

# Shaw Island School District

## Student/Family Handbook 2024-25

Revised: 2025-05

### ***Shaw School Mission Statement***

*The mission of the Shaw Island School District is to work in partnership with families and community to:*

- ❖ *Promote integrity, responsibility, and civility*
- ❖ *Foster life-long learning*
- ❖ *Nurture respect for others and the environment*

## SCHOOL DISTRICT DIRECTORY

Shaw Island School District 10  
44 Hoffman Cove Road, PO 426  
Shaw Island, WA 98286  
[www.shawislandschool.org](http://www.shawislandschool.org)

### District Office

Phone: 360-468-2570  
Fax: 360-468-2585  
E-Mail: [dshannon@shaw.k12.wa.us](mailto:dshannon@shaw.k12.wa.us)

### Classroom:

Phone: 360-468-4582 *Please use this number to call in absences as teachers do not check the office phone*

## SCHOOL PERSONNEL

Dr. Becky Bell, Superintendent	<a href="mailto:bbell@shaw.k12.wa.us">bbell@shaw.k12.wa.us</a>
Deanna Shannon, Office Administrator	<a href="mailto:dshannon@shaw.k12.wa.us">dshannon@shaw.k12.wa.us</a>
Diane Clifton, Classroom Teacher	<a href="mailto:dclifton@shaw.k12.wa.us">dclifton@shaw.k12.wa.us</a>
Anita Orne, Special Program Aide-Music	<a href="mailto:aorne@shaw.k12.wa.us">aorne@shaw.k12.wa.us</a>

## SCHOOL BOARD MEMBERS (term end date in parentheses)

Director #1: Shirley Lange (2021)	360-468-2618	<a href="mailto:slange@shaw.k12.wa.us">slange@shaw.k12.wa.us</a>
Director #2: Shannon Klohr (2025)	360-468-2754	<a href="mailto:sklohr@shaw.k12.wa.us">sklohr@shaw.k12.wa.us</a>
Director #3: John Bogert (2023)	360-298-0539	<a href="mailto:jbogert@shaw.k12.wa.us">jbogert@shaw.k12.wa.us</a>
Director #4: Jon Shannon (2023)	360-317-6755	<a href="mailto:jshannon@shaw.k12.wa.us">jshannon@shaw.k12.wa.us</a>
Director #5: Carol Criss (2023)	303-579-4787	<a href="mailto:ccriss@shaw.k12.wa.us">ccriss@shaw.k12.wa.us</a>

The District's adopted policies and procedures can be found on the District's website: [www.shawislandschool.org](http://www.shawislandschool.org). Under "About Us" click on "District Policies". You can then click on the appropriate series (1000 through 6000) to find individual policies. You may also view a hard copy of the policies in the District Office. Some of the policies and procedures are referenced in "General Procedures and Information" below. (Please note that as of September 2024 the District is still working on getting all of the policies on to the web site. They will be there soon. Thanks for your patience!)

## **GENERAL PROCEDURES AND INFORMATION**

**Absences and Tardies:** Students should be in their seats ready to learn by 8:30 AM. Tardy arrivals are disruptive to the classroom and have an adverse effect on your child's educational progress. Please keep in mind that it takes time to take care of all the little things like taking off shoes and hanging up backpacks and jackets. It also takes time for students to mentally transition from a morning at home to a busy morning at school and to greet their classmates. ***Therefore, though we do not have an actual "first bell" like other elementary and middle schools, we request that students arrive at school between 8:15 and 8:25. Thank you for your cooperation in this matter. If students arrive after 10:15 a.m. it will constitute a half day absence, and if they leave school before 1:15 p.m., it will constitute a half-day absence.***

Student absences and tardies have an adverse effect on your child's educational progress. When your child misses school, he or she misses out. Attendance guidelines follow state laws (RCW 28A.225.020). Attendance and tardies are being carefully monitored and tracked. **Students should be on time daily and in school 95% of the time.** We will schedule an attendance improvement conference with a parent/guardian, the student, teacher, and the superintendent after two unexcused absences or chronic tardiness. ***Please review EXCUSED absences below.***

Absences are excused or unexcused.

