERS** – Lockers are provided for the student's convenience in storing personal property. *The school cannot be responsible for items which are missing from an individual's school or physical education locker.* Students are discouraged from keeping articles of value in their lockers and do so at their own risk. Problems with the lock or mechanical operation of the lock are to be reported to the Main Office. Take care of your assigned locker – you will be billed for any repairs or cleaning needed at the end of the year. Lockers or combinations are not to be shared with others. Lockers are not private and can be entered by school officials at any time.

**LOST AND FOUND** – A lost and found location is maintained by the Attendance Office. Students are urged to turn in all items found for which ownership is unknown. Lost P.E. equipment is generally kept in the P.E. area. Unclaimed articles are donated to charity at the end of the year.

**SIGNS AND POSTERS** – All signs and posters must be approved by the Activities Office before they can be placed on a bulletin board or cork strip. Nothing is to be posted on painted walls, doors, stairway banister, windows, etc. Signs must be removed by the person/group putting up the signs/posters.

**STUDENT STORE** – will be opened from 6:50 – 7:20 a.m. for morning treats. Items purchased should be consumed in the Commons or outside of the main building. The academic (main) building (outside of the Commons) is closed during lunch.

**STUDENT AND VISITOR PARKING** – Students who drive to school must register and purchase a parking sticker at the Cashier's Window for all motor vehicles before parking on school property. Forms can be picked up at the Athletic Office. Cost for a student parking permit is \$20 with ASB or \$30 without an ASB card.

- All vehicles must be registered and permit visibly displayed in the lower passenger side of the front windshield of the vehicle in order for students to park in student lots.
  - Parking of student cars will be permitted only in the student parking lots.
- Students parked illegally or in undesignated areas will be fined. Students are not to park in the staff parking lot, visitor parking area, bus loading area, or disabled parking area.
- Cars must be parked in designated stalls. The student parking lot is located in the east lot off Logan Street. Parking is at the owner's risk. *Under no circumstances will loitering in cars will be allowed.*
  - The speed limit shall not exceed ten (10) miles per hour on the school campus at all times.

Infractions of any safety rules will be grounds for the loss of driving privileges to school.

Violations of the parking guidelines will bring about the following consequences:

1 <sup>st</sup> Offense:	\$ 20 fine
2 <sup>nd</sup> Offense:	\$ 30 fine

Repeated offenses may result in car being towed. Towing fees will be the student's responsibility.

**Senior Parking –**

Spaces are reserved for individual students with Senior standing who purchase a space. Cost for a Senior Parking spot is \$80 with an ASB card and \$100 without an ASB card. Each student will be allowed to paint the curb of his/her space.

**STUDENTS LEAVING CAMPUS –** In order to leave campus at any time during the school day, students must have written parent authorization. Campus is closed for all ninth graders. **SOPHOMORES, JUNIORS AND SENIORS WILL BE ALLOWED OFF CAMPUS during lunchtime with approved permission slip.** Forms can be picked up and returned to the Attendance Office.

**STUDENT LOUNGE –** The Student Lounge is in room 275, which is located above the cafeteria. The lounge consists of a television, games, vending machines, couches and other comfortable seating options. The lounge is open to students during lunch every day. Please be considerate of other students when using this space and clean up after yourselves. This space will be closed if students do not keep it both clean and safe.

**TELEPHONES –** The office telephones are for official school business only. It is not to be used during class time. Lost and stolen cell phones are *not* the responsibility of the Renton School District. We will NOT spend/use school resources to look for stolen cell phones. Staff may also confiscate a phone when used at an inappropriate time or manner.

**VISITORS -** You have a busy academic schedule and do not have time to entertain guests. All parents and guardians are required to check into the Main Office to obtain proper identification clearance. **NO FRIENDS, RELATIVES OR OTHER VISITORS** are allowed on campus during the school day.

**SCHOOL BEHAVIOR AND RESPECT -** Every person has a right to be treated with respect. Students are expected to conduct themselves in a positive manner including showing respect for School and District rules in a way that contributes to, and supports a positive school atmosphere (including physical environment). If a problem occurs and it cannot be resolved, the student will be sent to an administrator. At this time, the student will receive appropriate disciplinary actions. The Renton High School community expects appropriate behavior from all students each and every day.

