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**A**cademic Success • **C**ampus Safety  **D**etermination • **C**ommunity

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# STUDENT HANDBOOK

## 2018-2019

*Like us on Facebook  
"Franklin Pierce Cardinals"*



*Franklin Pierce Schools does not discriminate on the basis of sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual orientation including gender expression or identity, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal by a person with a disability in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups.*

*Questions and complaints of alleged discrimination should be directed to James Hester, Compliance Coordinator for State and Civil Rights Laws; Wendy Malich, Title IX Officer; or John Sander, 504/ADA Coordinator at 315 12<sup>th</sup> St S, Tacoma WA 98444-5099 or at (253) 298-3000.*

# Welcome to Franklin Pierce High School

Welcome to FPHS! We are glad you have become a Cardinal! “The Cardinal Way” encompasses our core values — Academic Success, Campus Safety, Determination and Community. These values guide all students and staff as to how we behave, treat each other, and keep focused on academics. We strive to ensure every student meets his or her academic goals and graduates with the skills necessary to be successful beyond high school. We have a dedicated and professional staff who are committed to assisting you in making your high school experience enjoyable, successful, and rewarding. This handbook has been developed to inform you of rules and procedures at our school. Knowing our procedures and expectations will help you succeed here at Franklin Pierce High School.

Our long-standing tradition of excellence extends from the classroom to activities and athletics. Thus, we urge each student to take advantage of our excellent academic and co-curricular programs. Your effort, interest, and enthusiasm will enable you to realize your full potential and have a well-rounded high school experience.

Please take time to review this handbook. You are responsible for the information within the student handbook. It is designed to answer many of your questions and help you enjoy a successful year. If you have questions that are not answered, please ask your teachers, counselors or administrators. Move forward the Cardinal Way!



# Franklin Pierce Schools

## Vision

Every student graduates from high school prepared to succeed in post-secondary education.

## Core Business

Engage all students in rigorous, relevant, high quality work.

## Beliefs

- ✓ Every student can learn to think, reason, and achieve at high levels.
- ✓ Every student can learn more every day.
- ✓ Every student has potential for education and economic success beyond high school.
- ✓ Every teacher is a “leader of Learning” whose primary job is to engage students in meaningful experiences that result in desired learning.
- ✓ Every staff member has the ability to build positive relationships with students that contribute to learning.
- ✓ Every school principal is a “leader of leaders.”
- ✓ Every staff member has the responsibility to support the core business.

## Mission

To provide students with an engaging education environment, built upon proven academics and high standards, resulting in successful and contributing citizens.

## Goals

- ✓ Increase academic achievement of all students.
- ✓ Prepare students for success beyond high school.
- ✓ Maintain safe and caring schools.
- ✓ Promote family and community involvement in our schools.

## Washington State Learning Goals

- (1) Read with comprehension, write effectively, and communicate successfully in a variety of ways and settings, and with a variety of audiences;
- (2) Know and apply the core concepts and principles of mathematics; social, physical, and life sciences; civics and history, including different cultures and participation in representative government; geography; arts; and health and fitness;
- (3) Think analytically, logically, and creatively, and integrate technology literacy and fluency as well as different experiences and knowledge to form reasoned judgments and to solve problems; and
- (4) Understand the importance of work and finance and how performance, effort, and decisions directly affect future career and educational opportunities.

## Administration

### **Main Office ..... 298-3800**

Ronald Hartley	Principal	298-3801
	<a href="mailto:rhartley@fpschools.org">rhartley@fpschools.org</a>	
Brixey Marzano	Assistant Principal	298-3930
	<a href="mailto:bmarzano@fpschools.org">bmarzano@fpschools.org</a>	
Jon Shelby	Assistant Principal	298-3981
	<a href="mailto:jshelby@fpschools.org">jshelby@fpschools.org</a>	
Stacey Wright	Assistant Principal	298-3802
	<a href="mailto:stwright@fpschools.org">stwright@fpschools.org</a>	
Jesse McNeil	Athletic Coordinator	298-3915
	<a href="mailto:jmcneil@fpschools.org">jmcneil@fpschools.org</a>	
Lynn Cawthra	Office Manager	298-3805
	<a href="mailto:lcawthra@fpschools.org">lcawthra@fpschools.org</a>	
Stephane Disney	Attendance Coordinator	298-3813
	<a href="mailto:sdisney@fpschools.org">sdisney@fpschools.org</a>	
Shirley Dismuke	Assistant Principals' Secretary	298-3952
	<a href="mailto:sdismuke@fpschools.org">sdismuke@fpschools.org</a>	
Christi Angermeir	Financial Coordinator	298-3811
	<a href="mailto:cangermeir@fpschools.org">cangermeir@fpschools.org</a>	

### **Attendance Office ..... 298-3813**

### **Health Room ..... 298-3823**

## Counseling Center

### **Career Counseling Center ..... 298-3834**

Jaime Fineman	Counselor (A-E)	298-3902
	<a href="mailto:jfineman@fpschools.org">jfineman@fpschools.org</a>	
Letysha Plaskett-Rosario	Counselor (F-Le)	298-3953
	<a href="mailto:lplaskett@fpschools.org">lplaskett@fpschools.org</a>	
Hannah Scroger	Counselor (Li-R)	298-3835
	<a href="mailto:hscroger@fpschools.org">hscroger@fpschools.org</a>	
JulieAnn Detweiler	Counselor (S-Z)	298-3901
	<a href="mailto:jdetweiler@fpschools.org">jdetweiler@fpschools.org</a>	
Lori Brist	Guidance Secretary	298-3834
	<a href="mailto:lbrist@fpschools.org">lbrist@fpschools.org</a>	
Elisa Price	Career Center Specialist	298-3934
	<a href="mailto:eprice@fpschools.org">eprice@fpschools.org</a>	
Sabine Fintak	Student Data Manager (registrar)	298-3977
	<a href="mailto:sfintak@fpschools.org">sfintak@fpschools.org</a>	

# FACULTY

**Brian ALLEN** (*Social Studies*)  
**Steve BARNETT** (*Vocal Music/Drama*)  
**Donnielle BAUMER** (*Mathematics*)  
**Tobi BERNTH** (*American Sign Language*)  
**Hannah BROWN** (*Computer Sci, Robotics*)  
**Dan CALL** (*World Languages*)  
**Amy CLARK** (*Physical Education/ASB*)  
**Jeremy COLEMAN** (*Social Studies*)  
**David CONANT** (*Resource Room*)  
**Marcus DISNEY** (*Health/PE*)  
**Tiffany DISNEY** (*Medical Careers*)  
**Janell GARD** (*Mathematics*)  
**Wendy GRANT** (*ELA*)  
**Reiamari GUEVARRA** (*World Languages*)  
**Chimere HACKNEY** (*ELA*)  
**Kimberly HALSEY** (*Science*)  
**Brandon HENRY** (*Science*)  
**Colin HORAK** (*ELA/AVID*)  
**Adam INMAN** (*Business / Yearbook*)  
**Kim JACKSON** (*Physical Education*)  
**Marcisa JOHNSON** (*Mathematics*)  
**Jennifer JONES** (*Mathematics*)  
**Robert JOYNER** (*ELA*)  
**Shelly KANE** (*Social Studies*)  
**Siri KAUNDA** (*Visual Arts*)  
**Tessa KONING** (*Culinary Arts*)  
**Morgan KULLMAN** (*Resource Room*)  
**Jeffrey KURBIS** (*STEM*)  
**Marie LABAN** (*Resource Room*)  
**Howard LUTTON** (*Physical Education*)  
**Katie MARTIN** (*World Languages*)

**Aimee MARUBAYASHI** (*Medical Careers*)  
**Michael MCCORMICK** (*Science*)  
**Theda MCRAE** (*ELA*)  
**Jeff MELVARD** (*Mathematics*)  
**Brittany METCALF** (*ELA/AVID*)  
**Jennifer MURPHY** (*ELA*)  
**Amanda NORRIS** (*Support Center*)  
**Richard O'FLAHERTY** (*Social Studies*)  
**Tyler PARSONS** (*Mathematics, Health*)  
**Kate PASCAL** (*Visual Arts*)  
**Laura PATTEN** (*Mathematics*)  
**Jeremy PEARCE** (*Mathematics*)  
**Matthew PELANDINI** (*Instrumental Music*)  
**Dakota QUILL** (*ELA*)  
**Robert RICHARDSON** (*Social Studies*)  
**Teresa SAWYER** (*Support Center*)  
**Monica SHOOPMAN** (*Mathematics*)  
**Jonathan SOULE** (*Science*)  
**Liliana SPENCE** (*Resource Room*)  
**Michelle STRUNA** (*ELA/ELL*)  
**Penni SULKOSKY** (*Resource Room*)  
**Elizabeth THOMAS** (*Support Center*)  
**Amy UTECHT** (*Mathematics*)  
**Andy VANDERPOOL** (*Social Studies/AVID*)  
**Leroy WALTERS** (*Mathematics*)  
**Jaci WASHAM** (*Science*)  
**Nicholas WATKINS** (*Science*)  
**Lisa WATSON** (*ELA*)  
**Michael WHALEN** (*CBL*)  
**Bryan ZAGAR** (*Social Studies*)

***If you wish to reach a teacher via email, use the following formula:***  
**[teacherfirstinitialteachlastname@fpschools.org](mailto:teacherfirstinitialteachlastname@fpschools.org)**

\* To contact teachers by phone, please call  
The Franklin Pierce High School Main Office at 298-3800

# Graduation Requirements

Successful completion of a one semester course equals 0.5 credits. Some of the course requirements may be completed by courses cross-credited through departments other than those listed.

