

# Harrisburg High School 2022-2023 Student Handbook



*Together we empower all students to succeed*

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**\*\*\*This Page will be updated\*\*\***

## **FROM THE PRINCIPAL**

Inspiring letter from the principal.

Greg Chapman  
Harrisburg HS Principal

### **VISION STATEMENT**

Core Values and Beliefs

Inspired Opportunities

- Cultivate Character
- Invest for Success
- Collaboration and Effort

Vision Statement

- Together, we empower students to succeed

Mission Statement

- Harrisburg School District strives for academic excellence, outstanding character, and strong relationships between staff, students, families, and community while supporting students in pursuit of success and fulfillment.

### **GUIDING BELIEFS OF HARRISBURG HIGH SCHOOL**

#### **Students and Learning:**

1. All students can learn and deserve an atmosphere conducive to learning.
2. All students are served.
3. All students are valued for who they are and treated with respect.
4. All students explore and expand their understanding and prepare for their future.

#### **Community-Support:**

1. Parents, students, staff and members of the community at large share responsibility for student learning.
2. Membership in a democratic society is a responsibility as well as a right and requires active participation.
3. The entire school community promotes good citizenship and ethical behavior.
4. The entire school community instills and celebrates the importance of and the value of learning.

#### **Staff -Teaching and Mentoring:**

1. High expectations – academic and behavioral, are consistently held for all students.
2. Student learning, academically, physically, socially, and emotionally, is our highest priority and guides all of our actions.
3. A safe and comfortable learning environment is present and maintained.

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**2021-2022 Calendar**

August

30 First day of school for all students

September

6 No School- Labor Day

10 School in session

October

8 No School – State In service

29 No School – Grading day

November

3-4 No School- Conferences

11 No School – Veterans Day

24-25 Thanksgiving Holiday

December

20-31 Christmas Break

January

3 Classes resume

17 No School – Martin Luther King, Jr. Day

28 Grading Day

March

11 No School Curriculum Day

21-25 Spring Break

April

8 No School Grading Day

May

30 No school Memorial Day

June

3 School in Session

8 Last day for seniors

12 Senior graduation

16 Last day of school

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**Bell Schedules**

<b>HHS Regular Bell Schedule</b>		
Period 0	7:25 AM	7:50 AM
Period 1	8:05 AM	9:01 AM
Breakfast	9:01 AM	9:11 AM
Period 2	9:15 AM	10:11 AM
Period 3	10:15 AM	11:11 AM
Period 4	11:15 AM	12:11 PM
Lunch	12:11 PM	12:41 PM
Period 5	12:45 PM	1:41 PM
Period 6	1:45 PM	2:41 PM
Period 7	2:45 PM	3:41 PM
<b>HHS Wednesday Bell Schedule</b>		
Period 0	7:25 AM	7:50 AM
Period 1	8:05 AM	8:53 AM
Breakfast	8:53 AM	9:03 AM
Period 2	9:07 AM	9:55 AM
Period 3	9:59 AM	10:47 AM
Period 4	10:51 AM	11:39 AM
Period 5	11:43 AM	12:31 PM
Lunch	12:31 PM	1:01 PM
Period 6	1:05 PM	1:53 PM
Period 7	1:57 PM	2:45 PM

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**High School Faculty and Staff**

**Harrisburg High School Main office 541-995-6632 FAX: 541-995-6697**

Mr. Chapman	Principal 541-995-6632
Mrs.M Brock 995-6632 ext. 364	Academic Advisor/Counselor 541-
Mr. Buzzard ext. 373	Athletic Director 541-995-6632
Mrs. Kahle 995-6632 ext. 362	High School Adm. Asst. 541-
Mrs. D Brock 995-6632	Family support liaison 541-
Mr. Beckstead	English 541-995-6632 ext. 329
Mr. Brent ext 350	Ag/Industrial Tech 541-995-6632
Mrs. J Brock ext. 367	Library Supervisor 541-995-6632
Mrs. Carroll ext. 335	Global Studies 541-995-6632
Mr. Ciaffoni ext. 330	Graduation coach 541-995-6632
Mr. Ellis	Science 541-995-6632 ext. 338
Mr. Lander	Math 541-995-6632 ext. 333
Mr. Gyde	Band 541-995-6544 ext. 232
Mrs. Swigart	Spanish 541-995-6632 ext. 331
Mr. Devicq	English 541-995-6632 ext. 336
Mrs. Gyde	Math 541-995-6632 ext. 332
Ms. Sather 995-6632 ext. 311	P.E., Health, Honor Society 541-
Ms. Fisher	Special Ed 541-995-6632 ext. 310
Mrs. Suffrage	Science 541-995-6632 ext. 337
Mr. Tatum	PE 541-995-6632 ext. 328
Ms. Teece ext. 349	Ag/Industrial Tech. 541-995-6632
Ms. Urhausen ext. 465	Alternative Ed. 541-995-6632
Awaiting ext. 371	Special Education 541-995-6632





# HARRISBURG HIGH SCHOOL STUDENT-PARENT HANDBOOK

## NON-DISCRIMINATION POLICY

The Harrisburg School District does not discriminate on the basis of race, color, national origin, disability, marital status or sex in providing education services, activities and programs in accordance with Title VI, Title IX and other civil rights or discrimination issues; Section 504 or the Rehabilitation Act of 1973, as amended; and the Americans with Disabilities Act.

The following person has been designated to coordinate compliance with these legal requirements and may be contacted at the Harrisburg School District's office for additional information and/or compliance issues: Mr. Brian Starr, Superintendent of Schools.

## ALTERNATIVE EDUCATION PROGRAM

Alternative education programs options have been established and approved by the Board to meet the individual needs of students. These programs will be made available to students who are unable to succeed in a traditional school model. Parents or students may request placement in the alternative education program by submitting a written request to the principal or counselor.

The following applies to Alternative Education students:

1. Wandering and loitering in the hallways and around the school buildings is not allowed during regular class times.
2. Students placed in the alternative educational program for disciplinary reasons may be excluded from school-sponsored programs and/or extracurricular activities.

## ATTENDANCE

All students between the ages of 6 and 18, who have not completed grade 12, are required to regularly attend school full time during the entire school term unless otherwise exempted by law. School staff will monitor and report violations of the state compulsory attendance law. Truancy is defined by state law as more than four absences (or eight ½ day absences) in any four-week period.

In Harrisburg we strive to all be "regular attenders" - defined as at least a 90% attendance rate, or about one absence per month.

Schools will notify parents in writing when their student has missed eight unexcused ½ days of school in a four week period. Any parent who fails to send a student to school within three days of that notification will be referred to the ESD Truancy officer.

## ABSENCES

Parents/Guardians must contact the school prior to a student's absence. The attendance telephone number is 541-995-6632 x 363. Parents will be asked to provide a doctor's note for absences exceeding three consecutive days, or that demonstrate a pattern of poor attendance. Excused absence from school or class will be permitted under the following circumstances in accordance to ORS 339.065:

1. Illness of the student
2. Illness of an immediate family member when the student's presence at home is necessary
3. Medical or dental appointments - confirmation of appointments may be required.
4. Prearranged absences approved by the Principal.