**SCHOOL DRESS REQUIREMENT/APPROPRIATE DRESS ATTIRE –** Dress and appearance must not present health or safety problems or cause disruption. Students are expected to come to school or school activities well groomed, neatly and appropriately dressed. All students must wear shoes. Students who do not meet these standards will be required to correct the problem. Clothing that carries a sexual, vulgar, or offensive message or reference the use of profanity, sex, drugs, alcohol, gang affiliation, etc. will not be permitted. Shorts, dresses and skirts that allow the undergarment to be exposed or shorter than mid-thigh are considered inappropriate. Wave-scarves, “do-rags” or inappropriate headwear are not allowed. Students are required to remove hats at the request of any staff member. Bandanas of any kind are prohibited. It is understood that individual teachers, in consultation with the school administrator, may restrict attire for safety and health issues. The administration has the authority to make changes at any time to the above dress code based on either safety or health or educational reasons.

**Physical Education/Gym Attire:** Suiting up (change from school clothes to T-Shirt, shorts/sweatpants & tennis shoes) is required for class everyday. Students must take the PE clothes home at the end of the week for cleaning. Daily attendance and participation are part of the class grade.

**No athletic equipment (ie. basketballs, footballs, baseball bats) should be out during school...students can transport before/after school to their locker.**

**ELECTRONIC AND COMMUNICATION DEVICES -** Every student has a right to learn. Every teacher has a right to teach. Students are expected to bring only those items necessary to their educational tasks. Since radios, CD players, cellular phones, games, etc. are not essential for the classroom, it is best to leave those items at home.

## **STUDENT GUIDELINES**

District policy states that students with cell phones may use them before school, after school and during lunch. They should be turned off during class. Students are not issued passes to chat on the phone during class as their learning is much too important. Staff members may confiscate electronic devices when misused in any way and send them to an administrator. The administrator will determine when and how the device shall be returned.

**NOTE:** These are high theft items. RSD has no responsibility for lost or stolen electronic devices and assistance will not be provided for recovery of these items.

**DRUGS, ALCOHOL & TOBACCO** - All students have the right to a healthy environment. Possession, use and selling of drugs, alcohol or tobacco is a violation of RSD policy and/or state and federal laws. Any violation will be dealt with in accordance with the Renton School District, Washington State or federal policy and will include a drug or alcohol assessment. Failure to attend recommended assessment or completion of plan will result in an expulsion. Tobacco cessation class may be administered.

**GANG RELATED ACTIVITY** – A gang is defined (RCW 28A.600.445) as a group of people who interact among themselves; have identifiable leadership; take upon themselves an identity and/or a group name; claim a physical territory; and engage together in one or more forms of antisocial behavior and/or criminal activity on a regular or ongoing basis. Student behavior, dress, signing or symbolism intended to represent gang affiliation will not be tolerated on school grounds or at school sponsored events. These symbols change from time to time and include such items as hats, bandanas of any color, chain ornaments, clothing colors and styles, gang colors, use of hand signals, and symbols of affiliation. Other attributes that denote membership in a gang may include the presence of types of apparel, jewelry, accessories, graffiti, grooming, and tattoos. Behavior on or about school premises or at school sponsored events that creates conflict or an atmosphere of intimidation, or creates a clear and present danger, or disrupts the orderly operation of school is prohibited. When an issue of concern is present, the student (s) involved will be notified and asked not to display such symbolism again. Subsequent violation of this policy will result in discipline, suspension or expulsion. Such decisions will be based upon knowledge of current practices and trends.

**HARASSMENT/HAZING** – Every person has a right to his/her own personal space. Students are expected to refrain from conducting themselves in a manner which would threaten the physical and emotional welfare of others (such as with apparel, signing, language, symbols, etc.). Harassment, demeaning statements, threats, intimidation, coercion, and extortion, whether verbal, sexual, racial, or gang related, **will not be tolerated** and violations will result in disciplinary action.

**Hazing** in any form is forbidden at Renton High School. Hazing in any form—means any act which would cause mental or physical suffering to any individual—will result in disciplinary action.

**SAFETY** – People have the right to expect a safe environment. Students may not carry weapons. The Washington State Legislature made significant progress in eliminating weapons from school grounds. Under RCW 9.41.280, it is a gross misdemeanor for any person to carry or possess a dangerous weapon or firearm on public school premises. This includes school buses and non-school facilities that are being used for social activities. The law requires that all school facilities must be posted with signs stated “Gun Free Zone.”

