

# FAIRVIEW

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Log onto the address below for weekly announcements:

<http://enews.cksd.wednet.edu/fajh/>

You can access teacher's website below:

<http://moodle.cksd.wednet.edu>

STUDENT HANDBOOK  
2015 - 2016

## INTRODUCTION

Welcome back. Previously at Fairview, the use of the student planner as a communication tool and an aid to organization has been a big success. Students who are well informed and monitor their daily schedule and assignments are likely to be academically successful. The calendar feature allows staff and students to record and display course-specific assignments and deadlines so students (and parents) can plan for timely completion. There are also pages of valuable school related information including schedules, basic procedures and the Students Rights and Responsibilities.

Use your daily student planner to stay on top of your schedule, to meet your personal goals of academic and school success, and as your hall pass. This planner is an overview of Fairview policies, procedures, and activities. Have a great year, plan well, and stay focused through organization.

Good Luck,  
Fairview Staff



### GUIDELINES FOR SUCCESS

ALWAYS TRY  
BE RESPONSIBLE  
COOPERATE WITH OTHERS  
DO YOUR PERSONAL BEST  
TREAT OTHER PEOPLE AND PROPERTY WITH RESPECT

FAIRVIEW MASCOT --- FALCON

SCHOOL COLORS  
RED, WHITE AND BLUE

This agenda belongs to:

NAME: \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY/TOWN \_\_\_\_\_  
STUDENT NO. \_\_\_\_\_

## SCHOOL POLICIES AND REGULATIONS

The following rules have been developed to ensure an environment beneficial to learning.

Disregarding these rules may result in detention, in-school suspension, and/or suspension from school.

These rules apply to all school functions, bus stops and property near the school.

### SCHOOL COMMUNICATION

Fairview offers access to an electronic newsletter. If you wish to receive information about school activities, sign up at <http://enews.cksd.wednet.edu/fajh/>

### CELL PHONES

Technology is a wonderful tool and has made communication much faster; however, it can cause a variety of distractions for students during the school day.

It is the policy of Fairview to disallow cell phones or any other personal communication devices from 7:00 am - 2:05 pm:

- Parents may reach students in an emergency by calling the school.
- Students may also place phone calls between classes or at lunch in the office.
- **Students having a device visible and/or which causes a disruption during school, will have it confiscated and it will ONLY be returned to the parent.**

Parental support of these policies is appreciated.

### ELECTRONIC DEVICES

The use of electronic devices, such as , MP3s, IPODs, cameras, handheld games, DVD players, etc. are not permitted at Fairview, due to the disruption they cause. These personal items are expensive and can be misplaced, lost, or stolen. We encourage students to keep these items at home. **A student that has such a device visible at school will have that item confiscated, and it will ONLY be returned to parent or guardian.** Repeated incidents will be considered defiance.

### DRUGS, ALCOHOL OR TOBACCO

It is illegal to possess, use or being under the influence of:

- Any drugs
- Tobacco or alcohol

**Students involved with this face a long-term suspension, potential loss of credit and police action.**

### EMERGENCY OPERATING PROCEDURES

Listen to the radio or television between 6 AM and 8 AM if you feel the weather may create hazardous traveling conditions. You can also refer to the district web site [www.cksd.wednet.edu](http://www.cksd.wednet.edu) where you will find a link for snow closures. The district also may activate the automated phone calling system.

### FEES

ASB Privileges - \$15.00

(Required of all Athletes and ASB Activity Members)

Lockers - \$2.00

Annual (Optional) -\$21.00  
with ASB Card

Annual w/o ASB Card - \$25.00

Student Planner - \$4.00  
(Required of all students)

Athletic User Fee - \$50.00  
(per sport, max 2)

### FINES

All fines and fees must be paid prior to a student receiving their yearbook before the end of the year activities.

### MEDICINE AT SCHOOL

Due to State law.....