The following are *not* excused absences according to Oregon state attendance laws:

1. Oversleeping
2. Missing the bus
3. Family vacations not approved in advance by the Principal
4. Birthdays or other celebrations
5. Car malfunctions
6. Shopping (including the acquiring of Prom/Homecoming attire)
7. Haircut appointments/tanning appointments
8. Senior pictures
9. Babysitting or other gainful employment

## **OREGON LAW DOES NOT GIVE PARENTS THE RIGHT TO EXCUSE THEIR CHILDREN FROM SCHOOL**

Students are expected to make up work missed when an absence is excused. Students will have at least one day for every day of EXCUSED absence to make up work. A student who receives an excused absence near the end of a semester and is unable to make up assigned work prior to the end of the term may be given a course grade of incomplete. Make-up work must be completed as per the timeline created in the incomplete contract.

Absenteeism will not be used as the sole determiner of a student's grade, however attendance may be used as one factor in determining grades (see the course syllabi for grading criteria). A student who is absent from school for any reason other than an approved, pre-arranged doctor's appointment or family emergency will not be allowed to participate in extracurricular activities on

that day or evening.

When a “field trip” or out of classroom excursion returns to school students are to attend scheduled classes for the remainder of the day.

### CELL PHONES

Students may possess cellular phones during the school day. During class time, students must follow the directives of staff. Failure to follow the directives of staff may result in the phone being surrendered for a period of time.

The district will not be liable for cell phones brought to district property and district-sponsored activities.

### CHECK-OUT PROCEDURE

Any student leaving campus during class time must follow the checkout procedure:

1. The office is notified by the parent, either in person or by phone, if the student is to leave campus (PRIOR to student leaving!)
2. The student must complete the check-out form at the office prior to leaving campus.

Failure to follow this procedure will result in an unexcused absence and disciplinary consequences, up to and including suspension (in-school or out-of-school).

### CLASS SELECTION

Students are assigned to classes based on the individual needs of the student, staffing and scheduling considerations. Requests for specific course or teacher assignments for the following semester must be made in writing to the counselor no later than six weeks before the end of the current semester.

### CLOSED CAMPUS

Harrisburg High School is a closed campus. Any student who needs to leave campus must have parent permission and check out with the office when leaving and check back in with the office immediately upon return.

Students may leave campus at lunch if they have a parent/guardian permission form on file with the office. Students do not need to check in and out with the office at lunch if the form is on file. Leaving campus without permission at other times or returning tardy after lunch may result in loss of off-campus privileges.

### CLUBS AND ORGANIZATIONS

Student clubs and performing groups such as the band, choir, dance, drama and athletic teams may establish rules of conduct – and consequences for misconduct – that are stricter than those for students in general. If a violation is also a violation of the Student Code of Conduct, the consequences specified by the district shall apply in addition to any consequences specified by the organization.

### CODE OF CONDUCT/DISCIPLINE

Our Primary Guiding rule in Harrisburg High School is:

**Students will immediately follow all directives of any staff member of Harrisburg School District.**

Beyond this, reasonable acceptable conduct is expected of all students. Behavioral problems will result in consequences based on the following rubric. The consequences assigned for any given violation will be at the administrator’s discretion, but will normally fall within the parameters listed below. In addition, misconduct will be assigned to point value according to the table below. Any student who accumulates fifty (50) points in any one school year may be suspended pending an expulsion hearing.

HARRISBURG HIGH SCHOOL CODE OF CONDUCT				
Problem	Occurrence	Minimum	Maximum	Points
Aggressive behavior/ horseplay	First	Lunchtime Study Hall	Suspension	5
	Repeated	Suspension	Suspension	15
Drug/Alcohol violation*	First	Suspension.	Expulsion	25
	Repeated	Suspension	Expulsion	25

Automobile misuse*	First	Lunchtime Study Hall	Suspension	10
	Repeated	Right to have car at school revoked	Suspension	15
Bus violations	First	Lunchtime Study Hall	Suspension	5
	Repeated	Bus Suspension	Bus Expulsion	15
Cheating, lying, forgery, plagiarism	First	Lunchtime Study Hall	Loss of credit	10
	Repeated	Suspension	Expulsion	15
Disorderly conduct (non-violent)	First	Lunchtime Study Hall	Suspension	5
	Repeated	Suspension	Expulsion	15
Disruption	First	Lunchtime Study Hall	Suspension	5
	Repeated	Suspension	Expulsion	15
Bomb Threats*	First	Suspension	Expulsion	25
	Repeated	Expulsion	Expulsion	25
Extortion,blackmail, unlawful coercion*	First	Suspension	Expulsion	25
	Repeated	Expulsion	Expulsion	25
Dress Code Violation	First	Notify Parents	Suspension	5
	Repeated	Suspension	Suspension	10
Noncompliance	First	Lunchtime Study Hall	Suspension	5
	Repeated	Suspension	Expulsion	15
Fighting/ Assault*	First	Suspension	Expulsion	25
	Repeated	Expulsion	Expulsion	25
Improper display of affection	First	Inform Parents	Suspension	5
	Repeated	Lunchtime Study Hall	Suspension	10
Leaving campus without permission	First	Lunchtime Study Hall	Suspension	5
	Repeated	Suspension	Suspension Expulsion	15
Misuse of Technology	First	Technology Restriction	Suspension	5
	Repeated	Suspension	Suspension	20
Recklessly endangering others*	First	Suspension	Expulsion	20
	Repeated	Suspension	Expulsion	30
Referral from a substitute teacher.	First	Lunchtime Study Hall	Suspension	5

	Repeated	Suspension	Suspension	15
Sexting*	First	Suspension	Expulsion	25
	Repeated	Suspension	Expulsion	25
Skipping	First	Lunchtime Study Hall Loss of extracurricular privileges	Suspension	5
	Repeated	Suspension	Suspension	15
Excessive Tardies		Lunchtime Study Hall	Suspension	5
Theft*	First	Restitution	Suspension	5
	Repeated	Suspension	Expulsion	25
Harassment - Physical	First	Lunchtime Study Hall	Suspension	5
	Repeated	Suspension	Expulsion	20
Harassment - Racial	First	Lunchtime Study Hall	Suspension	10
	Repeated	Suspension	Expulsion	30
Harassment - Sexual	First	Lunchtime Study Hall	Suspension	10
	Repeated	Suspension	Expulsion	30
Vandalism*	First	Restitution	Suspension	10
	Repeated	Suspension	Expulsion	25
Vulgarity, swearing, inappropriate language	First	Warning	Lunchtime Study Hall	5
	Repeated	Lunchtime Study Hall	Suspension	10
Weapons - Firearms or Knives (including replicas)*	First	Expulsion	Expulsion	50
Weapons - Other Dangerous Device*	First	Suspension	Expulsion	20
	Repeated	Expulsion	Expulsion	30
<p>Expulsion based upon point accumulation is subject to administrative review. (expulsion prior to the 50 points may occur depending upon the severity of the violations).</p> <p>*These offenses often violate Oregon statutes as well as school policy. The administration may also notify law enforcement of violations in these areas.</p> <p>LD = Lunch Detention ISS = In-school suspension Suspension = Out of school or in-school suspension</p>				

### COMMUNICABLE DISEASES

Parents of a student with a communicable or contagious disease are asked to contact the high school office so that other students who have been exposed to the disease can be alerted. In most cases, students will need to stay home until they are no longer contagious. Parents with questions should contact the high school office.

