

# Walla Walla Public Schools



## 2020-2021 PARENT/STUDENT HANDBOOK



**Our Vision: Developing Washington's Most Sought-After Graduates**

## Welcome to Walla Walla Public Schools

*By Superintendent Dr. Wade Smith*

Walla Walla Public Schools has a proud history dating back to 1857. The district educates a diverse population of nearly 5,800 students and employs more than 800 staff members. Walla Walla Public Schools is comprised of: two high schools, two middle schools, five elementary schools, the Walla Walla Center for Children and Families (Birth-to-Five services), the Opportunity Alternative Learning Program, the SEATech Skills and Technical Center and Walla Walla Online.

Through an equity lens, our focus on academic performance and skill development ensures Walla Walla students graduate prepared for today's competitive world, whether college or career bound. Our ambitious [Strategic Plan](#) utilizes four student-centered goals focusing on high quality instruction, aligned and coherent systems, social and emotional needs, and a safe and engaging environment. Bold and courageous student success indicators guide district actions and investments to ensure academic achievement for all.

This Parent/Student handbook serves as a guide for understanding how to best maximize your experience with Walla Walla Public Schools. Please reach out to your child's school if you need a printed copy of the handbook, access to a computer to review its contents or clarification on any of the information.

Thank you for supporting our vision of Developing Washington's Most Sought-After Graduates!

### **Vision:**

Developing Washington's Most Sought-After Graduates

### **Mission:**

Walla Walla Public Schools ensures all students receive high quality instruction in an aligned and coherent system while addressing their social and emotional needs in a safe and engaging environment.

### **Belief Statement - We believe:**

- in challenging and supporting all students
- quality instruction is critical to student success
- in investing in staff to ensure excellence
- in maximizing the impact of our resources
- in collaborative and transparent operation
- in the importance of family and community
- diversity is a strength

### **WALLA WALLA PUBLIC SCHOOLS**

364 S Park Street  
Walla Walla, WA 99362

Phone: [509.527.3000](tel:509.527.3000)

Fax: [509.529.7713](tel:509.529.7713)

Website: [www.wwps.org](http://www.wwps.org)

Superintendent: Dr. Wade Smith

Email: [wsmith@wwps.org](mailto:wsmith@wwps.org)

Twitter: [@wwschools](https://twitter.com/wwschools)

Facebook: [@wwschools](https://www.facebook.com/wwschools)

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## Student/Parent/Guardian Agreement 2020-2021

I understand and consent to abide by the district and school rules and guidelines as outlined in my student's agenda and/or Parent/Student handbook. Handbooks may be reviewed online by visiting the district's website ([www.wwps.org](http://www.wwps.org)), are made available during the registration process, and may be requested through your student's school. I also understand and agree that my student shall be held accountable for the behavior and consequences outlined in the Student Code of Conduct at school during the regular school day, at any school-related activity regardless of time or location, and while being transported on district-provided transportation. I understand that should my student violate the Student Code of Conduct he/she shall be subject to disciplinary action, up to and including expulsion from school and/or referral to law enforcement officials, for violations of the law.

Regarding student education records, I understand that certain personally identifiable information about my student is considered directory information and is generally not considered harmful or an invasion of privacy if released to the public. Directory information includes, but is not limited to: the student's name, address (including electronic address), telephone listing, photograph, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received and the most recent previous educational agency or institution attended.

I understand that unless I object to the release of any or all of this information within 15 school days of the date this student handbook was issued to my student, directory information may be released by the district for use in local school publications or other media for such purposes as deemed appropriate by the principal.

I also understand that certain student information is considered personally identifiable information. The district will not release this information without first informing the parent/guardian of the purpose(s) the information will be used and to whom it will be released. A parent/guardian must also provide the district with written, dated, and signed consent to release the information, unless otherwise permitted by law.

Personally identifiable information includes, but is not limited to: the student's name, the name of the student's parent(s) or other family member, the address of the student or student's family, and personal identifiers such as the student's social security number or student identification number, a list of personal characteristics or other such information that would make the student's identity easily traceable.

