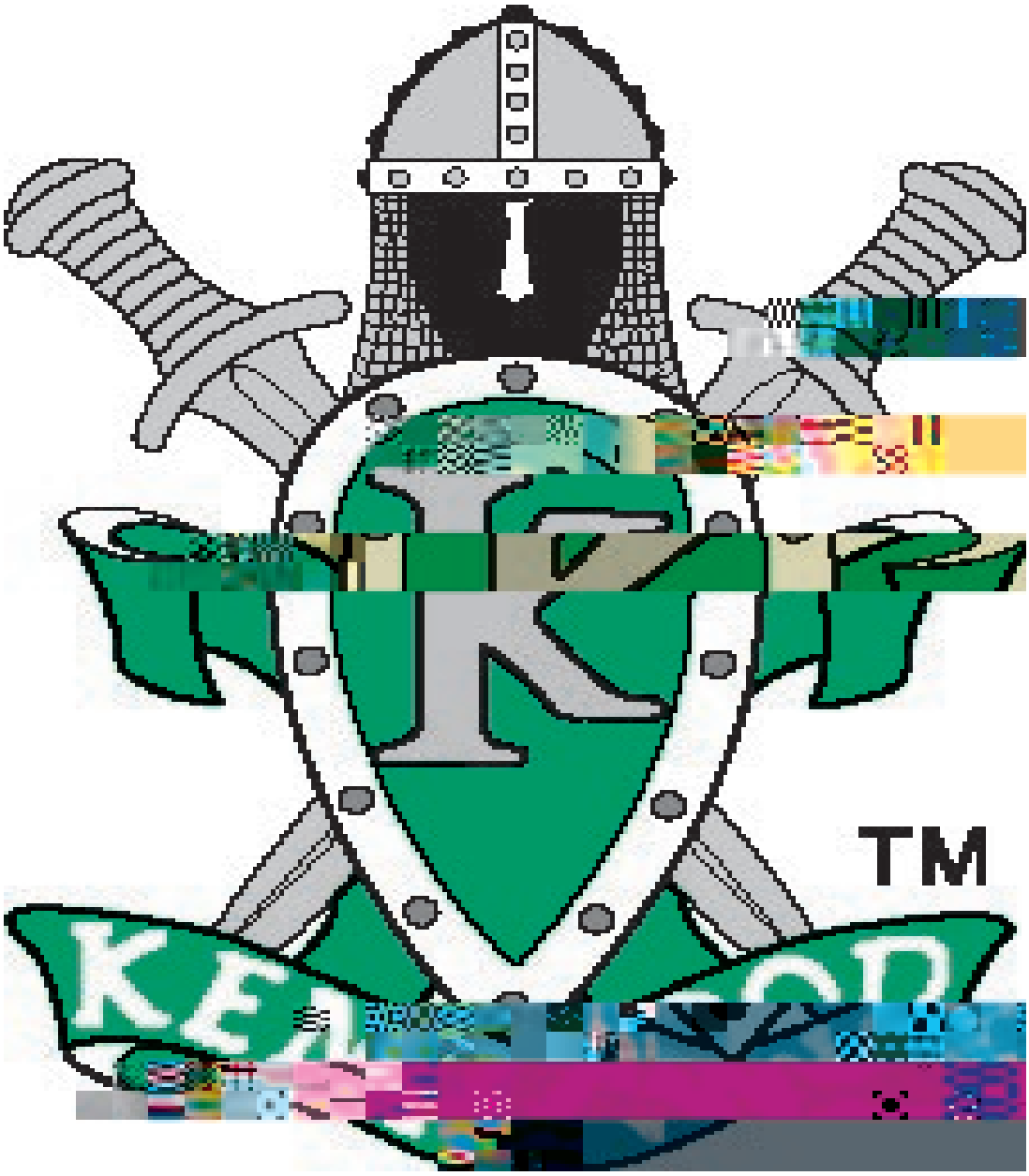
STUDENT HANDBOOK
2023-2024



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KWAY

Trustworthiness - being reliable, honest, and safe, even when nobody is looking.
Responsibility - learning the

Location: Offices
Trustworthiness

Responding to Academic Dishonesty

Academic Dishonesty may be submitted to the student's administrator through a Skyward referral. Formal action is determined by the teacher and administrator in a progressive manner. A possible consequence for academic dishonesty is no credit for the assignment or test and parent/guardian notification. At a teacher's discretion, a student may recover partial credit for an assignment by redoing the assignment within a time period established by the teacher. Offenses are cumulative throughout the curriculum of one course.