***EXCUSED*** absences include:

- school sponsored activities
- illness and off island medical appointments
- family emergency
- religious holiday
- parental-approved *planned* absence: **Please note that these must be prearranged with school staff. District Policy (3122) requires that for a parental-approved activity to be EXCUSED, it must be agreed to by the Superintendent. This requires at least a three-day notice so that an educational plan can be written. *Please make arrangements with the teacher who will submit the request to the superintendent.***

***UNEXCUSED*** absences are any absences that are:

- unverified or not approved by parent or guardian
- not defined as an excused absence
- any attempt by a student to forge a verification of an absence

Absences and tardies are recorded on report cards and are reported to OSPI (Office of Superintendent of Public Instruction). State law requires a school district to notify county judicial personnel when a student has 15 unexcused school absences.

In the event of illness or family emergency, please notify the school by 8:15 AM if your child will be absent or late. ***Please call the classroom phone 360-468-4582 or email the teacher.*** If your child has been ill, please wait until they have been fever free and/or vomiting free for 24 hours before returning to school.

**Request to leave school early:** A request to leave school early should be given to the classroom teacher no later than the morning of the dismissal. The time and reason for leaving should be included in the request. **Please communicate with your child's classroom teacher upon your earliest knowledge of an upcoming absence or request to leave early.**

**After School Plan:** Please be aware that students should not be unsupervised on the school grounds after dismissal at 3:00 PM. and should follow all posted playground rules. As a courtesy to the teachers who are still busy with classroom duties and to ensure the safety of your child, please make sure that your student follows the after-school plan submitted by your family to the school. Please send a note or email for any change in the after-school plan.

**Alternative Learning Programs:** The Board authorizes the creation of Alternative Learning Experience (ALE) courses (Policy 2255). Students who attend Shaw School from other islands or Shaw students who participate in off island activities and sports must have a teacher and parent approved alternative learning plan.

**Athletic Equipment:** Bicycles, scooters, skates, and skateboards may be used on the playground as a part of Physical Education under supervision of the teacher. Helmets are required. Pads and other safety gear are required.

**Classroom visitation:** Parents and legal guardians of Shaw School students are encouraged to visit the school for classroom observation and to review instructional materials and samples of their child's work. Visits should be scheduled in advance by consultation with the teacher(s), so that they can occur at a time that is reasonably convenient for both the teacher(s) and parent or guardian. Student guest visitations must be pre-arranged.

**Conferences:** Parent/teacher conferences will be scheduled twice a year in the fall and spring; however, additional conferences may be scheduled at any time initiated by either the teachers or parent/guardian.

**Dress code:** Student's attire needs to be safe and non-disruptive to the learning environment. Clothing and accessories should contain NO inappropriate pictures, liquor advertisements, sexually-suggestive messages, or smoking, vaping, drug-related, or weapon-related messages. NO exposed undergarments. Tummies need to be covered. Shoes need to be safe for running and play. Students whose clothing is deemed inappropriate by school staff will be asked to call home for a change of clothing.

**Drug, alcohol, tobacco education:** Shaw School is a drug, alcohol, e-cigarette/vape, and tobacco free school.

**Electronic information system:** **Parents and students are required to sign** the Use of Electronic Devices and Electronic Information System Access form in order for a student to be permitted access to the internet and e-mail. The district has a filter on the system, but there is always some risk that a student may encounter offensive advertisements or access an inappropriate web page. It is the responsibility of the student to report any incident to the teacher. (Policy 2022). ***Please see Guidelines for Technology Usage included in the Handbook Packet.***

**Electronic devices:** Students are only allowed to bring personal technology devices (e.g. laptops, E-readers, tablets, cell phones, iPads, iPods, etc.) to school with a teacher's permission.

**Emergency closure:** In the event of an emergency school closure, parents in the Shaw Island School District will be notified by telephone. If telephone contact is not possible, information will be available over KGMI Radio 790 AM. Any school days missed will be made up on a date determined by the staff and Board of Directors. Additional emergency information may be available at KWLE Radio 1340 AM in Anacortes.

