



CULVER SCHOOL DISTRICT 4
412 WEST E STREET * PO BOX 259
CULVER OR 97734

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CULVER SCHOOL DISTRICT

**STUDENT RIGHTS AND
RESPONSIBILITIES**

OFFICIAL PARENT AND STUDENT NOTIFICATION
412 WEST E STREET * PO BOX 259
CULVER, OR 97734
541-546-2541

ADOPTED BY THE CULVER SCHOOL BOARD
Fall 2017
Eleventh Edition

PLEASE TEAR OUT AND RETURN TO YOUR CHILD'S SCHOOL

CULVER SCHOOL DISTRICT #4

Student Rights and Responsibilities Handbook

2017

Please remove this page from the book, sign the statement below, and return it to the school at which your student(s) attend. Additional copies of the signature page are available at all Culver School District schools.

I, _____, parent of _____, have read the Culver School District Rights and Responsibilities handbook.

This document is the official notification on student's rights and responsibilities. If I have questions or concerns, it is my responsibility to contact an administrator at my child's school.

Signed: _____
Parent/Guardian

Signed: _____
Student

Date: _____

Superintendent

Stefanie Garber

Board of Directors

Mike Knepp, Chair
Dave Slaght, Vice-Chair

Bob Buckner
Scott Leeper
Zoe Schumacher

Non Discrimination Clause

Culver School District does not discriminate on the basis of race, religion, color, national origin, disability, marital status, sex, sexual orientation¹, or age in providing education or access to benefits of education services, activities and programs in accordance with Title VI, Title VII, Title IX and other civil rights or discrimination issues; Section 504 of the Rehabilitation Act of 1973, as amended; the Americans with Disabilities Act; and the Americans with Disabilities Act Amendments Act of 2008.

Jodi Henry has been designated to coordinate compliance with these legal requirements and may be contacted at the district office for additional information and/or compliance issues.

¹"Sexual orientation" means an individual's actual or perceived heterosexuality, homosexuality, bisexuality or gender identity, regardless of whether the individual's gender identity, appearance, expression or behavior differs from that traditionally associated within the individual's sex at birth.

Please refer to the following websites:
Oregon Administrative Rules
Oregon Revised Statutes
Culver School District Board Policies

<http://arcweb.sos.state.or.us/banners/rules.htm>
<http://landru.leg.state.or.us/ors/>
<http://www.culver.k12.or.us/>

Phone Directory

District Administrative Office	541.546.2541
Culver Elementary School	541.546.6861
Culver Middle School	541.546.3090
Culver High School	541.546.2251
Nutrition Services	541.546.7518
Transportation	541.546-7514

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Introduction

The Board of Directors of the Culver School District believes that each student should receive the best education its resources can provide. The District's purpose is to provide opportunities for each student to realize success necessary for living a productive and rewarding life in our society. Being an instrument of the community, the school district will share responsibility with the home in providing an educational program that will help each individual understand, solve problems, and accept responsibilities. All students have rights. These rights carry related responsibilities on the part of each student. Students are charged with the responsibility to contribute to a positive educational climate, to actively participate in the prescribed learning activities, to use considerate behaviors and to protect their own rights and those of other people. Although these rights and responsibilities are applicable to a total society, this document is related to and is in force for those times and events that are considered "school sponsored." A school-sponsored activity is one or more of the following:

1. Staff organized and supervised activities on school grounds and in school facilities.
2. Financing, transportation or supervision provided by the district.
3. Any activity that is the direct result of an in-school program.
4. An extended amount of class time taken to plan the activity.

The contents of this document must conform to Oregon Revised Statutes (ORS), Oregon Administrative Rules (OAR) 581-21-0050 to 581-21-0075 and district School Board Policies (SBP). Questions that concern an issue in a particular school should be first addressed to that school and then, if necessary, directed to the appropriate official at the District Office.

In keeping with the Culver School District mission to provide the best education possible for every student the purpose of the Student Rights and Responsibilities handbook is:

- To establish clear expectations and standards of behavior that will provide a safe, effective, and rewarding learning environment.
- To notify parents and students of these educational rights and responsibilities

School Board Responsibilities

The School Board, through the Superintendent, has the responsibility to provide a quality educational program, to maintain well-qualified staff and give them full support in enforcing discipline that is consistent with District policies and regulations. When a disciplinary action is appealed, the Board will decide each case upon its merits.

School Administrator Responsibilities

Administrators have the responsibility for providing leadership to staff and students in an effort to create the best possible teaching and learning environment. Administrators have the responsibility to carry out School District policies and regulations and to make these known to staff, students, and parents. Administrators also have the responsibility to maintain an environment that is safe and conducive to an orderly education.

Like teachers and parents, administrators have the responsibility to be an example for students by showing respect for law and order and by demonstrating self-discipline and concern for all persons under their authority.

Administrators will be fair, firm and consistent, maintain open lines of communication and demonstrate respect in decisions affecting students. In regard to disciplinary action, administrators may consult with teachers, counselors, and students. Administrators should communicate with parents to establish procedures to improve student behavior when needed. Administrators shall follow processes as outlined in District regulations, inform parents of actions and related policies involving their student, and maintain records of disciplinary actions.

Staff Responsibilities

Staff members of the school have the responsibility to guide a student's educational and behavioral experience while he/she is involved in school and school sponsored activities. All members of the staff shall work with parents in a cooperative manner. All staff members shall model by their work and personal example, their respect for law and school rules. A staff member's conduct and guidance should encourage within the student a desire to learn, a respect for honest work, and an interest in various fields of knowledge. Staff members have an obligation to explain student responsibilities and to take appropriate action with those students who disobey outlined expectations.

Staff members have a responsibility to demonstrate concern for the individual student. This will be reflected by methods of teaching and encouraging the students for achievement and responsible behavior. A staff member will be fair, firm, and consistent in active reinforcement of school regulations within the educational arena (i.e., classrooms, hallways, restrooms, cafeteria, library, school buses, school grounds, etc.) not only during the school day, but at all school sponsored activities. All staff members shall demonstrate respect for parents, students, and other staff members.