Students who violate the statute are (following due process) to be expelled from the District in which they committed the violation and are considered expelled from all public schools in the state. School administrators are to notify law enforcement promptly of any violations of the law.

Renton School District policy also prohibits objects that look like weapons such as toy guns and toy knives. That means that any student who brings such an object to school or is in possession of such an object on school grounds, on a school bus, or to a school activity can expect serious consequences, up to and including expulsion.

*Please help keep our school safe.*

**STATE REGULATIONS PROHIBIT SCHOOL TO GIVE OUT CHANGE** – Due to legal requirements and State audit procedures, the Renton Hill School Main Office and Cashier are not allowed to provide change for students. Please help your student by providing him/her with small bills and coins.

## **DISCIPLINE POLICY**

Renton High School employs a process that teaches all students how to meet learning and behavioral expectations. The purpose of corrective action is to encourage and maintain conduct which fosters the development of responsible citizenship, builds community and promotes safe and healthy relationships between all members of the educational setting. Students are given an opportunity to develop alternative approaches to difficult situations and practice new coping skills.

Corrective action is an intensive intervention that provides structured assistance for creating a successful plan for future endeavors. Every effort is made to give students and staff the tools and the confidence to deal with the underlying issues or causes of a problem. In short the goal is for all to think it through and do the right thing.

To that end, staff shall:

- Greet students daily
- Know students' names
- Develop productive, motivating relationships with students that inspire achievement
- Model appropriate interpersonal skills, including constructive criticism as well as praise
- Get to know students as individuals
- Set appropriate boundaries for students
- Help students connect with themselves and their goals
- Be willing to spend time engaged in the teachable moment

Staff may take a variety of actions to redirect inappropriate or disruptive behavior. They include verbal warnings, student conferences, phone conferences with parent, meeting with student and counselor/administration, and student contract.

Students shall:

- Greet teachers daily
- Keep up to date with assignments
- Seek help when needed
- Respect boundaries set by staff and teachers
- Attend class regularly and on time
- Have appropriate materials for class
- Give their best effort
- Conduct themselves as scholars at all times

Clearly such behavior as reckless driving, forging notes, theft, vandalism, horseplay, failure to identify, defiance

and disrespect are inappropriate and detract from a high performing educational setting. Appropriate interventions will be made first by staff/teachers (see above). In cases where an incident is unresolved or involves exceptional misconduct, administrators will intervene according to district guidelines.

When there is difficulty in a relationship between student and staff, administration shall:

- Facilitate communication between student and staff
- Follow District guidelines
- Use judgment when "balancing the severity of the misconduct, the student's nature and prior behavior," and other contributing factors
- Provide an opportunity for growth and learning
- Redirect inappropriate actions
- Apply appropriate corrective action where and when needed

Disciplinary actions range from a verbal warning/conference to expulsion. In cases of exceptional misconduct, short term suspension, long term suspension or expulsion may apply. According to District policy, examples of exceptional misconduct include:

- Possessing and/or using alcohol or other illegal substances
- Verbal abuse, threatening or fighting
- Setting fire or damaging school property
- Possessing and/or using weapons or explosive devices
- Possessing/using tobacco products
- Disrupting the educational process
- Refusing to follow reasonable directions of staff

## DISCIPLINE DEFINITIONS

**ALCOHOL/DRUGS** – Possession, use, or distribution of alcohol or other controlled substances, drug paraphernalia which may include matches and lighters on any school property or at any school activity.

First alcohol/drug offense will result in a 20-day suspension. Following all counseling recommendations may allow 15 days of the suspension to be held in abeyance.

**ARSON** – The intentional setting of fire or causing a fire to occur as a result of carelessness or negligence.

**DEFIANCE OF AUTHORITY** – Failure to comply with reasonable instructions by School District personnel. Students who defy staff members, fail to identify themselves or use abusive language will be suspended immediately.

**DISHONESTY (cheating, lying, forgery)** – Performing acts of misrepresentation such as:

- Falsifying parent, guardian, or other person's signature on any school document or in any communication with school
- Cheating, plagiarizing, or turning in another person's papers, projects, computer-generated products, programs, etc., as one's own or enabling misrepresentation to occur
- Other acts of misrepresentation; verbal or written

**DISRUPTIVE OR INAPPROPRIATE BEHAVIOR** – conduct that interferes with the educational process.

**FIGHTING** – Fighting will be defined as a physical altercation causing a disruption of the educational process. **This includes so called "play-fighting"**. A student shall not intentionally cause or attempt to cause physical injury or intentionally behave in such a way as could reasonably cause physical injury to any person. Any student involved in fighting, promoting fighting, and/or is a spectator of a fight at school and school events, shall be subject to disciplinary action. Fighting may constitute a crime and legal authorities may be notified. Students will be suspended for fighting.