**Field trips:** In the interest of providing a broad-based education, the school board encourages school staff to include field trips as part of the educational process. Because field trips are an integral part of the curriculum, it is expected that all students will participate unless arrangements are made in advance with school staff for alternate work to be completed by the student. Parents are needed as chaperones and some field trips require parent assistance for transportation. Transition to Kindergarten students will require a parent chaperone for off island Field Trips (day or overnight) and Kindergarten students will require a parent chaperone for all overnight Field Trips. Field trips guidelines are outlined in Policy/Procedure 2320/2320P.

**Grading and report cards:** Report cards will be issued following a trimester system. Report cards are aligned with Common Core Standards. (Policy 2420/2420-P).

### **Harassment, Intimidation and Bullying Protection (HIB)**

Our School Protect Students from Harassment, Intimidation, and Bullying (HIB). Schools are meant to be safe and inclusive environments where all students are protected from Harassment, Intimidation, and Bullying (HIB), including in the classroom, in school sports, and during other school activities. This section defines HIB, explains what to do when you see or experience it, and our school's process for responding to it. What is HIB?

State law defines HIB in **RCW 28A.600.477(5)(b)(i)** as “any intentional electronic, written, verbal, or physical act including, but not limited to, one shown to be motivated by any characteristic in **RCW 28A.640.010** and **28A.642.010** (discrimination based on a protected class) or other distinguishing characteristics, when the intentional electronic, written, verbal, or physical act:

- (A) Physically harms a student or damages the student's property;
- (B) Has the effect of substantially interfering with a student's education;
- (C) Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
- (D) Has the effect of substantially disrupting the orderly operation of the school”

HIB may involve an observed or perceived power imbalance and is repeated multiple times or is highly likely to be repeated. HIB is not allowed, by law, in our schools

**How can I make a report or complaint about HIB? Talk to any school staff member** (consider starting with whoever you are most comfortable with!). You may use our district's reporting form to share concerns about HIB ([www.shawislandschool.org](http://www.shawislandschool.org). Resources & Forms. HIB: Report Form), but reports about HIB can be made in writing or verbally. Your report can made anonymously, if you are uncomfortable revealing your identity, or confidentially if you prefer it not be shared with other students involved with the report. No disciplinary action will be taken against another student based **solely** on an anonymous or confidential report.

If a staff member is notified of, observes, overhears, or otherwise witnesses HIB, they must take prompt and appropriate action to stop the HIB behavior and to prevent it from happening again. Our district also has a HIB Compliance Officer (Superintendent, Dr. Becky Bell) that supports prevention and response to HIB.

**What happens after I make a report about HIB?** If you report HIB, school staff must attempt to resolve the concerns. If the concerns are resolved, then no further action may be necessary. However, if you feel that you or someone you know is the victim of unresolved, severe, or persistent HIB that requires further investigation and action, then you should request an official HIB investigation. Also, the school must take actions to ensure that those who report HIB don't experience retaliation.

**What is the investigation process?** When you report a complaint, the HIB Compliance Officer leading the investigation must notify the families of the students involved with the complaint and must make sure a prompt and thorough investigation takes place. The investigation must be completed within 5 school days, unless you agree on a different timeline. If your complaint involves circumstances that require a longer investigation, the district will notify you with the anticipated date for their response. When the investigation is complete, the HIB Compliance Officer or the staff member leading the investigation must provide you with the outcomes of the investigation within 2 school days. This response should include:

- A summary of the results of the investigation
- A determination of whether the HIB is substantiated
- Any corrective measures or remedies needed
- Clear information about how you can appeal the decision

**What are the next steps if I disagree with the outcome?**

**For the student designated as the “targeted student” in a complaint:**

If you do not agree with the school district's decision, you may appeal the decision and include any additional information regarding the complaint to the superintendent, or the person assigned to lead the appeal, and then to the school board.

**For the student designated as the “aggressor” in a complaint:**

A student found to be an “aggressor” in a HIB complaint may not appeal the decision of a HIB investigation. They can, however, appeal corrective actions that result from the findings of the HIB investigation.

For more information about the HIB complaint process, including important timelines, please see the district's HIB Policy 3207 and Procedure 3207P.

## **Our School Stands Against Discrimination**

Discrimination can happen when someone is treated differently or unfairly because they are part of a **protected class**, including their race, color, national origin, sex, gender identity, gender expression, sexual orientation, religion, creed, disability, use of a service animal, or veteran or military status.