An administrator will review the referral and academic integrity policy with the student. A student appealing academic integrity policy action will make an appointment to meet with the principal. Actions for violations of Academic Integrity:

- 1st Offense: 0 or "F" on the assignment or test. At a teacher's discretion, a student may recover partial credit for an assignment by redoing the assignment within a time period established by the teacher.
- 2nd Offense: Action will be determined by teacher and administrator. At a teacher's discretion, a student may recover partial credit for an assignment by redoing the assignment within a time period established by the teacher.
- 3rd Offense: A meeting will take place between the student, parent, counselor, and administrator, to determine further actions which may include the removal from the class, with a loss of credit, and/or loss of some percent within the class grade.

Attendance/Tardies

Showing up matters for

- All absences (excused and unexcused) have the potential of harming students academically.
- Students who miss 10 percent (18 days) of the school year, or two or more days a month, are defined as being chronically absent.
- By sixth grade, absenteeism is one of three signs that a student may drop out of high school.
- By ninth grade, regular and high attendance is a better predictor of graduation rates than eighth-grade test scores.
- It takes an average of three days for a student to catch up from every one day of being absent.
- Missing three or more days of school per month can set a student back up to two full years of learning.

Assess Your Student's Attendance

Take an assessment of where your student is halfway through the school year and learn what you can do to help.

- The Danger Zone (7- 9 Absences) : There is a good chance your child has fallen behind academically. Develop a plan with the school to help your child get to school on time and attend regularly.
- The Warning Zone (4-6 Absences) : Your child's learning may be affected. Pay special attention to make sure your child is keeping up with the work.
- 0-3 Absences: The Satisfactory Zone (0- 3 absences) : Your child has good attendance. Celebrate and make a goal with your child to have even better attendance.

- Stay on top of your child's social contacts. Peer pressure can lead to skipping school, while students without many friends can feel isolated.
- Encourage meaningful after-school activities, including sports and clubs.

Communicate with Your School

- Know the school's attendance policy including incentives and penalties.
- Talk to teachers if you notice sudden changes in your child's behavior. These could be due to something going on at school.
- Check on your child's attend.5 (c)1(c)1 (l)7.1 (udi)n (c)16e8 -0.006 Tw7ssind.5 (n y)1 (o(eer)4.5 0 -1.152 T

Daily Bell Schedule

Wednesday
w/ Conk Time

Period 0	6:54 -	7:24
Period 1	7:30 -	8:00
Period 2	8:06 -	8:36
ConkTime ConkTV/Announcements	8:42 -	9:15
Period 3	9:21 -	9:51
Period 4	9:57 -	10:27
Period 5	10:33 -	11:33

First Lunch (Annex/Port)	Class	10:27	10:57
Second Lunch (Main/PE)	Class	11:03	11:33
		11:03	11:33
		10:33	11:03