**GAMBLING** – Playing cards, dice or other games of chance for money or other things of value.

**THEFT** – Possession of stolen property of the District or of an individual, or the aiding or abetting of such stealing; possession of property reported lost or missing.

**THREATS OR HARASSMENT** – Acts of harassment, retaliation, hostility, defamation, lewdness, obscenity, profanity in any form including but not limited to oral, physical or written attacks of a racial, ethnic, religious or sexual nature.

**TOBACCO** – The possession/use of tobacco in any form is not permitted on school property, at school events, or within the area surrounding the school grounds. The possession/use of lighters or matches is not permitted on campus.

First tobacco offense will result in a five-day suspension. Attending a smoking cessation session may allow two days of the suspension to be held in abeyance.

**VANDALISM** – The intentional defacing of walls, lockers or other school property, damage to equipment or altering any computer software program in a way that renders them unusable. Intentional vandalism will result in disciplinary action.

**WEAPONS** – Students may not carry weapons. The possession of any weapon such as knives, clubs, nunchu-ka sticks, explosive devices, stun guns, guns or look-alike weapons is prohibited.

## Washington Essential Academic Learning Requirements

### **READING**

The student understands and uses different skills and strategies to read.

- 1.1 use word recognition and word meaning skills to read and comprehend text
- 1.2 build vocabulary through reading
- 1.3 read fluently, adjusting reading for purpose and material
- 1.4 understand elements of literature - fiction
- 1.5 use features of non-fiction text and computer software

The student understands the meaning of what is read.

- 2.1 comprehend important ideas and details
- 2.2 expand comprehension by analyzing, interpreting, and synthesizing information and ideas
- 2.3 think critically and analyze author's use of language, style, purpose and perspective

3. The student reads different materials for a variety of purposes.

- 3.1 read to learn new information
- 3.2 read to perform a task
- 3.3 read for literacy experience
- 3.4 read for career applications

The student sets goals and evaluates progress to improve reading.

- 4.1 assess strengths and need for improvement
- 4.2 seek and offer feedback to improve reading
- 4.3 develop interests and share reading experiences

### **WRITING**

The student writes clearly and effectively.

- 1.1 develop concept and design
- 1.2 use style appropriate to the audience and purpose
- 1.3 apply writing conventions

The student writes in a variety of forms.

- 2.1 write for different audiences
- 2.2 write for different purposes
- 2.3 write in a variety of forms
- 2.4 write for career applications

The student understands and uses the steps of the writing process.

- 3.1 pre-write
- 3.2 draft
- 3.3 revise
- 3.4 edit
- 3.5 publish

The student analyzes and evaluates the effectiveness of written work.

- 4.1 assess own strengths and needs for improvement
- 4.2 seek and offer feedback

### **COMMUNICATION**

The student uses listening and observation skills to gain understanding.

- 1.1 focus attention
- 1.2 listen and observe to gain and interpret information
- 1.3 check for understanding by asking questions and paraphrasing

The student communicates ideas clearly and effectively.

- 2.1 communicate clearly to a range of audiences for different purposes
- 2.2 develop content and ideas
- 2.3 use effective delivery

The student uses communication strategies and skills to work effectively with others.

- 3.1 use language to interact effectively and responsibly with others
- 3.2 work cooperatively as a member of a group
- 3.3 seek agreement and solutions through discussion

**COMMUNICATION (CONT.)**

The student analyzes and evaluates the effectiveness of formal and informal communication.

- 4.1 assess strengths and need for improvement
- 4.2 seek and offer feedback
- 4.3 analyze mass communication
- 4.4 analyze how communication is used in career settings

**MATHEMATICS**

The student understands and applies the concepts and procedures of mathematics.

- 1.1 understand and apply concepts and procedures from number sense
- 1.2 understand and apply concepts and procedures from measurement
- 1.3 understand and apply concepts and procedures from geometric sense
- 1.4 understand and apply concepts and procedures from probability and statistics
- 1.5 understand and apply concepts and procedures from algebraic sense

The student uses mathematics to define and solve problems.