\_\_\_\_\_  
Print Student 1 Name

\_\_\_\_\_  
Print Student 2 Name

\_\_\_\_\_  
Print Student 3 Name

\_\_\_\_\_  
Print Parent/Guardian Name

\_\_\_\_\_  
Print Parent/Guardian Name

\_\_\_\_\_  
Date

## School District Authority, Jurisdiction & Transparency

This Parent/Student Handbook states guidelines for student rights and responsibilities and is not intended to provide legal advice. It does not create any contractual rights, and the school district has the discretion to modify the provisions of this handbook at any time. Each school's procedures supplement the Parent/Student Handbook and should be referred to for more specific guidelines. If a provision of an individual school's procedures is inconsistent with this Parent/Student Handbook, this handbook will supersede.

### **The provisions of the Parent/Student Handbook are in effect:**

- During regular school hours and/or on school property.
- During transportation of students.
- At times and places where appropriate school administrators and staff have jurisdiction including, but not limited to, school-sponsored events, field trips, athletic functions and other school-related activities.
- On the way to or from school or a school-related event.

Additionally, the principal, any public school official or designated chaperone is authorized to take administrative action when a student's misconduct away from school during a school activity may have a detrimental effect on the student, other students, staff or on the orderly educational process.

The principal has the responsibility to take discretionary action any time the educational process is threatened with disruption. Nothing in the following is intended to prevent a staff member, teacher, principal or other administrator from using his/her best judgment with respect to a particular situation.

Walla Walla Public Schools is committed to transparency and equity and access. Parents, guardians and students may access the contents of the handbook on the school district's website in its entirety. Those who need assistance, printed materials, electronic devices and other support related to the handbook may request this by contacting your child's school or the Walla Walla Public Schools District Office.

## Student Rights and Responsibilities

### STUDENT RIGHTS AND RESPONSIBILITIES

#### [RIGHTS AND RESPONSIBILITIES – Board Policy 3200](#)

All Walla Walla Public Schools students have rights as part of their educational experiences and responsibilities to comply with written rules of the school district.

#### [STUDENT DISCIPLINE – Board Policy 3241](#)

In order to maintain and advance the district’s mission, it shall be the responsibility and duty of each student to pursue his/her course of study and comply with written rules of the district.

#### [COMPLAINTS CONCERNING STAFF OR PROGRAMS – Board Policy 4220](#)

Walla Walla Public Schools staff strive to resolve all concerns. Those closest to the concern can most accurately and efficiently address the problem. Those with concerns are encouraged to follow the steps detailed in Policy 4220.

#### [DIRECTORY INFORMATION – Board Policy 3233](#)

Federal law allows the school district to release certain school directory information for legitimate educational purposes. Directory information shall not be released for commercial purposes. Parents/guardians of students have options for preventing the release of directory information.

#### [STUDENT RECORDS – Board Policy 3231](#)

The district will maintain those student records necessary for the educational guidance and/or welfare of students, for orderly and efficient operation of schools and as required by law.

#### [STUDENT PRIVACY AND SEARCHES – Board Policy 3230](#)

State law provides that at certain ages students attain the right to decide for themselves what records will remain confidential, even from their parents/guardians, and the activities in which the student will participate.

### PERSONAL ELECTRONIC DEVICES (INTERNET SAFETY)

#### [STUDENTS AND TELECOMMUNICATION DEVICES - Board Policy 3245](#)

Walla Walla Public Schools policy addresses students in possession of telecommunications devices including, but not limited to, pagers, beepers and cellular phones, while on school property or while attending school-sponsored or school-related activities.

#### [ELECTRONIC RESOURCES AND INTERNET SAFETY – Board Policy 2022](#)

Each student attending Walla Walla Public Schools has the privilege of Internet access for educational purposes and receives digital citizenship safety training. Parents/guardians of students have the ability to [opt out of internet access](#) for their child.