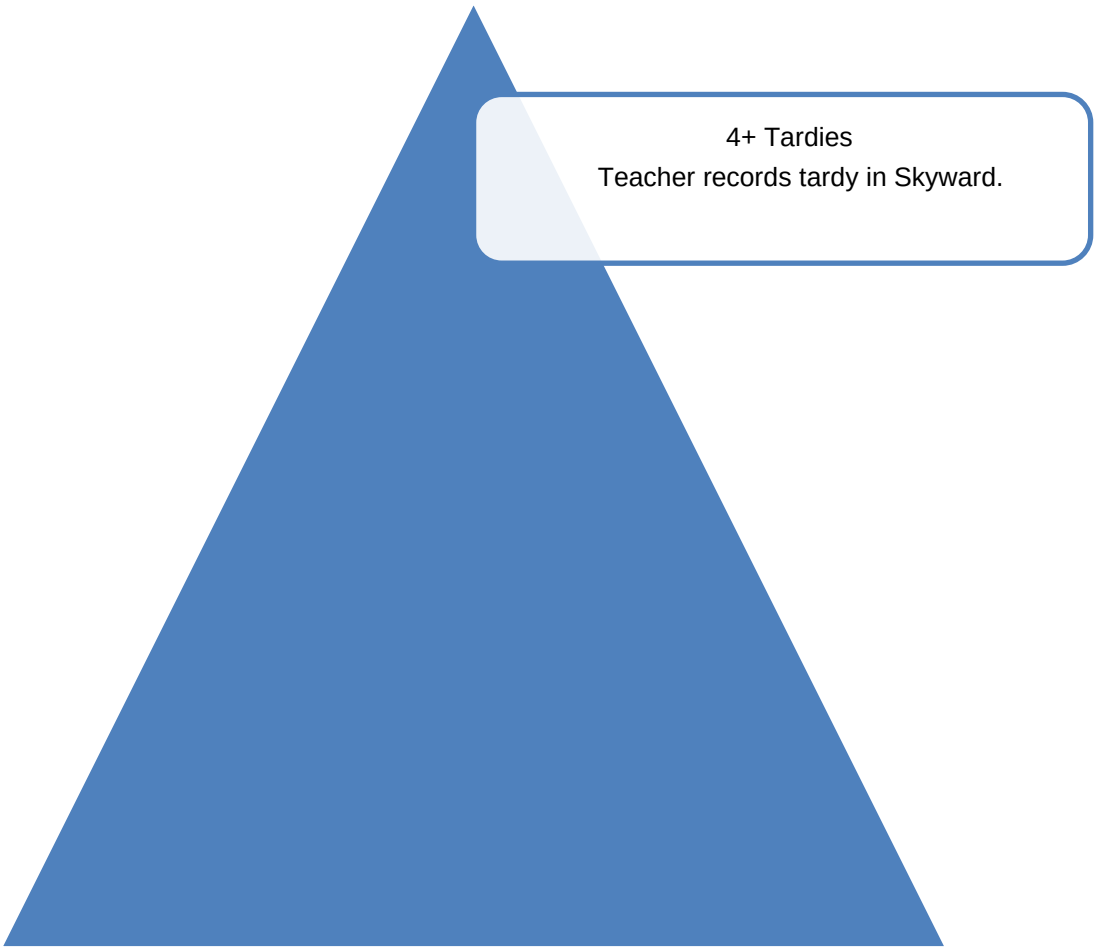
Period 6	11:39 -	12:10

Wednesday
Early Release - No Conk Time

Period 0	6:49 -	7:24
Period 1	7:30 -	8:05
Period 2	8:11 -	8:46
Period 3	8:52 -	9:32
Period 4	9:38 -	10:13
Period 5	10:19 -	11:24
First Lunch(Annex/Port)	10:13	10:43
Class	10:49	11:24
Second Lunch (Main/PE)	10:54	11:24
Class	10:19	10:54
Period 6		

Tardies

Students are expected to be in class on time. Being on time to class means that the student is physically in the classroom by the time the bell rings. Students who arrive more than ten minutes late without a note from a staff member will be considered absent for that class.



Class Officers

Cashier

- Cashier: Lyudmila, Pshonyak- Lyudmua.Pshonyak@kent.k12.wa.us
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inspire underserved, low-income students to finish high school, graduate from college and succeed in life.

* All students have the opportunity to use computerized interest inventories, financial aid programs, and college search software in the Career Center. The Career Centers also have current information on occupations in Washington State as well as local and national information. Other available services include:
    - Resume and Cover Letter Writing
    - Career and Post-Secondary Exploration
    - Job Search Process Assistance
    - Goal Planning Assistance
    - Career Related Software

Conk Crew (Ignite)

Our Conk Crew Team and Ignite Nation are partnering to support our 9th graders transitioning into the Kentwood Community. A team of 10th, 11th, and 12th grade leaders have been strategically selected and are honored to support every 9th grader that is a part of Kentwood HS.

The goal of the program is to provide guidance, friendship and academic and social support. Conk Crew mentors will take 9th graders through academic and SEL (social-emotional) lessons throughout the school ood 2 (c)-1.6 (h g)109 (t)-4.6 (ha)9.e (i)-4.6 (a)9. ( )10.g0 Tc 0 2 (L)oup .9 (ns)-f( )10.9 (t)-49-0.002 Tc 0.002 Tw 6.96 -0 (

Discipline

Kentwood strives for a safe and healthy learning environment for all. The following is a list of discipline which can be applied for violations of rules: teacher conference with student for social skills instruction, administrator conference with student, administrator conference with parent and student, alternative (s)-2.3 (c)9.2 (.002 Tw -9.196 -2 (l)-49.2 (l)-4.6 (tse)-1.66(a)-1.6 (l)6.2 (l)B6 39.12o6 -2 (l)-

Defacing or Destruction of Property

For school discipline purposes, means the unauthorized, intentional damage to district property or the property of others (other than arson, above).

Under RCW 28A.635.060 (1), the school district may withhold the grades, diploma, and transcripts of a pupil responsible for intentional damage or loss to the property of the district, a contractor of the district, an employee, or another student until the pupil or the pupil's parent or guardian has paid for the damages.

If a student has been suspended or expelled, the student may not be readmitted until the student, parents, or legal guardian has made payment in full, or until the superintendent directs otherwise. If

the property damaged is a school bus owned and operated by the district, a student suspended for

under RCW 28A.600.420, with notification to parents and law enforcement. The district superintendent or the superintendent's designee is authorized to modify the expulsion of a student on a case- by-case basis. The school district may also suspend or expel a student for up to one year if the student acts with malice as defined under RCW 9A.04.110 and displays a device that appears to be a firearm. Expulsion may result based upon the administrator's judgment of the seriousness of the act or circumstances surrounding the act, and/or the previous record of the student.