- 2.1 investigate situations
- 2.2 formulate questions and define the problem
- 2.3 construct solutions

The student uses mathematical reasoning.

- 3.1 analyze information
  - 3.2 predict results and make inferences
  - 3.3 draw conclusions and verify results
4. The student communicates knowledge and understanding in both everyday and mathematical language.
- 4.1 gather information
  - 4.2 organize and interpret information
  - 4.3 represent and share information

The student understands how

mathematical ideas connect within mathematics, to other subject areas, and to real-life situations.

- 5.1 relate concepts and procedures within mathematics
- 5.2 relate mathematical concepts and procedures to other disciplines
- 5.3 relate mathematical concepts and procedures to real-life situations

**SCIENCE**

The student understands and uses scientific concepts and principles.

- 1.1 uses properties to identify, describe, and categorize substances, materials and objects, and use characteristics to categorize living things
- 1.2 recognize the components, structure, and organization of systems and the interconnections within and among them
- 1.3 understands how interactions within and among systems cause changes in matter and energy

The student knows and applies the skills and processes of science and technology.

- 2.1 develop abilities necessary to do scientific inquiry
  - 2.2 apply science knowledge and skills to solve problems or meet challenges
3. The student understands the nature and contexts of science and technology.
- 3.1 understand the nature of scientific inquiry
  - 3.2 know that science and technology are human endeavors, interrelated to each other, to society and to the workplace

## **COUNSELING INFORMATION**

**COUNSELING CENTER** – The Counseling Center offers specialized individual and group counseling and testing services for students. A staff of professionally trained counselors is available to provide confidential assistance on an individual basis to students with educational, vocational, personal and social concerns. While you are responsible for knowing the following, your Counselors can help you with these items:

1. Helping you to set up your four-year program
2. Describing the contents of courses open to you
3. Telling you the number of credits you have earned
4. Informing you of your graduation requirements

Your Counselor can also help you with personal problems arising from social, home, or classroom situations. Please feel free to seek assistance.

**SCHEDULE CHANGE** – Students are expected to carefully plan their course requests and to register for the correct/appropriate classes during the regular registration process. Schedule changes after the normal registration process is completed will be limited and allowed only when a valid educational need is evident. *Always report to your assigned class first to receive authorization to go to the Counseling Office for a schedule change.*

### **CLASS STANDING SCALE**

Grade 9	Freshman	1 <sup>st</sup> year in high school
Grade 10	Sophomore	2 <sup>nd</sup> year in high school
Grade 11	Junior	3 <sup>rd</sup> year in high school
Grade 12	Senior	16.0 + credits

**GRADUATION REQUIREMENTS** - To be eligible for graduation, students must meet District competency requirements for Mathematics (pass the Math Competency test in grade 11 or completing and passing Math Maintenance or Consumer Math), and for Consumer Education (pass Consumer Ed Competency test or pass Independent Living, Business Law, Diversified Occupations or Consumer Math) as well as receive credit in the following:

<u><b>COURSES</b></u>	<u><b>CREDITS</b></u>	
<b>Language Arts</b> (Grades 9 -11)	3.0	
<b>Social Studies</b> World History, U.S. History, Pac. NW History, American, Contemporary World Issues	3.0	Students must pass the Reading and Writing sections of the WASL or A state approved alternative.
<b>Mathematics</b>	2.0	
<b>Science</b> (1.0 credit must be lab science)	2.0	
<b>Occupational Education</b>	1.5	
<b>Health</b>	0.5	Students must pass the Math WASL or pass additional and progressive math courses each Semester or a state approved alternative.
<b>Physical Education</b>	2.0	
<b>Consumer Education</b> (or pass Consumer Competency test)	0.0	
<b>Fine Art</b>	1.0	
<b>Electives</b>	7.0	
Total Credits for Required Courses	15.0	Students should see their counselors with any questions.
Total Credits for Electives	7.0	
Minimum Credits Required for Graduation	22.0*	

\*The Washington Administrative Code (WAC 180-51-050) describes high school credit as “180 (50 minute) hours of planned in-school instruction.” In terms of complete (60) minute) hours, this translates into 150 hours equaling one high school credit. **A one-semester course equals 0.5 credit which is earned for successful completion of each semester course and a full year course equals 1.0 credit (2 classes).**

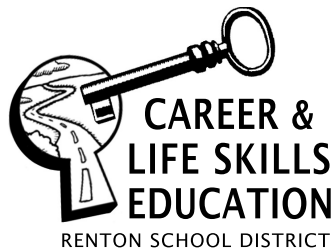
### ***ACADEMIC EXCELLENCE***

***EXCELLENCE IN ACTION*** - A program of studies for students who wish to pursue a rigorous academic program. It encourages scholastic achievement, fine arts education, computer literacy, extra-curricular participation and community service. At graduation time, a special certificate and medallion are awarded to those who have met the requirements. See your Counselor for more information.