**What is discriminatory harassment?**

Discriminatory harassment can include teasing and name-calling; graphic and written statements; or other conduct that may be physically threatening, harmful, or humiliating. Discriminatory harassment happens when the conduct is based on a student's protected

class and is serious enough to create a hostile environment. **A hostile environment** is created when conduct is so severe, pervasive, or persistent that it limits a student's ability to participate in, or benefit from, the school's services, activities, or opportunities.

To review the district's Nondiscrimination Policy 3210 and Procedure 3210-P, visit [www.shawislandschool.org](http://www.shawislandschool.org).

**What is sexual harassment?** **Sexual harassment** is any unwelcome conduct or communication that is sexual in nature and substantially interferes with a student's educational performance or creates an intimidating or hostile environment. Sexual harassment can also occur when a student is led to believe they must submit to unwelcome sexual conduct or communication to gain something in return, such as a grade or a place on a sports team.

Examples of sexual harassment can include pressuring a person for sexual actions or favors; unwelcome touching of a sexual nature; graphic or written statements of a sexual nature; distributing sexually explicit texts, e-mails, or pictures; making sexual jokes, rumors, or suggestive remarks; and physical violence, including rape and sexual assault.

Our schools do not discriminate based on sex and prohibit sex discrimination in all of our education programs and employment, as required by Title IX and state law.

To review the district's Sexual Harassment Policy 3205 and Procedure 3205-P, visit [www.shawislandschool.org](http://www.shawislandschool.org).

**What should my school do about discriminatory and sexual harassment?**

When a school becomes aware of possible discriminatory or sexual harassment, it must investigate and stop the harassment. The school must address any effects the harassment had on the student at school, including eliminating the hostile environment, and make sure that the harassment does not happen again.

**What can I do if I'm concerned about discrimination or harassment?** Talk to the Superintendent-coordinator or submit a written complaint. To submit a written complaint, describe the conduct or incident that may be discriminatory and send it by mail, fax, email, or hand delivery to the superintendent. Submit the complaint as soon as possible for a prompt investigation, and within one year of the conduct or incident.

For all concerns including;

Concerns about discrimination and contacting the Civil Rights Coordinator:

Concerns about sex discrimination, including sexual harassment and to contact the Title IX Coordinator:

Concerns about disability discrimination and to contact the Section 504 Coordinator:

Concerns about discrimination based on gender identity and to contact the Gender-Inclusive Schools Coordinator:

The Contact person for all above is Dr. Becky Bell, Superintendent/Principal, [bbell@shaw.k12.wa.us](mailto:bbell@shaw.k12.wa.us), 44 Hoffman Cove Road/PO Box 426, Shaw Island, WA 9886, 360-468-2570

**What happens after I file a discrimination complaint?** The Superintendent will give you a copy of the school district's discrimination complaint procedure. The Superintendent must make sure a prompt and thorough investigation takes place. The investigation must be

completed within 30 calendar days unless you agree to a different timeline. If your complaint involves exceptional circumstances that require a longer investigation, the Superintendent will notify you in writing with the anticipated date for their response. When the investigation is complete, the school district superintendent or the staff member leading the investigation will send you a written response. This response will include:

- A summary of the results of the investigation
- A determination of whether the school district failed to comply with civil rights laws
- Any corrective measures or remedies needed
- Notice about how you can appeal the decision

What are the next steps if I disagree with the outcome?

If you do not agree with the outcome of your complaint, you may appeal the decision to the School Board and then to the Office of Superintendent of Public Instruction (OSPI). More information about this process, including important timelines, is included in the district's Nondiscrimination Procedure (3210P) and Sexual Harassment Procedure (3205P).

I already submitted an HIB complaint – what will my school do?

Harassment, intimidation, or bullying (HIB) can also be discrimination if it's related to a protected class. If you give your school a written report of HIB that involves discrimination or sexual harassment, your school will notify the Civil Rights Coordinator. The school district will investigate the complaint using both the Nondiscrimination Procedure (3210P) and the HIB Procedure (3207P) to **fully resolve your complaint**.