Below are the credit requirements to graduate from Franklin Pierce High School at this time:

## Required Credits

### Classes of 2019-2020

English	4.0
Math	3.0
Social Studies	3.0
• WA State History (*)	
• World History 1.0	
• American History 1.0	
• Civics 0.5	
• CWP 0.5	
Science	2.0
Health & Fitness	2.0
• PE 1.5	
• Health .5	
CTE	1.0
Fine Arts	1.0
Electives	6.0
<b>TOTAL</b>	<b>22.0</b>

### Total Possible Credits

Freshman	6.0
Sophomore	6.0
Junior	6.0
Senior	6.0
<b>TOTAL</b>	<b>24.0</b>

## Required Credits

### Class of 2021 & beyond

English	4.0
Math	3.0
Social Studies	3.0
• WA State History (*)	
• World History 1.0	
• American History 1.0	
• Civics 0.5	
• CWP 0.5	
Science	3.0
Health & Fitness	2.0
• PE 1.5	
• Health .5	
CTE	1.0
Fine Arts	2.0
World Language or Personalized Pathway	2.0
Electives	4.0
<b>TOTAL</b>	<b>24.0</b>

### Total Possible Credits

Freshman	6.0
Sophomore	6.0
Junior	6.0
Senior	6.0
<b>TOTAL</b>	<b>24.0</b>

*\*Washington State History is a required course for graduation. If taken in the 7<sup>th</sup>/8<sup>th</sup> grade and passed, this meets the state requirement.*



**The Franklin Pierce High School diploma will be awarded only to students who have completed the required number of credits and the required courses. In keeping with Board Policy 2410, students must have completed all requirements for graduation prior to receiving a diploma and participating in the graduation ceremonies.** At the time of admission to Franklin Pierce High School, and on many other occasions thereafter, students and parents are informed of Washington State and Franklin Pierce Schools' requirements for graduation. ***It is the responsibility of the student to see progress toward graduation is maintained and the requirements are met.***

All public high school students are required to meet statewide graduation requirements in order to earn a diploma. The goal is that more students will be better prepared to meet 21<sup>st</sup> century demands in their working and personal lives.

Washington State requires all students to complete the following in order to receive a diploma:

- Earn high school credit (minimum number of credits set by each district)
- Complete a High School & Beyond Plan
- Pass state tests or approved alternatives to those tests

These requirements may be changed by the state. Any and all changes will be communicated to you. For more information, visit:

[www.k12.wa.us/GraduationRequirements](http://www.k12.wa.us/GraduationRequirements)

All curriculums are in alignment with the Common Core State Standards in preparation for the Smarter Balanced state assessment. Franklin Pierce Schools graduation requirements have been adopted to match or exceed state requirements.

Franklin Pierce High School provides many supports to students to accomplish these graduation requirements. Additional math, reading and writing supports have been implemented, and students are monitored to see who needs the support of these classes. Counselors meet with students to help them complete all credit requirements as well as develop a post-secondary plan. FPHS also has a comprehensive advisory program (Cardinal Connections) where students have an advisor who works with them all four years to keep them connected and to provide assistance.



## Academic Supports

Our commitment at Franklin Pierce High School is to prepare every student for success after graduation. Whether a student is heading toward a four-year college, two-year college, trade school, technical school, military service, or directly into the work force, a high school diploma is the first critical step toward a successful career. In order to meet this commitment, we will provide the following academic supports:

All students will receive the highest quality instruction in each class every day. Classroom instruction is based on Common Core State Standards and Common Assessments aligned among teachers within the same course. All students will receive an Advisory Class (Cardinal Connections) on Mondays and Fridays, and Learning Lab (study time, intervention time, extended learning time) on Tuesdays and Thursdays.

**Academic Probation:** Any student who is failing or has an incomplete in multiple classes and/or is off-track for graduation may be placed on Academic Probation. While on Academic Probation, students will receive additional supports that may include the following:

- Check and Connect meetings with administration and/or counselors.
- Academic Interventions (additional Learning Lab) during lunches and during assemblies.
- Academic Interventions during the school day with our Intervention Case Manager.
- Required Homework Center attendance (early release Wednesdays).
- Referral to alternative learning environment for accelerated acquisition of credit requirements or credit retrieval.
- Students on Academic Probation may also be prohibited from attending extra-curricular activities such as Homecoming and Prom.



# 2018-2019 Franklin Pierce High School ASB Executive Officers

PRESIDENT	Brandon Patten
VICE PRESIDENT	Kama Peters-Balderson
SECRETARY	Jazzmine Legg
TREASURER	Taychell Lott
SOCIAL CHAIR	Abraham Konan
ADVISOR	Mrs. Clark

## Class of 2019

<i>President</i>	Chaniella Maratita
<i>Vice President</i>	Tremere Baker
<i>Treasurer</i>	Unfilled
<i>Advisor</i>	Ms. Angermeir

## Class of 2020

<i>President</i>	Alejandro Chavez
<i>Vice President</i>	Maria Leandro
<i>Treasurer</i>	Unfilled
<i>Advisor</i>	Mr. Vanderpool

## Class of 2021

<i>President</i>	Chayanne Iyun
<i>Vice President</i>	Alexandria Anderson
<i>Treasurer</i>	Abby Angermeir
<i>Advisor</i>	Mrs. Shoopman

## Class of 2022

<i>President</i>	TBD
<i>Vice President</i>	TBD
<i>Treasurer</i>	TBD
<i>Advisor</i>	Mr. Disney



## Official fight song “Go Cardinals”

Prologue (silence)  
 Go Cardinals Go, Fight Cardinals Fight,  
 Take the ball and make a touchdown (basket) for FP  
 Go Cardinals Go. Fight Cardinals Fight.  
 Go Fight Win for Franklin Pierce, Go Cards Go.  
 C-A-R-D-S . . . Go . . . Cards . . . Go!  
 Go Cardinals Go. Fight Cardinals Fight.  
 Go Fight Win for Franklin Pierce. Win Cards Win!

# **Franklin Pierce High School Activities/Clubs/Athletics**

You are encouraged to get involved in the many activities we have available at Franklin Pierce High School. It is a great way to meet new friends and have fun! Our active clubs include, but are not limited to, the following:

## **Anime Club**

Advisor: TBD

## **ASL Club**

Advisor: Mrs. Bernth

## **Drama Club**

Get involved with this group of thespians who put on two to three theater productions each year. Open to all students. Advisor: Mr. Barnett

## **EPIC** (*formerly SADD*)

Advisor: TBD

## **DECA**

Advisor: Mr. Inman

## **Green Team**

Advisor: TBD

## **GSA** (*Gay-Straight Alliance*)

Advisor: Mr. McCormick

## **Key Club**

Advisor: Ms. Patten

## **LARP**

Advisor: Mrs. Halsey

## **LEAP**

Advisor: Mr. Allsop

## **National Honor Society**

Advisor: Mr. Henry

## **Robotics Club**

Advisor: TBD

## **Skills USA**

Advisor: Mr. Kurbis

## **Sports Medicine Club**

Advisor: Mrs. Disney

## **Athletics**

Franklin Pierce High School offers a wide variety of athletic programs that are open to all students. Students are encouraged to become involved. Franklin Pierce High School is a member of the 2A South Puget Sound League.

### **Fall Sports**

Cross Country (girls & boys).....	Mr. Jesse McNeil
Football .....	Mr. Trevor Hanson
Golf (girls) .....	Mr. Jeff Melvard
Golf (boys).....	Mr. Steve Anderson
Soccer (girls) .....	Mr. Kyle Wynkoop
Tennis (boys).....	Mr. Tyler Parsons
Volleyball .....	Mrs. Tiffany Disney

### **Fall/Winter Sports**

Cheer.....	Ms. Audrey Hunter-Sims
Swimming & Diving (girls & boys).....	Mr. Jason Lucey

### **Winter Sports**

Basketball (boys).....	Mr. John Barbee
Basketball (girls) .....	Mr. Marcus Disney
Bowling (girls) .....	Mr. Jeff Melvard
Wrestling (boys) .....	TBD
Wrestling (girls) .....	Ms. Susanna Sylstad

### **Spring Sports**

Baseball.....	Mr. Nick Aloisio
Fastpitch .....	Ms. Jennifer Bruce
Soccer (boys).....	Mr. Brandon Henry
Tennis (girls) .....	Mr. Tyler Parsons
Track (boys) .....	Mr. Howard Lutton
Track (girls).....	Mrs. Amy Utecht

*ASB cards are sold annually to assist in financing student activities and athletics. An ASB card admits the holder to all regular season home athletic events and activities for free or at a reduced cost. All athletes, club members and ASB & class officers are required to purchase ASB cards. The cost of an ASB card is \$40.*