***HONOR ROLL*** - To be eligible to be on the honor roll for a given semester, a student must have earned at least (2) credits with a GPA of 3.20 or above.

***GRADING*** - The following system is based on the State Standardized Transcript. The standardized transcript shall be based on a marking/grading system that reports the marks/grades earned by students in courses as follows:

A = 4.0	B+ = 3.3	C+ = 2.3	D+ = 1.3
A- = 3.7	B = 3.0	C = 2.0	D = 1.0
	B- = 2.7	C- = 1.7	F = 0.0



- ▶ Tech Prep is a program that allows students to get a head start on college while still in high school.
- ▶ Tech Prep provides a great opportunity for students to explore career interests, no matter what their educational goal.
- ▶ With a grade of “B” or above, high school students earn \*free college credit for Tech Prep certified classes – saving money on tuition, books and fees.
- ▶ Students receive a college transcript listing the credits they have earned. (Tech Prep credits may be transferable between colleges at the discretion of the receiving college.)

Renton School District  
 Career & Life Skills Education  
 300 SW 7<sup>th</sup> St  
 Renton WA 98057  
 425.204.2310  
 Fax: 425.204.2327  
[www.renton.wednet.edu/clse](http://www.renton.wednet.edu/clse)

## Tech Prep Information for Students

...or how to receive \*free college credit

### Some key points about Tech Prep

- ▶ Tech Prep credits are FREE! – a savings of approximately \$74 per credit on tuition alone
- ▶ Eligible students should sign up even if they currently do not plan on attending community college.
  - 4-year university students – a college transcript looks great when applying to universities
  - Undecided students – credits will be waiting for you if you decide later to attend college
- ▶ If you do not attend the community college from which your credits were issued, these credits may or may not be transferable at the discretion of the receiving college (this is true of all credits)
- ▶ You **must** sign up for Tech Prep credits during the school year in which you take the class – credits will not be issued retroactively

### Steps to receive Tech Prep credit

1. Take a Tech Prep certified class at your high school (see next page)
2. Earn a “B” (3.0) or better in the class (additional requirements may apply)
3. Puget Sound Career Consortium (Highline CC, South Seattle CC)
  - Ask your teacher for a Tech Prep Credit Form
  - Fill out form and have your parent/guardian sign it (if you are under 18)
  - Turn your completed form back in to your teacher (They will fill in your final grade, sign the form and forward it to the district office.)
4. South King County Tech Prep Consortium (Green River CC, Renton Tech.)

- Go to <http://www.skctechprep.org> and click on the "Students" link
- Click on "How to Sign Up" and follow directions for online or paper registration

**Tech Prep certified \*classes in the Renton School District**

(Not all classes are available at all high schools and classes may be added at any time, so check with your teacher.)

Accounting 1-2	Intro. to Information Technology
Accounting 3-4	Information Technology 1
Auto Service Technician 1-2	Information Technology 2
Careers in Education 1	Marketing – Intro 1-2
Child Development 1	Marketing – Advanced 1-2
Computer Aided Drafting 1	Marketing – Seminar 1-2
Computer Aided Drafting 2	Marketing - Worksite Learning
Computer Aided Drafting 3	Networking Technology 1
Computer Graphics 1-2	Networking Technology 2
Computer Program Design 1-2	Networking Technology 3
Construction & Manufacturing Tech 1-2	Networking Technology 4
Construction & Manufacturing Tech 3-4	Principles of Technology
Electronic Math Applications	Web Site Design 1
Horticulture 1-2	Yearbook

\* College credit is also available for American Sign Language 1-2 outside of the Tech Prep program (see your teacher for details).

## ACTIVITIES

**ACTIVITIES** – Renton High School provides a variety of activities in which students may become involved. It is hoped that you will find at least one area of interest and “get involved” in activities at RHS.

**ACTIVITY/I.D. CARD** – All students are issued ID cards and must carry them any time they are at school or school sponsored functions. ASB cardholders have free admission to all athletic home events.