Who else can help with HIB or Discrimination Concerns?

#### **Office of Superintendent of Public Instruction (OSPI)**

All reports must start locally at the school or district level. However, OSPI can assist students, families, communities, and school staff with questions about state law, the HIB complaint process, and the discrimination and sexual harassment complaint processes.

OSPI School Safety Center (For questions about harassment, intimidation, and bullying)

- Website: [ospi.k12.wa.us/student-success/health-safety/school-safety-center](https://ospi.k12.wa.us/student-success/health-safety/school-safety-center)
- Email: [schoolsafety@k12.wa.us](mailto:schoolsafety@k12.wa.us)
- Phone: 360-725-6068

OSPI Equity and Civil Rights Office (For questions about discrimination and sexual harassment)

- Website: <https://ospi.k12.wa.us/policy-funding/equity-and-civil-rights>
- Email: [equity@k12.wa.us](mailto:equity@k12.wa.us)
- Phone: 360-725-6162

#### **Washington State Governor's Office of the Education Ombuds (OEO)**

The Washington State Governor's Office of the Education Ombuds works with families, communities, and schools to address problems together so every student can fully participate and thrive in Washington's K-12 public schools. OEO provides informal conflict resolution tools, coaching, facilitation, and training about family, community engagement, and systems advocacy.

- Website: [www.oeo.wa.gov](http://www.oeo.wa.gov)
- Email: [oeoinfo@gov.wa.gov](mailto:oeoinfo@gov.wa.gov)
- Phone: 1-866-297-2597

#### **U.S. Department of Education, Office for Civil Rights (OCR)**



The U.S. Department of Education, Office for Civil Rights (OCR) enforces federal nondiscrimination laws in public schools, including those that prohibit discrimination based on sex, race, color, national origin, disability, and age. OCR also has a discrimination complaint process.

- Website: <https://www.ed.gov/>
- Email: [ocr@ed.gov](mailto:ocr@ed.gov)
- Phone: 800-421-3481

#### Our School is Gender-Inclusive

In Washington, all students have the right to be treated consistently with their gender identity at school. Our school will:

- Address students by their requested name and pronouns, with or without a legal name change
- Change a student's gender designation and have their gender accurately reflected in school records
- Allow students to use restrooms and locker rooms that align with their gender identity
- Allow students to participate in sports, physical education courses, field trips, and overnight trips in accordance with their gender identity
- Keep health and education information confidential and private
- Allow students to wear clothing that reflects their gender identity and apply dress codes without regard to a student's gender or perceived gender
- Protect students from teasing, bullying, or harassment based on their gender or gender identity

To review the district's Gender-Inclusive Schools Policy 3211 and Procedure 3211P visit [shawislandschool.org](http://shawislandschool.org) If you have questions or concerns, please contact the Gender-Inclusive Schools Coordinator, Superintendent Bell.

For concerns about discrimination or discriminatory harassment based on gender identity or gender expression, please see the information above.

**Highly Capable Program:** Students may be nominated for the Shaw School District Highly Capable Program. Please see the flyer in the Handbook Packet. More information is also available on the school website. Nomination deadline is October 31<sup>st</sup> of the school year. Additionally, all students will be screened for Highly Capable placement in grades 2<sup>nd</sup> and 5<sup>th</sup> using the CoGat screening test. Results will be shared with families.

**Homeschool Enrichment Program:** Homeschool families may participate in enrichment programs at Shaw Island School. All participation must be prearranged with school staff.

**Illnesses:** Out of respect for others, please keep sick children at home. Please keep children home until fever free and/or vomiting free for 24 hours without fever reducing medication.

**Medication at school:** Students may not possess prescription or over the counter medications, including such things as cough drops. Parents are responsible for caring for students who are ill or on medication. ***School personnel are not allowed to dispense medicine except within an approved 504/Health Care Plan, which requires parents to submit a written***

***authorization accompanied by written instructions from a licensed physician or dentist.*** Please contact the office if your child needs medication at school.