# Franklin Pierce High School 2018-2019 Bell Schedules

<b>Learning Lab/Cardinal Connections</b> <i>(M,T,W,Th,F)</i>	
Period 1	8:15 – 9:05
Period 2	9:10 – 10:00
<b>LLab/CConnections</b>	<b>10:05 – 10:35</b>
Period 3	10:40 – 11:30
<i>1st Lunch</i>	<i>11:30 – 12:00</i>
Period 4	12:05 – 12:55
Period 4	11:35 – 12:25
<i>2nd Lunch</i>	<i>12:25 – 12:55</i>
Period 5	1:00 – 1:50
Period 6	1:55 – 2:45

<b>Early Release Wednesdays</b> <i>(Designated Wednesdays – see calendar)</i>	
Period 1	8:15 – 9:00
Period 2	9:05 – 9:45
Period 3	9:50 – 10:30
<i>1st Lunch</i>	<i>10:30 – 11:00</i>
Period 4	11:05 -11:45
Period 4	10:35 – 11:15
<i>2nd Lunch</i>	<i>11:15 – 11:45</i>
Period 5	11:50 – 12:30
Period 6	12:35 – 1:15
<b>Teacher Collaboration</b>	<b>1:20 – 2:45</b>

## **Pep Assembly Schedule** *(end of day)*

Period 1	8:15 – 9:05
Period 2	9:10 – 10:00
Period 3	10:05 – 10:55
<i>1st Lunch</i>	<i>10:55 – 11:25</i>
Period 4	11:30 – 12:20
Period 4	11:00 – 11:50
<i>2nd Lunch</i>	<i>11:50 – 12:20</i>
Period 5	12:25 – 1:15
Period 6	1:20 – 2:10
<b>Assembly</b>	<b>2:15 – 2:45</b>

## **45-minute Assembly Schedule** *(end of day)*

Period 1	8:15 – 9:02
Period 2	9:07 – 9:54
Period 3	9:59 – 10:46
<i>1st lunch</i>	<i>10:46 – 11:16</i>
Period 4	11:21 – 12:11
Period 4	10:51 – 11:41
<i>2nd lunch</i>	<i>11:41 – 12:11</i>
Period 5	12:16 – 1:03
Period 6	1:08 – 1:55
<b>Assembly</b>	<b>2:00 – 2:45</b>

## **30-min Assembly Schedule** *(between 2<sup>nd</sup> & 3<sup>rd</sup>)*

Period 1	8:15 – 9:05
Period 2	9:10 – 10:00
<b>Assembly</b>	<b>10:05 – 10:35</b>
Period 3	10:40 – 11:30
<i>1st Lunch</i>	<i>11:30 – 12:00</i>
Period 4	12:05 – 12:55
Period 4	11:35 – 12:25
<i>2nd Lunch</i>	<i>12:25 – 12:55</i>
Period 5	1:00 – 1:50
Period 6	1:55 – 2:45

## **One-hour Assembly Schedule** *(end of day)*

Period 1	8:15 – 9:00
Period 2	9:05 – 9:50
Period 3	9:55 – 10:40
<i>1st lunch</i>	<i>10:40 – 11:10</i>
Period 4	11:15 – 12:00
Period 4	10:45 – 11:30
<i>2nd lunch</i>	<i>11:30 – 12:00</i>
Period 5	12:05 – 12:50
Period 6	12:55 – 1:40
<b>Assembly</b>	<b>1:45 – 2:45</b>

# General Information

**Cardinal Connections** is the program we have designed to support your success throughout high school and the development of your high school and beyond plan over the four years of your high school careers. Each teacher is assigned a grade level team. These Cardinal Connections teams meet every week, primarily to work on tasks related to the development of the students' portfolios. The portfolio is used in the Student Led conferences and Senior Presentations. Student-led conferences are held every year. Senior Presentations are held during the spring of your senior year, when you will present your portfolio to a community panel.

**Portfolio:** Your portfolio will be your record of the next four years. By the time you graduate, it will include the following: samples of your work (your best work and works that shows how you have improved); grades, test results, four-year plan, transcript and credit checks; your self-assessments about how you're doing and how you can improve academically; career goals and post-secondary plan; High School & Beyond Plan (a Washington State graduation requirement); a financial plan for your future; a record of your jobs, internships and volunteer service; and honors or awards you've received. The completion and presentation of the portfolio is an FPHS graduation requirement. One-quarter (.25) credit will be granted for each school year a student completes all necessary grade-level portfolio requirements.

**Semester:** Franklin Pierce High School operates on a semester schedule. Students take a given schedule of classes for a period of 18 weeks. If a student successfully completes the class requirements, one-half credit (0.5) is earned. There are two semesters in a year.

**Credits:** The State Board of Education has established the definition of a credit as a full year of instruction in a course. A one-semester course receives one-half (0.5) credit upon completion. The total number of credits required for graduation depends on a student's graduating class requirements.

**Class Schedule:** Students are expected to register for six (6) classes each semester and to take full advantage of the educational opportunities available at Franklin Pierce High School. Freshmen, sophomores and juniors must take a full schedule of six (6) classes. All students are assigned to a Cardinal Connections class/advisor.

**Choosing Classes:** Students and their parents are to use the Course Description and Planning Guide as a means of exploring the curriculum to select classes that will be the most useful to the individual student. During the spring, students are asked to indicate all the classes they expect to take the next school year. This information is needed to generate a master schedule of classes for the following school year. Please take this process seriously. Your choices determine what classes you will be taking. Be sure to check the prerequisites for each class to insure you will be allowed to register for the course. Selecting a class indicates a commitment to that course. You will be expected to remain in any course you select. If you do not understand a

course description, ask your counselor or teacher for further explanation. Be sure you sign up for classes required for graduation.

**Changing classes:** Student withdrawals from a class may only occur during the first six (6) school days of the semester. A student must remain in the registered class until an official change has been made through counselors and the administration. Failure to attend classes for which a student is officially registered will result in an “F” grade on the transcript.

**Withdrawal from Class:** A student who drops a class after the tenth (10) instructional day will receive a grade of F in that class.

**Grading System:** Franklin Pierce Schools has established the following grades and corresponding points to be used by all high schools in the district:

A = 4.0	B+ = 3.3	C+ = 2.3	F = 0.0
A- = 3.7	B = 3.0	C = 2.0	INC = 0.0
	B- = 2.7	C- = 1.7	P = Pass (a credit but not figured into GPA)

Franklin Pierce Schools utilizes Standards Based Grading, wherein students’ proficiency is assessed in course specific standards. Students may receive the following: 1 = Below Basic, 2 = Basic, 3 = Proficient, 4 = Advanced. Grades are based, in large part, on summative assessments.

**Incomplete Grades:** Students are allowed a MAXIMUM of 20 days (4 weeks) into the next grading period to make up any class in which they received an incomplete (N). Incompletes that have not been made up within twenty (20) days will AUTOMATICALLY BECOME “F” GRADES.

**Athletic Eligibility:** A student must have passed five (5) academic courses (out of a 6-period day) from the previous term and be passing in five (5) academic courses during the sports season to be eligible to participate in athletics. In addition, the student must maintain a 2.0 grade average during the preceding term and during participation.

**Checking grades & assignments:** Students’ and parents will be able to view grades and assignments online through TeacherEase, our new gradebook program. Students (and parents) will be able to see their teachers’ gradebooks to check on grades, see missing assignments, etc. Login information will be provided shortly after the beginning of the school year.

Grade reports will be mailed home at both the quarter and semester. This year’s major grading dates are as follows:

<b>1<sup>st</sup> Semester</b>	<b>Grading Periods</b>	<b>2<sup>nd</sup> Semester</b>
November 1, 2018	<i>End of Quarter</i>	April 5, 2019
January 25, 2019	<i>End of Semester</i>	June 18, 2019



## **Attendance**

Regular and punctual attendance at school is vital for students to achieve maximum benefit from our school programs and to be college and career ready. Student masteries of course content and achievement of academic objectives through participation in class activities and student/teacher interaction are of extreme importance.

In recognition of the responsibility of parents/guardians and the legal obligation established by the Compulsory School Attendance Law, RCW 28A.225, for ensuring the school attendance of children under their care, Franklin Pierce High School; has established regulations and procedures for controlling absenteeism, truancy and tardiness of students. These procedures include informing and involving parents in the resolution of such problems.

### **Attendance State Law — “Becca Bill”**

State law requires all children, until the age of 18, to attend a public school, an approved private school, or participate in a home-based instruction program. The only exceptions to this law are as follows:

1. The child has already met high school graduation requirements in accordance with the state board of education rules and regulations.
2. The child has received a certificate of educational competence under rules and regulations established by the state board of education under state law (RCW 28A.305.190).
3. The child is emancipated in accordance with RCW 13.64.

### **FPHS ATTENDANCE POLICY**

The following types of absences are excused absences:

- Prearranged absences: this includes any school-related absences such as field trips, activities or athletics. Students must use the approved Planned Absence Form.
- Bereavement or family emergencies.



- Any medical care that is clearly documented by a doctor, dentist, or medical professional.
- Administrative action absences (suspensions, expulsions).
- Legally required appearances.
- Illness.
- Religious purposes.

The following steps will be taken if a student accumulates the following number of unexcused absences/truancies in one or more classes:

- Any full-day absence: The autodialer will call parents who have opted in to this service.
- Three (3) unexcused absences in a month: A letter will be sent home to the parent/guardian. A conference with student, attendance administrator, and parent will be held, and an attendance agreement will be signed.
- Five (5) unexcused absences in one month or ten (10) unexcused absences in a year: Student will participate in an Attendance Seminar with their grade level administrator. If an attendance agreement is in place, a Stay Petition will be filed with the Pierce County Juvenile Court. The student may be referred to the Community Truancy Board once the Stay Petition is filed.
- Seven (7) unexcused absences in one month or a total of ten (10) unexcused absences in a year: A Becca Petition will be filed with the Pierce County court for students under the age of 18.