Students are encouraged to purchase a \$30 ASB card to support their school as well as to receive discounts when purchasing tickets to dances, athletic events, the school yearbook, etc. **All students participating in extra-curricular activities supported by the ASB are require to buy an ASB card.** ASB cards are on sale at the Cashier’s Window.

**STUDENT GOVERNMENT** – All enrolled students of RHS are members of the Associated Student Body and are encouraged to actively participate in student government. The student body is governed by the Student Council.

**SCHOOL DANCES** (subject to school guidelines and may be cancelled without sufficient student interest):

Homecoming (ASB)	October
Winter Ball (Jr. Class)	December/January
Spring (Sophomore Class)	February/April
Prom (Sr. Class)	May
Last Chance Dance (Frosh Class)	June

All school dances are governed by the following regulations:

- Dances are for Renton High students. However, a student bringing a guest (must be under 21 years old) and must have clearance and an approved permission form on file with the Activities Office one week before the dance from the Activities Director/Assistant Principal.
- According to League rules, visiting teams and their students cannot be invited to the host school’s dance.
- No person is to be permitted in the dance if he/she is under the influence of alcohol or drugs.

- If a student has been to the dance and leaves, he/she is not permitted to return to the dance.
- Dances terminate no later than 12 midnight.

**YEARBOOK** - It is anticipated that the student yearbook will be \$50 with an ASB card and \$65 w/o ASB prior to December 1. The school will order the number of yearbooks purchased. Extra yearbooks may not be ordered. Watch for announcements in the Fall.

**GRADUATION** - Graduation will be on June 13, 2008. Seniors who are eligible to participate in the commencement ceremony may request up to 6 tickets. Two more tickets may be purchased for \$10 each. Admission to graduation is by ticket only. Every live body must have a ticket for entrance. Lost, stolen or damaged tickets will not be replaced. All fines must be cleared and/or paid in cash or money order before tickets are released.

**ASSEMBLIES** - Assemblies are a regularly scheduled part of the school day and are designed to promote pride and school spirit as well as to provide alternative educational and enrichment experiences. Since they are part of the regular school day, it is expected that students will attend. Appropriate assembly behavior is required. Students must sit in their assigned area with their advisors/teachers. Food, drink, and backpacks are not allowed in the gym or the Performing Arts Center.

There are primarily two types of assemblies—pep assembly and general assembly. The pep assembly is a noisemaking assembly while the general assembly is just the opposite, yet good standards of conduct are in order at both types.

Show your appreciation by giving generous and appropriate applause. Yelling, booing, cat-calling are inappropriate.

Once the assembly has started you are expected to remain seated until the assembly has concluded. No one should enter or leave while the assembly is in progress.

Assemblies will be immediately stopped and students removed for inappropriate behavior.

**CONCERT BEHAVIOR** - Appropriate formal concert behavior is expected, especially in the Renton-IKEA Performing Arts Center (IPAC). Here are a few reminders of the behavioral expectations:

- No food, drink, or other edibles will be permitted in the R-IPAC.
- Backpacks are not permitted.
- Electronic devices should be in a locker or turned off.

- Please remain seated throughout the performance.
- If you need to enter and/or exit, please do so only at the end of the musical selection.
- Whistling is not an appropriate response of appreciation.
- Please keep your feet off the seats.
- Personal belongings (bags) will NOT be permitted in the R-IPAC. Students should leave personal items in a secure location outside of the facility

### **RHS EXECUTIVE BOARD**

#### **ASB**

**Advisor – Mr. J. Dowd, Ms. A. Nadeau**

President	Sara Mulliner
Vice President	Erika Sison
Secretary	Dustin Dacuan
Treasurer	Tamthy Le

#### **Seniors**

**Advisors – Mr. Dylan Okimoto, Ms. S Snyder**

President	Seth Trowbridge
Vice President	David Dang
Secretary	Thomas Diwag
Treasurer	Chun-Yu Chan

#### **Juniors**

**Advisors – Ms. D. Atkins, Ms. K. Beiter**

President	Stevie-Ray Walker
Vice President	Heidi Saechao
Secretary	Charissa Gunn
Treasurer	Carly Garcia

#### **Sophomores**

**Advisor –**

President	Lindsey Dacuan
Vice President	Dennis Dang
Secretary	Elizabeth Lee
Treasurer	Ada Chan

#### **Freshmen**

**Advisor –**

President	
Vice President	
Secretary	
Treasurer	

Below is a list of the variety of clubs and organizations at RHS to provide students with extra curricular opportunities. Students are strongly encouraged to find an activity or club that interests them and become involved.