Supporting Students with Other Forms of Discipline

Unless a student's ongoing behavior poses an immediate and continuing danger to others, or a student's ongoing behavior poses an immediate and continuing threat to the educational process, staff members must first attempt one or more forms of other forms of discipline to support students in meeting behavioral expectations before imposing classroom exclusion, short-term suspension, or in-school suspension. Before imposing a long-term suspension or expulsion, the district must first consider other forms of discipline. These other forms of discipline may involve the use of best practices and strategies included in the state menu for behavior available on the Office of the Superintendent of Public Instructions website.

Cell Phone/Electronic Devices

Portable electronic devices and accessories such as

- Students will dress so that their genitals, buttocks, and nipples are covered with non-transparent material at all times.
- Students will wear a shirt with fabric in the front, back and on the sides under the arms.
- Students will wear a “bottom” for example jeans, pants, skirt, sweatpants, leggings, shorts to cover the buttocks and upper thighs.
- Students will wear shoes.
- Students must remove their sunglasses upon entering the building.
- Bandanas, due to historical connection with gang activity, are not allowed. If students are wearing bandanas, they must be immediately removed.
- Head coverings related to religious observance (e.g., yarmulkes, hijabs, dastaars/turbans) are permitted for students.

Disruptive Dress

For school discipline purposes this means that student dress and appearance may be regulated when, in the judgment of school administrators, there is a reasonable expectation that:

- A health or safety hazard will be presented by the student's dress or appearance;
- Damage to school property will result from the student's dress and appearance;
- A hostile environment will be established or perpetuated; or,
- A material and substantial disruption of the educational process will result from the student's dress or appearance.

Material and substantial disruption of the educational process may be found to exist when a

Grades (Skyward)

Access your current grades by logging into your Skyward account. Quarter grades are issued during the ninth week of each semester. Credits and Grade Point Average (GPA) are determined by the semester grade.

Health Room and Nurse

Contact our Health Room staff for assistance:

Cheryl Bellino, School Nurse - (253) 373-7712 Cheryl.Bellino@kent.k12.wa.us
Denise Fargo, Health Tech - (253) 373-7720 Denise.Fargo@kent.k12.wa.us

Parents and/or guardians have the primary responsibility for a student's health. The State Board of Health requires students to be fully immunized against Diphtheria, Tetanus, Pertussis, Polio, Measles, Rubella, Mumps, Varicella and Hepatitis B as mandated for grade level. A completed and signed Certification of Immunization Status (CIS) must be on file with the school. For a major health concern that may require emergency care or affect learning abilities or school participation, parents should notify the nurse, through either a written note, e-mail, and/or a personal conference.

Students who become ill at school must obtain a pass from their teacher to report to the Health Room,except before or after school and during the student's lunch period. If the Health Room is closed, students may report to the Attendance Office. The school will contact a parent or an emergency contact for permission if the student needs to go home. Under no circumstances should the student leave school without checking out through the Attendance Office. Medication should be taken at home before and after school. If it is necessary for medication to be taken at school a written authorization from a parent and medical care provider is required.Medication includes over-the-counter medications such as cough drops and Tylenol. If medication is
necessary for the student during the school hours, the following is required:

Submit a completed medication authorization form signed by the medical provider and the parent/guardian to your school nurse (Available on-line or through the KW nurse office)

OR

Submit notes to the school nurse that consist of:

1. Written and signed note from the doctor indicating: name of medication, dose, time and reason it must be given during school hours.
2. Written and signed note from parent/guardian giving permission for your child to receive the prescribed medicine at school.

Medication must also be brought to school in its original unexpired container. If medication will need to be taken on overnight field trips, please contact the nurse 2 weeks prior to leaving.

ID Cards

All students are required to carry their ID card with them at all times (during school and for all school functions). Cards must be presented upon request. This card is needed to check out library

Library

Contact our Library staff for assistance:

Lois Pena, Librarian (253) 373-7301 Lois.Pena@kent.k12.wa.us

The Kentwood Library is the home of four different student services:

Library & Information Services – Access to materials to support your studies and popular fiction

The Career Center – Personalized guidance for your journey to college or career

Learning Lab – A quiet environment for testing and make up tests

Technology Specialist – The place to come when you have an issue with your laptop.

Information Services

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Personal Protection Spray devices:

Students must obtain an Administrators' approval prior to bringing or possessing any type of Personal Protection Spray Device (i.e., pepper spray or mace) to school or while on campus.

Visitors and Guests:

All visitors, including parents/guardians must register in the main office upon arrival.
Students must obtain an Administrators' approval prior to bringing any All Seniors have these are the