School officials have the authority, rights, duties, and responsibilities similar to parents with respect to student behavior in the school setting and at school-sponsored activities.

Parent Responsibilities

Whenever the term parent or parents is used in the handbook, it shall refer to legal guardian or person with power of attorney to act as a parent. The parent has the ultimate responsibility for the student's welfare. A parent needs to help the student learn, exercise self-control and develop socially acceptable standards of behavior.

The parent has the responsibility to set an example for the student, especially as it affects respect for law, for the authority of the school, and for the rights and property of others. By example, a parent can attempt to instill within the student a desire to learn, a respect for honest work and an interest in exploring various fields of knowledge. The parent has the responsibility to know and review with his or her child the regulations that govern the student's school activities and the consequences of disobeying those regulations. The parent should, if possible, become acquainted with the school in which the student is enrolled through back-to-school nights, parent/teacher conferences, school functions and classroom visitations. During school hours all parents and visitors are required to sign-in at the main office and obtain a visitor's pass.

The parent has the responsibility to have the student attend school regularly. Parents have the responsibility to inform the school by phone or in writing of their child's absence and the reason. The student should be clean, in good health, free from communicable disease, in compliance with the requirements of Oregon's immunization law, and dressed appropriately.

ORS: 339.010-030 (See Attendance, page 6)

Student Responsibilities

Students have a right to a copy of this document and to appeal disciplinary decisions of staff and administration.

The student has the responsibility to read and become aware of the contents of the school's handbook. The student will follow staff directions, and will comply explicitly with requests given by a teacher, administrator, school employee and/or volunteer. Each student must comply with rules of the Culver School District. Students will promote a safe school environment by protecting their own rights and the rights of others.

ORS: 339.240

Home-School Students

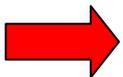
The District recognizes the rights of parents to educate students at home and acknowledges the Jefferson County Education Service District's role in registering and monitoring test results for students who are being taught at home.

Students may, upon parent request, be allowed to participate in district programs and curriculum if space and materials are available. Such students must then adhere to regular attendance procedures as established by the school. Parents are responsible for transportation for students attending selected school offerings. Only courses recognized by the State of Oregon will earn credits toward a diploma.

School Board Policy: IBDJA

Nutrition Services Responsibilities

CSD Nutrition Services Department will provide breakfast and lunch service for all school sites. Information about available services may be obtained at each school.



Students have the right:

- To participate in the National School Meal Programs, providing school breakfast and lunch.
- Student households have the right to apply for meal benefits annually and are informed by the Nutrition Services department about the available programs
- To purchase ala carte and snack foods when available.

Students have the responsibility:

- To follow individual school rules governing expected behaviors in the cafeteria and meal service area.
- To respect and follow rules and regulations outlined for the National Meal Benefit program.
- Student households are responsible for keeping their meal account balance current.

Student / Parent Complaints

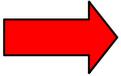
A student or parent who has a complaint concerning instructional materials or a specific staff member should first bring the matter to the staff member. If the outcome is not satisfactory, a conference with the principal, superintendent or designee may be requested. Appeals may be made to the School Board in accordance with Board policy.

A student and/or parent with a complaint regarding possible discrimination of a student on the basis of gender should contact the school administrator.

Attendance and Enrollment

All students between the ages of 6 and 18, who have not completed grade 12, are required to attend school unless otherwise exempted by law. School staff will monitor and report violations of the state compulsory attendance law. Students not attending school on a regular basis will be referred to the school's principal and/or District Attorney along with county agencies assigned to keep kids in school.

School Board Policy: JEA, JEA-AR



Students have the right:

- To attend school if they have reached the age of five by September 1, have not completed graduation requirements, or reached the age of 19. If a student's 19th birthday occurs during the school year he/she shall continue to be eligible for the remainder of the school year. Students may attend school until the age of 21 if the (a) student is receiving special education or (b) the student is shown to be in need of additional education.
- To receive information about alternative education programs when erratic attendance, serious disciplinary issues, or poor performance and effort are keeping the student from benefiting from his/her educational program.
- Schools have the right to determine placement of students as needed into alternative educational programs when erratic attendance, serious disciplinary issues or poor performance and effort are keeping the student from benefiting from his/her education program.

ORS: 339.065; 339.010-339.030; 339.250; 339.925

Students have the responsibility:

- To attend school in the attendance area in which they reside.
- To attend classes on all scheduled school days at the school in which they are enrolled.
- To be punctual and observe policies governing absences or late arrivals.

Parents have the responsibility:

- To inform the school by phone or in writing of their child's absence and the reason.
 - Parents who fail to send a student to school within three (3) days of notification by the district that their student is not complying with compulsory attendance requirements may be issued a citation by the district for the student's failure to attend school.
 - Additionally, a parent or guardian or other person lawfully charged with the care or custody of a student under 15 years of age may be found by the courts to have committed the offense of failing to supervise a child who has failed to attend school as required.
 - Violations, as determined by the court, may be punishable by a requirement to complete a parent effectiveness program approved by the court and/or a fine of not more than \$2,500.

ORS: 163.577(1)(c); 339.010-020

Exceptions to attendance requirements may be granted as provided for students with prolonged disabilities. The classroom teacher is responsible for maintaining and reporting accurate student attendance records.

The School Board shall admit, free of charge, to schools of the District all qualified residents, authorize the admittance of other persons, determine who is not a resident, and fix tuition rates.

The District may accept for admission students from international exchange programs and other programs that may be authorized by the school board. For more information regarding exchange students refer to Board Policy JECB-AR.

Truancy Procedure

Based on state statute and district policy, students of the Culver School District are required to attend school. If a student shows a pattern of absences or truancy, the following procedure will take place:

1. Students with potential problems will be brought to the attention of the attendance secretary, principal or counselor. Documentation of phone calls, conversations with parents, and reasons for absences will be recorded. Per district policy JED, excused absences may be subject to change and be deemed unexcused.
2. Initial Contact: The school will notify the parents by phone or letter of student regarding the truancy issue and how many days have been missed from school. This will be documented.