### **COMPLAINTS - GENERAL**

A student or parent who has a complaint concerning a classroom/teacher issue should first bring the matter to the appropriate teacher. If the outcome is not satisfactory, a conference with the principal can be requested within five calendar days following the conference with the teacher. If the outcome of this conference is not satisfactory, the student or parent may file a written, signed complaint with the superintendent within 15 calendar days of the conference with the principal. The superintendent will investigate the complaint and render a decision. If the complainant is dissatisfied with the decision of the superintendent, he/she may appeal to the Board in care of the superintendent within 10 calendar days following receipt of the superintendent's decision. The superintendent will provide the complainant with necessary Board appeal procedures. Board decisions are final.

### **COMPLAINTS - STUDENTS WITH DISABILITIES**

A complaint or concern regarding the identification, evaluation or placement of a student with disabilities or the accessibility of the district's services, activities or programs to a student, should be directed to the Special Education Director.

### **COMPLAINTS - SEXUAL HARRASSMENT**

Sexual harassment by staff, students, board members, school volunteers, parents, school visitors, service contractors or other engaged in district business is strictly prohibited in the district and at district-sponsored events on or off campus. Reports or complaints of sexual harassment should be made to superintendent Bryan Starr.

See board policy GBN/GBA for more information.

### **COMPUTERS**

Students may be permitted to use the district's electronic communications system for use with school activities. Before a student can use any school computer, the student's parent/guardian must sign the electronic communication agreement. Students who violate the electronic agreement policy will forfeit their right to use the system. The school district will provide access to the electronic communicating agreement to students during registration.

### **CONFERENCES**

Regular conferences are scheduled in the fall to review student progress. Teachers, parents, or students may also request a conference:

1. if the student is not maintaining passing grades or achieving the expected level of performance
2. if the student is not maintaining behavior expectations
3. in any other case deemed necessary.

The district encourages a student or parent in need of additional information or with questions or concerns to confer with the appropriate teacher before contacting the counselor or principal. A parent who wishes to confer with a teacher may email the teacher or call the office to set up an appointment time.

### **COUNSELING/ACADEMIC ADVISING**

The Academic Advising is a valuable resource area for Harrisburg students, parents and staff members. College catalogs, military service brochures, occupational information and career exploration materials are available.

Students are encouraged to talk with the high school counselor, teachers and building administrators in order to learn about the high school curriculum, course offerings, and graduation requirements. Students who are interested in attending college, university, or training school or pursuing other advanced education should work closely with their advisor so that they take courses that will best prepare them for further work. The advisor can also provide information about entrance examinations required by many colleges and universities, as well as information about financial aid and housing.

The high school academic advisor is available to assist students with a wide range of personal concerns, including such areas as social, family, emotional, academic, drug, and alcohol or tobacco dependency. The advisor may also make available information about community resources to address personal concerns.

### **DANCES/SOCIAL EVENTS**

The Harrisburg High School code of conduct and the dress code shall be observed for school dances and social events. Guests will be expected to observe the same rules as students attending the events. The person inviting the guest will share responsibility for the conduct of the guest. A student attending a dance or social event may be asked to sign out when leaving before the end of the activity.

Harrisburg school dances are for students currently enrolled in Harrisburg High School and their guests (when allowed). The following guidelines must be followed for student admittance:

1. Students with student identification cards must show their card at the door and pay the dance admission price.
2. Students without student identification cards or guest passes **will under no circumstances be admitted to a dance.**

3. Middle School students may not attend high school dances and high school students may not attend Middle School dances.
4. Harrisburg High School students enrolled at the time of the event may obtain a guest pass for dances under the following conditions:
  - a. The guest student is enrolled in another high school and is in good standing or is a recent Harrisburg graduate in good standing.
  - b. The guest student is under the age of 21.
5. Guest passes are available in the office. Harrisburg students must fill out the form and have the guest's school fax the form to the Harrisburg office one week before the dance.
6. Guests must attend the dance with their invitees.
7. The Harrisburg High School student is responsible for his/her guest, and if the guest creates any problems, both will be asked to leave and the guest will not be approved for future dances.
8. Any person who has been expelled from Harrisburg High School will not be able to attend any of the school dances until after their class graduates, and then only as a guest.
9. Individuals 21 years of age or older will not be allowed to attend Harrisburg High School dances.
10. Any student involved with alcohol, drugs or using tobacco at a dance will face the disciplinary action outlined in the District Substance Abuse Policies and will be suspended from attending any school dances for one calendar year.
11. If a person leaves the building during a dance, he/she will not be allowed to return to the dance.
12. Dancing shall be a socially accepted nature, and if it is not, the individuals involved will be asked to leave the dance.
13. Students are expected to wear modest and appropriate clothing.
14. Attendance at the Junior/Senior Prom is limited to only juniors and seniors and their dates.
15. An organization sponsoring a dance will submit to the Principal **at least ten school days prior to the dance**, a completed "dance request form", indicating who the faculty, parent and student chaperones will be and other information.

#### **DETENTION**

A student may be detained outside of school hours (for not more than 4 hours) if the student violates the Student Code of Conduct. The detention shall not begin, however, until the student's parents have been notified of the reason for the detention and can make arrangements for the student's transportation on the day(s) of the detention.

#### **DRESS CODE**

The district's dress code is established to promote a professional atmosphere, prevent disruption and avoid safety hazards. We strive for a professional appearance at Harrisburg High School. Think of your favorite retail store. If what you are wearing would be appropriate for sales associates there, it's probably fine here.

1. Clothing and jewelry should be free of writing, pictures and any other insignia or indications which are profane, obscene, sexually suggestive, or which advocate violence, gangs, the use of drugs, tobacco, alcohol or any other illegal activity.
2. Clothing should be form concealing, not form revealing.
3. Clothing should cover all skin and undergarments from the tips of the fingertips to a modest neckline.
4. Clothing that promotes gang activity or gang values is not allowed
5. Hats may be worn during the school day. Individual teachers may request hats not be worn in their room. All hats must be school appropriate according to the dress code. Hats must not be a distraction in the classroom. Hoods may not be worn in the building
6. Chain wallets will not be allowed.
7. Students must wear shoes at all times
8. Students participating in extracurricular activities for their respective schools must follow the Dress Code, and also abide by any additional grooming or appearance regulations as required by individual coaches and activity advisors of the Harrisburg Schools. Failure by a student to abide by this standard may result in losing the opportunity to participate in the activity.

Students who wear clothing that does not meet the dress code outlined above will be asked to change. If the student is unable or unwilling to obtain clothing to wear, the office can often provide clothes. If the student is still unable to change, they will be sent home for noncompliance.

#### **EARLY GRADUATION**

Students wishing to graduate early are required to meet with the principal, counselor, and parent or guardian prior to the end of their sophomore year to discuss and develop an educational plan.

#### **ELIGIBILITY**

Eligibility governs participation in all non-graded extracurricular activities. See the eligibility section of the athletic policy for more detailed information.

## **EMERGENCY DRILLS**

Harrisburg High School conducts one fire drill each month, two earthquake drills and two safety drills (lockdown/lockout) annually. Students should treat these drills as if they are a real emergency. Failure to follow directions of staff members quickly and quietly will result in disciplinary consequences.

## **EMERGENCY MEDICAL TREATMENT**

A student who becomes ill or is injured at school must notify his/her teacher or another staff member as soon as possible. In case of a serious illness or injury, the school shall attempt to notify parents. Students and parents are encouraged to keep the office updated on changes to contact information.