Before any medicine may be given, the Physician/Parent Permission form must be on file in the school office. Please read it over carefully. This is required even for non-prescription medicine, such as, Tylenol, vitamins, cough drops, etc.

### SCHOOL DRESS

Students are expected to dress in a modest and respectful manner. Clothing should in no way distract from or disrupt the learning process (District policy 3224).

**The following dress code items are prohibited for all school-related events and activities\*:**

- Hats, bandannas, sweatbands, or any type of head covering
- Tank tops with less than 2 inch straps
- Tops with a low neckline that expose cleavage
- Tops that expose the midriff
- Any clothing considered revealing

- Visible undergarments or undergarments used as outerwear
- Skirts, dresses, and shorts shorter than fingertip length when arms are straight along side of the body--Slits in skirts must go no higher than fingertip length.
- Sagging pants--All pants/skirts must be secured at the waist and worn no lower than the top of the hipbone.
- Yoga pants/leggings/compression pants must be covered.
- Holes in pants above fingertip length or large holes in shirts
- Slippers (unless hard outer soled) or pajamas
- Bare feet
- Capes, blankets, or sunglasses
- Chains or sharp/studded ornaments/clothing
- Face/body painting, drawing on the body, or excessive makeup
- Inappropriate attire/items depicting weaponry, alcohol, tobacco, drugs, sexual themes, racism, obscenity, or gang-related activity
- Any item that disrupts the educational process

\*The Administration reserves the right to make the final decision on the appropriateness of student dress.

**A student who continues to wear clothing that is unacceptable will be considered in defiance of school policy.**

### **TELEPHONES**

The office phones are available to students for illness or emergency related reasons. Classroom phones may be used with teacher permission.

### **VISITORS**

Parents/guardians are always welcome; however, for the safety of the students, all visitors must stop in the office to receive a visitor badge. No other visitors will be allowed during the school day.

### **WEAPONS POLICY**

Any student who brings a firearm, dangerous weapon, or explosive devices to school or a school-sponsored event will automatically be expelled from school for a period of not less than one year. When a student is expelled, he or she may not attend any other State of Washington public school. This will occur regardless of the intention for possession of the firearm, regardless of whether the firearm is loaded. It is absolutely critical that parents take responsibility for all firearms kept in the home and see that their children understand the seriousness of guns at school. A weapon may include mace, pepper spray, knives (including pocket knives), look a-like weapon, such as a play gun, and other items that can be used as weapons, such as numchucks, screwdrivers, or hair picks.

### **ATTENDANCE PROCEDURES**

Attendance is positively linked to academic success.

If your student is absent, please call our Attendance Secretary at 662-2606. Leaving a message at this number will excuse an absence. You may also send a note with your child when they return to school. Our automated system will call student's homes on the evening of each day they are absent unless you've called or sent a note to excuse the absence.

### **EXCUSED ABSENCES**

All absences due to illness will be considered excused, as well as absences due to family emergencies. Other absences may be excused following a confidential discussion with an administrator.

### **UNEXCUSED ABSENCES/TARDIES**

Oversleeping, missing the bus, transportation problems, clothing problems, and babysitting siblings are not excused. Family trips and other absences, not due to illness, must be excused by a parent and an administrator.

All absences not cleared within 48 hours will be converted to a cut absence and appropriate disciplinary consequences will be assigned.

### **EXTENDED PLANNED ABSENCE**

Students should bring in a note from parents to the Attendance Secretary, a minimum of one week, prior to the dates of a planned absence. The student will receive a form from the Attendance Secretary, which needs to be given to teachers and then approved by the principal.

### **TRUANCY**

Any unexcused absence will be considered truancy after 48 hours and will be subject to discipline. For safety reasons, students are not allowed to leave campus without parent approval and office notification.

### **CLASSROOM TARDIES**

Unexcused tardies, between classes, will result in the following discipline:

1. #1- Warning
2. #2- Tardy notice sent home
3. #3- Detention
4. #4- Thursday School
5. #5- 2 Thursday School/2 weeks of lunch detention
6. #6- Parent Conference/ISS.