3. Meet with school official: If truancy continues a meeting will be scheduled with the parents and school officials.
4. Formal Letter: If truancy continues after parent meeting, the school will send a letter to the parents by certified mail.
5. Citation: If truancy still continues, the parents may be cited by Jefferson County Law Enforcement (ORS 339.020; ORS 163.577).
ORS: 339.010-020; 39.065(1)(2); 339.115

Admission of Student on Expulsion: See page 18

Administering Non-injectable Medicines to Students

The District recognizes that administering of medication to students and self-medication may be necessary when the failure to take such medication would jeopardize the health of the student or the student would not be able to attend school if medication were not made available during school hours. Consequently, students may be permitted to take non-injectable prescription or nonprescription medication at school, on a temporary or regular basis for the conditions and procedures that follow.

All requests for the district to administer medication to a student shall be made by the parent/guardian in writing. Request shall include the written instructions of the physician for the administration of a prescription medication to a student or the written instructions of the parent for the administration of a nonprescription medication to a student. A prescription label will be deemed sufficient to meet the requirements for written physician instructions. Each medication must be submitted to the school in its original container.

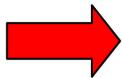
The District reserves the right to reject a request to administer prescription or non-prescription medication when such medication is not necessary for the student to remain in school.

ORS: 109.640; 339.870.1; 433.806-433.830; 475.005-475.285

OAR: 581-21-0037

School Board Policy: JHCD

Freedom of Expression



Students have the right:

- To express themselves in writing, verbally, or by assembly, as long as that expression does not violate the rights of others or substantially disrupt the educational environment.
- To attend a school in an atmosphere free from assault, (verbal and physical) name-calling, profanities, obscenities, racial or ethnic slurs, ridicule, threats of physical harm, harassment, and privacy invasion.
- To express their feelings for friends, staff, or anyone else in an appropriate manner.

Students have the responsibility:

- To respect another person's justifiable right to privacy. Not to invade, either verbally or in publications another person's lawful right to privacy without that person's consent.
- For the effects of their expression on other individuals or groups. Students must follow the school rules. These include but are not limited to: no verbal or written assaults, menacing, profanities, obscenities, harassment, or ridicule. All such behavior may result in disciplinary action.
- To restrain from public display of private affection.

Speech

The student is entitled to verbally express his/her personal opinion. The use of verbal assaults; profanity; language and/or material that are lewd, vulgar, and obscene; harassment or ridicule will not be tolerated and may result in disciplinary action.

School Publications, Displays, and Productions

School publications, productions, or displays that are considered school-sponsored or as part of the District curriculum are subject to the evaluation of school administrators, no matter if they are in the classroom or not. The final decision on whether or not they are suitable lies with the principal after he/she has consulted the teacher/advisor and/or student representatives. Such publications, productions, and displays are reviewed by the following educational standards, but are not limited to:

- Whether the material is or may be defamatory or libelous.
- Whether the material is appropriate for the age, grade, and/or maturity of the audience.
- Whether the material is poorly written, inadequately researched, or biased/prejudiced.
- Whether the material is/ or may be disruptive to the school environment. For example, such disruption may occur if the material uses, advocates, or condones the use of vulgar profane language, or advocates or condones the commission of unlawful acts or advocates violation of school rules, board policy, or the Student Rights and Responsibility Handbook.
- No illegal activity or profane or sexually suggestive language may be involved.
- Whether the material incriminates a student even though their name is not used.

Non School Sponsored Publications and Advertisements

All non-school sponsored publications, which students desire to distribute on district property or at district activities, must comply with district standards. Students may not distribute materials, which are defamatory or libelous; threaten or intimidate an individual or group; are obscene; contain vulgar or offensive language; advocate breaking school or district rules or advocate unlawful acts.

School Board Policy: KJ

Distribution Guidelines

Arrangements to distribute non-school sponsored publications must be made with the administration. Guidelines will be set and must be followed. Not obeying or checking with the administration can result in disciplinary action.

Liability

The District cannot take responsibility for non-school related publications. The authors, editors, publishers, distributors, and all others in any way associated with a non-school publication remain solely liable for any claims or litigation which may result and should not in any way rely upon any District permission to distribute, but should rely upon the advice of their own attorney.

Assembly

All formal student meetings that occur on school grounds shall function only as a part of the educational process and as authorized in advance by the principal. Students gathered formally or informally shall not be a disruption to the educational process or infringe upon the rights of others.

School Board Policy: JFI

Prohibition of Secret Societies, Gangs, Hate Groups

Secret societies, gangs, hate groups, or any other groups, which advocate hatred, discrimination, or violence on any issue, are banned from the Culver School District. Likewise, any of the activities of such groups and their members are prohibited in district facilities and at school functions.

Prohibited activities include, but are not limited to the following: congregation of members, the solicitation or recruitment of members, the possession of group paraphernalia and materials, writing or displaying gang graffiti, the intimidation of others, the advocacy of discrimination, and any other behavior which the school administration finds disruptive such as the wearing of gang colors, weapon attire, insignia, and such language, codes and gestures that provoke violence or seek to advocate the purpose and objectives of such groups. Disciplinary action may include suspension or expulsion.

ORS: 336.10; 339.24-.270; 339.885

OAR: 581-21-0050 to-0075

School Board Policy: JFCE

Religious Instruction

A student attending public school may be excused from school for periods not exceeding two hours in a week for elementary pupils and five hours in any week for secondary pupils to attend weekday schools giving instruction in religion. Parents or guardians must apply to the school in which the student is enrolled for release for instruction in religion. Transportation is not provided by the school district.