## **FPHS ATTENDANCE PROCEDURES**

1. For every student absence, the parent/guardian must phone or send a written note of clearance within twenty-four (24) hours (the next school day) to the Attendance Office.
2. Notes must contain the first and last name of the students, date(s) absent, reason for absence, signature of the parent/guardian and a telephone number where the parent/guardian can be contacted.
3. If a parent call is made the day of the absence, the student does not have to check in to the attendance office or bring a note the next day.
4. Franklin Pierce High School will classify all absences as either an Excused Absence or Unexcused/Truant. Make-up work will be provided at the request of the student or parent/guardian for excused absences.
5. Students who arrive at school late must check in at the Attendance Office before going to class. Students arriving more than ten (10) minutes late for any period will be considered truant for that period.

## **TYPES OF ABSENCES**

### ***Excused Absence***

An excused absence is a student absence from school that has been acknowledged by a parent phone call or a parent note. When seven (7) or more absences have occurred, third party documentation will be required to excuse any further absences. Qualified third-party documentation may include a note from a doctor, dentist, therapist, etc., or an evaluation by our school nurse. Students who are absent for three or more days may request that homework be collected from the student's teachers. Requests for homework should be made through the attendance office. Please call Stephanie Disney, attendance coordinator, at 298-3813.

## **Truancy**

Students are expected to be in school each day. Students are considered truant when

- (a) absent from school or class without the knowledge and consent of the parent(s) or guardian(s).
- (b) absent from the school or class once arriving on the campus without the knowledge and consent of the school.

## **Tardy**

A student is tardy to class when he or she arrives at class after the scheduled start time. If a student is more than ten (10) minutes late, it is considered a truancy. Students who arrive at school after school begins must check in at the Attendance Office before going to class.

All tardies will be monitored by the attendance office and consequences for tardies will be immediate. Progressive discipline will apply. Tardies are cumulative. Students may have four (4) tardies in a quarter without consequence; however, discipline will occur with the fifth tardy. Tardies will not be excused without third party documentation (staff member, doctor or dentist), including first period.

Discipline is as follows:

- Tardy 5-7: Lunch Detention
- Tardy 8-9: Friday School
- Tardy 10+: Will receive progressive discipline, which may include parent conference, community service, in-school suspension (ISS) or short term suspension.

In an effort to support students and families, FPHS is concerned not only about unexcused absences, but total absences as well, even if they are excused. We may take additional steps to educate and support students to improve their attendance.

## **Planned absence with parent approval**

In some cases, certain experiences may provide the student with valuable educational exposure. In all such cases, prior arrangements must be made for an absence. The student may pick up a Planned Absence form from the Attendance Office. The form must include the student's first and last name and the dates the student will be absent from school. The student must also get signatures from all his/her teachers as well as a parent/guardian. Once the form is completed, it is to be turned in to the attendance office **prior to the date(s) of the planned absence**. Students are limited to five (5) pre-arranged days per semester. These can be used as single days or as a combined total of five days to extend a vacation.

## **Early Dismissal**

Any time a student is at school and leaves before the end of his or her regularly scheduled school day, it is an early dismissal. *Students must check out of school through the attendance office **prior to leaving**, or they will be considered truant.* The attendance office will verify that they have proper parent/guardian permission.

Students with an approved early dismissal must leave campus at the dismissal time. If they remain on campus, they will be considered truant if they are not in their scheduled classes.

Procedures for Early Dismissal:

1. Notes for early dismissals for appointments must be presented to the attendance office on or before the day the student plans to leave early.
2. The attendance coordinator will give the student a slip to dismiss him/her from class.
3. If this procedure is not followed, the student will be considered truant.

## **Emancipation**

Students may not write their own attendance notes unless they are legally emancipated (RCW 13.54) and receive approval from the principal.

*The complete text of Franklin Pierce School's Attendance Policies No. 3122 and 3122P may be found on the district website ([www.fpschools.org](http://www.fpschools.org)) by clicking on "About Us" and choosing District Policies & Procedures from the dropdown menu.*

# **STUDENT'S RIGHTS AND RESPONSIBILITIES**

Primary responsibilities of Franklin Pierce Schools are to provide a safe and orderly learning environment and to provide learning experiences so that students have the opportunity to develop skills, competencies and attitudes necessary to be responsible, contributing citizens. To do so, students need to develop an understanding and appreciation of the rights and responsibilities of individual and need to be prepared to participate intelligently and effectively in our open political system to ensure that system's survival.

The school is a community and the rules and regulations of a school are the laws of the community. All those enjoying the rights of citizenship in the school community must also accept the responsibilities of citizenship. A basic responsibility of citizenship is to respect the laws of the community and comply with its rules and regulations.

*The full text of the Franklin Pierce Schools' publication of Student Rights and Responsibilities, including due process, is provided yearly to each student as a separate document. Copies are also available in the main office and on our website. Students are encouraged to become thoroughly acquainted with these provisions and to seek their advisors' assistance for any needed clarification.*



# **FPHS BEHAVIOR MANAGEMENT PROCEDURES**

It is imperative that a safe and orderly environment exists to produce learning at Franklin Pierce High School. A general set of rules exists by which students are expected to abide. In all discipline cases, a student and his/her parents are entitled to their due process rights as outline in school board policy and state law.

**Classroom Behavior Management:** Each teacher will have a progressive behavior management policy used in his or her classroom. The rules and consequences will be

discussed during class (*see Behavior Management Interventions Chart*). Students who have exhausted the steps in the classroom behavior plan will be referred to the main office.

**School-Wide Discipline:** When students are referred to the main office, discipline will be administered as described in the *School-Wide Consequences Chart*.

## **Behavior Management Interventions Chart**

<i><b>STEP</b></i>	<i><b>INTERVENTION</b></i>
1. Classroom interventions	<p>Teachers should apply at least three (3) interventions below before sending a student to ISS:</p> <ul style="list-style-type: none"> <li>• Proximity / non-verbal cue</li> <li>• Verbal redirection of classroom / CHAMP expectations</li> <li>• Call home</li> <li>• New seat assignment</li> <li>• 5:1 (five positive to corrective feedback ratio)</li> <li>• Behavior Reflection Form I (Back of Class Reflection)</li> <li>• Behavior Reflection Form II (Hallway Reflection)</li> <li>• Classroom behavior plan with incentives</li> <li>• Community Circle / Restorative Conference for problem solving</li> <li>• Consult IEP case manager or counselor</li> </ul>
2. Referral to administrator	Administrator will counsel and apply consequences from the <i>School-Wide Consequences Chart</i> :
3. Referral to MTSS Behavior Team	<p>Student will be screened into Tier 2 or Tier 3 interventions:</p> <ul style="list-style-type: none"> <li>• Check-in for Success</li> <li>• Counselor / Admin Groups</li> <li>• Individualized Behavior Plan</li> </ul>

## **School-Wide Consequences Chart**

These sanctions are aligned with district policies 3240 and 3241P. You may find these at [www.fpschools.org](http://www.fpschools.org). Click on “About Us.” Consequences may increase in severity based on aggravating factors.

<b>Academic Dishonesty / Plagiarism</b>	<p><i>1st offense</i> <i>2nd offense</i> <i>3rd offense</i> <i>4th offense</i></p>	<p>Redo assignment or alternative assignment Friday School and redo assignment In School Suspension and redo assignment Short term suspension and redo assignment</p>
<b>Assault</b>	<p><i>1st offense</i> <i>2nd offense</i> <i>3rd offense</i></p>	<p>5-day Short term suspension 10-day Short term suspension Long Term Suspension</p>
<b>Closed Campus</b>	<p><i>1st/2nd offense</i> <i>3rd + offense</i></p>	<p>Friday School In School Suspension Short term suspension, progressive</p>
<b>Computer Lab Violations</b>	<p><i>1st offense</i> <i>2nd offense</i> <i>3rd offense</i></p>	<p>Lunch Detention, lose computer for a week Friday School, lose computer for 20 days Short term suspension</p>

