

NTPS: Where Everyone Belongs & Feels Safe

Meeting high expectations is only possible in an environment where every student feels safe. This pocket guide provides information about **commitments** that each person must make to foster safe, respectful, and supportive learning environments.

NTPS staff commit to:

- Creating a culture of inclusion, equity, and accountability in our schools;
- Modeling courteous and respectful conduct;
- Developing the knowledge, understandings, mindset, and skills needed to examine personal hidden biases, including how white privilege impacts historically marginalized and oppressed subgroups;
- Establishing and maintaining positive relationships with students and families using two-way communication;
- Holding all students to high-expectations, and providing quality, effective, and inclusive instructional practices;
- Helping students to develop skills for learning as well as how to manage their emotions, solve problems, and make friends through Social Emotional Learning (SEL) curricula;
- Using Positive Behavioral Interventions and Support (PBIS) to structure safe, predictable, and positive school environments for students and staff whereby school-wide behavior expectations are clearly defined, explicitly taught, and consistently supported;
- Assisting students who do not yet meet a behavior expectation to identify and develop lagging skills that underlay misbehavior to improve behavior;
- Using a variety of methods (instructive, reflective, restorative) to shape student behavior when harm occurs;
- Implementing a disciplinary response that would be least disruptive to the student-school relationship while maximizing instructional time;
- Displaying compassion and empathy.

In **North Thurston Public Schools**, where our mission is to prepare all students for rewarding careers, fulfilling lives, and compassionate global citizenship, eliminating opportunity gaps and breaking down barriers and predictability of student success based on cultural, social, and/or economic factors are urgent matters. To learn more about equity in NTPS, go to <https://www.nthurston.k12.wa.us/Domain/3850>

Student & family commit to...

- Attending school regularly, being on time to classes, and arriving prepared to learn;
- Understanding and following district and school policies, and student conduct expectations;
- Advocating for individual educational, cultural, social, and emotional needs;
- Supporting a safe and positive school culture;
- Respecting the rights and property of others;
- Identifying themselves to and following the instructions of all school staff;
- Accepting reasonable consequences when failing to meet behavioral expectations;
- Learning from mistakes.

We all commit to student rights to:

- An equal education opportunity with due process of law.
- Access to clean and safe schools, current curriculum, safe transportation, school supplies, 21st century technology, and to supports needed for learning assistance, specialized instruction, transitional bilingual education, and English language learning;
- Be known and cared for at school;
- Be listened to and have their voice heard;
- Be taught by highly qualified teachers, principals, and support staff;
- Be free from discrimination regardless of national origin, race, creed, religion, color, age, veteran or military status, economic status, sex, sexual orientation, gender expression or identity, disability, or use of a trained service animal;
- Possess freedom of speech and press;
- Have the right to peaceful assembly/petition;
- Be secure in person, papers, backpacks, and effects against unreasonable search and seizure except for lockers and desks;
- Have the right to confidentiality

District Mission

Committed to Excellence: Preparing all students for rewarding careers, fulfilling lives, and compassionate global citizenship.

District Vision

All students empowered and future-ready.

Equity and Compliance Policy

North Thurston Public Schools provide Equal Educational Opportunities and Equal Employment Opportunities and does not discriminate in any programs or activities on the basis of sex; race; creed; color; religion; ancestry; national origin; age; economic status; sexual orientation, including gender expression or identity; pregnancy; marital status; physical appearance; the presence of any sensory, mental, or physical disability; honorably discharged veteran or military status; or the use of a trained dog guide or service animal. NTPS provides equal access to the Boy Scouts and other designated youth groups. For students and members of the public, the following employees have been designated to handle questions and complaints of alleged discrimination:

For discrimination concerns, including sexual harassment, for ADA concerns, including questions about disability related accommodations or complaints of alleged discrimination contact:

Executive Director of Human Resources
Charles Burleigh 360.412.4453
cburleigh@nthurston.k12.wa.us

504 Grievance Coordinator
Leslie Van Leishout 360-412-4576
LVanLeishout@nthurston.k12.wa.us
or in person or by U.S. post mail at
NTPS 305 College St. NE. Lacey, WA 98516

North Thurston School Board

Gretchen Maliska Mel Hartley
Chuck Namit Graeme Sackrison
Dave Newkirk

Superintendent

Dr. Debra Clemens



Student Pocket Guide 2020-21



North Thurston Public Schools Basic Rules & Commitments



Student Misconduct

Behavior violations listed in district NTPS Procedure 3241P that are **prohibited** and may result in corrective action include:

- Alcohol & Drugs (i.e. illegal, prescription, over the counter, and/or controlled substances)—includes using, distributing, or selling
- Alterations of Records
- Arson
- Assault/Threat of
- Bomb Threat
- Bullying, Intimidation, or Harassment
- Burglary
- Criminal Behavior
- Cumulative Violations
- Cyberbullying
- Defacing or Destroying Property
- Discrimination Harassment
- Disruptive Conduct
- Explosives
- Extortion/Blakmail/Coercion
- False Alarm
- False Reporting
- Fighting
- Forgery
- Gambling/Wagering
- Gang-Related Behavior
- Hate Group Activity
- Inappropriate Contact
- Inappropriate Language
- Inciting Aggression
- Interference with Authority
- Knives/Small folding
- Lasers and Similar Devices
- Lewd Behavior
- Misuse of Technology
- Misuse of School Equipment
- Noncompliance with School Personnel
- Robbery
- Sexual Harassment
- Tobacco Products and Vapor Devices
- Theft
- Toy Guns and Toy Weapons
- Trespass/Occupying Unauthorized Area
- Truancy
- Weapons and Other Dangerous Devices

What Happens if a Student Breaks a Rule?