If the student is too ill to remain in school, the student will be released per the parents' directives. School staff may administer emergency or first aid if warranted. The school will contact emergency medical personnel, if necessary, and will attempt to notify the student's parents whenever the student has been transported for treatment.

## **EMERGENCY SCHOOL CLOSURE INFORMATION**

In case of hazardous or emergency conditions, the Superintendent of Schools may alter the school district and/or transportation-schedules.

The district will post closures on the homepage of our website in addition to utilizing [Flash Alert](#). You can view alerts and subscribe to notifications on the [Flash Alert](#) website, or search for "Emergency Closures" on the Harrisburg School District Webpage.

## **EVERY STUDENT BELONGS**

Harrisburg High School strives to provide an atmosphere where every student feels safe, welcomed, and a sense of pride. To that end, hurtful, degrading, or racist language is not allowed on our campus. In addition, Oregon Law forbids the display of symbols of hate on Oregon public school campuses. Students may not display a swastika, confederate flag or a noose anywhere on school property. Violations of this policy will result in disciplinary consequences.

## **EXPLOSIVE DEVICES**

Use, threat of use, possession, owning, storing, or selling explosives or their look alike is not allowed on the school grounds.

## **EXPULSION**

A student may be referred to an expulsion hearing when the student has earned 50 points in the code of conduct rubric. No student may be expelled without a hearing unless the student's parent or the student (if 18) waives the right to a hearing, either in writing or by failure to appear at a scheduled hearing. An expulsion shall not extend beyond one calendar year. The district will provide appropriate expulsion notification including expulsion hearing procedures, student and parent rights and alternative education provisions as required by law.

The Harrisburg School District will not provide alternative education programs for students expelled for violation of applicable state or federal weapons laws.

## **EXTORTION**

Demanding money or something of value in return for protection from violence or threat of violence is not allowed at school.

## **FEES**

Materials that are part of the basic educational program are provided without charge to a student. A student is expected to provide his/her own supplies of pencils, paper, erasers, and notebooks and may be required to pay certain other fees or deposits, including:

1. Club dues
2. Materials for a class project the student will keep in excess of minimum course requirements and at the option of the student;
3. Personal physical education and athletic equipment and apparel;
4. Voluntary purchases of pictures, publications, class rings, graduation announcements, etc.
5. Student accident insurance and insurance on school owned instruments;
6. Instrument rental and uniform maintenance;
7. Student Body cards
8. Yearbook
9. Fees for damaged library books and school-owned equipment;
10. Field trips considered optional to the district's regular school program;
11. Admission fees for certain extracurricular activities;
12. Participation fees for involvement in sports.



### **FIELD TRIPS**

Field trips may be scheduled for educational, cultural or other extracurricular purposes. All students are considered to be “in school” while participating in district-sponsored field trips. This means students are subject to the school’s student conduct rules, applicable Board policy and such other rules as may be deemed appropriate by the field trip supervisor.

### **FINES**

Fines are assessed to students when damage has been done to school property. Damaged or lost textbooks, library books, electronic devices, or incidents of vandalism could all result in fines being assessed to a student. All fines and fees must be paid before the student will be allowed to participate in graduation ceremonies.

### **FLAG SALUTE**

Students will be provided an opportunity to salute the United States flag at least weekly by reciting *The Pledge of Allegiance*.

### **FUND RAISING**

Student organizations, clubs or classes, athletic teams, outside organizations and/or parent groups may occasionally be permitted to conduct fund-raising drives. An application for permission must be made to the principal at least 10 days before the event. Work with your group’s advisor to fill out appropriate paperwork.

### **GRADES - REPORT CARDS**

Report cards are issued at the end of the nine-week grade period. Nine week grades on the report cards are **progress reports**. The grade which appears on **permanent records** (transcripts) are the semester grades.

Awarding credit is based upon successful completion of classroom work and attendance. Grades are based on class requirements and are designated as A, B, C, D and F. Teachers may consider a student’s attendance in determining course grade, though attendance will not be the sole standard used.

- A (Excellent) Student has demonstrated superior progress and quality in meeting course requirements.
- B (Above Average) Student has demonstrated above average progress and quality in achieving all class requirements.
- C (Average) Student has demonstrated acceptable progress and quality in meeting class requirements.
- D (Below Average) Student has demonstrated some progress in meeting class requirements.
- F (Failure) Students have demonstrated little or no progress in meeting class requirements.

### **GRADES - PASS/NO PASS**

Pass/No Pass grades may be given in certain courses such as student aides, study hall, or if the student is working towards a modified diploma.

### **GRADES - INCOMPLETE**

Students always have the option to request an incomplete grade at a grading period. If the teacher feels an incomplete is warranted, an Incomplete Contract will be filled out specifically listing the work that must be done and a due date for that work to be completed.

### **GRADES - PROGRESS REPORTS**

Progress reports are always available to students and parents via the on-line reporting platform. Contact the office if you need access.

### **GRADES - CONCURRENT CREDIT**

If a student is taking courses outside of Harrisburg High School or the FLEX academy, those courses must be approved in advance in order to be placed in the student’s transcript. Students will earn credit at the rate of ¼ high school credit for every college credit earned. Contact the academic counselor for more information.

### **GRADUATION CEREMONY (COMMENCEMENT)**

The commencement exercise is the district’s and community’s opportunity to formally recognize the graduation of each year’s seniors. This exercise is not a graduation requirement, but one in which most seniors wish to participate. Only graduating seniors in good standing who have successfully completed the requirements for a high school diploma, a modified diploma, an extended diploma, or an alternative certificate may participate in graduation exercises. All school work, including FLEX Academy, On-line, or SOAR coursework must be complete and submitted by the due date (typically the Wednesday before graduation) in order to be eligible to participate in the commencement ceremony.

The valedictorian(s), salutatorian(s) or others may be permitted to speak as part of the graduation exercise program at the discretion of the building principal or designee. All speeches will be reviewed and approved in advance by the building principal or designee.

Seniors are asked to keep in mind that this is a formal occasion and to dress appropriately. Disciplinary action will be taken against anyone interrupting the program or exhibiting inappropriate behavior. Excessive or serious violation of the code of

conduct or board policies could cause a student to be excluded from the commencement ceremonies. A diploma will be awarded when requirements are met, regardless of disciplinary status.

School personnel will not assume responsibility for planning for Senior after Graduation activities.

### **GRADUATION REQUIREMENTS**

In order to earn a high school diploma from Harrisburg High School, the following credits must be earned. One Credit is generally equivalent to one year of instruction.

<u>Subject</u>	<u>Credits</u>	<u>Subject</u>	<u>Credits</u>
Language Arts	4	Health Education	1
Mathematics	3	Physical Education	1
Science	3	Applied/Fine Arts/CTE	3
Social Science	2	Electives	6
Citizenship/Economics	1	Total	24

### **Modified Diploma**

Harrisburg School District shall award a modified diploma to students who have demonstrated the inability to meet the full set of academic content standards. For more information on a modified diploma, contact the academic counselor or your IEP case manager.

### **HARASSMENT/HAZING/BULLYING/CYBERBULLYING/VERBAL ASSAULT**

Hazing, harassment, intimidation, menacing, cyber bullying, or bullying by students, staff or third parties toward students is strictly prohibited and shall not be tolerated in the district. Violations of this policy will result in disciplinary consequences, and offenders may also be referred to law enforcement officials.