**Messages and phone calls:** If a message must be conveyed to a teacher or student, please use the classroom phone at 360-468-4582 and not the office phone as the office is staffed on a part-time basis and your message may not be received in a timely manner. Please use discretion when calling in order to avoid unnecessary disruption of class time; if possible, send a note or email to limit classroom disruption. After school arrangements should be made outside of school; students will not be allowed to use the school phone to make social plans. Please only use text messaging for emergency or urgent messages.

**Non-discrimination:** Shaw Island School District 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. Please see the brochure included in your Handbook Packet. (Policy 3210/3210-P).

**Playground safety:** Student safety is a priority and playground supervisors may use their discretion in enforcing safe and appropriate playground behavior. It is expected that students will follow the guidance of the supervising adult. A list of general safety guidelines is posted on the outdoor bulletin board located near the office door and is included in the Handbook Packet for family review. During parent-supervised afterschool play, school playground rules must be followed.

**Snacks:** Students are encouraged to bring nutritious/healthy snacks for their morning snack. Due to health concerns, students are not allowed to share food. Special occasion treats for the class will not be allowed during COVID.

**Student records:** Parents have the right to review their child's school cumulative records (Policy 3231/3231-P). Please contact the school office if interested in reviewing the complete file. Parents are advised that student records will be release to another school where the student has enrolled or intends to enroll. Other districts shall be provided with records upon official request from the district. The enrolling school shall be provided with the student's academic record, immunization record, and disciplinary record.

**Sexual Harassment:** Students and staff are protected against sexual harassment by anyone in any school program or activity, including on the school campus, on the school bus, or off-campus, such as a school-sponsored field trip. ***Please see flyer included in the Handbook Packet detailing sexual harassment and complaint procedures.*** (Policy 3205/3205-P).

**State Testing:** Each spring, students in grades 3 through 8 will participate in the ***Smarter Balanced*** testing which is mandated by OSPI (Office of the Superintendent of Public Instruction). Families will receive the results of the tests. Parents are welcome to speak with the teacher(s) for more information on the testing.

### **STUDENT RIGHTS AND RESPONSIBILITIES**

The mission of the Shaw Island School District is to assure to all students the learning experiences needed to develop skills, competencies and attitudes fundamental to achieving individual satisfaction as responsible, contributing citizens: opportunity to acquire basic skills essential to a fulfilling life; safe and satisfactory classroom conditions to enable learning to take place; and support in developing habits that are physically, mentally, and morally healthful. These rules and regulations are established to protect and insure the rights of students to an optimum educational opportunity. Each pupil shall be encouraged to grow as a person and to properly express himself/herself as an individual.

The District shall respect the substantive and procedural due process guarantees of school children as provided by federal and state rules, regulations and statutes.

Because the district is an elementary school, its policies reflect the premise that students are minor-aged children.

All students who attend Shaw School shall comply with the policies, rules, and regulations of the District, shall pursue the required course of studies, and shall submit to the authority of the Superintendent and teacher(s), subject to such corrective action or punishment as the school officials shall determine. (Policy 3200).

#### **Rules of Student Conduct**

#### ***Be Safe***

#### ***Be Kind***

#### ***Be Responsible***

1. A student shall comply with the directions of the superintendent, the teacher, the substitute teacher, or any other designated special teacher or teacher aide during any time the student is properly under the authority of school personnel.
2. The possession or use of tobacco products, electronic nicotine devises, alcoholic beverages, illegal drugs, or controlled substances on school property is prohibited.
3. There shall be no fighting on the school grounds or at any school related event.
4. No unexcused absences shall be permitted.
5. No littering shall be permitted on the school grounds.
6. The use of language or gestures generally regarded as profane or obscene is unacceptable. Students are expected to use appropriate language.
7. No motor vehicles will be allowed on the school grounds.
8. Prior approval of the teacher and/or superintendent needs to be given to bring pets into the classroom.
9. Students shall remain in school or on the school grounds from time of arrival until the close of school unless officially excused. Classrooms are open to children at 8:15 and dismissal is at 3:00.
10. A student may not intentionally cause substantial disruption of the school.
11. No dangerous weapons shall be allowed on the school grounds. (Policy 4210)

12. A student shall not intentionally cause, or attempt to cause, physical injury to another person; or intentionally behave in such a way as could reasonably cause physical injury to any person.
13. School property shall not be damaged, defaced or stolen.
14. Students shall not damage or steal private property either on school grounds or during school activity.
15. No roller skating or skate boarding around school buildings.
16. School technology shall not be used to bully or harass other students.