ORS: 339.420

School Environment



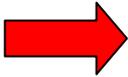
Students have the right:

- To attend school in a safe environment free of harassment, theft, drugs, vandalism, intimidation, or any threat to personal safety.
- To attend a school that is free of fighting or physical abuse. School should be a SAFE place to be.
- To attend school without disruptions.

Students have the responsibility:

- To respect the rights of staff, students, community and others.
- To seek the assistance of authority when they have knowledge of any situation that would violate the safety of an individual or the school community.
- To resolve personal disputes in a peaceful and responsible manner that will maintain and contribute to a productive learning environment.
- To treat fellow students and staff respectfully.
- To keep disruptions from electronic devices (pagers, cell phones, etc.) and negative behavior such as altercations, name calling, or fighting out of the school environment.
- To respect the authority of the school and law enforcement when dealing with lawful requests. They also have a responsibility to assist the authority in resolving conflicts when possible.

Student Code of Conduct/Discipline



Students have the right:

- To attend school free of corporal punishment. Corporal punishment is defined as an act that willfully inflicts or willfully causes the infliction of physical pain upon a student.

Students have the responsibility:

- To expect fair, consistent and reasonable consequences for non-compliance with school rules and policies as outlined in this handbook and the individual school handbooks.
 - To pursue the prescribed course of study, submit to lawful authority of teachers and school officials, contribute to a productive learning climate and conduct themselves in an orderly fashion during the school day and school-sponsored activity.
 - To develop a positive behavior toward self-discipline.
- ▶ Failure to comply with these responsibilities may result in the student being denied participation in extracurricular activities.
- ▶ Titles and/or privileges granted to students may also be revoked (example: valedictorian, salutatorian, student body, class or club office position, prom, social activities, etc).

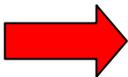
ORS: 339.240-339.270

OAR: 581-21-0050; 581-21-0055

School Board Policy: JFC; JG; GA

Freedom from Discrimination

All students are entitled to attend Culver Public Schools free from discrimination based race, religion, color, national origin, disability, marital status, sex or sexual orientation, or age.



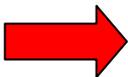
Students have the right:

- To be free from discrimination and are protected in this right by board policy, state and federal law. If students believe they have been discriminated against because of their race, religion, color, national origin, disability, marital status, religion, sex or sexual orientation, or age they should inform their parent and immediately report the incident to a school administrator or counselor.

Students have the responsibility:

- To not discriminate against others. The board expects students to contribute to a productive learning environment and respect all individuals in the school community. Students who are found to have discriminated against persons in the school setting, to and from school, or at school-sponsored events shall subject themselves to disciplinary action leading up to and including suspension and expulsion.

Academics



Students have the right:

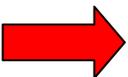
- To be informed of and participate in an appropriate course of studies.
- To be informed of the teacher's expectations for them in their classes.
- To be informed of their academic progress.
- Opt-out of Smarter Balanced achievement testing

Students have the responsibility:

- To participate in class and complete the assigned work in a timely manner.
- To behave in a manner that does not disrupt the school environment.
- To demonstrate a high degree of academic integrity.
- To refrain from plagiarism or any form of cheating.
- To monitor their own academic performance.

ORS: 339.250 (1); 336.179

Student Records



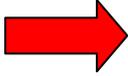
Eligible students and their parents have the right:

- To inspect and review the student's records.
- To receive a copy of the student's educational records.
- To request that the records be amended to ensure that they are accurate, not misleading or otherwise in violation of the student's privacy or other rights.
- To request a hearing if the District refuses to amend a record.
- To consent to disclosure of personally identifiable information contained in the student's education records.
- To obtain a copy of the District Student Records Policy from the District Office.

Eligible students and their parents have the responsibility:

- To make a request to the principal to inspect any of the student's educational records. The request should specify as precisely as possible the record to be inspected.
- A student's educational records are confidential and protected from unauthorized inspection or use.
- Directory information: Parents should make a written request to the principal within 15 days of receipt of this information if they do not wish to have their directory information disclosed. If no written request is received, the district may disclose information deemed to be directory information.

Student Dress and Grooming



Students have the right:

- To dress and groom as they and their parents choose within the guidelines set by board policy and each school.

Students have the responsibility:

- To maintain their person in such a manner as to comply with health, sanitary, and safety standards.
- To dress and groom so that the teaching/learning process is not disrupted.
- Dress and grooming shall be age-appropriate and reflect the norms and values of the community.
- Students who represent the school in voluntary activities may be required to conform to dress and grooming standards defined by the school and approved by the Superintendent. Student participation may be denied if those standards are not met.
- Clothing should be free from advertisement slogans related to alcohol, drugs, tobacco, gangs, or sexual innuendoes.

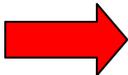
ORS: 339.240-.250

Student Skateboard, Scooters, Bicycles and Like Devices

Due to the inherent dangers both to participants and non-participants, combined with the potential liability assumption, the use of skateboards, scooters (including electrical or gas powered devices) or like devices on Culver School District grounds **is not allowed**. Students may carry skateboards, scooters, or like devices on the grounds of the school in which they are enrolled (**and not to any other school**) for use off the property. Students violating this policy will be disciplined according to regular school procedures. Devices may be confiscated by school authorities and placed in the principal's office for parents to retrieve.

Students riding bicycles or scooters to school are responsible to comply with the school bicycle policies. Violation of the bicycle policies may result in the consequences at that school and/or the student losing the privilege of riding the bicycle to school. *School Board Policy: JHFCA*

Motor Vehicles



Students have the right:

- To drive licensed motor vehicles only to the high school subject to availability of parking and compliance with school vehicle policies.

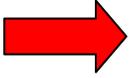
Students have the responsibility to adhere to the following rules and regulations:

- Student vehicles operated on school premises are subject to local and state traffic ordinances and all traffic citations double in school zones.
- Student drivers must hold a valid driver's license and the vehicles must be licensed, insured and registered with the school administration.
- All vehicles parked on school property are under the jurisdiction of the district and will be subject to search when there is a reasonable suspicion to believe an illegal act, violation of student conduct or district policy has occurred.
- Students shall not loiter in cars or in the parking lot during the school day.
- The speed limit on campus is 10 miles per hour.
- Student vehicles may be cited and towed away at owner expense if they are double parked or parked in unauthorized areas.
- Student drivers are subject to additional regulations defined in the Culver High School parent/student handbook.