## NONDISCRIMINATION (BULLYING/HARASSMENT/INTIMIDATION)

### COMPREHENSIVE NONDISCRIMINATION STATEMENT

Walla Walla Public Schools does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employees have been designated to handle questions and complaints of alleged discrimination:

Title IX Coordinator &  
Civil Rights Compliance Coordinator  
LIZ CAMPEAU, Director of [Human Resources](#)  
364 S. Park Street  
Walla Walla, WA 99362  
[\(509\) 527-3000](tel:(509)527-3000)  
[lcampeau@wwps.org](mailto:lcampeau@wwps.org)

Section 504/ADA Coordinator  
LIBBY THOMPSON, Director of [Special Education](#)  
364 S. Park Street  
Walla Walla, WA 99362  
[\(509\) 527-3000](tel:(509)527-3000)  
[lthompson@wwps.org](mailto:lthompson@wwps.org)

### PROHIBITION OF HARASSMENT, INTIMIDATION AND BULLYING – Board Policy 3207

The District is committed to a safe and civil educational environment for all students, employees, parents/legal guardians, volunteers and patrons that is free from harassment, intimidation or bullying.

### NONDISCRIMINATION – STUDENTS – Board Policy 3210

The district will provide equal educational opportunity and treatment for all students in all aspects of the academic and activities program without discrimination based on race, religion, creed, color, national origin, age, honorably-discharged veteran or military status, sex, sexual orientation, gender expression or identity, marital status, 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.

### SEXUAL HARASSMENT OF STUDENTS PROHIBITED – Board Policy 3205

This district is committed to a positive and productive education free from discrimination, including sexual harassment. This commitment extends to all students involved in academic, educational, extracurricular, athletic, and other programs or activities of the school, whether that program or activity is in a school facility, on school transportation or at a class or school training held elsewhere.

## ATTENDANCE

### QUALIFICATIONS OF ATTENDANCE & PLACEMENT – Board Policy 3110

Attending the schools of the district shall be recognized as a right and responsibility for those who meet the requirements prescribed by law.

# 2020-2021 Parent/Student Handbook

## [COMPULSORY ATTENDANCE – Board Policy 3121](#)

Parents/guardians of any child eight years of age and under 18 years of age shall cause such child to attend school and such child shall have the responsibility to and therefore shall attend for the full time when such school may be in session unless the child is enrolled in an approved private school, an educational center as provided in chapter 28A.205 RCW or is receiving home-based instruction.

## [EXCUSED AND UNEXCUSED ABSENCES – Board Policy 3122](#)

Regular school attendance is necessary for mastery of the educational program provided to students of the district and students are expected to attend all assigned classes each day. At times, students may appropriately be absent from class per the district's attendance policy.

## [REMOVAL/RELEASE OF STUDENT DURING SCHOOL HOURS – Board Policy 3124](#)

The district recognizes its responsibility for the proper care of students during school hours. Students will not be removed from school grounds, any school building or school function during school hours except by a person authorized according to district procedures.

## STUDENT CONDUCT/DRESS CODE

### [STUDENT DRESS – Board Policy 3224](#)

Students' choices in matters of dress should be made in consultation with their parents/guardians while preserving a beneficial learning environment and assuring the safety and well-being of all students. Student dress shall only be regulated when, in the judgment of school administrators, it is determined there is a substantial disruption of the educational process.

### [STUDENT FEES, FINES, CHARGES – Board Policy 3520](#)

The district will provide an educational program for their students as free of costs as possible. The superintendent has the authority to establish appropriate fees and procedures governing the collection of fees to meet program needs. A student will be responsible for the cost of replacing materials or property which are lost or damaged due to negligence.

## STUDENT/CAMPUS SAFETY

### [EMERGENCIES – Board Policy 3432](#)

The district meets requirements of RCW 28A.320.125 by maintaining safe school plans and procedures to manage an emergency resulting from natural or man-made disasters. Please see the district's [Emergency Procedures](#) website for information.

### [SAFE SCHOOLS PROGRAM](#)

[RCW 28A.320.125 \(Safe School Plans\)](#)

[WAC 212-12-044 \(Fire Drills\)](#)

### **SAFETY FIRST!**

See Something, Hear Something, Say Something. Anonymously report bullying, harassment, threats of violence, suicide, drugs, weapons and other safety concerns.