### Discipline

1. It is recognized that there is an unquestioned right and need for teachers and superintendents to be able to discipline pupils under their supervision for the purpose of maintaining order and control in the school and providing a sound educational environment. It is further recognized that all activities involved in and integral to the school's educational program are within jurisdiction of the District to regulate, including extra-curricular activities such as school-sponsored afterschool activities, sports, school visitations, and field trips.

2. A pupil may be disciplined for:

- a. Failure to comply with rules and regulations of the school district and state and federal rules, regulations and statutes.
- b. Failure to submit to reasonable disciplinary action by school authorities.

### Corporal punishment

Corporal punishment shall not be administered in Shaw Island School District. This does not restrict the right of a teacher to restrain a student who poses a physical threat to himself, other students, or staff.

### Forms of Discipline

Negative behavior that does not resolve through normal classroom or playground management strategies will be dealt with on a case by case basis. Possible actions that could be taken are the following:

- In-class or playground interventions.
- A special parent/teacher conference with possible behavior plan.
- Exclusion from a single class, special event, field trip, or other school activity.
- An in-school suspension temporarily removing the student from the regular environment, but permitting the student to maintain his/her educational progress. Students who are assigned to the in-school suspension are granted this opportunity as a privilege and are expected to comply with the expectations of the staff.
- A pupil who is seriously disruptive may be sent home during the school day if the teacher and/or superintendent decides this is necessary for the safety of other students, or to restore order in the classroom. The teacher and/or superintendent shall attempt to

reach the student's parents to inform them of disciplinary action taken and to request the parents come to school for their child. If the parents cannot be reached, the student must remain at the school until the close of the school day unless another adult is able to assume responsibility for the student.

- Suspension: the exclusion from school or individual classes for a specific period of time, after which the student has a right to return.
- Expulsion: the exclusion from school or individual classes for an indefinite period.

Discipline shall not affect specific academic grade, subject, or graduation requirements, so long as all required work is performed.

**Title IX Coordinator**  
**Civil rights Compliance Coordinator**  
**District Section 504 Officer**  
**ADA Coordinator**  
**Gender Inclusive Schools Coordinator**  
**HIB (Harassment, Intimidation, and Bullying) Liaison:**  
Superintendent Dr. Becky Bell  
PO Box 426  
Shaw Island, WA 98286  
[bbell@shaw.k12.wa.us](mailto:bbell@shaw.k12.wa.us)  
360-468-2570

# Shaw Island Elementary | 2024-2025 CALENDAR

AUGUST '24						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

26-28 Teacher Prep Days  
29 First Day of School – Early Release

2 Days

FEBRUARY '25						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

5,12,26, Early Release  
17 Presidents Day  
No School  
18-21 Mid-Winter Break  
No School

15 Days

SEPTEMBER '24						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

2 Labor Day  
No School  
4,11,18,25 Early Release

20 Days

MARCH '25						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

5,12,19,26 Early Release  
13 End of 2nd Trimester  
20 Parent Conferences  
Early Release

21 Days

OCTOBER '24						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

2,9,16,23,30 Early Release

23 Days

APRIL '25						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

2,16,23,30 Early Release  
7-11 Spring Break  
No School

17 Days

NOVEMBER '24						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

6,13,20,27, Early Release  
11 Veterans Day  
No School  
22 End of 1st Trimester  
28-29 Thanksgiving Break  
No School

18 Days

MAY '25						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

7,14,21,28 Early Release  
26 Memorial Day  
No School

21 Days

DECEMBER '24						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

4,11,18 Early Release  
5 Parent Conferences  
Early Release  
20-31 Winter Break  
No School

14 Days

JUNE '25						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

4,11 Early Release  
13 Last Day of School  
Early Release  
Graduation & Spring Concert (early evening)  
16 Teacher Final Day

10 Days

JANUARY '25						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

1-3 New Year's Day – Winter Break  
No School  
6 Return to School  
8,15,22,29 Early Release  
20 M.L. King Day  
No School

19 Days

JULY '25						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		