ORS: 332.445; 339.254

School Board Policy: JFG

School Campus Mobility



Students have the right:

- To know that *only* grades 10-12 have open campus during lunch. Ninth grade may be afforded open campus privileges during lunch after the first month of school. Movement of students during required school hours is confined to school property except when specifically released for reasons such as medical appointments or educational programs such as cooperative work experience and field trips.
- To be released from campus with parent and/or administrative permission on file in the school office.
- To remain on campus at all times unless released and signed out to leave campus.
- To know and comply with individual school campus regulations.

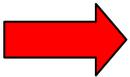
Students have the responsibility:

- To know the specific regulations concerning campus mobility will vary from school to school and affect age groups differently. Where these rules apply, students are required to sign in and out when arriving or departing from school. All schools have regulations concerning signing in and out.

Misconduct that occurs off campus

Students may face disciplinary consequences for conduct that occurs off the school premises at school-related or supervised functions, including, but not limited to: (1) behavior that occurs while at a bus stop, traveling on a bus to and from school if the behavior has a threatening effect on student safety or physical or mental health or (2) any off campus behavior that would otherwise tend to disrupt the educational process or the operation of the school or district.

Bus Transportation



Students have the right:

- To ride district buses as provided when students live one or more miles from the school (in the case of elementary school students) and one and one-half or more miles from school (in the case of middle school and high school students) and/or students who have to cross a hazardous area. Buses travel only on city, county, or state maintained paved roads.

Students have the responsibility:

- To be at the bus stop five minutes before the scheduled pick up time.
- To follow the instructions posted and listed in District regulations.
- To participate in a bus evacuation drill each year.

Students must follow the rules governing behavior on school buses or may forfeit the right to ride. Students should understand that the bus driver is responsible for the safety of students. A licensed teacher is responsible for establishing departure times of field trips and or maintaining order during field trip activities.

The following are state regulations from OAR 581-53-010:

- Students being transported are under authority of the bus driver.
- Fighting, wrestling, or boisterous activity is prohibited on the bus.
- Students will use the emergency door only in case of emergency.
- Students will be on time for the bus both morning and evening.
- Students will not bring firearms, weapons, or other potentially hazardous material on the bus.
- Students will not bring animals, except approved assistance guide animals on the bus.
- Students will remain seated while the bus is in motion.
- Students may be assigned seats by the bus driver.
- When necessary to cross the road, students will cross in front of the bus or as instructed by the bus driver.
- Students will not extend their hands, arms, or head through bus windows.
- Students will have written permission to leave the bus other than at home or school.
- Students will converse in normal tones; loud or vulgar language is prohibited.
- Students will not open or close windows without permission of the driver.
- Students will keep the bus clean and must refrain from damaging it.
- Students will be courteous to the driver, to fellow pupils, and passersby.
- Students who refuse to obey promptly the directions of the driver or refuse to obey regulations may forfeit their privilege to ride on the bus.
- Students will not bring glass or glass containers on the bus. (Culver SD rule)

These regulations, if broken, are severe violations with severe consequences because of the threat to the safety of others. If a student is involved in an offense on the bus the driver will summon a school administrator or his/her designee by radio or cell phone

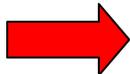
to meet the bus at the school upon its arrival and to remove the student and suspend his/her bus riding privileges. If the action or offense occurs on the way to the student's home destination, this may result in the driver returning the student to their home school and notifying parents or summoning law enforcement officials to remove the students from the bus and their bus riding privileges will be suspended by the District.

Rules Governing Pupils Riding School Buses must be kept posted in a conspicuous place in all school buses.

ORS: Chapter 820; 332.405

OAR: 581-21-010

Technology/Electronic Communications



Students have the right:

- To use the district's network for educational purposes including classroom activities and professional or career development.

Students have the responsibility:

- To read, sign, and follow the district's Technology Responsible Use Agreement as well as the Technology Use Handbook. This agreement is the guide for acceptable use of the network. It includes guidelines for personal safety and rules with respect to illegal activity, system security, inappropriate conduct, respecting resource units, limited expectation of privacy, plagiarism, copyright infringement, inappropriate access of material and other limitations necessary to enable the district to provide this opportunity to use the network.

Personal Communication Devices (Pagers, Cell Phones, Audio Headset, etc.)



Students and staff should be allowed to complete their tasks *without* the interruption of communication devices such as pagers, cell phones, or audio headsets (other than for school use) while attending school or school associated activities, on or off the school property including school buses. If the communication device disrupts the educational environment or impacts the safety of others, it is subject to confiscation and forfeiture to the district. Exceptions are: police officers, school administrators, staff, and active members of emergency medical teams. A personal communication device is a device that is capable of electronically communicating, sending, receiving, storing, recording, reproducing and/or displaying information and data.

Cell Phone Photographs:

- No use of cell phone photographs is permitted during school hours unless authorized by the principal or their designee.
- Use of cell phone photographs is strictly prohibited in the restrooms or locker room areas at any time.

School Board Policy: JFCEB

Weapons



Students have the right:

- To attend a school without fear of weapons.
- To attend a school free of threats to their physical or emotional wellbeing.

Students have the responsibility:

- Not to possess weapons or "look-alikes" in or around the school grounds/facilities or at school-sponsored activities.
- To report knowledge of weapons that might be in a student's possession or on the school grounds.
- To report any person who threatens to harm any student or staff member.