FOUR EASY WAYS TO REPORT:

1. (Phone) [855.976.8772](tel:855.976.8772)
2. (Text) [855.976.8772](tel:855.976.8772)
3. (Email) [1057@ALERT1.US](mailto:1057@ALERT1.US)
4. (Web) 1057.ALERT1.US

## **BICYCLE, SKATEBOARD, ALL WHEELED DEVICES REGULATIONS**

Students who bring bicycles, skateboards or other wheeled devices to school must comply with the school guidelines. Riding bicycles, skateboards, or other wheeled devices on the campus (including walkways) is prohibited at all times. Failure to do so will jeopardize their privilege of bringing these devices to school.

## **CLOSED CAMPUS – Board Policy 3242**

The closed campus principle requiring all students to remain on the school grounds from the time of arrival until officially excused shall apply to all schools in the Walla Walla School District, with the exception of the high school during the lunch hour.

## **REGULATION OF DANGEROUS WEAPONS ON SCHOOL PREMISES – Board Policy 4210**

It is a violation of district policy and state law for any person to carry a firearm or dangerous weapon on school premises, school-provided transportation or areas of other facilities being used exclusively for school activities unless specifically authorized by state law.

## **DRUG FREE SCHOOLS, COMMUNITY & WORKPLACE – Board Policy 5201**

The board has adopted regarding their obligation to staff, students and citizens to take reasonable steps to assure safety in the workplace and to provide safety and high quality performance for the students that the staff serves.

## **USE OF TOBACCO, NICOTINE PRODUCTS AND DELIVERY DEVICES – Board Policy 4215**

The use of tobacco products and delivery devices on school property, including all district buildings, grounds and district owned vehicles, is prohibited at all times.

## **SAFE & ORDERLY LEARNING ENVIRONMENT – Board Policy 4200**

The learning environment and the staff's time for students shall be as free as possible from interruption. All visitors except those attending scheduled school activities must immediately register at the office upon their arrival at a school.

## **ASBESTOS MANAGEMENT**

In January 2013, the mandatory three-year inspection of the Walla Walla Public Schools facilities was successfully completed. This inspection is required by the Asbestos Hazard Emergency Response ACT (AHERA) of 1986. AHERA regulations also require that annual notification be given to teachers, workers, and the students' parents/guardians to update them on the status of asbestos in their schools and of the availability of the management plans. Walla Walla Public Schools conducts six-month periodic surveillance inspections in January and July to check the condition of the asbestos-containing building materials and the records are kept at Plant Facilities. The inspection reports are included in the updated copies of the AHERA Management Plans that are located in the district plant facilities office and district schools. FOR MORE INFORMATION: Contact the [Facilities Director](#) (Asbestos Designated Person) for the district (1174 Entley St., Walla Walla, WA 99362, 509-527-3018).

## **CHILD CUSTODY – Board Policy 3126**

The board of directors presumes that the person who enrolls a student in school is the residential parent/legal guardian of the student. The residential parent/guardian is responsible for decisions regarding the day-to-day care and control of the student. The district, unless informed otherwise, assumes that there are no restrictions regarding the nonresidential parents/guardians right to be kept informed of the student's school progress and activities.

## Programs

### HOMELESS ASSISTANCE

#### **STUDENTS EXPERIENCING HOMELESSNESS: ENROLLMENT RIGHTS & SERVICES – Board Policy 3115**

To the extent practical and as required by law, the district will work with students experiencing homelessness and their families to provide them with equal access to the same free, appropriate education (including public preschool education) provided to other students. Contact the [District’s Homeless Education Liaison](#) for assistance.

### SPECIAL EDUCATION & BEHAVIOR SUPPORT

#### **SPECIAL EDUCATION AND RELATED SERVICES FOR ELIGIBLE CHILDREN – Board Policy 2161**

If your child has a mental, physical, or developmental impairment or disability that has a major impact on learning, seeing, hearing, breathing, speaking, working, and caring for oneself or performing manual tasks, s/he may be eligible for special education, related services and/or specialized educational accommodations. For more information, to refer your child for screening, or to make your youngster a focus of concern, please contact the [Special Education Department](#) at 364 S Park St, 527-3000. The eligible age range is from birth to 21 years.