Whenever a student is accused of breaking a rule, they have the right to explain their side of the story to their teacher, support staff, or school leader before they are disciplined. A family may also meet with school staff to help identify, problem solve, and consider other disciplinary responses. However, if the offense is significant, the student may be suspended or expelled.

In order for a school leader to emergency expel a student, a school must have sufficient cause to believe that the student's presence poses: (a) an immediate and continuing danger to other students or school personnel; or (b) an immediate and continuing threat of material and substantial disruption of the educational process.

If a student is suspended, expelled, or emergency expelled they will receive the written Notice of Disciplinary Action (NDA) within 24 hours. The Notice will inform you of your due process rights.

What if a Student Thinks They Are Being Treated Unfairly?

If the school principal proposes a disciplinary response, and a student thinks that it is unfair or inappropriate, the student has the right to appeal the imposed discipline. The various processes for appealing are contained in the Student & Family Handbook, which may be obtained from the student's school, from the *Office of Student Achievement* at 360.412.4561, on the NTPS website at <https://www.nthurston.k12.wa.us/> or by scanning the QR code on the front of this Pocket Guide.

Notice to Students & Families Required by Federal Drug-Free Schools and Communities Act of 1989

NTPS prohibits the unlawful possession, use, or distribution of drugs and alcohol by anyone on school property, on school-sponsored transportation, or as part of school activities. Compliance with this rule is mandatory; students who disregard the prohibition may be suspended or expelled. NTPS offers or can assist in arranging access to drug and alcohol education, counseling, and recovery support. For further information, contact your school principal or counselor.

Behavior Supports

Discipline means teaching people to follow rules or a code of behavior. NTPS uses a variety of strategies to support students in learning to meet behavior expectations. See NTPS Policy 3112.

Positive Behavior Interventions and Supports

(PBIS) is a proactive approach to improve school safety. The focus of **PBIS** is prevention. Schools teach students behavior expectations and provide positive recognition for following expectations. Those who need it receive extra instruction.

Social Emotional Learning (SEL) curriculum for K-5 is *Second Step*. Students learn how to:

- Control impulses
- Communicate clearly and assertively
- Maintain cooperative relationships
- Make responsible decisions
- Solve problems effectively
- Recognize emotions in oneself and others
- Manage strong emotions
- Have empathy for others



SEL curriculum for 6-12 is *which* blends social emotional learning with character development. Students learn:

- Self-Awareness
- Self-Management
- Social Awareness
- Relationship Skills
- Responsible Decision-Making
- Patience
- Kindness
- Honesty
- Respect
- Selflessness
- Forgiveness
- Commitment
- Humility



Restorative Practices build community and strengthen relationships. Participants learn how to better understand each other, address reasons underlying hurtful behavior, repair harm, and make things right.

Dress Code

School dress must follow health and safety standards, and not disrupt learning. Students who do not follow these principles and standards for dress will be asked to change, cover up, or go home. Guiding principles:

- Headwear for medical/religious purpose, or with principal approval is allowed.
- To protect those with allergies, wearing scented products is not allowed.
- Footwear must always be worn. Strapless shoes and high heels are discouraged.
- Shorts, skirts and dresses must be longer than mid-thigh.
- Clothing must cover stomach, back, chest, and all undergarments.

Standards for Health & Safety

The following attire creates an unsafe learning environment and is **prohibited**:

- Clothing that promotes drugs, alcohol, tobacco, violence, exclusive messaging, or displays inappropriate pictures or writing;
- Attire that identifies as gang related; and/or
- Jewelry that poses a safety hazard.

Face Covering

To control the spread of COVID, NTPS follows CDC guidance for face covering. All students and staff are required to wear cloth face coverings or shields on buses and inside school/district buildings. Exceptions will be made for those advised by a medical, legal, or behavioral health professional that a face covering may pose a risk to that person.

Daily Attendance & Participation

NTPS records daily attendance. During remote learning, students will be marked absent if they do not complete daily logins in Google or Canvas, or interact with their teacher to acknowledge attendance, and/or show evidence of participation in a task or assignment. To excuse an absence, call your student's school. BECCA applies in 2020-21! Check student attendance anytime online through *Family Access* found at <https://www.nthurston.k12.wa.us/Domain/45>