Possession of, threatening the use of, or actually using a weapon or simulated weapons (including "look-alike"), explosives, firecrackers, mace, or other items capable of producing bodily injury is prohibited. Possession of weapons including the unauthorized presence of or use of "dangerous weapons" which include, but are not limited to, any type of firearms* (guns), knife (including pocket knives), metal knuckles, straight razors, noxious, irritating or poisonous gases, poisons or drugs, bombs, explosives, or firecrackers. "Dangerous weapon" means any weapon, device, instrument, material, or substance, which, under the circumstances in which it is used, attempted to be used, or threatened to be used, is readily capable of causing death or serious physical injury.

Possession includes not only possession on the student's person, but also the presence of weapons in a vehicle, locker, or container under the student's control, or brought upon the school grounds or facilities by the student whether or not in the student's immediate possession or control when on the school grounds.

Materials or devices that can be readily assembled to create explosives or dangerous weapons, or any materials or devices that have potential of endangering the safety of others, are also prohibited. Violation of school policy regarding weapons or explosive materials will result in notification of law enforcement, suspension, and/or expulsion.

Culver School District of the Culver School District has a "no-tolerance" philosophy regarding any type of weapon in or around the school grounds or facilities, with the exception of law enforcement personnel. This also includes "look-alikes" or any inappropriate items that endanger the safety and wellbeing of student or staff, or the effective operation of the schools.

Students who promote or become involved in such activities can expect to be held accountable and disciplined for their actions. The State of Oregon also has strict laws on the use of weapons near or at schools. Disciplinary action will include arrest, suspension, or expulsion. The weapon is subject to seizure or forfeiture.

Exceptions to the foregoing rules regarding possession of weapons or "look-alikes" as used in dramatic productions, athletic events, classroom instruction, or school/club activities are permitted pursuant to prior arrangements and written permission under direct staff supervision.

* *The Gun Free Schools Act (GFSA) of 1994 defines the term "firearm" in Section 921(a) of Title 18 of the United States Code: "any weapon (including a starter gun) that will be, or is designed to or may readily be, converted to expel a projectile by the action of an explosive." Pellet guns and BB guns are classified as weapons under this law.*

ORS: 339.240 -339.254; 339.315; 332.061; 336.615; 336.655; 659A.003

OAR: 581-021-0050 to 0070

School Board Policy: JFCJ: JGE

Laser Pointers

Due to the potential for the disruption of the school environment and the risk of permanent eye damage, student use or possession of laser pointers while on district property, while attending a district-sponsored activity on or off district property or while traveling to or from any school event is prohibited. The student will be subject to discipline, including the confiscation of the laser pointer.

School Board Policy: JFCL

Hazing, Harassment, Intimidation, Bullying, Cyberbullying, Teen Dating/Domestic Violence

All students are entitled to attend a school without fear of hazing, harassment, intimidation or bullying, cyberbullying, teen dating violence or domestic violence. Harassment, intimidation or bullying is basically defined as any act that substantially interferes with a student's educational benefits, opportunities or performance. Harassment, intimidation, bullying, cyberbullying and teen dating violence are criminal offenses and may result in arrest.

Additionally, it is the District's and community's desire that all students be able to attend school free from sexual harassment from fellow students and school employees. Sexual advances made with the implied threat of reprisals if the advances are resisted will not be tolerated. The creation of a hostile or uncomfortable environment due to uninvited, unwelcome, personally offensive attention is also considered sexual harassment.

(Refer to Title VII of the 1964 Civil Rights Act.)

Anyone who engages in such activities can expect to be held accountable and disciplined for their actions in addition to the possibility of civil, criminal and any legal action being taken against them or their families. It is the student's responsibility to report any violations if he/she is the victim or knows of someone being victimized. His/her parents, administration, counselors, or law enforcement should be notified *immediately* in order to begin getting assistance for the victim.

Sexual Harassment Complaints

All persons associated with the school district including but not limited to the board of directors, employees, volunteers, and students are expected to conduct themselves at all times as to provide an atmosphere free from sexual harassment. Any person who engages in sexual harassment while acting as a member of the school community will be in violation of this policy. The student and/or parent with a complaint should contact a school administrator.

Examples of sexual harassment are, but not limited to the following:

- Visual - ogling, staring, inappropriate hand gestures.
- Verbal - unwanted request for dates, questions about personal life, lewd comments, dirty/sexual jokes, whistling.
- Written - unwanted love poems and love letters, obscene poems, unwanted cards.
- Touching - violating space, patting, grabbing, pinching, caressing, and kissing.
- Power-relationships, using power to request dates, sex, etc.
- Intimidation - threats, demands.
- Force - rape, physical assault.

OAR: 581-21-0038

School Board Policy: JFCF/GBNA

Assaults, Menacing, Disorderly Conduct and Threats

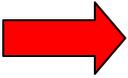
Students, staff, and community are entitled to attend schools in an environment where physical or mental violence does not occur. Persons who engage, promote, or become involved in such activities can and will be held accountable for their actions. Assault is basically defined as any offensive physical contact that results in a visible injury. Menacing means by word or conduct the student intentionally attempts to place a district employee or another student in fear of imminent serious physical injury.

Disorderly conduct is basically defined as intentionally causing public inconvenience, annoyance, or alarm by engaging in or participating in fighting or any violent threatening behavior. It also includes making unreasonable noise, disrupting lawful assembly of persons, or congregating with others in public places and refusing to comply with a lawful order of law enforcement to leave. Students will not verbally, in writing, or by any conduct threaten, intimidate, harass or coerce any fellow student or district employee. Any violation will be considered serious and may result in suspension and/or expulsion against the individual and the possibility of criminal or civil action being taken against the individual and his/her family.

ORS: 163.160; 163.190; 166.025; 339.240-250

School Board Policy: JFCM

Theft



Students have the right:

- To not have their personal property taken or damaged.
- To take reasonable precautions to ensure the security of their personal property.

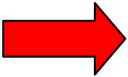
Students have the responsibility:

- To respect the property of others including fellow students, staff, the school district, and the community.
- To take reasonable precautions to secure and protect their personal property.
- To report thefts to the authorities.