#### **RESPONSE TO INTERVENTION – Board Policy 2163**

The district utilizes the core principles of the Response to Intervention (RTI) process, which combines systematic assessment, decision-making and a multi-tiered services delivery model to improve educational and behavioral outcomes for all students.

### EQUITY & ACCESS AND DUAL LANGUAGE PROGRAMS

In Walla Walla Public Schools, equity is defined as fair, just and inclusive educational access and experiences for all students. This definition commits us to identifying and removing barriers that keep students from participating fully in the school experience. Through this process, we focus on ensuring high levels of academic learning and providing social emotional supports for each learner.

Walla Walla Public Schools offers a variety of Bilingual Education programs to meet the needs of second language learners and those who desire learning a second language. Programs include English Language Development, Dual Language Programs and Content-based instruction. Contact the [Equity and Dual Programs Department](#) to learn about placement in these programs at [\(509\) 526-6787](tel:5095266787).

### ASSESSMENTS & GRADUATION REQUIREMENTS

#### **HIGH SCHOOL GRADUATION REQUIREMENTS – Board Policy 2410**

Each student must meet the following requirements to graduate from high school: (1) complete the credit requirements specified in the [procedure](#) accompanying this policy; (2) demonstrate career and college readiness by completing a high school and beyond plan; and (3) meet the requirements of at least one graduation pathway option described in the procedure accompanying this policy.

#### **STATE REPORT CARD**

The [Washington School Report Card](#) is a tool for parents, educators, families, community members and student to have information about its local schools. The Report Card allows you to see how students at your local school or district performed on our state test, the number of students enrolled, the race and ethnicity of the students and educators in the school community, and much more.

## CURRICULUM

### COURSE DESIGN, SELECTION AND ADOPTION OF INSTRUCTIONAL MATERIALS – Board Policy 2020

Curriculum and Instructional materials shall be selected to ensure alignment with state learning standards and enable all students to master foundational skills and knowledge to achieve college, career, and civic readiness. More information may be found in Policy 2020 or on the [Teaching & Learning](#) website.

### HIGHLY CAPABLE PROGRAMS

Walla Walla School District's Highly Capable Program provides students of high academic and intellectual ability with designated time to explore concepts in greater depth. The goal of the Highly Capable Program is to encourage the development of higher-level thinking skills. Students learn to become responsible for their own learning, develop their creative thinking and critical reasoning power, and strive to reach their potential.

## TITLE I FAMILY ENGAGEMENT

### TITLE 1 FAMILY ENGAGEMENT – Board Policy 4130

[Walla Walla Public Schools](#) will involve parents and family members of Title I students in developing and implementing the district's Title I programs.

## VOLUNTEERS

### **CLASSROOM/SCHOOL VOLUNTEERS**

Volunteers are appreciated and welcomed. Please contact the school secretary to inquire about volunteer opportunities. Volunteers regularly share their time and talent to enhance our school programs through classroom assistance, clerical work, or PTSA activities. Washington State Law has established the following volunteer requirements:

1. All volunteers must successfully clear a Washington State Patrol background check;
2. A Volunteer Disclosure Statement must be completed by the volunteer each year s/he will work in the school. These forms are available at the school office.
3. Contact the WWPS District Office to begin your volunteer experience.

## ATHLETICS

### ATHLETICS FORMS & REGISTRATION

#### **PHILOSOPHY OF ATHLETICS AT WALLA WALLA PUBLIC SCHOOLS**

The Walla Walla community takes great pride in the success and achievements of their athletic teams and members. At Walla Walla Public Schools, students have the opportunity to participate in a variety of individual and team interscholastic activities. Student athletes have the opportunity to learn, develop, and practice skills by extending their abilities through the athletic program. The purpose of athletics is to enhance and contribute towards the overall education of each student athlete.