### **INAPPROPRIATE LANGUAGE**

The use of profanity, making derogatory remarks, gestures or comments to or about students or staff are not allowed. Violation of this policy will result in disciplinary consequences.

### **INDECENT EXPOSURE**

Indecent exposure of any kind will not be tolerated. This includes “mooning” and “pantsing” of another student. Pantsing of any student may be considered harassment and will be dealt with as such. Referral to police may occur in severe cases.

### **INFECTION CONTROL/HIV, HBV AND AIDS**

Although HIV, AIDS, HBV and HCV are serious illnesses, the risk of contracting the disease in school is extremely low and generally limited to situations where non-intact skin or mouth, eye or other mucous membranes would be exposed to blood or any body fluids contaminated with blood from an infected person. Do not attempt to clean up or otherwise handle bodily fluids of another person. Immediately notify staff, who are trained annually in dealing with such issues.

### **INSURANCE**

At the beginning of the school year, the high school will make available to students and parents a low cost student accident insurance program. Parents are responsible for paying premiums if coverage is desired and for submitting claims through the high school office. The high school or school district shall not be responsible for costs for treating injuries or assume liability for any other costs associated with an injury. Before any student may participate in a school sponsored activity, students and parents must have (1) purchased the student accident insurance, or (2) show proof of insurance.

### **LOCKERS**

Lockers remain under the jurisdiction of the district even when assigned to an individual student. A student has full responsibility for the security of the locker and is responsible for making certain it is locked and that the combination is not available to others. **The school does not guarantee the safety of items kept in school lockers, either locked or unlocked.** Valuables should never be stored in the student’s locker. Lockers may be routinely inspected without prior notice to ensure no item which is prohibited on district premises is present, maintenance of proper sanitation, mechanical condition and safety and to reclaim district property including instruction materials. Defective locks and lockers should be reported to the office. Students who alter or damage their lockers or locks will be billed for the repair and may be subject to disciplinary consequences.

### **LOST AND FOUND**

Any articles found in the school or on district grounds should be turned into the school office. Unclaimed articles will be disposed of at the end of each semester. Loss or suspected theft of personal or district property should be reported to the school office. A lost and found box is located in the MPR.

### **LUNCH/BREAKFAST PROGRAM**

The district participates in the National School Lunch, School Breakfast Programs and offers free and reduced-price meals based on a student’s financial need. Additional information can be obtained in the office.

### **LUNCH ROOM**

Students are to put their trash in the garbage cans. Students eating in the MPR are responsible for cleaning up their lunch mess on and around their table. Plastic lunch trays are to be kept in the MPR. Students leaving a mess or throwing things will face disciplinary action. Students are asked to please cooperate and help keep your MPR and school grounds clean. Have pride in Harrisburg High School – “Keep the Eagles Home Clean”.

### **MARRIED STUDENTS**

It shall be the policy of Harrisburg High School to encourage a married student to complete the necessary requirements for graduation. Please refer to district policy for more information.

### **MCKINNEY VENTO STUDENTS**

The district provides full and equal opportunity to students in houseless situations as required by law, including immediate enrollment. School records, medical records, proof of residence or other documents will not be required as a condition for admission. A student is permitted to remain in his/her school of origin for the duration of his/her houselessness or until the end of any academic year in which he/she moves to permanent housing. In the event a dispute arises over school selections or enrollment of a student in a houseless situation, the student will be immediately admitted to the school in which enrollment is sought pending resolution of the dispute.

Transportation to the student’s school of origin will be provided at the request of the parent or the district’s liaison for homeless students. For additional information concerning the rights of students and parents of students in houseless situations, contact the school counselor or the district’s liaison for houseless students.

### **MEDICINE AT SCHOOL**

A student who must take prescription and/or over-the-counter medication during the school day must bring the medicine and a written request to administer medication signed by his/her parents to the office.

The request must include, for prescription medication, the physician’s written instructions, and the name of the medication, dosage, time interval and method of administration. The medication must be in its original container and the container label must clearly show the students and physician’s name and instructions.

Over-the-counter medication must be accompanied by the parent’s written instructions and kept in its original container.

If a parent wants a student to self-medicate, a request must be approved by the principal. All such decisions will be based on the appropriateness of the student to self-medicate, the safety of other students, the student’s age, type of medication and amount of medication the student may possess and advice of the school nurse as necessary. Self administration of any controlled substance as defined by law and as may be prescribed by a physician may be permitted only upon written request from the parent.

District officials will either give the medicine at the proper time or give the student permission to take the medication as directed.

### **MILITARY/COLLEGE RECRUITERS’ VISITATION POLICY**

Permission for students to visit with recruiters will be provided during registration.

### **MONEY/VALUABLES AT SCHOOL**

Large sums of money or valuables (e.g. electronic devices, etc) should never be brought to school. When a student finds it necessary to bring valuables to school, they should be checked into the main office for safekeeping. The **school district is not responsible for items lost or stolen.** Students are therefore encouraged to safeguard their belongings and leave valuables at home.

### **ONLINE LEARNING**

Harrisburg offers on-line coursework for credit recovery and as part of our FLEX academy. Contact the counselor for information on credit-recovery options.

The FLEX Academy is a unique opportunity for students to take some or all of their courses on-line. Students may choose to take classes like AG, Shop, PE, or Band in the building, while taking others on-line. See the [FLEX Academy website](#) or contact the counselor for more information.

### **PARENTAL RIGHTS**

Parents of students may review any information used in classes here at Harrisburg High School. Contact the office for more information.

### **PERSONAL DISPLAYS OF AFFECTION**

Students shall limit their personal display of affection (PDA) to hand holding, and only outside of class time. Failure to follow this rule will result in disciplinary action. .

### **PHYSICAL EXAMINATIONS**

Students in grades 7 through 12 must have a physical examination performed by a physician prior to participation in athletics, and every two years thereafter. The physical examination is the responsibility of the parent/student and is to be paid for by the parent/students.

Records of the examination must be submitted to the district and will be kept on file and reviewed by the coach prior to the start of any sport season.

### **POSTERS**

Signs, banners or posters that a student wishes to display must first be approved by the principal or activity advisor. Signs, banners or posters displayed without authorization will be removed. Any student(s) who posts printed material without prior approval may be subject to disciplinary action.

### **PROGRAM EXEMPTIONS**

Students may be excused from a state-required program or learning activity for reasons of religion, disability or other reasons deemed appropriate by the district.

An alternative program or learning activity for credit may be provided.

All such requests should be directed to the principal by the parent in writing and include the reason for the request.

### **QUESTIONING BY LAW ENFORCEMENT**

Should law enforcement officials find it necessary to interview students during the school day or during periods of extracurricular activities, the principal or designee will be present when possible. An effort will be made to notify the parent of the situation prior to an interview with police.

Parents are advised that in suspected child abuse cases, the Services to Children and Families and/or law enforcement officials may exclude district personnel from the investigation procedures and may prohibit district personnel from contacting parents.

### **RELEASE OF INFORMATION**

A student's personal information (name, address, telephone number, social security number) will not be collected, disclosed or used for the purpose of marketing or for selling that information without prior notification and permission of the student's parent(s) or the student, if age 18 or older.