Theft is defined as taking, obtaining, or withholding another person's property. Theft constitutes criminal conduct under Oregon State law and should be reported to law enforcement as soon as possible. The school will take disciplinary action regardless of the consequences or sanctions imposed by the State of Oregon. Suspensions or expulsions may result. Law enforcement may be notified at the discretion of the school administrators.

ORS: 164.015, .043, .045, .055

Vandalism / Criminal Mischief



Students have the right:

- To attend a school that is clean, safe, well maintained and in a state of good repair.

Students have the responsibility:

- To assist in the maintenance of a clean school, and refrain from littering and damaging property.
- To take reasonable personal action or make a report to school or law enforcement authorities when violations are observed.
- To leave all valuable personal property at home.

Vandalism or criminal mischief is basically defined as intentionally causing substantial inconvenience to the owner or to another person, and having no right to do so nor reasonable grounds to believe that the person has such a right, tampers or interferes with the property of another.

Vandalism includes the abuse of any school property, including items such as textbooks, desks, lockers, chairs, computers, bathrooms, and other school equipment. Vandalism to school property is a criminal action under the laws of the State of Oregon and law enforcement will be notified. Disciplinary action will be taken by the school that could result in any or all of the following:

1. Restitution to the school for damages incurred. This also includes the work hours to repair damages.
2. Suspension, expulsion, or other appropriate discipline.
3. Arrest and criminal prosecution and/or civil action.

ORS: 164.345, .354, .365

Tobacco



Students have the right:

- To attend school in an environment free of tobacco, tobacco smoke or the "results" of chewing tobacco.
- To be free from pressure by their peers to use or possess tobacco.

Students have the responsibility:

- Not to use or possess tobacco, either smoking or chewing.
- Not to pressure another student to use tobacco.

"It is unlawful for any person under 18 years of age to possess tobacco products." The Culver School District has declared that all of its facilities will be tobacco free for all staff, students, visitors, and community members. Students, including those students who are 18 years or older, possessing or using tobacco products may be subject to arrest and/or suspension or expulsion.

If possession or use occurs on school grounds, or while participating in school-sponsored activities, or during lunch when students are off campus, students will be subject to discipline up to and including expulsion. (This statement also pertains to Drug and Alcohol issues.) All others using tobacco on school properties will be asked to stop or leave, or they may be subject to arrest for trespass.

The school and students have a responsibility to diligently and regularly inform all students that tobacco use is hazardous to one's health.

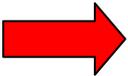
Counseling and other support services will be provided to students and staff wishing to remain tobacco free. There are additional consequences for students involved in athletics regarding the use of tobacco.

ORS: 339.240-250; 339.865

OAR: 581-21-0050 to 0075; 581-53-015 Rules for School Bus Driver

School Board Policy: JFCG

Alcohol and Controlled Substances



Students have the right:

- To attend school in an environment free of alcoholic beverages and controlled substances.
- To be free of pressure from their peers or others to use, possess, or distribute alcohol or controlled substances.

Students have the responsibility:

- Not to possess, distribute, or be under the influence of alcohol or controlled substances/drugs (narcotics, marijuana, inhalants, dangerous mind altering substances, unauthorized medication or drug paraphernalia) as described in ORS Chapter 475.
- Not to possess, distribute or attempt to distribute "look alike" controlled substances or alcohol in circumstances in which another person would reasonably be caused to believe that the "look alike" substances were controlled substances or being represented to be controlled substance.

The Culver School District, recognizes that the abuse of drugs and alcohol pose extreme serious health risks. Curriculums are taught in all of our schools in the district to inform students that the abuse of drugs and alcohol is wrong and harmful (see Tobacco above).

District administrators are responsible for assessing penalties to students who possess, distribute, or attempt to distribute, or are under the influence of alcohol which is wrong and harmful.

Consumption/under the influence of, possession, distribution, attempted distribution of alcohol or controlled substances, abusive chemicals, unauthorized medications, or possession of drug related paraphernalia will result in disciplinary action. Additional counseling and other support services will be provided to students wishing to remain free of alcohol and controlled substances.

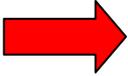
A student will be suspended for violation of the district's rules regarding possession of alcohol and controlled substances, (including residue in pockets, pipes, etc.), possession of paraphernalia, or look-alikes. (Refer to district policy for suspension/expulsion rules.) Expulsion will be recommended for distribution of alcohol and/or controlled substance. A second offense for violation of the alcohol and controlled substance policy will also result in recommendation for expulsion.

Exceptions to the foregoing rules regarding possession of alcoholic/ controlled substances or "look-alikes" as used in dramatic productions, athletic events, classroom instruction, or school/club activities are permitted pursuant to prior arrangements and written permission under direct staff supervision. ORS: 339.240 to .250 OAR: 581-21-0050 to -0075; 581-22-0413; 581-53-0015 Rules for School Bus Drivers

*See administering of Non-injectable medicines

School Board Policy: JFCH; JFCI

Search, Seizure and Questioning



Students have the right:

- To be present, whenever reasonable, when his or her property or school property in use by such students is being searched. There may be occasions, however, when school officials believe it is in the best interests of the safety of the students or the general welfare of the school to conduct a search in the student's absence.

Students have the responsibility:

- To cooperate with the school staff and/or law enforcement.
- Not to bring upon school premises, dangerous weapons or "look-alikes", unlawful drugs or other prohibited substances or items constituting a threat to the health or safety of any person.

A. Searches and Seizures

The School Board seeks to assure a climate in the schools, which is appropriate for institutions of learning and which assures the safety and welfare of personnel and students. To assist the Board in attaining these goals, school officials may search the person and the personal property, including the facility or property provided by the school. School official may seize any property deemed injurious or detrimental to the safety and welfare of students and personnel if school officials have reason to believe an illegal act or a violation of school rules and regulations is being committed or is about to be committed.