<b>Criminal Acts</b>		Pierce County Sheriff notified. Short/Long term suspension depending on severity
<b>Destruction of Property</b>	<i>1st + offense</i>	Restitution and school discipline ranging from Friday School to long term suspension
<b>Disruption of School</b>	<i>1st/ 2nd offense</i> <i>3rd/4th offense</i> <i>5th/6th offense</i> <i>7th + offense</i>	<b>Most disruptions are managed by the teacher in the classroom using interventions outlined in the Behavior Interventions Chart. If disruptions continue or are severe, students will be referred to administration.</b>  Lunch detention / after school detention Friday School In School Suspension Short term suspension, progressive
<b>Dress Code Violation</b>	<i>1st offense</i> <i>2nd offense</i> <i>3rd + offense</i>	Sign Dress Code Contract, must change clothing Friday School, must change clothing In School Suspension, must change clothing
<b>Drug / Alcohol / Paraphernalia possession, use, or under the influence</b>	<i>1st offense</i> <i>2nd offense</i> <i>3rd offense</i>	10-day suspension; Pierce County Sheriff notified (can be reduced to 5 days with D/A assessment and Buy-Back Contract) 20-day suspension; Pierce County Sheriff notified Long term suspension for the remainder of the school year
<b>Drug / Alcohol Distribution</b>	<i>1st offense</i> <i>2nd offense</i>	Long term suspension of 20 days; Pierce County Sheriff notified Long term suspension for the remainder of school year, Pierce County Sheriff notified
<b>Electronic Device Violation</b>	<i>1st offense</i> <i>2nd offense</i> <i>3rd offense</i> <i>4th + offense</i>	Item confiscated by ISS supervisor, remainder of class period in ISS, sign for phone at the end of the day Item confiscated by ISS supervisor, remainder of class in ISS, Friday School, sign for phone at the end of the day. Item confiscated by ISS supervisor, remainder of class in ISS, next day in ISS, sign for phone at end of day Short term suspension, progressive  *Failure to turn over phone or device will result in automatic two (2) day suspension.
<b>Fighting</b>	<i>1st offense</i> <i>2nd offense</i> <i>3rd offense</i>	3-day suspension (confronter +1 day) 6-day suspension (confronter +1 day) 10-day suspension up to long term
<b>Filming, promoting or instigating a fight</b>	<i>1st offense</i> <i>2nd + offense</i>	Friday School In School Suspension
<b>Gang Activity</b>	<i>1st offense</i> <i>2nd offense</i>	Pierce County Sheriff notified; referral to gang interventionist Short term suspension, progressive; Pierce County Sheriff notified
<b>Harassment, intimidation, bullying, or threats: toward a student</b>	<i>1st offense</i> <i>2nd offense</i> <i>3rd + offense</i>	No Conflict Agreement signed, severity may move discipline to 2nd offense level ISS or short term suspension, depending on severity Short term suspension up to 10 days (Long term if harassment is criminal); Pierce County Sheriff notified
<b>Harassment, intimidation, bullying or threats: toward a staff member</b>	<i>1st offense</i> <i>2nd offense</i>	10-day suspension; Pierce County Sheriff notified Long term suspension, length depends on severity; Pierce County Sheriff notified
<b>Littering</b>	<i>1st + offense</i>	Community Service Contract
<b>Physical aggression</b>	<i>1st + offense</i>	In School Suspension to short term suspension. If severe, will be considered an <i>Assault</i> .
<b>Failure to identify self</b>	<i>1st offense</i> <i>2nd + offense</i>	In School suspension Short term suspension, progressive

<b>Sexual Harassment</b>	<i>1st offense</i>	After school detention to short term suspension, depending on severity; Pierce County Sheriff notified
	<i>2nd + offense</i>	Short term to Long term suspension, depending on severity; Pierce County Sheriff notified
<b>Sexual Misconduct</b>	<i>1st offense</i>	Short term to Long term suspension; Pierce County Sheriff notified
<b>Slurs, profanity, vulgarity</b>	<i>1st + offense</i>	Friday School to short term suspension up to 10 days, depending on severity.
<b>Slurs, profanity, vulgarity toward a staff member</b>	<i>1st + offense</i>	Short term suspension up to 10 days, depending on severity
<b>Tardies</b>	<i>5th-7th offense</i> <i>8th-9th offense</i> <i>10th + offense</i>	Lunch detention Friday School Contract with grade level administrator to include community service, ISS or OSS
<b>Theft / Possession of Stolen Property</b>	<i>1st offense</i> <i>2nd offense</i> <i>3rd offense</i>	Restitution, 3-day suspension; Pierce County Sheriff notified Restitution, 5-day suspension; Pierce County Sheriff notified Restitution, 10-day suspension; Pierce County Sheriff notified
<b>Tobacco use or possession</b>  <b>*includes e-cigarettes and vapes. Items will be confiscated.</b>	<i>1st offense</i> <i>2nd offense</i> <i>3rd offense</i>	3-day suspension 5-day suspension, citation issued by Pierce County Sheriff 10-day suspension, citation issued by Pierce County Sheriff
<b>Truancy</b>	<i>1st offense</i> <i>2nd/3rd offense</i> <i>4th + offense</i>	Friday School In School Suspension Contract with grade level administrator, can include short term suspension
<b>Inappropriate use of motor vehicles (includes parking violations)</b>	<i>1st + offense</i>	Friday School to short term suspension, depending on severity
<b>Verbal Aggression</b>	<i>1st offense</i> <i>2nd offense</i> <i>3rd + offense</i>	1-day In School Suspension 2-day In School Suspension Short term suspension, progressive
<b>Weapons</b>	<i>1st + offense</i>	Emergency Exclusion from school, may result in a Threat Assessment and long term suspension for remainder of school year

## **Definitions: Consequences**

### ***Lunch Detention***

Students assigned lunch detention must report to the ISS room within the first five minutes of lunch. If they are late, they will be assigned another detention. Students will be dismissed for lunch the last ten minutes of the lunch period. Failure to attend will result in a two (2) day suspension.

### ***After School Detention (ASD)***

ASD begins promptly at 2:50 and runs until 3:15 pm Monday through Friday. Students are required to work on school assignments and to read quietly when all school work is completed. Failure to attend will result in a Friday School.

### **Friday School**

Friday School begins promptly at 3 pm and runs until 4:30 pm on Friday afternoons. Students are required to work on school assignments and to read quietly when all school work is completed. Misbehavior in Friday School results in dismissal and a two (2) day suspension.

### **In-School Suspension (ISS)**

Removal from class for a set number of days, determined by and administrator. Located in room 1005 (east end of cafeteria building), ISS begins at 8:15 am. Students are required to work only on school work or supplemental learning materials provided by the instructor. Teachers will be asked via email to provide work for their students who are assigned to ISS. ISS concludes at 2:45. Misbehavior in ISS results in additional time in ISS and/or suspension.

### **Short Term Suspension**

Removal from school or from a class for one (1) to ten (10) days. A short term suspension is considered an excused absence, and the student has the right to make up all work missed.\*

### **Long Term Suspension**

Removal from school or from a class for eleven (11) to ninety (90) days. If a student is removed from a class or from school until the end of any given semester, he or she loses credit for those classes from which he or she was removed.\*

*\*Students may not be on any district school grounds, nor may they attend games, dances or activities during suspension.*

### **Emergency Exclusion for Safety Reasons**

Removal from school because the administrator has good and sufficient reason to believe that the student's presence poses an immediate and continuing danger to the student, other students, school personnel, and/or the student's presence poses an immediate and continuing threat of substantial disruption to the educational process. An emergency exclusion will always be resolved into some other form of discipline, i.e., short or long term suspension, etc. this resolution will occur within three (3) days.

### **Expulsion**

Removal from the Franklin Pierce school system indefinitely. Expulsion is a state-wide measure. Expulsion from on school district extends to all school districts in the State of Washington.

## **RULES AND CONSEQUENCES**

### **ALL RULES APPLY TO ALL STUDENTS**

- On the school grounds or within reasonable proximity to school grounds during and immediately before or after school hours.
- On school grounds at any other time when the school is being used by a school group.
- Off the school grounds, on school buses, at a school activity, function or event.

- Off the school grounds when the prohibited behavior is a consequence of, or directly related to, causes or events which occurred or originated on school grounds.
- Whenever the misconduct has a real and substantial relationship to the lawful maintenance and operation of the school district, including the health and safety of students and employees, and what is conducive to the process of learning.

## **RULES & DEFINITIONS**

*(see charts above for possible sanctions)*

**ACADEMIC DISHONESTY:** Students are not to plagiarize (physically or electronically) by using another person's ideas in words, artwork, computations, projects, models, etc., and indicating it was their own; use notes, texts, electronic devices, or memory aids during tests when instructed otherwise; theft of test master copies or teacher answer keys; or knowingly allow another person to use their work as if it were the other person's work. Electronically refers to the use of the Internet or other computer-accessed digital reference sources. Any violations of academic dishonesty will be subject to disciplinary action.

**ASSAULT:** A student shall not physically attack another person.

**CLOSED CAMPUS:** Students shall remain on school ground from scheduled time of arrival to departure, unless officially excused or dismissed. Students are not to remain at school after normal dismissal time unless they are participating in a schedule activity or under teacher of school supervision.

Any student leaving the high school campus between 8:15 am and 2:45 pm must have permission from a parent or guardian and **must** sign out through the attendance office *(for more information on early dismissals, see page 16)*. Students who leave the campus during the school day without permission are considered to be in violation of the closed campus rule and will be searched by security and/or administration. Student and staff parking lots and behind 1300, 1700 and the gym are considered off campus during school hours.

**CRIMINAL ACTS:** The following actions are among those defined as criminal under the laws of Washington State or Pierce County:

- a) Arson — the intentional setting of fire
- b) Bomb Threats — telephone or otherwise
- c) Extortion, Blackmail or Coercion — obtaining money or property by violence or threat of violence or forcing someone to do something against his or her will by force or threat of force
- d) Fire Alarms — any false fire alarms (mechanical or voice)
- e) Fire Extinguisher — tampering with fire extinguishers
- f) Trespass — being present in an unauthorized place or refusing to leave when ordered to do so
- g) Unlawful Interference with School Authorities — interfering with administrators, teachers or other school staff (employee or volunteer) by force, violence, intimidation or threat
- h) Any other act which violates any State or Pierce County law *(under FPS policy 3241P 2.5 or WA state law RCW Title 9)*.