The media will generally not be granted access to students during school hours.

Media releases, sometimes including photographs, that relay information happening during the course of instruction are often released to the school's social media sites and/or the press. If you do not want your child's picture included in these releases, note that in the beginning of the year registration forms, or contact the school office.

Media representative's access to extracurricular activities, especially those open to the public, are generally not restricted by the school, and media representatives could approach students requesting an interview and/or photograph. Information obtained directly from students does not require parental approval prior to publication. Parents who do not want their student interviewed or photographed should direct their student accordingly.

### **SCHEDULE CHANGES**

Schedule changes without loss of credit will be allowed only through the first two weeks of the semester. After that point, unless the change is requested by the teacher, counselor, or administration, dropping a class will result in a grade of "F" on the student's transcript.

### **SEARCHES**

District officials may search a student, his/her personal property and property assigned by the district for the student's use any time there is reasonable suspicion to believe a violation of a law, Board policy, or school rules has occurred. Items found which are evidence of a violation may be seized and turned over to law enforcement or returned to the rightful owner, as appropriate.

Searches will not be excessively intrusive in light of the age, sex, maturity of the student and nature of the infraction. Strip searches are prohibited by the district.

District-owned storage areas assigned for student use, such as lockers and desks may be routinely inspected at any time. The student will generally be permitted to be present during the inspection.

### **SENIOR TRIPS**

The district does not authorize or endorse senior trips taken for any purpose other than a special part of the Board-approved district curriculum.

### **SEXUAL DISCRIMINATION/HARASSMENT**

Harrisburg School District does not discriminate on the basis of sex in the admission to its education programs or activities it operates. District policy AC refers to non-discrimination relating to race, color, religion, sex, age, national origin, disability and

marital status. Inquiries or grievances concerning the application of Title IX and its implementation regulation may be referred to the District Superintendent.

#### **SKIPPING**

A student who is absent from school or from any class without permission will be considered truant and may be subject to disciplinary action including detention, suspension, or ineligibility to participate in athletics or other activities.

#### **SOAR PROGRAM**

(Student Outreach of Academic Relevance) Juniors and Seniors that meet the qualifications of our SOAR program will have the opportunity to enroll at Linn-Benton Community College and Lane Community College for dual credit with the financial support of the Harrisburg School District for tuition and books each term. For details and enrollment criteria please see the high school counselor.

#### **SPECIAL PROGRAMS**

The district provides an English Learner (EL) program for students from bilingual families. Students in this program include those who are new to the English language as well as long-time residents that speak English fluently, yet need support in developing academic English skills. Contact the school office with questions about the EL program.

#### **STUDENT EXCELLENCE PROGRAM**

A student recognition program for excellence in academics and excellence in citizenship has been established at Harrisburg High School. Activities that are established at the high school are:

- Honor Roll for academic achievement. Students are recognized with a certificate and names are published in the school newspaper. An ice cream social is held every semester for students who have made the Honor Roll.
- Student of the Month. Students are nominated by their teachers for their positive attitude, citizenship and improved student growth.
- Turn Around Student of the Year. The student is recognized who has turned around their academics, attendance and behavior to become a successful student at Harrisburg High School.

#### **STUDENT PUBLICATIONS**

All aspects of 9-12 school-sponsored publications, including web pages, newspapers and/or yearbooks, are completely under the supervision of the teacher and principal. Students will be required to submit such publications to the publication's advisor for approval before publication.

#### **SUSPENSION/DUE PROCESS**

A student may be suspended for up to and including 10 school days for violations of the Student Code of Conduct. Suspensions will be either in-school or out of school depending on the incident.

An opportunity for the student to present his/her view of the alleged misconduct will be given. Each suspension will include a specification of the reasons for the suspension, the length of the suspension, a plan for readmission and opportunity to appeal the decision.

Every reasonable and prompt effort will be made to notify the parents of the suspended student.

While under out of school suspension, a student may not attend after school activities and athletic events, be present on district property nor participate in activities directed or sponsored by the district.

School work missed by students while serving out of school suspension may be made up upon the student's return to school.

For drug and alcohol related offenses, a student may be offered the opportunity to reduce the consequence if the student completes a drug and alcohol assessment at parent expense.

#### **TARDIES**

A student who shows up within 10 minutes after the tardy bell rings will be considered tardy.

#### **THREATS**

Student conduct that tends to threaten or intimidate and disrupt the educational environment, whether on or off school property, will not be tolerated. The district prohibits student violence or threats of violence in any form. A student may not verbally or physically threaten or intimidate a student, staff member, or third party on school property. A student also may not use electronic equipment belonging to the student or the school to threaten, harass or intimidate another. Additionally, false threats, including false threats to school property, will not be tolerated.

Students in violation of the district's threats policy will be subject to discipline under the Student Code of Conduct and incidents may be reported to law enforcement.

#### **TOBACCO-FREE ENVIRONMENT**

Student possession, use, or sale of any smoking device including e-cigarettes or vaporizers is strictly prohibited. Any form of promotion or advertisement related to tobacco is also strictly prohibited.

For the purposes of this policy, “tobacco” is defined to include any lighted or unlighted cigarette, cigar, pipe, bidi, clove cigarette, and any other smoking product, spit tobacco, also known as smokeless, dip, chew, snuff, in any form, nicotine or nicotine delivery devices, chemicals or devices that produce the physical effect of nicotine substances or any other tobacco substitute.

### **TRANSPORTATION OF STUDENTS**

A student being transported on district provided transportation is required to comply with the Student Code of Conduct. Any student who fails to comply with the Student Code of Conduct may be denied transportation services and shall be subject to disciplinary action.

### **TRANSPORTATION - RULES**

The following rules shall apply to student conduct on district transportation:

1. Students being transported are under authority of the bus driver.
2. Fighting, wrestling or boisterous activity is prohibited on the bus;
3. Students will use the emergency door only in case of emergency;
4. Students will be on time for the bus, both morning and evening;
5. Students will not bring firearms, weapons or other potentially hazardous material on the bus;
6. Students will not bring animals, except approved assistance guide animals on the bus;
7. Students will remain seated while bus is in motion;
8. Students may be assigned seats by the bus driver;
9. When necessary to cross the road, students will cross in front of the bus or as instructed by the bus driver;
10. Students will not extend their hands, arms or heads through bus windows;
11. Students will have written permission to leave the bus other than from home or school;
12. Students will converse in normal tones; loud or vulgar language is prohibited;
13. Students will not open or close windows without permission of the driver;
14. Students will keep the bus clean and must refrain from damaging it;
15. Students will be courteous to the driver, fellow students and passers-by;
16. Students who refuse to promptly obey the directions of the driver or refuse to obey regulations may forfeit their privilege to ride on the buses.

### **VALEDICTORIAN AND SALUTATORIAN SELECTION PROCESS**

In the interest of encouraging and recognizing outstanding academic achievement, the student(s) with the highest GPA in the class will be named the valedictorian(s), and the student(s) with the second highest GPA will be named the salutarian(s). The official Grade Point Average (GPA) is computed during the first week of March each year based on transcribed grades through the first semester of senior year. It is the student’s responsibility to ensure that all credits from other institutions are included in their Harrisburg transcript before the first week of March.

In order to be considered for this honor students must have a full time schedule and attend HHS for a minimum of three years.