## SAFE CAMPUS POLICY

In order to ensure a safe environment at Fairview the following behavior will be regarded as a discipline infraction. See the District Discipline Policy regarding these infractions.

- Displaying any gang related symbols or signs
- Approaching someone with intent to engage in a physical or verbal altercation
- Deliberate intimidation or “bullying”
- Posturing for a fight
- Fighting
- Spraying aerosol or perfumes inside the building
- Play fighting
- Leaving CLOSED CAMPUS
- Possession or use of a laser
- **Areas to be in morning:**
  - Before 7:00 – In front of building or supervised activity.
  - 7:00 – 7:15 – cafeteria or a supervised activity.
- If on campus, students must be in a supervised activity after school.

Students are required to remain on school grounds from the time of arrival until officially excused. If a student needs to leave during school hours, he/she must obtain an Early Dismissal Slip from the Attendance Office. During the school day, students may only leave campus after permission from a parent/guardian.

## SEXUAL HARASSMENT POLICY AND ANTI- BULLYING POLICY

Sexual harassment in any form is forbidden in any Central Kitsap School. The following behavior is not allowed:

- Staring or leering with sexual overtones
- Spreading sexual gossip
- Inappropriate sexual comments or jokes
- Pressure for sexual activity
- Any unwanted physical contact of a sexual nature

**Bullying will not be tolerated.** Victims of abuse or witnesses of bullying behavior must report the issue to a staff member.

Victims of sexual harassment should report the problem to an adult staff member as soon as possible. A range of discipline for sexual harassment and bullying will be exercised, depending on the severity of the offense.

## PROGRESSIVE DISCIPLINE

It is important to remember that the frequency with which students violate various school policies, rules and regulations is often of greater concern than single violations. The cumulative effects of these acts will determine the form of discipline.

**The school may use the following punishments:**

- Conference with an administrator
- After school detention/work service assigned by an administrator
- Thursday School 12:40-3:30
- In School Suspension (ISS)
- Short Term Suspension – not to exceed 10 days
- Long Term Suspension – exceeding 10 day

## STUDENT REFOCUS

Students who are not meeting teacher expectations in the classroom may be dismissed from class and sent to our refocus room. Students in the refocus room will be asked to think and write about their behavior before returning to class. Parents will be notified of each visit to the refocus room. After three incidents of needing to visit the refocus room, students will likely be assigned disciplinary consequences.

## DETENTION SYSTEM

One hour after school detentions (2:05pm to 3pm) are held on Tuesdays. Detention is assigned by teachers for minor misbehavior. We understand there may be circumstances that require a detention to be rescheduled. Rescheduling a detention may only be done **(in advance)** by a parent or guardian. To reschedule a detention contact the assigning/supervising teacher.

## THURSDAY SCHOOL

Thursday School is another form of detention. Thursday School is Fairview’s alternative to Saturday school. This program is a three-hour detention, after school, on Thursday, from 12:40 PM to 3:30 PM. Parents/Guardians are responsible for transportation home.

## SUSPENSION

Students suspended from school are not permitted to attend any school functions during their suspension time without prior administrative approval.

## ACADEMIC PROGRESS

### Progress Reports:

All progress reports are available online via PowerSchool. If you would like a printed report of grades, please contact the office. These will inform parents of their son/daughter's current progress in class. Students and parents may also check grades online. Please contact the office for more information regarding online access (662-2600).

### Report Cards:

Report cards may be distributed at the end of each quarter. Actual distribution dates will be announced. Final report cards in June will be mailed.