**CUMULATIVE VIOLATIONS:** Students who consistently violate various policies, rules and regulations will be subject to suspension regardless of seriousness of the violation.



**DESTRUCTION OF PROPERTY:** If a student injures or defaces property belonging to a school, contractor, employee or another student, restitution may be required.

**DISRUPTION OF SCHOOL:** willful disobedience or disruptive conduct which materially or substantially interferes with the education process, including causing an incident which affects the school attendance of other students.

**DRESS AND APPEARANCE:** Students are encouraged to observe modesty, appropriateness and neatness in clothing and personal appearance. Students may express individuality in their dress and grooming, within reasonable bounds. Students are not appropriately dressed or groomed if their appearance causes a disruption for themselves or to others, or if their appearance presents a health or safety concern.

- Social or secret clubs and/or gangs are prohibited in Franklin Pierce Schools. In keeping with this policy, students shall not be permitted to wear clothing, insignia or markings that identify them as members of such organizations, or any combination of apparel that law enforcement agencies currently consider to be gang related (which is subject to change).
- Students are not permitted to wear clothes, belts, hats, pins, buttons, patches, other insignia, or any other article of clothing that is profane, lewd, or would cause disruption or interference with school operation.
- Students are not allowed to wear clothes, belts, hats, pins, patches, buttons or any other article of clothing that advertises alcohol, tobacco products, weapons and/or illegal drugs.
- Students shall not wear anything that bares or exposes traditionally private parts of the body including, but not limited to, the buttocks and/or breasts.
- Students shall be required to wear shoes, except as specified in certain school activities.
- Teachers have the right to establish specific dress expectations during class time (i.e. hats, hoods, sunglasses, etc.) These expectations are stated in every teacher's syllabus/classroom management plan.
- Students are not allowed to display bandanas in a fashion that would suggest gang activity at school or school activities.
- Students are not allowed to wear clothing displaying the confederate flag, Nazi swastika, or any symbols or language that may be considered offensive or negatively target other individuals or groups.
- Acceptable dress and appearance for students is that which does not endanger their health or safety, is not offensive to others, and is not disruptive or detrimental to the educational process.

**Students not complying with the above standards of dress and appearance will be asked to change clothes or remain in the office for the remainder of the school day or shall be sent home from school until the matter is corrected.** School discipline will apply to repeat offenders (see Consequence chart for more details). The decision to send a pupil home for such reasons will be made by the principal, assistant principal, or designee.

**DRUG/ALCOHOL/PARAPERNALIA POSSESSION; USE, SALE, DISTRIBUTION, TRADE AND/OR TRANSFER:** A student shall not possess paraphernalia, be under the influence of, nor sell, distribute, trade or transfer alcoholic beverages, illegal and/or other mind-altering drugs or substances.

**ELECTRONIC DEVICES & ELECTRONIC COMMUNICATION DEVICES** (*i.e., I-Pods, MP3 players, headphones, laser pointers, cell phones*): Electronic devices and electronic communication devices are permitted in the classroom for academic purposes and at the teacher's discretion. Students are encouraged to leave their electronic devices at home, and if they are brought to school to keep them secured. Electronic items are easily stolen. The school is not responsible for stolen items.

If there is an emergency, please have your parents call the main office at 298-3800, 298-3805, 298-3952, or the attendance office at 298-3813.

**FAILURE TO PURSUE COURSE OF STUDY:** Students who fail to make a reasonable minimum effort in course work will be referred to the counselor and principal. The parents of those students will be contacted to help problem solve and encourage their students to engage in their work, and the students may be placed in an alternate setting to complete work. Continued refusal to work will be considered non-compliance, subject to discipline.

**FIGHTING OR CAUSING PHYSICAL INJURY:** A student shall not intentionally cause or attempt to cause physical injury or intentionally behave in such a way as could reasonably cause physical injury to any person.

**FIGHTING—SUPPORTING:** Students shall not move to view or watch a fight, congregate around to view or watch a fight, verbally support, promote/advertise a pending fight, encourage students who are fighting, or videotape a fight. Placing a video of students fighting on a social media site will be subject to immediate discipline.

**FORGERY:** Students will not sign another person's name to any paper, absence note or other school document which requires and official signature.

**GANG ACTIVITY:** A student shall not knowingly engage in gang activity on school grounds. A gang is defined as a group of three or more persons with identifiable leadership which, on an ongoing basis, regularly conspires and acts in concert mainly for criminal purposes.

**HARRASSMENT, INTIMIDATION, OR BULLYING:** Any intentional written, verbal or physical act, including, but not limited to, one shown to be motivate by any characteristic in RCW 9A.36.080 (3) (*race, color, religion, ancestry, national origin, gender, sexual orientation, or mental or physical disability*) or other distinguishing characteristics is strictly forbidden, when the act: (a) physically harms a students or damages the student's property; or (b) has the effect of substantially interfering with a student's education; or (c) is so severe, persistent or pervasive that it creates an intimidating or threatening environment; or (d) has the effect of substantially disrupting the orderly operation of the school. Harassment, intimidation and bullying complaints are taken very seriously. There are complaint forms available in every classroom and office throughout the building and completed forms can be turned in to any adult.

**LITTERING:** Littering or the willful discarding of pop cans, food containers, candy wrappers, etc., onto floors, grounds or other surfaces instead of into garbage cans will not be tolerated and will result in community service at the discretion of administration.

**NON-COMPLIANCE:** All students must follow direct instructions of every staff member. When a staff member makes a reasonable request to ensure the safety of students, to keep the learning environment intact, or to have a student follow a school rule, the student must

comply and follow the request. Students who understand the request and refuse to follow it will be considered non-compliant.

**PERSONAL PROTECTION SPRAY DEVICES:** Possession at school or at school-sponsored activities of a personal protection spray device is permissible by students 14 to 17 years of age only if they have the permission of their parent or guardian. Students age 18 or over may possess a personal protection spray device without permission of parent or guardian. Possession of such a device by a student under the age of 14 is not permitted.

A student in possession of a personal protection spray device assumes responsibility for its control. To help minimize the risk of accidental discharge, unauthorized use, theft and/or disruption, a student is expected to keep the device out of sight in a purse, backpack, etc., during the school day.

Unauthorized possession of a personal protection spray device and/or use of such a device for any purpose other than its intent of protection from personal attack is not permitted.

**PUBLIC DISPLAYS OF AFFECTION:** Students may not show overt public displays of affection during the school day or at any school event. Kissing, extended hugging, sitting on laps, groping, etc., are prohibited.

**REQUIREMENTS TO IDENTIFY SELF:** All persons must, upon request, identify themselves by name to any school district personnel or authorities in the school building, on or adjacent to school grounds, at school-sponsored events or on school buses.

**SEXUAL HARASSMENT:** Any unwanted sexual attention which makes a student uncomfortable or interferes with his or her educational opportunities or ability to do work. More specifically, sexual harassment includes any unwanted sexual attention, both verbal and nonverbal. Be aware that sexual harassment may be treated as a criminal act.

Every report of sexual harassment will be investigated in a sensitive manner. In determining whether the alleged conduct constitutes sexual harassment or the more severe sexual misconduct, the totality of the circumstances, the nature of the harassment and the context in which the alleged incidents occurred will be investigated.

**SEXUAL MISCONDUCT:** Any exploitive act with or to another student including, but not limited to the following: handling or touching the clothing of others to cause an exposure, indecent exposure as defined in RCW 9A.88.010, sexual contact, i.e., intentional touching of the sexual or other intimate parts of a student. Sexual misconduct may be treated as a criminal act.

Sexual misconduct will be investigated in a sensitive manner. In determining whether the alleged conduct constitutes sexual misconduct, the totality of the circumstances, the nature of the conduct and the context in which the alleged incidents occurred will be investigated.

**SLURS, PROFANITY OR VULGARITY:** Racial, ethnic or religious slurs and profane, vulgar or lewd language are not allowed.

**TARDIES:** *see pages 14-17*

**THEFT/POSSESSION OF STOLEN PROPERTY:** A student shall not steal school or personal property. Nor shall a student be in possession of stolen school property or stolen personal property. Students who have had items stolen should report the theft to the head of security, who will make reports to the School Resource Office. The school is not responsible for stolen personal property.

**THREATENING:** A student cannot verbally or physically threaten harm to another student. This includes verbal arguments that include invitations to fight, as well as electronic communications. Any threat of violence or harm that creates fear of physical harm to a specific individual or an intent to cause damage to a school building or property, or to harm students, employees, volunteers, patrons, or visitors is forbidden.

**TOBACCO PRODUCTS:** The district prohibits the use and/or possession of tobacco products. Electronic cigarettes will be considered a tobacco product and are prohibited as well.

**TRUANCY:** *see pages 14-17*

**USE OF MOTOR VEHICLES:** any student driving a motor vehicle to school must register the vehicle with the school and purchase a parking permit. Students driving vehicles to school must comply with all provisions governing the use of motor vehicles in the state of Washington.

All student vehicles must be parked in the southwest parking lot, adjacent to 112th Street to the side of buildings 12 & 13, and vehicles should not be entered during the school day without written permission from the principal or his designee.