## Operations

### ENROLLMENT & OPEN ENROLLMENT

#### [ENROLLMENT – Board Policy 3120](#)

#### [DISTRICT ATTENDANCE AREAS, OPEN ENROLLMENT, AND EMPLOYEES' STUDENT PLACEMENT – Board Policy 3130](#)

Walla Walla Public Schools utilizes an [online registration](#) process for families new to the district, existing families in the district, open enrollment, choice transfer and kindergarten registration. Families wishing to enroll their kindergarten student in the Dual Language Program must call the [Equity and Dual Program Department](#), (509) 526-6784.

### TRANSPORTATION

All students living outside a one-mile walking distance or more from their school may ride a school bus. There may be exceptions granted as determined by the Washington state guidelines for determining hazardous walkways. Visit the [Transportation Department](#) website to sign-up for service.

### NUTRITION SERVICES

The Nutrition Services Department provides breakfast and lunch service at all schools. Meal prices, menus, free & reduced applications and instructions for making online payments are available on the [Nutrition Services](#) website. For more information please contact the [Nutrition Services Office](#) at 509-527-3016.

#### [NUTRITION, HEALTH AND PHYSICAL EDUCATION – Board Policy 6700](#)

Walla Walla Public Schools operates a School Health Advisory Committee to ensure compliance with state requirements regarding Nutrition and Physical Fitness. The district is committed to educating students about making healthy food choices and the importance of fitness.

### HEALTH SERVICES

Walla Walla Public Schools' [Health Services Department](#) strives to keep children healthy to support learning. Health Clinicians play a fundamental role in teaching students how to improve their overall health and reduce unhealthy behaviors. The district also partners with [The Health Center](#) for primary care and behavioral counseling and support.

#### [STUDENT IMMUNIZATION AND LIFE THREATENING HEALTH CONDITIONS – Board Policy 3413](#)

In order to safeguard the school community from the spread of certain communicable diseases and in recognition that prevention is a means of combating the spread of disease, the board requires a student to present evidence of his/her having been immunized against diseases as required by Washington State Board of Health. The district shall allow for exemptions from immunization requirements only as allowed for by RCW 28A.210.090. Prior to attendance at school, each child with a life-threatening health condition will present a medication or treatment order provided by a Licensed Health Care Provider (LHP) addressing the condition.

#### [MEDICATION AT SCHOOL – Board Policy 3416](#)

## [SUICIDE PREVENTION - Policy 2145](#)

Walla Walla Public Schools recognizes the school plays a unique and important role in the prevention of youth suicide, violence and substance abuse and in the identification and treatment of mental health disorders in our community. Please see Walla Walla Public Schools' [Suicide Prevention](#) website for more information.

## SCHOOL CLOSURES/DELAYS

Safety is a top priority for Walla Walla Public Schools when closing or delaying school due to adverse weather conditions. Once a decision is made to delay or close school, the district launches its [School Closure Communications Plan](#).

### [WWPS Air Quality Guidelines and Procedures](#)

### [WWPS Cold Weather Procedures](#)

### [Snow Day Impact Afterschool Activities](#)

## PUBLIC RECORDS REQUESTS

### [PUBLIC ACCESS TO DISTRICT RECORDS – Board Policy 4040](#)

Walla Walla Public Schools is committed to providing the public full access to records concerning the administration and operations of the District consistent with Washington State law.

## SCHOOL BOARD

The board of directors is an elected body of respected community members who are responsible for the direction of schools. A schedule of [school board meetings](#) may be found on the district's website as well as school board operating [policies](#).

## FIELD TRIPS

Field trips are scheduled occasionally as part of the educational experience not available in the classroom and/or on campus. The district has established guidelines for school sponsored field trips and activities which may be found on the [district's website](#).

## Questions

If you have questions or need additional information about the contents of the Parent/Student Handbook, please contact:

LIZ CAMPEAU, Director of [Human Resources](#)  
364 S. Park Street  
Walla Walla, WA 99362  
[\(509\) 527-3000](tel:(509)527-3000)  
[lcampeau@wwps.org](mailto:lcampeau@wwps.org)