In situations where there is a tie, or special circumstances occur, the Principal’s designated selection committee has the discretion to award more than one valedictorian or salutarian.

Class rank will be determined by a weighting system that takes into account the level of difficulty of certain classes. This scale will only be used to determine class ranking and will not be reflected on transcripts.

1. Most classes will be weighted on a four-point scale
2. Classes that will be weighted on a five point scale:
  - a. All AP courses
  - b. College or CollegeNow courses at the 100 level or higher.

The district’s valedictorian and salutarian may be permitted to speak as a part of the district’s planned graduation program at the discretion of the building principal or designee. Titles and/or privileges available to or granted to students designated as valedictorian or salutarian may be denied or revoked for violation of Board policy, administrative regulation or school rule. Class ranking is based on a weighted GPA that takes into account advanced coursework which will not be reflected on their official transcripts.

### **VANDALISM**

A student who is found to have damaged district property will be held responsible for the reasonable cost of repairing or replacing that property. The district will notify students and parents of all such charges. Any charges will be added to the student’s bill which must be paid before participating in graduation ceremonies. The district may also seek reasonable attorney fees if court action is necessary.

### **VEHICLES ON CAMPUS**

Parking on district property is a privilege, not a right. Vehicles parked on district property must be parked properly in marked parking areas, and are under the jurisdiction of the district. Administration may conduct searches of vehicles when there is reasonable suspicion that a policy, rule or procedure violation has occurred.

Bicycles ridden to school by students must be parked in the designated area on school grounds and should be locked. Students under the age of 16 must wear a helmet as required by law. Harrisburg School District assumes no responsibility or liability for loss or damage to vehicles or bicycles.

### VISITORS

Harrisburg High School is a closed campus. To ensure the safety and welfare of students and staff, all visitors must report to the office upon entering school property and will be required to wear a visitor's badge while on campus. Students **will not be permitted** to bring visitors to school. Certain circumstances may waive this requirement **with prior approval** of the superintendent or principal.

## ATHLETICS AND CO-CURRICULAR ACTIVITIES

### STUDENT EDUCATIONAL/ACTIVITY NON-DISCRIMINATION POLICY

The Harrisburg School District wishes to affirm their adherence to the regulations related to the Title IX of the Educational Amendments of 1972 and the Departmental Regulations (45 CRF, Part 86) promulgated there under which prohibit discrimination on the basis of sex in the operation of education program and/or athletics/sports/intramural/physical fitness activities.

The Harrisburg School District, therefore agrees not to discriminate against any student because of sex, race, religion or national origin; and shall provide equal opportunity to boys and girls as prescribed under the regulations of Title IX of the Educational Amendments of 1972 and the Departmental regulation (45 CR, Part 86) to the best of the District's ability and related to approved activities, funding and available facilities.

The Superintendent of Schools and his appointees have been designated by the Harrisburg School Board of Education to coordinate efforts to comply with and carry out responsibilities under the new Title IX Educational Amendments of 1972 and Departmental Regulations (45 CRF, Part 86).

The superintendent's office is located at 865 LaSalle St., Harrisburg, OR 97446, (541) 995-6626.

### COMPETITIONS

At the junior varsity level, competition will dictate the level of play and players utilized by the coach. The philosophy is not to win at all costs, but to develop a winning attitude and to develop athletes to play at the next level.

At the varsity level, the expectation is to develop a winning, competitive program; utilizing those players the coach feels can most successfully accomplish the activity.

### ACADEMICS/ATHLETICS CONSIDERATION

Academics, leadership, and athletics are all very important at Harrisburg High School. We strive to support the student-athletes in all their worthwhile endeavors.

1. Athletic games/events vs class time: By virtue of our league conference, Special Districts and the OSAA we will have contests that will require that students miss school for a period of time, especially for away contests.
2. Mandatory class field trips vs practice/game time: Students will be required to attend field trips as part of the course of study. Students will miss practice/games to participate in these mandatory learning experiences. (Example: Band field trip, Industrial Arts contests such as "welding competitions" and "soil competitions").
3. Non-mandatory academic field trips and student leadership events vs athletic practices and contests: Students may opt to go on a field trip or attend a high school event rather than attend practice or participate in an athletic contest. **When a student makes this choice he/she must give the head coach a minimum of two weeks prior notice and accept the consequences of their actions as set down in the in-sport contract signed by parents and the student/athlete.** Examples of non-mandatory academic field trips: FFA, and Mr. Eagle Pageant.
4. Other Academic/Activity/Athletic conflicts: In the unfortunate event of a conflict between an academic event, leadership activity and/or an athletic event which falls outside of the guidelines detailed above, then the administrator, the athletic director, head coach and academic event coordinator will meet to resolve that conflict. If the times and/or dates of events cannot be changed, the event of higher importance will trump the event of lesser importance. Anyone who may take issue with the resolution of such matters is free to file a complaint in accordance with Harrisburg School District policies KL.

### ATHLETIC CODE

In accordance with the philosophy of Harrisburg School District #7, there shall be a program or organized athletic activities which will meet the needs of adolescent youth for self expression. A well-organized athletic program contributes to the development of a sense of responsibility, a good character, and strong leadership qualities. It is recognized by the Harrisburg School District that such activities will serve as healthful outlets for the enthusiasm of youth.

Inter-school athletic competition is held to be part of the total curriculum. Athletic competition represents a refined physical activity, which in reality is an extension of the physical education program for those youngsters who have special abilities or desire to participate in vigorous activity.

An athletic code guarding the mental and physical health of the students representing the school in athletic competition is an integral part of this philosophy.

Athletes of Harrisburg High School will be required to conform to the following athletic code while attending high school. This includes school vacation periods. The athletic code does not supersede school rules or disciplinary action, but is designed to support such rules or action.

### ELIGIBILITY RULES

An eligible student is one who is enrolled, attending and passing all classes in order to participate in **any extra-curricular activity**. This includes all clubs, athletic teams, and class trips. Ineligible students will be allowed to attend ball games as a spectator. Student's grades will be checked weekly starting on the Wednesday of the second week of every quarter.

#### At the week check:

Any student failing one or more courses at 4:00pm on Wednesday will be ineligible to participate for a complete week starting the following day and continuing through the next Wednesday. While ineligible the student may practice, however they will not travel or participate in any contests, including sitting on the bench and/or sidelines. After one week the student may regain eligibility if they are passing **all** courses. This would allow them to participate starting the day after grade check.

#### At the 9 week or quarter check:

Any student failing one or more courses at this progress report will be ineligible until grades are checked on the second Wednesday of the next quarter. Semester grades will be used for eligibility purposes at the end of the 2<sup>nd</sup> and 4<sup>th</sup> quarters.

#### At the Semester:

In addition to the above checks, if a student fails a course required for graduation or causes the student to become credit deficient towards graduation, the student will be ineligible for all extra curricular activities until that course is retaken (either at H.H.S. or through other alternative programs) or until a plan of assistance has been established that assures that the student is making progress toward graduation with his/her class. If a student fails to follow the plan of assistance mentioned above, the student will be ineligible for all extracurricular activities until the course is retaken as noted above. Students who were already credit deficient at the start of each school year will have one year to make up those courses before this requirement is instituted.

It is the student's responsibility to file a petition and complete the process if they wish to become eligible.

Students dropping a class while on academic probation will become ineligible for the remainder of the current sport season.