Vehicle speed in FP parking lots should not exceed 5 mph. Students may not transport other students off campus during the school day. Automobiles should be locked while parked. The school assumes no responsibility for damage or theft while cars are parked in the lot.

All student vehicles parked on the FPHS campus may be subject to search if school authorities have a reasonable cause to do so (*for more on student searches, see page 29*).

**VERBAL AGGRESSION:** any kind of verbal transaction involving threatening to harm another individual or inviting a fight.

**WEAPONS AND INSTRUMENTS:** A student shall not knowingly possess, handle or transmit any object that can reasonably be considered a weapon or instrument that may create a danger to self or others, or cause a disruption of the learning environment. *This rule applies to any object of no reasonable use to the pupil at school.*

In accordance with RCW 9.41.280, it is unlawful for a person to carry onto public or private elementary or secondary school premises, school-provided transportation or areas of facilities while being used exclusively by public or private schools:

- a) Any firearm, or instrument that appears to be a firearm, in a threatening or dangerous manner; or
- b) Any dangerous weapon as defined in RCW 9.41.250, such as but not limited to, sling shot, sand club, metal knuckles, spring blade knife or pocket knife capable of inflicting serious bodily harm; or
- c) Any device commonly known as “nunchucks” consisting of two or more lengths of wood, metal, plastic or similar substance connected with wire, rope or other means; or
- d) Any device commonly known as “throwing stars,” which are multi-pointed, metal objects designed to embed upon impact from any aspect; or
- e) Any air gun, including any air pistol or air rifle, designed to propel a BB, pellet, or other projectile by the discharge of compressed air, carbon dioxide or other gas; or
- f) Ammunition or explosive devices; or
- g) Any object used in a threatening manner and/or used as a weapon, which could reasonably be perceived, given the circumstances, as having the ability to cause

bodily harm even though not commonly thought of as a deadly or dangerous weapon, such as a starter pistol, flare gun, laser device, cayenne pepper, ice pick, elongated scissors, or straight razor.

Any violation of *a – g* above by elementary or secondary school students constitutes grounds for expulsion from the state's public schools in accordance with RCW 28A.600.101. However, any violation of *a* by an elementary or secondary school students shall result in expulsion for not less than one year under RCW 28A.600.101. An appropriate school authority shall promptly notify law enforcement and the student's parent or guardian regarding any allegation or indication of such violation.

### **AT FPHS THE FOLLOWING PROCEDURES & RULES ARE ALSO OBSERVED:**

**ACCIDENTS:** Every accident in the school building, on the school grounds, at practice sessions or at any activity event sponsored by the school must be reported immediately to the person in charge and to the school office.

**BATHROOMS:** All students deserve the use of clean and controlled bathrooms. The condition of these facilities is largely dependent on the cooperative attitudes of those who use them. In order to be fair to all individuals, there is to be no loitering, socializing or grouping together in these rooms, which tends to restrict their use by other students.

**CAFETERIA & COMMONS:** Cooperation of all students in keeping the cafeteria & Commons clean and orderly is essential. Leaving a mess on the tables or floor will result in after school cleaning assignments and/or loss of cafeteria privileges. Throwing food or other willful acts of disruption will result in after school clean up assignments or other school discipline.

**FINES:** Students who owe fines may not participate in extracurricular activities such as dances, nor will they be allowed to purchase extracurricular supplies and materials (*for example, yearbooks, T-shirts, CDs and so on*), until all items listed on their fine statements have been paid for or returned to the school. Official transcripts and diplomas may also be held until fines are settled. The financial coordinator does not have the authority to dismiss fines; therefore, fine disputes must be taken up with the person who assessed the fine.

**HALLWAYS:** Students are asked to exhibit mature judgment and good taste regarding conduct in the hallways and breezeways. Rowdy behavior cannot be tolerated and overt displays of affection are embarrassing and disconcerting to others. Mutual respect among students in hallways and about the campus contributes to a sense of pride and respect for the school in general.

Students are required to have hall passes any time they are in the hall during class time. During lunch, students are not to be in hallways of buildings. Lunches will be served in the kitchen. Lunch may be eaten in the cafeteria, student commons or courtyard. Eating in the courtyard is subject to students keeping it free from litter, and when it is not kept clean, the privilege of eating in the courtyard will be suspended. All other areas of campus are off limits during lunches.

**HEALTH ROOM:** Students who are ill should request a hall pass from the teacher for admittance to the health center. Minor first aid may be accomplished between classes and emergencies should report directly at any time.

**LOST & FOUND:** Unclaimed items found by students around the school may be turned in to the main office. Items will be held in the main office for not less than one month, after which unclaimed items may be donated to charity.

If a student believes he or she has lost something at school, it is the student's responsibility to come to the office to report the loss and check the Lost & found. A student wishing to check the Lost & Found will be asked to identify the lost object by accurately describing it to a staff member, who will then check the Lost & Found storage.

Lost & Found items will only be returned to the owner of the item. If the owner has not claimed the item within a month, the item may be donated.

**MATERIALS PUBLICATION & DISTRIBUTION:** Students are entitled to express in writing their personal opinions. The distribution of such materials shall not interfere with or disrupt the educational process. Such written expressions must be signed by the authors.

Students who edit, publish or distribute handwritten, printed or duplicated matter among their fellow students within the school must assume responsibility for the content of such publication.

Libel, obscenity, lewdness, vulgarity, profanity and personal attacks are prohibited in all publications.

All publications intended to be distributed on school property must be submitted first to the building principal for approval and regulation regarding time, place and manner.

Commercial solicitation will not be allowed on school property at any time unless authorized by the building principal.

**LOCKERS:** It is highly recommended that students sign up for a hall locker with the bookkeeper. ***Lockers are for your protection and the only person who should know the combination is you.*** Students are responsible for the care of lockers and locks. There should be reasonable cause for a search by school authorities of an individual locker, but a general locker inspection may be held at any time. Any changes of a locker must be cleared through the bookkeeper's office. If your locker does not operate correctly, you should report the situation to the bookkeeper or the main office immediately.

Students are responsible for keeping their PE lockers locked at all times. Loss of items left unsecured or in unlocked lockers will not be investigated.

No student may use a locker, desk, or storage area as a depository for any substance or object which is prohibited by law or school rules, or which poses a threat to the health, safety or welfare of the occupants of the school building or the building itself.

**ON/OFF CAMPUS EVENTS:** Students are not to leave the building, athletic fields or grounds during dances, games or any school activity and ask for readmission to these activities. Misbehavior or rules violations at school-related, co-curricular or after school activities may result in school disciplines, including suspension from participation in after school activities for a specified period of time.

**OUT OF DISTRICT STUDENTS:** Students accepted at FPHS from outside our district or catchment area must maintain good attendance, behavior and grades in order to continue attending FP.

**RIDING SCHOOL BUSES:** Students shall observe all appropriate school rules while riding buses. Students riding the 5 pm activity bus will be required to present a pass.

**SCHOOL DANCES:** Various social activities, such as dances, are planned periodically throughout the school year. Generally, these activities are for the members of the Franklin

Pierce High School student body only. For some dances approved guests will be admitted with a pre-arranged guest obtained from the office. Hosts must enter the dance with their guest and will be held responsible for the behavior of their guest.

The behavior standards that apply during the school day also apply at dances. The expectation is that students display appropriate behavior while at dances, either on the school premises or at off-campus locations. Inappropriate behavior is detailed in the Franklin Pierce High School Dance Expectation Form, which must be signed yearly by both student and parent prior to the purchase of dance tickets. The Dance Expectation Form is one of several forms provided for signature at the beginning of every school year, and completed forms are kept on file for one year by the bookkeeper. A student's first violation of the schools' dance expectations will be grounds for removal from the dance.

Students are also expected to dress appropriately. The dress code applies to school dances, and students may be required to fix dress code violations prior to being allowed into the dance.

All dances begin at 7 pm, and there will be no admittance after 8:15 pm. Dances end at 10 pm.

**SPEECH AND ASSEMBLY:** Students are encouraged to verbally express their personal opinions in such a manner and at such times as does not disrupt or interfere with the educational process or with the freedom of others to express themselves. The use of obscenities, lewdness, vulgarity, profanity or personal attacks is prohibited. All student meetings on school property may function only as scheduled and regulated by school authorities.

**STUDENT SEARCHES:** All students possess the right to be secure in their persons, papers and effects against unreasonable searches and seizures. However, to maintain order and ensure that school policies and procedures are followed, school officials are authorized to conduct searches when reasonable cause exists.

Reasonable Cause: Reasonable Cause exists when school employees have information, evidence or reason to believe that a student has or is violating a school rule, or that the student possesses contraband or other material that is or has the potential of being harmful to the school environment or school property.

Motor Vehicles: Motor vehicles driven by students and parked on or immediately adjacent to school property during regular school hours or during school events are subject to being searched when school officials have reasonable cause to do so.

General Searches: School officials may make general searches of lockers or desks for purposes including but not limited to safety, cleanliness, retrieval of school material or violation of school rules. Such general searches shall not include personal items stored in lockers or desks such as clothing, bags or purses unless reasonable cause exists. General searches of lockers or desks may also be conducted in situations such as a bomb threat, drugs or loss of school materials.

Physical Searches of Students: A limited physical search of a student or the student's personal effects may be conducted when there is reasonable cause to do so. In such instances, a minimum of two school officials must be present of whom at least one must be the same sex as the students.