### Fairview School REQUIREMENTS FOR

#### 7<sup>TH</sup> Grade

- 1 period Language Arts
- 1 period U.S. History
- 1 period Life Science
- 1 period Math
- 1 period PE (semester) and elective (semester)
- 1 period elective\*

#### 8<sup>TH</sup> Grade

- 1 period Language Arts
- 1 period U.S. History
- 1 period Earth Science
- 1 period Math
- 1 period PE 8 (semester) and elective (semester)\*
- 1 period elective\*

\*A REQUIRED INTERVENTION CLASS MAY TAKE THE PLACE OF CHOSEN ELECTIVE.

### PROMOTION AND RETENTION OF EIGHTH GRADE STUDENTS

Central Kitsap School District Policy #2421P requires the following for promotion to the next grade.

### 8<sup>th</sup> Grade

Eighth grade students must pass eight semesters of classes including at least one semester of language arts and one semester of math. Eighth grade students not meeting criteria #1 will remain at eighth grade standing.

### BELL SCHEDULE

#### REGULAR SCHEDULE

7:25 - 8:20	1 <sup>st</sup> Period	
8:25 - 9:15	2 <sup>nd</sup> Period	
9:20 - 10:10	3 <sup>rd</sup> Period	
10:15 - 11:40	4 <sup>th</sup> Period	Lunch
10:10 - 10:40	1 <sup>st</sup> Lunch	
10:40 - 11:10	2 <sup>nd</sup> Lunch	
11:10 - 11:40	3 <sup>rd</sup> Lunch	
11:45 - 12:35	5 <sup>th</sup> Period	
12:40 - 1:30	6 <sup>th</sup> Period	
1:35 - 2:05	Study Hall	

#### 90 MINUTE EARLY RELEASE

7:25 - 8:05	1 <sup>st</sup> Period	
8:10 - 8:50	2 <sup>nd</sup> Period	
8:55 - 9:35	3 <sup>rd</sup> Period	
9:40 - 10:20	4 <sup>th</sup> Period	
10:20 - 11:50	5 <sup>th</sup> Period	Lunch
10:20 - 10:50	1 <sup>st</sup> Lunch	
10:50 - 11:20	2 <sup>nd</sup> Lunch	
11:20 - 11:50	3 <sup>rd</sup> Lunch	
11:50 - 12:35	6 <sup>th</sup> Period	

### THURSDAY EARLY RELEASE

Fairview will be following the district guidelines regarding 90 minutes Thursday Early Release. Please see the Central Kitsap School District calendar in this planner. Students will be dismissed at 12:35 p.m. on these days.

### SPORTS PHYSICALS

A current sports physical must be on file in the office in order to be eligible to try-out for any sport. The physical expires 24 months from the examination date

### SPORTS ELIGIBILITY PACKETS

Each student must fill out an eligibility packet for each sport to turn out. Information may be found on the Fairview Website (<http://fajh.cksd.wednet.edu>). Please use this site to download forms. An athletic fee of \$50.00 per sport, not to exceed \$100.00, is required. Waivers are available.

### SPORTS/ACTIVITY GRADE ELIGIBILITY

Any athlete with 2 D's or 1 F will be placed on Probation or Suspension status.

### AFTER SCHOOL ACTIVITY TRANSPORTATION

Students must be picked up within 15 minutes after the activity has ended. Failure to comply may result in the student becoming ineligible to attend future activities.

## SPORTS – 7<sup>th</sup> & 8<sup>th</sup> Grade

### Fall Sports: Sept - Oct

- Football
- Volleyball
- Boys & Girls Cross Country

### Winter Sports: Nov - Jan

- Boys Basketball
- Soccer

### Mid-Winter Sports: Feb – Mar

- Girls Basketball
- Wrestling

### Spring Sports: April - June

- Track

## FAIRVIEW ACTIVITIES

- |   |  |
|---|--|
| <ul style="list-style-type: none"><li>• Anime/Manga</li><li>• Art</li><li>• ASB/Leadership</li><li>• Band/Orchestra/Vocal Music</li><li>• Cheerleaders</li><li>• Cooking Club</li><li>• Destination Imagination</li><li>• Drama</li><li>• First Friends</li><li>• GoGirlGo</li><li>• G.E.E.K Club</li><li>• Gifted Club</li></ul> | <ul style="list-style-type: none"><li>• Hip Hop</li><li>• Honor Society</li><li>• Jazz Band</li><li>• Jazz Choir</li><li>• STOMP</li><li>• Peer Mediation</li><li>• Science</li><li>• Spanish Club</li><li>• TSA Club</li><li>• Yearbook</li><li>• Youth Suicide Awareness</li></ul> |
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## STUDENT RECOGNITION SEAL PROGRAM