OSAA requires an eligible student to pass **five (5)** subjects taken during the immediately preceding semester to be eligible to represent Harrisburg High School.

In addition to Harrisburg District eligibility requirements, you may fall below "OSAA on track to graduate standards". Prior to your sophomore year; you must have completed 4.5 credits, prior to junior year 10 credits and your senior year 17.5 credits. Failure to attain these minimum standards will result in ineligibility for the entire school year.

### ATHLETIC PRACTICES

1. Practices in the gym or on the athletic fields on Sundays or holidays must have prior approval by the athletic directors.
2. Practices without proper supervision are prohibited.
3. Athletes are not to wear their team uniforms (or any part thereof) during school or for any activity other than those designated by their head coaches.

### ATTENDANCE AND ACTIVITIES

1. If an athlete is absent from one or more classes due to illness, he/she cannot participate or practice on that day or night. Students must be in attendance for the **full school day**. Prior arrangements for such things as a dental or doctor appointment or a funeral shall excuse the athlete from this regulation.
2. Likewise, if the athlete is absent on Friday, he/she cannot compete on either Friday or Saturday.
3. Athletes who continually miss school the day after an athletic contest will have their attendance record evaluated, which could result in suspension from further athletic competition during the sports season.
4. Students who miss class due to a **scheduled activity** or athletic event are obligated to meet with the teacher in advance to obtain assignments and homework. The work is due the next day of attendance unless pre-arranged with the teacher.
5. Special circumstances may be grounds for an exception to these rules as determined by the principal, athletic director or superintendent.

### DISCIPLINE/TRAINING RULES

A student **will** be removed from the team if:

1. Convicted by a court of using or possessing alcohol or drugs.
2. The parent may remove his son or daughter.



3. Conviction of any felony crime.
4. Any act of vandalism or theft.

A student **may** be removed from the team for the following:

1. Coaches' judgment.
2. Fighting, profanity or unsportsmanlike conduct during school time, practice, game or co-curricular activity.
3. Suspension from school.
4. Any discourteous actions that cause embarrassment to the school, team, coach or advisor.
5. Conviction of any misdemeanor
6. Any discourteous acts toward visiting schools or visiting school officials.
7. Any violation of the student conduct code.

For violations above, at least one-week suspension from the sport is recommended, to take effect immediately, with enforcement consistently administered. The coach, athletic director, principal, or superintendent can and will enforce the above listed rules.

#### **ACTIVITY TRANSPORTATION**

All students participating in an event will ride the team or activity bus to and from the event. Students are not authorized to drive their own vehicles to away contests. Students may ride home with their parents from away competitions.

#### **EQUIPMENT**

Each athlete must turn in his/her equipment at the end of the sport season. Athletes who do not turn in all their equipment will not be issued any equipment for a preceding sport until all issued equipment is returned. In addition, failure to do so may lead to suspension from school until items are returned. Lost or stolen items will be paid for by the student. Athletes should keep all school issued equipment and personal equipment locked in their lockers at all times.

#### **INSURANCE**

Participants in the athletic program must have insurance coverage. Students not covered by school insurance must provide written proof of an alternate health and accident plan.

The school and athletic department do not assume financial responsibility for bills in excess of what the policy will pay.

Coaches should familiarize themselves with the school-sponsored health and accident plan and fully explain coverage, limitations and operation of the plan to all squad members.

Processing of all insurance claims is done by the principal's office. When an injury occurs, the coach and the athlete have the responsibility for immediately notify the office of the injury and for completion of the necessary forms.

Students should report all injuries to the coach in charge.

#### **PARTICIPATION GUIDELINES**

1. Athletes may participate in only one sport per season, except by contracted mutual agreement among the coaches and players involved. Contract is to be in writing and signed by both coaches and players prior to the beginning of the seasons and kept on file in the athletic director's office. If an athlete quits, he/she will be ineligible for the remainder of the season. However, he/she may transfer to another sport with the consent of the coaches involved. No athlete will be allowed to change sports after the first two weeks without permission of both coaches involved.
2. Athletes must have a current participation permit signed by student's parents, on file in the office prior to the first schedule practice:
  - a. Accident insurance coverage arrangement.
  - b. Parent's permission.
  - c. Current physical exam on file (students must have a physical once every two years)
3. Participation fee (\$100.00) Football participation fee (\$125.00) must be paid before the first athletic contest.
4. Students must maintain academic eligibility.

#### **PHYSICAL EXAMINATION**

1. All athletes will have a physical examination on file with the participation permit, before participation in athletic events.
2. Physical exams are required at the ninth and eleventh grades. All athletic participants must provide evidence that they have had a physical exam within the last two years.
3. A re-examination may be required whenever the coach deems it necessary for the health of the student.

#### **STUDENT BODY MEMBERSHIP**

1. All athletes must have a student body card to participate in sports.
2. Student body cards must be paid for before the first athletic contest.

## **SPORTSMANSHIP**

Harrisburg High School, the Mountain Valley Conference, and the OSAA are committed to a strong interscholastic activities program for all students. Participation in high school activities provides unparalleled opportunities to break barriers of racial, ethnic, religious, economic and social differences. A fundamental code of conduct which is supported by school administrators and practiced by all members of a school and community will produce a positive atmosphere in which ethical conduct, fair play and sportsmanship will be emphasized. Our goals are:

1. To emphasize the proper ideals of sportsmanship, ethical conduct, and fair play.
2. To eliminate all possibilities which tend to destroy the best values of activities.
3. To stress the values derived from playing/performing fairly.
4. To show cordial courtesy to visiting teams and officials.
5. To establish a happy relationship between visitors and host.
6. To respect the integrity and judgment of officials.
7. To encourage leadership, use of initiative, and good judgment by the participants.
8. To recognize the purpose of activities is to promote the physical, mental, moral, social and emotional well-being of the individual players.

## **CLUBS AND ORGANIZATIONS**

Harrisburg High School urges students to be active in school-sponsored clubs and organizations. Student clubs and performing groups such as the band, choir, rally, and athletic teams are a great way to find your “niche” and feel connected to our awesome student body. The following clubs and activities will be available to students this year at Harrisburg High School

### **F.F.A. – FUTURE FARMERS OF AMERICA**

FFA develops competent, aggressive, rural and agricultural leadership.

### **NATIONAL HONOR SOCIETY**

An honorary student community-service organization. Harrisburg High School membership in Honor Society is based upon the following:

1. Membership in this chapter shall be based on scholarship, service, leadership and character.
2. Candidates shall have spent at least one year in their respective high schools and shall be members of the sophomore, junior, or senior classes.
3. Candidates for membership must have earned a 3.50 cumulative grade point average for the semesters preceding their recommendation to the society.
4. All members, to remain in good standing, must maintain high standards of character, leadership, service and a 3.50 cumulative grade point average for subsequent school work.
5. Any active member who receives a D or falls below the standard which was the basis of his/her election to membership shall be placed on probation for one semester. If he/she does not come back up to the standards after one semester, he/she shall be dropped from the chapter by the member school.
6. Once the student meets the scholastic eligibility requirement a faculty council, consisting of five faculty members will meet to review all candidates in the areas of service, leadership, and character. The selection of each member of the chapter shall be by a majority vote of the council.

Students and parents wishing for more information concerning what qualities are looked at in evaluating a student’s leadership, service and character should contact the honor society advisor.