School officials are forbidden to conduct any type of "strip search" in which a student's private body parts would be exposed or in which removal or rearrangement of clothing would expose the student's undergarments.

Failure to permit searches and seizures as provided in this policy will be grounds for short term suspension, and law enforcement agencies may be contacted when appropriate.

Further information regarding searches and seizures is available in School District Policy No. 3230 and Procedure 3230P: Student Privacy and Searches.

**VISITORS:** All visitors to school buildings and grounds are to be authorized through the principal's office only. Non-students who do not have a valid reason to be on campus will be requested to leave. If they refuse, enforcement of the request will be asked of police authorities. Parents are encouraged to visit the schools; however, they should check with the school's principal before visiting classes (Policy 4200, 4200P). ***In an effort to maintain a safe campus, the policy of allowing student visitors has been discontinued.***

**In the event that an issue is not addressed in this handbook, the FPS Policies and Regulations manual will be followed.**





FRANKLIN PIERCE HIGH SCHOOL  
**Altered Days 2018-2019**

<b>DATE</b>	<b>EVENT</b>	<b>SCHEDULE</b>
Aug. 28	First Day of School	Special Schedule
Aug. 30	Opening Assembly	30-minute End of Day Assembly
Sept. 12		Early Release Wednesday
Sept. 19		Early Release Wednesday
Sept. 26		Early Release Wednesday
Sept. 28	Homecoming Assembly	30-minute End of Day Assembly
Oct. 1	Student Conferences	3.5-hr Early Release
Oct. 2	Student Conferences	3.5-hr Early Release
Oct. 3	Student Conferences	3.5-hr Early Release
Oct. 4	Student Conferences	3.5-hr Early Release
Oct. 10		Wednesday Early Release
Oct. 17		Wednesday Early Release
Oct. 19	Helmet Bowl Pep Assembly	End of Day Pep Assembly
Oct. 24		Wednesday Early Release
Oct. 31		Wednesday Early Release
Nov. 7		Wednesday Early Release
Nov. 9	Veteran's Day Assembly	During LL time
Nov. 18	Winter Sports Pep Assembly	End of Day Pep Assembly
Nov. 23	Career Day	3-hr Early Release
Dec. 5		Wednesday Early Release
Dec. 12		Wednesday Early Release
Dec. 14	Winter Wishes @ Collins	Connections End of Day
Dec. 18	Winter Wishes Assembly	45-minute End of Day Assembly
Jan. 9		Wednesday Early Release
Jan. 16		Wednesday Early Release
Jan. 18	MLK Junior Assembly	During LL time
Jan. 23	Finals	Finals Schedule

Jan. 24	Finals	Final Sch/3-hr Early Release
Jan. 25	Finals	Final Sch/3-hr Early Release
Feb. 6		Wednesday Early Release
Feb. 13		Wednesday Early Release
Feb. 27		Wednesday Early Release
March 6		Wednesday Early Release
March 8	Spring Sports Assembly	End of Day Pep Assembly
March 19	SLCs	3.5-hr Early Release
March 20	SLCs	3.5-hr Early Release
March 21	SLCs	3.5-hr Early Release
March 22	SLCs	3.5-hr Early Release
March 27		Wednesday Early Release
April 3		Wednesday Early Release
April 17		Wednesday Early Release
May 1		Early Release Wednesday
May 2	MultiCultural Assembly	45-minute End of Day Assembly
May 8		Early Release Wednesday
May 15		Wednesday Early Release
May 31	Moving Up Assembly	1-hr Assembly between 2 <sup>nd</sup> & 3 <sup>rd</sup>
June 5		Wednesday Early Release
June 14	Finals	Finals Schedule
June 17	Finals	Finals Sch/3-hr Early Release
June 18	Finals	Finals Sch/3-hr Early Release

*Specific testing dates for the Smarter Balanced and Science exams have not yet been determined. Stay tuned to the bulletin and other communications throughout the year for these and other additions, deletions and updates.*

# Some Dates to Remember in 2018-2019

(All dates & activities subject to change should unforeseen circumstances arise.)

Aug. 28	First Day of School: Freshmen begin @ 8:15 am, 10-12 grade @ 12:15 pm	Dec. 14	Winter Wishes with Collins Elem.
Aug. 30	Opening Assembly	Dec. 18	Winter Wishes Assembly
Sept. 5	Picture Day	Dec. 19-Jan 1	<i>No School, Winter Break</i>
Sept. 19	Club Rush (during lunches & BTSN)	Jan. 18	MLK Jr Assembly
	Back to School & College Career Night, 6 pm	Jan. 21	<i>No School, MLK Day</i>
Sept. 28	Homecoming Assembly	Jan. 22	Link Crew's Freshman Cocoa & Crammin', 3-5 pm
Oct. 1-4	Student Conferences	Jan. 23-25	1 <sup>st</sup> Semester Finals
Oct. 2 & 4	FAFSA/WASFA Nights	Jan. 25	Last Day of FP's 1 <sup>st</sup> Semester
Oct. 5	<i>No School, Teacher inservice</i>	Jan. 28	<i>No School, Teacher inservice</i>
	Homecoming Game vs Fife, 7 pm	Feb. 6	Pack the Gym, 6-8 pm
Oct. 6	Homecoming Dance, 7-10 pm	Feb. 8	1 <sup>st</sup> Semester academic rewards
Oct. 8	Senior mtg with Jostens (in CC)	Feb. 11-15	Valentine's Spirit Week
Oct. 10	PSAT	Feb. 14	Mr. Cardinal Pageant, 3-5 pm
Oct. 15	Jostens order day (seniors)	Feb. 18-22	<i>No School, Mid-Winter Break</i>
Oct. 19	Helmet Bowl Assembly	Feb. 25	Spring Sports begin
	Helmet Bowl Tailgate	Mar. 1	Princess Bowl ( <i>tentative</i> )
	Helmet Bowl (FP vs WHS), 7 pm	Mar. 2	5K Fun Run
Oct. 23	Band concert, 6:30 pm	Mar. 8	Spring Sports Pep Assembly
Oct. 25	Choir concert, 6:30 pm	Mar. 12	Band Concert, 6:30 pm
Oct. 31	Bowling begins	Mar. 14	Choir Concert, 6:30 pm
Nov. 1	1 <sup>st</sup> Quarter Ends	Mar. 19-22	SLC conferences
Nov. 9	Veteran's Day Assembly	Mar. 28-29	Spring Musical, 7 pm
Nov. 12	<i>No School, Veteran's Day</i>	Mar. 29	ASB Executive Elections
Nov. 13	Winter Sports begin	Mar. 30	Spring Musical, 2 & 7 pm
Nov. 14	Winter Sports Parent Night	Apr. 5	3 <sup>rd</sup> Quarter Ends
Nov. 15	1 <sup>st</sup> Qtr recognition rewards (LL)		Class Elections
	Drama Showcase, 7 pm	Apr. 6	Daffodil Parade
Nov. 16	Winter Sports Pep Assembly	Apr. 8-12	<i>No School, Spring Break</i>
Nov. 21	Career Day	Apr. 15	Distinguished portfolios due
Nov. 22-25	<i>No School, Thanksgiving Break</i>	Apr. 19	3 <sup>rd</sup> Qtr recognition rewards
Nov. 30	Blood Drive #1	Apr. 22	Senior Presentations (distinguished portfolio only)
Dec. 3-7	ASVAB testing (days TBD)	Apr. 23	SAT Testing @ FPHS
Dec. 10-14	Winter Wishes Spirit Week	Apr. 26	<i>No School, Snow Make-up Day</i>
Dec. 11	Band Concert, 6:30 pm	May 2	MultiCultural Assembly
Dec. 13	Choir Concert, 6:30 pm		MultiCultural Night, 5:30-7 pm
		May 4	Prom, 7-10 pm ( <i>venue TBD</i> )
		May 6	AP Test: Govt & Politics (am)

## Some Dates to Remember in 2018-2019 (continued)

May 8	AP Test: Literature & Comp (am)	May 28	Band concert, 6:30 pm
May 9	AP Test: Psychology (pm)	May 29	“Last Chance” portfolios due
May 10	AP Test: US History (am)		Senior finals periods 1,3,5
	Portfolios due	May 30	Senior finals periods 2,4,6
May 13	AP Test: Biology (am)		Choir concert, 6:30 pm
May 14	AP Test: Calculus AB (am)	May 31	Moving Up Assembly ( <i>with honor cord distribution</i> )
	AP Test: Human Geography (pm)	June 3	Senior Presentations (last chance)
May 15	AP Test: Language & Comp (am)	June 4	Senior Checkout deadline to walk ( <i>2:45 pm</i> )
May 16	AP Test: World History (am)		
	AP Test: Statistics (pm)	June 5	Senior Awards Night, 7 pm
May 16-17	One Act plays, 7 pm	June 7	Graduation rehearsal, 1 pm
May 20-22	Senior Presentations	June 8	Graduation, 11 am
May 23	“Decision Day” ( <i>1<sup>st</sup> graduation walking list</i> )	June 14-18	2 <sup>nd</sup> Semester Finals
	Senior Checkout begins	June 18	Last Day of School
May 25-28	<i>No School, Memorial Day Weekend</i>		



STUDENT  
PARKING

STUDENT  
PARKING

STADIUM



STAFF  
PARKING