All clubs and activities must be chartered by the ASB to be recognized as an official school organization. Charter applications are available from the Activities Office.

Below is a list of clubs/organizations at RHS.

- Acappella Choir
  - AASU (African-American Student Union)
  - Art Club
  - ASB/Student Government
  - ASA (Asian Student Association)
  - Cheerleaders
  - Culture Club
  - DECA (Marketing)
  - Debate
  - FBLA (Future Business Leaders of America)
  - FCCLA
  - GSA (Gay Straight Alliance)
  - Green Team (Environment)
  - Key Club
  - LSU (Latino Student Union)
  - Language Learning Club
  - Music (Band/Choir;/Orchestra)
  - NHS (National Honor Society)
  - Pacific Islanders
  - Recess of the Mind (Literary)
  - Yearbook – “Illahee”
- 
- Senior Class
  - Junior Class
  - Sophomore Class
  - Freshmen Class

### **CLUB ACTIVITIES**

## **ATHLETIC PROGRAMS**

### **FALL SPORTS**

Cross Country (boys & girls)  
Football  
Soccer (girls)  
Swimming (girls)  
Volleyball (girls)

### **WINTER SPORTS**

Basketball (boys)  
Basketball (girls)  
Gymnastics (girls)  
Swimming (boys)  
Wrestling

### **SPRING SPORTS**

Baseball (boys)  
Soccer (boys)  
Fastpitch (girls)  
Tennis (boys & girls)  
Track (boys & girls)

### **LEAGUE MEMBERSHIP & SPORTSMANSHIP -**

Renton High School is in the Seamount League. RHS is responsible for following sportsmanship and spectator guidelines. These guidelines are published in the hopes that high school athletics will be kept within the proper spirit of competition. A sportsmanship trophy and plaque will be awarded to schools who demonstrate high standards. It is expected that all Renton High students will continue our tradition of good sportsmanship with all rivals. Your cooperation is appreciated.

**INTERSCHOLASTIC ACTIVITIES** – Renton High School is a member of the Seamount League and the Washington Interscholastic Activities Association (WIAA). Our teams compete with other conference teams for League, District and State honors.

**ATTENDANCE/PARTICIPATION:** See page 6 (Extra-Curricular Activities) of this Handbook.

**NOTE:** *All uniforms/equipment that are the property of the Renton School District must be turned in cleaned and in pristine condition within one month after the last game to the Coach/Advisor.*

*If the uniform/equipment is not turned in and/or arrangements have not been made, the student will be assessed a fine of the replacement cost for a new uniform/equipment.*

*After 30 days, the fine becomes permanent and can only be removed when the monetary amount is paid in full.*

**ELIGIBILITY:** - In order for students to participate in any inter-scholastic program they must:

- Maintain a minimum 2.0 GPA or above and be successfully passing four (4) classes
- Complete the required number of practice days
- Have attended school at least 15 weeks of the previous semester
- Be declared eligible by the Principal or designee
- Be enrolled and in regular attendance within the first 15 school days in the current semester
- Have physically moved with your family unit to a residence located within the Renton School District boundary. This must be a permanent move that lasts for at least one year (Guardianship must be established for a twelve (12) month period) or gone through the eligibility process
- Purchase an ASB card
- Pay all outstanding fines
- Turn in a record of a physical examination completed after July 1, 2007.
- Receive an athletic clearance card from the Athletic Office
- Purchase insurance or sign an insurance waiver
- Meet all WIAA rules and regulations

### **Notice of Rights Under the Family Educational Rights and Privacy Act (FERPA)**

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. They are:

1. The right to inspect and review the student's education records within 45 days of the day the District receives a request for access.

Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal or appropriate school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of student's education records that the parent or eligible student believes are inaccurate or misleading.

Parents or eligible students may ask Renton School District to amend a record that they believe is inaccurate or misleading. They should write the school principal or custodian of such records, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures of personal 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 parent or student serving on an official committee, such as disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the Renton School District will disclose education records without consent to officials of another school district in which a student seeks or intends to enroll.

4. The right to file a complaint with the Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address is:

Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, DC 20202-4605.

FERPA Notice for Renton School District 1/03 (reviewed 7/04)