The Superintendent will develop procedures for implementing this policy in a manner that assures individual rights are balanced with the larger needs of the school, following these basic procedures:

1. A search of a student's person will be conducted when there is reasonable suspicion to believe that the particular student is concealing evidence of an illegal act or school violation.
2. The search shall be "reasonable in scope," related to the objectives of the search, and not excessively intrusive in light of the age, sex, maturity of the student and nature of the infraction.
3. Illegal items (firearms, weapons, narcotics, etc.) or possessions determined to be a threat to the safety or security of others will be seized by school officials. When illegal items are seized, school officials will notify law enforcement.
4. Items that may be used to disrupt or interfere with the educational process will be temporarily removed from the student's possession.
5. A general search of school properties including, but not limited to, lockers or desks may occur at any time. Items belonging to the student, which are unlawful, or are in violation of school policy will be seized. Students may be notified that searches of school property have occurred and will be notified of any items seized.
6. At the time school equipment (for example, school lockers) is assigned to students for their use, students will be informed of conditions for the use of such equipment and of the intent of school personnel to conduct routine searches.
7. Drug sniffing dogs may be used to examine lockers, other student storage areas and vehicles. Such activities may occur at any time.

B. Questioning by Law Enforcement Officials Regarding Non-School Related Issues

Normally, questioning of students for non-school related issues should occur outside the school. Any investigation of child abuse will be directed by the Oregon Department of Human Services or law enforcement officials as required by law. When an administrator is notified that the Department of Human Services or law enforcement would like to interview a student at school, the administrator must request that the investigating official demonstrate that he/she has a warrant, court order, exigent circumstances or parental consent to interview the student. Failure to meet one of these criteria may result in the administrators' refusal to allow the student interview on school property.

The school administration should inform the investigating officer(s) if the student they are to question has any disabling conditions that they are aware of. Confidential records cannot be used in an investigation without an appropriate subpoena or in other conformance with Oregon law. If a custody or arrest is involved, the principal will request that all procedural safeguards prescribed by law be observed by law enforcement officials and that the least possible disruption is caused to the learning environment

ORS: 419B.010-419B.045

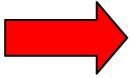
OAR: 581-021-0050 to -0075

School Board Policy: JFG, JFG-AR

Interscholastic Activities

Culver School District is a member of the Oregon School Athletics Association (OSAA). In all athletic matters, the Board will adhere to the policies, rules and regulations of that body.

Exclusion from School



Students/Parents have the right:

- To be presented with a verbal or written statement of the charges.
- To be given the opportunity to be heard and present his/her view of the occurrence.
- To all due process guarantees contained in the school district's stated procedure for suspension and/or expulsion.

Students/Parents have the responsibility:

- To comply with school rules and regulations at school and at all school related activities as outlined in the introduction of this handbook.
- To obey all federal, state, and local laws.
- To submit to the lawful authority of school personnel.
- To conduct themselves individually and collectively in an orderly fashion.

ORS: 339.240-.250

OAR: 581-21-0050 -0075

A. Suspension

Suspension temporarily removes the privilege and duty of a student to attend school and/or school activities for a period of time up to, but not exceeding, ten school days. In determining the length of the suspension, the principal will take into account the severity of the act and the previous behavior of the student. Suspension periods are based on circumstances and the infraction; attempts to notify parents should begin as quickly as possible when a suspension looks imminent.

Suspension may be made by the principal or his/her designee.

Temporary suspension may be necessary while officials review evidence and possibly take further action. In the case of a suspension, the student is informed of the suspension charges by the administration and asked to explain his/her view of the event. When the decision to suspend is made, parents are notified and a procedure for reinstatement and appeal is explained. When a student with an IEP is being considered for suspension or expulsion from school, all procedures mandated by IDEA will be addressed.

A conference may be required for the student and/or the student's parents before reinstatement takes place. Any reinstatement requirements other than simply returning to class shall be presented in written form and contained in the suspension letter or referral form.

Upon return to school, students have the right to make up assignments missed during the time of suspension and to be granted credit. It shall be the responsibility of the student to take the initiative to obtain make-up assignments. It will be the responsibility of the instructor to provide any additional instruction.

B. Expulsion

Expulsion means that a student is removed from school and all school-related activities for an extended period of time, not to exceed beyond one calendar year. Expulsions are recommended by the principal or his designee to the District Hearings Officer. The decision by the hearings officer will be communicated to the Superintendent for school board action. The Superintendent may modify the expulsion requirement for a student on a case-by-case basis.

The decision of the hearings officer may be appealed to the school board. Expulsion is used in cases of extreme severity or for repeated serious violation of school rules or District regulations.

District procedure provides for written notification to the students' parents, identification of alternate education options, the right to a hearing, all rights guaranteed by due process, and rights unique to certified handicapped students.

Recommendation for expulsion will be considered in the first instance, but not limited to, in the following cases:

1. Possession of any type of weapon.
2. Alcohol or controlled substances.
3. Serious endangerment of others.
4. Activity in secret societies, gang activity or hate groups.
5. Fighting.
6. Assault or menacing against any fellow student or school employee.
7. Willful disobedience.
8. Willful damage or injury to school property.
9. Use of threats, intimidation, harassment or coercion against any fellow student or school employee.
10. Open defiance of a staff member's authority.
11. Use or display of profane or obscene language.

ORS: 339.250(3) and (4)(a)

C. Admission of Students on Expulsion:

The School Board shall deny for at least one calendar year from the date of the expulsion, regular school admission to students who have become residents and who are under expulsion from another school district for a weapons policy violation.

The Board may also deny regular school admission to students who have become residents and who are under expulsion from another school district for reasons other than a weapons policy violation.

School Board Policy: JECA

"Gun Free Schools Act of 1994: For any student who is determined to have brought a weapon to school, federal law (Public Law 103-227 section 8001) and Oregon law (HB 2487) requires expulsion from school for a period of not less than one year."

ORS: 339.240 - .254; 332.061; 336.615; 336.655; 659A.003

OAR: 581-021-0050 to 0070

School Board Policy: JFCJ: JGE

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