The purpose of Fairview's reward seal program is to provide all students with the opportunity to be recognized for their outstanding efforts and achievements. Recognition is divided into three categories: Achievement, Pride, and Dedication; providing students to celebrate their well-rounded Fairview Junior High experiences.

## RECOGNITION CELEBRATIONS

Each semester there will be a school wide reward activity to recognize those students who have earned seals in each of the areas of Achievement, Pride, and Dedication (minimum of three seals) or have earned 8 seals throughout the semester.

## RECOGNITION SEAL CATEGORIES AND DESCRIPTIONS (Awarded By)

### PRIDE

- **Attendance:** Students who miss less than 2 days in a semester (Office)
- **Citizenship:** Students who have zero discipline referrals, tardies, or attire reports (Office)
- **Leadership:** Students who demonstrate leadership skills as a member of the Fairview community (Office per staff recommendations)
- **Student Government:** Students who successfully participate in student government (ASB Advisor)
- **Student of the Month:** Students who have demonstrated consistent effort, academic performance, and/or provided a contribution to the class worthy of recognition throughout a month (Monthly by Teachers)
- **Peer Mediation:** Students who have been trained/participate as a peer mediator or been recommended by staff (Counseling office)
- **Fabulous Falcons:** Students who have earned 5 or more feathers (Office)

### ACHIEVEMENT

Earning a 94% grade or better in each and all of the following areas (Teachers):

- |  |   |
|--|---|
| <ul style="list-style-type: none"><li>• <b>Language Arts</b></li><li>• <b>Math</b></li><li>• <b>Science &amp; Social Studies</b></li><li>• <b>Special Achievement:</b> Demonstrated outstanding achievement or talent in an elective course (Teachers)</li><li>• <b>Honor Roll:</b> Achieve a GPA of 3.5 or better (each semester, Office)</li><li>• <b>Outstanding:</b> Demonstrating consistent effort but do not meet 94% (teachers)</li><li>• <b>Most Improved:</b> Demonstrating significant improvement of academic achievement (Teachers)</li></ul> | <ul style="list-style-type: none"><li>• <b>PE</b></li><li>• <b>Music (Band, Orchestra, Choir)</b></li><li>• <b>Foreign Language</b></li></ul> |
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### DEDICATION

Team members who maintain eligibility, regular attendance, and sportsmanship for each and all of the following (Coach and AD):

- |   |  |
|---|--|
| <ul style="list-style-type: none"><li>• <b>Football</b></li><li>• <b>Cross Country</b></li><li>• <b>Volleyball</b></li><li>• <b>Activities:</b> Club members who have regular attendance, maintain academic eligibility, and participate in activities (Club Advisors)</li><li>• <b>Band:</b> Jazz band members that maintain regular attendance, academic eligibility, and event participation (Director)</li><li>• <b>Reading:</b> Active participation in the Distinguished Readers program (Library Staff)</li><li>• <b>Drama:</b> Club members who have regular attendance, maintain academic eligibility, and participation with plays (Club Advisors)</li><li>• <b>Service:</b> Students who volunteer 10 or more hours or demonstrate outstanding commitment to school service (Office)</li></ul> | <ul style="list-style-type: none"><li>• <b>Soccer &amp; Basketball</b></li><li>• <b>Wrestling</b></li><li>• <b>Track</b></li></ul> |
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